



## **GENERAL MEETING**

**Wednesday 17 July 2024**

### **NOTICE OF MEETING**

Cr AL Martin

Cr BP Johnstone

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Cr AA Hart

Cr PW Skewes

Please find attached the Agenda for the General Meeting to be held at the Tambo Council Chambers, Wednesday 17 July 2024 commencing at 8:30 am.

**MJ Lollback**

**Chief Executive Officer**

**CALENDAR OF EVENTS****April 2024**

19 April 2024	Queensland Music Trail – Tambo Big Bush Dance
24 April 2024	Council Meeting – Blackall
25 April 2024	Anzac Day
29 April 2024	Tambo Stock Show

**May 2024**

6 May 2024	Labour Day
10-11 May 2024	Blackall Show
15 May 2024	Council Meeting – Tambo
16 May 2024	Councillor Induction Session – Blackall (9am to 1pm)
18-19 May 2024	Polocrosse - Tambo
21-22 May 2024	Civic Leaders Summit
23 May 2024	Opera Queensland – Blackall Woolscour

**June 2024**

1 June 2024	Tambo Cup Races
11-14 June 2024	National General Assembly
19 June 2024	Council Meeting – Blackall

**July 2024**

17 July 2024	Council Meeting – Tambo
30-31 July 2024	Indigenous Leaders Forum

**August 2024**

3 August 2024	Tambo Ladies Day Race Meeting
21 August 2024	Council Meeting – Blackall

**September 2024**

4-5 September 2024	2024 WQAC Assembly – Mount Isa
18 September 2024	Council Meeting – Tambo

**October 2024**

7 October 2024	King's Birthday
16 October 2024	Council Meeting – Blackall
24 October 2024	State Election
28-30 October 2024	LGAQ Annual Conference

**November 2024**

5 November 2024	Melbourne Cup Holiday
20 November 2024	Council Meeting – Tambo

**December 2024**

18 December 2024	Council Meeting – Blackall
24 December 2024	Christmas Eve
25 December 2024	Christmas Day
26 December 2024	Boxing Day

**Held at Tambo Council Chambers**  
**On Wednesday 17 July 2024**  
**Commencing at 8:30 am**

**Order of Business**

Leave of Absence/Signing of Attendance Book

Apologies: Cr Peter Skewes

Condolences:

- Alexander (Sandy) Irvine
- Neil Karl Fisher

Declarations of Conflicts of Interest:

Deputations: Nil

**BUSINESS**

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## **1 Confirmation of the Meeting Minutes**

That the minutes of the General Meeting held on 19 June 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.



**MINUTES OF THE GENERAL MEETING OF  
BLACKALL-TAMBO REGIONAL COUNCIL  
HELD AT THE BLACKALL COUNCIL CHAMBERS  
ON WEDNESDAY 19 JUNE 2024 at 8:30 AM**

**PRESENT:**

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

**OFFICERS:**

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

**CONDOLANCES:**

A minutes silence was observed to mark the passing of:

- Arthur Laurence Behan
- Patricia Evelyn Hauff
- Clive Terrance Russell
- Sidney John Rodman
- Gwendoline Fay Turnbull
- Eunice Lloyd
- Thomas Richardson

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**DECLARATIONS OF INTEREST**

**Cr. Martin for item 5.1.4** - I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland. The nature of my interest is as follows:

- I am the chair of Red Ridge.

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

**Cr. Schluter for item 6.6** - I, Councillor Schluter, inform the meeting that I have a prescribed conflict of interest in item 6.6 Outback Queensland Masters. The nature of my interest is as follows:

- I am a member and vice president of the Blackall Golf Club.

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

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**Cr Scobie for item 5.1.4** - I, Councillor Scobie, inform the meeting that I have a declarable conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland. The nature of my interest is as follows:

- I am 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.

**Cr. Skewes for item 5.1.4** - I, Councillor Skewes, inform the meeting that I have a prescribed conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland. The nature of my interest is as follows:

- I am a member of the board for Red Ridge.

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

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## 1 Confirmation of the Meeting Minutes

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

**That the minutes of the General Meeting held on 15 May 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.**

**GM 2024/06/85**

**Carried 7 / 0**

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**ITEM NO:**

**4.1**

**SUBJECT TITLE:**

**Apology - Councillor Andrew Martin**

The Mayor, Councillor AL Martin read a prepared apology and admission of error statement to the Council.

**MOTION: Moved: Cr Andrew Martin**

**Seconded: Cr Boyd Johnstone**

**That Council receive and note the apology and admission of error statement made by the Mayor, Councillor AL Martin as attached.**

*A complaint was lodged with the Office of the Independent Assessor on 3 January 2022 regarding my conduct as a Councillor in 2021. The complaint related to the internal forwarding of an email that I received and the way in which I handled it on various occasions going forward. It is unnecessary to go into detail here as the matter has been dealt with extensively by both myself and the OIA over the past two and a half years, and more recently, the Councillor Conduct Tribunal. It is time to move forward. Suffice it to say, on 5 June 2024, the Tribunal sustained the allegation that I had engaged in misconduct and ordered that I make a public apology for the conduct.*

*As the Mayor of the Blackall-Tambo region I receive numerous emails. Further, as the Mayor I require an open and transparent organisation, and as such will often forward information to others to make them aware of various situations, or to seek advice. In this instance, I accept that the forwarding of that email and my subsequent conduct in relation to that act failed to meet the accepted standards that the community would expect of their Mayor, and I accept the finding of the Councillor Conduct Tribunal.*

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*For members of the public who may not be familiar with this area and what such a finding means, I emphasise that the Tribunal has not found that I have done anything illegal or unlawful. That said, I now offer my unreserved apology to my fellow Councillors and the Blackall-Tambo region for my conduct and will make no further comment so as to move on.*

**GM 2024/06/86****Carried 7 / 0****SUBJECT TITLE: Suspend the Order of Business**

The Order of Business was suspended to discuss item 6.18 Tennis and Netball Courts at the Tambo Sports Complex.

**MOTION: Moved: Cr Andrew Martin****Seconded: Cr Jane Scobie**

**That the Order of Business be suspended to discuss item 6.18.**

**GM 2024/06/87****Carried 7 / 0****ITEM NO:****6.18****SUBJECT TITLE:****Tennis and Netball Courts at the Tambo Sports Complex**

Tambo Netball Inc. has requested that a second netball court be included into the Tambo Sports Complex. They have proposed, as their preferred option, that a second tennis court be multi marked for both Tennis and Netball. Council has consulted with Tambo Netball Inc. and Tambo Sports Club Inc. An impasse has resulted, and the President of the Tambo Sports Club has asked that matter be referred to Council for resolution.

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

**That Council:**

- 1. Mark a second tennis court (as indicated on attachment 1 to this report) at the Tambo Sports Complex with permanent netball line markings, for its multi-use as a tennis and netball Court. Markings are to be in distinctly differing colours to conform with the requirements of both Netball Queensland and Tennis Queensland.**
- 2. Re-mark the existing multi-lined court (as indicated on attachment 1 to this report) using those required colours as mentioned in recommendation 1.**
- 3. Assist Tambo Netball Inc. and Tambo Sports Club Inc. in seeking funding to construct a purpose-built netball court at the Tambo Sports Complex and other inclusions deemed appropriate.**

**GM 2024/06/88****Carried 7 / 0****ITEM NO:****4.2****SUBJECT TITLE:****Information Report for May 2024**

Information report from the Mayor for Council activities during the month of May 2024.

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

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**That Council receive the Mayor's report for May 2024.****GM 2024/06/89****Carried 7 / 0****ITEM NO:****5.1.1****SUBJECT TITLE:****Financial Report for the Month of May 2024**

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

**MOTION: Moved: Cr Grahame Schluter****Seconded: Cr Alina Hart****That Council receive the Financial Report for May 2024.****GM 2024/06/90****Carried 7 / 0****ITEM NO:****5.1.2****SUBJECT TITLE:****DFCCS Operations Report - May 2024**

The Director of Finance Corporate and Community Services operations report for May 2024 is presented to the Council. The report includes housing and administration, Blackall aerodrome, libraries, visitor information centres, facility bookings, and Tambo Multipurpose.

**MOTION: Moved: Cr Grahame Schluter****Seconded: Cr Jane Scobie****That Council receive the DFCCS Operations Report for May 2024.****GM 2024/06/91****Carried 7 / 0****ITEM NO:****5.1.3****SUBJECT TITLE:****Retirement of Blackall Gym Policy**

Council advertised for a private individual to manage the gym, hoping to encourage a higher level of activity in the Blackall community. As of 20 December 2023, Jess Johnson became the approved provider of the Blackall Gym. Since the private management of the gym has commenced fitness group classes, PT sessions and nutrition classes have been introduced.

**MOTION: Moved: Cr Grahame Schluter****Seconded: Cr David Hardie****That Council retire the Blackall Gym Policy as the facility is managed privately.****GM 2024/06/92****Carried 7 / 0****Prescribed Conflicts of Interest**

Cr. Martin for item 5.1.4 - I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland.

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The nature of my interest is as follows:

- I am the chair of Red Ridge.

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

Cr. Skewes for item 5.1.4 - I, Councillor Skewes, inform the meeting that I have a prescribed conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland.

The nature of my interest is as follows:

- I am a member of the board for Red Ridge.

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

#### **Declarable Conflicts of Interest**

Cr Hart for item 5.1.4 - I, Councillor Hart, inform the meeting that I have a declarable conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland. The nature of my interest is as follows:

- I am a member of the RADF Committee.

Although I have a declarable conflict of interest, I feel it is in the public interest that I participate and vote on agenda item 5.1.4, because:

1. Under section 150EO(b)(i) of the Local Government Act I am a Council appointed member of the RADF Committee.

Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may participate in the debate and decision making despite my declarable conflict of interest.

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

**That Councillor Alina Hart may participate in the decision as under section 150OE(b)(i) of the *Local Government Act 2009* Cr Hart does not have a declarable conflict of interest.**

**GM 2024/06/93**

**Carried 5 / 0**

Cr Scobie for item 5.1.4 - I, Councillor Scobie, inform the meeting that I have a declarable conflict of interest in item 5.1.4 - RADF Recommendation - Red Ridge Interior Queensland.

The nature of my interest is as follows:

- I am a member of the RADF Committee.

Although I have a declarable conflict of interest, I feel it is in the public interest that I participate and vote on agenda item 5.1.4, because:

1. Under section 150EO(b)(i) of the Local Government Act I am a Council appointed member of the RADF Committee.

Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may participate in the debate and decision making despite my declarable conflict of interest.

**MOTION: Moved: Cr Boyd Johnstone      Seconded: Cr Alina Hart**

**That Councillor Jane Scobie may participate in the decision as under section 150OE(b)(i) of the *Local Government Act 2009* Cr Scobie does not have a declarable conflict of interest.**

**GM 2024/06/94**

**Carried 5 / 0**

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At this point, 9.05am, Cr Martin and Cr Skewes left the meeting.

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The CEO requested that the Deputy Mayor, Cr Hardie assume the chair.

**ITEM NO:** 5.1.4  
**SUBJECT TITLE:** RADF Recommendation- Red Ridge Interior Queensland

The 2023-2024 RADF program has a surplus of \$2,109.00 following the fourth and final round of community grants.

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

**That Council ratifies the RADF Committee's initiative to allocate \$2,109.00 to Red Ridge Interior Queensland to support circus workshops during the 2024 Blackall-Tambo Circus Carnival in August.**

**GM 2024/06/95**

**Carried 5 / 0**

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At this point, 9.11am, Cr Martin and Cr Skewes returned to the meeting.

Cr Martin resumed the chair.

**ITEM NO:** 5.1.5  
**SUBJECT TITLE:** RADF Meeting Minutes

The RADF Special Meeting was held via zoom.

**MOTION: Moved: Cr Grahame Schluter      Seconded: Cr Alina Hart**

**That Council receive the meeting minutes for the special meeting of the RADF Committee held 20 March 2024.**

**GM 2024/06/96**

**Carried 7 / 0**

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At this point, 9.12am, Cr Johnstone left the meeting.

At this point, 9.13am, Cr Johnstone returned to the meeting.

**ITEM NO:** 5.2.1  
**SUBJECT TITLE:** Director of Works and Services Operation Report

The Director of Works and Services report for May 2024 is presented to Council.

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

**That Council receive the Director of Works and Services' Operation Report for May 2024.**

**GM 2024/06/97**

**Carried 7 / 0**

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**ITEM NO:** 5.2.2  
**SUBJECT TITLE:** Betterment & Reconstruction Package 3

Tenders were requested for the BTRC Betterment & Reconstruction Package 3

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

That Council ratifies the Chief Executive Officer's decision to award the tender for the Betterment and & Reconstruction Package 3 to NQES Industries Pty Ltd at \$671,286.96 (ex GST) as they are a proven supplier; and that Council note that the contract was awarded by the Chief Executive Officer due to time restraints and to ensure the contractor was secured for the project.

GM 2024/06/98

Carried 7 / 0

**ITEM NO:** 5.2.3  
**SUBJECT TITLE:** 2024 Reseals – Supply & Delivery of Cover Aggregate

Blackall-Tambo Regional Council tendered for the Supply and Delivery of Cover Aggregate for the 2024 Reseal Program.

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

That Council ratifies the Chief Executive Officer's decision to award the tender for the Supply and Delivery of Cover Aggregate for the 2024 Reseal Program to Champion Contracting Pty Ltd at \$237,615.00 (ex GST) as they are a proven supplier; and that Council note that the contract was awarded by the Chief Executive Officer due to time restraints and to ensure the contractor was secured for the project.

GM 2024/06/99

Carried 7 / 0

**ITEM NO:** 5.2.4  
**SUBJECT TITLE:** 2024 Reseals – Supply, Cart, Heat and Spray of Bituminous Product

Blackall-Tambo Regional Council tendered for the Supply, Cart, Heat and Spray of Bituminous Products for the 2024 Reseal Program.

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

That Council ratifies the Chief Executive Officer's decision to award the tender for the Supply, Cart, Heat and Spray of Bituminous Product for the 2024 Reseal Program to Boral Resources (QLD) Pty Ltd at \$593,119.45 (ex GST) as they are a proven supplier; and that Council note that the contract was awarded by the Chief Executive Officer due to time restraints and to ensure the contractor was secured for the project.

GM 2024/06/100

Carried 7 / 0

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**ITEM NO: 6.1**  
**SUBJECT TITLE: Blackall Saleyards Report**

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

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

**That Council receive the Blackall Saleyards monthly report for May 2024.**

**GM 2024/06/101**

**Carried 7 / 0**

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**ITEM NO: 6.2**  
**SUBJECT TITLE: 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 Jane Scobie      Seconded: Cr David Hardie**

**That Council receives the Planning and Development Report for May 2024.**

**GM 2024/06/102**

**Carried 7 / 0**

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**ITEM NO: 6.3**  
**SUBJECT TITLE: Environmental Health Officer's Report**

The Environmental Health Officer's report is provided to Council.

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

**That Council receive the Environmental Health Officer's report for May.**

**GM 2024/06/103**

**Carried 7 / 0**

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**ITEM NO: 6.4**  
**SUBJECT TITLE: Ranger's Report**

The Ranger's Report for May 2024 is provided to Council.

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

**That Council receive the Ranger's report for May 2024.**

**GM 2024/06/104**

**Carried 7 / 0**

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**ITEM NO: 6.5**  
**SUBJECT TITLE: 2024-25 Get Ready Queensland Grant Program**

Council has received correspondence from the Queensland Reconstruction Authority advising the funding allocation for the Get Ready Queensland grant program for 2024-2025.

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**MOTION: Moved: Cr Grahame Schluter      Seconded: Cr Jane Scobie****That Council accept the funding of \$7,760.00 (ex GST) from the Queensland Reconstruction Authority for the 2024-2025 Get Ready Queensland program.****GM 2024/06/105****Carried 7 / 0**

Cr. Schluter for item 6.6 - I, Councillor Schluter, inform the meeting that I have a prescribed conflict of interest in item 6.6 Outback Queensland Masters. The nature of my interest is as follows:

- I am a member and vice president of the Blackall Golf Club.

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

At this point, 9.27am, Cr Schluter left the meeting.

**ITEM NO:****6.6****SUBJECT TITLE:****Outback Queensland Masters**

Outback Queensland Masters is seeking Council's financial and in-kind support for an event to be held on 5<sup>th</sup> and 6<sup>th</sup> July 2025. Golf Australia, the facilitators of the event, have revised their previous financial request.

**MOTION: Moved: Cr Jane Scobie****Seconded: Cr Alina Hart**

**That Council support the Outback Queensland Masters event in principle and provide the in-kind support as contained in the report (including the cash contribution of \$11,000 plus GST).**

**GM 2024/06/106****Carried 6 / 0**

At this point, 9.30am, Cr Schluter returned to the meeting.

**ITEM NO:****6.7****SUBJECT TITLE:****Council's Acceptable Request Guidelines**

Council's solicitor reviewed the acceptable request guidelines to ensure it does not contradict any part of section 170A(1) of the *Local Government Act 2009*.

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

1. Receive the letter from King & Company Solicitors providing advice on Council's policy; and
2. Adopt the Acceptable Request Guidelines.

**GM 2024/06/107****Carried 6 / 1**

Cr Peter Skewes voted against the motion.

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**ITEM NO: 6.8**  
**SUBJECT TITLE: Policy Executive Representative Appointment - Local Government Association of Queensland**

Blackall-Tambo Regional Council nominated Cr Andrew Martin to represent District Number 8 for the Local Government Association of Queensland. The representatives for all districts have been announced.

**MOTION: Moved: Cr Grahame Schluter      Seconded: Cr Alina Hart**

**That Council note the appointment of the LGAQ Policy Executive Representatives for the period of 2024-2028.**

**GM 2024/06/108**

**Carried 7 / 0**

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**ITEM NO: 6.9**  
**SUBJECT TITLE: Blackall Work Camp Community Advisory Committee Meeting - 14 April 2024**

The Blackall Work Camp Community Advisory Committee hold meetings every quarter. A meeting was held on 14 April 2024.

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

**That Council receive the Blackall Work Camp Community Advisory Committee report for 14 April 2024.**

**GM 2024/06/109**

**Carried 7 / 0**

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At this point, 9.44am, Mr Ajay Agwan the Director of Works and Services left the meeting.

At this point, 9.44am, Cr Jane Scobie left the meeting.

At this point, 9.46am, Cr Jane Scobie and Mr Ajay Agwan the Director of Works and Services returned to the meeting.

**ITEM NO: 6.10**  
**SUBJECT TITLE: Water Supply Service for Properties in Frames Lane Blackall**

Council provides water to properties outside the declared water area. An audit of water access agreements and associated infrastructure for properties outside Council's declared water service area has been conducted. The properties with addresses in Frames Lane and one additional property are outside the declared water area however they access the town water supply.

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

**That Council write to the landowners of Lot 1, 2, 3, 4, 5, 6, 7, 8 and 9 on SP232635 and Lot 58 TA228134 and provide the following information for the supply of town water for each property:**

1. The properties are outside Council's declared water service area for its reticulated drinking water supply service.
2. Blackall-Tambo Regional Council is responsible for the water line from the delivery point (within the declared water area) to the water meter for each affected property.
3. The properties have an existing arrangement with Council for the supply of water for domestic purposes. The existing arrangement may be current or expired but continuing on a holding over basis or in writing, oral, or partly in writing or partly oral.
4. Any outstanding accrued liabilities of a property (including any unpaid water utility charges levied by Council against the property) remain outstanding until paid.
5. Council consents to the ongoing connection of the existing water supply from the Council Water Infrastructure for the purpose of conveying water for the affected properties.
  - a. Council will not be increasing the pressure of the water mains distribution system with the Council owned Water Line.
  - b. Water flow pressure along the Council owned Water Line reduces and will continue to reduce further away from the township.
  - c. Water flow pressure at and from the Supply Point (each property's water meter) is not considered adequate for firefighting purposes at the properties.
  - d. The landowner must make their own arrangements for on-site static water storage on the property, for firefighting and other domestic purposes.
  - e. The landowner is liable for any excess water usage irrespective of the cause of the excess water usage.
  - f. The landowner must not directly draw down from the water line using a pump causing negative pressure in the water supply.
  - g. The landowner must at their own cost, install, and keep installed, and maintained at all times, in good working order, a Council approved water meter.
  - h. The water meter must be installed in a location and position so that it is easy to read and maintain, at or near the boundary of the property.
  - i. The water meter must include a device which allows for the restriction of the flow of water.
  - j. No connections to the Water Line are permitted without Council approval and only after the appropriate application has been submitted to Council and application fee paid.
  - k. Council does not warrant or guarantee any minimum water flow rate or the supply, or quantity (including the allocation quantity) of supply of water, or the quantity of the supplied water to the property.
  - l. The water is to be used for Domestic purposes as per the following:
    - i. Household purposes (for example, human consumption and sanitation);
    - ii. Watering of animals kept as pets;
    - iii. Watering of animals kept or produced with an animal husbandry land use of the property which meets each of the following criteria:
      1. The animals are kept or produced on native or improved pastures or vegetation, or a yard, stable or temporary holding facility that is ancillary to the keeping or producing of the animals or improved pastures or vegetation; and

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2. The animals are not kept or produced on the property in connecting with an intensive animal industry as defined in the *Planning Regulation 2017*.
- iv. Watering a garden (including a lawn) the combined size of which must not exceed an area of 0.25 ha and is cultivated for domestic use and not for the sale, barter or exchange of goods produced in the garden.

**GM 2024/06/110****Carried 7 / 0**

**ITEM NO:** 6.11  
**SUBJECT TITLE:** Old Picture Theatre

Additional information has been obtained regarding the land and building at 67 Shamrock Street, Blackall.

The CEO asked that this matter lay on the table for a future meeting.

That Council:

1. Proceed with the resolution adopted by Council at the 17 May 2023 meeting and make the necessary applications to demolish the building at 67 Shamrock Street; or
2. Offer the property known as 67 Shamrock Street, Blackall, Lot 1 on RP602469 for sale by tender or auction in accordance with section 227 of the *Local Government Regulation 2012*; or
3. Dispose of the land in accordance with section 236(1)(c)(iv) of the *Local Government Regulation 2012*; or
4. That Council requires the Chief Executive to make further enquires regarding the future use of the Old Picture Theatre.

**ITEM NO:** 6.12  
**SUBJECT TITLE:** Special Holiday for 2025

The Office of Industrial Relations annually invites local governments to make a request to the Minister for special and show holiday for the following year.

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

That Council request a special holiday for the Blackall-Tambo Regional Council area as Melbourne Cup Day, 4 November 2025.

**GM 2024/06/111****Carried 7 / 0**

Council requested that the community be consulted when nominating a date for future special holidays.

**ITEM NO:** 6.13  
**SUBJECT TITLE:** Councillor Code of Conduct Policy Review

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The Blackall-Tambo Regional Council's Stat 4 – Councillor Code of Conduct Policy has been reviewed following the Minister for Local Government's approved amendments to the code of conduct reflecting legislation changes in effect from 15 November 2022.

**MOTION: Moved: Cr Jane Scobie****Seconded: Cr David Hardie****That Council adopt the revised Councillor Code of Conduct Policy.****GM 2024/06/112****Carried 7 / 0****ITEM NO:****6.14****SUBJECT TITLE:****RAPAD Board Communique - First Quarter 2024**

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

**MOTION: Moved: Cr Andrew Martin****Seconded: Cr Alina Hart****That Council receive the RAPAD Board Meeting Communique for the period 1 January 2024 to 31 March 2024.****GM 2024/06/113****Carried 7 / 0****ITEM NO:****6.15****SUBJECT TITLE:****Changes to the Integrity Act 2009**

The *Integrity Act 2009* was amended in May 2024. The amendments made several changes to the operation of Chapter 4 (Lobbying activity) of the Integrity Act. Councillors and council employees are 'government representatives' for the purposes of Chapter 4.

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

**That Council receive the Fact Sheet – Changes to Chapter 4 of the *Integrity Act 2009*: What government and opposition representatives need to know and note that the Integrity Commission now has a statutory function to provide education and training to government representatives about lobbying activity.**

**GM 2024/06/114****Carried 7 / 0****Adjournment:**

At this point, 9.57am, the meeting was adjourned.

**Resumption:**

At this point, 10.19am, the meeting was resumed.

The Director of Works and Services was not present at the resumption of the meeting.

**ITEM NO:****6.16**

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Blackall-Tambo Regional Council

**SUBJECT TITLE: Local Government Association of Queensland  
Call for Motions**

The Local Government Association of Queensland are calling for motions relating to significant issues for the annual conference being held in October.

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

**That Council consider motions for the LGAQ Annual Conference and Annual General Meeting.**

**GM 2024/06/115**

**Carried 7 / 0**

At this point, 10.21am, Mr Ajay Agwan the Director of Works and Services returned to the meeting.

**ITEM NO: 6.17**  
**SUBJECT TITLE: Development Application DA55-2023-2024 19 Ivy Street and 8 Mulberry Street**

The Applicant, Homack Pty Ltd, seeks a Development Permit for a Material Change of Use for a Transport Depot over land at 19 Ivy Street & 8 Mulberry Street, Blackall formally described as Lot 7 & 14 on SP210376.

The proposal is for a Transport Depot that will allow for the housing and operation of two (2) trucks and 12 trailers. As part of the proposal, it is proposed to construct a 645m<sup>2</sup> shed.

The site is located in the established industrial precinct of Blackall.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Industrial Precinct of the Township Zone. The defined use that has been applied for, being a Transport Depot, is subject to Code Assessment in the Industrial Precinct of the Township 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.

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

**That Council approves the application for a Development Permit for Material Change of Use for a Warehouse over land 119 Ivy Street & 8 Mulberry Street, Blackall formally described as Lot 7 & 14 on SP210376, subject to the following conditions:**

**1.0 PARAMETERS OF APPROVAL**

- 1.01 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.**
- 1.02 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.

- 1.03 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.
- 1.04 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.
- 1.05 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.
- 1.06 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
Site Plan	DA55-2023-2024	-	28/05/2024 (Received date)
Floor Plan	Sheet 1 of 3	-	27/07/2023
Section View	Sheet 2 of 3	-	27/07/2023
Elevation Plan	Sheet 3 of 3	-	27/07/2023

- 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 HOURS OF OPERATION

- 3.01 Hours of operation are 24 hours a day, 7 days a week for the primary use activity involving heavy vehicle site access, egress and trailer hitching / unhitching.
- 3.02 Hours of operation are 7:00am to 6:00pm, 7 days a week for ancillary maintenance and servicing activities associated with the primary use.

## 4.0 LIMITATIONS OF USE

- 4.1 The use is limited to two (2) trucks and up to 12 trailers.
- 4.2 All ancillary servicing and maintenance activities, including cleaning of trucks and trailers, undertaken in conjunction with the approved use must be limited to the shed. The area within the shed where service and maintenance activities will occur must be maintained to a concrete floor or similar surface treatment to

prevent ground and water contamination, and to provide containment of spills and hazardous materials and liquids.

4.3 All waste oils are to be collected within a sump (or similar) and disposed of lawfully at a Blackall-Tambo Regional Council waste oil facility or by an authorised waste oil collection service provider.

4.4 Any spray painting associated with the ancillary maintenance of vehicles is limited a maximum of five (5) litres per week. All spray painting must be undertaken within the existing shed and in a manner to ensure there is no spray drift outside the shed.

## 5.0 ACCESS AND MANOEUVRING AREAS

5.01 Maintain the existing crossovers to Ivy Street and Mulberry Street or where new crossovers are proposed design, construct and maintain the crossovers in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standard drawing, Figure 1 or 2, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

5.02 All new vehicle manoeuvring areas must be constructed to an all weather standard.

## 6.0 STORMWATER WORKS

6.1 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*.

## 7.0 SEWERAGE AND WATER

7.01 Maintain the existing connections to Council's reticulated water and sewerage network.

## 8.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY

8.1 Maintain the electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.

## 8.0

## 9.0 WASTE MANAGEMENT

9.01 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:

9.01.1 Designed to not cause nuisance to neighbouring properties;

9.01.2 Screened from any road frontage or adjoining property;

9.01.3 Of a sufficient size to accommodate a waste bin/s suitable to service the development.

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- 9.02** Appropriate materials and equipment are to be available onsite at all times to contain and clean up spills of potentially polluting materials. The materials and equipment must be maintained.

**10.0 AMENITY AND ENVIRONMENTAL HEALTH**

- 10.1** 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

- 10.2** Install and operate all outdoor lighting to comply with *AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”*.

**11.0 ASSET MANAGEMENT**

- 11.1** 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.

**12.0 CONSTRUCTION ACTIVITIES**

- 12.1** 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.

- 12.2** 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”).

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**GM 2024/06/116**

**Carried 7 / 0**

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**7 Confidential Reports**

Nil

**CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 10.23am.

**CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 17th July 2024.

Signed.....Mayor

That the minutes of the Budget Meeting held on 19 June 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.



**MINUTES OF THE BUDGET MEETING OF  
BLACKALL-TAMBO REGIONAL COUNCIL  
HELD AT THE BLACKALL COUNCIL CHAMBERS  
ON WEDNESDAY 19 JUNE 2024 at 8:00 AM**

**PRESENT:**

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

**OFFICERS:**

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

**Leave of Absence**

Nil

**DECLARATIONS OF INTEREST**

Nil

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**ITEM NO:** 1.1  
**SUBJECT TITLE:** Mayor's Report

The 2024-2025 budget is presented for Councillors consideration and has been prepared in line with section 169 of the *Local Government Regulation 2012*.

**MOTION: Moved: Cr Andrew Martin**      **Seconded: Cr Boyd Johnstone**

Pursuant to section 169 and 170 of the *Local Government Regulation 2012*, Council will be presented with a number of reports for consideration that go to the construction of the 2024-2025 budget.

**GM 2024/06/60**

**Carried 7 / 0**

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**SUBJECT TITLE:** Suspend Order of Business

Council requested order of business be suspended to discuss item 2.1.1 Adoption of the Budget as the last item.

**MOTION: Moved: Cr Andrew Martin**      **Seconded: Cr Jane Scobie**

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That the order of business be suspended to discuss item 2.1.1 Adoption of the Budget as the last item.

GM 2024/06/61Carried 7 / 0


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**ITEM NO:** 2.1.2  
**SUBJECT TITLE:** General Rates

The 2024-2025 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider setting terms for levying rates and charges during the 2024-2025 financial year.

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

That the general rate be set for the budget year 2024-2025 as follows: -

The rating categories are:

		Cents in the Dollar
Category 1	Residential	04.0478
Category 8	Blackall Town CBD <0.3000ha	12.7026
Category 10	Blackall Town CBD ≥0.3000ha	16.6394
Category 11	Commercial Other	06.4576
Category 14	Communication Sites	06.1470
Category 15	Industrial	02.0542
Category 21	Rural Properties	00.2828
Category 22	Town Rural under 100ha	00.6380
Category 23	Town Rural 100 – 500ha	00.3062

GM 2024/06/62Carried 7 / 0


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**ITEM NO:** 2.1.3  
**SUBJECT TITLE:** Minimum General Rates

The 2024-2025 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider setting terms for levying rates and charges during the 2024-2025 financial year.

**MOTION:** Moved: Cr Alina Hart                      **Seconded:** Cr Boyd Johnstone

That the Minimum General Rates have been set as follows:

Category 1	\$779.00
Category 8	\$840.00
Category 10	\$840.00
Category 11	\$840.00
Category 14	\$840.00
Category 15	\$840.00
Category 21	\$840.00
Category 22	\$840.00
Category 23	\$840.00

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**GM 2024/06/63****Carried 7 / 0**

**ITEM NO:** 2.1.4  
**SUBJECT TITLE:** Sewerage Charges

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

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

That the following sewerage charges be set for the 2024-2025 budget year:

Blackall sewerage connected charge	\$670.60
Tambo community effluent processing – connected charge	\$670.60
Sewerage access charge	\$504.10
Additional (non-residential) pedestal charge – Blackall	\$311.40
Additional (non-residential) pedestal charge – Tambo	\$144.40

**GM 2024/06/64****Carried 6 / 1**

Cr Skewes requested that Council consider reducing the sewerage charges to assist rate payers with the current cost of living crisis.

Cr Skewes voted against the motion.

**ITEM NO:** 2.1.5  
**SUBJECT TITLE:** Water Charges

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

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

That the following water charges be set for the 2024-2025 budget year:

Water connected charge	\$670.60
Frames Lane water connected charge	\$784.00
Water access charge	\$459.20
Water other connected charge	\$112.00 per unit
Excess water	\$1.07 cents per kilolitre

**GM 2024/06/65****Carried 6 / 1**

Cr Skewes requested that Council consider reducing the water charges to assist ratepayers with the current cost of living crisis.

Cr Skewes voted against the motion.

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**ITEM NO: 2.1.6**  
**SUBJECT TITLE: Cleansing Charges**

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

**MOTION: Moved: Cr Andrew Martin      Seconded: Cr Alina Hart**

**That the following waste collection and disposal charges be set for the 2024-2025 budget year:**

<b>Residential waste collection and disposal charge</b>	<b>\$270.00</b>
<b>Non-residential waste collection and disposal charge</b>	<b>\$270.00</b>

**GM 2024/06/66**

**Carried 7 / 0**

**ITEM NO: 2.1.7**  
**SUBJECT TITLE: Waste Management Charge**

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

**MOTION: Moved: Cr Jane Scobie      Seconded: Cr Alina Hart**

**That the following waste management charge be set for the 2024-2025 budget year:**

<b>Town rural waste management charge</b>	<b>\$68.20</b>
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**GM 2024/06/67**

**Carried 7 / 0**

**ITEM NO: 2.1.8**  
**SUBJECT TITLE: Discount on Rates**

The 2024-2025 budget documents include the Revenue Statement which contains the terms and rate of discount applicable to rates and charges to be levied during the 2024-2025 financial year. Under section 130(1) of the *Local Government Regulation 2012* a local government may decide to allow a discount for payment of rates or charges before the end of the discount period and the local government must, by resolution, make the decision at its budget meeting.

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

**That Council:**

- 1. Allow fifteen percent (15%) during the first discount period of 30 days after the issue of the relevant rate notice on general rates levied by the Blackall-Tambo Regional Council during the 2024-2025 budget year; and**
- 2. Allow seven and ½ percent (7.5%) during the second discount period of 45 days after the date of issue of the relevant rate notice on general rates levied by the Blackall-Tambo Regional Council during the 2024-2025 budget year.**

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**GM 2024/06/68****Carried 7 / 0**

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**ITEM NO:** 2.1.9  
**SUBJECT TITLE:** Interest on Arrears

The 2024-2025 budget documents include the Revenue Statement which provides for the application of interest for outstanding balances of rates and charges at the close of the discount period. Under section 132(1)(a) of the *Local Government Regulation 2012* interest is payable on overdue rates or charges from the day the rates and charges become overdue.

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

**That interest at the percentage rate of 12.35% per annum be charged by the Blackall-Tambo Regional Council for the 2024-2025 financial year for rates and charges not paid by the due date for discount.**

**GM 2024/06/69****Carried 7 / 0**

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**ITEM NO:** 2.1.10  
**SUBJECT TITLE:** Pensioner Remission

The 2024-2025 budget documents include the Revenue Statement which provides for a Council Pensioner Rate Remission on general rates and service charges to be provided to eligible pensioners. Under section 123 of the *Local Government Regulation 2012* a local government may grant a rebate of rates or charges for land occupied only by pensioners.

**MOTION:** Moved: Cr Boyd Johnstone                      Seconded: Cr Alina Hart

**That those aged pensioners having a Commonwealth Government Concession Card be granted a remission of general rates and services charges up to a maximum of \$340.00 per annum for the 2024-2025 financial year under the same criteria as the State Government Pensioner Remission Scheme.**

**GM 2024/06/70****Carried 7 / 0**

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**ITEM NO:** 2.1.11  
**SUBJECT TITLE:** Sponsorship, Grant Funding and In-Kind Support

Council invited local community organisations to apply for in-kind and support from Council for the 2024-2025 financial year. Sixty applications were received from various community groups and the requests were considered during a budget workshop.

The 2024-2025 budget documents include the Revenue Statement which provides for Council to consider the remission of whole, or part of the general rate levied upon entities or organisations who meet the criteria detailed in section 120 of the *Local Government Regulation 2012*.

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

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**That the sponsorship, grant funding, donations and the exemption of general rates to local organisations for the year ending 30 June 2025 be adopted.**

**GM 2024/06/71****Carried 7 / 0**

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**ITEM NO: 2.1.12**  
**SUBJECT TITLE: Revenue Policy**

The purpose of the Revenue Policy is to set out principles which will be used by Council during 2024-2025 for the making of rates and charges, the levying of rates, the recovery of rates and charges, concessions for rates and charges and cost recovery of fees and charges.

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

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

**That the Revenue Policy as presented be adopted.**

**GM 2024/06/72****Carried 7 / 0**

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**ITEM NO: 2.1.13**  
**SUBJECT TITLE: Revenue Statement**

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

**MOTION: Moved: Cr Grahame Schluter      Seconded: Cr Alina Hart**

**That the Revenue Statement as presented be adopted.**

**GM 2024/06/73****Carried 7 / 0**

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**ITEM NO: 2.1.14**  
**SUBJECT TITLE: Debt Policy**

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

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

**That the Debt Policy as presented be adopted.**

**GM 2024/06/74****Carried 7 / 0**

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**ITEM NO: 2.1.15**  
**SUBJECT TITLE: Procurement and Disposals Policy**

The *Local Government Regulation 2012*, section 198 states a local government must prepare and adopt a procurement policy for a financial year and the policy must be reviewed annually. Council officers have reviewed the Blackall-Tambo Regional Council Procurement and Disposals Policy.

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

**That the Procurement and Disposals Policy as presented be adopted.**

**GM 2024/06/75**

**Carried 7 / 0**

**ITEM NO: 2.1.16**  
**SUBJECT TITLE: Operational Plan**

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

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

**That the 2024-2025 Operational Plan as presented be adopted.**

**GM 2024/06/76**

**Carried 7 / 0**

**ITEM NO: 2.1.17**  
**SUBJECT TITLE: Fees and Charges 2024-25**

The budget documents include a draft Fees and Charges schedule for 2024-2025 and Council is being asked to consider adopting this schedule.

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

**That the Fees and Charges for 2024-2025 as presented be adopted.**

**GM 2024/06/77**

**Carried 7 / 0**

**ITEM NO: 2.1.18**  
**SUBJECT TITLE: Financial Forecast (10 Year)**

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

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

**That the ten-year Financial Forecast as presented be adopted.**

**GM 2024/06/78**

**Carried 7 / 0**

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**ITEM NO: 2.1.19**  
**SUBJECT TITLE: Income Statement**

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

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

**That the budget income statement for the year ending 30 June 2025 as presented be adopted.**

**GM 2024/06/79**

**Carried 7 / 0**

**ITEM NO: 2.1.20**  
**SUBJECT TITLE: Balance Sheet**

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

**MOTION: Moved: Cr Andrew Martin      Seconded: Cr Grahame Schluter**

**That the budgeted balance sheet for the year ending 30 June 2025 as presented be adopted.**

**GM 2024/06/80**

**Carried 7 / 0**

**ITEM NO: 2.1.21**  
**SUBJECT TITLE: Statement in Changes of Equity**

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

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

**That the budgeted statement for changes in equity for the year ending 30 June 2025 as presented be adopted.**

**GM 2024/06/81**

**Carried 7 / 0**

**ITEM NO: 2.1.22**  
**SUBJECT TITLE: Statement of Cash Flows**

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

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

**That the budgeted statement of cash flows for the year ending 30 June 2025 as presented be adopted.**

**GM 2024/06/82**

**Carried 7 / 0**

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**ITEM NO:**

**2.1.22.1**

**SUBJECT TITLE:**

**Sustainability Ratios**

**MOTION: Moved: Cr Grahame Schluter**

**Seconded: Cr David Hardie**

**That the Sustainability Ratios as presented are adopted.**

**GM 2024/06/83**

**Carried 7 / 0**

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**ITEM NO:**

**2.1.1**

**SUBJECT TITLE:**

**Adoption of the Budget**

The 2024-2025 budget is presented for Councillors consideration and has been prepared in line with section 169 of the *Local Government Regulation 2012*.

**MOTION: Moved: Cr Grahame Schluter**

**Seconded: Cr David Hardie**

**That Council adopts the budget for the 2024-2025 financial year as presented.**

**GM 2024/06/84**

**Carried 6 / 1**

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**CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 8.25am.

**CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 17<sup>th</sup> July 2024.

Signed.....Mayor

## **2 Business Arising from Previous Minutes**

### **2.1 Business Arising from Previous Minutes**

The following table contains business arising from previous minutes.

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 17 July 2024

ITEM NO: 4.1

SUBJECT TITLE: Mayor's Information Report for June 2024

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

CLASSIFICATION (if Confidential) {custom-field-confidential-reason}

**Summary:**

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

**Officer's Recommendation:**

**That Council receive the Mayor's report for June 2024.**

**Background**

TOPIC	ACTIVITY
<b>ACTIVITY FOR JUNE 2024</b>	
Meetings	<ul style="list-style-type: none"> <li>Local Government Association of Queensland (LGAQ) Audit and Compliance Committee - Brisbane</li> <li>Circus Carnivale Meeting</li> <li>Awareness Campaign – PBL for Solo Farmers Meeting</li> <li>Blackall Cultural Precinct Meeting</li> <li>Blackall-Tambo Regional Council Draft Budget Meeting</li> <li>Old Picture Theatre Meeting</li> <li>LGAQ – Policy Executive Meeting pre-briefing</li> <li>Blackall-Tambo Regional Council budget meeting</li> <li>Blackall-Tambo Regional Council general meeting</li> <li>LGAQ Policy Executive induction - Brisbane</li> <li>LGAQ Policy Executive meeting – Brisbane</li> <li>Wild Dog Barrier Fence Governance Committee meeting</li> <li>Outback Queensland Tourism Association and Tourism Events Queensland board meeting</li> <li>Western Queensland Alliance of Councils Leadership Group meeting</li> <li>Western Queensland Alliance of Councils AGM</li> <li>RAPAD Power Grid monthly external RAPAD catch-up</li> </ul>
Events	<ul style="list-style-type: none"> <li>Queensland Treasury Corporation Councillor training</li> <li>LGAQ Policy Executive induction dinner - Brisbane</li> </ul>
<b>ACTIVITY FOR JULY 2024</b>	
Meetings	<ul style="list-style-type: none"> <li>Remote Area Planning and Development Board meeting</li> <li>Blackall Cultural Precinct meeting</li> <li>CUC RAPAD discussion</li> <li>Council general meeting – Tambo</li> <li>Western Queensland Alliance of Councils leadership group meeting</li> <li>RAPAD Power Grid monthly external RAPAD catch-up</li> </ul>
Events	<ul style="list-style-type: none"> <li>National General Assembly – Canberra</li> <li>Western Queensland Primary Health Network event</li> </ul>

**Link to Corporate Plan**

N/A

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 17 July 2024

ITEM NO: 4.2

SUBJECT TITLE: CUC RAPAD Information Report

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

**Summary:**

The 7 RAPAD Councils supported the RAPAD Country University Centers in their successful bid to obtain funding for the establishment of Regional University Study Hubs across each of those 7 Central Western Council Regions. The CUC RAPAD has identified the old Blackall kindergarten building to Thistle Street to be used as the venue for the Blackall hub. Negotiations are underway for the building's lease. CUC RAPAD is not part of, or legally connected to RAPAD.

**Officer's Recommendation:**

**That Council receive the report on the CUC RAPAD Central West Queensland's Blackall Study Hub.**

**Background**

The Remote Area Planning and Development Board (RAPAD) successfully obtained funding for the establishment of a Regional University Study Hub in the RAPAD region.

Regional University Study Hubs aim to:

- Enable students in rural, regional and remote Australia to access and complete higher education without having to leave their community.
- Meet a demonstrated gap in support for study in regional, rural or remote areas.
- Support students who wish to stay in their community while they complete their course of study.
- Enhance the experience of students studying within their own community.
- Encourage strong links between the hubs and other organisations in the area, including other support services that students may access.
- Complement, rather than replace existing and planned university investments and activities in regional areas, such as satellite campuses and study centres.

In the application it was proposed that the new entity be established to operate and administer the CUC RAPAD.

At the 24 April 2024 general meeting Council resolved to agree to becoming a member of the CUC RAPAD and nominated Cr Andrew Martin as a director of the CUC RAPAD. Minute number GM 2024/04/29.

The Mayor, Councillor Andrew Martin along with the other Directors of the CUC RAPAD resolved that the Mayor of Longreach Regional Council, Councillor Tony Rayner be appointed Chair of the Company, the Company being CUC RAPAD Central West Queensland Ltd.

The Longreach and Blackall hubs are to be the first, with additional hubs to be later established in Barcaldine, Winton, Boulia, Bedourie, Birdsville and Judah. The original site chosen for Blackall was the administration building at the old Blackall hospital. This site has

now been deemed unfeasible due to the estimated cost of approximately \$386,000 for rectification works that have been required by Queensland Health.

Several other options were considered, including vacant buildings in Shamrock Street. The old kindergarten building emerged as the most suitable as it offers the most cost-effective option, suitable parking and ease of access for prospective students. A lease contract is being negotiated with the building's owner, the Barcoo Retirement Village Association who are supportive of its proposed use.

The estimated cost for the appropriate renovations for the building is between \$80,000 and \$90,000 and it is planned for the hub to be operational in 2025. The hub will employ two or more part-time staff and will be open to students from 7am until midnight. Students will use a swipe card to access the building which will provide the students with opportunity to study almost any university or TAFE course and be able to access University online facilities for the purpose of research and assignment completion.

CUC RAPAD Central West Queensland Ltd is an entity that is completely independent of RAPAD and any of the RAPAD Councils (Barcoo, Barcaldine, Blackall-Tambo, Boulia, Diamantina, Longreach and Winton).

Council will not be required to make any direct financial contribution to the establishment of the CUC in Blackall. All capital and operational costs of the Centre can be funded by CUC RAPAD Central Western Queensland. However, in-kind support during the facility refurbishment and establishment phase of the Centre will be of great assistance and potentially expedite the Centre opening to local students. Additionally, the Centre looks forward to working in a collaborative partnership with Council on Council's workforce development, local recruitment, and community needs, and welcomes continuing discussions and contributions from Council to assist in this task.

### **Link to Corporate Plan**

Vibrant Communities

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

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### **Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 17 July 2024

ITEM NO:

5.1.1

SUBJECT TITLE:

**Financial Report for the Month of June 2024**

AUTHOR AND OFFICERS TITLE:

Shalveen Dayal Manager of Finance

AUTHORISING OFFICER:

Alastair Rutherford (Director of Finance,  
Corporate and Community Services), Mike  
Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

In accordance with s204 of the Local Government Regulation 2012, a monthly financial report must be presented to the Council. The financial report for June 2024 details the 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 June 2024.****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)**

Chief Executive Officer

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 17 JULY 2024**

### **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 17 JULY 2024

#### 1. Cash Position as at 30 June 2024

##### **Cash at Bank**

Operating Accounts \$ 1,517,969

##### **Short Term Investments**

Queensland Treasury Corporation - Cash Fund \$ 19,000,000

Bank - Term Deposits \$ 5,000,000

**\$ 25,517,969**

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) \$ 2,692,520

Unspent Grants (Restricted Cash) \$ 27,599

**\$ 2,720,119**

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable <b>debtors</b> - estimated <b>creditors</b> :	234,464	98,110	\$ 136,354

Plus cash surplus	25,517,969	2,720,119	\$ 22,797,850
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**Working Capital \$ 22,934,204**

#### 2. Monthly Cashflow Estimate: July 2024

##### **Receipts**

Rates & Fees & Charges \$ 50,000

Debtors \$ 80,000

Grants/Subsidies \$ 7,936,456

Total \$ 8,066,456

##### **Expenditure**

Payroll \$ 800,000

Creditor Payments \$ 1,600,000

Loan Payments \$ -

Total \$ 2,400,000

Therefore cash is expected to increase by \$ **5,666,456** in the period.

#### 3. Comparative Data:

	June 2024	June 2023
Cash position	25,517,969	36,969,050
Working capital	22,934,204	31,473,806
Rate arrears	19,299	10,763
Outstanding debtors	234,464	150,791
Current creditors	98,110	921,470

## FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL

**HELD ON 17 JULY 2024**

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

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	1,718,000	1,087,201	63%
Plant & Equipment	590,700	518,920	88%
Road Infrastructure	7,036,500	3,120,617	44%
Water Infrastructure	200,000	8,551	4%
Sewerage Infrastructure	1,004,999	368,983	37%
<b>Total</b>	<b>10,550,199</b>	<b>5,104,272</b>	<b>48%</b>

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

	Budget	Expended YTD Actual	% of Budget Expended
1. Rural Roads	13,332,300	8,918,867	67%
2. Town Streets	415,000	492,254	119%
3. RMPC Works	2,343,700	1,660,014	71%
<b>Total Roads Expenditure</b>	<b>16,091,000</b>	<b>11,071,135</b>	<b>69%</b>

### 6. Rate Arrears Summary

**Total Rates Outstanding Balance      \$      76,447**

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 57,148	<b>59</b>
1 Year	\$ 16,600	<b>12</b>
2 Years	\$ 2,699	<b>4</b>
3 Years and over	\$ -	<b>0</b>

BTRC 2023-24 CAPITAL EXPENDITURE PROJECTS		1/07/23 to 30/06/24		SOURCES OF FUNDING		Degree of completion and relevant comments
Particulars	Budget	Expenditure YTD	% Expended	Capital Grants	Council Contribution	
<b>BUILDINGS &amp; OTHER STRUCTURES</b>	<b>1,718,000</b>	<b>1,087,201</b>	<b>63%</b>	<b>407,000</b>	<b>1,311,000</b>	
Asbestos Pits Blackall & Tambo digging/fencing LRCI P4	70,000	82,850	118%	40,000	30,000	Fence Gates Signs to complete
Banks Park Snail Structure	6,000	17,619	294%	-	6,000	Bench ordered & plumbing to do
Four Mile Seating	20,000	10,646	53%	-	20,000	Complete
Blackall - LED Sign for Shamrock Street	15,000	23,102	154%	-	15,000	Awaiting Electrician
Blackall Cultural Centre - scope of works for stump repairs	60,000	-	0%	-	60,000	Carry Over
Cultural Centre lighting & acoustic matting upgrade LRCI P4	80,000	152,024	190%	50,000	30,000	Complete
Blackall Pool Two Heaters -replacements	30,000	12,841	43%	-	30,000	Complete
Blackall Rodeo and Campdraft Arena upgrade LRCI P4	200,000	83,172	42%	200,000	-	Work to be completed 24/25
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	\$ Transferred to culture centre
Blackall Saleyards - 2 Loading Ramp Catwalks - WHS Issue	200,000	90,697	45%	-	200,000	Complete
Red Ridge Precinct Stage One Contribution	300,000	300,000	100%	-	300,000	Complete
Grasslands - renovations for library and VIC	60,000	29,423	49%	-	60,000	Complete
Greta Towner Statue foundation (RSL funding statue)	30,000	12,840	43%	-	30,000	Complete
Rosclare Station Repeater tower	25,000	3,879	16%	-	25,000	Land access issue to resolve
Shade Structures Blackall Carpark, Tambo Hall and TMPC	90,000	31,414	35%	-	90,000	Carry Over
Stock Route Glenusk - New Tank	20,000	23,840	119%	20,000	-	Complete
Stock Route Gumholes New 22,000 gal tank - DNR	21,000	21,695	103%	21,000	-	Complete
Stock Route Rodds Bore solar panels and pump - DNR	16,000	16,059	100%	16,000	-	Complete
Tambo Courthouse (formerly library & VIC)	100,000	-	0%	-	100,000	Planning underway
Tambo Shire Hall - repairs and sanding to floor	15,000	-	0%	-	15,000	Carry Over
Tambo Netball Court 10% contribution	50,000	-	0%	-	50,000	Carry Over
Tambo Pool Lift	10,000	9,905	99%	-	10,000	Complete
Tambo Pool Heating	100,000	-	0%	-	100,000	Options being investigated
Tambo Pound Yards	60,000	68,166	114%	-	60,000	Complete
Tambo Race Club - Access ramp and cement path LRCI P4	30,000	97,029	323%	30,000	-	Complete
Tambo Race Club - Upgrade Jockey's Change Rooms	30,000	-	0%	30,000	-	TRC applying for grant from QR
Tambo Race Club Building - Internal Bldg. Repairs	30,000	-	0%	-	30,000	TRC applying for grant from QR

Particulars	Budget	Expenditure YTD	% Expended	Capital Grants	Council Contribution	Degree of completion and relevant comments
<b>PLANT &amp; EQUIPMENT</b>	<b>590,700</b>	<b>518,920</b>	<b>88%</b>	<b>80,000</b>	<b>510,700</b>	
Plant Replacement including committed orders	590,700	518,920	88%	80,000	510,700	Complete
<b>ROAD INFRASTRUCTURE</b>	<b>7,036,500</b>	<b>3,120,617</b>	<b>44%</b>	<b>5,726,500</b>	<b>1,310,000</b>	
Blackall Main St Beautification (LRCI P4 & Council)	200,000	95,902	48%	100,000	100,000	Carry Over
East Walter Lane pave and seal	120,000	142,452	119%	-	120,000	Complete
Langlo Road Resheet (FEDS) Remote Roads RRUP	600,000	628,784	105%	480,000	120,000	Complete
Petunia Lane pave and seal	80,000	28,230	35%	-	80,000	Complete
QRA Betterment Program (QRA & LRCI P4)	2,770,000	948,094	34%	2,500,000	270,000	Complete by 31 December
Queen Elizabeth & Charles Streets pave & seal (LRCI&W4Q)	150,000	40,871	27%	148,300	1,700	Complete (Accruals to Process)
Reseals - LRCI P3	808,300	221,720	27%	808,300	-	Complete (Accruals to Process)
Reseals - LRCI P4 and Council	884,600	-	0%	466,300	418,300	Complete by 30 June 2025
Scrubby Creek TIDS	215,300	216,564	101%	215,300	-	Complete
Salvia Street - R2R	608,300	205,955	34%	458,300	-	In progress
Ward Road Rehab - TIDS/R2R/Council	600,000	592,045	99%	550,000	200,000	Complete
<b>WATER INFRASTRUCTURE</b>	<b>200,000</b>	<b>8,551</b>	<b>4%</b>	<b>-</b>	<b>200,000</b>	
Water Infrastructure Renewals	200,000	8,551	4%	-	200,000	As required
<b>SEWERAGE INFRASTRUCTURE</b>	<b>1,004,999</b>	<b>368,983</b>	<b>37%</b>	<b>468,000</b>	<b>200,000</b>	
Capital improvements as required	200,000	15,000	8%	-	200,000	Blackall Treatment Works
Tambo - sewer upgrade Charles and QE Streets W4Q	804,999	353,983	44%	468,000	-	In progress (Accruals to Process)
<b>TOTAL CAPITAL PROGRAM 23-24</b>	<b>10,550,199</b>	<b>5,104,272</b>	<b>48%</b>	<b>6,681,500</b>	<b>3,531,700</b>	

24 General Ledger2023.6.13.1		Revenue and Expenditure Summary						Page - 1	
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 100% of year elapsed. To Level 2. Excludes committed costs)		Financial Year Ending 2024						Printed(SDAYAL): 11-07-2024 4:06:18 PM	
Blackall-Tambo Regional Council (Budget for full year)									
		REVENUE			EXPENDITURE				
		30 Jun 2024		AMENDED	ORIGINAL	30 Jun 2024		AMENDED	ORIGINAL
		ACTUAL		BUDGET	BUDGET	ACTUAL		BUDGET	BUDGET
1000-0001	ADMINISTRATION								
1000-0002	Administration	241,566	81%	299,500	279,500	4,074,821	103%	3,968,300	4,116,200
1100-0002	Finance	5,108,884	48%	10,663,700	9,329,700	2,972,166	>999%	73,900	70,000
1200-0002	Oncosts	0	0%	0	0	308,198	-80%	(383,400)	(383,400)
1300-0002	Stores/Purchasing	0	0%	0	0	(20,435)	134%	(15,200)	30,800
2000-0002	Corporate Governance	0	0%	0	0	783,312	96%	814,100	863,100
2100-0002	Business Activities	30,143	86%	35,000	35,000	44,132	38%	116,000	176,000
2150-0002	Saleyard Operations	1,000,423	111%	901,000	1,331,000	819,900	86%	958,100	958,100
2200-0002	Tambo Sawmill & Weighbridge	2,600	33%	8,000	4,000	36,276	56%	64,800	64,800
2350-0002	Airports/Aerodromes	164,400	119%	138,000	138,000	328,756	97%	338,900	353,900
2450-0002	Tourism	46,499	104%	44,500	42,500	402,919	101%	400,500	420,500
2500-0002	Planning & Development	77,557	172%	45,000	45,000	122,804	175%	70,000	70,000
2580-0002	Economic & Community Develop	1,213,438	17%	7,051,500	5,211,600	312,308	568%	55,000	60,000
2600-0002	Environmental	155,093	187%	83,100	83,100	193,389	176%	110,000	230,000
2650-0002	Animal Control	16,837	74%	22,800	22,800	9,049	45%	20,000	13,500
2700-0002	Stock Routes	205,577	173%	119,000	94,000	416,162	142%	294,000	319,000
3000-0002	Work Scheme and Community	20,779	69%	30,000	17,000	144,199	104%	139,000	152,000
3100-0002	Council Housing	186,508	129%	145,000	145,000	314,872	94%	335,800	357,800
3300-0002	Child Care Services	0	0%	0	0	15,444	76%	20,300	30,300
3350-0002	Sport and Recreation	4,535	45%	10,000	18,000	42,554	76%	56,000	60,000
3400-0002	Youth Services	0	0%	0	0	33,909	68%	50,000	80,000
3415-0002	Tambo Multi-Purpose Centre	163,762	100%	163,600	108,600	277,428	111%	250,300	323,300
3445-0002	Disability	117,424	117%	100,000	140,000	65,962	94%	70,000	110,000
3460-0002	Community Services	353,226	126%	279,800	259,800	354,439	125%	282,800	265,300
3500-0002	Libraries, Education and Arts	11,093	79%	14,000	14,000	246,610	101%	243,500	258,500
3570-0002	RADF & Community Assistance	54,098	101%	53,300	51,000	159,014	45%	355,300	355,300
3600-0002	Halls and Cultural Centres	3,941	131%	3,000	3,000	290,625	129%	225,400	245,400
3700-0002	Showgrounds & Sports Facilities	13,149	63%	21,000	14,000	831,729	114%	732,000	746,000
3800-0002	Corporate Buildings	0	0%	0	0	130,262	90%	145,000	155,500
1000-0001	ADMINISTRATION	9,191,532	45%	20,230,800	17,386,600	13,710,806	140%	9,790,400	10,501,900
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0	0%	0	0	3,131,097	106%	2,962,600	3,305,200
4100-0002	Town Street Maintenance	0	0%	0	0	492,255	123%	400,000	415,000
4200-0002	Rural Roads Maintenance	77,741	4%	2,025,400	1,910,400	1,172,640	147%	800,000	800,000
4500-0002	Recoverable Works	11,827,222	78%	15,082,500	32,550,200	12,889,604	86%	15,075,500	32,543,200
4550-0002	Plant Operations	3,850,119	98%	3,945,000	3,545,000	3,658,189	110%	3,313,000	3,054,800
4600-0002	SES - Disaster Mgmt	55,400	77%	72,400	75,500	115,673	87%	132,900	164,800
4700-0002	Cemeteries	29,046	194%	15,000	15,000	114,403	94%	121,700	141,700
4800-0002	Parks, Gardens and Reserves	0	0%	0	0	1,291,576	110%	1,173,300	1,313,300
4860-0002	Aquatic Centres	0	0%	0	0	710,427	134%	532,100	587,100
5000-0002	Cleansing	360,845	96%	374,300	374,300	398,409	94%	425,100	383,100
5100-0002	Water Supply	951,136	101%	942,600	942,600	543,840	102%	532,200	546,200
5200-0002	Sewerage Services	820,488	100%	817,600	807,600	392,550	99%	398,300	458,300
4000-0001	WORKS AND SERVICES	17,971,998	77%	23,274,800	40,220,600	24,910,662	96%	25,866,700	43,712,700
TOTAL REVENUE AND EXPENDITURE		27,163,529	62%	43,505,600	57,607,200	38,621,468	108%	35,657,100	54,214,600

**Account/Function Specific Comments for Revenue and Expenditure Summary Report which excludes year end accruals processing.**

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance	24-25 Financial assistance grant advance of 85% totalling \$ 5,966,181 due in June 2024 received in July 2024.	Includes loss on disposal/writeoff/adjustment of non-current assets \$ 2,928,402
1200-0002	Oncosts		
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		
2500-0002	Planning & Development	Increase in planning and development applications	
2580-0002	Economic & Community	Budgeted amount includes State & Federal Capital Grants	Includes \$300,000 Red Ridge Cultural Precinct contribution
2600-0002	Environmental	Higher than budgeted due to addition of shared RAPAD shire EHO expenses as per memorandum with costs proportionately recoverable.	
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		
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance	24-25 Financial assistance grant (Roads Component) advance of 85% totalling \$ 1,970,275 due in June 2024 received in July 2024.	
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management		
4700-0002	Cemeteries		
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing		
5100-0002	Water Supply		
5200-0002	Sewerage Services		

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 17 July 2024

ITEM NO:

5.1.2

SUBJECT TITLE:

**DFCCS Operations Report - June 2024**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Alastair Rutherford (Director of Finance,  
Corporate and Community Services), Mike  
Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Director of Finance Corporate and Community Services operations report for June 2024 is presented to the 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 June 2024.****Background****Blackall Buildings**

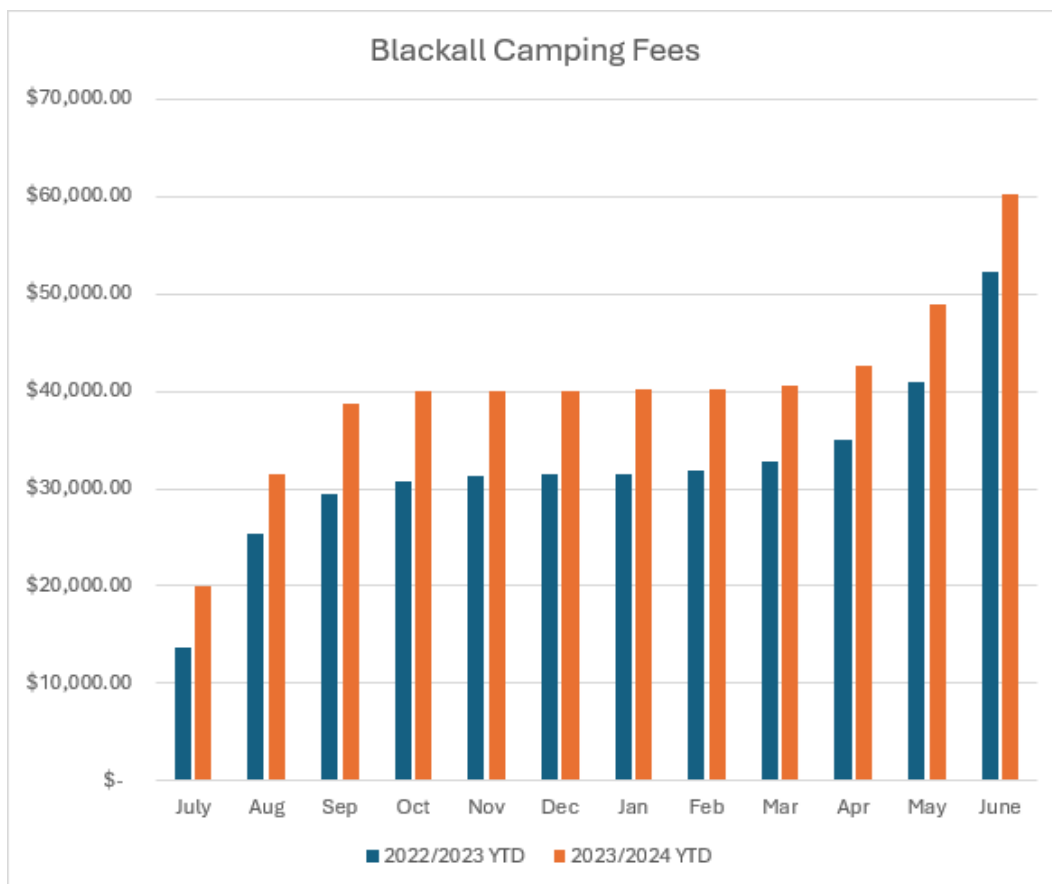
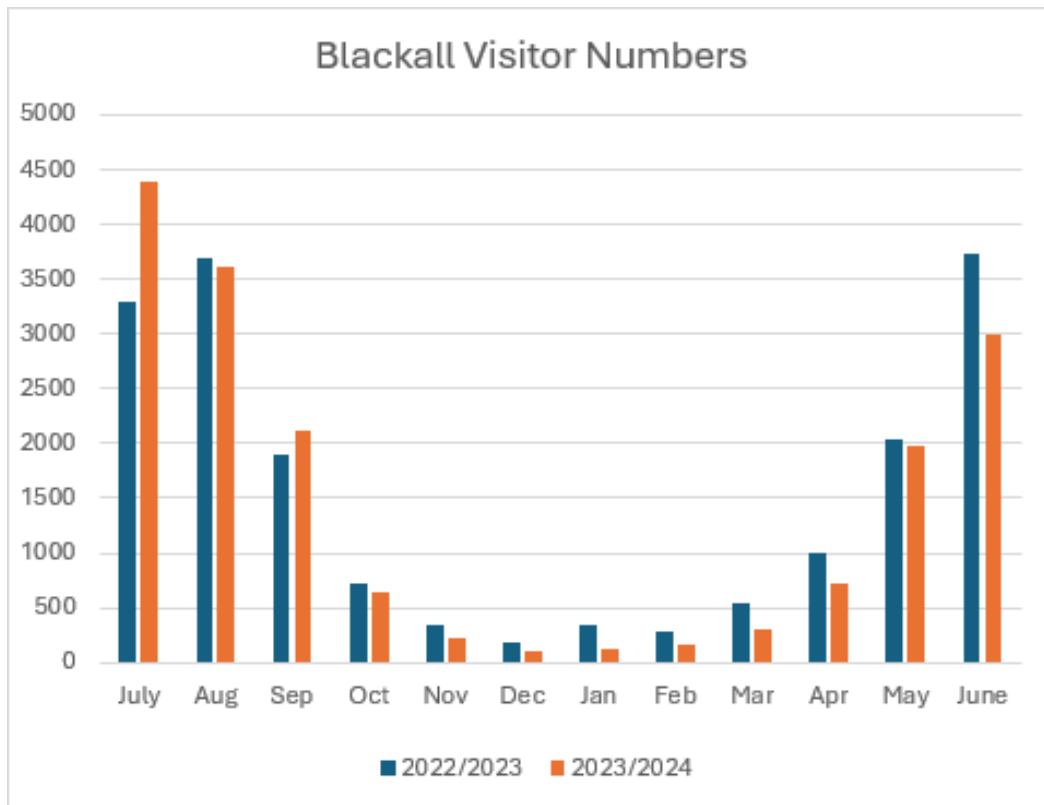
- Ram Park security night lighting repairs.

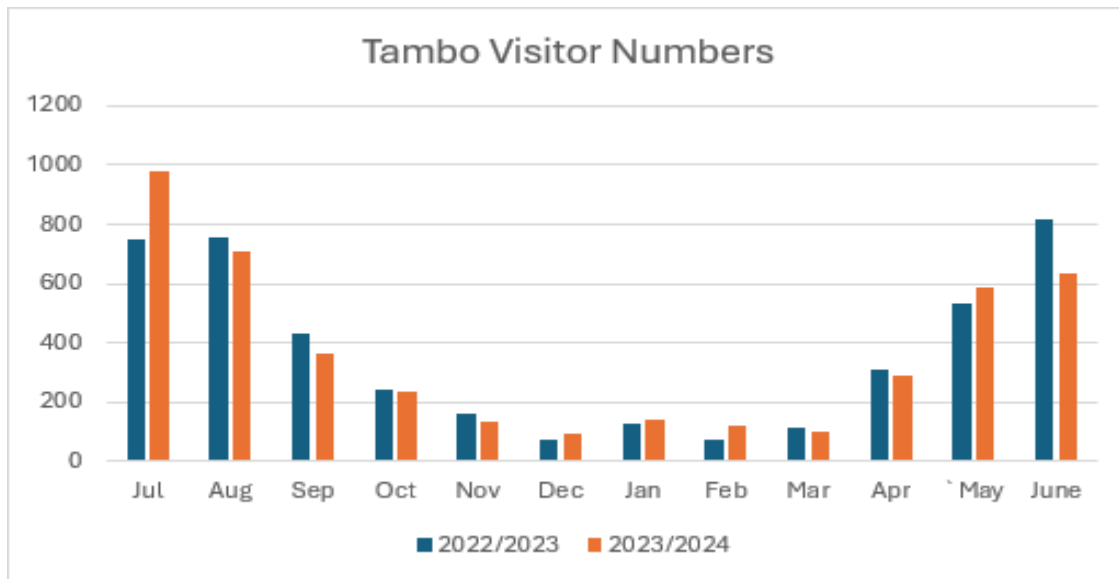
**Tambo Buildings**

- Housing inspections were conducted with only minor repairs which will be undertaken by the Tambo Handyman and the local electrician.
- New curtaining has been purchased for two houses and one unit because of the inspections.
- 7 Star Street is now tenanted.

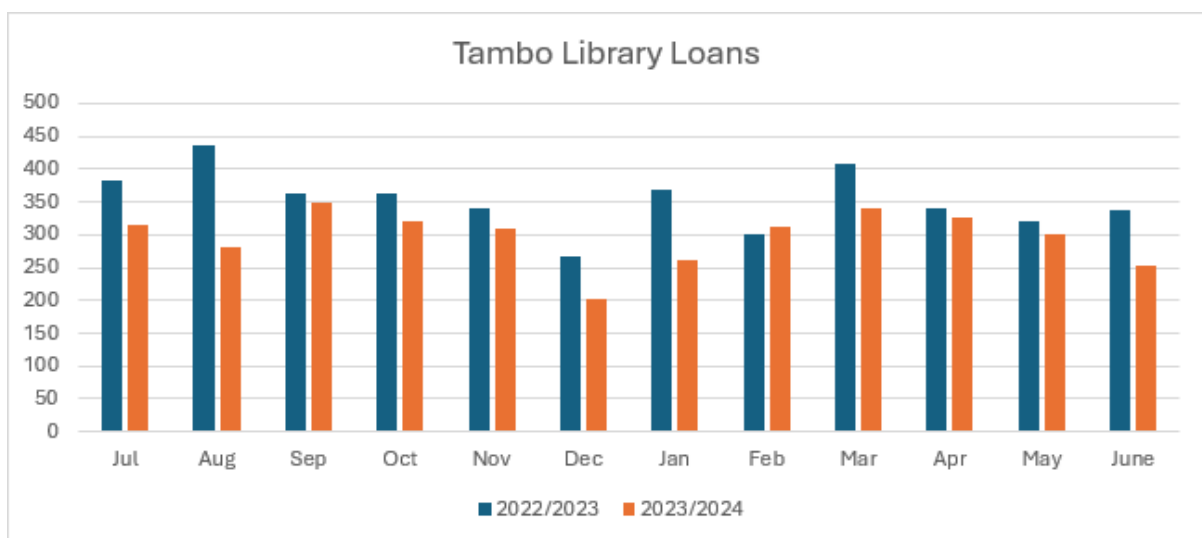
**Aged Housing**

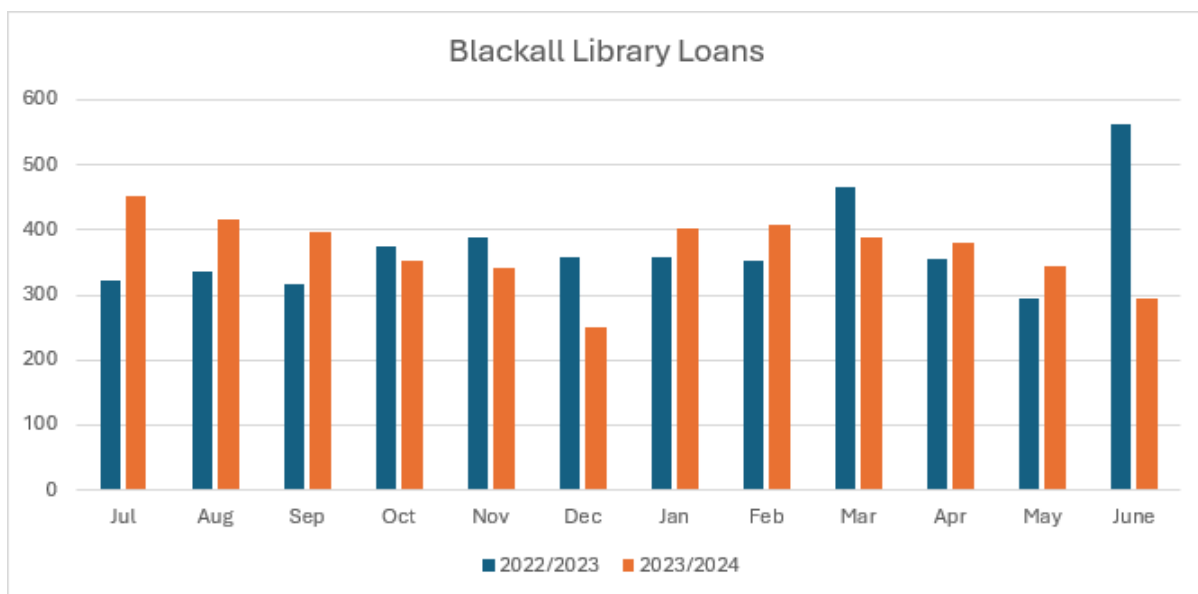
- No vacancies at the Coolibah Village.
- Trees and shrubs have been pruned by the local workforce.



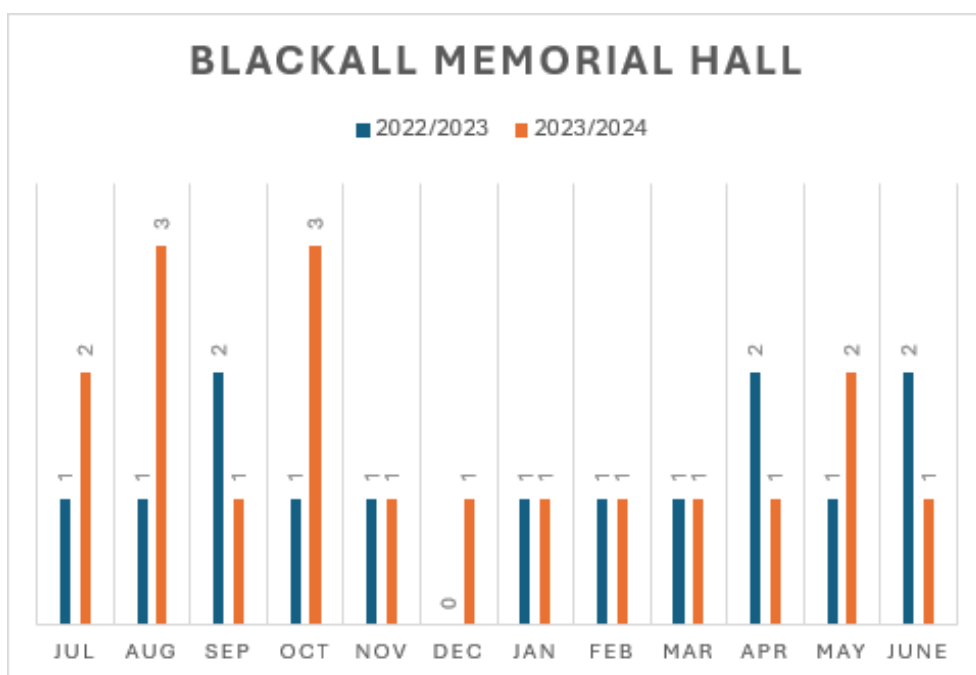


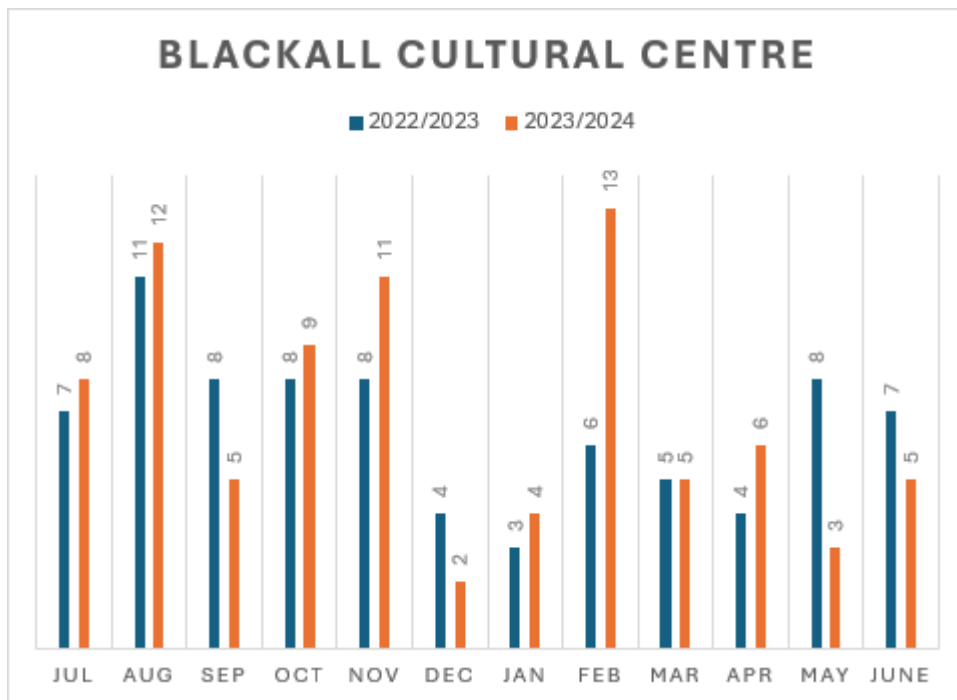
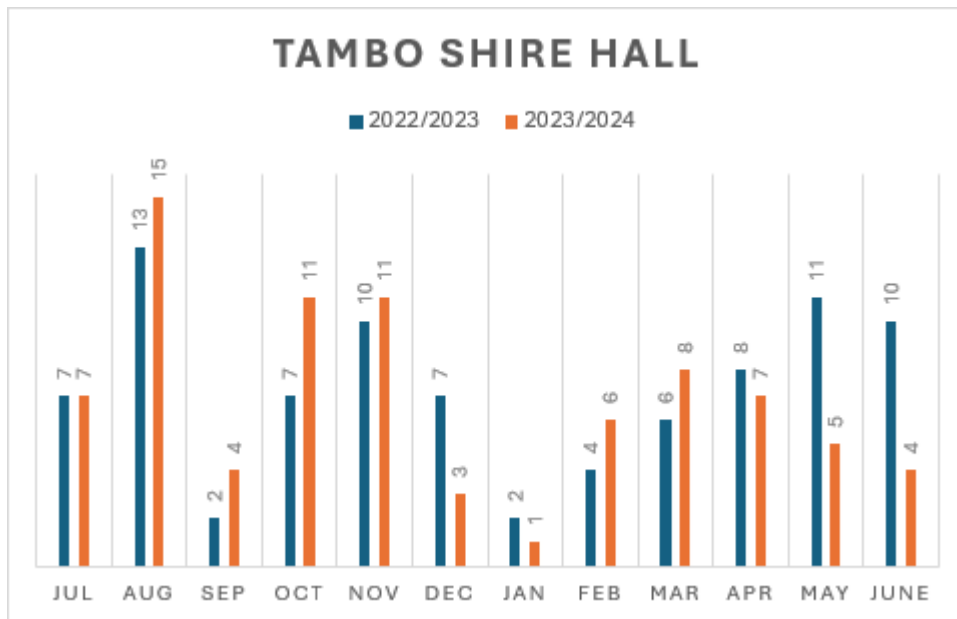
## Library Information

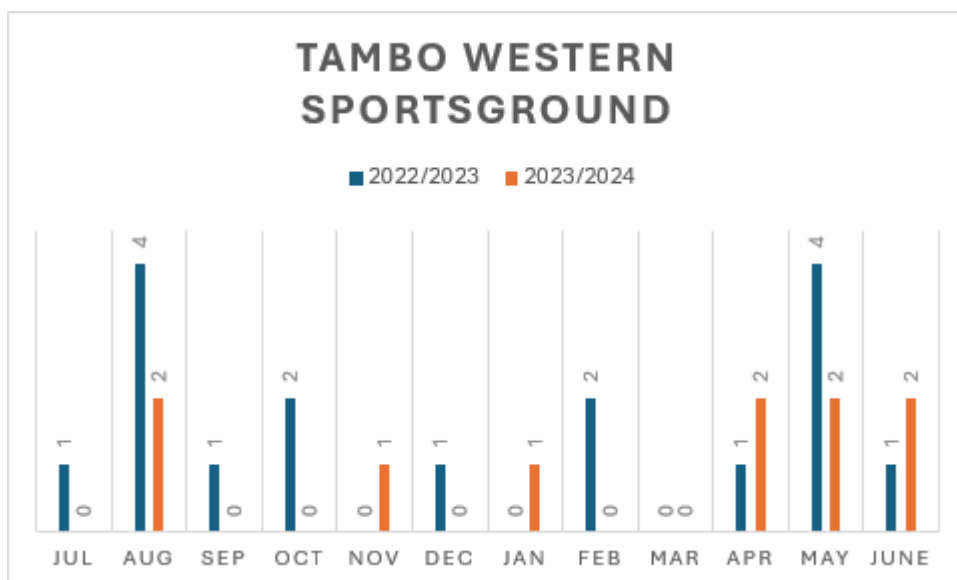
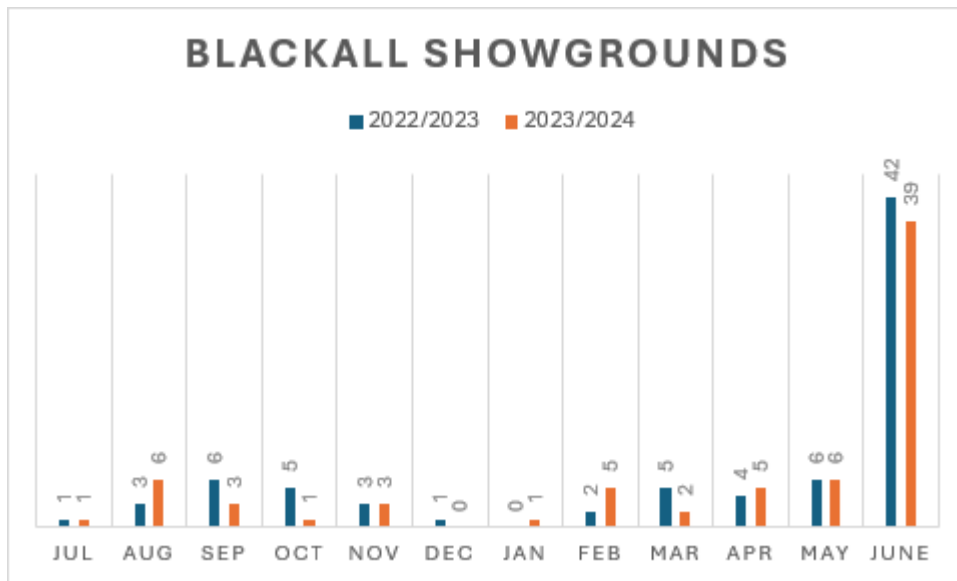


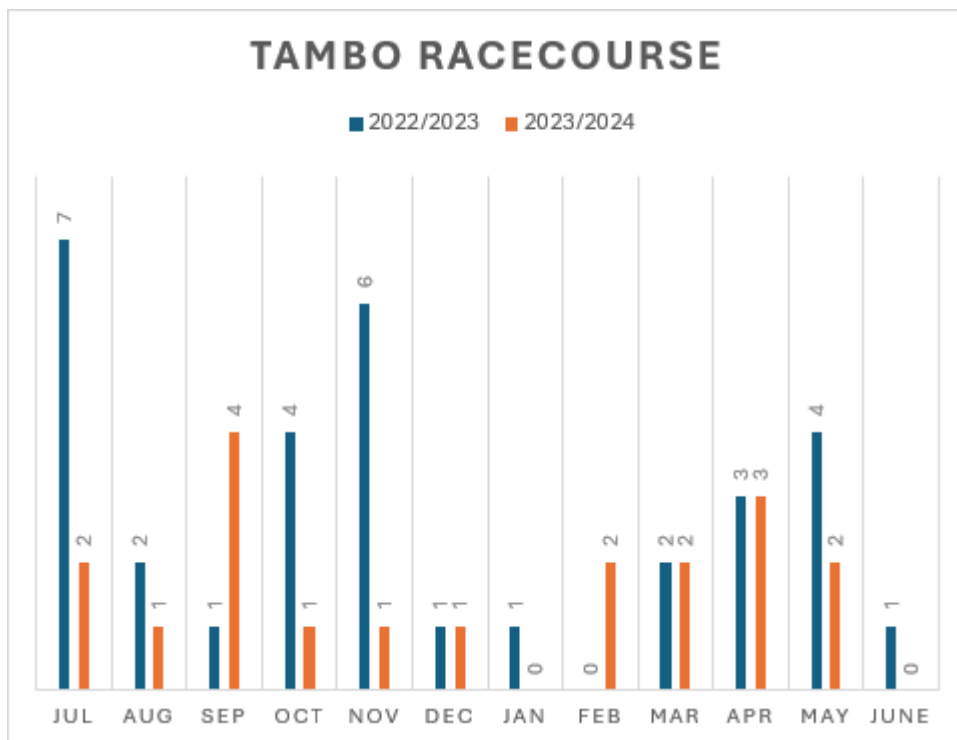
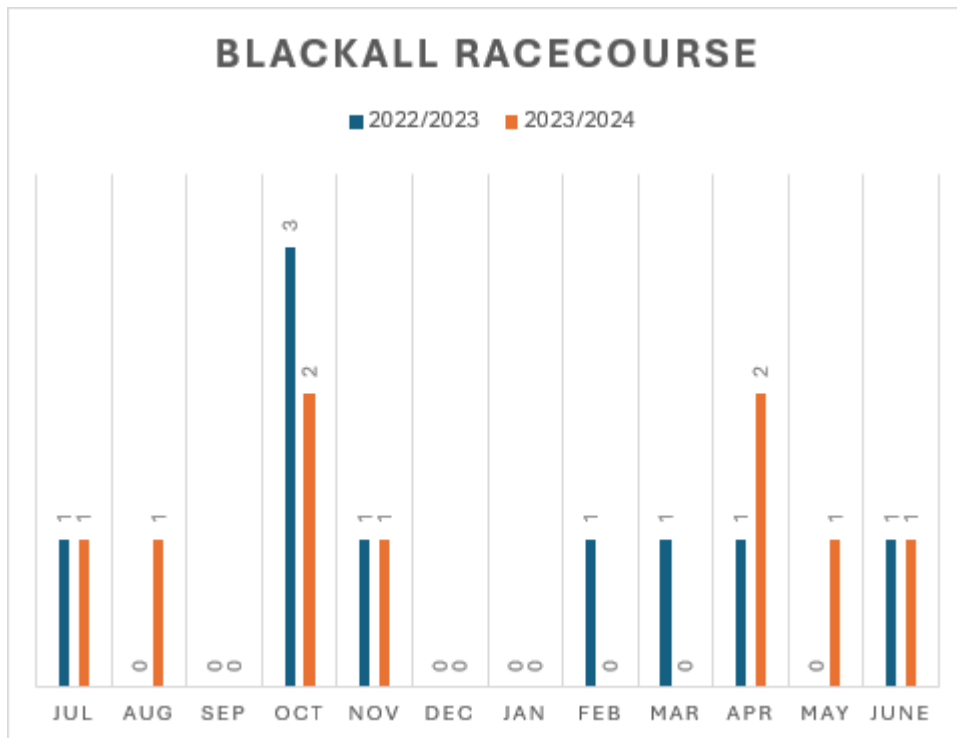


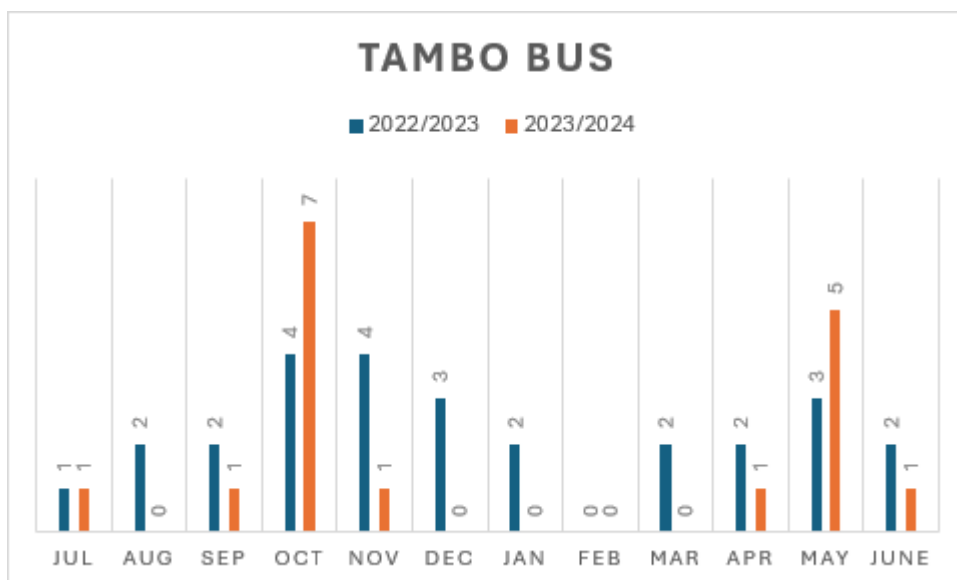
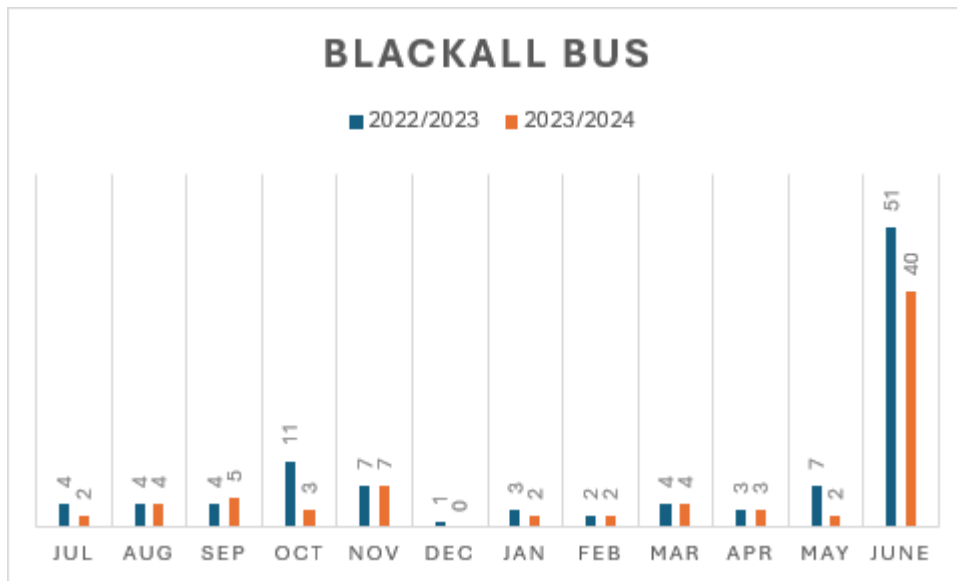
## Council Facility Bookings



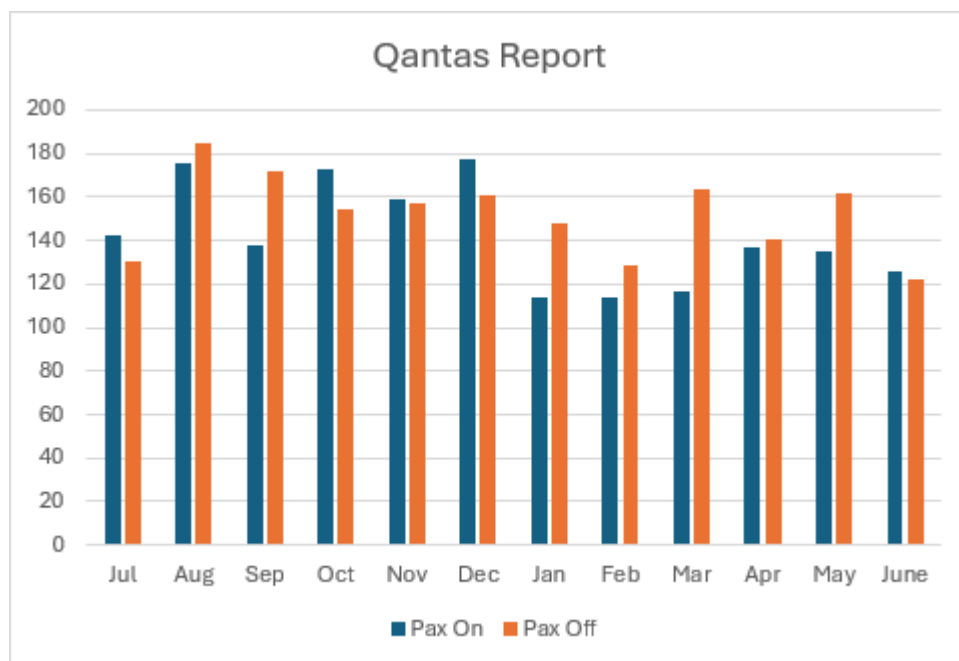








## Qantas Report



## Tambo Multi-Purpose Centre

- The Centre's allied health agreements are currently in the drafting stage and the same services continue for 2024/2025.
- Additionally, the podiatrist will be fully funded under the WQPHN program for 2024/2025.
- The Tambo MPC is introducing a new program "Tea and Talk" once a month. These casual morning gatherings are designed for seniors in town to come together, socialize, and enjoy a chat.
- The Western Touring Show "The Jillaroos" is scheduled to arrive in Tambo on August 17<sup>th</sup>.

## [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 & 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)**

Tambo Library and Tourism Officer  
Customer Service Officers  
Multi-Purpose Coordinator  
Library Officer  
Tourism Officer  
Director of Finance  
Neighbourhood Centre Coordinator

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 17 July 2024

ITEM NO:

5.1.3

SUBJECT TITLE:

**Blackall Cultural Precinct Expenditure**

AUTHOR AND OFFICERS TITLE:

Alastair Rutherford Director of Finance, Corporate and Community Services

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The sum of \$300,000 was included in the Council's 2023/2024 budget for the specific purpose of removing the Prince of Wales hotel and the old picture theatre from the land where the Precinct is to be constructed.

**It is recommended that Council:**

**Ratifies the decision of the previous CEO in approving the use of the \$300,000 for architect and planning fees being another aspect of the Blackall Precinct Project and notes that Red Ridge is required to provide a full accounting of the funds.**

**Background**

The sum of \$300,000 was included in the Council's 2023/2024 budget for the specific purpose of removing the Prince of Wales hotel and the old picture theatre from the land where the Precinct is to be constructed.

However, at a meeting 3 June 2024 the previous CEO agreed to Red Ridge's request for these funds to be applied to the payment architect and planning fees.

Accordingly, a payment of \$300,000 has been made to Red Ridge for the purposes requested.

The Manager of Red Ridge has been requested by council management to supply a full accounting of the \$300,000 by providing a signed letter detailing and attaching all invoices and related paperwork associated with payments made by Red Ridge as well as the balance of remaining funds and where they are held.

The Manager of Red Ridge met with the Director of Finance Corporate and Community Services 9 July and advised there were still project payments to be made and that all funds will be acquitted to Council as requested once all payments have been made to contractors.

Council is being asked to ratify the decision of the previous CEO in approving the use of the \$300,000 for architect and planning fees being another aspect of the Blackall Precinct Project.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer  
 Director of Finance  
 Manager of Finance

### Policy Implications

Nil

### Budget and Resource Implications

Remains a cost in the Blackall Precinct Project.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funds applied to the same project	Low
Legal & Regulatory	Low		
People	Low		
Operational	Medium	Funds applied to normal start-up costs	Medium
Environmental	Medium		
Strategic	Medium	Enabling the project to get underway	Medium
Ethical	Low		
Reputation	Low		
Leadership	Low		

### Proposed Risk Treatment

Full accounting required from Red Ridge.

### Attachments

Nil

**OFFICER REPORTS**

COUNCIL MEETING DATE: Wednesday 17 July 2024

**ITEM NO:** 5.1.4**SUBJECT TITLE:** Operational Plan Review

AUTHOR AND OFFICERS TITLE: Alastair Rutherford Director of Finance, Corporate and Community Services

AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

**Summary:**

Review of operational plan for the financial year ended 30 June 2024.

**Officer's Recommendation:****That Council receives the June 2024 report reviewing the 2023/2024 operational plan.****Background**

Section 174 (3) of the Local Government Regulation 2012 requires a written review of the operational plan to be provided to Council in September, December, March, and June of each financial year.

**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 - Manage Council's finances responsibly and sustainably.

**Consultation (internal/external)**

Chief Executive Officer

Director of Works and Services

Director of Finance

Manager of Finance

**Policy Implications**

Complies with Local Government Regulation 2012

**Budget and Resource Implications**

Nil

**Attachments**

1. Operational Plan Review June 2024 (1) [5.1.4.1 - 9 pages]

**Risk Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low

Legal & Regulatory	Low	Complies with Local Government Regulation 2012	Low
People	Low	Nil	Low
Operational	Low	Measuring performance against budget	Low
Environmental	Low	Nil	Low
Strategic	Low	Sharing information beneficial to the community	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Blackall-Tambo Regional Council**

**Operational Plan Review June 2024**

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Arts &amp; Culture</b>							
Blackall Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.		Council	Ongoing
Tambo Library LRCI Phase 4	DFCCS	The Tambo Library and VIC are both transferring to the Grasslands building this year. Renovations to the Grasslands building have commenced.	Ongoing	Positive feedback from the public.	\$60,000 renovation cost	Council	Complete
<b>Disaster Management</b>							
Blackall-Tambo Disaster Management Plan	CEO	Working group formed to review the plan and approve amendments periodically.	Ongoing	Group meetings continually reviewing and adjusting plans as required.		Council and QFES	DMP adopted 3 May
Arrange emergency services training needs where necessary.	CEO	Funds available for continued training of SES Officers and maintenance of equipment.	Ongoing	Local Controllers to maintain SES membership and provide training in line with LG and EMQ requirements		Council and QFES	Ongoing
<b>Economic Development</b>							
<b>Business</b>							
Tambo Sawmill	CEO	The sawmill is not operating at this time. Council has an offer for the purchase of the sawmill and license (\$220,000). This offer requires DAF approval.	2023/2024				Sold \$219,855
Blackall Saleyards - capital	CEO DWS Manager	Two Loading Ramp Catwalks \$190,000; Built in Hay Feeders \$50,000; Repairs to two wash down bays \$30,000.	2023/2024	Meets all WHS and regulatory requirements	\$190,000	Council	Complete

## Blackall-Tambo Regional Council

## Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Tourism</b>							
Collective approach to tourism	CEO DFCCS	Work co-operatively with regional tourism groups and government agencies.	2023/2024	Arrange and attend workshops with external organisations and apply for relevant grants.		Council	Ongoing
Foundation - Greta Towner Statue	DWS	A base for the statue of Greta Towner	2023/2024	Meets all regulatory and WHS requirements	\$30,000	Council	Complete
"Better in Blackall" Festival	Committee	Committee to develop a programme aimed at encouraging residents and visitors to celebrate this event in Blackall.	2023/2024	To provide an exciting and vibrant experience for residents and visitors to Blackall alike and to enjoy a get together along with the entertainment..	Donation \$80,000 In Kind \$17,000	Council	Complete
Tambo Truck Museum BOR	DFCCS	To support the preservation of the history of the trucking industry in Tambo and to provide an additional attraction for tourists and locals.	2024/2025	Building structure complete, two trucks installed inside the building, history of the trucking industry in Tambo being put together for museum exhibits.	\$20,000	Council	Working on installation of display
Local Government Area Signs	DWS	Two welcoming signs at the entrance to the local government area	2023-2024	Previous contractor unable to complete the work in process of engaging another contractor	\$15,000	Council	Complete
Tambo Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service provided to all visitors.	Ongoing	Appropriate training made available through workshops and training sessions with other VICs in the region.		Council	Ongoing
Blackall Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service to all visitors. Keeping RAM Park well maintained to attract additional visitors who wish to see how people in earlier times lived.	Ongoing	Appropriate training made available through workshops and training sessions with other VICs in the region.		Council	Ongoing

## Blackall-Tambo Regional Council

## Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Environmental Management</b>							
<b>Waste Management</b>							
Maintain quality of service to the public	DWS / EHO	Council to ensure collection and disposal of refuse in the region is efficient and cost effective.	Ongoing	Meets all WHS issues		Council	Ongoing
<b>Stock Routes / Pest Management</b>							
Central West Regional Biosecurity Plan	CEO / Ranger Coord	The Central West Biosecurity Plan outlines the strategies to be followed and implemented by the seven councils in this area.	Ongoing	The report lists the performance indicators which are reported to Council by the Ranger Coordinator.		Council	Complete
Tambo Pound Yards	CEO / Ranger Coord	Continuation of the upgrade to the Tambo Pound	2023/2024	Meets all WHS issues	\$60,000	Council	Complete
Stock Routes Annual Works Program	CEO / Ranger Coord	Apply for funding to maintain stock routes facilities in good working order.	2023/2024	Rodd's Bore Solar panels and pump \$16,000; Gumholes New 22,000 gal tank \$21,000; Glenusk new tank \$20,000.	\$57,000	DNR	Complete
<b>Public Health</b>							
High standards of public health and safety are maintained in the Region	EHO	EHO to conduct annual inspections for health related compliance as necessary	Ongoing	EHO to have undertaken all required inspections as per established program with reports provided to Council where appropriate.		Council	EHO appointed will work with the RAPAD shires on a cost recovery basis.
	EHO	EHO to be available to provide expertise on environmental health matters through the year or on an as required basis.	Ongoing	Reports to CEO to address environmental health matters with the type and level of information provided and / or action taken.		Council	
Blackall and Tambo Asbestos Pits	EHO	Dig and fence both pits.	2024/2025	To meet all current regulatory standards and address all WHS issues.	\$70,000	Council \$30,000 LRCI Phase 4 \$40,000	Blackall pit fence, gate and signs to complete

## Blackall-Tambo Regional Council

## Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Public Health</b>							
Water supply quality monitored and maintained to Australian standards	EHO	Undertake water sampling to ensure water supplies are maintained for safe domestic use.	Ongoing	Samples undertaken as required and action taken immediately if sample indicates non conformance to Qld Health requirements.		Council	Ongoing - meeting required standards
<b>Water Reticulation</b>							
Water Infrastructure	DWS	Provide for upgrade of existing infrastructure - replacement of water mains, valves and service connections. Water saving initiatives.	2023/2024	To meet all current regulatory standards and address all WHS issues.	\$200,000	Council	Ongoing throughout the year
<b>Sewerage</b>							
Tambo Sewer Upgrade	DWS	Upgrade of sewer on Charles and Garden Street including pump station.	2023/2024	To meet all current regulatory standards.	\$568,000	W4Q	Complete
Tambo Sewer Drain inspection	DWS	CCTV inspection and cleaning of sewer drains 3900 metres	2023/2024	To meet all current regulatory standards.	\$237,000	W4Q	Complete
Capital improvements	DWS	As required	2023/2024	To meet all current regulatory standards.	\$200,000	Council	Ongoing throughout the year
<b>Infrastructure and Plant</b>							
<b>Aerodromes</b>							
Blackall Airport	DWS	To maintain the airport to a high standard while considering new processes that reduce losses to Council.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Comply with audit recommendations.		Council	Aerodrome Certificate issued and Airport Manual approved by CASA
Tambo Airport	DWS	Expansion of the RFDS to Tambo	2024/2025	To meet all current regulatory standards		Council	Preparing for RFDS flights

**Blackall-Tambo Regional Council**
**Operational Plan Review June 2024**

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Plant and Equipment</b>							
Plant replacement program	CEO DWS	Council's plant and machinery purchases.	2023/2024	Purchases and sales budgeted for and consistent with Council's adopted purchasing policy.	\$590,700	Council	Complete
Generators	DWS	One 20KVA and one 60 KVA	2023/2024	delivered and tested	\$80,000	LRCI Phase 4	Complete
<b>Roads, Footpaths &amp; Pavements</b>							
Town streets (maintenance)	DWS	Council road / town maintenance program for 2023/2024	2023/2024	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$400,000	Council	Complete
Petunia Lane	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$ 80,000	Council	Complete
East Walter Lane	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$ 120,000	Council	Complete
Queen Elizabeth and Charles Street - LRCI Phase 4	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$ 150,000	Council \$1700 LRCI Phase 4 \$148,300	Complete
Rural Roads including flood damage (maintenance)	DWS	Council rural road maintenance program for 2023/2024	2023/2024	Schedule undertaken and roads maintained within budget limitations.	\$ 13,332,300	Council and QRA	\$8.9M spent to date
QRA Betterment Program	DWS	Floodway improvements to Blackall-Emmett, Coolatai, Gartmore, Mt. Pleasant, and Evora Roads	2024/2025	To meet all current regulatory standards. April/May 2022 event.	2.8M	Council \$270,000 QRA \$2.5m	Complete by 31 December
Landsborough Highway (Tambo to Blackall)	DWS	Holding Treatment. Rehabilitation to 8 and 9m seals.	2024/2025	To meet all current regulatory standards.	\$4.5m	TMR	Commencing third week of July after LRCI reseals and Betterment earthworks complete
Reseals - LRCI Phase 3 Carried Over from 2022/2023	DWS	To be determined. Construction period ends 30 June 2024.	2023/2024	To meet all current regulatory standards.	\$ 808,350	LRCI Phase 3	Complete
Reseals - LRCI Phase 4	DWS	Projects submitted require approval by LRCI. Construction period ends 30 June 2025.	2024/2025	To meet all current regulatory standards. Complete by 30 June 2025.	\$ 1,044,600	LRCI Phase 4 \$626,200 Council \$418,400	Complete by 30 June 2025
RMPC and MWPC Contracts	DWS	Maintenance on National Highway and State controlled network	2023/2024	To meet all current regulatory standards.	\$4.2M	State Gov	Complete for 2023/2024
QRA Flood Study	DWS	Flood study for BTRC through the flood risk and mgmt. plan	2024/2025	Tenders requested through vendor panel	\$ 80,000	QRA	Complete by 31 October
Ward Road TIDS and R2R	DWS	Create all weather access	2023/2024	To meet all current regulatory standards.	\$ 600,000	TIDS \$200,000 Council \$200,000 R2R \$200,000	Complete
Salvia Street - R2R funds to be spent by 30 June 2024	DWS	Install stormwater drainage, kerb and channel and road widening	2024/2025	To meet all current regulatory standards. Complete by 30 June 2024.	\$ 608,300	R2R \$608,300	Held up by wet weather complete by July 2024

Blackall-Tambo Regional Council

Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Remote Roads RRUP - (FEDS)	DWS	Langlo Road Resheeting. Complete construction by May 2024	2023/2024	To meet all current regulatory standards. April/May 2022 event.	\$ 600,000	RRUP \$480,000 Council \$120,000	Complete

## Blackall-Tambo Regional Council

## Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Roads, Footpaths &amp; Pavements</b>							
Shamrock Street Beautification	DWS	Stage two with the median strip being upgraded	2024/2025	To meet all current regulatory standards.	\$ 200,000	LRCI Phase 4 \$100,000 Council \$100,000	Complete 2024/2025
<b>Recreational Activities</b>							
Management and Operation of aquatic centres in both communities	DWS	Keep the swimming pools in Blackall and Tambo well maintained and safe for all users.	Ongoing	Pool operated in accordance with contracts. Patronage maintained with a view to increasing the number of visitors.		Council	Tambo pool closed for retiling. Blackall pool open to the public
Tambo Pool Rectification of Tiles	DWS	A WHS notice has been issued for the rectification of defective tiles at the Tambo Pool	2024/2025	Meets all WHS regulatory standards	\$172,400	Council	Complete end July
Blackall Rodeo and Campdraft Grounds upgrade	DWS Committee	The grounds require to be upgraded so as to be safe for all participants.	2024/2025	Meets all regulatory and WHS requirements	\$200,000	LRCI Phase 4	Work to be completed in 2024/2025
Four Mile seating	DWS	Table/ Chair units bolted to concrete bases	2023/2024	Meets all regulatory and WHS requirements	\$20,000	Council	Complete
Tambo Race Club	DWS Committee	Upgrade of the Race Club building.	2024/2025	Meets all regulatory and WHS requirements	\$30,000	Council	On hold to be included in QRC Funded project
Tambo Race Club - Jockey's Room Upgrade	DWS Committee	Upgrade of the Jockeys change rooms.	2024/2025	Meets all regulatory and WHS requirements	\$30,000	Council	On hold to be included in QRC Funded project
Tambo Race Club - access path and ramp	DWS Committee	Install an access ramp and small cement path to the Race Club building.	2023/2024	Meets all regulatory and WHS requirements	\$30,000	LRCI Phase 4	Complete
<b>Recreational Activities</b>							
Tambo Courthouse (Formerly library and VIC)	CEO DFCCS	Redesign the inside of the building into a mock up courtroom using photos and articles from various archives in Qld.	2024/2025	Meets all regulatory and WHS requirements	\$100,000	Council	Planning stage
Blackall Pool - Replacement of two heaters	DWS	Two heaters are old and are no longer reliable	2023/2024	Consider warranty	\$30,000	Council	Complete
Tambo Pool Heating	DWS	Tender is being prepared seeking quotes on vendor panel	2024/2025	Meets all regulatory and WHS requirements	\$100,000	Council	Options being investigated
Tambo Pool Disability Lift	DWS	Install lift to assist the elderly and people with disabilities to use the pool.	2023/2024	Meets all regulatory and WHS requirements	\$10,000	Council	Complete
Cultural Centre - replacement of acoustic panels	DWS	Planned maintenance and improvements	2023/2024	Meets all regulatory and WHS requirements	\$80,000	Council \$30,000 LRCI Phase 4 \$50,000	Complete

## Blackall-Tambo Regional Council

## Operational Plan Review June 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Communications</b>							
Tambo TV Transmitters	DWS	As required to keep the system operational	2024/2025	Meets all regulatory requirements	\$20,000	Council	Transmitter for channel 9 replaced in Tambo. Tambo 4G/5G Telemetry units to replace 3G unit 15 July.
Rosclare Tower	DWS	A repeating tower erected at Rosclare Stn improve rural communications.	2024/2025	Meets all regulatory requirements	\$25,000	Council	Land issue for access to be resolved
Rural Transmitting Towers	DWS	Allocation to commence a five year maintenance contract with N-COM	2023/2024	Objective is to keep all towers functional	\$50,000	Council	Complete for 2023/2024
Blackall Shamrock Street LED Sign	DFCCS	Local events and items of interest to be displayed.	2024/2025	Objective is to keep the public and tourists updated on items of interest.	\$15,000	Council	Received - specialised job awaiting electrician
<b>Town Halls, Cemeteries, Public Conveniences</b>							
<b>Town Halls</b>							
Maintain and upgrade to community expectations	DFCCS	Continued maintenance and renewal of facilities to ensure WHS standards are maintained for public access.	2023/2024	Repairs and maintenance undertaken in a timely fashion with safety standards being met as required. Positive feedback from the public.		Council	Ongoing
<b>Cemeteries &amp; Memorials</b>							
Cemeteries Blackall and Tambo	DWS	Maintain cemeteries in a manner expected by the public.	2023/2024	Positive feedback from community on the appearance and condition of cemetery's. Upgrade of the Tambo Cemetery is underway.		Council	Tambo cemetery upgrade ongoing
<b>Public Conveniences</b>							
Public Conveniences maintained to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2023/2024	Condition of public conveniences meeting health and safety standards at all times.		Council	Ongoing

**Blackall-Tambo Regional Council**
**Operational Plan Review June 2024**

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
<b>Council Buildings/Facilities</b>							
Aged Housing	DFCCS	Maintain the workshop yard and provide the best possible standard of accommodation to employees. Address all WHS issues.	2023/2024	Maintenance undertaken in a timely fashion with safety aspects addressed. Tenant satisfaction received periodically with regards to condition of housing.		Council	Complete for 2023/2024
Tambo Shire Hall	DWS	Replace floor timber where necessary and sand	2024/2025	Meets all regulatory and WHS requirements	\$15,000	Council	Carry over
Cultural Centre - scope for stump repairs	DWS	The level of the building is uneven	2024/2025	Meets all regulatory and WHS requirements	\$60,000	Council	Carry over
Removing the Prince of Wales and the old cinema structures	CEO DWS	A specialised contractor will be required to dismantle and remove both structures.	2023/2024	Meets all regulatory and WHS requirements	\$300,000	Council	Funds transferred to Red Ridge for architect and planning costs - fully accountable
Shade Structures for TMPC, Tambo Hall, Blackall Carpark	DWS DFCCS	Shade structures so these areas can be used by the public.	2024/2025	Meets all regulatory and WHS requirements	\$90,000	Council	Carry over
Council housing	DFCCS	Council housing stock well maintained.	2023/2024	Satisfied tenants.	Ongoing	Council	Complete for 2023/2024
<b>Aged and Disability Services</b>							
Western Queensland Primary Health Network (WQPHN)	DFCCS	This program is funded by the Federal Government and covers allied health and healthy ageing.	2023/2024	Covers the cost of Podiatry, Remedial Massage, Physiotherapy and Optometry. The remaining funds go the Healthy Ageing	Allied Health \$100,000; Healthy Ageing \$55,000	Federal	Complete for 2023/2024
Community Development Program	DFCCS	The program is funded by the department of seniors and disability to support community activities.	2023/2024	Monitored through the successful interventions offered to the community.	\$264,800	State	Complete for 2023/2024
<b>Work Health and Safety</b>							
Develop a system of WHS that is appropriate for BTRC	CEO DWS DFCCS WHSO Committee	Council officers to work in a co-operative manner with the WHS Officer together with officials from TMR and other Government Departments to ensure Council is compliant at all times.	Ongoing	Council is working towards retaining its TMR Registration so as to be awarded road contracts from TMR. The provision of a safe working environment for all employees of Council.		Council	Good progress being made to implement audit recommendations. TMR certification retained for time being. Ongoing

**OFFICER REPORTS****COUNCIL MEETING DATE**

Wednesday 17 July 2024

**ITEM NO:****5.1.5****SUBJECT TITLE:****2024 Christmas Closure****AUTHOR AND OFFICERS TITLE:**

Alastair Rutherford Director of Finance, Corporate and Community Services

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

Council traditionally closes the offices and depots over the Christmas and New Year period.

**Officer's Recommendation:**

**That Council approve the Christmas closure period for 2024 as:**

- 1. Council offices will close from close of business Thursday, 19 December 2024 and reopen Monday, 6 January 2025**
- 2. Council depots will close from close of business Friday, 13 December 2024 and reopen Monday, 6 January 2025.**

**Background**

Council traditionally has a closure over the Christmas and New Year period.

Council offices will close from close of business Thursday, 19 December 2024 and reopen Monday 6 January 2025 inclusive and the Council depots will close from close of business Friday, 13 December 2024 and reopen Monday, 6 January 2025.

Normal advertising and call-out rosters will apply.

**Link to Corporate Plan**

Not Applicable

**Consultation (internal/external)**

Chief Executive Officer  
Director of Works and Services  
Director of Finance

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Management Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Legal & Regulatory	Low	Complies with the EBA	Low
People	Low		
Operational	Medium	Normal advertising and call-out rosters will apply.	Medium
Environmental	Medium		
Strategic	Medium		
Ethical	Low		
Reputation	Low		
Leadership	Low		

### Proposed Risk Treatment

Normal advertising and call-out rosters will apply.

### Attachments

Nil

**OFFICER REPORTS****COUNCIL MEETING DATE**

Wednesday 17 July 2024

**ITEM NO:****5.1.6****SUBJECT TITLE:****Scrubby Creek Request for Assistance****AUTHOR AND OFFICERS TITLE:**

Alastair Rutherford Director of Finance, Corporate and Community Services

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

Council requested that Scrubby Creek Sports Club provide additional information regarding their request for assistance from Council for the completion of their clubhouse project. The Scrubby Creek Sports Club fund raising efforts have raised most of the funds required for the clubhouse project however, they have a shortfall of \$20,000 to enable the clubhouse infrastructure project to be completed by December 2024. The Club has not had any other financial support from Council.

**Officer's Recommendation:**

**That Council approves the request and provides of sponsorship of \$20,000 for the completion of the Scrubby Creek Sportsclub Project.**

**Background**

Durin Budget deliberations, Council requested that the Scrubby Creek Sports Club provide further information relating to their request for support from Council for \$20,000 for their clubhouse project. The Club has provided the additional information for Council to consider.

Scrubby Creek has been the successful recipient of two large grants since 2022. The first was \$100,000 from the Gambling Community Benefit Fund for the construction of a new ablution block which is now completed. The second was for \$202,876 (excluding GST (Goods and Services Tax) from the Department of Sport for improvements including a new kitchen, office, and bar.

The small, club indicates these improvements will encourage more people in the isolated community to participate in social sporting events to improve mental and physical health. The club will actively begin hosting more sporting events such as tennis competitions, cricket and golf days as their predecessors once did. The club will continue to provide a welcoming environment where people can seek reprieve from the stresses of daily rural life.

Due to inflated costs of materials and skilled tradesmen since Scrubby Creek applied for these grants, the Gambling Community Benefit Fund (GCBF) project cost at completion was \$17,430.97 higher than the original quotes (total project cost \$117,430,97 including GST). This is beyond the control of the quoting tradesmen and unfortunately has made the Minor Infrastructure Clubhouse project beyond the financial capacity of the Scrubby Creek Sports Club Inc. by \$26,664.55 (total project cost \$229,540.55 including GST).

They host small fundraising events every month of the year as well as three large fundraising community events in June (Ladies Day), September (Two Day Trap Carnival), and December (Christmas Shoot/Western Queensland Handicap Series) each year.

Scrubby Creek is located approximately 200km South-West of Blackall, 130km South- West of Tambo and 160km East North-East of Charleville. It is quite isolated and has historically

provided sporting activities such as clay target shooting, tennis, golf, and cricket for the isolated community and those of the neighbouring towns.

The Scrubby Creek Sportsclub have requested Council consider providing financial assistance to their small club of up to \$20,000 towards their shortfall to assist in the completion of the clubhouse infrastructure project and acquit the grant by the deadline of December 2024.

### [Link to Corporate Plan](#)

Governance

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

### [Consultation \(internal/external\)](#)

Chief Executive Officer

Director of Finance

### [Policy Implications](#)

Nil

### [Budget and Resource Implications](#)

Request for up to \$20,000 in sponsorship

### [Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Request for sponsorship of \$20,000	Low
Legal & Regulatory	Low	Complies with policy	Low
People	Low	Assist an isolated small community	Low
Operational	Medium		
Environmental	Medium		
Strategic	Medium	Important to keep small, isolated communities alive.	Medium
Ethical	Low		
Reputation	Low		
Leadership	Low		

### [Proposed Risk Treatment](#)

Nil

### [Attachments](#)

Nil

Scrubby Creek Sports Club Inc.  
ABN: 11203145255  
5810 Scrubby Creek Road  
Scrubby Creek QLD 4478

Mr Mike Lollback  
Chief Executive Officer  
Blackall-Tambo Regional Council  
PO Box 21  
Blackall QLD 4472

**RE: Request for reconsideration of sponsorship/financial support for completion of facility upgrade**

Dear Mr Lollback,

I am writing to you to please reconsider Scrubby Creek Sport Club's request for sponsorship from the Blackall-Tambo Regional Council.

As you will be aware, over the past two years Scrubby Creek has proactively applied for a variety of grants for end-of-life infrastructure replacement projects to ensure the sustainability of our small but extremely important club.

Scrubby Creek was established in 1967 and most infrastructure was built by club members relying on the time, money and skill of themselves. No infrastructure improvements have been made since and the existing facilities (ablution, kitchen, office and bar) are at the end of their life and need replacement to ensure the club can operate effectively and safely for many years to come.

Scrubby Creek is located approximately 200km South-West of Blackall, 130km South-West of Tambo and 160km East North-East of Charleville. It is quite isolated!

Scrubby Creek was established with the intention of providing regular, relaxed recreational social outings for the isolated community between the local townships. Scrubby Creek has provided sporting and social events for isolated families and surrounding townships for over fifty years and is passionate about continuing its services to improve the mental and physical health of remote rural people. Our club is a meeting place for individuals and families of all walks of life and backgrounds to come together in a happy, safe environment as well as provide much needed social interaction and development for isolated children.

Our remote rural communities are the backbone of life in the bush and rely heavily on the surrounding townships of Charleville, Augathella, Tambo and Blackall for groceries, services, employment, health and education. Scrubby Creek relies on each of these townships for food and beverage supplies for our monthly events as well as the services of local businesses for all upgrades, repairs and maintenance works.

Scrubby Creek Sports Club has historically provided sporting activities such as clay target shooting, tennis, golf and cricket for our isolated community and those of our

Scrubby Creek Sports Club Inc.  
ABN: 11203145255  
5810 Scrubby Creek Road  
Scrubby Creek QLD 4478

neighbouring towns. In more recent years we have primarily only catered for clay target shooters due to our facilities needing major improvements.

The current kitchen isn't of commercial standard which makes it difficult to employ caterers for our large annual Two-Day Clay Target shoot. In recent years this has caused the committee great stress due to the extreme workload. The bar is situated at a great distance from the kitchen area creating a disjointed and segregated atmosphere. This makes for a great deal of work and stress for committee and attending community members due to excessive cleaning required before each use and regular major septic issues. Our tennis courts are also dilapidated which has impacted the number of people who attend our club as we are only currently able to cater for those interested in clay target shooting.

Scrubby Creek has been the successful recipient of two large grants since 2022. The first was \$100,000 from the Gambling Community Benefit Fund for the construction of a new ablution block which is now completed and at acquittal stage.

The second was for \$202, 876 (excluding GST) from the Department of Sport and Recreation's Minor Infrastructure Program to construct a new clubhouse which will include a new kitchen, office and bar.

Our small but passionate club believes these improvements will not only reduce the stress of maintenance for committee members but will also encourage more people in our isolated community to participate in social sporting events to improve mental and physical health. We will actively begin hosting more sporting events such as tennis competitions, cricket and golf days as our predecessors once did. Our club will continue to provide a welcoming environment where people can seek reprieve from the stresses of daily rural life.

Due to inflation of the cost of materials and skilled tradesmen since Scrubby Creek applied for these grants, our GCBF project cost at completion was \$17,430.97 higher than the original quotes (total project cost \$117,430.97 including GST). This is beyond the control of the quoting tradesmen and unfortunately has made our Minor Infrastructure Clubhouse project beyond the financial capacity of the Scrubby Creek Sports Club Inc. by \$26,664.55 (total project cost \$229,540.55 including GST).

We host small fundraising events every month of the year as well as three large fundraising community events in June (Ladies Day), September (Two Day Trap Carnival), and December (Christmas Shoot/Western Queensland Handicap Series) each year. Due to this our committee unfortunately does not have time for any more fundraisers for Scrubby Creek in the year without impacting on personal, work, and other community commitments.

Scrubby Creek Sports Club Inc.  
ABN: 11203145255  
5810 Scrubby Creek Road  
Scrubby Creek QLD 4478

On behalf of Scrubby Creek, I kindly ask the Blackall-Tambo Regional Council to consider providing financial assistance to our small club up to the sum of \$20,000 to ensure we can complete our clubhouse infrastructure project and acquit our grant by the deadline of December 2024.

We recognise that Council has been more than generous with your written support of our club's endeavours over the past two years however we kindly implore that you also act on your expressions of support. We kindly ask that you also recognise that this is our first time asking for any financial assistance for these projects.

I have attached our original Request for Assistance Form, Grant Application, project budgets and project plans for your reference.

We would be extremely grateful if you would re-consider our request and I look forward to hearing from you soon.

Kind regards,



Phil Picone  
President  
Scrubby Creek Sports Club Inc.

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 17 July 2024  
**ITEM NO:** 5.2.1  
**SUBJECT TITLE:** Director of Works and Services Operation Report  
 AUTHOR AND OFFICERS TITLE: Naomi Gruber, Engineering Assistant  
 AUTHORISING OFFICER: Ajay Agwan (Director of Works and Services), Mike Lollback (Chief Executive Officer)  
 CLASSIFICATION (if Confidential) N/A

**Summary:**

The Director of Works and Services report for June 2024 is presented to Council.

**Officer's Recommendation:**

**That Council receive the Director of Works and Services' Operation Report for June 2024.**

**Background****Projects****CN 22216 Blackall Tambo Landsborough Highway**

**Project Budget:** \$4,540,992.

**Project Scope:** Holding treatment. Rehabilitation to 8 and 9m seals

**Current Status:** Gravel haulage to designated stockpile is in progress. Likely start third week of July 2024. Works delayed due to LRCI Reseals and Betterment earth works

**Flood Study**

**Project Budget:** \$80,000 (GST exclusive). QRA funding

**Project Scope:** Supply of a flood study for Blackall and Tambo through the Flood Risk and Management Plan.

**Current Status:** Hydrologic and Hydraulic Model is 80% complete, and 100% expected on the 19<sup>th</sup> July 2024. Model Calibration expected on the 16<sup>th</sup> August 2024. Draft Report on the 11<sup>th</sup> October 2024. Project completion with the final report and models by 31<sup>st</sup> October 2024

**General RMPC (Road Maintenance Performance Contract) FY 24-25**

**Project Budget:** \$2,323,174. (GST exclusive)

**Project Scope:** Conditional agreement has been signed for 24-25 maintenance as required of the National Highway and State-Controlled Network within the Blackall-Tambo Regional Council boundary.

**Current Status:** Further maintenance works are being planned.

**Charles and Queen Elizabeth Street**

**Project Budget:** \$150,000 (GST exclusive). W4Q funding.

**Project Scope:** Upgrade of gravel road to bitumen

**Current Status:** Completed before 30<sup>th</sup> June 2024 and within budget.

**Tambo Town Sewer Upgrade**

**Project Budget:** \$468,000 (GST exclusive). W4Q funding.

**Project Scope:** Upgrade of sewer on Charles and Garden Street including pump station.

**Current Status:** Completed before 30<sup>th</sup> June 2024 and within budget. Underground power connection by Ergon to be complete.

**Ward Road Pave and Seal****Project Budget:** \$600,000 (GST exclusive) TIDS and R2R funding**Project Scope:** 4 metre double/double seal on 6m pavement from Chainage 58.56km to 63.56km**Current Status:** Completed before 30<sup>th</sup> June 2024.**Langlo Road Resheeting****Project Budget:** \$600,000 (GST exclusive) RRUP funding**Project Scope:** 150mm Gravel Resheet from Chainage 68.7km to 78.7km (Start at Mt Edinburgh Turnoff)**Current Status:** Works completed.**Salvia Street Kerb, Channel and Stormwater****Project Budget:** \$608,300 (GST exclusive) R2R funding**Project Scope:** Install underground drainage, agricultural pipe, kerb, and channel along the water ponding area on Salvia Street.**Current Status:** Awarded to Lohman Contracting via Vendor Panel. Works in progress.**QRA Betterment Projects Package 1-3****Project Budget:** \$1,900, 000 (GST exclusive)**Project Scope:** Various Road Works and Concrete floodway.**Current Status:** All works under Package 1 is complete except rock protection. All works under Package 2 is completed. Package 3 – Works likely to start by 11<sup>th</sup> July 2024. We have received EOT until December 2024.**Tambo Shade Structure. MPC & Shire Hall****Project Budget:** \$100,000 (GST exclusive)**Project Scope:** Supply and Installation of Shade Structures at MPC building and Shire Hall.**Current Status:** No successful contractor as all submissions were over budget. Sourcing local contractor/builder.**Tambo Pool Rectification of Tiles****Project Budget:** \$172,400.00 (ex GST)**Project Scope:** Rectification of defective tiles at the Tambo Pool by removal and replacement with new tiles for both pools.**Current Status:** All the rectification works will be completed by 18<sup>th</sup> July 2024. EOT has been granted by WHSQ. Few more defects will be rectified while the pool is closed.**Requests for Action**

- A total of 33 requests were received by the Works and Services Department for the month.

	Received	Actioned
Water	13	9
Sewerage	5	3
Drainage	2	1
Parks and Gardens	0	0
Rubbish	3	2
Town Streets	0	0
Highways	2	0
Rural Roads	0	0
Local Laws	2	0
Building Maintenance	0	0

Town Maintenance	5	3
Vandalism	0	0
Public Amenities	1	1

## 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	12286
Call outs - Water	5
Call outs - Sewer	2
Broken Mains/Services	0
Private Works	0

### Tambo

Water consumption ML	5191
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	0
Private Works	0

## 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

### 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

**Tambo Aquatic Centre**

- Installation of disabled lift

**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.

**Blackall Aquatic Centre**

- Mowing and whipper snipping of Aquatic Centre.

**Banks Park**

- General Maintenance by Parks and Gardens crew.

**Albert Park**

- General Maintenance by Parks and Gardens crew.

**Memorial Park**

- General Maintenance by Parks and Gardens crew.

**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

**Blackall Airport**

- Mowing and whipper snipping

**Blackall Cemetery**

- Mowing and whipper snipping of Lawn Section

**Blackall Refuse Tip**

- General Maintenance

**Blackall Admin Office**

- Mowing and whipper snipping

**Blackall Town Streets**

- Mowing and whipper snipping
- Slashing

**In Kind Support**

- Delivery/pick up of hire items for community functions

**Workshop/Fleet**

This month has consisted mainly of planned maintenance work with no major breakdowns.

Planned works consisted of 9 items of plant being serviced, and ongoing tipper trailer maintenance of brake relines, bearing adjustments and various repairs to bring back up to road worthy standards. Pressure vessel testing and hoist inspections have also been carried out this month keeping up with compliance.

**[Link to Corporate Plan](#)**

Environment & Heritage

Outcome 4 - Waste Management - Best practice waste management.

Infrastructure

Outcome 1 - Roads - Council's roads network is well maintained, and council's town streets are sealed with kerb, channeling, and drainage.

Outcome 3 - Water and Sewerage Systems - Provide safe, reliable, and quality water and sewerage systems.

**[Consultation \(internal/external\)](#)**

Chief Executive Officer

Director of Works and Services

Contracted Engineer

Fleet Supervisor

Services Supervisor

Works Supervisors

**[Policy Implications](#)**

Nil

**[Budget and Resource Implications](#)**

Nil

**[Attachments](#)**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 17 July 2024
ITEM NO:	6.1
SUBJECT TITLE:	<b>Chief Executive Officer's June 2024 Report to Council</b>
AUTHOR AND OFFICERS TITLE:	Andrea Saunders Governance Coordinator
AUTHORISING OFFICER:	Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

**Summary:**

The report from the Chief Executive Officer is to update Council on matters that do not require a separate or comprehensive report for consideration.

**Officer's Recommendation:**

**That Council receive the Chief Executive Officer's Information Report for June 2024.**

**Background**

The following update is provided from the Chief Executive Officer:

**Register of Interest Responsibilities**

Councillors are reminded that in accordance with Part 5 of the *Local Government Regulation 2012* an update to your register of interests and that of your related parties is required within 30 days from the end of the last financial year. Please ensure that the updates to yours and your related persons registers are provided to the CEO no later than the 30 July 2024.

**Get Ready Queensland Funding**

On 19 June 2024, a report was delivered to Council about the 2025-25 Get Ready Queensland Grant Program where Council accepted the funding of \$7,760.00 from the Queensland Reconstruction Authority so Council could deliver the program to the community (Minute number: GM 2024/06/105).

The funding schedule has been signed and returned to the Queensland Reconstruction Authority with the following plan of activities:

- Get Ready Queensland Week commencing 8 October 2024 – 10 October, launch of the Get Ready Qld Livestock Severe Weather Emergency Plan at the Blackall Saleyards
- Red Cross Pillowcase project to be delivered to the year 4 students at the 3 schools in the region.
- Waterproof survivor bags to be distributed amongst the community. The survivor bags will contain some emergency equipment and have the capacity to hold important documents – joint project with Barcaldine, Barcoo, Winton, Longreach and Blackall-Tambo councils.

**Line Marking of Courts at Tambo Sports Club**

Council will recall, that at the 19 June 2024 general meeting, Council resolved to:

1. Mark a second tennis court at the Tambo Sports Complex with permanent line markings, for its multi-use as a tennis and netball court. Markings are to be in

distinctly differing colours to conform with the requirements of both Netball Queensland and Tennis Queensland.

2. Re-mark the existing multi-lined court using those required colours as mentioned in recommendation 1.
3. Assist Tambo Netball Inc, and Tambo Sports Club Inc. in seeking funding to construct a purpose-built netball court at the Tambo Sports Complex and other inclusions deemed appropriate.

The line marking was completed by a contractor on 2<sup>nd</sup> and 3<sup>rd</sup> of July and lines were marked in red. Council has purchased telescopic netball posts for the Tambo Netball Club which allow for the netball hoop to be adjusted in height for junior and senior games. Council will be installing the removable posts prior to the cluster being held on 20 July 2024.

### **Blackall Cultural Precinct**

I have had several meetings with the key stakeholders and architects regarding the proposed Blackall Cultural Precinct. Council will receive a separate report at this meeting from the Director of Community and Corporate Services outlining the current situation with funds provided by council to the project. Council will be aware that in this year's budget an amount has been allocated to the project. I am currently seeking legal advice on the necessary governance in the next stages of this project, including the disbursement of those council funds. A full report will be brought to the August Ordinary Meeting for councils' consideration.

### **LGAQ and RAPAD Membership Renewal**

Council has received the renewal notice and invoice for membership to the Local Government Association of Queensland (LGAQ).

The LGAQ is 100% council-owned and is a not-for-profit public company limited by guarantee. Their membership, which is voluntary, consists of the 77 Queensland councils with two associate memberships of the Weipa Town Authority and Norfolk Island Regional Council. The Association advocates for councils and communities and provides many services to councils and their staff.

Similarly, Council has received its annual membership renewal notice from the Central Western Queensland Remote Area Planning and Development Board (RAPAD).

RAPAD is made up of the 7 central western councils including Blackall-Tambo Regional Council and is designed to collectively support, facilitate, promote, deliver, and encourage the regions community, environmental and economic development.

Both organisations often work in close collaboration in addressing issues for ours and other councils. Membership of both organisations continues to provide great benefit to the Blackall-Tambo Regional Council.

### **NGA Conference, Canberra**

The Mayor and I attended the 2024 National General Assembly of Local Government (NGA) in Canberra from 2nd to 4th July. The NGA Conference is the 30th assembly.

The Australian Local Government Association (ALGA) is the national voice of local government, representing Australia's 537 councils. The annual conference enables participation at various sessions relevant to local governments, addresses by various Federal Members of Parliament and debate on motions.

This year the Mayor and I were also able to meet with the Hon Linda Burney MP, Minister for Indigenous Australians, and the Hon David Littleproud MP, Leader of Nationals. This provided us to represent Blackall-Tambo Regional Council and the region and lobby for our region on various matters.

I congratulate and commend Mayor Martin on his representation of the Blackall-Tambo Region. Mayor Martin spoke to the plenary during a motions debate concerning the mandatory electrification of motor vehicles that was put by a large interstate metropolitan council. The compelling argument put by Mayor Martin outlined the reality of travel in rural and remote Australia and was central to that motion being defeated. It was successfully argued that making a move to electrified vehicles “mandatory” failed to fully recognise the importance of road transport to remote and rural centres of Australia.

### **Street Scaping of Blackall and Tambo**

Regarding the long-standing consideration of improved landscaping along Shamrock Street, Blackall and Arthur Street, Tambo, council has engaged Anembo Landscape Architects to undertake community consultation and complete concept designs for both townships. Last week Tim Hindley, the organisation’s principal landscape architect and managing director spent time in both Tambo and Blackall, making preliminary drawings and speaking with locals.

I thank Councillors Hardie, Johnstone and Scobie for attending a concept design meeting with members of the Tambo Community on Tuesday 9 July. Further meetings will be held with community members from Blackall. Several documents from both Blackall and Tambo have been delivered to Tim to ensure past thoughts from the community are captured. Tim and his team will deliver a truly consultative process with community to ensure that all considerations are included in the final design.

It is anticipated that stage 1 of both the Blackall and Tambo project will be commenced during this financial year.

### **Local laws Review**

Council last reviewed its LOCAL LAWS in 2010, in the wake of the amalgamation of Council. Over the past month I have had direct contact with several residents of the Blackall-Tambo community who have expressed concern as to the onerous nature of Council’s Local Laws. This followed renewal notifications recently sent to residents regarding the keeping of pets and/or stock on residential blocks.

I have completed an initial review and have found that many of our current local laws, particularly those referring to lot sizes and the keeping of animals such as goats, sheep and horses need review to meet the realty of the Region’s Township lot sizes and the rural reality of the area.

I have commenced discussions with several local governments in the RAPAD Region and similar issues are being faced. Together with those other councils we are looking to jointly engage an appropriate person/organisation to undertake a review of current local laws to make them more consistent across the central west and reflect the practical requirements of our community.

### **[Link to Corporate Plan](#)**

Not Applicable

### **Consultation (internal/external)**

Chief Executive Officer

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### **Attachments**

1. LGAQ Membership Renewal [6.1.1 - 2 pages]
2. 20240712 090643 [6.1.2 - 1 page]



**Every Queensland  
community deserves  
to be a liveable one**

21 June 2024

Mr Mike Lollback  
Chief Executive Officer  
Blackall-Tambo Regional Council  
6 Coronation Street  
BLACKALL-TAMBO QLD 4472

Blackall-Tambo Regional Council RECEIVED	
Doc #	
- 4 JUL 2024	
Action	
Task	

Dear Mike,

### **LGAQ Membership Renewal**

Since the council elections in March the Association has continued to provide significant support for Queensland councils.

As the Association enters its 128<sup>th</sup> year we continue to passionately advocate for both councils and communities in addition to providing the trusted services and support relied upon by local leaders.

LGAQ membership fees are invoiced annually in accordance with the LGAQ's long established membership formula which takes into consideration councils budgeted expenditures and population – ensuring that membership fees are shared fairly across all members.

Your council as a participating member of Local Government Mutual Services [LGMS] will again be entitled to rebate on your annual premiums as part of a \$4.45m disbursement which will help to significantly offset other membership costs.

A summary of recent rebates is attached demonstrating a near decade long commitment to delivering member value.

Your councils' ongoing membership ensures that Queensland councils can continue to be strongly represented and expertly supported.

With State and Federal elections on the horizon the opportunity for councils to stand together on matters of common interest and importance remains an important objective, and consequently we welcome your ongoing support.

Yours sincerely,

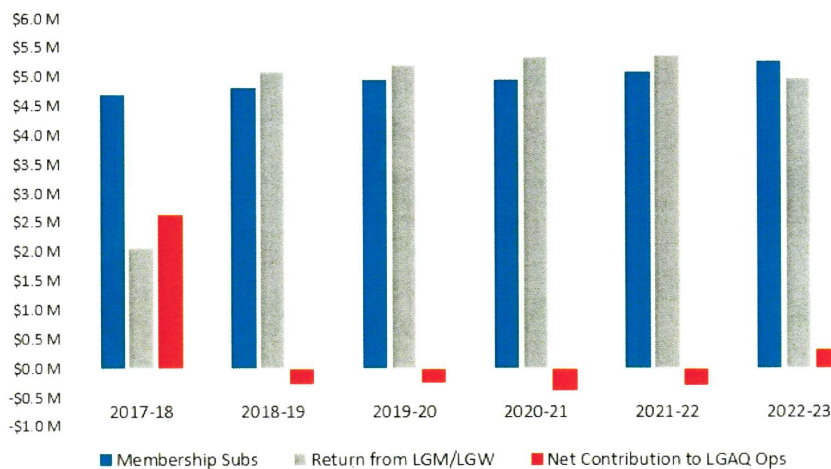
Alison Smith  
CHIEF EXECUTIVE OFFICER



Access to LGMS is a valuable component of LGAQ membership. The mutual schemes are owned by councils, with any profits returned to members or invested in initiatives to benefit local government.

Since 2017, the LGAQ board has approved the return of over \$27 million to member councils. These rebates have been crucial in offsetting the cost of LGAQ memberships, with surpluses reducing approximately \$30 million in membership fees collectively paid by councils.

The graph below illustrates the rebated member subscriptions over the past few years, highlighting our ongoing dedication to providing tangible value to our members.



This financial year, the LGAQ board declared a \$4.45 million surplus distribution for the LGM scheme. This substantial rebate significantly offsets your 2024-2025 LGAQ membership, nearly equaling the LGAQ membership fees payable by members in the 2023-2024 year. The table below outlines the LGM/LGW rebates for your individual council:

Member Net Contribution to LGAQ				
Year	LGAQ Member	LGAQ Membership Subscription ^	Direct return from LGM and LGW Insurance Schemes*	Member Net Contribution to LGAQ
2018-2019	Blackall-Tambo Regional Council	\$ 24,023	\$ (29,575)	\$ (5,552)
2019-2020	Blackall-Tambo Regional Council	\$ 24,207	\$ (29,224)	\$ (5,017)
2020-2021	Blackall-Tambo Regional Council	\$ 24,182	\$ (28,254)	\$ (4,072)
2021-2022	Blackall-Tambo Regional Council	\$ 24,753	\$ (29,829)	\$ (5,077)
2022-2023	Blackall-Tambo Regional Council	\$ 26,222	\$ (30,968)	\$ (4,747)
2023-2024	Blackall-Tambo Regional Council	\$ 28,132	\$ (14,823)	\$ 13,310
<b>Total</b>		<b>\$ 151,519</b>	<b>\$ (162,673)</b>	<b>\$ (11,155)</b>

^ Excludes voluntary LGAQ Services Annual Subscription  
 \* Includes surplus distributions and risk management rebates payable by LGM and LGW Insurance Schemes  
 # All figures displayed exclude GST

Note 1: Membership Subscription Formula distributes aggregate subscription amount between councils on the following basis:  
 20% as an equal amount per council - "Flagfall Amount", 40% based on council population, 40% based on council expenditure budget



OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 17 July 2024

ITEM NO:

6.2

SUBJECT TITLE:

**Blackall Saleyards Report**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

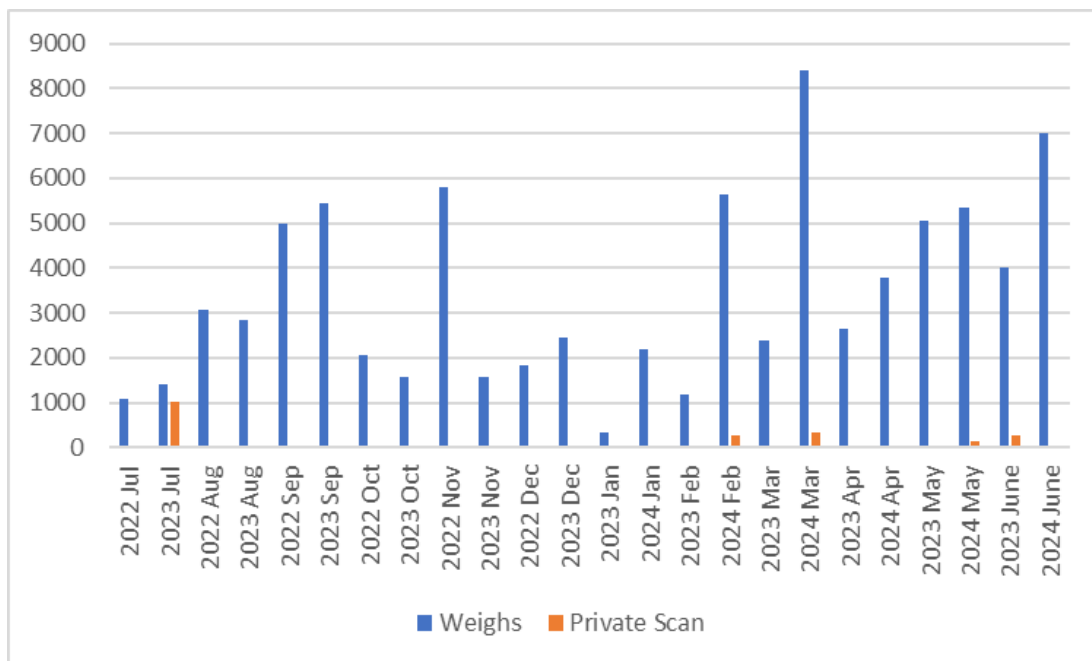
The Blackall Saleyards monthly report for June is provided to Council.

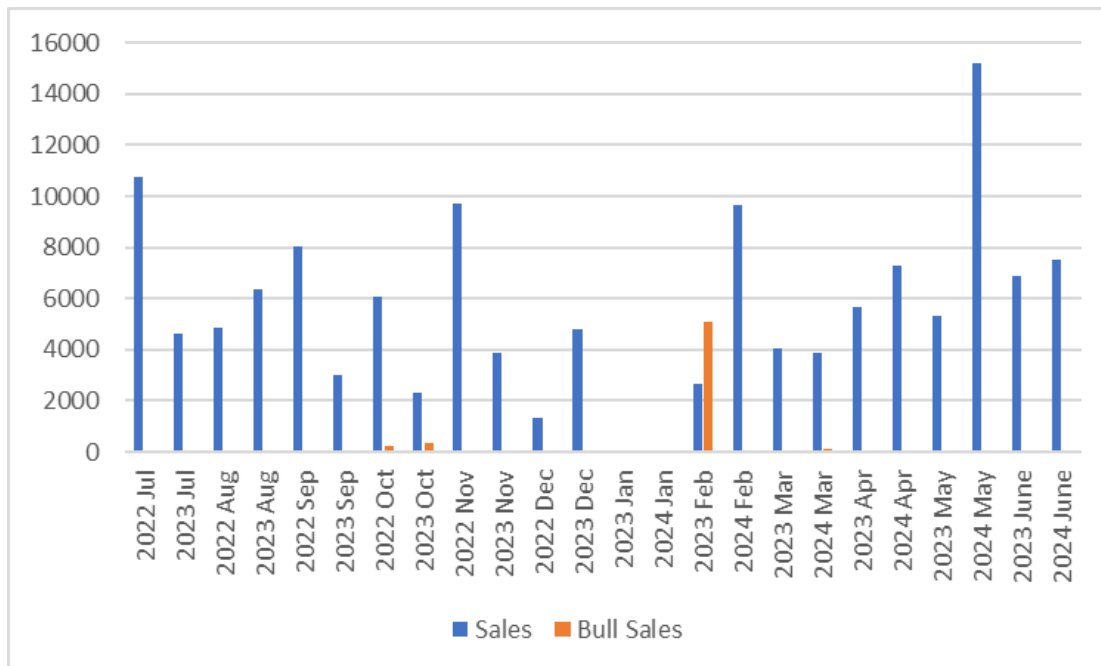
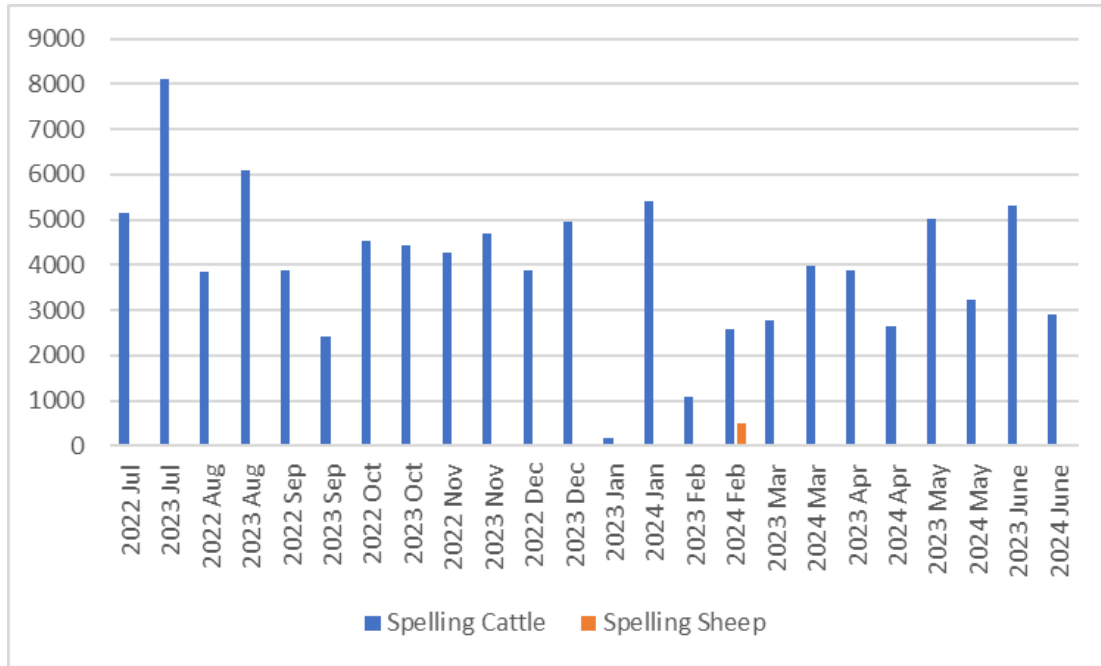
**Officer's Recommendation:**

**That Council receive the Blackall Saleyards monthly report for June 2024.**

**Background**

The charts below show the comparative data with the same month from the previous year.





- Both loading ramp walkways are progressing well and will be finished in July. A number of different truck configurations have been trialed to determine the best position for the gates and avoiding any issues in the future.

### [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)**

Chief Executive Officer  
Saleyards Manager

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**OFFICER REPORTS****COUNCIL MEETING DATE:**

Wednesday 17 July 2024

**ITEM NO:****6.3****SUBJECT TITLE:****Planning and Development Report****AUTHOR AND OFFICERS TITLE:**

Kathy Dendle Rates Officer

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**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 receives the Planning and Development Report for June 2024.**

**Background**

The table below provides information for the approved development applications for June 2024.

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
25/06/2024	DA50-2023-2024	Building	Carport/Shed	Blackall
14/06/2024	DA59-2023-2024	Building	Carport	Blackall
24/06/2024	DA61-2023-2024	Plumbing	Plumbing works for New Dwelling	Tambo

The planning information has been provided by Council's Town Planner.

**1. DEVELOPMENT ASSESSMENT**

No new development applications have been lodged since the last monthly report. Two applications are currently under assessment and one application is in its appeal period.

1.1 An application has been made by Michele Frost and Kirri Charters, seeking a Development permit for Material change of use for Short-term accommodation at 16 Edward Street, Tambo formally described as Lot 3 on RP619346. The proposal results in the re-use of an existing dwelling and flat to provide accommodation for up to six (6) people at a time.

The subject site is in the Township Zone whereby Short-term accommodation where limited to a maximum of six (6) guests is subject to Code assessment. As the application is subject to Code assessment the application is not required to be publicly notified.

The application will be presented at the July Council General Meeting for decision.

1.1	Council reference:	DA57-2023-2024
	Application:	Development Permit for a Material Change of Use for Short-term Accommodation
	Street address:	16 Edward Street, Tambo
	Property description:	Lot 3 on RP619346
	Day application was made:	07 June 2024

	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Michele Frost and Kirri Charters
	Status:	Decision stage

1.2 An application has been made by Cliff and Tanya Reid, seeking a minor change to an existing approval for an Extension to a Tourist Park at 58 Arthur Street, Tambo formally described as Lot 47 on SP110074. The change involves the addition of five (5) cabins on the southern side of the site.

The minor change will be presented at the July Council General Meeting for decision.

1.2	Council reference:	DA58-2023-2024
	Application:	Minor Change
	Street address:	58 Arhtur Street, Tambo
	Property description:	Lot 47 on SP110074
	Day application was made:	7 June 2024
	Category of assessment:	N/A
	Public notification required:	No
	Applicant:	Cliff and Tanya Reid
	Status:	Decision stage

1.3 The following application was approved at the June General meeting with the decision notices issued to the applicant soon thereafter. The applicant has a 20 business day Appeal Period within which they can file an appeal. At this stage, there has been no indication that the applicant will pursue this course. The Appeal Period for the application is expected to finish around 23 July 2024.

1.3	Council reference:	DA55-2023-2024
	Application:	Development Permit for a Material Change of Use for a Transport Depot
	Street address:	19 Ivy Street & 8 Mulberry Street, Blackall
	Property description:	Lot 7 & 14 on SP210376
	Day application was made:	28 May 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Homack Pty Ltd
	Decision:	Approved 19 June 2024
	Status:	Appeal period

## 2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

### 2.1 CUSTOMER REQUESTS

The following customer requests have been received and responded to since the last monthly report:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
21/06/24	Land owner	<u>Proposal</u> <ul style="list-style-type: none"> <li>Request regarding establishing a new house on a vacant lot.</li> </ul> <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>A small section of the site is affected by flooding.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>The Dwelling house will be located outside the flood affected part of the land</li> <li>A Dwelling house is accepted development where outside the flood hazard and 8.5m or less in height</li> <li>Accepted development means a development application is not required</li> <li>Building approval will still be required.</li> </ul>	Closed
24/06/24	Landowner	<u>Proposal</u> <ul style="list-style-type: none"> <li>Request regarding establishing fuel pods on an industrial site to sell fuel to the public.</li> </ul> <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Industrial precinct of the Township zone.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>Under the planning scheme the use is defined as a Service station</li> <li>A Service station would be a supportable use in the Industrial precinct of the Township zone</li> <li>A Service station is subject to Code assessment in the Industrial precinct</li> </ul>	Closed

		<ul style="list-style-type: none"> <li>A Code assessable development application needs to be lodged to allow the use to operate lawfully.</li> </ul>	
24/05/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding establishing an office.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Township zone.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>An Office is part of the Commercial activities defined activities group contained in the planning scheme</li> <li>Commercial activities are subject to Code assessment in the Township zone</li> <li>A Code assessable development application will be required to be lodged</li> <li>A subsequent building approval will also be required.</li> </ul>	Closed
<b>PLANNING AND DEVELOPMENT CERTIFICATES</b>			
<b>Date received</b>	<b>Customer details</b>	<b>Type</b>	<b>Status</b>
21/06/24		Council received a Limited Planning and Development Certificate for a land holding in the Recreation and open space zone.	Issued
<b>SURVEY PLAN APPROVALS</b>			
Nil			
<b>EXEMPTION CERTIFICATES</b>			
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)

Chief Executive Officer  
Rates Officer  
Town Planners

### Policy Implications

Nil

### **Budget and Resource Implications**

Nil

**OFFICER REPORTS**

**COUNCIL MEETING DATE:**

Wednesday 17 July 2024

**ITEM NO:**

**6.4**

**SUBJECT TITLE:**

**Environmental Health Officer's Report**

**AUTHOR AND OFFICERS TITLE:**

Wesley Phillips Environmental Health Officer

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

The Environmental Health Officer's report is provided to Council.

**Officer's Recommendation:**

**That Council receive the Environmental Health Officer's report for June.**

**Background**

**Other Actions / Tasks:**

**Food Premises:**

- Food Safety Program assessment, as part of Application – 1 **Complete** & Approved.
- Food safety Inspections were carried out, minor issues were noted and raised with operators. ≠ 36 Completed Inspection / 40 Food Business To date.
- Edited Food Business Application Form. (Completed and Approved)
- Emails and Phone Consultation (food Business Related)
- Food Business Application Assessment. 5 Applications Approved to date.
- Temporary Food Business Application. 1 Application Approved to date.
- Temporary Food Business Application Form. Approval Stage.

**Local Laws:**

- Commercial Use of roads (risk assessment & Approvals) 5 to date
- Overgrown Allotment assessments. 5 to date
- Meeting and discussion.

**Environmental Management/ Public Health:**

- Information Request sent to D.E.S., regarding Resources for Waste Facilities. Response received – Link to Gants – No Grants currently available – No resources available.
- D.E.S meeting – ERA 16 - extraction and screening of raw materials

**Consultation (internal/external) (July only)**

- Longreach, - Complaints, Advise and reports.
- Barcaldine, - Food business Inspections Conducted in Jericho, Aramac & Muttaborra.
- All other Council's, Phone & email consultations.

**Outcome 4 - Waste Management -**

- Asbestos Fact Sheet. Editing Stage.
- Asbestos Management Procedures – DRAFT
- Informational Inquiry Sent to D.E.S regarding Asbestos Management Procedural Compliance.

**Link to Corporate Plan**

Environment & Heritage

**Consultation (internal/external)**

Chief Executive Officer  
Environmental Health Officer

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 17 July 2024

ITEM NO:

6.5

SUBJECT TITLE:

**Ranger's Report**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

### Summary:

The Ranger's Report for June 2024 is provided to Council.

### Officer's Recommendation:

**That Council receive the Ranger's report for June 2024.**

### Background

#### Animal Control

Removal of cat from Barcoo Street residence.

#### Weed Control

Spray:

- 13 Parkinsonia plants (6 west side & 7 south side of old butcher paddock on Tambo Common).
- Back of Council office, SES/Rural fires building a pound yard ramp.
- East end of Tambo airstrip – both sides plus lights and cones.
- 5 Prickly Acacia plants – Woolga Road, Jericho Road (Chippendale Reserve), Augathella Road (Manning Reserve).
- Tanks and troughs at Gum Holes Reserve.

#### Wild Dog Control

Scalps:

Tambo- 4

Blackall- 4

#### Agistment

No stock on agistment.

#### General

- Removal of portable panels and gates from the Tambo Pound Yards and take to cemetery depot for organising into sale lots. 111 red cattle panels, 4 red cattle gate assemblies, 19 horse panels with extra rail on the bottom for calves, 5 horse panel gate assemblies and other miscellaneous gates etc. The online auction with GST grossed \$20,150.00.
- Clean Stock Route trough.

#### Capital Works

- The 4-inch outlet for the Gum Holes tank was fitted on the 25/06/2024.

### Link to Corporate Plan

Environment & Heritage

Outcome 3 - Pest Management - Weeds, seeds and pests including wild dogs are effectively controlled.

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 17 July 2024

ITEM NO:

6.6

SUBJECT TITLE:

**Development Application DA57-2023-2024 - 16  
Edward Street, Tambo**

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Applicants, Michele Frost and Kirri Charters, seek a Development Permit for Material Change of Use for Short-term accommodation over land at 16 Edward Street, Tambo, formally described as Lot 3 on RP619346. The subject site contains an existing dwelling house and flat that will be used to provide accommodation.

The dwelling house contains two bedrooms and one bathroom and can cater for up to four (4) people, and the flat contains one bedroom and an ensuite and can cater for up to two (2) people. The total of guests onsite at any one time will therefore be a maximum of six (6) guests. The site contains an existing two bay carport that can be utilised for parking.

Under the *Blackall-Tambo Region Planning Scheme 2020* (the Planning Scheme), the subject site is in the Township Zone. The defined use that has been applied for, being 'Short-term accommodation, is subject to Code Assessment in the Township Zone where contained within an existing building and with a maximum of six guests at any one time.

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 Short-term accommodation over land at 16 Edward Street, Tambo, formally described as Lot 3 on RP619346, 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:**

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision Number</b>	<b>Date</b>
<b>Site Plan</b>	<b>DA57-2023-2024</b>	<b>-</b>	<b>07/06/2024 (Received date)</b>
<b>Operational Management Plan for Short-term Accommodation</b>	<b>-</b>	<b>-</b>	<b>22/04/2024</b>

- 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 LIMITATIONS OF USE**

- 3.1 The total number of guests at any one time must not exceed six (6).**
- 3.2 Guests of the Short-term accommodation are limited to a maximum stay of three (3) consecutive months at any one time.**
- 3.3 Two onsite car spaces are to be available at all times to guests.**

## **4.0 SITE MANAGEMENT PLAN**

- 4.1 Carry out the development in accordance with the Operational Management Plan for Short-term Accommodation dated 22/04/2024.**

## **5.0 ENVIRONMENTAL HEALTH**

- 5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam, soot, wastewater, waste products, oil or otherwise.**
- 5.2 In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the**

containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.

## 6.0 ASSET MANAGEMENT

- 6.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.

## 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	16 Edwards Street QLD 4478
RPD	Lot 3 on RP619346
Site Area	2,529m <sup>2</sup>
Landowners	Michele Frost and Kirri Charters
Existing use of land	Dwelling house
Existing development approval	N/A
APPLICATION DETAILS	

<b>Application No.</b>	DA57-2023-2024
<b>Applicant</b>	Michele Frost and Kirri Charters
<b>Application description</b>	Development Application for a Development Permit for Material Change of Use for Short-term accommodation
<b>Decision due date</b>	26 July 2024
<b>Main Issues/Resolution</b>	Nil
<b>STATUTORY DETAILS</b>	
<b>Planning Scheme</b>	Blackall-Tambo Region Planning Scheme 2020
<b>Overlays</b>	Nil
<b>Zone</b>	Township Zone
<b>Land use definition</b>	Short-term accommodation
<b>Category of Assessment</b>	Code Assessment

## 2.0 PROPOSAL BACKGROUND

**TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS**

Application lodged	07 June 2024
Decision due	26 July 2024

## 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 16 Edward Street, Tambo, formally described as Lot 3 on RP619346. The subject site has an area of 2,529m<sup>2</sup>, and has frontage Edward Street. The site contains an existing dwelling house and ancillary granny flat.

The site is adjoined by dwelling houses to the east, west and south and Edward Street to the north. The immediate vicinity is made up of predominantly residential uses.

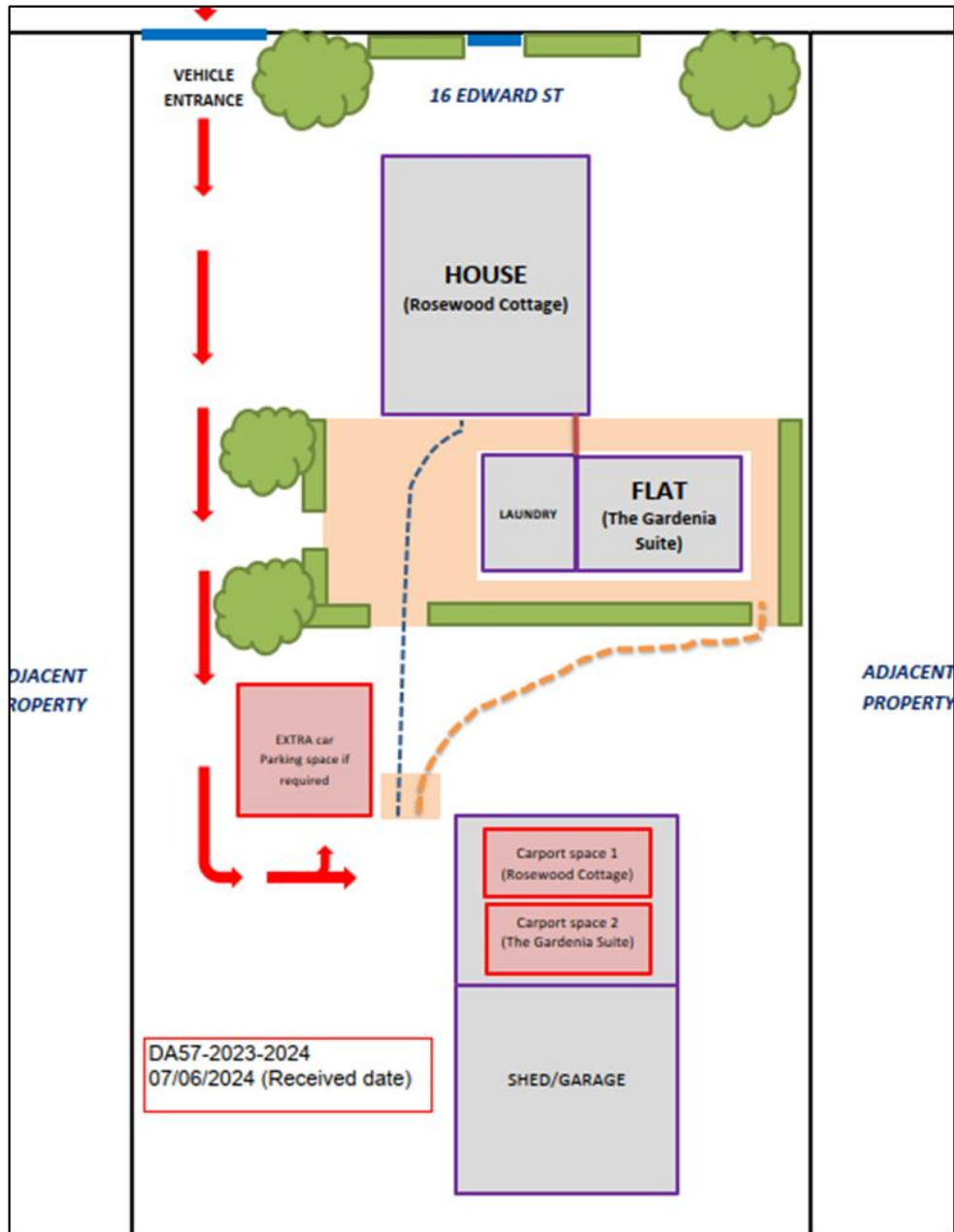


**Figure 1 – Aerial of subject site (Source: QLD Government DAMS Mapping)**

## 4.0 DESCRIPTION OF PROPOSAL

The proposal involves the reuse of the existing dwelling and ancillary granny flat to provide Short-term accommodation. The dwelling house contains two bedrooms and one bathroom and can cater for up to four (4) people, and the flat contains one bedroom and an ensuite and can cater for up to two (2) people. The total of guests onsite at any one time will therefore be a maximum of six (6) guests. The site contains an existing two bay carport that can be utilised for parking.

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



**Figure 2 – Site Layout** (Source: Applicant supplied)

## 5.0 PLANNING ASSESSMENT

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

- (1) Against the **assessment benchmarks in a categorising instrument** for the development; and
- (2) 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 benchmarks are the Township Zone Code and 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.

Approval history / lawful use of the premises and adjoining premises

The site contains an existing dwelling and ancillary granny flat that has existing use rights.

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.

### 5.1.1 Internal Officer Comments

The application was not referred to any internal Council officers as the proposal results in the reuse of existing buildings with no external works or infrastructure works required.

## 5.2 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 proposal for Short-term accommodation will result in the start of a new use. Under the Planning Scheme, the defined use relevant to the use is:

***“Short-term accommodation***

(a) means the use of premises for—

(i) providing accommodation of less than 3 consecutive months to tourists or travellers; or

(ii) a manager’s residence, office, or recreation facilities for the exclusive use of guests, if the use is ancillary to the use in subparagraph (i); but

(b) does not include a hotel, nature-based tourism, resort complex or tourist park.

In accordance with Table 4.4.1 of the Planning Scheme Short-term accommodation in the Township Zone is subject to Code Assessment where contained within an existing building and with a maximum of six guests.

### 5.2.1 Assessment of Codes

The following codes are relevant to the proposed development.

**Township Zone Code**

The site is in the Township Zone, as shown on the Zone Map for Tambo in Figure 3.



**Figure 3:** Site (denoted in blue) located within Township Zone (Source: Blackall-Tambo Regional Planning Scheme)

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

- The Short-term accommodation will be carried out in an existing dwelling house and ancillary granny flat which is serviced by all necessary services
- The proposal involves the reuse of existing buildings which are consistent in form and scale of surrounding buildings
- With the imposition of conditions, the development will not cause adverse impacts on residential amenity in terms of privacy, safety, noise, odour and fumes, lighting and traffic generation
- The development will provide accommodation that is of a good standard
- The proposal includes onsite parking in the form of a double carport, a condition has been included to ensure that onsite parking is provided for guests at all times

- Conditions have been included to manage any impacts.

### **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 proposal involves the reuse of existing buildings which are one storey and provide complaint setbacks and site cover
- The existing dwelling house and ancillary granny flat which will be reused is consistent in terms of character, built form and scale of nearby buildings
- The development is connected to necessary services.

In summary, this planning assessment demonstrates that the development is consistent with the relevant assessment benchmarks of the Planning Scheme. Conditions of approval reflect the elements of the assessment benchmarks to ensure on-going compliance in terms of land use, amenity and servicing.

## **6.0 CONCLUSION**

Development Permit for Material Change of Use for Short-term accommodation over land at 16 Edward Street, Tambo, formally described as Lot 3 on RP619346, 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 Impact 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) Short-term accommodation is an appropriate use in the Township Zone;
- b) The proposal involves the reuse of existing buildings which are of a scale and character that is compatible with buildings in surrounding area;
- c) The development is adequately serviced by vehicle access, reticulated water, onsite sewer and electricity and telecommunications services;
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

Attachment B - Operational Management Plan for Short-term Accommodation

### **[Link to Corporate Plan](#)**

Economic Development

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

### **[Consultation \(internal/external\)](#)**

Chief Executive Officer

Rates Officer

Town Planners

### Policy Implications

Nil

### Budget and Resource Implications

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The application has been assessed in accordance with the Planning Act and the Blackall-Tambo Regional Council.	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

### Attachments

1. Attachment A - Proposal Plan (002) [6.6.1 - 1 page]
2. Attachment B - Operational Management Plan for Short-term Accommodation [6.6.2 - 12 pages]

# SITE PLAN

16 Edward street, Tambo, QLD.

	PROPERTY BOUNDARY		GARDEN/TREE
	GATE		
	BUILDING/STRUCTURE BOUNDARY		
	VEHICLE ACCESS/ PARKING SPACE		
	PETITION/PRIVACY BARRIER		
	PATIO AREA/ PATHWAY		
	PASSAGE TO ROSEWOOD COTTAGE		
	PASSAGE TO GARDENIA SUITE		

ADJACENT  
PROPERTY

ADJACENT  
PROPERTY

VEHICLE  
ENTRANCE

16 EDWARD ST

HOUSE  
(Rosewood Cottage)

LAUNDRY

FLAT  
(The Gardenia  
Suite)

EXTRA car  
Parking space if  
required

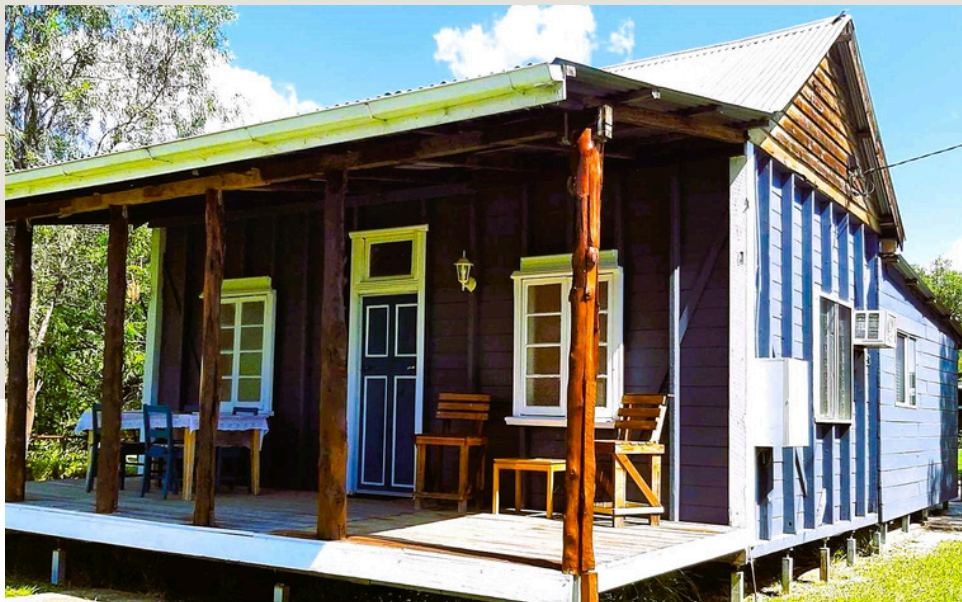
Carport space 1  
(Rosewood Cottage)

Carport space 2  
(The Gardenia Suite)

SHED/GARAGE

# 16 EDWARD ST TAMBO

## ROSEWOOD COTTAGE & THE GARDENIA SUITE



### OPERATIONAL MANAGEMENT PLAN FOR SHORT-TERM ACCOMMODATION

**22. 4. 24**

**PROPERTY ADDRESS:**  
16 EDWARD ST, TAMBO QLD 4478

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16 EDWARD ST  
TAMBO

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### 3. BACKGROUND & OVERVIEW

16 Edward street Tambo was purchased in 2021 by Michele & Kirri Frost, a mother-daughter team, who have a love for old houses and history. The property needed some long awaited TLC and now after almost 3 years, it stands proud as a property fit to airbnb!

#### ROSEWOOD COTTAGE

Guests can take a step back in time when they stay in this quaint 150 year old cottage. Filled with rustic charm and period features, utilising modern conveniences and optimised for guest comfort, Rosewood Cottage has two bedrooms, with a queen bed, double bed, and spare camp stretcher, available for up to 4 guests (ages 12+) per booking. Guests can enjoy free WiFi, a spacious, modern kitchen and bathroom and air conditioning throughout. Winter time is a treat with the electric fireplace. Lay back on the recliner lounge to enjoy a cinema-like experience with the large wall mounted TV, a Telstra TV box and a NETFLIX subscription with unlimited shows and movies. The bathroom is equipped with both shower and separate bath for those who want to lay back and soak in all the tranquility with a complimentary bath pamper pack.

And a 19th century cottage wouldn't be complete without its iconic front verandah for those who enjoy a cuppa in the fresh country air, or a breakfast watching the sun rise. It's also an excellent vantage point to spot the native birds in the nearby bottle trees. On the opposite side of the house, the "sun lounging" patio allows guests the opportunity to catch some extra sun, a luxury pastime in the colder months. And the giant bottle trees scattered around the property offer the most beautiful shade any time of the day.

#### THE GARDENIA SUITE

Tucked away behind the cottage, a garden suite named "The Gardenia Suite", is the perfect little hide-away for singles or couples who want to enjoy some peace and tranquility in a quiet street. The Suite has its own private ensuite and patio and offers guest a kitchenette for simple meals. Guests are able to use the shared laundry for washing, drying and ironing clothes, and the grounds and garden offer plenty of space to sit and relax under the bottles trees.

A large 2 bay carport allocates parking for both the cottage and the suite, and plenty of space for maneuvering large vehicles. The property is conveniently located just less than 500m (5 minute walk) from the CBD, local tennis courts, pool and the parks.

For simple contact and availability of the hosts, Michele & Kirri Frost are contactable via the below contact details:

M: 0408463976

E: [rosewoodcottage@outlook.com.au](mailto:rosewoodcottage@outlook.com.au)

Our contact details are made available to all guests. We (or a dedicated caretaker) are contactable 24/7 and typically able to attend the property in person within 2 minutes in the case of an emergency.

Short-term accommodation is a unique experience, and the guiding principles of our Code of Conduct are to treat this property as your own home, respect your neighbours & leave it as you find it.

Airbnb and short-term accommodation deliver a great economic contribution to the Blackall-Tambo region and are of enormous benefit to local businesses, residents, guests, and the tourism sector.

Part of our management procedures & guest handbooks include providing local recommended tips for nearby shops, restaurants, cafes, entertainment, sights, attractions & much more. This local spending allows local business in the council area to thrive and continue or expand their operations. We find from speaking with the business owners and staff they are very grateful for this contribution we provide.

## 4. OBJECTIVES & MANAGEMENT PLAN

To clearly outline and demonstrate the professional management procedures implemented by Michele and Kirri to ensure the smooth operational management of the subject property whilst mitigating perceived disruptions to the local amenity & surrounding areas.

## 5. BOOKING REQUIREMENTS

We anticipate an occupancy rate of a 50% and above

We do not specify a mandatory minimum stay length, however we encourage guests to stay additional nights with promotional specials and discounts for multiple night stays.

We also have a booking cut-off time after 7:00pm to prevent last minute and late-night bookings to occur from opportunistic and likely undesirable guests.

## 6. GUEST SCREENING PROCEDURES

When a guest requests or books a stay at this property, we can view or determine whether the guest's profile includes their required verification steps:

- Contact details including full name(s), phone number & e-mail address
- Acceptance of our stipulated house rules
- Confirmed payment
- Profile photo (if set)
- Government issued ID (such as driver's licence or passport)
- Written reviews/recommendations from other hosts
- Their overall star rating which can be categorised for items such as observance of house rules, cleanliness & communication
- Total number of guests & location based
- Their reason for visiting Tambo & booking the property

We can then further screen the potential guest by cross referencing linked social media accounts, obtaining names of all guests, requiring government issued ID that all guests are required to submit upon successful booking confirmation. We have set a "pre-booking questionnaire" requesting applicable responses in relation to the above.

Once we have carried out a thorough check of the prospective guest, we then have a right to refuse, accept or cancel the reservation. Prior or after acceptance of the booking, we also send our "party screening" message which essentially reiterates our stance on no parties to be hosted at the premises and encourages guests to cancel their booking if that is their intent.

Our set of house rules are displayed both on the online listing and in our comprehensive guest handbook which is located inside the property in the kitchen. A copy of the house rules are also sent to the guest via online/email Three (3) times. First time with the initial welcome message, the second time 3 days prior to check in, and the third time on the day of check in. We can add additional house rules to suit the property, location, neighbourhood, or councils desires.

The Airbnb platform is one of the main platforms we will list on and most of our communication is done through the application itself as we are backed by Airbnb's platform, "professional host" support and \$1m USD host guarantee & \$1m USD host protection insurance underwritten by Lloyd's of London. The cottage and suite will also be available on Booking.com.au, Vrbo.com.au, Tripadvisor.com.au and our own website We also have a separate private insurance policy for the property and business.

Once a guest is confirmed, our direct phone numbers are automatically exchanged for any further required communication. We privately message our guests before, during and after their stays and all the correspondence is saved for our own records.

For peace of mind and assurance of how rare significant issues are, Brent Thomas, former Head of Public Policy of Airbnb Australia has said on record that just a mere 0.004% of claims through Airbnb are for amounts exceeding \$1000.

## 7. CHECK IN & CHECK OUT PROCEDURE

Check-in is from 3:00pm until 8pm. We obtain from the guests their arrival time so we can then match it with the security cameras so we can keep track of the correct number of guests entering the property and cars also.

The property includes detailed visual and written easy check in instructions and guests find them extremely easy to follow and do not cause any disruption in checking in or out of our property.

Check-out is at 10am or earlier on their departure date.

A secured tamper resistant lockbox is installed onsite at the property for guests to check-in and check-out with ease. We also offer a 'meet & greet' service and like to find out when their estimated time of arrival will be and may offer to meet the guest from time to time to welcome them to the property if required.

Our check-in instructions are issued to guests three (3) days prior to their arrival and are issued through the relevant online booking platform for safety & security. The guests will be issued with detailed check-in instructions to guide them through the whole process, they will receive a photo of the property, how to access the lockbox, how to access the front/back door, a photo of the parking space and where the council bin is located.

## 8. GUEST HANDBOOK

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay. This handbook lists the property owners/hosts contact details, emergency contact details, emergency plan, house rules, parking rules, bin collection day, public transport, nearby amenities, sights, and attractions in the area and more.

Guests will also always have access to the relevant online booking platform during their stay (through the use of free WiFi) and are required to communicate with their property owners/hosts on this platform so all details pertaining to their booking are documented. The online booking platform also provides guests with the hosts contact details. The guest handbook which we have created is very comprehensive which significantly mitigates any risk and issues regarding the stays.

## 9. MITIGATION & COMPLAINTS PROCEDURE

We are contactable 24/7 and our phone numbers and e-mail addresses are provided to our guests upon confirmation of booking and are also advertised in the property for easy access.

We are more than happy to provide these contact details to nearby neighbours for us to be even more effective in managing our property. In all our online listings, which the guest(s) must agree to before, or just after booking (depending on the booking platform) with us and the also included in the guest handbook, we have extensively listed our house rules in respect to the property and other nearby residents of the surrounding area & amenity. Priority is given to adherence of our noise and parking policy.

If guests fail to adhere to our house rules, they will be at risk of having their booking cancelled immediately. We, police, security, or other engaged professionals may attend in person to have the guest/s removed, lockbox code and door lock/s may also be required to be changed depending on the circumstances.

If we receive any complaints about guests, they will be dealt with immediately upon receipt of said complaint. We will contact the guests informing them of the situation and any breach of house rules and based on severity of the breach then the reservation may be terminated.

Guests and visitors must not create noise which is offensive and excessive to occupiers of neighbouring properties especially between 8pm and 7am Monday to Saturday and 8pm – 9am on Sunday and public holidays, during arrival, and during departure, and at any time throughout the occupancy.

- Offensive and excessive noise is prohibited and may result in termination of permission to occupy the property, eviction, and extra charges for damage, security, and other expenses, which may be deducted under the terms and conditions.
- Guests and visitors must not engage in any anti- social behaviour and must minimize their impact upon the residential amenity of neighbours and local community.

Professionals and/or police may be engaged to attend during & after normal business hours to minimise disruptions to neighbours.

Any complainant will be kept informed throughout the process and will be encouraged to provide evidence to support the cause of us taking swift action. From receipt of a complaint, it is extremely rare for an issue to extend beyond just a few minutes, and we aim to resolve all issues within 30 minutes – 1 hour total.

Real time noise monitoring may also be installed in the property for noise mitigation.

This technological device will enable three important criteria to appease non-conformance to the House Rules outlining “excessive noise after 8pm”.

- Peaceful Night's Sleep - Assurance that if a noise nuisance is created by guests, the management is aware before complaint calls need to be made.
- Protection Against Complaints - Time stamped data allows management to quickly validate or invalidate a complaint about noise, in real-time or post check-out of guests are often easy targets for false, perceived, or real noise complaints.
- Proactive Prevention - With early awareness of a noise issue, management can proactively prevent larger problems. This can always be done in a friendly, positive manner. Guests generally want to follow the rules and appreciate friendly outreach

## 10. USE & MAINTENANCE

The owners/hosts of the property have real-time access of the bookings calendar and may regularly schedule maintenance works in between guests stays to ensure the property is kept up to our property and guest's expectations. Property maintenance is monitored regularly and if reported is resolved swiftly either during or after guest's stays depending on the severity so that the appearance of the property meets or exceeds the standard of neighbouring properties and strata by-laws. The property is well maintained and looked after by the owners and the appropriate contractors are engaged to carry out works when necessary.

## 11. SAFETY

The property includes compliant circuit breakers and Smoke Alarms. A licenced electrician may be required to provide an electrical safety certificate from time to time to make sure the property is compliant and safe. We also offer a standard first aid kit, snake bite kit, and a fire blanket in the kitchen nearby the stove.

If required by the Blackall-Tambo regional council, we can consider fire extinguishers, extra fire blankets and implementing an emergency safety plan in case of a fire.

In our detailed guest handbook, guests are provided with the contact details for the local police station, hospitals & fire station, other important contacts and that our emergency contact number is '000'.

A list of the emergency contacts is situated on the wall beside the landline phone for ease of use and navigation in the case of an emergency.

Battery operated lanterns are distributed throughout the property (in each bedroom and in the kitchen and living area) in the case of a power outage. All important safety information is sent to the guest 3 days prior to check in and are included in the guest guidebook

## 12. HYGEINE, COMFORT & WASTE MANAGEMENT

Rubbish is to be disposed in accordance with the local council policies, strata by-laws & procedures for weekly collection on Wednesday. Any excess rubbish must not be left in sight of a public area and is removed by housekeeping. Guests are notified & reminded to place all rubbish in bins at the property.

The cleaning & housekeeping team are also asked to attend and assist with rubbish disposal at checkout and if the property is vacant. Bin location & contents are monitored by housekeeping at each check-out and we may gather photo/evidence of this so we can effectively & efficiently maintain the bins to mitigate risk of problems.

The property includes a fully functional kitchen/kitchenette with fridge and pantry for food storage in each dwelling and there has never been problems with vermin or pests – if this changes then we can send professional pest control companies to rectify this swiftly and implement measures to prevent occurrence in future.

The linen and towels are washed onsite between every guest stay, following strict hygiene/sanitary guidelines, using water 60 degrees or greater. The linen/towels are hung out to dry, before being ironed, folded and stored in our lockable linen storage cupboard.

Exhaust fans & air conditioning/heating appliances are regularly checked by the housekeeping teams and repaired or replaced if required, guests are also encouraged to report maintenance to us immediately upon discovery so that swift resolution can be made.

A washing machine and clothes line are provided for guest convenience to use during their stay to wash their clothes as required.

## 13. SECURITY

We have installed 4 WiFi surveillance cameras around the exterior of the premises. one (1) by the front door, Two (2) by the back door showing 2 different angles and one (1) pointed at the driveway.

Footage provides an expansive view of the front door/yard and back door/yard of the property which are the only entry points, this is to further ensure compliance and observance of house rules.

These Surveillance cameras also have the ability for real time audio capture (although due to state law we have this feature disabled), inter com system for conversing with guests, as well as siren alarm which can be activated by the owners through the mobile app, live video and motion sensor recordings stored in the cloud for 30 days.

All camera functions are managed through the mobile app on the owners phone.

## 14. CAR PARKING

The property comes with four (4) allocated car-bays. Both are undercover. One (1) bay for each dwelling, and Two (2) extra.

Short-term tourist guests will often have just one car between them. However during the booking process, guests will be able to provide us with further information regarding the number of vehicles. **Although there is street parking, we do not advertise this as being available for guests and certainly do not expect any parking issues from our experience** as short term guests typically have less cars than long term residents.

Further, we provide details for local taxi and bus companies.

As stated in our online listing, in the house rules section under 'Things to Know' is our parking information, it is also listed again in the 'Space' section of the listing

As the property will be used for residential purposes, we expect no excessive number of trips to and from the property and we further request that consent is granted for visitors and guests to further mitigate and monitor the usage of the property & parking.

## 15. HOUSE RULES

Guests are required to follow house rules during their stay. These rules are able to be viewed on our listing, in which the guest must agree to prior to booking. Upon booking, an automatic message is forwarded to the guest with a copy of the full house rules again with a message requesting that the guest follows the rules as a condition of their stay.

The house rules are sent again three (3) days before arrival, and a third time on the day of arrival.

A framed set of house rules are also displayed on the wall in a prime position in the house, and included in the guest hand book situated on the kitchen counter bench.

The rules are designed primarily to prevent disruptions in the house, neighbourhood and environment, encourage respectful behaviour and stipulate what is not permitted such as pets, smoking, parties/events, candles, etc. If rules are observed to be broken, then we may ask the guest/s to leave.

The house rules are as follows...

# HOUSE RULES

- ❖ Please Note: There are surveillance cameras in use on the outside of premises.

## FORBIDDEN ACTIVITIES

- ❖ Parties/events are not permitted
- ❖ No smoking inside
- ❖ Strictly no candles or campfires/bonfires
- ❖ No illegal substances allowed on premises
- ❖ No illegal activities permitted
- ❖ No Pets allowed
- ❖ Please respect the noise curfew. This is a residential area. Please keep noise to a minimum between 6pm and 7am. Furthermore, please refrain from unreasonably loud noise at any time. i.e revving up of vehicles, subwoofers, loud music, etc.

If forbidden activities are observed during/after your stay you may be asked to leave with no refund given and/or reported to the relevant authorities and booking website for guest misconduct. You will also have to pay any compensatory costs that may be incurred.

## UNAUTHORISED GUESTS

- ❖ We do not allow unauthorised guests to stay or use the property. Only guests, who have been booked, paid for and names provided are authorised to use the house.

Otherwise, for each unauthorised guests who uses the house, regardless of whether or not the guest sleeps the night, will incur a \$50 fee per day/night, which will be charged to you via the booking platform.

## CHECK IN/CHECK OUT TIMES

- ❖ Please respect the check in and check out times. Check in is from 3pm to 9pm. Check out is until 10am.

You may request early or late check in/check out. A \$50 early check in/late check out fee applies.

## HOUSEKEEPING

- ❖ A maximum of one (1) bed is allocated per guest. You are welcome to choose any bed you wish. It may be appropriate to shut off doors to any rooms not being used. If more beds (than the total number of guests) are used or disarrayed, then an additional linen fee of \$25 per extra bed will apply.
- ❖ Please leave furniture and decor in place. Otherwise an additional staging fee may apply, starting at \$25.
- ❖ You will need to pay for any damages or breakages.
- ❖ Please leave the house in a decent condition. While we do not expect the house to be left in the exact condition you found it, we do kindly request the following:
  - Please be kind & clean up after yourself.
  - Please clean the stove/oven after use.
  - Please ensure dishes are washed, dried & put away in the place you found them.
  - Please don't eat or drink in the bedrooms
  - Please pack up used board games, card decks & books & return to the cabinet.
  - Please take care and do your best to keep dining chair upholstery, sofa fabric and bed linen free of stains.
  - Please take rubbish out upon checkout

Otherwise an additional cleaning fee may apply, starting at \$25.

- ❖ Please take extra care of your keys. Lost keys will incur a replacement fee of \$100.
- ❖ Please use the check-out checklist provided upon checking out.
- ❖ Last but not least... Enjoy your stay 😊

## 16. DEVELOPMENT APPROVAL

The site is subject to development approval which can be reviewed on the Blackall-Tambo Regional councils website.

The site has been approved by council for material change of use to operate as an Airbnb as of June 2023.

Any future developments will require council approval, and the appropriate steps will be taken for any such development.

## 17. SUMMARY

We are committed to implementing the careful, safe and professional management procedures of our Airbnb/short term stay business to ensure the smooth operational management of the subject property. We are fully prepared for mitigating perceived disruptions to the local amenity & surrounding areas.

We have made efforts to prevent the neighbourhood, environment, residents and guests from encountering any potential hazards or disruptions that could possibly arise as a result of the short term stay, no matter how rare an occurrence or how unlikely it may be.

In summary, we are fully committed to actively implementing the management procedures outlined in this management plan to ensure the smooth operational management of the subject property whilst mitigating perceived disruptions to the local amenity & surrounding areas.

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 17 July 2024

ITEM NO:

6.7

SUBJECT TITLE:

**Change Application (Minor Change) - DA58-2023-2024 - Extension to a Tourist Park - 58 Arthur Street Tambo**

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

### Summary:

A Change Application (Minor Change) has been lodged by Clifford and Tanya Reid to amend Development Permit DA08-2022-2023, granted on 30 November 2023 for a Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074.

The change is seeking the addition of five (5) cabins on the southern side of the existing caravan park.

The minor change application has been made in accordance with the requirements of the Planning Act. This decision report recommends the change application be approved, subject to the amended conditions stated in the recommendation.

### Officer's Recommendation:

**That Council approves the Change Application (Minor Change) relating to DA08-2023-2024 a Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074, subject to the following amendments to the decision notice:**

#### 1.0 PARAMETERS OF APPROVAL

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

the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.

- 1.6 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

## 2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Site Plan	DA-01	-	20/10/2022 (Received date)
Floor Plan & Typical Section	A.001	A	02/06/2021
Elevations	A.002	A	02/06/2021
Minor Change Plan	DA58-2023-2024	-	11/06/2024 (Received date)

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

## 3.0 ROOF AND ALLOTMENT DRAINAGE

- 3.1 Discharge of all roof and allotment drainage such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.

## 4.0 STORMWATER WORKS

- 4.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the *Queensland Urban Drainage Manual*.

## 5.0 AMENITY AND ENVIRONMENTAL HEALTH

- 5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise
- 5.2 Install (where proposed) and operate all outdoor lighting to comply with AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”.

## 6.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL

- 6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.
- 6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* (as amended).
- 6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).
- 7.0 **ASSET MANAGEMENT**
- 7.1 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.

#### **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**

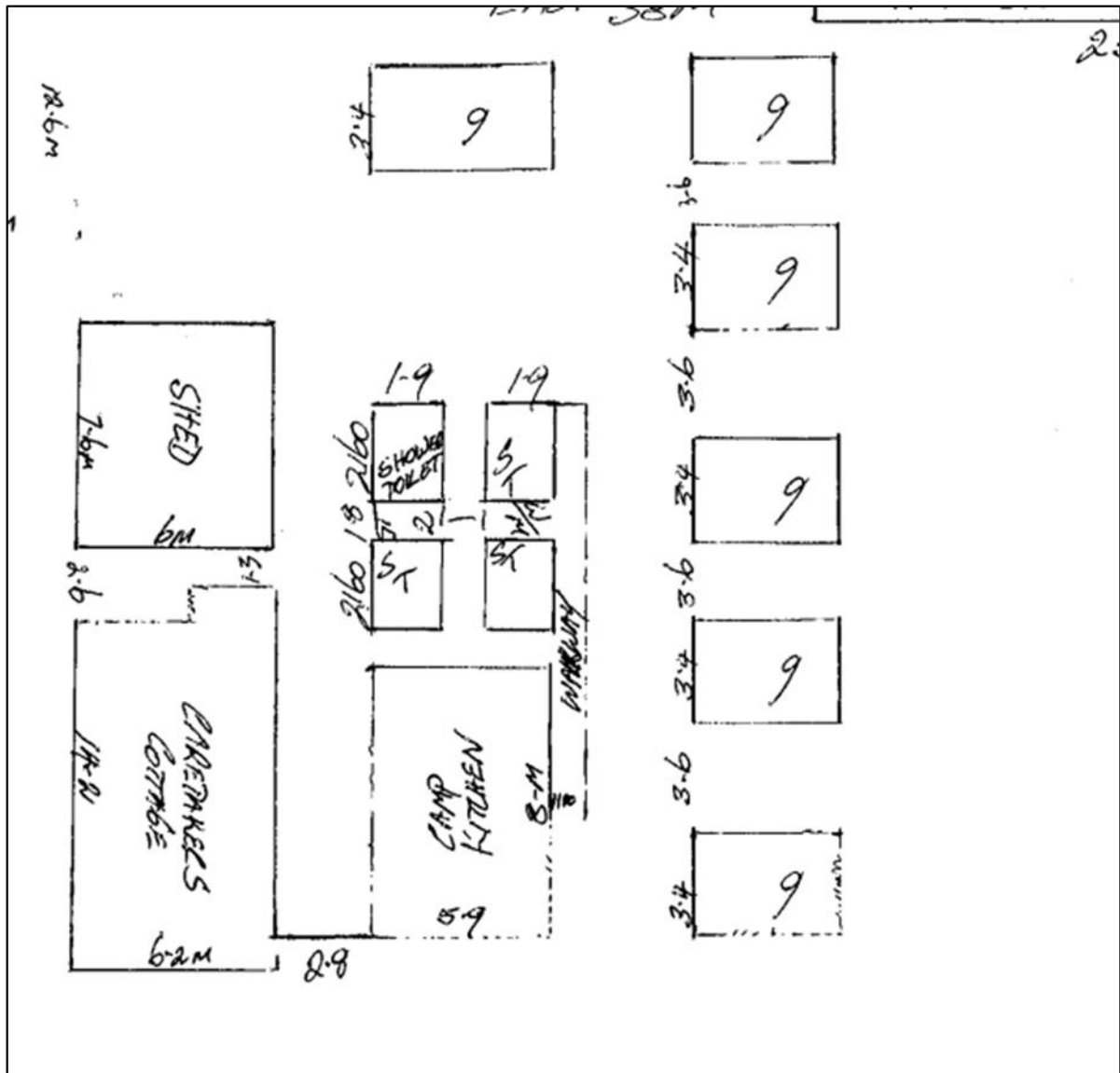
##### **1.0 DESCRIPTION OF DEVELOPMENT**

On 30 November 2023, Council approved an application for a Preliminary Approval for a Development Permit for a Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074.



**Figure 1 – Aerial of subject site (Queensland Government DAMS Mapping)**

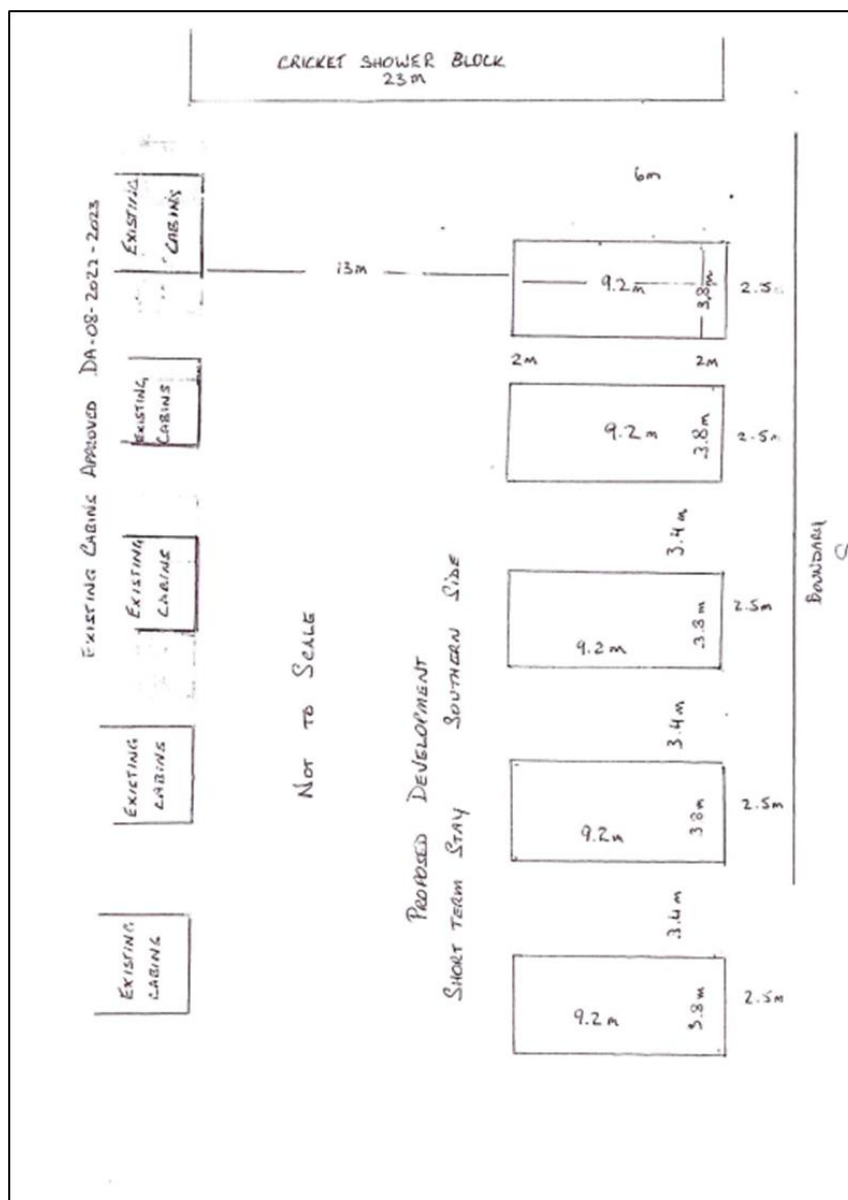
The proposal included the addition of six (6) cabins associated with the existing caravan park.



**Figure 2 – Extract from Approved Plan (Applicant supplied)**

## 2.0 DESCRIPTION OF PROPOSED CHANGES

The change is for the addition of five (5) cabins on the southern side of the existing caravan park. The proposed change will require a change to condition 2.1 to include an additional plan (extract below).



**Figure 3–** Extract from Proposed Plan (Applicant supplied)

### 3.0 PLANNING ASSESSMENT

A change application is made under section 78 of the Planning Act. There are two types of change applications, being either (1) a minor change, or (2) an other change. A minor change application applies when the changes proposed to the development approval comply with the criteria for a *minor change* as defined under Schedule 2 of the Planning Act. In our view the proposed changes constitute a minor change, as demonstrated in **Table 3** and **Table 4** below.

**TABLE 3 – MINOR CHANGE CRITERIA**

CRITERIA	RESPONSE
(1) <i>Does not result in substantially different development</i>	Refer to <b>Table 4</b> below wherein the criteria for 'substantially different development' is assessed. In summary, the proposed changes do not result in substantially different development.
(1) <i>If the development application for the development, including the</i>	See below (A) – (D)

<i>change, were made when the change application is made – would not cause –</i>	
<i>(1) The inclusion of prohibited development in the application; or</i>	<b>Complies</b> – The proposed changes would not result in prohibited development under Schedule 10 of the <i>Planning Regulation 2017</i> .
<i>(2) Referral to a referral agency, other than to the chief executive; or</i>	<b>Complies</b> – The original application was referred to the State Assessment and Referral Agency (SARA).
<i>(3) Referral to a referral agency if there were no referral agencies for the development application; or</i>	<b>Not applicable</b> – The original development application was referred to SARA.
<i>(4) A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55 (2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or</i>	<b>Complies</b> – The original development application was referred to SARA. The change does not involve any change to the access and would not cause SARA to have regard to any other matters.
<i>(5) Public notification if public notification was not required for the development application</i>	<b>Complies</b> – The original application was Impact assessable and required public notification.

**TABLE 4 – CRITERIA FOR SUBSTANTIALLY DIFFERENT DEVELOPMENT**

<b>CRITERIA</b>	<b>RESPONSE</b>
<i>(1) Involves a new use; or</i>	<b>Complies</b> – The change does not result in a new use. The addition of cabins is an extension to the existing use.
<i>(2) Results in the application applying to a new parcel of land; or</i>	<b>Complies</b> – The change application relates to the same parcel of land (i.e., the subject site).
<i>(3) Dramatically changes the built form in terms of scale, bulk and appearance; or</i>	<b>Complies</b> – The additional cabins are limited to one storey and will be consistent with the scale of existing buildings onsite. It is not considered that the addition of five cabins will dramatically change the scale, bulk and appearance of the caravan park.
<i>(4) Changes the ability of the proposed development to operate as intended; or</i>	<b>Complies</b> – The addition of five cabins will not impact the operation of the caravan park.
<i>(5) Removes a component that is integral to the operation of the development; or</i>	<b>Complies</b> – The change does not remove a component that is integral to the operation of the development.
<i>(6) Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or</i>	<b>Complies</b> – No changes to the access or the traffic network are proposed.

(7) <i>Introduces new impacts or increase the severity of known impacts; or</i>	<b>Complies</b> – There are no known impacts associated with the development.
(8) <i>Removes an incentive or offset component that would have balanced a negative impact of the development; or</i>	<b>Complies</b> – No incentive or offset component applies to the development approval.
(9) <i>Impacts on infrastructure provisions.</i>	<b>Complies</b> – The change will not adversely impact on infrastructure provisions. Standard infrastructure servicing conditions will continue to apply.

Based on the above assessment, proposed changes are considered a 'minor change'. In turn, section 81(2) of the Planning Act applies to the assessment of the change application. Blackall-Tambo Regional Council as the responsible entity must consider the assessment matters outlined in **Table 5**.

**TABLE 5 – MATTERS TO CONSIDER FOR CHANGE APPLICATION (MINOR CHANGE)**

<b>MATTER TO CONSIDER</b>	<b>RESPONSE</b>
(1) <i>The information the applicant included with the application; and</i>	Our assessment contained herein considers the information the applicant has provided regarding the change application.
(2) <i>If the responsible entity is the assessment manager – any properly made submissions about the development application or another change application that approved; and</i>	The application was code assessable and not required to be publicly notified.
(3) <i>Any pre-request response notice or response notice given in relation to the change application; and</i>	No pre-request response notice or response notice was given (nor required) in relation to the change application.
(4) <i>If the responsible entity is, under section 78(3)(ba) or (bb), the Minister – all matters the Minister would or may assess against or have regard to, if the change application were a development application called in by the Minister; and</i>	The responsible entity is Blackall-Tambo Regional Council, not the Minister.
(da) <i>if paragraph (d) does not apply – all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and</i>	An assessment of the proposed changes has been carried out against the relevant provisions of the Blackall-Tambo Region Council Planning Scheme 2020 and is considered to comply with all relevant provisions of the Planning Scheme.
(5) <i>Another matter the responsible entity considers relevant.</i>	There are no other matters we see as being relevant to the assessment.

#### **4.0 CONCLUSION**

It is recommended the change application be approved, as the above assessment has demonstrated that the application meets the criteria for a minor change and is able to comply with the relevant assessment benchmarks of the planning scheme.

### **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)**

Chief Executive Officer

Rates Officer

Town Planners

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The application has been assessed in accordance with the Planning Act and the Blackall-Tambo Regional Council.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The applicant has been assessed against the relevant requirements.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

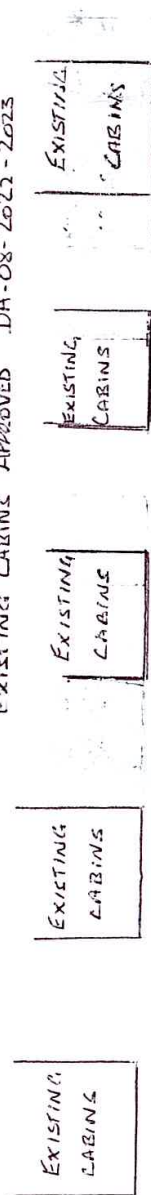
Nil

### Attachments

1. Attachment A - Proposal Plan [6.7.1 - 1 page]

N  
↖

EXISTING CABINS APPROVED DA-08-2022-2023

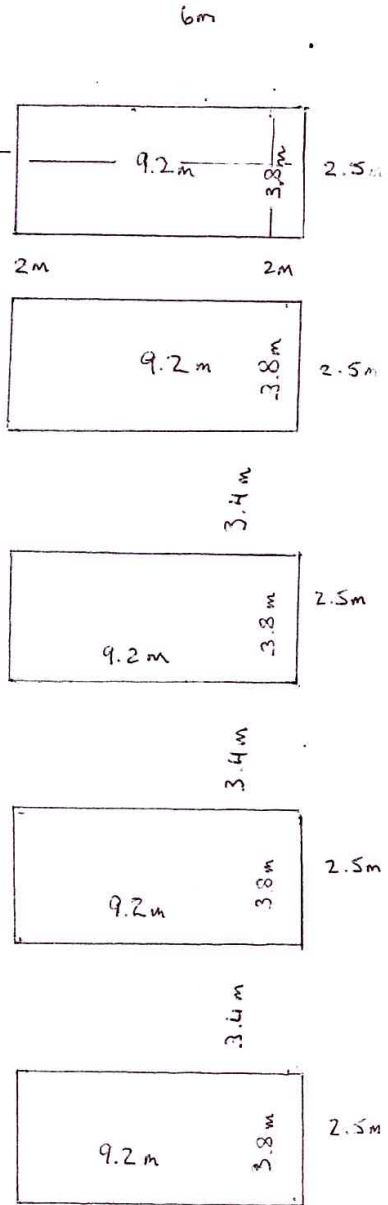


NOT TO SCALE

PROPOSED DEVELOPMENT  
SHORT TERM STAY SOUTHERN SIDE

CRICKET SHOWER BLOCK  
23m

13m



BOUNDARY  
S

Minor Change Plan  
DA58-2023-2024  
11/06/2024 (Received)

## **7 Confidential Reports**

### **7.1 Industrial Matters Affecting Employees**

This matter is considered to be confidential under Section 254J(3) - (b) of the *Local Government Regulation 2012*, which permits the Council meeting to be closed to the public to discuss:

(b) industrial matters affecting employees.

## **8 Close of Meeting**