

## **GENERAL MEETING**

**Wednesday 19 June 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 Blackall Council Chambers, Wednesday 19 June 2024 commencing at 8:30 am.

**M Lollback**

**Chief Executive Officer**

**CALENDAR OF EVENTS****June 2024**

19 June 2024 Council Meeting – Blackall

**July 2024**

2-4 July 2024 2024 National General Assembly  
17 July 2024 Council Meeting – Tambo  
30-31 July 2024 Indigenous Leaders Forum

**August 2024**

1 August 2024 LGAQ Elected Member Update Training  
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 Blackall Council Chambers**  
**On Wednesday 19 June 2024**  
**Commencing at 8:30 am**

**Order of Business**

Leave of Absence/Signing of Attendance Book

Apologies: Nil

Condolences:

- Arthur Laurence Behan
- Patricia Evelyn Hauff
- Clive Terrance Russell
- Sidney J Rodman

Declarations of Conflicts of Interest:

Deputations: Nil

**BUSINESS**

<b>1 CONFIRMATION OF THE MEETING MINUTES .....</b>	<b>5</b>
1.1 Confirmation Of General Meeting Minutes Held On 15 May 2024 .....	5
<b>2 BUSINESS ARISING FROM PREVIOUS MINUTES .....</b>	<b>20</b>
2.1 Business Arising From Previous Minutes .....	20
<b>3 PETITIONS.....</b>	<b>33</b>
<b>4 MAYORAL INFORMATION REPORT .....</b>	<b>33</b>
4.1 Apology - Councillor Andrew Martin .....	33
4.2 Information Report For May 2024 .....	36
<b>5 REPORTS &amp; CORRESPONDENCE .....</b>	<b>38</b>
5.1 Director Of Corporate And Community Services .....	38
5.1.1 Financial Report for the Month of May 2024.....	38
5.1.2 DFCCS Operations Report - May 2024 .....	46
5.1.3 Retirement of Blackall Gym Policy .....	56
5.1.4 RADF Recommendation- Red Ridge Interior Queensland .....	60
5.1.5 RADF Meeting Minutes.....	62

5.2 Director Of Works And Services .....	65
5.2.1 Director of Works and Services Operation Report.....	65
5.2.2 Betterment & Reconstruction Package 3 .....	71
5.2.3 2024 Reseals – Supply & Delivery of Cover Aggregate .....	74
5.2.4 2024 Reseals – Supply, Cart, Heat and Spray of Bituminous Product .....	76
<b>6 CEO REPORTS.....</b>	<b>78</b>
6.1 Blackall Saleyards Report.....	78
6.2 Planning And Development Report .....	81
6.3 Environmental Health Officer's Report.....	87
6.4 Ranger's Report.....	89
6.5 2024-25 Get Ready Queensland Grant Program .....	91
6.6 Outback Queensland Masters .....	93
6.7 Council's Acceptable Request Guidelines .....	95
6.8 Policy Executive Representative Appointment - Local Government Association Of Queensland .....	106
6.9 Blackall Work Camp Community Advisory Committee Meeting - 14 April 2024.....	109
6.10 Water Supply Service For Properties In Frames Lane Blackall.....	111
6.11 Old Picture Theatre.....	116
6.12 Special Holiday For 2025.....	120
6.13 Councillor Code Of Conduct Policy Review.....	123
6.14 RAPAD Board Communique - First Quarter 2024 .....	135
6.15 Changes To The Integrity Act 2009 .....	149
6.16 Local Government Association Of Queensland Call For Motions.....	154
6.17 Development Application DA55-2023-2024 19 Ivy Street And 8 Mulberry Street ...	156
6.18 Tennis And Netball Courts At The Tambo Sports Complex .....	171
<b>7 CONFIDENTIAL REPORTS.....</b>	<b>178</b>
7.1 Confidential Items Nil.....	178
<b>8 CLOSE OF MEETING .....</b>	<b>178</b>



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

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.



**MINUTES OF THE GENERAL MEETING OF  
BLACKALL-TAMBO REGIONAL COUNCIL  
HELD AT THE TAMBO COUNCIL CHAMBERS  
ON WEDNESDAY 15 MAY 2024 at 8:30 AM**

**PRESENT:**

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

**OFFICERS:**

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

**Leave of Absence**

Cr Alina Hart has requested a leave of absence for the meeting. Cr Boyd Johnstone is travelling overseas, along with other Directors of RAPAD as part of the North America Mission 2024 to gain an understanding of the potential impact and economic benefits a diversified economy and the transition to Net Zero could bring to and have on the RAPAD region.

**MOTION: Moved Cr Peter Skewes**

**Seconded: Cr David Hardie**

**That Council:**

- 1. grant a leave of absence for Cr AA Hart for today's meeting; and**
- 2. note that Cr BP Johnstone is the Blackall-Tambo Regional Council delegate for the North America Mission 2024 along with other RAPAD directors.**

**GM 2024/05/43**

**Carried 5 / 0**

**DECLARATIONS OF INTEREST**

**Cr. Hardie for item 6.8** - Councillor Hardie requested Council's view on his personal interest in item 6.8 - Development Application - DA 51-2023-2024 - 537 Landsborough Highway, Tambo, as Cr Hardie's son is in a relationship with the landowner, Sheryl Rodman. Council deemed Cr Hardie did not have a conflict of interest in the matter as the landowner is not the applicant for the development application.

**Cr. Skewes for items 6.7, 6.8 and 6.9** - Councillor Skewes requested Council's view on the following matters, as he acted as solicitor for the parties when they originally purchased the properties:

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

- Item 6.7 - Development Application - DA 48-2023-2024 - 122-126 Rose Street, Blackall
  - Item 6.8 - Development Application - DA 51-2023-2024 - 537 Landsborough Highway, Tambo
  - Item 6.9 - Development Application - DA 52-2023-2024 - 61 Rose Street, Blackall
- Council deemed Cr Skewes did not have a conflict of interest in the matters as he is not acting for the applicants in regards to their development applications.

**Cr Schluter for item 6.7** - I, Councillor Schluter, inform the meeting that I have a prescribed conflict of interest in item 6.7 - Development Application - DA 48-2023-2024 - 122-126 Rose Street Blackall. The nature of my interest is as follows:

- One of the applicants, Gayle Ellison, is my sister.

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 Jane Scobie**

**Seconded: Cr Peter Skewes**

That the minutes of the General Meeting held on 24 April 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.

**GM 2024/04/44**

**Carried 5 / 0**

**Councillor Hardie confirmed he would be the Council representative for the Tambo Town Common Advisory Group and Wild Dog Advisory Committee.**

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**ITEM NO:**

**4.1**

**SUBJECT TITLE:**

**Information Report for April 2024**

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

**MOTION: Moved: Cr Grahame Schluter**

**Seconded: Cr Jane Scobie**

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

**GM 2024/05/45**

**Carried 5 / 0**

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**ITEM NO:**

**5.1.1**

**SUBJECT TITLE:**

**Financial Report for the Month of April 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 April 2024 details the Council's current financial position and compares its performance against the adopted budget for 2023-2024.

**MOTION: Moved: Cr David Hardie**

**Seconded: Cr Grahame Schluter**

**That Council receive the Financial Report for April 2024.**

**GM 2024/05/46**

**Carried 5 / 0**

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Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

**ITEM NO: 5.1.2**  
**SUBJECT TITLE: DFCCS Operations Report - April 2024**

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

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

**That Council receive the DFCCS Operations Report for April 2024.**

**GM 2024/05/47**

**Carried 5 / 0**

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**ITEM NO: 5.1.3**  
**SUBJECT TITLE: Request for Additional Audit Fees**

Queensland Audit Office appointed auditors, Grant Thornton, to conduct the 2022/2023 audit for Blackall-Tambo Regional Council. Grant Thornton have requested additional audit fees for their work, of \$16,647.00 which the Internal Audit and Risk Management Committee and Council declined. The Queensland Audit Office's Senior Director has asked Council to give the request further consideration. Grant Thornton advises that payment of half of the requested amount would settle the matter.

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

**That Council agree to pay Grant Thornton \$8,323.50 to finalise the matter of audit fees for the 2022/2023 financial year.**

**GM 2024/05/48**

**Carried 5 / 0**

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**ITEM NO: 5.1.4**  
**SUBJECT TITLE: Scriptures Union Outback Chaplaincy Program-2024 Funding**

This program centres on the youth in Blackall and Tambo and complements other youth activities taking place.

To provide continuation of the National Schools Chaplaincy Program in both Blackall and Tambo it is proposed Council provide funding of \$10,000 every six months for the calendar year 2024 from funds available in the youth program. This assistance commenced in calendar year 2023.

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

**That Council approve of \$10,000 being paid, from the Youth Program budget every six months in the 2024 calendar year to the Local Chaplaincy Committee to support the service with the funds being applied for the benefit of the entire Blackall and Tambo communities.**

**GM 2024/05/49**

**Carried 5 / 0**

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Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

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

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

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

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

**GM 2024/05/50**

**Carried 5 / 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 April 2024.**

**GM 2024/05/51**

**Carried 5 / 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 Grahame Schluter                      Seconded: Cr David Hardie**

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

**GM 2024/05/52**

**Carried 5 / 0**

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

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

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

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

**GM 2024/05/53**

**Carried 5 / 0**

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Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

**ITEM NO:** 6.5  
**SUBJECT TITLE:** Domestic and Family Violence Prevention Council

The Councillors have been sent correspondence from the Domestic and Family Violence Prevention Council inviting Council to become a member of the Local Government Domestic Violence Prevention Champions Network.

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

**That Council receive the letter from the Domestic and Family Violence Prevention Council and agree to becoming a member of the Local Government Domestic Violence Prevention Champions Network.**

**GM 2024/05/54**

**Carried 5 / 0**

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**ITEM NO:** 6.6  
**SUBJECT TITLE:** Local Disaster Management Group Meeting 3 May 2024

The Blackall-Tambo Regional Council Local Disaster Management Group held a meeting on Friday, 3 May 2023.

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

**That Council:**

1. Receive the minutes from the 3 May 2024 Local Disaster Management Group meeting; and
2. Adopt the Blackall-Tambo Local Disaster Management Plan, March 2024.

**GM 2024/05/55**

**Carried 5 / 0**

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At this point, 9.32am Cr Schluter left the meeting.

**ITEM NO:** 6.7  
**SUBJECT TITLE:** Development Application - DA 48-2023-2024 - 122-126 Rose Street, Blackall

The Applicant, Roger & Gayle Ellison, seeks a Development Permit for Material Change of Use for a Dwelling house over land at 122-126 Rose Street, Blackall, formally described as Lots 30, 31 & 32 on B13835. The subject site is currently occupied by a three-bay shed. The Applicant proposes to build a dwelling house adjacent to the existing shed.

The dwelling house will have a floor area of approximately 36.3m<sup>2</sup> and is a single storey building that will contain a single bedroom, bathroom/laundry, and a shared kitchen, dining and living area. The existing three-bay shed will be utilised for car parking.

Under the *Blackall-Tambo Region Planning Scheme 2020* (the Planning Scheme), the subject site is in the Mixed Use Precinct of the Township Zone. The defined use that has been applied for, being 'Dwelling house', is subject to Code Assessment in the Township Zone where in the flood hazard area.

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

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 Peter Skewes**

**That Council approves the application for a Development Permit for Material Change of Use for a Dwelling house over land at 122-126 Rose Street, Blackall, formally described as Lot 30, 31 & 32 on B13835, subject to the following conditions:**

**1. 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. 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	DA48-2023-2024	-	21/03/2024 (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.

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

### **3. SEWERAGE AND WATER**

- 3.1.** The premises must be connected to Council's reticulated water and sewerage network.
- 3.2.** All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1 and Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage.
- 3.3.** Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.

### **4.0 STORMWATER WORKS**

- 4.1** Stormwater from the approved development must drain to a lawful point of discharge. Stormwater run-off must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.

### **5.0 ROOF AND ALLOTMENT DRAINAGE**

- 5.1** 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.

### **6.0 ACCESS WORKS**

- 6.1** Maintain the vehicle crossover from Rose Street or where it is proposed to change the vehicle crossover construct it generally in accordance with the standard drawing, Figure 1 – Vehicle Crossover Non-Piped, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

### **7.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY**

- 7.1** The premises must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.

### **8.0 ASSET MANAGEMENT**

- 8.1** 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.

### **9.0 CONSTRUCTION ACTIVITIES**

- 9.1** Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.



Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

- 9.2 Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.
- 9.3 The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the *Blackall-Tambo Region Planning Scheme*.
- 9.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.
- 9.5 Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

**ADVISORY NOTES**

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

**GM 2024/05/56****Carried 4 / 0**


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At this point, 9.33am, Cr Schluter returned to the meeting.

**ITEM NO:** 6.8  
**SUBJECT TITLE:** Development Application - DA 51-2023-2024 - 537 Landsborough Highway, Tambo

The Applicants, Lok and Chloe Howard, seek a Development Permit for Material Change of Use for a Dwelling house over land at 537 Landsborough Highway, Tambo formally described as Lots 4 and 5 on T1502. The subject site is currently vacant.

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

The proposal is for a dwelling which will be limited to one storey and will have a floor area of approximately 114m<sup>2</sup>. A covered car space will be provided.

Under the *Blackall-Tambo Region Planning Scheme 2020* (the Planning Scheme), the subject site is in the Rural Zone and is identified as being in the Flood hazard area. The defined use that has been applied for, being 'Dwelling house', is subject to Code Assessment in the Rural Zone where in the flood hazard area.

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 Dwelling house over land at 537 Landsborough Highway, Tambo formally described as Lots 4 and 5 on T1502, subject to the following conditions:**

**1. 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. 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	DA51-2023-2024	-	28/03/2024 (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. 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. STORMWATER WORKS

- 4.1 Stormwater from the approved development must drain to a lawful point of discharge. Stormwater run-off must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.

### 5. ACCESS WORKS

- 5.1 Design, construct and maintain a crossover to the frontage of the site 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.

### 6. WATER AND SEWER

- 6.1. Enter into a water access agreement with Blackall-Tambo Regional Council to provide an appropriate water connection to the site.
- 6.2. Provide sewage disposal in accordance with the Queensland Plumbing and Wastewater Code.
- 6.3. All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the *Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1* and *Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage*.

### 7. TELECOMMUNICATION AND ELECTRICITY SUPPLY

- 7.1 The premises must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.

### 8. ASSET MANAGEMENT

- 8.1 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.

**9. CONSTRUCTION ACTIVITIES**

- 9.1** Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.
- 9.2** Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.
- 9.3** The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the *Blackall-Tambo Region Planning Scheme*.
- 9.4** All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.
- 9.5** Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

**ADVISORY NOTES**

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

**GM 2024/05/57****Carried 5 / 0**

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

**ITEM NO:** 6.9  
**SUBJECT TITLE:** Development Application - DA 52-2023-2024 - 61 Rose Street, Blackall

The Applicants, Jason and Mari Yaxley, seek a Development Permit for Material Change of Use for Short-term accommodation over land at 61 Rose Street, Blackall, formally described as Lot 18 on B13829. The subject site contains an existing dwelling house that will be used to provide accommodation.

The dwelling house contains three bedrooms and one bathroom, and it is intended to provide accommodation to a single family or group at a time. The site contains an existing carport that can be utilised for parking, there is also parking available at the rear off the site.

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.

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

**That Council approves the application for a Development Permit for Material Change of Use for Short-term accommodation over land at 61 Rose Street, Blackall, formally described as Lot 18 on B13829, subject to the following conditions:**

**1. 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.

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional Council

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

## 2. 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	DA52-2023-2024	-	16/04/2024 (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. 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. One onsite car space is to be available at all times to guests.

## 4. SITE MANAGEMENT PLAN

- 4.1. Maintain and implement a site management plan for the Short-term accommodation. The site management plan is to include measures to manage operational aspects of the development including, but not limited to, hours of operation, noise management, site care and maintenance, complaints management and refuse management.

## 5. 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.

Minutes-General Meeting-15 May 2024

Blackall-Tambo Regional 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").

GM 2024/05/58Carried 5 / 0**Vote of Thanks****MOTION: Moved Cr Andrew Martin****Seconded: Cr Grahame Schluter**

That Council express a vote of thanks to the CEO, Des Howard, for his contribution to Council over the past 5 years.

GM 2024/05/59Carried 5 / 0**CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 9.40am.

**CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on 19 June 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.



<b>Meeting Date</b>	<b>Item No.</b>	<b>Item</b>	<b>Action Required</b>	<b>Action Taken</b>
15/05/2024	5 1.3	Request for Additional Audit Fees	<p><b>MOTION:</b> Moved: Cr Grahame Schluter                  Seconded: Cr David Hardie</p> <p><b>That Council agree to pay Grant Thornton \$8,323.50 to finalise the matter of audit fees for the 2022/2023 financial year.</b></p> <p><u><b>GM 2024/05/48</b></u>                                      <u><b>Carried 5 / 0</b></u></p> <hr/>	<p><b>4/06/2024 Alastair Rutherford</b></p> <p>Invoice not yet received for audit fee.</p>
15/05/2024	5 1.4	Scriptures Union Outback Chaplaincy Program- 2024 Funding	<p><b>MOTION:</b> Moved: Cr Jane Scobie                  Seconded: Cr Grahame Schluter</p> <p><b>That Council approve of \$10,000 being paid, from the Youth Program budget every six months in the 2024 calendar year to the Local Chaplaincy Committee to support the service with the funds being applied for the benefit of the entire Blackall and Tambo communities.</b></p> <p><u><b>GM 2024/05/49</b></u>                                      <u><b>Carried 5 / 0</b></u></p> <hr/>	<p><b>4/06/2024 Alastair Rutherford</b></p> <p>Chaplaincy program has been paid</p>
15/05/2024	6.5	Domestic and Family Violence Prevention Council	<p><b>MOTION:</b> Moved: Cr Jane Scobie                  Seconded: Cr Grahame Schluter</p> <p><b>That Council receive the letter from the Domestic and Family Violence Prevention Council and agree to becoming a member of the Local Government Domestic Violence Prevention Champions Network.</b></p> <p><u><b>GM 2024/05/54</b></u>                                      <u><b>Carried 5 / 0</b></u></p> <hr/>	<p><b>30/05/2024 Andrea Saunders</b></p> <p>Correspondence has been sent advising that Council wish to become a member of the DFVC.</p>
15/05/2024	6.7	Development Application - DA 48-2023-	<p><b>MOTION:</b> Moved: Cr Jane Scobie                  Seconded: Cr Peter Skewes</p>	<p><b>30/05/2024 Andrea Saunders</b></p>

Meeting Date	Item No.	Item	Action Required	Action Taken
		2024 - 122-126 Rose Street, Blackall	<p><b>That Council approves the application for a Development Permit for Material Change of Use for a Dwelling house over land at 122-126 Rose Street, Blackall, formally described as Lot 30, 31 &amp; 32 on B13835, subject to the following conditions:</b></p> <p><b>1. PARAMETERS OF APPROVAL</b></p> <p><b>1.1.</b> 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.</p> <p><b>1.2.</b> 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.</p> <p><b>1.3.</b> 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.</p> <p><b>1.4.</b> 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.</p> <p><b>1.5.</b> 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.</p> <p><b>1.6.</b> Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p> <p><b>2. APPROVED PLANS AND DOCUMENTS</b></p> <p><b>2.1</b> 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:</p>	The applicant has been advised of Council's decision by way of a decision notice which outlines the conditions of the approval.

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p>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.</p> <p>3. SEWERAGE AND WATER</p> <p>3.1. The premises must be connected to Council's reticulated water and sewerage network.</p> <p>3.2. All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1 and Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage.</p> <p>3.3. Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.</p> <p>4.0 STORMWATER WORKS</p> <p>4.1 Stormwater from the approved development must drain to a lawful point of discharge. Stormwater run-off must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.</p> <p>4. ROOF AND ALLOTMENT DRAINAGE</p> <p>4.1. 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.</p> <p>6.0 ACCESS WORKS</p> <p>6.1 Maintain the vehicle crossover from Rose Street or where it is proposed to change the vehicle crossover construct it generally in accordance with the standard drawing, Figure 1 – Vehicle Crossover Non-Piped, from the General Development Code of the Blackall-Tambo Region Planning Scheme.</p> <p>7.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY</p>	

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p>7.1 The premises must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.</p> <p>8.0 <b>ASSET MANAGEMENT</b></p> <p>8.1 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.</p> <p>9.0 <b>CONSTRUCTION ACTIVITIES</b></p> <p>9.1 Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.</p> <p>9.2 Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the <i>IECA 2008 Best Practice Erosion and Sediment Control</i> document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.</p> <p>9.3 The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the <i>Blackall-Tambo Region Planning Scheme</i>.</p> <p>9.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.</p> <p>9.5 Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.</p> <p><b>ADVISORY NOTES</b></p> <p>A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing</p>	

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p>and drainage work, and potentially for operational work, as required under relevant legislation for this work.</p> <p>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.</p> <p>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.</p> <p>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”).</p> <p><u>GM 2024/05/56</u> <u>Carried 4 / 0</u></p>	
15/05/2024	6.8	Development Application - DA 51-2023-2024 - 537 Landsborough Highway, Tambo	<p><b>MOTION: Moved: Cr Jane Scobie                      Seconded: Cr Grahame Schluter</b></p> <p><b>That Council approves the application for a Development Permit for Material Change of Use for a Dwelling house over land at 537 Landsborough Highway, Tambo formally described as Lots 4 and 5 on T1502, subject to the following conditions:</b></p> <p><b>1.                      PARAMETERS OF APPROVAL</b></p> <p><b>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.</b></p> <p><b>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.</b></p>	<p><b>30/05/2024 Andrea Saunders</b></p> <p>The applicant has been advised of Council's decision and provided a Decision Notice outlining the conditions of the approval.</p>

Meeting Date	Item No.	Item	Action Required	Action Taken								
			<p>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.</p> <p>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.</p> <p>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.</p> <p>1.6. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p> <p>2. APPROVED PLANS AND DOCUMENTS</p> <p>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:</p> <table><tr><th>Plan/Document Name</th><th>Plan/Document Number</th><th>Revision Number</th><th>Date</th></tr><tr><td>Site Plan</td><td>DA51-2023-2024</td><td>-</td><td>28/03/2024 (Received date)</td></tr></table> <p>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.</p> <p>3. ROOF AND ALLOTMENT DRAINAGE</p> <p>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.</p>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Site Plan	DA51-2023-2024	-	28/03/2024 (Received date)	
Plan/Document Name	Plan/Document Number	Revision Number	Date									
Site Plan	DA51-2023-2024	-	28/03/2024 (Received date)									

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p><b>4. STORMWATER WORKS</b></p> <p><b>4.1</b> Stormwater from the approved development must drain to a lawful point of discharge. Stormwater run-off must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.</p> <p><b>5. ACCESS WORKS</b></p> <p><b>5.1</b> Design, construct and maintain a crossover to the frontage of the site 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.</p> <p><b>6. WATER AND SEWER</b></p> <p><b>6.1</b> Enter into a water access agreement with Blackall-Tambo Regional Council to provide an appropriate water connection to the site.</p> <p><b>6.2</b> Provide sewage disposal in accordance with the Queensland Plumbing and Wastewater Code.</p> <p><b>6.3.</b> All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the <i>Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1</i> and <i>Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage.</i></p> <p><b>7. TELECOMMUNICATION AND ELECTRICITY SUPPLY</b></p> <p><b>7.1</b> The premises must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.</p> <p><b>8. ASSET MANAGEMENT</b></p> <p><b>8.1</b> 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.</p>	

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p><b>9. CONSTRUCTION ACTIVITIES</b></p> <p><b>9.1</b> Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.</p> <p><b>9.2</b> Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the <i>IECA 2008 Best Practice Erosion and Sediment Control</i> document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.</p> <p><b>9.3</b> The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the <i>Blackall-Tambo Region Planning Scheme</i>.</p> <p><b>9.4</b> 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.</p> <p><b>9.5</b> 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.</p> <p><b>ADVISORY NOTES</b></p> <p><b>A.</b> 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.</p> <p><b>B.</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.</p> <p><b>C.</b> General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by</p>	



Meeting Date	Item No.	Item	Action Required	Action Taken
			<p>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.</p> <p>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”).</p> <p><u>GM 2024/05/57</u> <u>Carried 5 / 0</u></p>	
15/05/2024	6.9	Development Application - DA 52-2023-2024 - 61 Rose Street, Blackall	<p><b>MOTION: Moved: Cr Grahame Schluter      Seconded: Cr David Hardie</b></p> <p><b>That Council approves the application for a Development Permit for Material Change of Use for Short-term accommodation over land at 61 Rose Street, Blackall, formally described as Lot 18 on B13829, subject to the following conditions:</b></p> <p><b>1.            PARAMETERS OF APPROVAL</b></p> <p><b>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.</b></p> <p><b>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.</b></p> <p><b>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.</b></p> <p><b>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.</b></p>	<p><b>30/05/2024 Andrea Saunders</b></p> <p>The Applicant has been advised of Council's decision and been provided a Decision Notice containing the conditions of the approval.</p>

Meeting Date	Item No.	Item	Action Required	Action Taken								
			<p>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.</p> <p>1.6. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p> <p>2. APPROVED PLANS AND DOCUMENTS</p> <p>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:</p> <table><tr><th>Plan/Document Name</th><th>Plan/Document Number</th><th>Revision Number</th><th>Date</th></tr><tr><td>Site Plan</td><td>DA52-2023-2024</td><td>-</td><td>16/04/2024 (Received date)</td></tr></table> <p>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.</p> <p>3. LIMITATIONS OF USE</p> <p>3.1. The total number of guests at any one time must not exceed six (6).</p> <p>3.2. Guests of the Short-term accommodation are limited to a maximum stay of three (3) consecutive months at any one time.</p> <p>3.3. One onsite car space is to be available at all times to guests.</p> <p>4. SITE MANAGEMENT PLAN</p> <p>4.1. Maintain and implement a site management plan for the Short-term accommodation. The site management plan is to include measures to manage operational aspects of the development including, but not limited to, hours of operation, noise management, site care and maintenance, complaints management and refuse management.</p>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Site Plan	DA52-2023-2024	-	16/04/2024 (Received date)	
Plan/Document Name	Plan/Document Number	Revision Number	Date									
Site Plan	DA52-2023-2024	-	16/04/2024 (Received date)									

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p><b>5. ENVIRONMENTAL HEALTH</b></p> <p><b>5.1</b> 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.</p> <p><b>5.2</b> 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.</p> <p><b>6.0 ASSET MANAGEMENT</b></p> <p><b>6.1</b> 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.</p> <p><b>ADVISORY NOTES</b></p> <p><b>A.</b> 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.</p> <p><b>B.</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.</p> <p><b>C.</b> 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.</p> <p><b>D.</b> This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal</p>	

Meeting Date	Item No.	Item	Action Required	Action Taken
			<p>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”).</p> <p><u>GM 2024/05/58</u> <u>Carried 5 / 0</u></p>	

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

4.1

SUBJECT TITLE:

**Apology - Councillor Andrew Martin**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

**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.*

*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.*

**Background**

A complaint was filed with the Councillor Conduct Tribunal where it is alleged that between 22 April 2021 and 24 November 2021, Councillor Andrew Martin, Mayor of Blackall-Tambo Regional Council, engaged in misconduct as defined in section 150L(1)(b)(i) of the *Local Government Act 2009* (the Act), in that his conduct involved a breach of trust place him as a councillor, either knowingly or recklessly in that his conduct was inconsistent with the local government principle 4(2)(e) of the Act being 'ethical and legal behaviour of councillors and local government employees.'

The Tribunal has determined, on the balance of probabilities, that the allegation that between 22 April 2021 and 24 November 2021, Councillor Andrew Martin, Mayor of Blackall-Tambo Regional Council, engaged in misconduct as defined in section 150L(1)(b)(i) of the *Local Government Act 2009* (the Act), in that his conduct involved a breach of trust place him as a councillor, either knowingly or recklessly in that his conduct was inconsistent with

local government principle 4(2)(e) of the Act being 'ethical and legal behaviour of councillors and local government employees' **has been sustained.**

The Tribunal has made the following order:

Pursuant to section 150AR(1)(b)(i) of the Act, the Tribunal orders that within 60 days of the date of this decision and reasons/publication notice (5 June 2024), Councillor Andrew Martin, the Mayor of Blackall-Tambo Regional Council, make a public apology for the conduct at a general meeting of the Blackall-Tambo Regional Council open to the public.

### **Link to Corporate Plan**

Not Applicable

### **Policy Implications**

Councillor Code of Conduct

### **Budget and Resource Implications**

Nil

### **Attachments**

1. Cr Andrew Martin Admission of Error Statement [4.1.1 - 1 page]

**Cr Andrew Martin – Admission of Error Statement**

*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.*

*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.*

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 19 June 2024

ITEM NO: 4.2

SUBJECT TITLE: **Information Report for May 2024**

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

**Summary:**

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

**Officer's Recommendation:****That Council receive the Mayor's report for May 2024.****Background**

TOPIC	ACTIVITY
Meetings	<ul style="list-style-type: none"> <li>• RAPAD RAB Ken Ash Electricity RAPAD Board discussion</li> <li>• Local Disaster Management Group Meeting</li> <li>• Energy-G Introduction &amp; RAPAD Project Overview</li> <li>• Queensland Reconstruction Authority – meeting with CEO Jake Ellwood</li> <li>• Department of Local Government – Councillor Induction</li> <li>• CUC RAPAD</li> <li>• Outback Trail Big Bush Dance debrief</li> <li>• Monthly external meeting for RAPAD</li> <li>• RAPAD Face to Face meeting – Blackall 27-29 May <ul style="list-style-type: none"> <li>○ Outback Regional Roads &amp; Transport Group Strategic Group Quarterly Meeting</li> <li>○ RAPAD Water and Sewerage Strategic Group Quarterly Meeting</li> <li>○ Central West Region Pest Management Group Meeting</li> <li>○ RAPAD Board Meeting</li> <li>○ Natural Resource Management (NRM) Forum</li> </ul> </li> <li>• Regional Development Australia Central and Western Queensland May Board Meeting</li> </ul>
Events	<ul style="list-style-type: none"> <li>• Civic Leaders Conference – Gold Coast</li> <li>• Natural Resource Management Forum - Blackall</li> </ul>

**Link to Corporate Plan**

Governance

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

**Policy Implications**

Nil



### **Budget and Resource Implications**

Nil

### **Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

5.1.1

SUBJECT TITLE:

**Financial Report for the Month of May 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 May 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 May 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 19 JUNE 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 19 JUNE 2024**

### 1. Cash Position as at 31 May 2024

**Cash at Bank**

Operating Accounts \$ 1,006,620

**Short Term Investments**

Queensland Treasury Corporation - Cash Fund \$ 20,000,000

Bank - Term Deposits \$ 5,000,000

**\$ 26,006,620**

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) \$ 2,720,298

Unspent Grants (Restricted Cash) \$ 516,375

**\$ 3,236,673**

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable <b>debtors</b> - estimated <b>creditors</b> :	785,130	107,231	\$ 677,899

Plus cash surplus	26,006,620	3,236,673	\$ 22,769,947
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**Working Capital \$ 23,447,846**

### 2. Monthly Cashflow Estimate: June 2024

**Receipts**

Rates & Fees & Charges \$ 50,000

Debtors \$ 675,000

Grants/Subsidies \$ 7,000,000

Total \$ 7,725,000

**Expenditure**

Payroll \$ 800,000

Creditor Payments \$ 1,500,000

Loan Payments \$ -

Total \$ 2,300,000

**Therefore cash is expected to increase by \$ 5,425,000 in the period.**

### 3. Comparative Data:

	May 2024	May 2023
Cash position	26,006,620	28,226,310
Working capital	23,447,846	24,290,001
Rate arrears	19,170	11,216
Outstanding debtors	785,130	120,556
Current creditors	107,231	317,687

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

### HELD ON 19 JUNE 2024

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

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	1,718,000	1,016,424	59%
Plant & Equipment	590,700	518,920	88%
Road Infrastructure	7,036,500	1,901,002	27%
Water Infrastructure	200,000	8,551	4%
Sewerage Infrastructure	1,004,999	364,609	36%
<b>Total</b>	<b>10,550,199</b>	<b>3,809,506</b>	<b>36%</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	8,014,127	60%
2. Town Streets	415,000	460,498	111%
3. RMPC Works	2,343,700	1,497,209	64%
<b>Total Roads Expenditure</b>	<b>16,091,000</b>	<b>9,971,834</b>	<b>62%</b>

#### 6. Rate Arrears Summary

**Total Rates Outstanding Balance      \$      87,889**

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 68,719	<b>62</b>
1 Year	\$ 16,471	<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>1,016,424</b>	<b>59%</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	Blackall fence to complete C/O
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	Complete
Blackall Cultural Centre - scope of works for stump repairs	60,000	-	0%	-	60,000	Complete 30 June
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	-	Carry Over
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	Budget Transferred
Blackall Saleyards - 2 Loading Ramp Catwalks - WHS Issue	200,000	39,281	20%	-	200,000	Completion mid June
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 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	-	Waiting for 4" outlet
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	Carry Over
Tambo Pound Yards	60,000	48,805	81%	-	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>1,901,002</b>	<b>27%</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	618,576	103%	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	309,463	11%	2,500,000	270,000	Complete by 30 June
Queen Elizabeth & Charles Streets pave & seal (LRCI&W4Q)	150,000	35,409	24%	148,300	1,700	Complete by 30 June
Reseals - LRCI P3	808,300	84,236	10%	808,300	-	Complete by 30 June
Reseals - LRCI P4 and Council	884,600	-	0%	466,300	418,300	Carry Over
Scrubby Creek TIDS	215,300	216,564	101%	215,300	-	Complete
Salvia Street - R2R	608,300	52,262	9%	458,300	-	In progress
Ward Road Rehab - TIDS/R2R/Council	600,000	317,908	53%	550,000	200,000	Complete by 30 June
<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>364,609</b>	<b>36%</b>	<b>580,000</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	349,609	43%	580,000	-	Complete by 30 June
<b>TOTAL CAPITAL PROGRAM 23-24</b>	<b>10,550,199</b>	<b>3,809,506</b>	<b>36%</b>	<b>6,793,500</b>	<b>3,531,700</b>	

General Ledger2023.6.13.1		Revenue and Expenditure Summary						Page - 1	
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 92% of year elapsed. To Level 2. Excludes committed costs)									
Blackall-Tambo Regional Council (Budget for full year)		Financial Year Ending 2024						Printed(SDAYAL): 12-06-2024 10:38:50 AM	
		REVENUE			EXPENDITURE				
		31 May 2024		AMENDED	ORIGINAL	31 May 2024		AMENDED	ORIGINAL
		ACTUAL		BUDGET	BUDGET	ACTUAL		BUDGET	BUDGET
1000-0001	ADMINISTRATION								
1000-0002	Administration	233,080	78%	299,500	279,500	3,654,425	92%	3,968,300	4,116,200
1100-0002	Finance	4,661,863	44%	10,663,700	9,329,700	43,255	59%	73,900	70,000
1200-0002	Oncosts	0	0%	0	0	403,654	-105%	(383,400)	(383,400)
1300-0002	Stores/Purchasing	0	0%	0	0	(7,890)	52%	(15,200)	30,800
2000-0002	Corporate Governance	0	0%	0	0	711,108	87%	814,100	863,100
2100-0002	Business Activities	28,136	80%	35,000	35,000	41,329	36%	116,000	176,000
2150-0002	Saleyard Operations	848,626	94%	901,000	1,331,000	711,570	74%	958,100	958,100
2200-0002	Tambo Sawmill & Weighbridge	2,145	27%	8,000	4,000	35,399	55%	64,800	64,800
2350-0002	Airports/Aerodromes	142,974	104%	138,000	138,000	300,063	89%	338,900	353,900
2450-0002	Tourism	35,760	80%	44,500	42,500	366,133	91%	400,500	420,500
2500-0002	Planning & Development	74,088	165%	45,000	45,000	106,069	152%	70,000	70,000
2580-0002	Economic & Community Develop	1,213,438	17%	7,051,500	5,211,600	12,308	22%	55,000	60,000
2600-0002	Environmental	146,971	177%	83,100	83,100	161,686	147%	110,000	230,000
2650-0002	Animal Control	16,797	74%	22,800	22,800	8,408	42%	20,000	13,500
2700-0002	Stock Routes	183,849	154%	119,000	94,000	396,650	135%	294,000	319,000
3000-0002	Work Scheme and Community	17,526	58%	30,000	17,000	129,038	93%	139,000	152,000
3100-0002	Council Housing	172,893	119%	145,000	145,000	301,802	90%	335,800	357,800
3300-0002	Child Care Services	0	0%	0	0	14,190	70%	20,300	30,300
3350-0002	Sport and Recreation	4,535	45%	10,000	18,000	39,266	70%	56,000	60,000
3400-0002	Youth Services	0	0%	0	0	20,909	42%	50,000	80,000
3415-0002	Tambo Multi-Purpose Centre	163,021	100%	163,600	108,600	252,194	101%	250,300	323,300
3445-0002	Disability	98,468	98%	100,000	140,000	60,581	87%	70,000	110,000
3460-0002	Community Services	315,446	113%	279,800	259,800	268,555	95%	282,800	265,300
3500-0002	Libraries, Education and Arts	10,557	75%	14,000	14,000	224,158	92%	243,500	258,500
3570-0002	RADF & Community Assistance	54,098	101%	53,300	51,000	146,653	41%	355,300	355,300
3600-0002	Halls and Cultural Centres	3,132	104%	3,000	3,000	417,573	185%	225,400	245,400
3700-0002	Showgrounds & Sports Facilities	12,322	59%	21,000	14,000	767,875	105%	732,000	746,000
3800-0002	Corporate Buildings	0	0%	0	0	123,734	85%	145,000	155,500
1000-0001	ADMINISTRATION	8,439,726	42%	20,230,800	17,386,600	9,710,693	99%	9,790,400	10,501,900
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0	0%	0	0	2,907,248	98%	2,962,600	3,305,200
4100-0002	Town Street Maintenance	0	0%	0	0	460,499	115%	400,000	415,000
4200-0002	Rural Roads Maintenance	77,741	4%	2,025,400	1,910,400	1,081,973	135%	800,000	800,000
4500-0002	Recoverable Works	9,609,981	64%	15,082,500	32,550,200	11,744,787	78%	15,075,500	32,543,200
4550-0002	Plant Operations	3,574,929	91%	3,945,000	3,545,000	3,274,759	99%	3,313,000	3,054,800
4600-0002	SES - Disaster Mgmt	55,400	77%	72,400	75,500	108,998	82%	132,900	164,800
4700-0002	Cemeteries	22,843	152%	15,000	15,000	101,749	84%	121,700	141,700
4800-0002	Parks, Gardens and Reserves	0	0%	0	0	1,177,780	100%	1,173,300	1,313,300
4860-0002	Aquatic Centres	(80)	---	0	0	584,565	110%	532,100	587,100
5000-0002	Cleansing	360,765	96%	374,300	374,300	366,726	86%	425,100	383,100
5100-0002	Water Supply	951,026	101%	942,600	942,600	509,636	96%	532,200	546,200
5200-0002	Sewerage Services	820,416	100%	817,600	807,600	366,385	92%	398,300	458,300
4000-0001	WORKS AND SERVICES	15,473,020	66%	23,274,800	40,220,600	22,685,103	88%	25,866,700	43,712,700
TOTAL REVENUE AND EXPENDITURE		23,912,746	55%	43,505,600	57,607,200	32,395,796	91%	35,657,100	54,214,600



*Account/Function Specific Comments for Revenue and Expenditure Summary Report*

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance	<i>Financial assistance grants paid in advance in prior year instead of larger quarterly instalments, next budgeted annual prepayment due in June 2024.</i>	
1200-0002	Oncosts		<i>Includes insurance premiums paid for 12 months.</i>
1300-0002	Stores/Purchasing		
2000-0002	Corporate Governance		
2100-0002	Business Activities		
2150-0002	Saleyard Operations		
2200-0002	Tambo Sawmill & Weighbridge		
2350-0002	Airports/Aerodromes		
2450-0002	Tourism		
2500-0002	Planning & Development	<i>Increase in planning and development applications</i>	
2580-0002	Economic & Community	<i>Budgeted amount includes State &amp; Federal Capital Grants</i>	
2600-0002	Environmental		
2650-0002	Animal Control		
2700-0002	Stock Routes		
3000-0002	Work Scheme and Community		
3100-0002	Council Housing		
3300-0002	Child Care Services		
3350-0002	Sport and Recreation		
3400-0002	Youth Services		
3415-0002	Tambo MPC		
3445-0002	Disability		
3460-0002	Community Services		
3470-0002	Miscellaneous Care		
3500-0002	Libraries, Education		
3570-0002	RADF & Community Assistance		
3600-0002	Halls and Cultural Centres		
3700-0002	Showgrounds & Sports		
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance		
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management		
4700-0002	Cemeteries		
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing	<i>Rate charges levied for 12 months</i>	
5100-0002	Water Supply	<i>Rate charges levied for 12 months</i>	
5200-0002	Sewerage Services	<i>Rate charges levied for 12 months</i>	

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

5.1.2

SUBJECT TITLE:

**DFCCS Operations Report - May 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 May 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:**

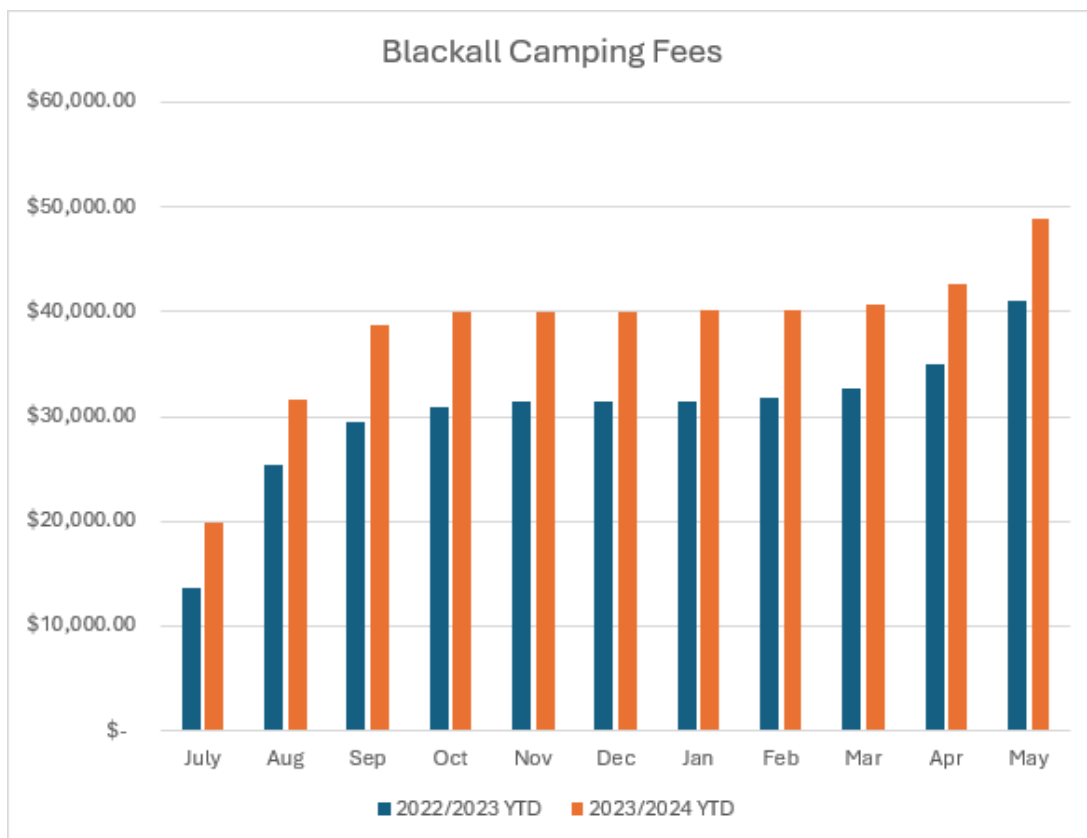
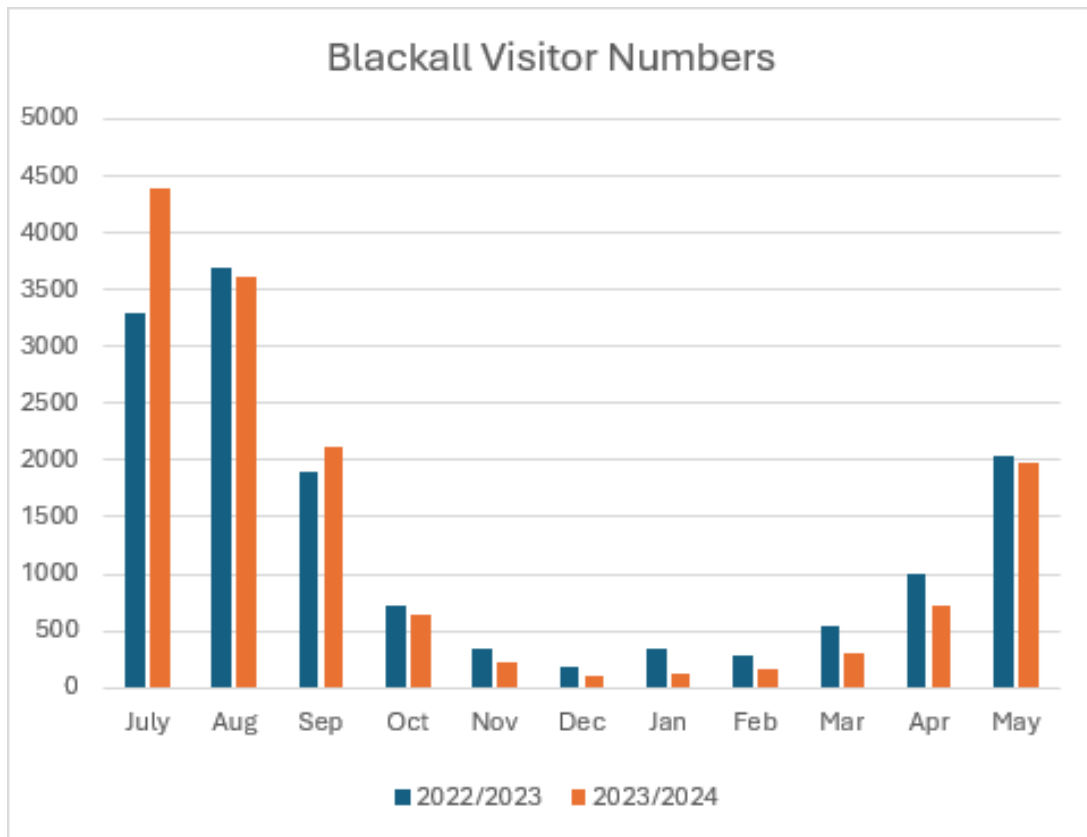
**That Council receive the DFCCS Operations Report for May 2024.**

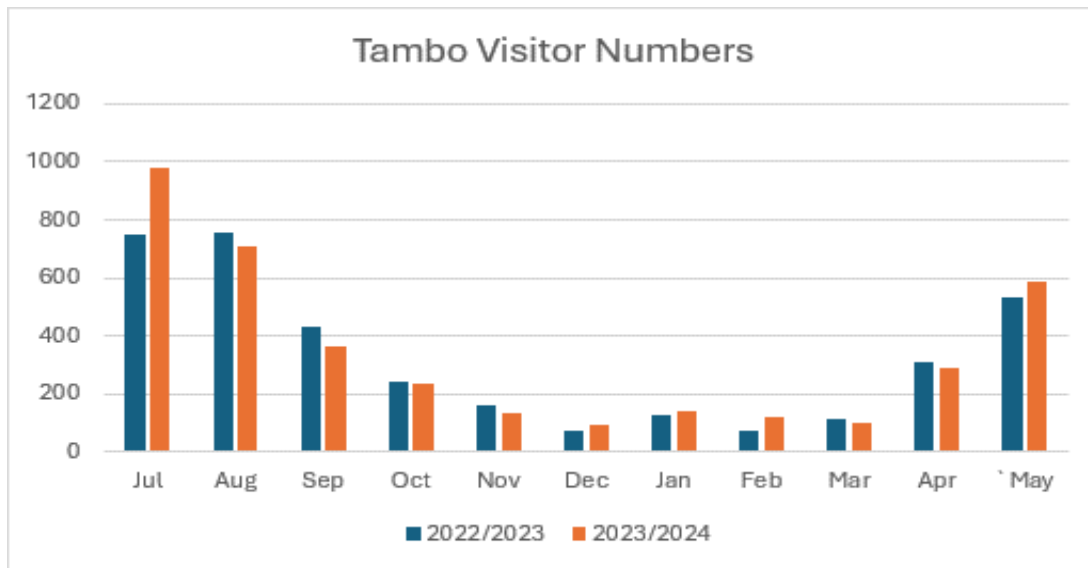
**Background****Blackall Buildings**

- Stage one of the Cultural Centre acoustic wall repairs complete.
- Stage two of Cultural Centre acoustic upgrades included in 2024-2025 draft budget.
- Minor repairs carried out as required.

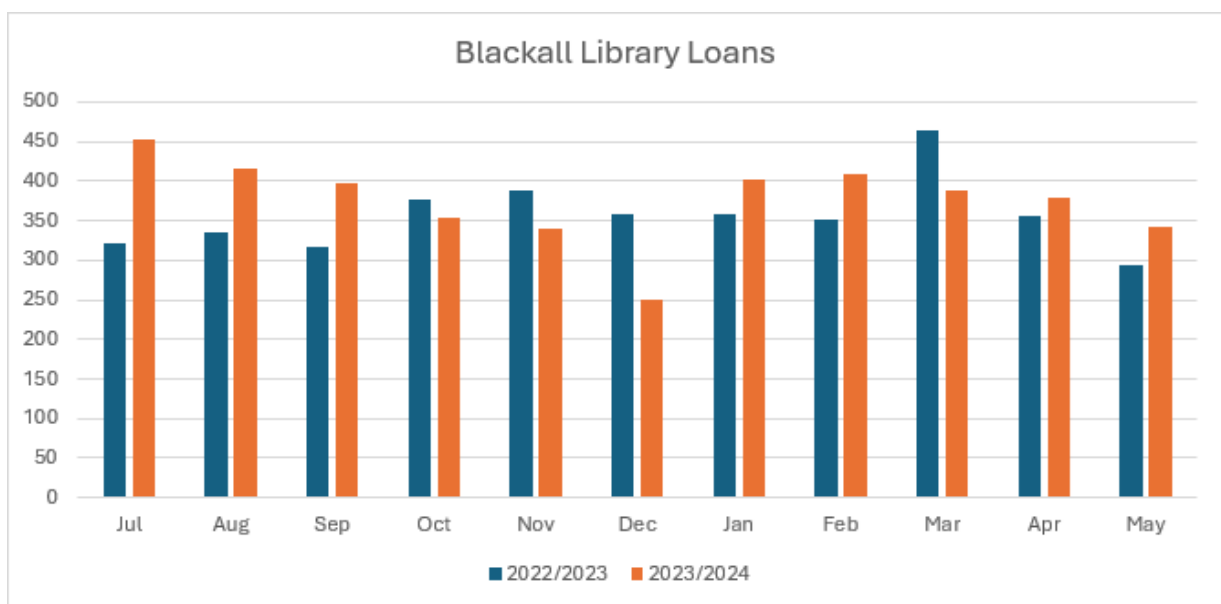
**Tambo Buildings**

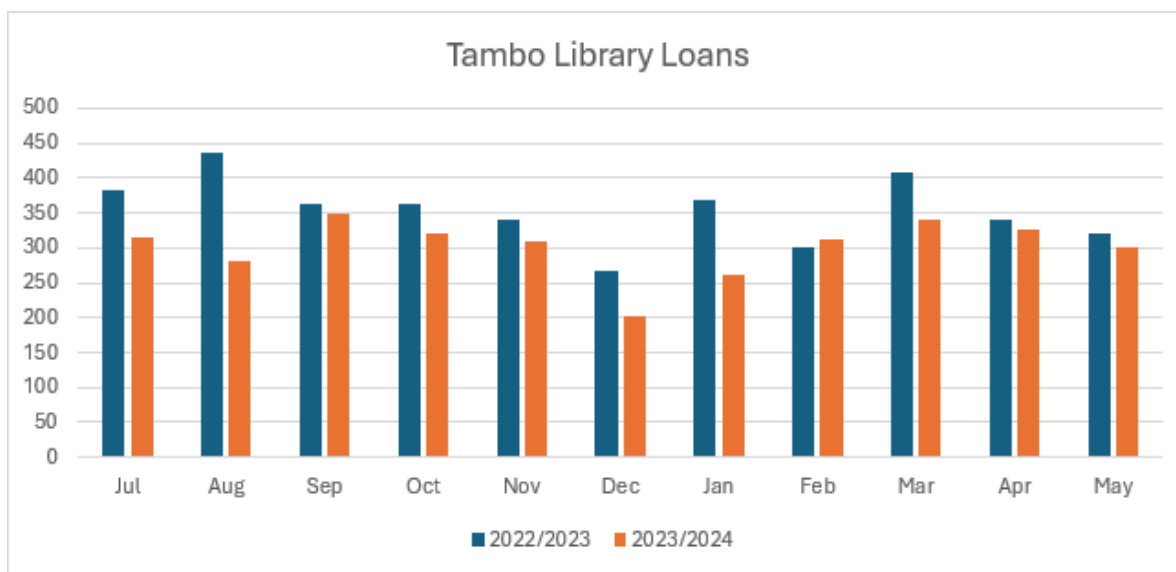
- All housing and buildings have had pest control treatment.
- House at 7 Star Street has been advertised for rent.
- Housing inspections to be carried out in June.
- General maintenance carried out on housing.
- No vacancies at the Coolibah Village.



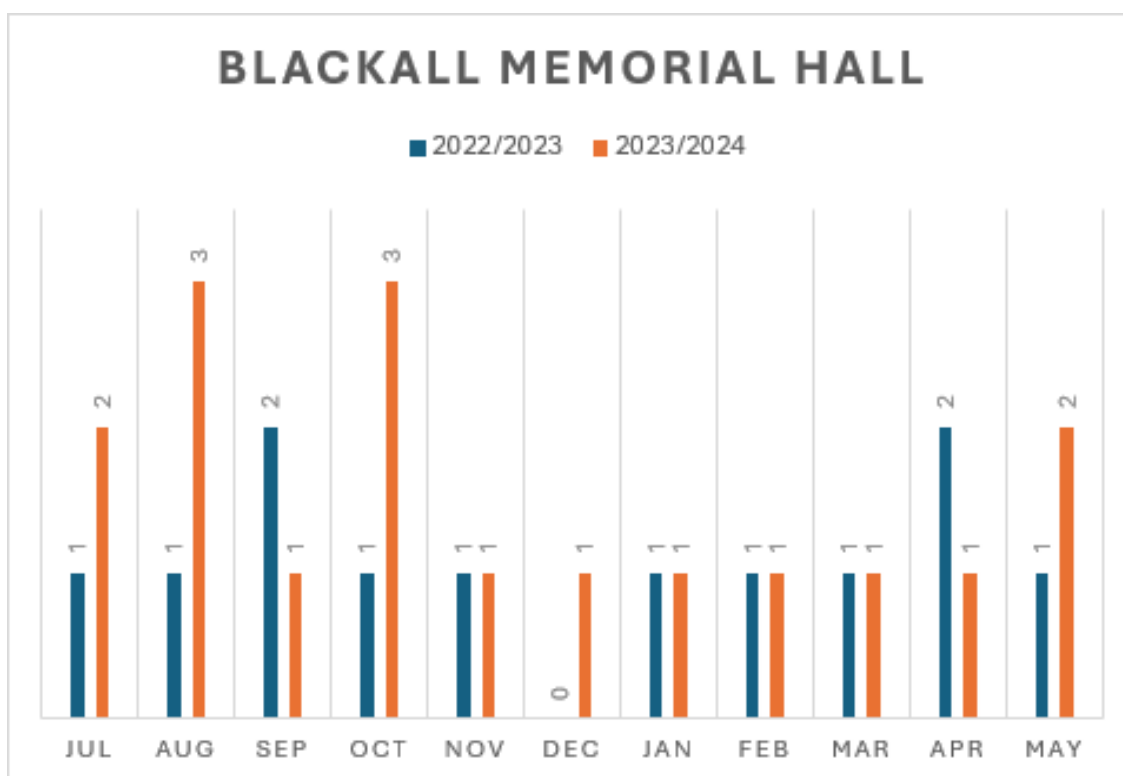


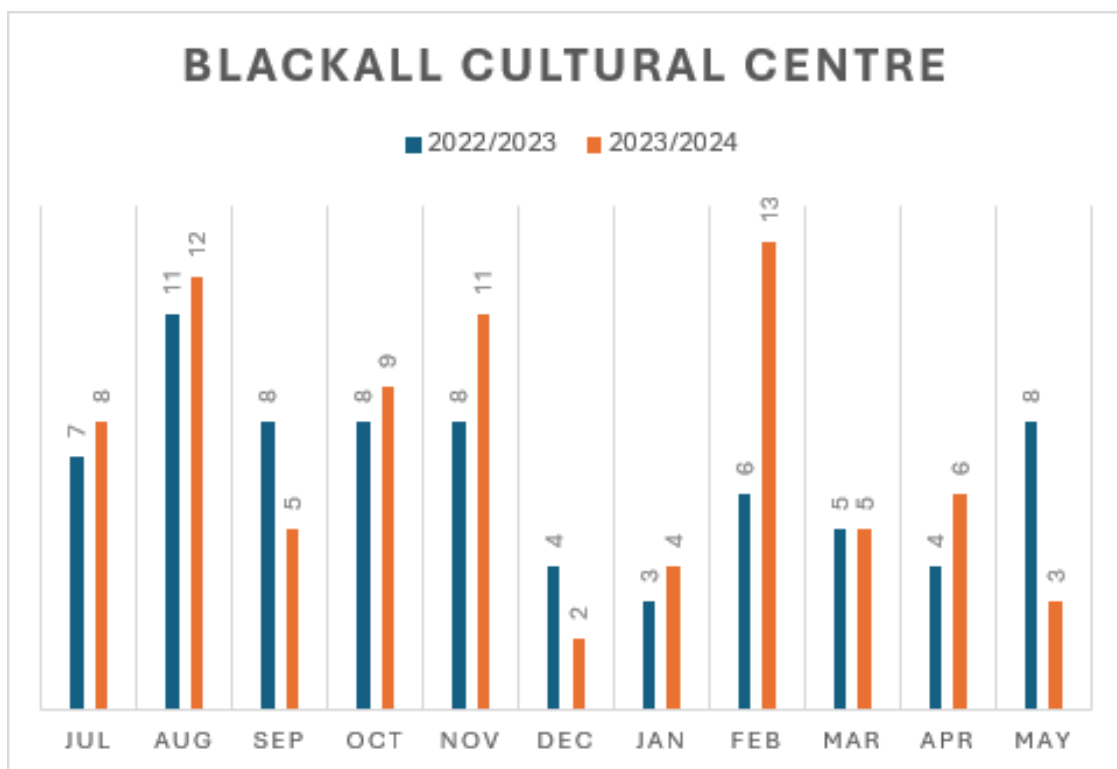
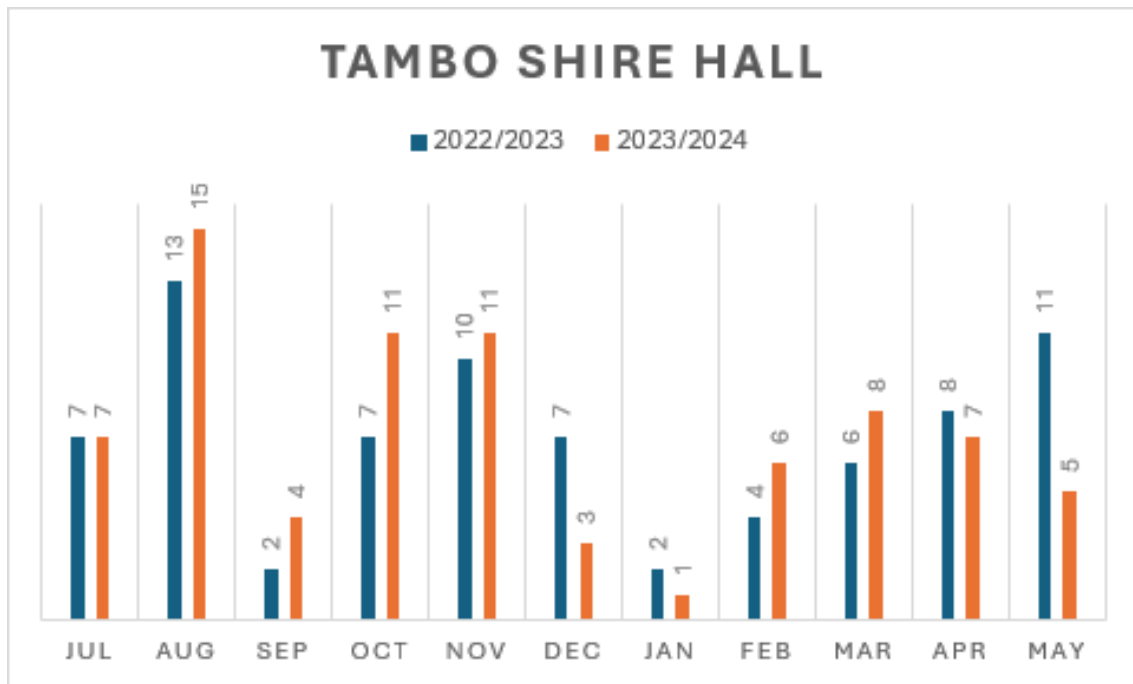
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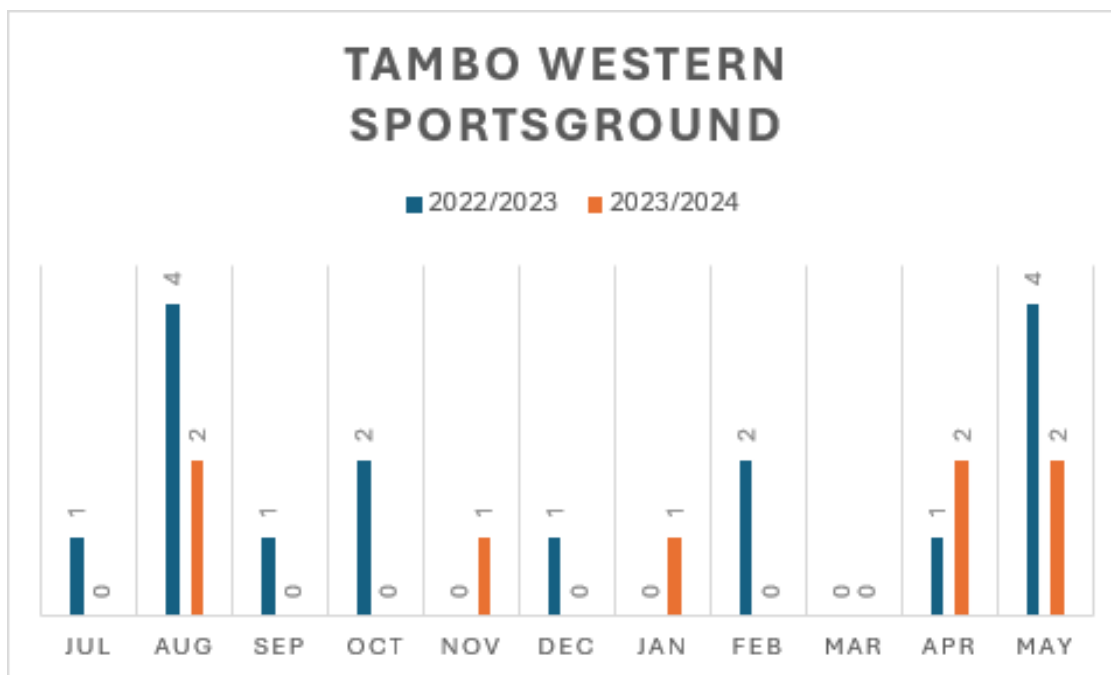
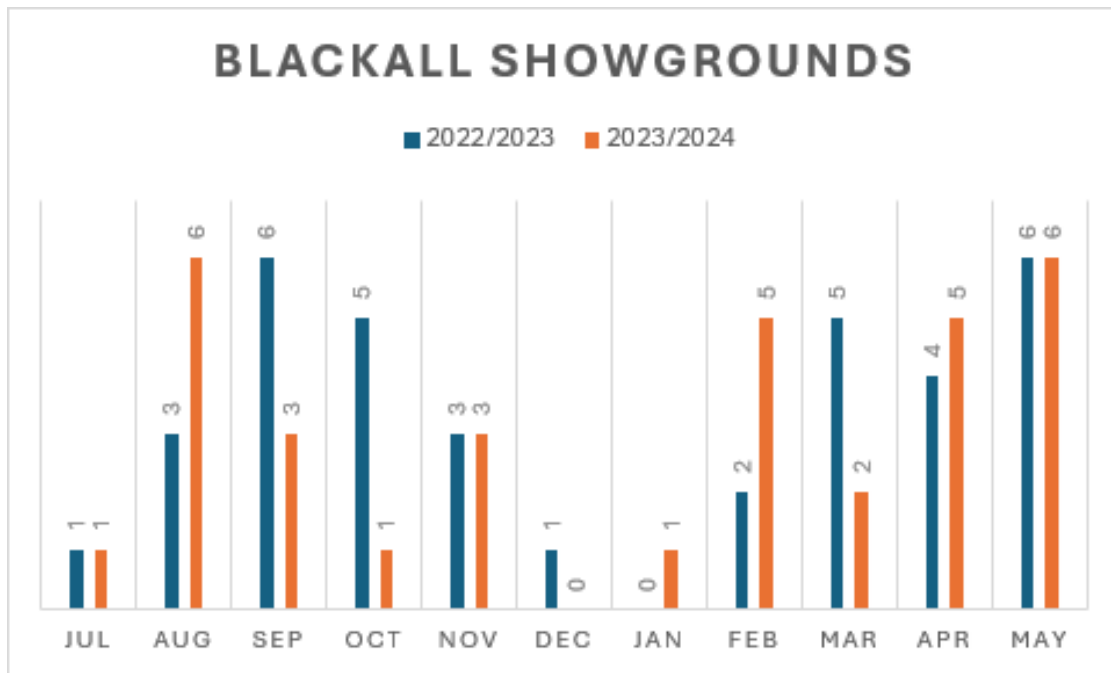


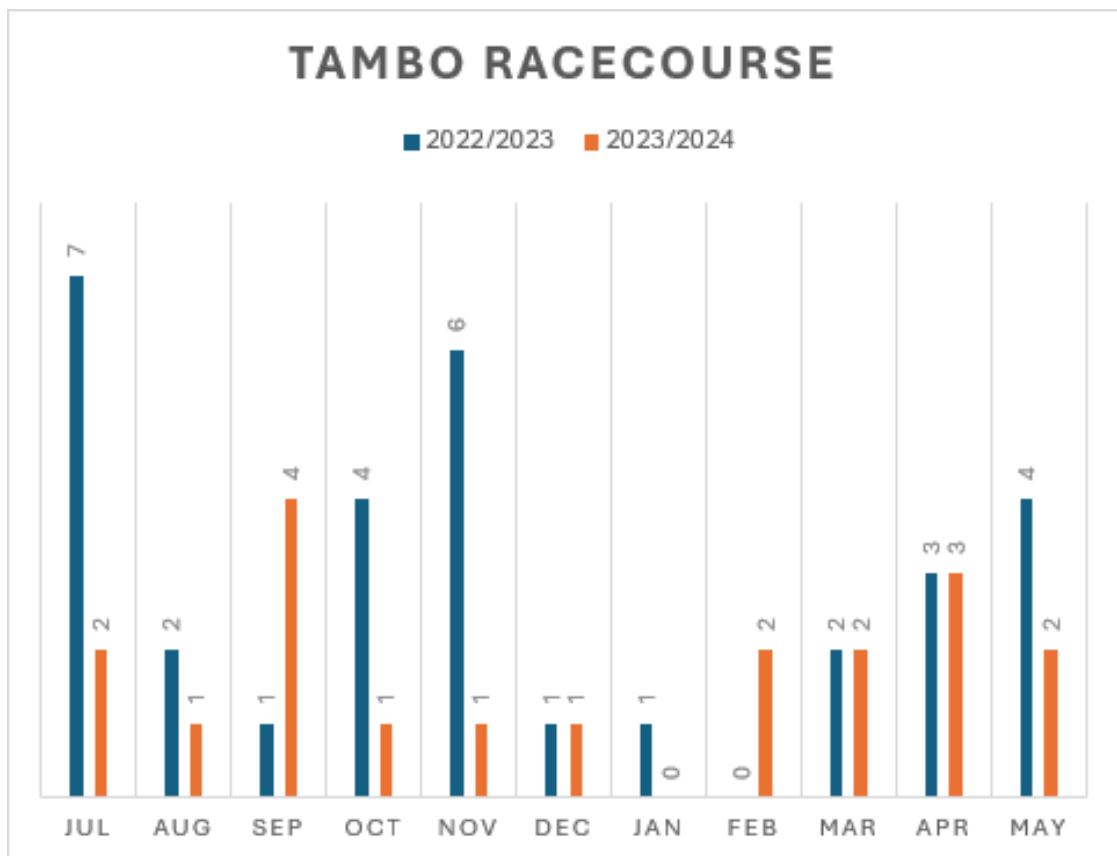
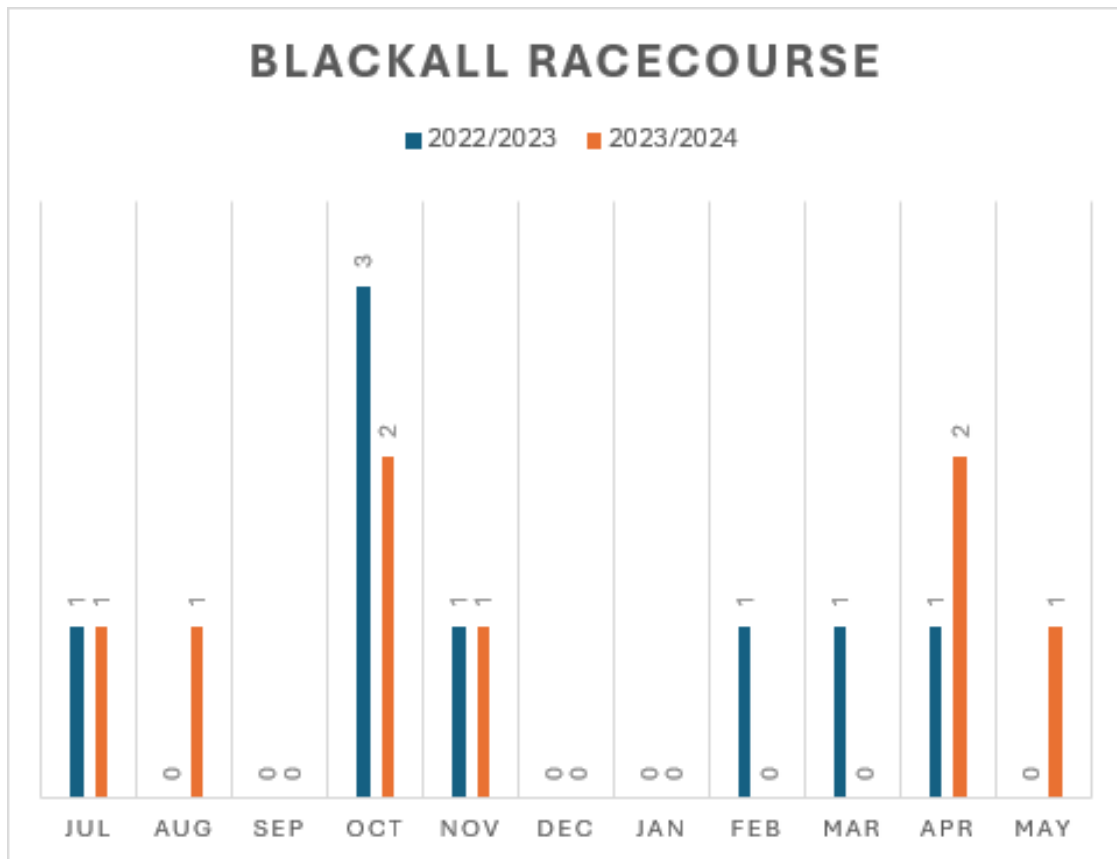


### Council Facility Bookings

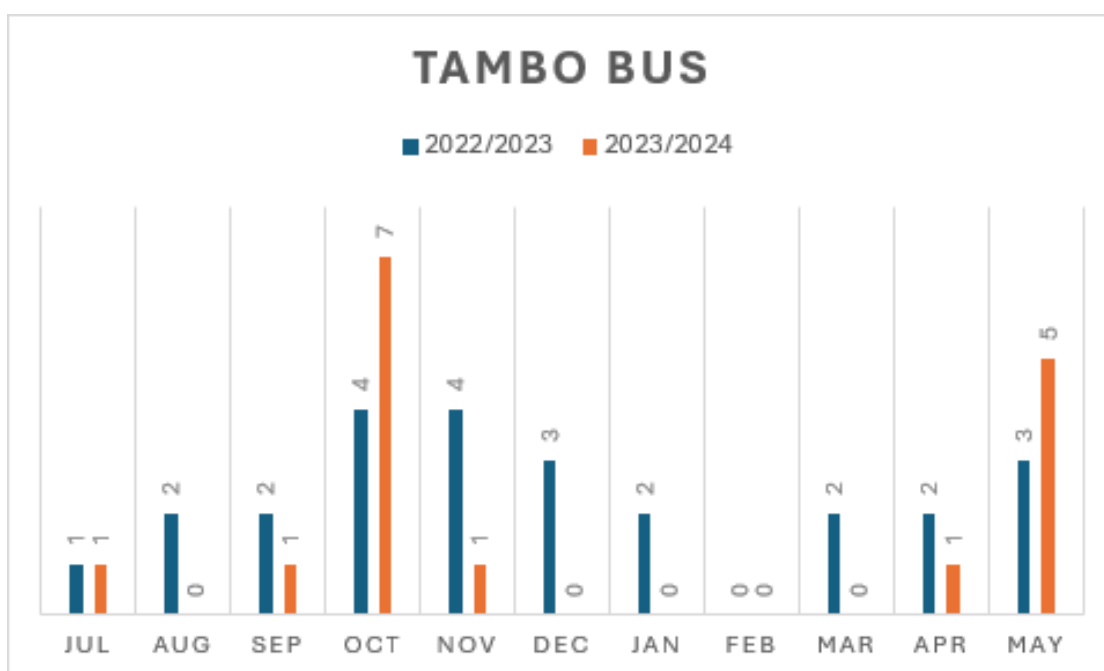
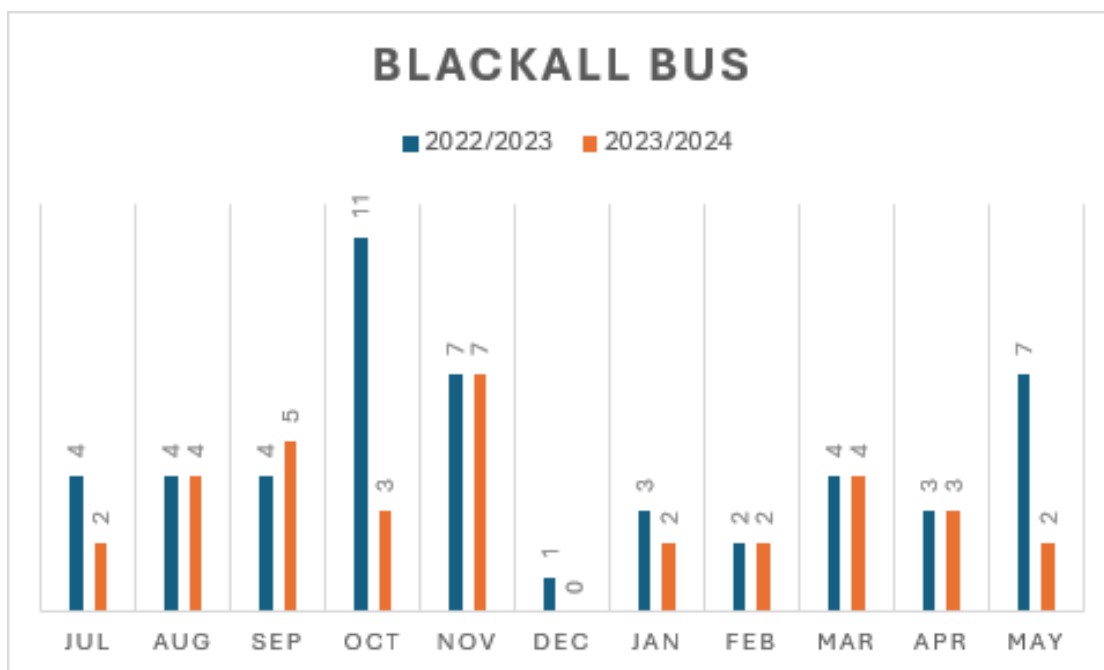


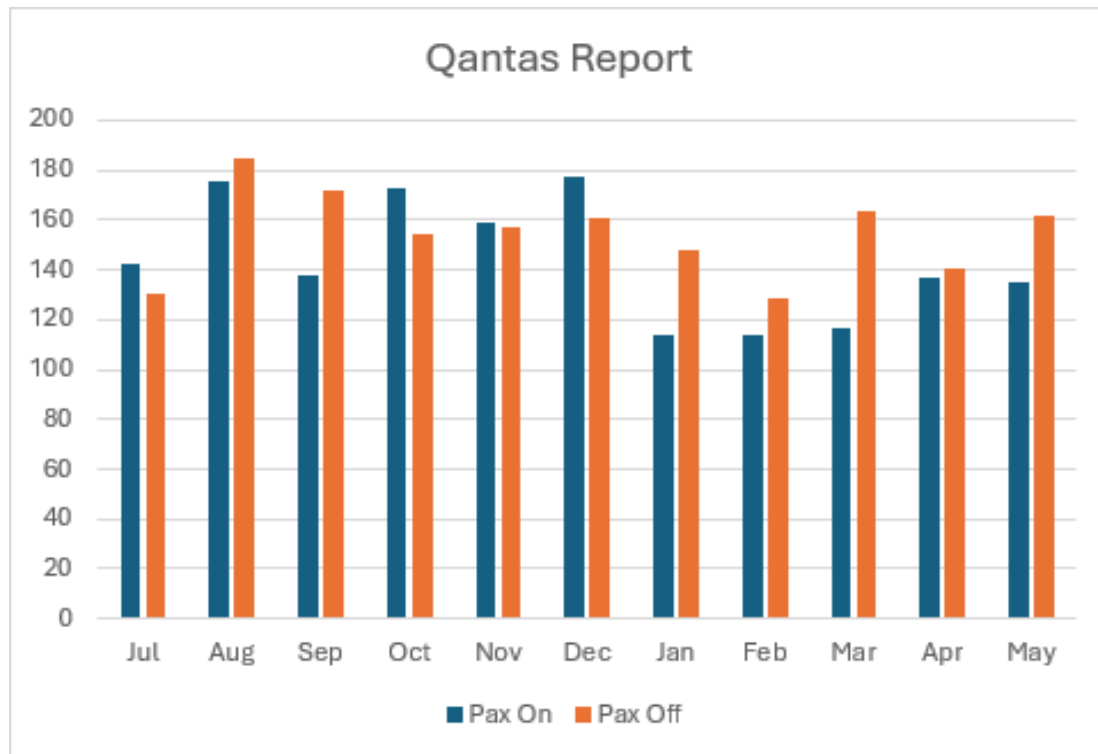












### Tambo Multi-Purpose Centre

- The production of "The Twits" by Roald Dahl, presented by The Western Touring Show, enjoyed considerable success, with an attendance of approximately 60 individuals.
- The traveling podiatrist attended to 29 clients, and he will be returning in July to continue this service.
- The Centre has partnered with a regional beautician to host a workshop on June 8th. The workshop will outline the benefits of skincare as part of the "Healthy Ageing" program.

### [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 19 June 2024

**ITEM NO:****5.1.3****SUBJECT TITLE:****Retirement of Blackall Gym Policy**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

CLASSIFICATION (if Confidential) N/A

**Summary:**

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.

**Officer's Recommendation:**

**That Council retire the Blackall Gym Policy as the facility is managed privately.**

**Background**

Council approved Ms Jess Johnson at the Council Meeting held on 20 December 2023 to become the lessee of the Blackall Gym. Accordingly, the Blackall Gym will now have policies and procedures created by the lessee to conduct business.

Maintenance of the building and surrounding grounds will continue to be maintained by Council.

Council's Gym Policy is no longer required; therefore, it is recommended that the policy is retired.

**Link to Corporate Plan**

Governance

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

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

**Consultation (internal/external)**

Chief Executive Officer

Director of Finance

**Policy Implications**

Blackall Gym Policy

**Budget and Resource Implications**

Nil

### Risk Management Assessment

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

### Proposed Risk Treatment

Nil

### Attachments

1. Stra 18 - Blackall Gym Policy [5.1.3.1 - 2 pages]



# **Blackall-Tambo**

## **Regional Council**

### **Blackall Gym Policy**

Policy Number: Stra 18	Effective Date: 11 October 2023
Version Number: 1	Review Date: 11 October 2025
Procedure Compiled by: DFCCS	
Procedure Approved by: CEO	

#### **PURPOSE**

It is the policy of Council to promote health and wellness while encouraging members to engage in safe conduct while participating in Wellness Services activities and while utilizing recreational facilities.

Accordingly, in addition to encouraging members to use good judgment, Council has adopted this policy to approve rules designed to encourage safe behaviour on the part of current members of the gym.

#### **RESPONSIBILITIES**

- Any paid personal training performed in the gym must only be instructed by a qualified personal trainer.
- Any paid personal training performed within the facility by someone other than a qualified personal trainer is strictly prohibited.
- Members must be a minimum of 16 years of age and a minimum of 18 years of age to use weightlifting equipment.
- Smoking, use of tobacco products, alcoholic beverages, food, and drink, except water bottles, are not allowed in the gym.
- Proper footwear is required.
- Members and guests are required to follow all posted rules.
- Towels are to be used on equipment.
- Athletic attire must be always worn. Athletic shoes that cover and protect your feet must be worn. No sandals.
- Bags should be kept in designated locker areas.
- Spotters are recommended.
- Re-rack weights and replace equipment when finished.
- Please do not drop weights or dumbbells.
- Please do not touch the audio or video equipment.
- All equipment must remain inside the facility.
- Turn off air conditioning and lights when leaving.
- In case of an emergency please use the triple zero phone.
- Sanitise equipment after use.

Document #:	Date Effective: 23/10/2023	Version: 1.0	Page 1 of 2
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## Blackall-Tambo Procedure

### STANDARDS OF CONDUCT

All members who use the gym are expected to:

- Treat the facility with respect.
- Act with character and courtesy while respecting the rights, welfare, and dignity of all others in the gym.
- Act in a safe, responsible manner in regard to themselves and others in the gym.

Members may be subject to temporary or permanent loss of membership for the following misconduct:

1. Physical or verbal abuse, threats, intimidation, harassment, and/or other conduct which threatens or endangers the health or safety of any person.
2. Unauthorized entry including entry prior to payment of membership fees.
3. Disorderly or lewd conduct including disorder associated with alcohol or controlled substances.
4. Recording images either by photograph, video or digitally without knowledge of the individual being recorded.
5. Wilful damage to or destruction of any gym equipment.

Document #:	Date Effective: 23/10/2023	Version: 1.0	Page 2 of 2
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## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

5.1.4

SUBJECT TITLE:

**RADF Recommendation- Red Ridge Interior Queensland**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

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.

**Background**

Council and Red Ridge are working towards the 2024 Circus Carnival to be held in August. The selected Circus is Hudsons.

Hudsons Circus presents a 2-hour traditional style Circus with a modern twist featuring 'Edge of your seat Daredevils, Hilarious clowns, aerial acrobatics and beautiful animal acts' in a fast-paced show for the whole family.

Hudsons Circus celebrated their 10<sup>th</sup> Anniversary last year where they toured 20 towns and performed 313 shows across New South Wales and Queensland.

There is capacity to come with a Big Top from the 22<sup>nd</sup> August through to the 1<sup>st</sup> September. Tambo performances being 24/25<sup>th</sup> August and Blackall 30<sup>th</sup> Aug – Sept 1<sup>st</sup>.

There is an opportunity for a 90-minute workshop (in the Big Top) in both Blackall and Tambo (24<sup>th</sup> in Tambo & 31<sup>st</sup> in Blackall).

The RADF Committee elected to support the circus workshops in the Big Top via a flying minute as a committee regional strategic initiative for the amount of \$2109.00.

"That the 2023-2024 RADF remaining funds of \$2109.00 be utilized to support the circus workshops as part of the 2024 Blackall-Tambo Circus Carnival to be held in August 2024."

MOVED: Lindy Hardie

Seconded: Kiralee Sanderson

**Link to Corporate Plan**

Vibrant Communities

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

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



**Consultation (internal/external)**

RADF Committee

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Management Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Funded projects.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil

**Attachments**

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

5.1.5

SUBJECT TITLE:

**RADF Meeting Minutes**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The RADF Special Meeting was held via zoom.

**Officer's Recommendation:**

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

**Background**

The committee met via zoom on the 20 March 2024 at 10.00am.

A discussion was held to elect a new Tambo member for the RADF committee. The Committee accepted Pam Pullos' application and appointed her to the position.

**Link to Corporate Plan**

Vibrant Communities

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

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

**Consultation (internal/external)**

RADF Committee

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

### Risk Management Assessment

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

### Proposed Risk Treatment

Nil

### Attachments

1. Special Meeting Minutes 20 3 24 002 doc [5.1.5.1 - 1 page]

**Special Meeting Minutes- RADF Meeting via Zoom**

**Date:** 20.03.24

**Time:** 10.00 am

**Present:** Lindy, Ros, Jane, Wendy, Alison, Kiralee, Pip

**Apologies:**

nil

The purpose of the meeting is to elect a new Tambo member to replace Louise Martin due to her resignation.

Two nominations were received and have been circulated to the Committee.

- Rhondda Scott
- Pam Pullos

*Motion:* That the RADF committee accepts Pam Pullos' nomination for the position of Tambo RADF Committee Member.

Moved: Jane

Seconded: Ros

All in favour

RLO to action.

**General Business:**

- Correspondence has been received from Arts Queensland regarding the RADF program rolling into 3-year contracts. (Alison to speak to this)

**Next Round & Meeting:**

Round 4 applications close on March 30.

Wednesday April 3<sup>rd</sup> – Tambo 2 pm.

Grassland Art Gallery workshop.

**Closure:**

There being no further general business the meeting closed at 10.15 am.

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 19 June 2024  
**ITEM NO:** 5.2.1  
**SUBJECT TITLE:** Director of Works and Services Operation Report  
AUTHOR AND OFFICERS TITLE: Ashlee Harvey Engineering Assistant  
AUTHORISING OFFICER: Ajay Agwan (Director of Works and Services)  
CLASSIFICATION (if Confidential) N/A

**Summary:**

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

**Officer's Recommendation:**

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

**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:** Awarded to WMS Engineering via Vendor Panel. Inception meetings were held with the Consultant (WMS) and the peer reviewer. Peer reviewer (QRA covering expense) has scope expanded review of report and model. Survey of Barcoo River Gauge Cross-sections was completed in May 2024. Hydrologic and Hydraulic Model is 50% complete, and 100% expected on the 28 June 2024. Model Calibration expected on the 2 August 2024. Draft Report on the 27 September 2024. On track for 25 October 2024 completion with the final report and models.

**General RMPC (Road Maintenance Performance Contract) FY 2324**

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

**Project Scope:** General maintenance as required of the National Highway and State-Controlled Network within the Blackall-Tambo Regional Council boundary.

**Current Status:** Further maintenance works scheduled.

**Charles and Queen Elizabeth Street**

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

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

**Current Status:** Contractor awarded the works for the upgrade at end of May 2024. Works commenced 4 June 2024, new culvert being installed first and upgrade to bitumen road on track for end of June 2024.

### **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:** All sewer works are complete with gravity main, rising main and pumpstation with switchboard installed. Remaining works by the Contractor are to complete a switchboard shade structure and security fencing. Underground power connection by Ergon to be complete. Contractor to complete switchboard and fencing by mid-June 2024.

### **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:** Subgrade and gravel haulage complete. Approximately 2 km works complete

### **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. Lohman Contracting is to arrive on site to commence works on 9 June 2024.

### **QRA Betterment Projects Package 1-3**

**Project Budget:** \$1,900, 000 (GST exclusive)

**Project Scope:** Various Road Works and Concrete floodway.

**Current Status:** Package 2 awarded to CGW Australia. Package 2 commenced work on 9 May 2024 and is 65% complete. Package 1 was awarded to Michael Horman Transport and Package 3 awarded to NQES Industries. Package 1 is 50% complete with one of two floodway concrete works (Evora Rd) complete and Coolatai floodway commenced on 5 June 2024. Package 3 will commence late June 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:** Defective tiles to be fully removed by 7 June 2024. New tiles to commence installation on 10 June and complete by end of June 2024.

**Requests for Action**

- A total of 20 requests were received by the Works and Services Department for the month.

	Received	Actioned
Water	4	2
Sewerage	1	1
Drainage	1	1
Parks and Gardens	3	1
Rubbish	0	0
Town Streets	2	1
Highways	0	0
Rural Roads	3	1
Local Laws	1	0
Building Maintenance	1	0
Town Maintenance	2	1
Vandalism	1	1
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	14737
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	5
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.
- Removal of trees

**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 of planned routine maintenance with minimal breakdowns. Planned servicing consists of 10 vehicles along with wheel bearing checks on all side tipping trailing equipment. Unplanned breakdowns consist of 2 Mack granite trucks requiring various repairs to return to roadworthy condition.

Council has also taken delivery of a new BBQ trailer and dual cab tipper truck for Tambo branch. This concludes the 2023/2024 budget items.



### **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 19 June 2024

ITEM NO:

**5.2.2**

SUBJECT TITLE:

**Betterment & Reconstruction Package 3**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Ajay Agwan (Director of Works and Services), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Tenders were requested for the BTRC Betterment & Reconstruction Package 3

**Officer's Recommendation:**

**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.**

**Background**

Council called for tenders for the BTRC Betterment & Reconstruction Package 3. Tenders closed on 15 April 2024 with 7 responses received.

<b>Company Name</b>	<b>Excluding GST</b>	<b>Including GST</b>
CGW Australia	\$593,647.40	\$653,012.14
Central Hire & Contracting	\$727,794.00	\$800,573.40
Lohman Contracting	\$828,531.30	\$911,384.43
Michael Horman Transport	\$745,011.00	\$819,512.10
NQ Estimating & Civil Services	\$455,250.00	\$500,775.00
NQES Industries Pty Ltd	\$671,287.88	\$738,416.66
Stockham Building Services	\$771,450.00	\$848,595.00

George Bourne and Associates (GBA) assessed the tenders and recommended that NQES Industries Pty Ltd be awarded the tender. An excerpt of the letter of recommendation from GBA is included below.

**BLACKALL-TAMBO REGIONAL COUNCIL**  
**BTRC BETTERMENT & RECONSTRUCTION PACKAGE 3**  
**LETTER OF RECOMMENDATION**

On the 25<sup>th</sup> of March 2024, tender documents for the "BTRC Betterment & Reconstruction Project Package 3" were uploaded to VendorPanel for public advertisement.

At the close of tenders 2:00pm, 15<sup>th</sup> of April 2024, seven (7) submissions were received from:

1. CGW Australia
2. Central Hire & Contracting
3. Lohman Contracting
4. Michael Horman Transport
5. NQ Estimating & Civil Services
6. NQES Industries
7. Stockham Building Services

We recommend NQES in accordance with the attached tender analysis.

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

#### Infrastructure

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

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

Chief Executive Officer  
 Director of Works and Services  
 Works Supervisors

### [Policy Implications](#)

Procurement and Disposal Policy

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

\$671,286.96 (ex GST) Funded Project

### [Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The projects are funded.	Low
Legal & Regulatory	Low	Council delegated section 266 of the Local Government Regulation 2012 to the CEO. The procurement process was conducted in accordance with Council's Procurement and Disposal Policy and as the Local Government Regulation 2012.	Low
People	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Operational	Medium	Due to time restraints and contractors schedules it was imperative to award the project quickly.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	

### Proposed Risk Treatment

Nil. The Chief Executive Officer awarded the project to ensure the project was completed in the appropriate period and to secure the best contractor for the project.

### Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

5.2.3

SUBJECT TITLE:

**2024 Reseals – Supply & Delivery of Cover Aggregate**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Ajay Agwan (Director of Works and Services), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

**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.**

**Background**

Council called for tenders for the 2024 reseals supply and delivery of cover aggregate. Tenders closed on 30 April 2024 with 3 responses received.

<b>Company Name</b>	<b>Excluding GST</b>	<b>Including GST</b>
Champion Contracting Pty Ltd	\$237,615.00	\$261,376.50
MAAS Group Pty Ltd	\$321,230.00	\$353,353.00
Michael Horman Transport Pty Ltd	\$276,214.75	\$303,836.23

George Bourne and Associates (GBA) assessed the tenders and recommended that Champion Contracting Pty Ltd be awarded the tender. An excerpt of the letter of recommendation from GBA is included below.

**BLACKALL – TAMBO REGIONAL COUNCIL****BTRC 2024 RESEALS – SUPPLY & DELIVERY OF COVER AGGREGATE – RESEAL PROGRAM****LETTER OF RECOMMENDATION**

On the 2:00pm 8<sup>th</sup> April 2024, tender documents for the "BTRC 2024 Reseals – Supply & Delivery of Cover Aggregate – Reseal Program" were uploaded to VendorPanel for public advertisement.

At the close of tenders 2:00pm 30<sup>th</sup> April 2024, three (3) submissions were received from:

1. Champion Contracting Pty Ltd
2. MAAS Group Pty Ltd
3. Michael Horman Transport Pty Ltd

We recommend Champion Contracting Pty Ltd in accordance with the attached tender analysis.

## Link to Corporate Plan

### Infrastructure

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

## Consultation (internal/external)

Chief Executive Officer  
Director of Works and Services  
Works Supervisors

## Policy Implications

Procurement and Disposal Policy

## Budget and Resource Implications

\$237,615.00 (ex GST) Funded Project

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The projects are funded.	Low
Legal & Regulatory	Low	Council delegated section 266 of the Local Government Regulation 2012 to the CEO. The procurement process was conducted in accordance with Council's Procurement and Disposal Policy and as the Local Government Regulation 2012.	Low
People	Low	Nil	Low
Operational	Medium	Due to time restraints and contractors schedules it was imperative to award the project quickly.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

## Proposed Risk Treatment

Nil. The Chief Executive Officer awarded the project to ensure the project was completed in the appropriate period and to secure the best contractors for the project.

## Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

5.2.4

SUBJECT TITLE:

**2024 Reseals – Supply, Cart, Heat and Spray of Bituminous Product**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Ajay Agwan (Director of Works and Services), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

**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.**

**Background**

Council called for tenders for the 2024 reseals supply, cart, heat and spray of bituminous products. Tenders closed on 30 April 2024 with 1 response received.

Company Name	Excluding GST	Including GST
Boral Resources (QLD) Pty Ltd	\$593,119.45	\$652,431.40

George Bourne and Associates (GBA) assessed the tenders and recommended that Boral Resources (QLD) Pty Ltd be awarded the tender. An excerpt of the letter of recommendation from GBA is included below.

**BLACKALL – TAMBO REGIONAL COUNCIL****BTRC 2024 RESEALS – SUPPLY, CART, HEAT & SPRAY OF BITUMINOUS PRODUCTS – RESEAL PROGRAM****LETTER OF RECOMMENDATION**

On the 8<sup>th</sup> April, 2024, tender documents for the "BTRC 2024 Reseals – Supply, Cart, Heat & Spray of Bituminous Products – Reseal Program" were uploaded to VendorPanel for public advertisement.

At the close of tenders 2:00pm 30<sup>th</sup> April 2024, one (1) submission was received from:

1. Boral Resources (QLD) Pty Ltd

We recommend Boral Resources (QLD) Pty Ltd in accordance with the attached tender analysis.



## Link to Corporate Plan

### Infrastructure

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

## Consultation (internal/external)

Chief Executive Officer  
Director of Works and Services  
Works Supervisors

## Policy Implications

Procurement and Disposal Policy

## Budget and Resource Implications

\$593,119.45 (ex GST) Funded Project

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The projects are funded.	Low
Legal & Regulatory	Low	Council delegated section 266 of the Local Government Regulation 2012 to the CEO. The procurement process was conducted in accordance with Council's Procurement and Disposal Policy and as the Local Government Regulation 2012.	Low
People	Low	Nil	Low
Operational	Medium	Due to time restraints and contractors schedules it was imperative to award the project quickly.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

## Proposed Risk Treatment

Nil. The Chief Executive Officer awarded the project to ensure the project was completed in the appropriate period and to secure the best contractors for the project.

## Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

6.1

SUBJECT TITLE:

**Blackall Saleyards Report**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

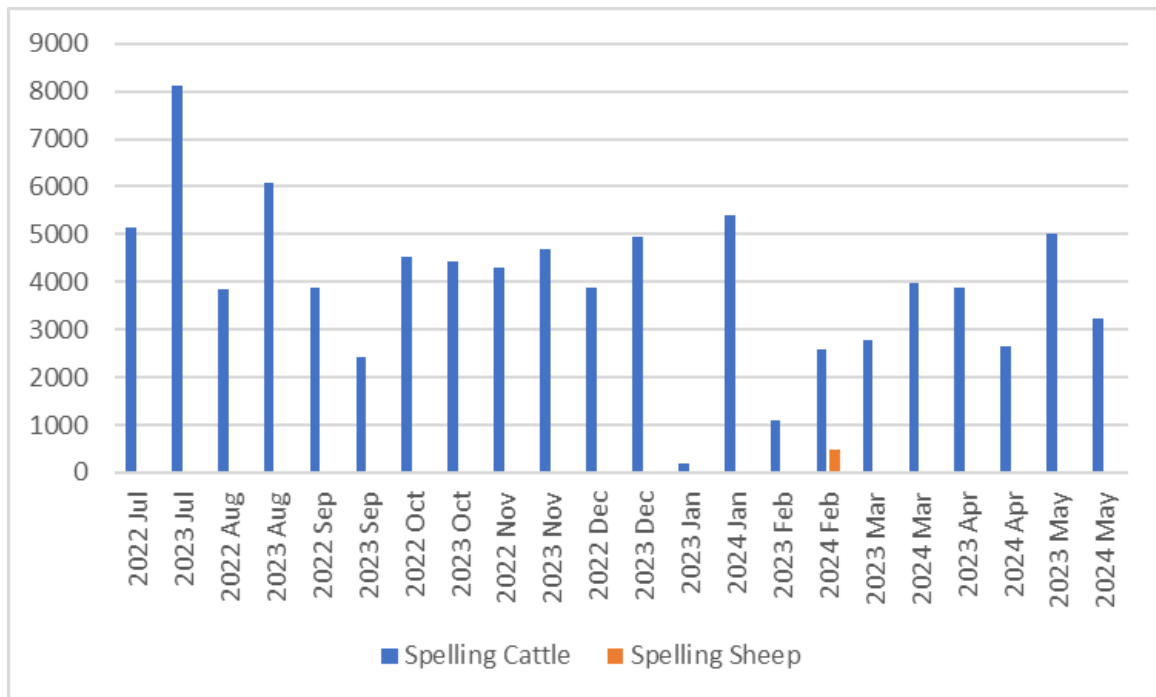
The Blackall Saleyards monthly report for May is provided to Council.

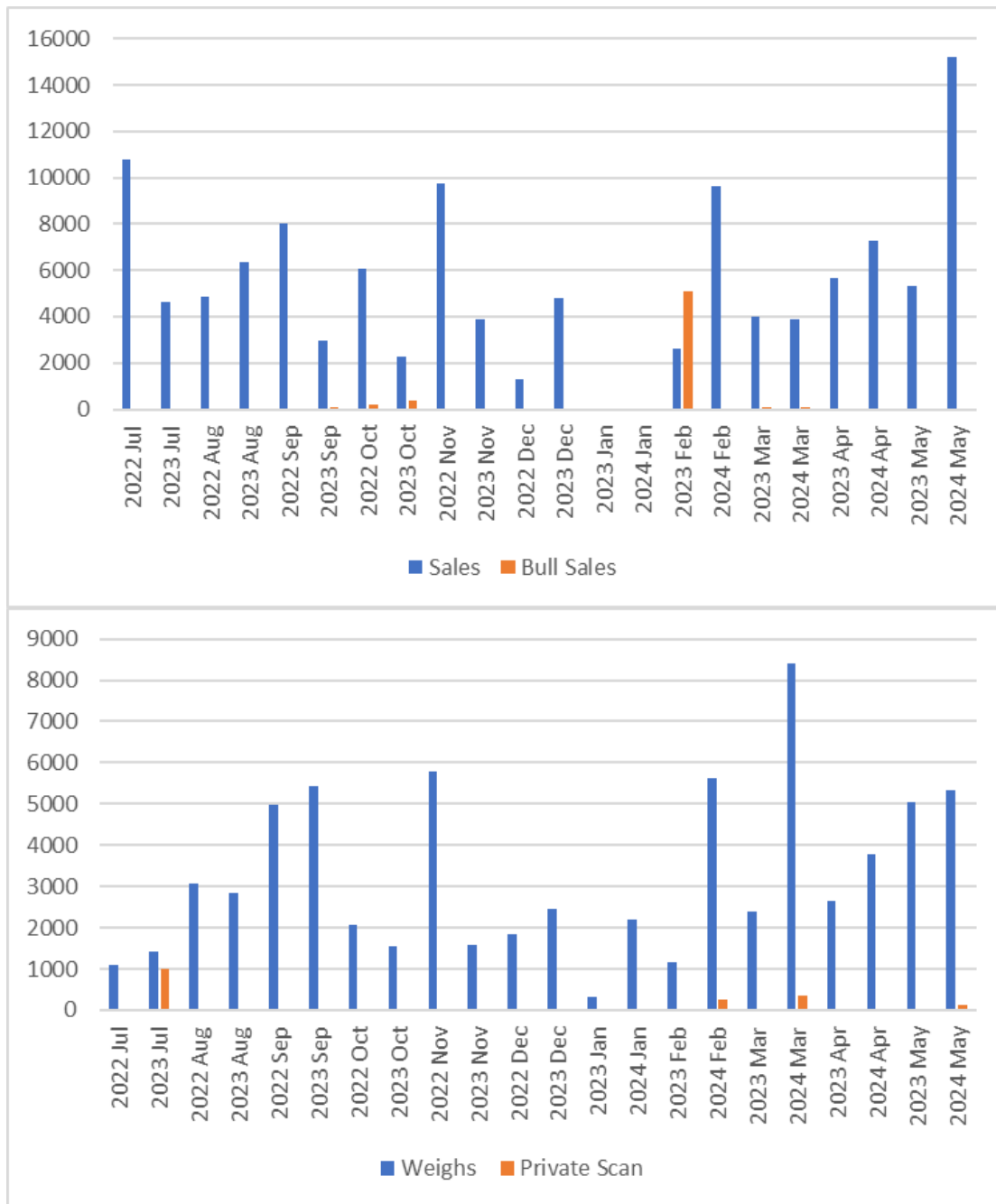
**Officer's Recommendation:**

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

**Background**

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





- Construction of the first loading ramp walkway will commence on 13 June and is expected to finish 25 June 2024. Only one ramp will be out of action at a time. The second ramp walkway is scheduled to commence on 4 July and finish on 15 July 2024.

### [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 19 June 2024

ITEM NO:

6.2

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 May 2024.**

**Background**

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

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
21/05/2024	DA54-2023-2024	BUILDING	80 THISTLE STREET SHADE STRUCTURE	BLACKALL

**1. DEVELOPMENT ASSESSMENT**

Three development applications have been lodged since the last monthly report. Three applications are currently under assessment and three applications are in their appeal period.

1.1 An application has been made by Homack Pty Ltd, seeking a Development permit for Material change of use for a Transport depot at 19 Ivy Street & 8 Mulberry Street, Blackall formally described as Lot 7 & 14 on SP210376. The Transport depot 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 subject site is in the Industrial precinct of the Township zone whereby a Transport depot 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 June Council General Meeting for decision.

1.1	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
	Status:	Decision stage

1.2 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 is currently under assessment.

1.2	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:	Under assessment

1.3 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 is currently under assessment.

1.3	Council reference:	DA58-2023-2024
	Application:	Minor Change
	Street address:	58 Arthur 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:	Under assessment

1.4 The following applications were approved at the May General meeting with the decision notices issued to the applicants soon thereafter. The applicants have a 20 business day Appeal Period within which they can file an appeal. At this stage, there has been no indication

that the applicants will pursue this course. The Appeal Period for the applications is expected to finish around 18 June 2024.

1.4	Council reference:	DA52-2023-2024
	Application:	Development Permit for Short-term Accommodation
	Street address:	61 Rose Street, Blackall
	<b>Property description:</b>	<b>Lot 18 on B13829</b>
	Day application was made:	16 April 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Jason and Mari Yaxley
	Decision:	15 May 2024
	Status:	Appeal period

1.5	Council reference:	DA51-2023-2024
	Application:	Development Permit for a Material Change of Use for a Dwelling House
	Street address:	537 Landsborough Highway, Tambo
	Property description:	Lot 4 and 5 on T1502
	Day application was made:	28 March 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Sheryl Rodman
	Decision:	15 May 2024
	Status:	Appeal period

1.6	Council reference:	DA48-2023-2024
	Application:	Development Permit for a Material Change of Use for a Dwelling House
	Street address:	122-126 Rose Street, Blackall
	Property description:	Lots 30-32 on B13835
	Day application was made:	21 March 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Roger and Gayle Ellison
	Decision:	15 May 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
24/04/24	Business operator	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding establishing a new pylon sign.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The site adjoins a State-controlled road.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>Signs and advertising devices are not assessable against the planning scheme, and therefore a development application will not be required</li> <li>As the site adjoins a State-control road the business operator was advised to liaise with the Department of Transport and Main Roads.</li> </ul>	Closed
04/05/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding about changing an existing approval to add additional cabins.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The site adjoins a State-controlled road, however no changes are proposed to access.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>The proposed change can be lodged as a Minor change</li> <li>The applicant will need to demonstrate the change doesn't result in a substantially different development.</li> </ul>	Closed



24/05/24	Landowner	<u>Proposal</u> <ul style="list-style-type: none"> <li>Request regarding demolition of a building.</li> </ul> <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Commercial precinct of the Township zone.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>Demolition is defined as building work</li> <li>The building work is not assessable against the planning scheme as the site doesn't contain a local heritage place or adjoin a site containing a local heritage place.</li> </ul>	Closed
26/05/24	Landowner	<u>Proposal</u> <ul style="list-style-type: none"> <li>Request about changing an existing approval to reduce setbacks.</li> </ul> <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The site adjoins a State-controlled road, however no changes are proposed to access.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>A minor change allows changes to an approval, provided they are minor and not substantially different</li> <li>The applicant would need to demonstrate the reduced setback doesn't cause any new issues (amenity impacts, sight line impacts etc.) and that the change does not result in a substantially different development.</li> </ul>	Closed
<b>PLANNING AND DEVELOPMENT CERTIFICATES</b>			
<b>Date received</b>	<b>Customer details</b>	<b>Type</b>	<b>Status</b>
Nil			
<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 19 June 2024

**ITEM NO:**

**6.3**

**SUBJECT TITLE:**

**Environmental Health Officer's Report**

**AUTHOR AND OFFICERS TITLE:**

Andrea Saunders Governance Coordinator

**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 May.**

**Background**

- Draft Food Business Application Form sent to all council areas for editing and approval. Ongoing.
- Draft Temporary Food Business Application Form. Editing stage.
- Draft Caravan Park Inspection Proforma. Editing stage.
- Inquiry sent to all Councils, regarding Public Pool water testing. Referencing *Subordinate Local Laws 1, Prescribed Activity/s*.

**Other Actions / Tasks:**

- Revising Food business Application Form – Completed & Waiting on approval.
- Revising Food Business Inspection Form – Completed.

**Food Premises:**

- Food Safety Program assessment, as part of Application – Complete.
- Food safety Inspections were carried out, minor issues were noted and raised with operators.
- Edited Food Business Application Form (Completed and Approved).
- Emails and Phone Consultation (Food Business Related)
- Food Business Application Assessment.

**Local Laws:**

- Commercial Use of roads (Risk Assessment & Approvals).
- Overgrown Allotment assessments.

**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.
- Asbestos Factsheet – Draft stage (will be used for all Councils).

### **Link to Corporate Plan**

Environment & Heritage

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

Outcome 4 - Waste Management - Best practice waste management.

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

Chief Executive Officer

Environmental Health Officer

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 19 June 2024

ITEM NO:

6.4

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 May 2024 is provided to Council.

### Officer's Recommendation:

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

### Background

#### Animal Control

Remove 1 deceased calf from Springsure Road (Tambo Common – Aerodrome turnoff area).

Remove 2 head of common cattle from Blackall Highway – Langlo turnoff area (found broken post and repaired).

Picked up 1 lost dog in Arthur Street, Tambo

#### Complaints

Nil.

#### Weed Control

Spray:

7 floodways' for reseal job on Langlo Road.

Council back Depot (Tambo).

West end of Tambo airstrip – both sides, lights, cones and around windsock and building.

Mayne Pavillion and footy buildings for weeds and Karki Burr.

#### Wild Dog Control

Scalps:

Tambo- 81

Blackall- 51

#### Agistment

Boree Reserve – 35 cows and 30 calves (expires 28/05/2024).

#### 1080

The shire baiting campaign was completed 21/05/2024 with 2,963kg of meat baited for dog and 1,498kg for pig. 26 properties baited for dogs and 13 properties baited for pigs with 4 properties baiting for both pigs and dogs. A total of 3,860kg baited.

#### General

The Tambo Pound Yard sections to be replaced have now been completed (21/05/2024).

#### Capital Works

Glenusk water facility – the trough frame and fence around bore head and tank facility were completed on the 28/05/2024 by MA & TJ Johnson after the completion of the pound yard job.

### **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 19 June 2024

ITEM NO:

6.5

SUBJECT TITLE:

**2024-25 Get Ready Queensland Grant Program**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

**That Council accept the funding of \$7,760.00 (ex GST) from the Queensland Reconstruction Authority for the 2024-2025 Get Ready Queensland program.**

**Background**

The Queensland Government provides funding for the Get Ready Queensland program. The program is a year-round, all hazards, resilience building initiative coordinated by the Queensland Reconstruction Authority (QRA) to support local governments to deliver activities that increase understanding of disaster preparedness and improve disaster resilience in communities.

The Chief Executive Officer, Major General (Retd) Jake Ellwood has written to Council to advise the funding allocation for Blackall-Tambo Regional Council for the 2024-2025 program is \$7,760.00 (ex GST).

Part of the funding received for the 2023-2024 year was used to support the 'Be Ready Central West' calendar project. The calendar was compiled using photographs submitted by residents of the disaster district area. Part of the funding was used to provide prize money to the winners of the competition.

Blackall-Tambo Regional Council participated with Barcaldine, Barcoo and Longreach on the calendar project. It was an opportunity to engage with the community on disaster preparedness and complemented the 'Be Ready Central West' flipbook which was published a couple of years previously.

The 2024 Get Ready Queensland week is earmarked to commence Tuesday 8 October 2024 following the King's Birthday Public Holiday.

The five councils in the district disaster area, Barcaldine, Barcoo, Blackall-Tambo, Longreach and Winton are planning a joint Get Ready Queensland project with the 2024-2025 round of funding.

**Link to Corporate Plan**

Environment &amp; Heritage

Outcome 1 - Disaster Management - Region is prepared and resilient to natural and man-made disasters.

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Nil

**Budget and Resource Implications**

\$7,760.00 funded project

**Risk Management Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	No risk to Council as Get Ready Qld is a State Government funded project.	Low
Legal & Regulatory	Low	Funding to be used in accordance with the QRA guidelines.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Using the funding in accordance with the funding guidelines provides no risk to Council.

**Attachments**

Nil



## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.6

SUBJECT TITLE:

**Outback Queensland Masters**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

**That Council support the Outback Queensland Masters event in principle and provide the in-kind support as contained in the report.**

**Background**

Golf Australia wrote to Council on 26 March 2024 with a proposal for Blackall to host the Outback Queensland Masters event in July 2025. The original request from Golf Australia consisted of a financial contribution of \$22,000 (plus GST) and in-kind support.

At the 24 April 2024 meeting, Council did not support the recommendation to support the Outback Queensland Masters. Golf Australia were advised of Council's decision.

Since the April meeting Golf Australia have revised their financial support request to \$11,000 (plus GST) and in-kind support by provision of tables and chairs, supply of two 3-phase power outlets at the venue or if such power does not exist then provision of an appropriate generator and fuel.

Golf Australia have also requested Council install and remove supplied the street banners. Council will not be able to assist with this item due to workplace health and safety risks.

**Link to Corporate Plan**

Economic Development

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

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Request for Council Assistance Over \$10,000 Policy

### Budget and Resource Implications

\$11,000.00 plus GST and in-kind support.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	\$11,000 (plus GST) and in-kind support.	Medium
Legal & Regulatory	Low	The request is to be considered against Council's policy.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The request should be considered against the Request for Council Assistance Over \$10,000 Policy.	Low
Reputation	Low	Nil	
Leadership	Low	Nil	

### Proposed Risk Treatment

The request should be considered against the appropriate Council policies.

### Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.7

SUBJECT TITLE:

**Council's Acceptable Request Guidelines**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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*.

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

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

**Background**

Section 170A of the *Local Government Act 2009* requires Council to adopt Acceptable Request Guidelines. The purpose of the Acceptable Request Guidelines is to provide guidelines about the way in which councillors can request information or advice from council employees, in order to assist councillors in carrying out their responsibilities.

Council requested King & Company Solicitors undertake a review the Council Policy after concerns were raised by a Councillor who considered section 3.1.1 of the Guidelines contravenes section 170A(1) of the *Local Government Act 2009*.

## Acceptable Request Guidelines detail:

- Which Council employee requests for information and advice may be directed to and what information must accompany that request.
- The limits placed on requests for information and what the information can be used for.
- The expectation on Council employees to provide accurate and impartial advice or information and respond within a reasonable timeframe.

Council provided its solicitor with a copy of Chief Executive Officers Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy (Stat 18, version 6) (Guidelines).

## Council's solicitors have advised the following:

- The Guidelines are to be renamed to Acceptable Request Guidelines in accordance with section 170A of the *Local Government Act 2009*.
- For clarity the word 'employees', insert an expression as a definition such as Relevant Employee.
- Replace the references to 'relevant Manager' or 'Manager' with Relevant Employee.
- Correction of a typographical error in the reiteration of section 170A(4)(a). "Of the" is written twice.
- Clarification of subparagraph (e) on page 5, replace the words 'including email' with 'such as, by email'.

Council's solicitors also provide the following advice:

1. Section 3.1.1 of the Guidelines specifies the particular employees to whom a councillor may make a request for advice.
2. Although section 170A(1) of the *Act* refers generally to a councillor being to ask a local government employee to provide advice to assist the councillor, the subsection must be read with subsections (5) to (7).
3. Relevantly, a request of a councillor is of no effect if the request does not comply with the acceptable request guidelines.

The solicitor has advised nothing in section 3.1.1 of the Guidelines contravenes the *Act*, section 170A(1). It is recommended the amendments are made to the policy and the revised policy be adopted by Council resolution.

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

Governance

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

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

Chief Executive Officer  
King & Company Solicitors

### [Policy Implications](#)

Recommended changes to the Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy.

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

Legal advice \$2051.50

### [Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	\$2051.50 cost for legal advice	Medium
Legal & Regulatory	Low	The revised policy aligns with the requirements under section 170A of the <i>Local Government Act 2009</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### [Proposed Risk Treatment](#)

There is no risk to Council as the revised policy aligns with the legislative requirements.

### Attachments

1. 20240510 Advice - Council's acceptable requests guidelines made under LGA section 170 A(2183910.1) [6.7.1 - 3 pages]
2. Stat 18 CEO Guidelines Reviewed [6.7.2 - 5 pages]



**Our ref:** KAW:TFC:kb:AA27458

**Your ref:** Andrea Saunders

**Date:** #10May 2024

Level 7, Quay Central  
95 North Quay, Brisbane.  
GPO Box 758,  
Brisbane, Qld, 4001.  
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Chief Executive Officer  
Blackall-Tambo Regional Council  
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**QUERY ABOUT COUNCIL'S ACCEPTABLE REQUESTS GUIDELINES MADE UNDER LOCAL GOVERNMENT ACT 2009, SECTION 170A**

This advice responds to Andrea Saunders's email of 29 April 2024.

**Background**

1. Council has provided us with a copy of *Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy* (Stat 18, vers. no. 6) (**Guidelines**).
2. A councillor considers section 3.1.1 of the Guidelines contravenes *Local Government Act 2009* (**Act**) section 170A(1).
3. Council requests we review the Guidelines, with a view to ensuring it does not contradict any part of the section.

**Advice**

*Guidelines section 3.1.1 compliance with Act section 170A(1).*

4. Section 3.1.1 of the Guidelines specifies the particular employees to whom a councillor may make a request for advice.
5. Although *Act* section 170A(1) refers generally to a councillor being able to ask 'a local government employee' to provide advice to assist the councillor, the subsection must be read with subsections (5) to (7).
6. Relevantly, a request of a councillor is of no effect if the request does not comply with the acceptable requests guidelines.
7. The acceptable requests guidelines are guidelines about:
  - (a) the way in which a councillor may ask a local government employee for advice to help the councillor carry out his or her responsibilities under the *Act*; and
  - (b) reasonable limits on requests that a councillor may make.

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Chief Executive Officer  
Blackall-Tambo Regional Council

#10May 2024  
Page 2

8. In relation to reasonable limits, the Guidelines could, for example, provide for limiting information requests from a councillor in certain circumstances such as, for example:
  - (a) a request made repetitively which seeks information that has already been provided in an earlier request; or
  - (b) the information request is such that significant resources of the organisation will be diverted to collate the information.
9. The Guidelines could provide that in these instances, the CEO will refer the subject advice request to the next available meeting of the Council for decision.
10. Having regard to the matters discussed at paragraphs 5 to 9 above, nothing in section 3.1.1 of the Guidelines contravenes the *Act*, section 170A(1).

*Guidelines to be adopted by Council, not the CEO*

11. Prior to 22 November 2012, the *Act* stated that the CEO was to make the Guidelines.
12. However, with effect on 22 November 2012, the *Act* was amended to prescribe that the acceptable requests guidelines are to be “adopted by resolution of the local government”.
13. *Act* section 257(2) states that “a local government must not delegate a power that an Act states must be exercised by resolution”. Accordingly, the making or amending of the Guidelines can only be by Council resolution.
14. Although the Guidelines refers to this requirement within the reiteration of *Act* section 170A the following areas of the Guidelines refer variously to the CEO reviewing, amending or making the Guidelines:
  - (a) the title;
  - (b) the paragraph at the top of page 2; and
  - (c) subparagraph (2) at the top of page 6.
15. The Guidelines require amendment to the abovementioned areas, and needs to be adopted by Council resolution.

*Specified employees to whom requests may be made*

16. The Guidelines:
  - (a) in section 3.1.1, specify the employees holding specified positions to whom a councillor may make a request for advice, some of whom hold managerial positions (such as ‘Director’) and others who may or may not (such as the ‘Environmental Health Officer’, and ‘Executive Assistant’), but
  - (b) in sections 3.1.5 and 3.2.1, refer to ‘a relevant Manager’, or ‘Manager’ in the context of ‘the relevant Manager’.
17. For clarity, we recommend Council amend the Guidelines as follows:
  - (a) in section 3.1.1, after the word ‘employees’, to insert an expression as a definition for the employees specified in the table, such as, for example, ‘(each a **Relevant Employee**)’; and

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Chief Executive Officer  
Blackall-Tambo Regional Council

#10May 2024  
Page 3

- (b) in sections 3.1.5 and 3.2.1, to replace the references to 'relevant Manager' or 'Manager' with 'Relevant Employee'.<sup>1</sup>
18. We query whether the section 3.1.1 table requires amendment to better align with the descriptions of the departments contained in the corporate structure located at the end of the Guidelines.
19. Regarding the inclusion of 'Bookings Meetings Travel Misc' in the section 3.1.1 table:
- (a) We presume it is for seeking such information about other councillors or employees; not about administrative support for the requesting councillor (which should be addressed in the administrative support guidelines made by the CEO under *Act* section 170AA).
- (b) For clarity, we recommend that the reference to the Executive Assistant should specify the Executive Assistant's associated unit of administration (namely, the Office of the CEO).
20. For completeness:
- (a) on page 2, there is a typographical error in the reiteration of section 170A(4)(a)—the words 'of the' are repeated; and
- (b) on page 5, subparagraph (e), for clarity, replace the words 'including email' with 'such as, by email'.

*Councillors not to give directions to local government staff*

21. Although the mayor may give a direction to the CEO that is not in contravention of section 170(2), *Act* section 170(3) prohibits any councillor, including the mayor, from giving a direction to any other local government employee, except in accordance with guidelines made under section 170AA about the provision of administrative support to councillors.
22. Neither the *Act* nor the *Acts Interpretation Act 1954* define the expression 'direction'. Accordingly, it will be given its ordinary meaning. To this end, the Concise Oxford English Dictionary 10<sup>th</sup> edition defines:
- (a) **direction** (noun) to mean—the action of directing or managing;
- (b) **direct** (verb) to mean—control the operations of. ➤ supervise and control;
- (c) **manage** (verb) to mean—supervise (staff). ➤ administer and regulate (resources under one's control).

Yours faithfully

**KING & COMPANY**



Contact: Karyn Wernham

Contact's e mail: Karyn.Wernham@kingandcompany.com.au

Partner responsible: Tim Fynes-Clinton

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<sup>1</sup> For completeness, we note the Guidelines in sections 3.2.3, 3.2.4 and 3.2.5 refer to 'Manager' or 'their Manager', presumably, in the context of the subject employee's direct line manager. If any of the references in these sections are intended to refer to a/the 'relevant Manager', amend to refer to 'Relevant Employee' or such other expression that Council inserts into the Guidelines, or, alternatively, amend to refer only to the CEO.

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**Blackall-Tambo**  
Regional Council

**~~Chief Executive Officer's Guidelines for  
Mayoral and Councillor Requests to Employees for Advice  
Policy Acceptable Request Guidelines~~**



**Blackall-Tambo**  
Regional Council

**Acceptable Request Guidelines**  
**~~Chief Executive Officer's Guidelines for  
Mayoral and Councillor Requests to  
Employees for Advice Policy~~**

Policy Number: Stat 18	Effective Date: <del>15.04.2020</del> 19.6.2024
Version Number: <del>Six Seven</del>	Review Date: 19.6.2026
Policy Compiled by: <del>Chief Executive Officer</del> Governance Coordinator	
Policy Approved by: Chief Executive Officer	

**RESOLUTION**

**HEAD OF POWER**

*Local Government Act 2009*

**OBJECTIVE**

To provide clear guidelines for the way in which the Mayor and Councillors ask **Relevant** Council employees, other than the Chief Executive Officer, for advice to help the Councillor make a decision.

**DEFINITIONS/APPLICATIONS**

These guidelines are made pursuant to Section 170A of the *Local Government Act 2009*.

Section 13 (3) (f) of the Local Government Act 2009 provides that the Chief Executive Officer has, inter alia, the following responsibilities:-

- (f) complying with requests from Councillors under section 170
  - i. for advice to assist the councillor carry out his or her role; or
  - ii. information, that the local government has access to, relating to the local government.

Section 170 of the Local Government Act 2009 provides as follows:-

- (1) The Mayor may give a direction to the chief executive officer.

Document #: <a href="#">Stat 18</a>	Date Effective: <del>15.04.2020</del> 19.6.2024	Version: <del>Six Seven</del>	Page 1 of 5
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**Blackall-Tambo**  
Regional Council

## **Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy Acceptable Request Guidelines**

- (2) However, a direction under subsection (1) must not be inconsistent with a resolution, or a document adopted by resolution of the local government.
- (3) No Councillor, including the Mayor, may give a direction to any other local government employee.

The advice guidelines are guidelines, made by- ~~Council the Chief Executive Officer~~, about the way in which a Councillor is to ask a local government employee for advice to help the Councillor make a decision.

Section 170A of the Local Government Act provides as follows:-

- (1) A councillor may ask a local government employee provide advice to assist the Councillor carry out his or her responsibilities under this Act.
- (2) A Councillor may, subject to any limits prescribed under a regulation, ask the chief executive officer to provide information, that the local government has access to, relating to the local government.
- (3) If the advice or information requested under subsection (1) or (2) related to a document, the requirement under subsection (9) to comply with the request includes a requirement to provide a copy of the document.
- (4) Subsection (2) and (3) does not apply to information or a document –
  - (a) That is a record of the ~~of the~~ conduct tribunal; or
  - (b) That was a record of a former conduct review body; or
  - (c) If disclosure of the information or document to the Councillor would be contrary to an order of a court or tribunal; or
  - (d) That would be privileged from production in a legal proceeding on the ground of legal professional privilege.
- (5) A request from a Council under subsection (1) or (2) is of no effect if the request does not comply with the acceptable requests guidelines.
- (6) Subsection (5) does not apply to –
  - (a) The Mayor; or
  - (b) The chairperson of a committee of the Council if the request related to the role of the chairperson.
- (7) The acceptable requests guidelines are guidelines, adopted by resolution of the local government, about
  - (a) The way in which a councillor may ask a local government employee for advice to help the Councillor carry out his or her responsibilities under this Act; and
  - (b) Reasonable limits on requests that a Councillor may make.
- (8) In this section a local government employee includes a person prescribed under a regulation.
- (9) The chief executive officer must comply with a request made to the chief executive officer under subsection (1) or (2) –

Document #: <a href="#">Stat 18</a>	Date Effective: <del>15.04.2020</del> <a href="#">19.6.2024</a>	Version: <del>Six</del> <a href="#">Seven</a>	Page 2 of 5
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**Blackall-Tambo**  
Regional Council

## **Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy Acceptable Request Guidelines**

- (a) Within 10 business days after receiving the request; or
- (b) If the chief executive officer reasonably believes it is not practicable to comply with the request within 10 business days- within 20 business days after receiving the request.

Maximum penalty – 20 penalty units.

- (10) If the chief executive officers forms the belief mentioned in subsection (9)(b), the chief executive officer must give the councillor notice about the belief and reasons for the belief within 10 business days after receiving the request.

- (11) In this section-

**Former conduct review body** means a regional conduct review panel or the Local Government Remuneration and Discipline Tribunal under this Act as in force before the commencement of the *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018, section 18*.

Section 171 Local Government Act – Use of Information by Councillors.

- (1) A person who is, or has been, a Councillor must not use information that was acquired as a councillor to –
  - (a) Gain, indirectly or directly, a financial advantage for the person or someone else; or
  - (b) Cause detriment to the local government.

Maximum penalty – 100 units or 2 years imprisonment.

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

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

### **POLICY STATEMENT**

1. These guidelines enable the efficient delivery of advice to the Mayor and Councillors by establishing rules for Councillors requests for advice.
2. These guidelines should not be used as an alternate procedure for dealing with customer enquiries. Initial customer enquiries must be directed to the Customer Service Officers.

Where a matter occurs after-hours and is of such urgency that to delay contact will bring harm to the Council or damage the reputation of Council, the Mayor and Councillors may contact one of the Council employees listed below:

- Chief Executive Officer

If an after-hours matter is of an operational nature the Mayor and Councillors must log a request through the general Council phone number 07 4621 6600, once a Customer Services Officer has checked for messages and such a call is received, it (the call) must be properly documented and the call details are to be included in a register as well as being passed onto Council's CEO or CEO's delegated person if the CEO is absent from work.

3. Requirements

Councillor requests for advice from ~~Council- Relevant Employees~~ employees other than the Chief Executive Officer must comply with the following requirements:

Document #: <a href="#">Stat 18</a>	Date Effective: <a href="#">15.04.2020</a> <a href="#">19.6.2024</a>	Version: <a href="#">Six Seven</a>	Page 3 of 5
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**Blackall-Tambo**  
Regional Council

## **Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy Acceptable Request Guidelines**

### 3.1 General

- 3.1.1 Councillors may request advice to help the Councillor make a decision, from the following employees:-

Department	Position
Governance	Chief Executive Officer
Works	Director of Works & Services
Corporate Services	Director of Finance & Corporate Services
Health and Environment	Environmental Health Officer
<del>Bookings Meetings Travel Misc'</del>	<del>Executive Assistant</del>

- 3.1.2 Requests for advice must be made in a professional manner and with respect.
- 3.1.3 In requesting advice, Councillors must not direct or pressure Council employees in relation to their work or recommendations they should make.
- 3.1.4 In requesting advice, Councillors must not behave towards employees in an overbearing or threatening manner.
- 3.1.5 Requests for advice must be directed as follows:
- Councillors may request from the Chief Executive Officer or ~~Relevant Employee relevant Manager~~, help or advice of a nature given to the public, and under the same conditions.
  - Councillors will direct all request for advice to the Chief Executive Officer, or the ~~Relevant Employee relevant Manager~~ as per the attached Corporate Structure indicating "functions" and areas of responsibility.
  - Councillors' requests for advice must identify the proposed decision that the Councillor needs advice upon.
  - Councillors' requests for advice must not take the form of an attempt to direct or pressure a ~~Relevant Employee Manager~~ to prepare a response in a certain manner.
  - Councillors' requests for advice must be made in writing, such as, by email including email, unless determined otherwise by the Chief Executive Officer or ~~Relevant Employee Manager~~ in consultation with the Councillor.
  - Councillors must inform the Chief Executive Officer if they believe a ~~Relevant Employee Manager~~ has not appropriately responded to a request for advice.

### 3.2 Employees

- 3.2.1 Copies of any formal written advice provided to one Councillor should be provided, where practical and relevant, to all Councillors, the Chief Executive Officer and Managers.

Document #: <a href="#">Stat 18</a>	Date Effective: <del>15.04.2020</del> <a href="#">19.6.2024</a>	Version: <del>Six</del> <a href="#">Seven</a>	Page 4 of 5
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**Blackall-Tambo**  
Regional Council

## **Chief Executive Officer's Guidelines for Mayoral and Councillor Requests to Employees for Advice Policy Acceptable Request Guidelines**

- 3.2.2 Employees must keep records of advice given to Councillors as they would do when advising a member of the public. This should be recorded electronically in Council's Electronic Document and Records Management System (Magiq).
- 3.2.3 If the Mayor or a Councillor asks for help or advice from an employee other than under these guidelines, the employee must inform the Chief Executive Officer or Manager about the request as soon as is practicable.
- 3.2.4 If the Mayor or a Councillor directs or attempts to direct an employee about the way in which the employee's duties are to be performed, the employee must report this to their Manager or Chief Executive Officer.
- 3.2.5 Employees should inform their Manager or Chief Executive Officer if they believe a Councillor has behaved inappropriately and/or not in accordance with these guidelines.

### **REVIEW TRIGGERS**

This Policy is reviewed internally for applicability, continuing effect and consistency with related documents and other legislative provisions when any of the following occurs:

- (1) The related documents are amended.
- (2) The related documents are replaced by new documents.
- (3) Amendments which affect the allowable scope and effect of a Policy of this nature are made to the head of power.
- (4) Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this Policy is to be reviewed at least once every four years for relevance and to ensure that its effectiveness is maintained.

### **RESPONSIBILITY**

The Policy is to be

- (1) Implemented by all Councillors and Employees; and
- (2) Reviewed and amended in accordance with the "Review Triggers" ~~by~~ by Council ~~the~~ Chief Executive Officer.

### **RECORDS**

When completed and approved the original, signed hard copy of the policy is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in Magiq.

Document #: <a href="#">Stat 18</a>	Date Effective: <del>15.04.2020</del> <a href="#">19.6.2024</a>	Version: <del>Six</del> <a href="#">Seven</a>	Page 5 of 5
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## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.8

SUBJECT TITLE:

**Policy Executive Representative Appointment -  
Local Government Association of Queensland**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

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

**Background**

The Local Government Association of Queensland (LGAQ) Policy Executive is responsible for the determination of the LGAQ policy on behalf of member councils. LGAQ called for nominations for representatives for the current period 2024-2028.

At the 24 April 2024 general meeting, Council resolved the following:

*That Council nominate Cr Andrew Martin to represent District Number 8 for the Local Government Association of Queensland Policy Executive for the period 2024-2028.*

*Moved: Cr Jane Scobie  
Minute No. GM 2024/04/34*

*Seconded: Cr Grahame Schluter  
Carried: 5/0*

Alison Smith, Chief Executive Officer of LGAQ has announced the appointment of the district representatives. Cr Andrew Martin has been appointed the representative for District 8.

District	Representative
District 1: Brisbane City Council	Cr Steven Huang – Brisbane City Council Cr Kim Marx (Alternate Representative) – BCC
District 2: SEQ – South Sub Region	Cr Jon Raven – Logan City Council
District 2: SEQ – West Sub Region	Cr Paul Tully – Ipswich City Council
District 2: SEQ – North Sub Region	Cr Peter Flannery – Moreton Bay City Council
District 3: Wide Bay Burnett	Cr George Seymour – Fraser Coast Regional Council
District 4: Darling Downs	Cr Rebecca Vonhoff – Toowoomba Regional Council
District 5: South West	Cr Samantha O'Toole – Balonne Shire Council
District 6: Central QLD	Cr Matt Burnett – Gladstone Regional Council
District 7: Whitsunday	Cr Kelly Veale – Isaac Regional Council
District 8: Central West	Cr Andrew Martin – Blackall-Tambo Regional Council
District 9: Northern QLD	Cr Kurt Rehbein – Townsville City Council
District 10: Far North QLD	Cr Angela Toppin – Mareeba Shire Council
District 11: North West	Cr Greg Campbell – Cloncurry Shire Council
District 12: Aboriginal and Island Councils	Cr Wayne Butcher – Lockhart River Aboriginal Shire Council Cr Alf Lacey – Palm Island Aboriginal Shire Council

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

Governance

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

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

Chief Executive Officer

### [Policy Implications](#)

Nil

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

Nil

### [Risk Management Assessment](#)

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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil

### Attachments

Nil



## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.9

SUBJECT TITLE:

**Blackall Work Camp Community Advisory Committee Meeting - 14 April 2024**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

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

**Background**

The Blackall Work Camp Community Advisory Committee hold a meeting quarterly. A meeting was held on 14 April 2024 with the following attendees:

- D Howard (Chair)
- L Smith (QCS Acting Manager Low Security)
- Tammy
- Nina Jankins
- M Meyers (QCS Field Supervisor)
- M Wilshire (OIC QPS Blackall)
- B O'Neill (Community Representative)
- T Brown (Field Officer)

M Meyers presented the Work Program report.

The Work Camp's contribution to the community equates to \$159,800.04 for January to April.

Projects included:

- Maintenance at the courts for the Blackall Junior Netball Club
- Anzac Day preparations
- Work at the Blackall Showgrounds for the Barcoo Pastoral Society
- Marking of lines for the Blackall Magpie Rugby League's home games
- Line marking for the St Joseph's football trials
- Setting up and packing up for the Tambo Stock Show
- Mowing and maintenance of grounds around Blackall
  - Woolscour
  - Bowls Club
  - Golf Club
  - Blackall Aquatic Centre
  - Grounds at churches
  - Blackall cemetery
  - Blackall Clay Target Shooting Club
  - Living Arts Centre

- QCWA
- QPS Police Station

Hours of work since February 2024.

February	1227.5
March	1390.5
April	1104.5
May	592 up to and including 13.5.2024

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

Not Applicable

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

Chief Executive Officer  
Queensland Corrective Services  
Blackall Work Camp CAC

### [Policy Implications](#)

Nil

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

Nil

### [Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	The Work Camp provide vital support to community organisations.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### [Proposed Risk Treatment](#)

Nil. The report relates to receiving the report on this matter.

### [Attachments](#)

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.10

SUBJECT TITLE:

**Water Supply Service for Properties in Frames Lane Blackall**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

**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**
    - 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.**

## Background

Blackall-Tambo Regional Council has provided water and continues to provide water to properties outside the declared town water area. The declared water area is as per Council's Revenue Statement.

An audit of water access agreements and associated infrastructure for properties outside Council's declared water service area has been conducted. As a result, the water access agreements had been revised and new agreements entered into.

The Water Access Agreements outline the responsibilities for supply of water (Council's responsibility), and maintenance of water infrastructure (consumer's responsibilities). The properties on the Frames Lane water line are outside Council's declared water service area.

The pipeline supplying water to Frames Lane is connected to the town water supply near Gidyea Street. Council is responsible for the pipeline; therefore, Water Access Agreements cannot be used for Frames Lane. Council supplies water to 9 Frames Lane properties and one adjoining property. These properties are Lot 1, 2, 3, 4, 5, 6, 7, 8 and 9 on SP232635 and Lot 58 on TA228134 (the affected properties).

As per the 2024-2025 Revenue Statement, adopted by Council at the budget meeting, landowners of Frames Lane properties are charged a rate of \$78400 per unit, are metered with an allocation of 2400kl.

It is recommended that the following conditions for the affected properties be endorsed by Council.

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
      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.

The conditions clarify the responsibilities of each party (Council and the landowners of the affected properties) for the supply of water and associated infrastructure.

### Link to Corporate Plan

Governance

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

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

Infrastructure

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

### Consultation (internal/external)

Chief Executive Officer

King & Company Solicitors

### Policy Implications

Revenue Statement

### Budget and Resource Implications

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with the <i>Water Supply (Safety and Reliability) Act 2008</i> and Council's Revenue Statement.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### **Proposed Risk Treatment**

The conditions provide clarification on the water supply and associated infrastructure for the affected properties.

### **Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.11

SUBJECT TITLE:

Old Picture Theatre

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:****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.**

**Background**

On 20 May 2020 Blackall-Tambo Regional Council acquired 67 Shamrock Street, Blackall after it didn't sell at auction for overdue rates and charges. 67 Shamrock Street contains a building known as the Picture Theatre.

At the 17 May 2023 Council resolved the following:

*That Council:*

1. *Make the necessary applications to demolish the buildings located on 63 and 67 Shamrock Street, Blackall; and*
2. *Engage a suitable contractor to undertake the demolition work.*

Moved: Cr BP Johnstone  
Seconded: Cr GK Schluter

Minute No.: 19/05A/23  
Carried: 6/0

The Council resolution, as above, has not yet been actioned by Council staff.

A report provided for the building advises that the cost of rectification is difficult to estimate due to a multitude of factors, and it recommended, should Council consider rectification, a quantity surveyor is commissioned to provide a detailed estimate of the cost. The building report provides the following risk table for each recommendation:



Option	Description	Cost Factor	Risk Factor	Weighting %
1	Do nothing	1	9	50
2	Demolition	3	1	20
3	Renovate & retain function	5	7	60
4	Upgrade for new use	9	6	75
5	New build	10	5	75
<i>The higher the weighting, the greater 'exposure' exists for council</i>				

Council has obtained an estimated cost to have the building demolished. Due to the presence of asbestos and the required health and safety requirements to dispose of the asbestos containing material, the estimated cost is \$365,228.82.

Further investigations show that the neighbour's buildings at the rear of 67 Shamrock Street encroach onto the parcel of land by approximately 5.5 meters. Should Council wish to retain the land for the future use for the Cultural Precinct, the Lot will require a boundary realignment and subsequent planning application due to the encroachment or the neighbouring property needs to remove the structures from the land. The estimated cost for surveying and planning application is \$9000.00. Due to the vicinity of the building to the main road an application would also need to be lodged with the State Assessment and Referral Agency which attracts an additional fee of \$1500.00.

Council has a memorandum of understanding with Red Ridge (Interior Queensland) Ltd which states that 67 Shamrock Street, Lot 1 on RP602469, will be allocated by Council as a contribution toward the development of the Blackall Cultural Precinct.

After additional discussions with Red Ridge and the architects for the Blackall Cultural Precinct it has been indicated that the parcel of land is not necessary for the development of the Precinct.

Council has the following options regarding the property:

1. Proceed with the resolution adopted by Council at the 17 May 2023 meeting (i.e. 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 auction or tender 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*.

The land is disposed of to a person who owns adjoining land if-

- A. The land is not suitable to be offered for disposal by tender or auction for a particular reason, including, for example the size of the land or the existence of particular infrastructure on the land; and
- B. There is not another person who owns other adjoining land who wishes to acquire the land; and
- C. It is the public interest to dispose of the land without a tender or auction; and
- D. The disposal is otherwise in accordance with sound contracting principles.

Section 236(3) states a local government may only dispose of land or an interest in land under this section if the consideration for the disposal would be equal to, or more than, the market value of the land or the interest in land, including the market value of any improvements on the land.



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

Governance

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

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

Chief Executive Officer  
Red Ridge (Interior Queensland) Ltd  
Asbestos removalists  
Council's Town Planner  
Council's Surveyor

### [Policy Implications](#)

Procurement and Disposal Policy

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

To be determined.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	To be determined pending Council's decision.	Medium
Legal & Regulatory	Low	Any action will be undertaken in accordance with the relevant legislation.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	To be determined, pending Council's decision. Appropriate licensed, and qualified contractors would be engaged to demolish the building.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

The risk to Council varies pending Council's decision on the matter. A budget allocation would be required for demolition of the building. Should Council decide to sell the property or dispose of it in accordance with section 236(1)(c)(iv) of the *Local Government Regulation 2012* either process would be conducted in accordance with the legislation, therefore there would not be any risk to Council.

### Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.12

SUBJECT TITLE:

**Special Holiday for 2025**

AUTHOR AND OFFICERS TITLE:

Piper Hansen Administration Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

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

**Background**

Each year, in accordance with the *Holidays Act 1983* local governments are invited by Office of Industrial Relations to request special holidays to be observed during the following year for districts in their area.

Previously, Blackall-Tambo Regional Council has requested and been granted a special holiday for Melbourne Cup Day. Melbourne Cup Day for 2025 is Tuesday, 4 November. Council's request must be submitted by Friday, 12<sup>th</sup> July 2024. A special holiday is not a public holiday, and it is the discretion of the employer to grant staff the special holiday. Public holidays must align with an agricultural show.

Once Ministerial approval has been given, the holiday will be published in the Queensland Government Gazette.

**Link to Corporate Plan**

Not Applicable

**Consultation (internal/external)**

Chief Executive Officer

**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	A holiday can only be granted under the <i>Holidays Act 1983</i> , by the Minister.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Local governments are annually invited to request special holidays.	Low
Ethical	Low	Nil	Low
Reputation	Low	Council has annually applied for a special holiday for Melbourne Cup Day.	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil

### Attachments

1. Request letter 2025 [6.12.1 - 1 page]



Office of  
Industrial Relations

Department of State  
Development and  
Infrastructure

24 May 2024

Dear Chief Executive Officer,

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

If you wish to request special holidays to be observed during 2025 for districts in your local government area, please complete the attached request form and submit via email to [info@oir.qld.gov.au](mailto:info@oir.qld.gov.au) by no later than **Friday, 12 July 2024**.

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

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

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

Should you require further information regarding this process, please contact Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email [patricia.faulkner@oir.qld.gov.au](mailto:patricia.faulkner@oir.qld.gov.au).

Yours sincerely

**Shane Donovan**  
A / Executive Director, Industrial Relations  
Office of Industrial Relations

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

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.13

SUBJECT TITLE:

**Councillor Code of Conduct Policy Review**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

**That Council adopt the revised Councillor Code of Conduct Policy.**

**Background**

The *Local Government Act 2009* provide processes for dealing with councillors who do not comply with their obligations under legislation.

Legislation states that the Minister for Local Government must make a code of conduct that sets out the standards of behaviour for councillors, in performing their official functions as elected representative, consistent with the local government principles.

Failure to comply with the standards of behaviour in the Code of Conduct, or other conduct prescribed in this code of conduct may give rise to a complaint against a councillor's conduct and subsequent investigation and disciplinary action under the legislation if found to have engaged in a conduct breach, misconduct, or corrupt conduct.

A complaint about the conduct of a councillor must be reported to the Office of the Independent Assessor or the Crime and Corruption Commission in the case of corrupt conduct.

The Department of Local Government's Code of Conduct for Councillors in Queensland sets out the values that describe the types of conduct councillors should demonstrate under each of the five local government principles, and standards of behaviour expected of councillors and mayors when carrying out their role as elected representatives.

By following the behaviours set out in the code of conduct, councillors increase public confidence in local government and their decisions.

On 22 February 2024, the Minister for Local Government approved amendments to the code of conduct to reflect legislation changes in effect from 15 November 2022. The code of conduct contains the legislative definitions of conduct breach, misconduct and corrupt conduct and clarifies that conduct which relates solely to behaviour engaged in by a councillor in a personal capacity is not subject to the councillor complaints framework and therefore, the Code of Conduct for Councillors in Queensland does not apply.

Policies are reviewed in several ways:

1. Policy retirement – the policy is no longer required or has been combined with or superseded by another policy.
2. Minor amendments – changes to language, style, formatting, etc that do not impact on the application of the policy.
3. Major amendments – changes that significantly alter council's position on an issue or change the strategic intent of the policy.
4. New policies – state council's position on an issue and outlines council's strategic intention.

There have been major amendments to Stat 4 – Councillor Code of Conduct Policy due to the recent changes to the State's model and the requirement to align with that policy.

A marked-up version of the Councillor Code of Conduct Policy is attached to this report.

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

Governance

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

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

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

Chief Executive Officer

### [Policy Implications](#)

Major amendments to Stat 4 - Councillor Code of Conduct Policy

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

Nil

### [Risk Management Assessment](#)

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The policy has been amended to reflect the amendments to the Department of Local Government's Code of Conduct.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The policy provides guidance to councillors on standards of behaviour.	Low
Reputation	Low	Updating policies keeps council current with changes.	Low
Leadership	Low	The revised policy provides guidance on the standards of behaviour expected from councillors.	Low



### Proposed Risk Treatment

Continuous policy review and development is a critical activity. Outdated policies can leave council exposed to non-compliance with statutory obligations and consequently, reputational risk. Old policies may fail to comply with new laws and regulations and may not address social, ethical, economic and community issues and opportunities. Regular reviewing and updating policies keep council up to date with legislative and regulatory changes.

### Attachments

1. Stat 4 Councillor Code of Conduct Policy Reviewed [6.13.1 - 9 pages]



# **Blackall-Tambo** **Regional Council**

## **Councillor Code of Conduct Policy**

Policy Number: Stat 4	Effective Date: <del>15/04/2020</del> 19/06/2024
Version Number: <del>Seven</del> Eight	Review Date: <del>15/04/2020</del> 18/06/2026
Policy Compiled by: Chief Executive Officer	
Policy Approved by: Chief Executive Officer	

### **PURPOSE**

This Code of Conduct sets out the standards of behaviour expected of Councillors and Mayor of the Blackall-Tambo Regional Council when carrying out their roles, responsibilities and obligations as elected representatives for their communities. By adhering to the behaviours set out below, Councillors will increase public confidence in Local Government and Council decisions.

### **BACKGROUND**

Under section 150D of the *Local Government Act 2009* (the Act), the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as Councillors. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to the standards of behaviour.

Before assuming public office, Councillors must understand and commit to complying with the Local Government principles and obligations of Councillors in accordance with section 169 of the Act, as well as the standards of behaviour set out in this Code of Conduct. All Councillors are required to make a declaration of office under section 169 of the Act. As part of that declaration, Councillors must declare that they will abide by this Code of Conduct.

### **THE LOCAL GOVERNMENT PRINCIPLES AND VALUES**

The Act is founded on five Local Government principles with which Councillors must comply while performing their roles as elected representatives. These principles are listed below:

1. Transparent and effective processes, and decision-making in the public interest.
2. Sustainable development and management of assets and infrastructure, and delivery of effective services.
3. Democratic representation, social inclusion and meaningful community engagement.
4. Good governance of, and by, Local Government.
5. Ethical and legal behaviour of Councillors and Local Government employees.

Document #: <del>Stat 4</del>	Date Effective: <del>15/04/2020</del> 19/06/2024	Version: <del>Seven</del> Eight	Page 1 of 10
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

This Code of Conduct provides a set of values that describe the types of conduct Councillors should demonstrate under each principle. These values are listed below:

1. In making decisions in the public interest, Councillors will:
  - Make decisions in open council meetings
  - Properly inform relevant personnel of all relevant information
  - Make decisions in accordance with law and policy
  - Commit to exercising proper diligence, care and attention.
2. To ensure the effective and economical delivery of services, Councillors will:
  - Manage Council resources effectively, efficiently and economically
  - Foster a culture of excellence in service delivery.
3. In representing and meaningfully engaging with the community, Councillors will:
  - Show respect to all persons
  - Clearly and accurately explain Council's decisions
  - Accept and value differences of opinion.
4. In exercising good governance, Councillors are committed to:
  - The development of open and transparent processes and procedures
  - Keeping clear, concise and accessible records of decisions.
5. To meet the community's expectations for high level leadership, Councillors will:
  - Be committed to the highest ethical standards
  - Uphold the system of Local Government and relevant laws applicable.

This Code of Conduct also sets out standards of behaviour aimed at helping Councillors understand how the principles and values are put into practice while performing their official duties as elected representatives.

Each standard of behaviour is not intended to cover every possible scenario. However, they provide general guidance about the manner in which Councillors are expected to conduct themselves.

It is important to note that the principles, values and standards set out in the Code of Conduct are of equal importance.

Document #: <u>Stat 4</u>	Date Effective: <u>15.04.2020</u> <u>19/06/2024</u>	Version: <u>Seven Eight</u>	Page 2 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

### STANDARDS OF BEHAVIOUR

This Code of Conduct sets out the standards of behaviour applying to all Councillors ~~(excluding Councillors who are governed under the City of Brisbane Act 2010)~~ in Queensland. The behavioural standards relate to, and are consistent with, the Local Government principles and their associated values.

The standards of behaviour are summarised as the three **R's** being:

1. **RESPONSIBILITIES**
2. **RESPECT**
3. **REPUTATION**

Each standard of behaviour includes, but is not limited to, several examples to guide Councillors in complying with the Code of Conduct when carrying out their role as elected officials. Councillors are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

Carry out **RESPONSIBILITIES** conscientiously and in the best interests of the Council and the community

For example, Councillors will, at a minimum:

- Attend and participate meaningfully in all Council meetings, briefings, relevant workshops and training opportunities to assist Councillors in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.
- Respect and comply with all policies, procedures and resolutions of Council.
- Use only official Council electronic communication accounts (e.g. email accounts) when conducting Council business.
- Report any suspected wrongdoing to the appropriate entity in a timely manner.
- Ensure that their behaviour or capacity to perform their responsibilities as a Councillor is not impaired by the use of substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances).
- Cooperate with any investigation being undertaken by the Local Government or other entity.
- Awareness of responsibilities imposed on Councillors by the Local Government Act 2009, and the relevant regulations.

Treat people in a reasonable, just, **RESPECTFUL** and non-discriminatory way

For example, Councillors will, at a minimum:

- ~~Show respect for~~ Treat fellow Councillors, Council employees and members of the public with courtesy, honesty and fairness
- Not use abusive, obscene or threatening language (either oral or written) or behaviour towards other Councillors, local government employees or members of the public, bully, harass, intimidate or act in a way that the public

Document #: <u>Stat 4</u>	Date Effective: <u>15.04.2020</u> <u>19/06/2024</u>	Version: <u>Seven</u> <u>Eight</u>	Page 3 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

~~would reasonably perceive a Councillor's behaviour to be derogatory towards other Councillors, Council employees and members of the public~~

- ~~Be respectful of other people's rights, views and opinions. Have proper regard for other people's rights, obligations, cultural differences, safety, health and welfare.~~

Ensure conduct does not reflect adversely on the **REPUTATION** of Council

For example, Councillors will, at a minimum conduct themselves in the following manner:

- When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council
- When making public comment, clearly state whether they are speaking on behalf of Council or expressing their personal views
- ~~Avoid making unnecessary or irrelevant comments or accusations about Councillors or Council employees in order to undermine them or their position~~
- ~~Ensure behaviour and presentation is appropriate to maintain the dignity of the office of the Councillor. At all times strive to maintain and strengthen the public's trust and confidence in the integrity of the local government and avoid any action which may diminish its standing, authority or dignity.~~

### CONSEQUENCES OF FAILING TO COMPLY WITH THE CODE OF CONDUCT

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this Code of Conduct may give rise to a complaint against a Councillor's conduct and subsequent investigation and disciplinary act under the Act if found to have engaged in a conduct breach, misconduct, or corrupt conduct.

A complaint about the conduct of a Councillor must be submitted to the Office of the Independent Assessor (OIA) within one year from when the conduct occurred, or within six months after the conduct come to the knowledge of the complainant but within two years after the conduct occurred, who will assess the complaint and determine the category of the allegation. In order of most to least serious, the categories of complaint are corrupt conduct, misconduct, inappropriate conduct and then unsuitable meeting conduct.

These time limitations do not reflect the fact that the OIA can look at a matter received late due to exceptional circumstances.

There is not time limit for reporting of corrupt conduct.

Document #: <u>Stat 4</u>	Date Effective: <u>15.04.2020</u> <u>19/06/2024</u>	Version: <u>Seven Eight</u>	Page 4 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

A preliminary assessment process must be undertaken by the Independent Assessor before progressing conduct matter. After the preliminary assessment the Independent Assessor must decide:

- To dismiss a complaint, notice or information; or
- Take no further action to certain circumstances; or
- Refer a suspected conduct breach to a local government for investigation; or
- Investigate the conduct of the councillor; or
- Not deal with the complaint and give the councillor counselling or recommend training or mediation.

If, after the preliminary assessment the Independent Assessor refers the complaint to the appropriate entity to deal with, the entity to which they refer the matter will depend on the category of the conduct complaint (conduct breach, misconduct, and corrupt conduct).

The Independent Assessor may take no further action about the conduct of a councillor, following an investigation, if satisfied that taking further action would not be in the public interest.

### UNSUITABLE MEETING CONDUCT

Under section 150H of the Act, any conduct by a Councillor that is contrary to the standards of behaviour in the Code of Conduct that occurs within a meeting of Council (including standing committee meetings), is dealt with as ***unsuitable meeting conduct***.

Unsuitable meeting conduct by a Councillor is dealt with by the Chairperson of the meeting. It is important that the Chairperson deal with matters of unsuitable meeting conduct- immediately locally, and as efficiently and effectively as possible so that Council can continue with their business or making effective decisions in the public interest.

Unsuitable meeting conduct by the chairperson will be dealt with by the councillors present at the meeting who will decide by resolution if the chairperson has engaged in unsuitable meeting conduct and if so how to deal with the matter. The councillors may make an order to reprimand the chairperson.

*Note: Chairpersons of meeting are carrying out a statutory responsibility under the Act to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct.*

### INAPPROPRIATE CONDUCT BREACH

Under ~~section 150K of~~ the Act, any conduct by a Councillor that is contrary to the standards of behaviour in the Code of Conduct or a policy, procedure or resolution of a Council, and is not unsuitable meeting conduct, misconduct or corrupt conduct (~~i.e. occurs outside of a meeting of Council~~) is dealt with as a conduct breach. The code of conduct applies to conduct directly relevant to a councillors official duties. inappropriate conduct.

The conduct of a Councillor is also ~~inappropriate a~~ conduct breach if the conduct contravenes an order by the Chairperson of a meeting of Council for the Councillor to leave the meeting, or is a series of conduct at Council meetings that leads to orders for the Councillor's unsuitable meeting conduct being made on three occasions within a period of one year. The local government is not required to notify the

Document #: <u>Stat 4</u>	Date Effective: <u>15.04.2020</u> <u>19/06/2024</u>	Version: <u>Seven Eight</u>	Page 5 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

OIA of these matter and may deal with the conduct under section 150AG of the *Local Government Act 2009*.

The Independent Assessor is responsible for conducting a preliminary assessment of the complaint about the conduct of a councillor including assessing allegations of suspected inappropriate conduct breach, excluding those arising from unsuitable meeting conduct, referred to the Independent Assessor. If the Independent Assessor chooses to refer the matter to the Council to deal with, the Council must deal with the matter as quickly and effectively as possible.

Following the preliminary assessment, if the Independent Assessor has decided not to dismiss, the Independent Assessor must refer a suspected conduct breach to the local government to deal with.

The local government may decide not to start, or to continue investigation if:

- The complainant withdraws the complaint or consents to the investigation not being started or being discontinued; or
- The complainant does not comply with a request by the local government for further information;
- or
- There is insufficient information to investigate the conduct; or
- The councillor has vacated office (if re-elected within a 12 month period, the investigation must be recommenced).

### MISCONDUCT

Councillors are required to comply with all laws that apply to Local Governments. This includes refraining from engaging in ***misconduct***.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The Independent Assessor may then refer the matter to the Councillor Conduct Tribunal (CCT) for the matter to be heard and determined. If the councillor is found to have engaged in misconduct the CCT may decide to take disciplinary action it considers appropriate against the councillor. The Independent Assessor may, at any time before the application is decided by the CCT, withdraw an application in whole or in part if satisfied the withdrawal is in the public interest.

If the office of a councillor is vacated before an application is decided, the Independent Assessor must withdraw the application.

The conduct of a Councillor is misconduct if the conduct:

- Adversely affects, directly or indirectly, the honest and impartial performance of the Councillor's functions or exercise of powers, or
- Is, or involves:
  - a breach of trust placed in the Councillor, either knowingly or recklessly; or non-compliance with an Act by a councillor
  - misuse of information or material acquired by the Councillor, in the performance of the councillor's functions, -whether the misuse is for the benefit of the Councillor or for the benefit or to the detriment of another person
  - a Councillor giving a direction to any Council employee (other than the Mayor giving direction to the Chief Executive Officer
  - a release of confidential information outside of the Council

Document #: <b>Stat 4</b>	Date Effective: <b>15.04.2020</b> <b>19/06/2024</b>	Version: <b>Seven Eight</b>	Page 6 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

~~— failure by a Councillor to report a suspected material personal interest, conflict of interest or perceived conflict of interest of another Councillor, or~~

- ~~Is a failure by the Councillor to comply with:~~

- ~~- an order made by the Council or Tribunal a contravention of an order of the local government or CCT~~
- ~~- any acceptable request guidelines of the Council made under section 170A of the Act a contravention of a policy of the local government about the reimbursement of expenses~~
  - ~~- Failure to notify particular conduct to the OIA~~
  - ~~- A failure to declare a conflict of interest or appropriately deal with a prescribed conflict of interest or a declarable conflict of interest in a meeting~~
  - ~~- Participation in a decision when a prescribed or declarable conflict of interest exist without approval of the other councillors in the matter~~
  - ~~- A failure to report another councillor's potential conflict of interest in a matter in a meeting if the councillor reasonably believes or suspects the other councillor has a conflict of interest~~
  - ~~- A release of confidential information that the councillor knows is confidential~~
  - ~~- An attempt to influence a decision maker about a matter in which the councillor has a prescribed conflict of interest or a declarable conflict of interest~~
  - ~~- Failure to declare particulars of interest at the start of the term or appointment, update or annually review.~~

~~The conduct of a councillor is also misconduct if the conduct leads to the councillor being disciplined for a conduct breach on three occasions within a period of one year or is conduct that is identified in an order of local government that will be dealt with as misconduct if the councillor engages in the same conduct breach again.~~

~~The conduct of if a councillor is misconduct if a councillor purports to direct the Chief Executive Officer (CEO) in relation to disciplinary action regarding the conduct of a local government employee.~~

~~The conduct of a mayor is misconduct if an unlawful direction is given by the mayor to the CEO under the Local Government Act 2009.~~

~~Councillors / mayor may only give directions to local government employees that are in accordance with the guidelines made about the provision of administrative support.~~

- ~~- the reimbursement of expenses policy of the Council.~~

~~The conduct of a Councillor is also misconduct if the conduct leads to the Councillor being disciplined for inappropriate conduct on three occasions within a period of one year, or is conduct that is identified in an order of Council that will be dealt with as misconduct if the Councillor engages in the conduct again.~~

### CORRUPT CONDUCT

**Corrupt conduct** is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. ~~For a Councillor, corrupt conduct involves behaviour that:~~

Document #: <b>Stat 4</b>	Date Effective: <b>15.04.2020</b> <b>19/06/2024</b>	Version: <b>Seven Eight</b>	Page 7 of 9
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**Blackall-Tambo**  
Regional Council

## Councillor Code of Conduct Policy

Corrupt Conduct means conduct of a person, regardless of whether the person holds or held an appointment that

- adversely affects or could adversely affect the performance of the Councillors responsibilities, and
- involves the performance of the Councillors responsibilities in a way that:
  - is not honest or impartial; or
  - involves a breach of the trust placed in the Councillor, or
  - involves the misuse of information acquired by the Councillor through the performance of the councillor's responsibilities, and
- is engaged in for the purpose of providing a benefit or a detriment to a person, and would if proved, be -
- if proven would be a criminal offence; or-
  - A disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Corrupt Conduct also means conduct of a person, regardless of whether person holds or held and appointment that:

- Impairs or could impair, public confidence in public administration; and
- Involves, or could involve, any of the following-
  - Collusive tendering;
  - Fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described)
    - Protecting health or safety of persons;
    - Protecting the environment;
    - Protecting or managing the use of the State natural, cultural, mining or energy resources;
  - Dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;
  - Evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;
  - Fraudulently obtaining or retaining an appointment; and
- Would, if proved, be-
  - A criminal offence; or
  - A disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Councillors are reminded of their obligations under section 38 of the *Crime and Corruption Act 2001* to report suspected corrupt conduct.

The OIA has entered into a section 40 arrangement with the CC which allows the OIA to commence investigation into some allegations of corrupt conduct and report the matters to the CCC on a monthly basis, to provide the CCC with the opportunity to assume responsibility for or monitor an investigation, should the CCC consider that appropriate.

### CHANGES SINCE LAST REVISION

Updated procedure as of to reflect current procedures.

Document #: <u>Stat 4</u>	Date Effective: <u>15.04.2020</u> <u>19/06/2024</u>	Version: <u>Seven Eight</u>	Page 8 of 9
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## Councillor Code of Conduct Policy

### RECORDS

When completed and approved the original, signed hard copy of the procedure is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in Magiq.

Document #: <u>Stat 4</u>	Date Effective: <del>15.04.2020</del> <u>19/06/2024</u>	Version: <u>Seven Eight</u>	Page 9 of 9
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## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.14

SUBJECT TITLE:

**RAPAD Board Communiqué - First Quarter 2024**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

**That Council receive the RAPAD Board Meeting Communiqué for the period 1 January 2024 to 31 March 2024.**

**Background**

The RAPAD Board members include the mayors from Barcaldine, Barcoo, Blackall-Tambo, Boulia, Diamantina, Longreach and Winton Councils and the CEO of RAPAD.

The communiqué provides topics discussed at the monthly meetings. The Board held two meetings in the first quarter of 2024, one virtual in February and one face-to-face in Barcaldine. The Barcaldine meeting was the last meeting of the Board ahead of the Queensland Local Government elections.

Topics discussed at the meeting included:

- Travel Today / FarOut! Campaign
- Regional University Centre
- CWQ Regional Drought Resilience Plan
- Feral Pig Coordinators
- CWQ Regional Waste Plan
- Water for Economic Development
- National Parks
- RAPAD Power Grid
- CWQ Strategy to adapt to a diversified economy: North America Mission 2024
- QBuild
- NBN and Telstra update
- Healthy Outback Communities and Integrated Care and Commissioning
- Sport4All
- Western Queensland Alliance of Councils
- Department of State Development and Infrastructure update
- LGAQ update

A copy of the communiqué is attached to this report.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer  
RAPAD

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Management Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Participating in the RAPAD Board meetings ensures BTRC is considered in any decisions relating to the region.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Board meeting participation enables Council to stay informed of matters affecting the region.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Council is part of the RAPAD group.	Low

**Proposed Risk Treatment**

Nil

**Attachments**

1. 2024- RAPA D- Board- Communique-1 st- Qtr-web [6.14.1 - 12 pages]

# RAPAD BOARD COMMUNIQUE

FIRST QUARTER 2024 | 1 JAN - 31 MAR

**A united organisation, with a powerful voice for our region and capacity to deliver initiatives that shape and create a prosperous future for the RAPAD region of Outback Queensland.**

**RAPAD**  
REMOTE AREA PLANNING &  
DEVELOPMENT BOARD



## Objects of RAPAD

The objects for which the Company is established are:

- (a) to support, facilitate, promote and encourage the community, environmental and economic development of the region,
- (b) to formulate, develop, facilitate, maintain and implement, or cause to be implemented, strategies, policies and plans relating to the objects in Rule 1.5(a),
- (c) to advocate to, consult with, and advise, relevant State and Federal ministers and government agencies on matters of regional concern, and on the priorities of such matters and the means to ensure effective co-ordination and implementation of the policies, activities and programs of those State and Federal agencies, and
- (d) to facilitate, support, implement, or cause to be implemented, collaborative regional discussion and associated desired outcomes amongst, but not limited, to members.

Source: RAPAD constitution

[rapad.com.au](http://rapad.com.au)

## RAPAD BOARD COMMUNIQUE

## RAPAD BOARD

Our Communiques provide an overview of RAPAD Board meetings. During this quarter all meetings fell prior to the local government elections on 16 March, hence the Board for this Communique period includes:



**Cr Sean Dillon**  
Mayor, Barcaldine Regional Council



**Cr Sally O'Neil**  
Mayor, Barcoo Shire Council



**Cr Andrew Martin**  
Mayor, Blackall-Tambo Regional Council



**Cr Rick Britton**  
Mayor, Boulia Shire Council



**Cr Robbie Dare**  
Mayor, Diamantina Shire Council



**Cr Tony Rayner**  
Mayor, Longreach Regional Council



**Cr Gavin Baskett**  
Mayor, Winton Shire Council



**David Arnold**  
CEO, RAPAD

## MEETINGS &amp; ATTENDANCE

The Board held two meetings in this first quarter of 2024, one virtual on 2 February, and one face-to-face in Barcaldine on 27-28 February.

Directors' attendances and apologies for the meetings are in the table on the right.

The Barcaldine meeting was the last meeting of the Board ahead of the Queensland Local Government elections on 16 March 2024.

	2 Feb	27-28 Feb
Cr Rayner	Yes	Yes
Cr Martin	Yes	Yes
Cr Britton	Yes	No
Cr O'Neil	Yes	Yes
Cr Dillon	Yes	Yes
Cr Baskett	No	Yes
Cr Dare	Yes	Yes

## REGIONAL GROUPS

The Barcaldine meeting was preceded by the quarterly meetings of the RAPAD Regional Water and Sewerage Alliance, the Outback Regional Roads and Transport Group and the Central West Regional Pest Management Group.



FIRST QUARTER 2024 | 1 JAN - 31 MAR

## GUESTS & PRESENTERS

Meetings were also attended by council CEOs and various council member representatives. Guests and speakers at the February meeting included:

- Sarah Vogler, Crystal Baker and Nathan Ruhle - Local Government Association of Queensland
- Mick Allen – NBN Australia
- Michael Dwan - Telstra
- Kirby Andersen - Policy Wonks
- Joseph O'Brien and John O'Brien – VisIR
- Katie-Anne Mulder – Queensland Renewable Energy Council
- Tony Gambling, Robert Gibb and Candice Fraser – RDA Central and Western Queensland
- Chris Filby and Naomi Purcell – Department of State Development and Infrastructure
- Hon Anne Leahy MP, Member for Warrego
- T Johnston, A Hobbs and A Bottomley - Australian Department of Health and Aged Care
- Leisa Fraser - Western Queensland Primary Health
- Blake Cochrane OAM and Mitch Gourley – Sport4All
- Fiona Quirk - Rural Fire Service Queensland, QFES
- Hon Leanne Linard MP, Minister for the Environment and the Great Barrier Reef and Minister for Science and Innovation
- Director-General Jamie Merrick, Deputy Director-General Ben Klaasson, and Greg Smyth – Department of Environment and Science
- Peter Nelson and David Landsdell -QBuild
- Rosie Savoca and Brooke Laidlaw – Department of Environment and Science, Office of the Circular Economy.

## RAPAD BOARD COMMUNIQUE

## GENERAL BUSINESS

Part of governance and business across all meetings, the Board received 22-23 YTD operating financial statements from RAPAD and RAPAD Skilling, noting there were no extraordinary operational or strategic budget matters to report.

The Board also:

- Received the RAPAD Strategic and Operational Plan 23-24 V3
- Received the Department of State Development Remote Area Board program contract
- Received the Local Government Remuneration Review report
- Noted succession planning actions
- Noted CEO's attendance at RESQ + Board meeting 5 February
- Noted Local Government election risk mitigation on Board governance.
- Noted updated contracts register and QUT draft contract.

**Acting CEO Arrangements**

The Board endorsed the Deputy CEO acting as CEO for a period of approximately three months with a starting date in February to be decided between the CEO and Deputy CEO but no later than 1 March 2024.

All operational matters will be negotiated between the CEO and Deputy CEO and communicated to the Chair.



RAPAD Board with John O'Brien and Joseph O'Brien from VisIR



## RAPAD PROJECT & STAKHOLDER UPDATES



Department of Environment, Science and Innovation

Rosie Savoca and Brooke Laidlaw from the Department of Environment and Science and Innovation (DESI), Office of Circular Economy provided an update and held discussions with the Board regarding:

- Queensland Recycling and Jobs Fund
- Current open program funding streams under the fund
- Governance framework for implementing Regional Waste Management Plans (RWMP), including decision and funding pathways
- The proposed Regional Coordinator program to support RWMP implementation.

### About the CWQ Regional Waste Plan

- Final CWQ plan was submitted to DESI in November 2023.
- DESI confirmed RAPAD's completion of the project.
- RAPAD has written to DESI initiating discussion on its potential funding for a project officer to enable implementation of the RWMP.

The plan was developed by consultants A.Prince Consulting in consultation with the seven councils of CWQ and was funded by DESI.

### Travel Today / FarOut! campaign

- A copy of the Travel Today lift out featuring RAPAD's CWQ/FarOut! campaign content was provided to Board members.
- The lift out was printed and distributed in Today News' newspapers on 27 February 2024.
- The Board had agreed to invest in the publication at the Brisbane meeting in November 2023, following a presentation by Damian Morgan from TodayNews.

### Regional University Centre

- RAPAD's application was submitted in the latest round of funding from the Australian Government's Department of Education for Regional University Study Hubs in late 2023.

### CWQ Regional Drought Resilience Plan

- The plan is currently progressing with CQUniversity as lead agency; funding support not likely until mid-year.

### Feral Pig Coordinators

- These roles have now been called and applications close by end February - as per Central West Regional Pest Management Group November 2023 discussion, CEO has met with Desert Channels Queensland (DCQ) and DCQ are taking the lead for one of the four statewide positions.

RAPAD BOARD COMMUNIQUE

### Water for Economic Development advocacy

- The board heard about the communications strategy developed for RAPAD ahead of the Water for Economic Development Strategy announcement on 27 February 2024.
- The associated advocacy platform is available on the RAPAD website.
- RAPAD will continue to progress the communications plan as outlined as well as write to government and oppositions ministers to secure commitment to support further work being undertaken in these matters.

### National Parks

Hon Leanne Linard, Minister for the Environment and the Great Barrier Reef and Minister for Science and Innovation, Director-General Jamie Merrick, Deputy Director-General Ben Klaasson, DDG, and G Smyth, joined via Zoom and discussed with the board the recent purchases of land for National Parks in the region.

Discussion included key issues raised and commitments sought by RAPAD include:

- Retain existing opal leases and granting of new opal leases ensuring mining reserves on acquisitions to provide surety to the opal industry in the region into the future.
- Retain vital infrastructure such as watering facilities for fire management and for potential shared access with adjoining landholders.
- Loss of rates and impact on local communities and contribution towards roads infrastructure maintenance ie road construction service fee.
- Deliver best practice feral pest control and good neighbour policy including strategic and tactical baiting in addition to boundary baiting and linear fencing especially as neighbours are sheep and wool graziers where the impact of invasive predators can be devastating.
- National Park procedural management manuals and policies be adhered too and followed through on the ground by rangers in each park eg pest and fire management.
- Using the facilities to undertake a range of training programs on site.
- Using the RAPAD Directors as a reference group for future discussions on these topics across the region.
- RAPAD will continue to progress its communication plan on this issue as outlined to the Board and write to the Minister confirming details of the discussion and formally requesting commitment to the final point above.
- Ben Klaassen, DDG, committed to traveling to Winton to talk directly with those impacted in the opal industry.

### Energy Projects



#### RAPAD Power Grid

- John and Joseph O'Brien from VisIR attended the meeting in Barcaldine to present to the Board an update on the RAPAD Power Grid and progress (pictured above).
- RAPAD Power Grid governance model to be drafted, and be provided at the next RAPAD Board meeting.

#### CWQ Strategy to adapt to a diversified economy: North America Mission 2024

- A/CEO provided updates to the Board on planning a North America Mission
- Chair and A/CEO discussed visit to Queensland projects, pre the proposed North American trip that A/CEO is arranging.
- See Mission Booklet attached to Communique

#### QBuild

- Peter Nelson, Director, MMC Strategy and Design, QBuild with the Office of the Queensland Government Architect, Department of Department of Housing, Local Government, Planning and Public Works, and David Landsdell, Chief Construction Manager, QBuild provided an update on QBuild building methods.





## RAPAD BOARD COMMUNIQUE

### NBN and Telstra update

- Mick Allen from NBN Australia provided an update to the Board on the Regional Telecommunications Review, SOCI Act and developing individual council and a RAPAD region Digital Plans.
- RAPAD A/CEO and council nominated officers will work with NBN to progress Digital Plan input and development.
- Michael Dwan from Telstra provided an update to the Board on the closure of the 3G network on 30 June 2024. Telstra are upgrading areas that only have 3G coverage to ensure these areas have equivalent 4G coverage available by 30 June.
- Telstra will become the first provider in the world to re-sell Starlink's consumer broadband service - Telstra x Starlink – with retail offering beginning 19 March 2024.
- RAPAD will develop a submission to the federal government's 2024 Regional Telecommunications Review which is currently underway.



### Healthy Outback Communities and Integrated Care and Commissioning

- Chair and CEO updated on meeting with Federal Department of Health and a range of stakeholders, including Western Queensland Primary Health Network regarding the roll out of the Integrated Care and Commissioning (ICC).
- T Johnston, A Hobbs, A Bottomley, L. Fraser joined the meeting via Zoom to update on the programs:

#### Healthy Outback Communities (HOC) model

- Shifting the focus from illness to wellness
- Funding received for a trial currently occurring in Barcoo, Diamantina and Boulia
- Launch will be 27 April 2024 in Windorah.

#### Integrated Care and Commissioning

- RAPAD region is an identified site for ICC trial
- Travelled to Longreach for a stakeholder roundtable in December 2023
- Confirmation of an ICC Project Manager in the region as part of the RAPAD ICC trial
- RAPAD has confirmed an interest in the procurement of the ICC Project Manager in the region and will continue discussions.

#### RAPAD Care Analysis Report

- Current approach is wrapped up in the ICC progress.





Queensland Fire and Emergency Services

#### Australian Warning System

The A/CEO updated on the current review and LGAQ's correspondence to QFES regarding concerns with the new warning system and mandatory role for local government in putting out warnings.

#### Bushfire Campaign

- Fiona Quirk, Inspector, Area Director Barcaldine Area, Rural Fire Service Queensland, QFES (pictured above) updated on potential grant funding to arrange events or programmes to promote the Australian Fire Danger Rating System and bushfire preparedness.
- Individual councils will follow up with Fiona to support the initiative.

#### Sport4All

- Blake Cochrane OAM and Mitch Gourley joined the Barcaldine meeting via Zoom and provided an update on the Sports 4 All program as a follow up from the advice provided at the 3 November 2023 meeting.
- Sport4All is a national, award-winning program driving positive change in sport inclusion for people with disability. It is a collaboration between the Australian Government, the Australian Sports Commission, and former Australian of the Year, Dylan Alcott's consultancy, Get Skilled Access.
- Individual councils will follow up with Blake regarding opportunities within their shires.





RAPAD BOARD COMMUNIQUE

## REGULAR STAKEHOLDER UPDATES

### **Western Queensland Alliance of Councils (WQAC)**

The CEO provided an update on activities under the Western Queensland Alliance of Councils banner, including:

- Planning for the 2024 Assembly which is underway for a yet to be determined NWQ location.
- The Western Queensland Regional Health Review report is being finalised
- A WQAC State Election platform will be developed ahead of the October election
- Action is progressing re housing model development being led by Greg Hoffman with BlueCHP.

### **Department of State Development and Infrastructure (DSDI) update**

- The Board welcomed Naomi Purcell, Principal Economic Development Officer from DSDI to the Barcaldine meeting where she provided an update on department activities.

### LGAQ update

Cr Martin along with Sarah Vogler and Nathan Ruhle from LGAQ, provided an update on LGAQ and LGAQ Policy Executive matters.

Sarah Vogler will come back to the Board with details of any assistance individual councils can offer to flood-impacted Wujal Wujal.



### Update from Ann Leahy MP

Anne Leahy MP joined the virtual 2 February and via Zoom for the 27 February meeting. Matters discussed were:

- Lake Eyre Basin legislation released pre-Christmas
- Gravel pits
- Housing
- Wujal Wujal flood impacts on council and community
- Glencore Project to inject CO2 into the Great Artesian Basin at Moonie
- Cr Rayner raised national parks purchases and consequent economic effect, biosecurity, opal industry.



RAPAD BOARD COMMUNIQUE

BOARD CALENDAR

The Board's upcoming meetings for quarter four are planned for:

- 5 April
- 27-29 May in Blackall

Further detail can be provided by contacting the CEO, David Arnold on 0428 583 301.

Further information on activities undertaken by RAPAD and its businesses:

RAPAD – [www.rapad.com.au](http://www.rapad.com.au)

RFCSNQ – [www.rfcsnq.com.au](http://www.rfcsnq.com.au)

RAPAD Skilling – [www.rapadskilling.com.au](http://www.rapadskilling.com.au)

## CENTRAL WEST QUEENSLAND'S OWN REGISTERED TRAINING PROVIDER

For individual and business training needs, contact the team at RAPAD Skilling.

RAPAD Skilling is a Skills Assure supplier approved to deliver subsidised qualifications funded under the Qld Government's VET Investment Plan and User Choice Scheme.



Give the team a call on 4652 5600  
or visit [rapadskilling.com.au](http://rapadskilling.com.au)



## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.15

SUBJECT TITLE:

**Changes to the Integrity Act 2009**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

**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.**

**Background**

The definition of a lobbying activity as per section 42 of the *Integrity Act 2009* (the Act) is-

- (a) communicating with a government representative in an effort to influence decision-making of the State government or a local government, including, for example, the making of a decision relating to any of the following matters-
  - (i) The making, amendment or repeal of legislation;
  - (ii) The development, amendment or abandonment of a government policy or program;
  - (iii) The awarding of a government contract or grant;
  - (iv) The allocation of funding;
  - (v) The making of a decision about planning or the giving of a development approval under the *Planning Act 2016*.

Councillors and Council officers are government representatives in accordance with section 44 of the Act.

Amendments to the Act include the following:

**The practice of 'dual hatting' is prohibited.**

A person cannot wear the hats of both lobbyists and political campaigner at the same time or consecutively (in particular circumstances).

**Education and training will be provided for government and opposition representatives about the operation of Chapter 4 (Lobbying activity).**

The Integrity Commissioner now has a statutory function to provide education and training to government (including councillors and public sector officers) and opposition representatives about the operation of Chapter 4 of the Integrity Act.

**Former representatives must provide a statement about their 'official dealings'.**

The Act still prohibits former senior government (including councillors) and opposition representatives from lobbying for a client for payment or reward within two years of their leaving their role as a representative.

**New information from lobbyist applicants is to be published on the Lobbying Register.**

Any registered lobbyist who was a former representative will have their statement about their official dealings published on the Lobbying Register.

Councillors and Council staff are also required to keep and maintain a written record of all communication with a lobbyist (for a potential development) and further details on involvement by Councillors with lobbyists, developers and submitters is contained in Council's Councillor and Employee Contact with Submitters, Developers & Submitters Policy.

**Link to Corporate Plan**

Governance

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

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

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Councillor and Employee Contact with Submitters, Developers and Submitters Policy

**Budget and Resource Implications**

Nil

**Risk Management Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The information has been provided by the Integrity Commissioner and outlines the amendments to the <i>Integrity Act 2009</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The <i>Integrity Act 2009</i> provides legislation on lobbyists.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil. The information provides guidance on requirements as per the *Integrity Act 2009*.

### Attachments

1. factsheet-what-they-need-to-know [**6.15.1** - 2 pages]

## FACT SHEET

# Changes to Chapter 4 of the *Integrity Act 2009*: What government and opposition representatives need to know

The *Integrity Act 2009* (Qld) (**the Act**) has been amended by the *Integrity and Other Legislation Amendment Act 2024* (Qld). This fact sheet outlines the key changes government and opposition representatives should be aware of.

## What's new

The practice of 'dual hatting' is prohibited.

Education and training will be provided for government and opposition representatives about the operation of Chapter 4 (Lobbying activity).

Former representatives must provide a statement about their 'official dealings'.

New information from lobbyist applicants is to be published on the Lobbying Register.

## Dual hatting is prohibited

The new provisions of Chapter 4 of the Act prohibit the practice of 'dual hatting'<sup>1</sup>. A person cannot wear the hats of both lobbyist and political campaigner at the same time or consecutively (in particular circumstances).

The new dual hatting laws mean:

- A person is disqualified from being a registered lobbyist if they perform a **substantial role** in the election campaign of a political party.
- A registered lobbyist who intends to perform a substantial role in an election campaign must immediately give the Queensland Integrity Commissioner a notice stating their intention.
- A person who plays a substantial role in an election campaign of a winning political party, and who was a registered lobbyist at any time during the term of government leading to the election, is disqualified as a registered lobbyist during the new term of government (i.e. for the following four years). However, they can apply to be a registered lobbyist if the political party did not win the election.

For further information about dual hatting, and for the definitions of relevant terms, refer to [Fact Sheet – New laws prohibit lobbyists dual hatting in Queensland](#).

## Training for government and opposition representatives

The Integrity Commissioner now has a statutory function to provide education and training to government and opposition representatives about the operation of Chapter 4 of the Integrity Act:

- Government representatives are the premier, ministers, assistant ministers, councillors, public sector officers, ministerial staff and assistant minister staff.
- Opposition representatives are the leader of the opposition, the deputy leader of the opposition, and staff in the office of the leader of the opposition.

Representatives will be contacted in due course about this.

## Former representatives must provide a statement about their 'official dealings'

The Act still prohibits former senior government and opposition representatives from lobbying for a client for payment or reward within two years of their leaving their role as a representative.

'Former senior government representatives' are individuals who held, but no longer hold, any of the following offices:

- premier
- minister
- assistant minister
- councillor
- ministerial staff member
- assistant ministerial staff member
- public sector officer, such as chief executive, senior executive or senior executive equivalent.

1. The changes relating to dual hatting took effect in April 2024, while other changes to the Act will apply from 28 May 2024.

‘Former Opposition representatives’ are individuals who held, but no longer hold, any of the following offices:

- leader of the opposition
- deputy leader of the opposition
- staff member in the office of the leader of the opposition.

The prohibition aims to ensure that former representatives are unable to gain inappropriate personal benefit, by using information they gained through their previous roles, in areas for which they previously had some official responsibility.

Former representatives applying to become a registered lobbyist will be required to give the Integrity Commissioner a statement about their official dealings in the two years prior to leaving office.

The Act defines ‘official dealings’ as any of the following dealings that a person engaged in as part of their ordinary duties on a regular basis:

- government or opposition business or activities
- negotiations, briefings, contracts and the making or receipt of representations relating to government or opposition business or activities.

### **Statements about official dealings will be published on the Lobbying Register**

Any registered lobbyist who was a former representative will have their statement about their official dealings published on the Lobbying Register.

Government and opposition representatives, if approached by a lobbyist, will be able to check any lobbyist’s statement on the Lobbying Register to satisfy themselves that, by communicating with the lobbyist, they will not permit the lobbyist to breach the prohibition on lobbying in relation to official dealings.

### **Further information**

Please visit [www.integrity.qld.gov.au](http://www.integrity.qld.gov.au) to access new publications and announcements.

You can also follow us at [Queensland Integrity Commissioner’s LinkedIn](#) or [sign up](#) to our email subscription service to get the latest news and updates from the Office of the Queensland Integrity Commissioner.

If you have questions about the new lobbying regulations, you can get in touch by:

- calling us on 3003 2888
- emailing us at [integrity.commissioner@integrity.com.au](mailto:integrity.commissioner@integrity.com.au).

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.16

SUBJECT TITLE:

**Local Government Association of Queensland  
Call for Motions**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

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

**Background**

The Local Government Association of Queensland (LGAQ) advise that the motions portal is now open for this year's Annual Conference and AGM. All motions must have a council resolution prior to being lodged. Motions close on Monday 29 July 2024.

Motions are voted on at the LGAQ AGM where support is sought from the other 76 Queensland councils. Topics of motions typically have a potential impact on multiple if not all local governments. Successful voting on a resolution at the LGAQ AGM enables the LGAQ to lobby the State and Federal governments on significant issues on the councils' behalf.

Motions submitted should:

- Relate to a statewide issue or an issue impacting a large portion or segment of the membership
- Ask for action from the State or Federal government
- Not result in a responsibility or cost shift to local government
- Not relate to a matter considered at a previous Annual Conference in the last five years, unless seeking to alter or update the adopted policy position.

**Link to Corporate Plan**

Governance

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

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

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Nil

## Budget and Resource Implications

Nil

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Topics councils consider important can obtain support from other councils at the LGAQ AGM.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Contribution to wider regional issues and provide representation for Western Queensland.	Low

## Proposed Risk Treatment

Nil

## Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.17

SUBJECT TITLE:

**Development Application DA55-2023-2024 19 Ivy Street and 8 Mulberry Street**

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

**Officer's Recommendation:**

**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**

- 1.1 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>DA55-2023-2024</b>	-	<b>28/05/2024 (Received date)</b>
<b>Floor Plan</b>	<b>Sheet 1 of 3</b>	-	<b>27/07/2023</b>
<b>Section View</b>	<b>Sheet 2 of 3</b>	-	<b>27/07/2023</b>
<b>Elevation Plan</b>	<b>Sheet 3 of 3</b>	-	<b>27/07/2023</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 HOURS OF OPERATION**

**3.1** 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.

**3.2** 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**

**5.1** 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.

**5.2** 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**

**7.1** 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.

## **9.0 WASTE MANAGEMENT**

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

- 9.1.1** Designed to not cause nuisance to neighbouring properties;
- 9.1.2** Screened from any road frontage or adjoining property;
- 9.1.3** Of a sufficient size to accommodate a waste bin/s suitable to service the development.

**9.2** 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”).**

## **Background**

### **1.0 DEVELOPMENT APPLICATION SUMMARY**

**TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

<b>PROPERTY DETAILS</b>	
<b>Site address</b>	19 Ivy Street & 8 Mulberry Street, Blackall
<b>RPD</b>	Lot 7 & Lot 14 on SP210376

<b>Site Area</b>	4,000m <sup>2</sup>
<b>Landowner</b>	Homack Pty Ltd
<b>Existing use of land</b>	Vacant
<b>Existing development approval</b>	DA36-2023-2024 – Approval for a Warehouse. This approval has not been acted on.
<b>APPLICATION DETAILS</b>	
<b>Application No.</b>	DA55-2023-2024
<b>Applicant</b>	Homack Pty Ltd
<b>Application description</b>	Development Application for a Development Permit for Material Change of Use for a Transport Depot
<b>Decision due date</b>	16 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>	N/A
<b>Zone</b>	Township Zone
<b>Precinct</b>	Industrial Precinct
<b>Land use definition</b>	Transport Depot
<b>Category of Assessment</b>	Code Assessment

## 2.0 PROPOSAL BACKGROUND

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

Application lodged	28 May 2024
Decision due	16 July 2024

## 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 19 Ivy Street & 8 Mulberry Street, Blackall formally described as Lot 7 on SP210376 & Lot 14 on SP210376. The subject site has an area of 4,000m<sup>2</sup> and has a 40m frontage to both Ivy and Mulberry Streets.

The site is located in Industrial precinct, which is north of the Blackall township. The site surrounded by a mix of vacant lots and industrial type uses.



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

#### **4.0 DESCRIPTION OF PROPOSAL**

The proposal is for a Transport Depot which 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 (see **Figure 2 and 3**). The shed will be used for the storage and maintenance of vehicles. The shed includes a pit that will act as a sump for the capture of oils and lubricants.

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. Whilst ancillary maintenance and servicing activities associated with the primary use will be limited (via condition) to 7:00am to 6:00pm, 7 days a week.

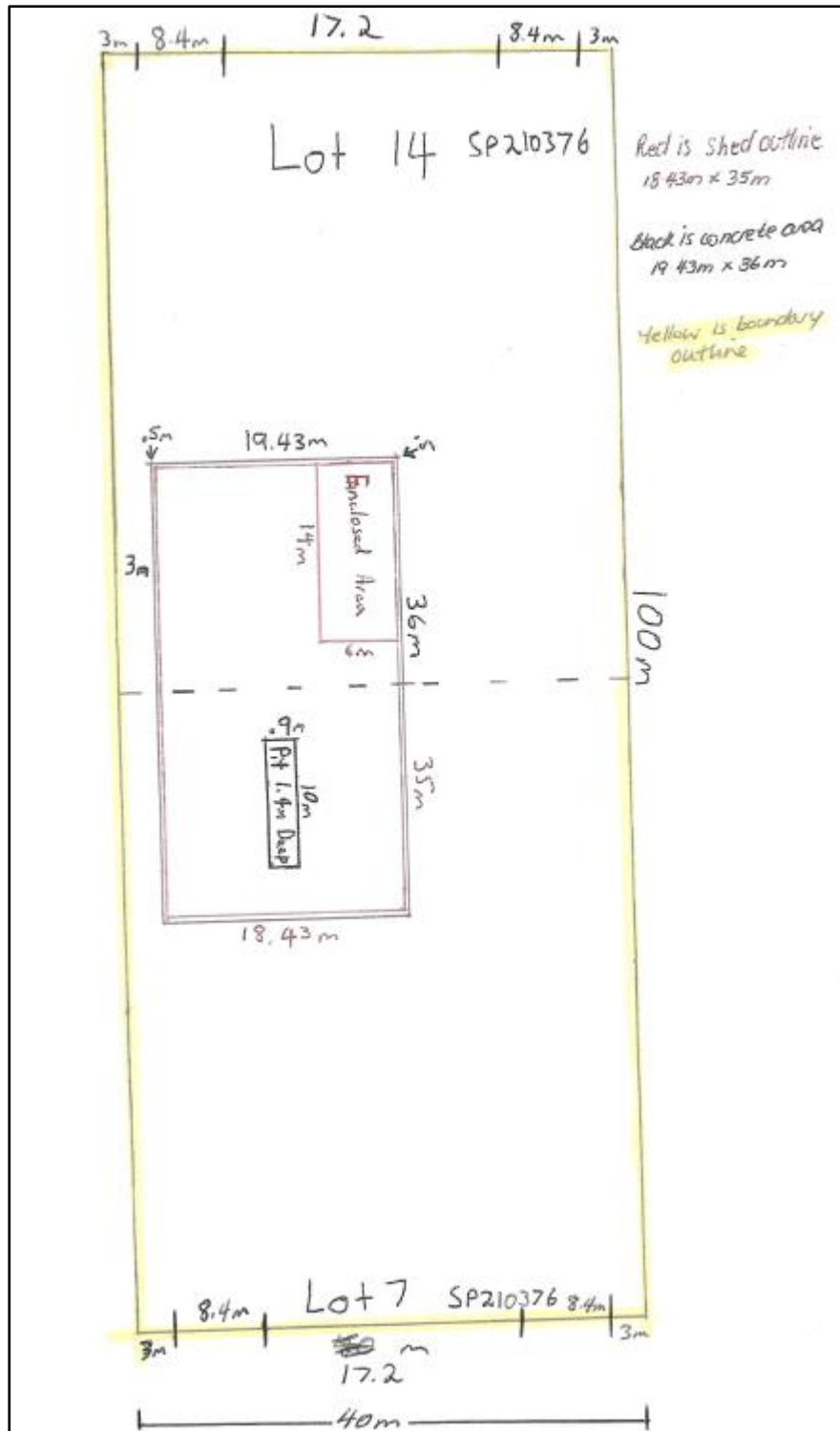
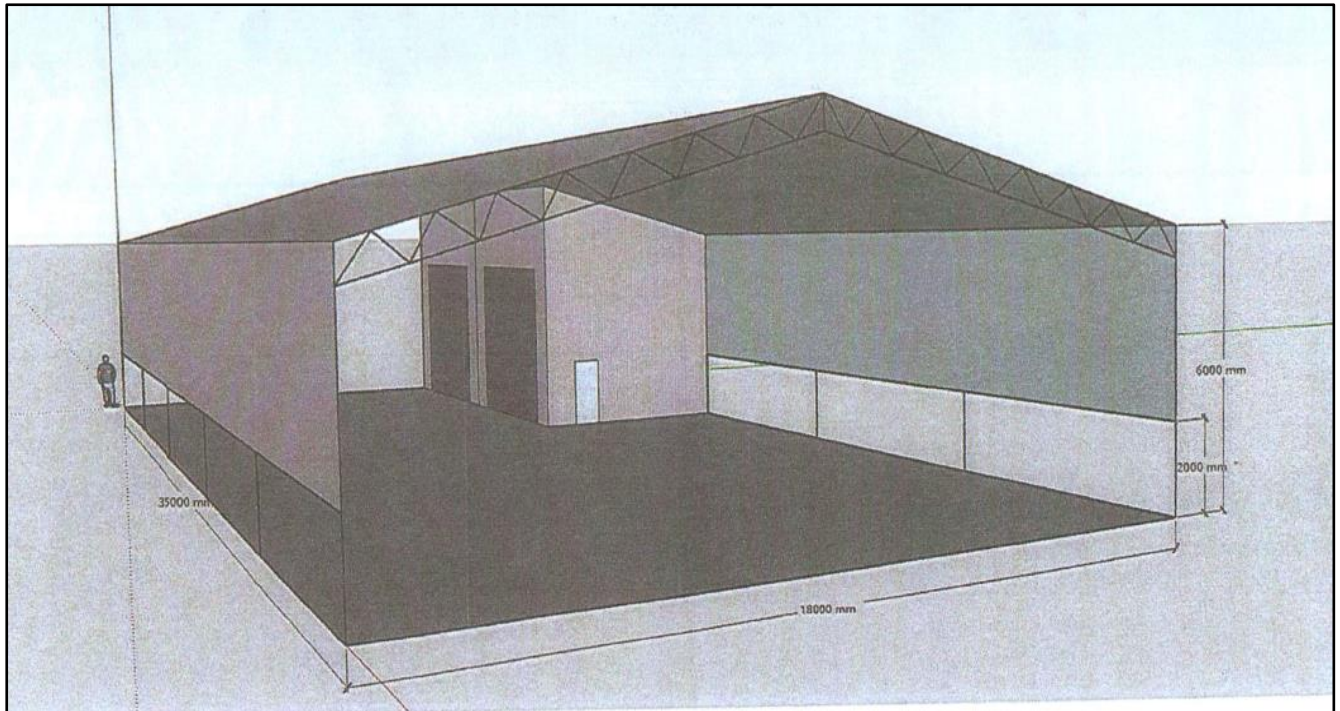


Figure 2 – Site Layout (Source: Applicant Supplied)





**Figure 3 – Shed Perspective (Source: Applicant Supplied)**

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

## 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 –

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

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

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

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

### The Central West Regional Plan and the State Planning Policy

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

### The Local Government Infrastructure Plan

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

Schedules 9 and 10 of the Planning Regulation

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

The application does not trigger referral to any referral agencies under Schedule 10 of the Planning Regulation.

Approval history / lawful use of the premises and adjoining premises

The site is currently vacant. There is an approval for a Warehouse (DA36-2023-2024), however this approval has not been acted on.

Common material

The application material has been considered in the preparation of this recommendation.

The planning assessment of the development considers the above assessment benchmark 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 internally referred to Council.

**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 use of the land for a Transport Depot will result in a new use on the land. Under the Planning Scheme, the defined use relevant to the proposal is Transport Depot:

***Transport depot means the use of premises for—***

- (a) storing vehicles, or machinery, that are used for a commercial or public purpose; or*
- (b) cleaning, repairing or servicing vehicles or machinery, if the use is ancillary to the use in paragraph (a).*

In accordance with Table 4.4.1 of the Planning Scheme a Transport Depot in the Industrial Precinct of the Township Zone is subject to Code Assessment.

**5.2.1 Assessment of Codes**

The following code is relevant to the proposed development.

**General Development Code**

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

- The proposed shed will result in a site cover of less than 40% (approximately 16%)
- The proposed shed includes setbacks that are in keeping with other nearby buildings. The shed will be located centrally in the site with a minimum side boundary setback of 3m to the western boundary



- The height of the proposed shed will be a maximum 8.623m, which is considerably less than the permitted 15m maximum in the Industrial precinct
- The proposal will not lead to unmanageable increases in local traffic
- A condition has been included to ensure all new vehicle manoeuvring areas are constructed to an all weather standard
- There is sufficient room onsite for parking for operators
- A condition has been imposed to ensure any new crossover is provided in accordance with Council's standards
- The site is contained within Blackall's established industrial precinct and is not expected that the use will cause amenity issues for surrounding occupants
- A condition has been included for the management of spills
- The site is serviced by existing reticulated water and sewer as well as electricity and telecommunications services
- A condition has been imposed to ensure stormwater is appropriately managed.

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 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, is recommended for approval, subject to the conditions outlined in this report.

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

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

- a) A Transport Depot is an acceptable use in the Industrial Precinct of the Township Zone;
- b) Conditions have been included to manage the operation of the development;
- c) The site can be sufficiently serviced and has access to telecommunications, electricity, reticulated water and sewer; and
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plans

## [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 Planner

### 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

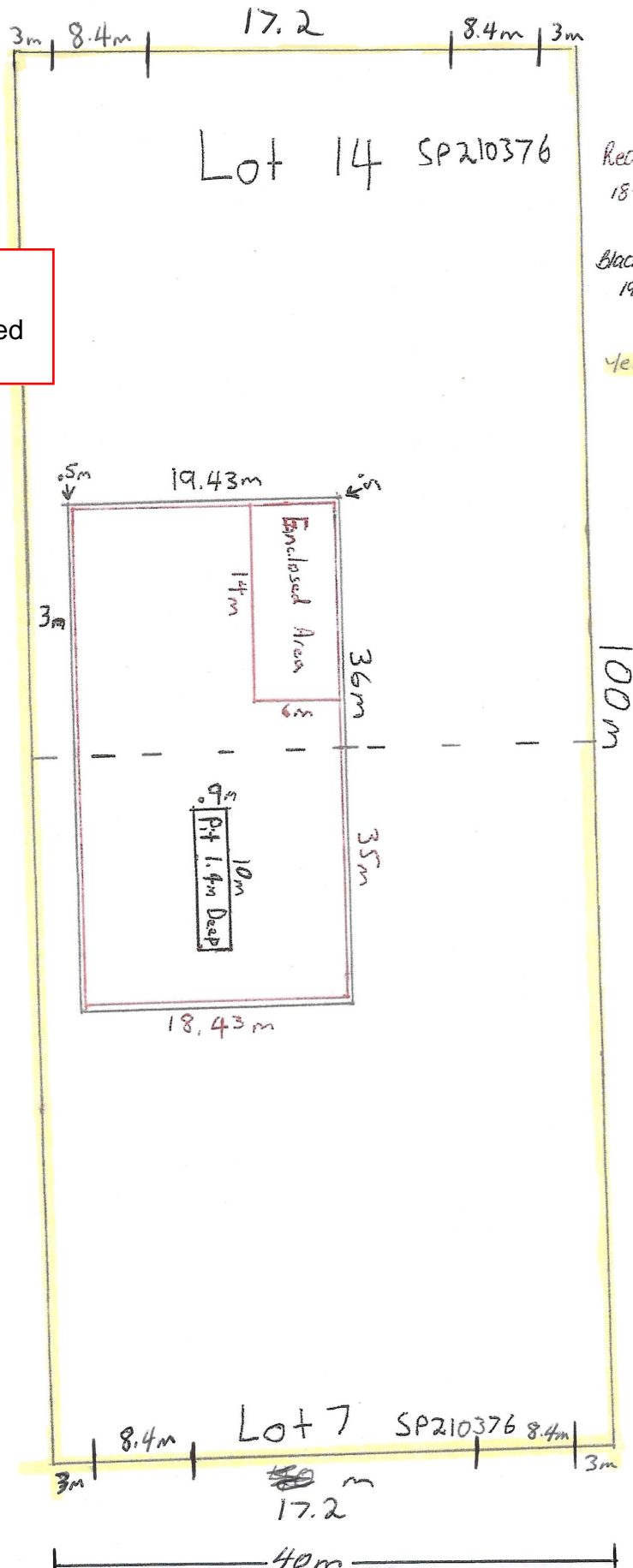
Nil

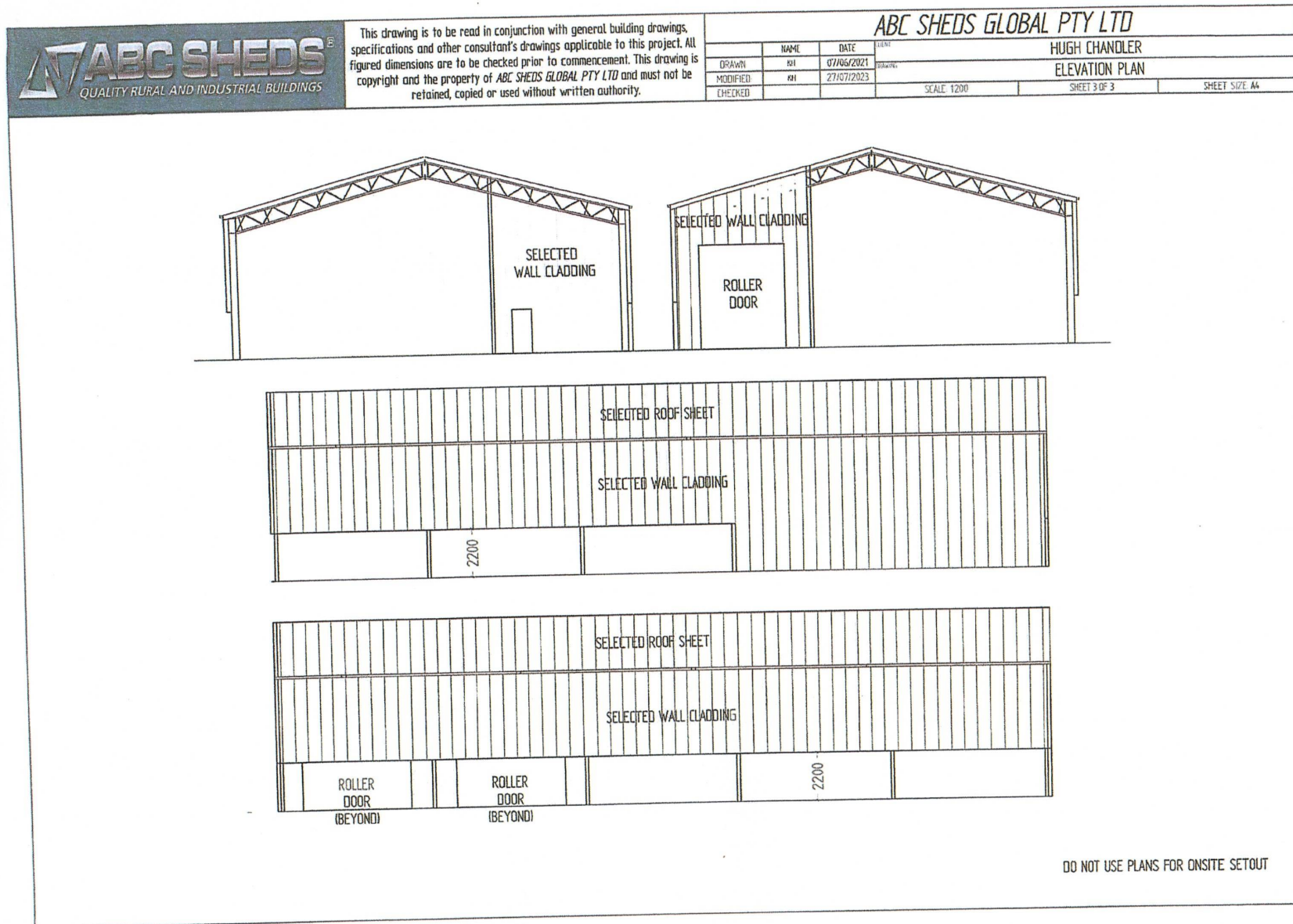
### Attachments

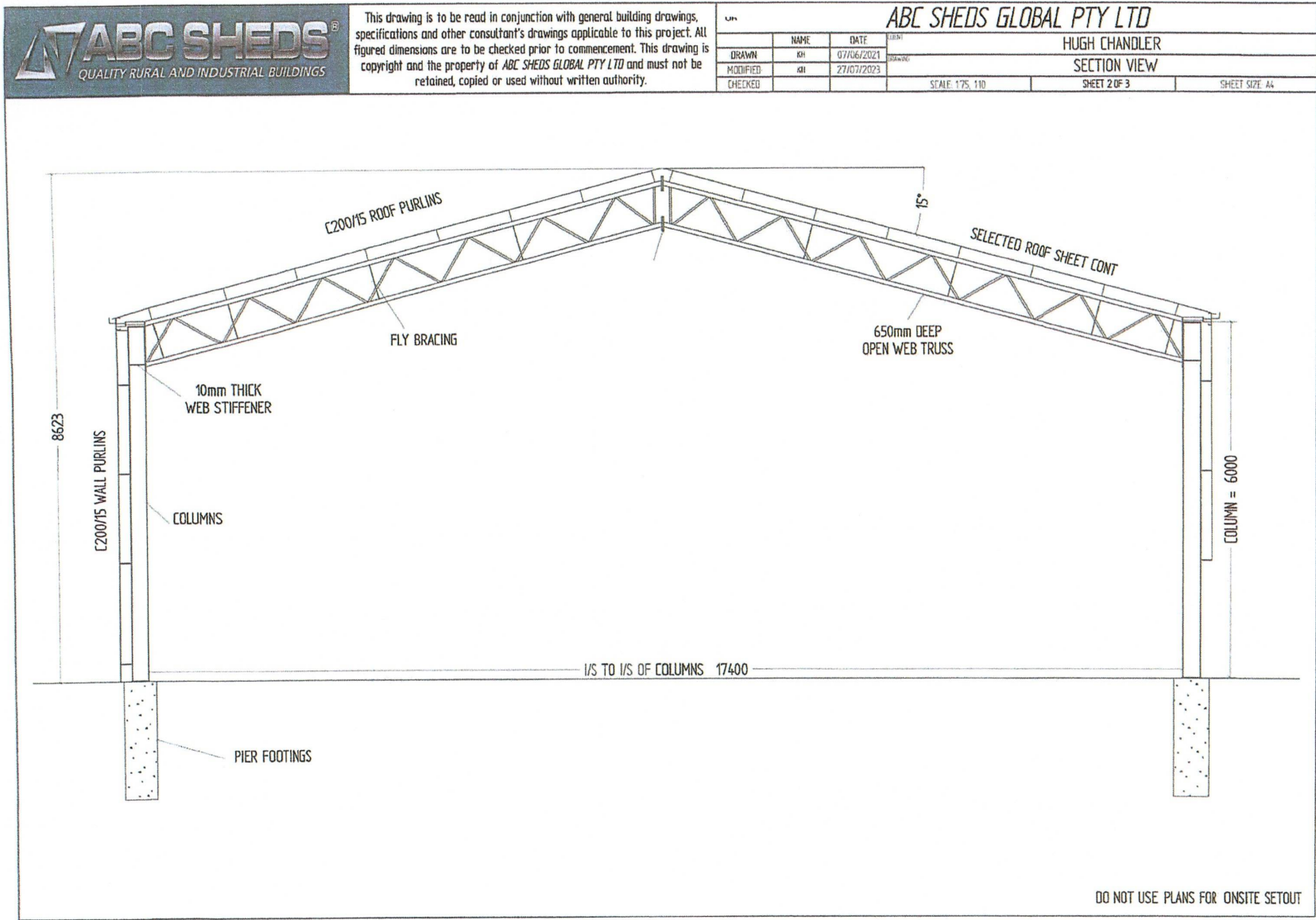
- Attachment A - Proposal Plans [6.17.1 - 4 pages]

DA55-2023-2024

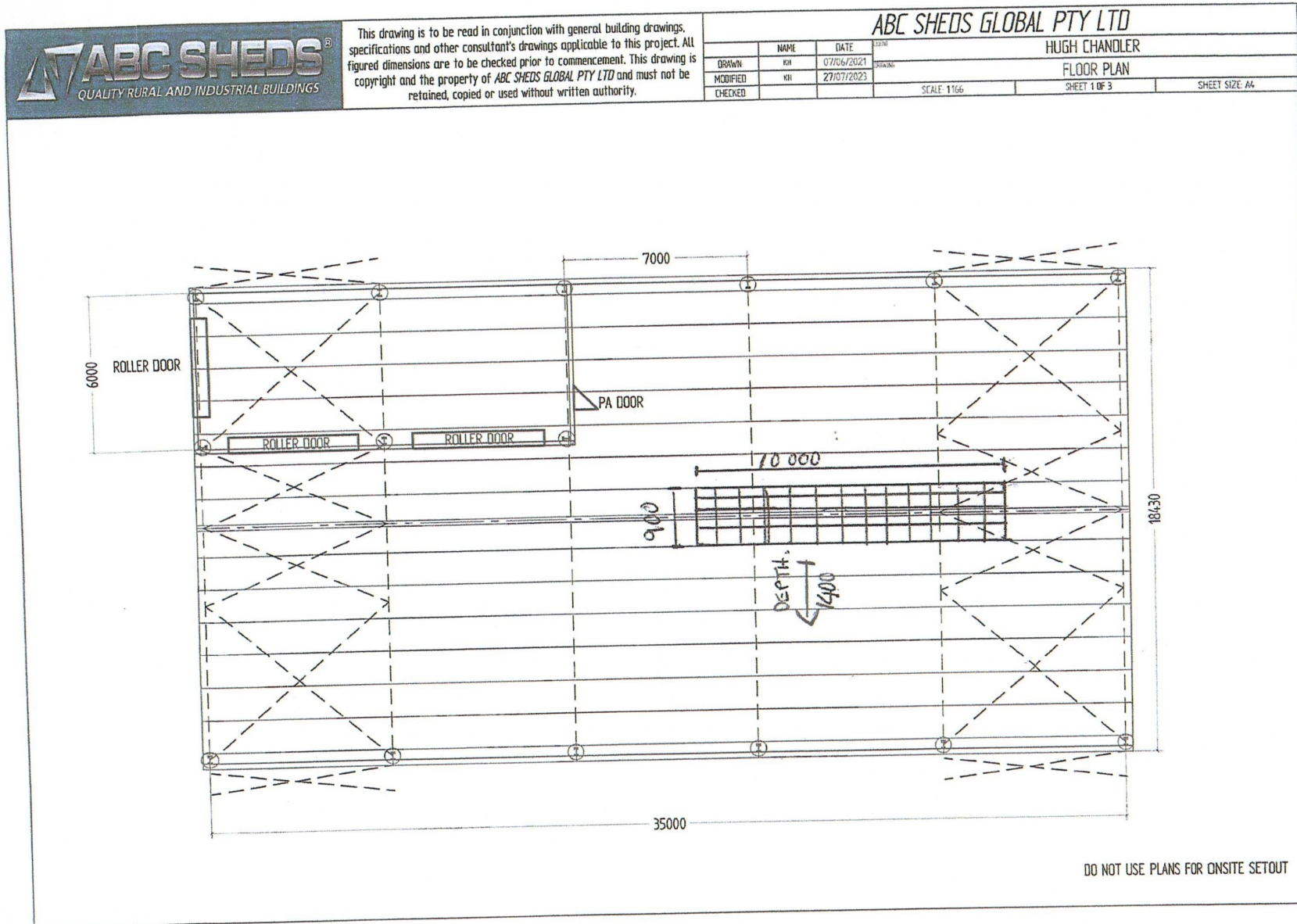
28/05/2024 (Received date)











## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 19 June 2024

ITEM NO:

6.18

SUBJECT TITLE:

**Tennis and Netball Courts at the Tambo Sports Complex**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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.

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

- 1. Mark a second tennis court (as indicate 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 (yellow for netball and white for tennis) 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.**

**Background**

Council was approached by representatives of Tambo Netball Inc. to obtain support for an additional netball court at the Tambo Sports Club facility.

The Tambo Sports Complex is operated by the Tambo Sports Club Inc., under an MOU between Council and that Club. Accordingly, the matter was referred to the Sports Club for consideration.

There was some impasse in reaching an appropriate decision, with various options being considered. It was identified that line-marking the bowling green would not be suitable as a netball court, as it would not allow a sufficient run-off space for umpires or players. Whilst grass court behind the swimming pool presented as an option, significant works would be required to ensure the area was safe and level and would not be available in the short term. It remains a possibility that a training Netball "half Court" may be appropriate on the grass (still being investigated).

Both Tambo Netball and the Tambo Sports Club undertook consultation with their members, and both with the broader community. What has emerged is that there is no clear community position on the matter, and I advise councillors that whilst I have considered the

surveys that have been undertaken by both groups, due to their presentation neither survey can be considered definitive in its outcome.

To seek some clarity in this matter I have contacted Netball Queensland who then connected with Tennis Queensland, resulting in the letter contained in attachment 2 to this report. I particularly draw your attention to the following paragraphs:

*Netball Queensland (NQ) and Tennis Queensland (TQ) support the proposal to mark an additional tennis court with netball line markings at Tambo Sports Club. This would mean that the complex would have four tennis courts: two exclusive tennis courts and two multi-lined tennis and netball courts.*

*Multi-lined courts are a practical solution to allow for flexible programming, greater venue utilisation as well as cater to other sporting groups or wider community needs. Multi-lined hard court acrylic surfaces are commonly overlayed with netball and tennis line markings.*

This is compelling and goes to the centre of my recommendation. In presenting this recommendation I have considered the following:

- The current membership of Tambo Netball at 67:
  - 34 Juniors (6 male registrations)
  - 25 Adults (social players)
  - 8 Volunteers.
- The current tennis players, estimated at 40
- The current and future use of the complex
- The development of a complex that can be broadly used by varied members of the community, across both adults and children.
- The position of the governing bodies of both sports, being Netball Queensland and Tennis Queensland and their accompanying recommendation.

I remind councillors that section 12(1) of the *Local Government Act* compels councillors to represent the current and future interests of the residents of the local government area.

In that regard, I make this recommendation with the interests of both the current tennis players and the netball players, including the children of Tambo.

I also wish to indicate to councillors that there has been significant community angst, and members of both the Sports Club and Netball Club have been unfairly exposed to significant stress and pressure regarding this matter. I wish to make it known to Councillors that members of those groups have always acted in the best interests of their membership and the broader community. I commend all for the work and passion they have shown, and I am both hopeful and confident that any rifts that have arisen in the community will be quickly resolved and that the outstanding efforts of those involved will be viewed as contributing to a vibrant, happy, and cohesive community.

## [Link to Corporate Plan](#)

### Vibrant Communities

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

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



## Governance

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

**Consultation (internal/external)**

Chief Executive Officer  
Director of Works and Services  
Director of Finance

**Policy Implications**

Nil

**Budget and Resource Implications**

Council will cover the cost to mark the new lines the new multi-purpose court and re-mark the lines on the existing multi-purpose courts so there is a distinction for each sport.

**Risk Management Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Cost to be borne by Council for the line marking. The cost is estimated to be reasonably low compared to the use of the court.	Low
Legal & Regulatory	Low	Conforming with the recommendations from Netball Queensland and Tennis Queensland. Consideration was given to the MOU Council currently has with the Tambo Sports Club and the operation of the facility.	Low
People	Low	The recommendation has been made after considering all parties who use the facility and the community of Tambo. Consultation was conducted with each group.	Low
Operational	Medium	Council will engage an appropriate contractor to conduct the required work.	Low
Environmental	Medium	There is no risk to the environment.	Low
Strategic	Medium	Two multi-purpose courts will accommodate both sporting bodies.	Low
Ethical	Low	Consultation was conducted with both sporting bodies who were asked to provide feedback from their members and community.	Low
Reputation	Low	There was some negative feedback regarding re-lining an additional court with multi-markings and this feedback was considered prior to making a recommendation to Council.	Medium
Leadership	Low	Council owns the facility and is required to make the decision which best represents	

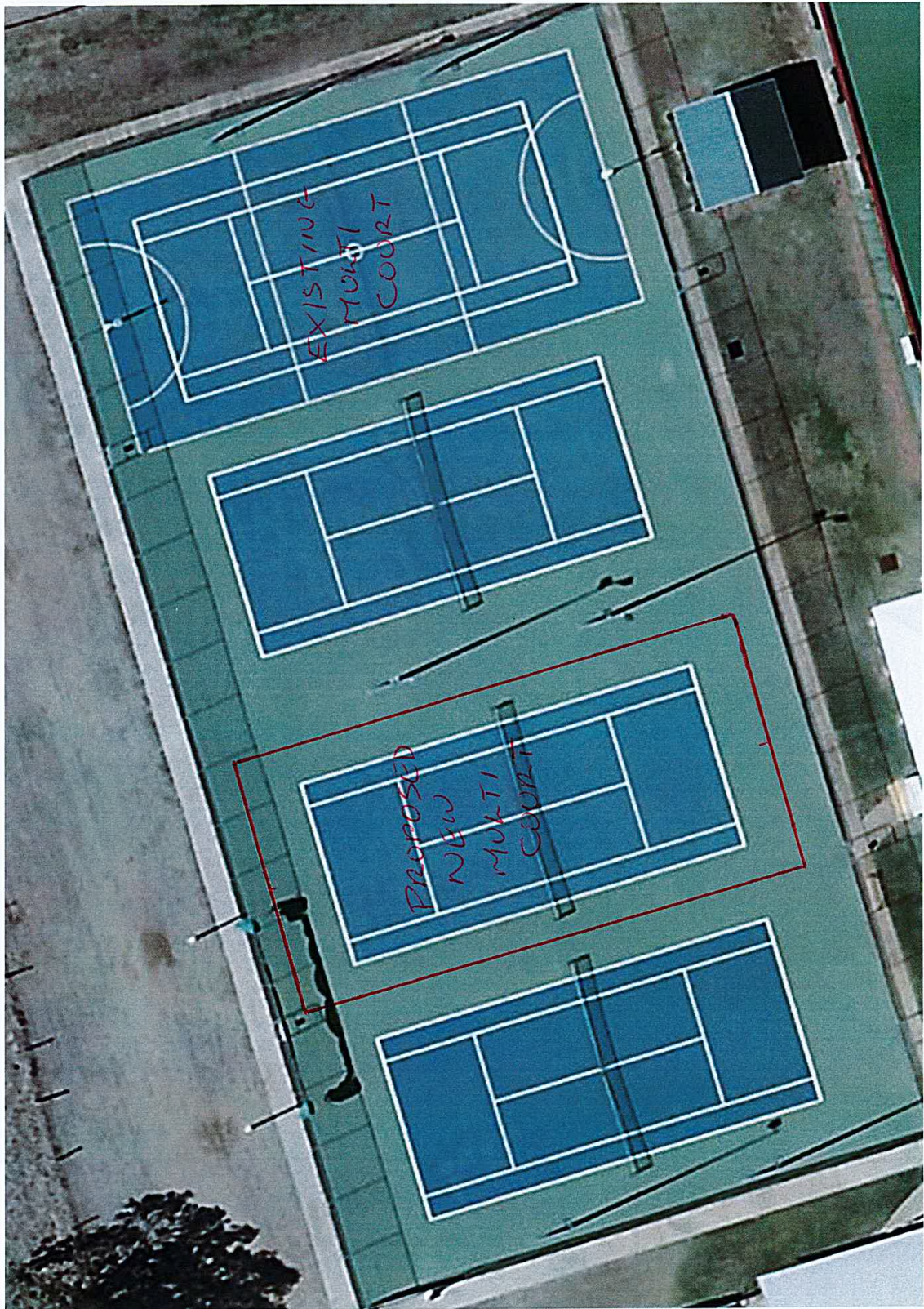
Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
		the current and future interest of the community.	

### Proposed Risk Treatment

Extensive consultation has been undertaken with the executive of each sporting body, Netball Queensland and Tennis Queensland, the Council and the sporting bodies consulted with their members and community. The opportunity to provide a multi-purpose court to the community will improve accessibility to those who wish to participate in netball without compromising the use of the court for tennis.

### Attachments

1. Tambo Tennis Court Proposal [6.18.1 - 1 page]
2. 99-2024- L- BTR C- NQTQ - NQ & TQ Letter of Support ( Blackall- Tambo Regional Council) - 13 June 20 [6.18.2 - 1 page]
3. Netball - Tennis Facility Fact Sheet [6.18.3 - 1 page]







13 June 2024

99-2024-L-BTRC-NQTQ

**Mike Lollback**  
**Chief Executive Officer**  
 Blackall-Tambo Regional Council  
 E: [mike.lollback@btrc.qld.gov.au](mailto:mike.lollback@btrc.qld.gov.au)

**Re: Netball Queensland & Tennis Queensland Support for Multi-Lined Court at Tambo Sports Complex**

Dear Mike

Firstly, thank you for the opportunity to provide feedback into Blackall-Tambo Regional Council's (Council) process of recommendation.

Netball Queensland (NQ) and Tennis Queensland (TQ) support the proposal to mark an additional tennis court with netball line markings at Tambo Sports Club. This would mean that the complex would have four tennis courts: two exclusive tennis courts and two multi-lined tennis and netball courts.

Multi-lined courts are a practical solution to allow for flexible programming, greater venue utilisation as well as cater to other sporting groups or wider community needs. Multi-lined hard court acrylic surfaces are commonly overlaid with netball and tennis line markings.

In fact, Netball Victoria and Tennis Australia have developed a [Netball-Tennis Facility Fact Sheet](#) to provide all stakeholders and contractors with practical advice and guidance for the redevelopment or construction of outdoor multi-lined netball-tennis courts. We encourage Council to refer to the preferred colours of the line markings to differentiate the courts for members of the Tambo Sports Association.

This is also a more cost-effective solution that aims to enhance access and opportunities to increase sport participation for the Tambo community.

Should you require any further information or wish to discuss, please don't hesitate to contact either Michael or myself.

Kind Regards,

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# Netball - Tennis

## Facility Fact Sheet



Netball Victoria (NV) and Tennis Victoria (TV) have developed this fact sheet to provide all stakeholders and contractors with practical advice and guidance for the redevelopment or construction of outdoor multi-lined netball-tennis courts. Multi-lined courts allow for flexible programming and shared use by multiple user groups.

When built in the right place, multi-lined courts are a great solution for providing diverse participation opportunities and venue utilisation, provided the correct number of courts are supplied.

This fact sheet aligns with both sport's national facility guidelines and outlines NV and TV minimum requirements.

NV and TV require that all new multi-lined netball/ tennis facilities are designed and constructed to these standards. Significant venue redevelopments also provide an opportunity to upgrade courts to meet the standards.

NV and TV regard multi-line courts as suitable for competitions and social levels of play, although in some instances, netball and/or tennis competitions have specific rules that may restrict the use of multi-lined courts. To ensure multi-lined courts are sufficiently utilised, please consult with NV and TV during the planning and construction phase.

September 2021 — V1

### Compliant Multi-Lined Netball Tennis Court Specifications

#### Tennis Court Dimensions

**Length:** 23.77m  
**Width:** 10.97m

#### Run-off zone Dimensions

**Sideline:** 3.05m (min.)  
**Baseline:** 5.49m (min.)  
**Between Courts:** 3.66m (min.)

#### Netball Court Dimensions

**Length:** 30.50m  
**Width:** 15.25m

#### Run-off zone Dimensions

**Sideline:** 3.05m (min.)  
**Baseline:** 3.05m (min.)  
**Between Courts:** 3.65m (min.)

#### Netball and Tennis Court Requirements

**Gradient:** Outdoor Courts - 1% cross fall in both directions or 1% fall diagonally on one single constant plane.

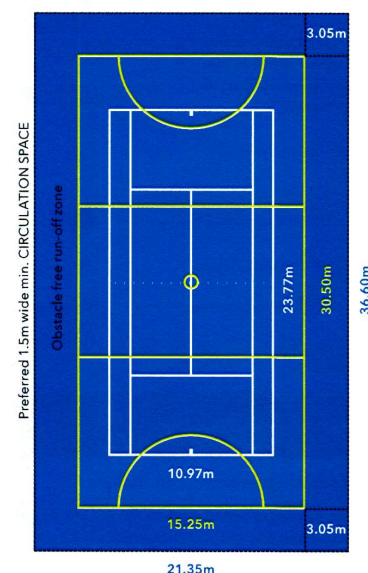
**Alignment:** North-South  
(requirement for tennis, preferred for netball).

**Run-off zones:** refer to the area between the court's lines and the nearest obstacle or change of surface type or level, for example, fence, drain, concrete edge/pavement. They must be free of all obstacles (including shelters and veranda overhang) and be of the same surface type and consistent level as the court.

#### Court Surfaces — The court must:

- Have a firm consistent surface on a constant plane without gradient or surface type change. This includes court and run-off zones.  
**Note:** Outdoor netball can only be played on asphalt or acrylic surfaced courts (not synthetic grass or bare concrete).
- Not pose a trip or slip hazard in either the court or run-off zones.
- Comply with the current Slip Resistance Classification (see over).

Entry (gate to open away from the court)



#### Court Colours and Line-Marking Requirements

There is no preferred court colour for multi-lined courts, however, a single court and run-off colour is preferred to reduce court line marking confusion.

**Line Width:** 50mm (tennis baselines may be 100mm).

All lines must be textured water-based acrylic, straight and have a clean, crisp edges.

#### Multi-Purpose court line marking colours:

- Tennis - White\*
  - Netball - Yellow\*
- \*Line marking colours should suit the intended use or dominant sport, for example, white lines for the main user sport, yellow lines for the secondary user.

- Having the run-off in a different colour is acceptable, however the principle play area (netball) should be in one consistent block colour.
- Consider the most efficient contrasting colours when choosing court colours and line marking.

## **7 Confidential Reports**

Nil

## **8 Close of Meeting**