

## **GENERAL MEETING**

**Wednesday 21 August 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 21 August 2024 commencing at 8:30 am.

**MJ Lollback**

**Chief Executive Officer**

**CALENDAR OF EVENTS****August 2024**

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

**September 2024**

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

**October 2024**

7 October 2024	King's Birthday
16 October 2024	Council Meeting – Blackall
21-23 October	LGAQ Annual Conference - Brisbane
24 October 2024	State Election

**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 21 August 2024**  
**Commencing at 8:30 am**

**Order of Business**

Leave of Absence/Signing of Attendance Book

Apologies: Nil

Condolences: Nil

Declarations of Conflicts of Interest: Nil

Deputations: Nil

**BUSINESS**

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

That the minutes of the General Meeting held on 17<sup>th</sup> July 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 17 JULY 2024 at 8:30 AM**

**PRESENT:**

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

**OFFICERS:**

Mr Mike Lollback, Chief Executive Officer, Mr Alastair Rutherford, Director of Finance, Corporate and Community Services, Mr Shalveen Dayal, Manager of Finance, Mrs Andrea Saunders, Governance Coordinator, Mr Jaimee-Lee Prow, Community Development Officer, Ms Piper Hansen, Minute Taker.

**Leave of Absence**

Cr Skewes has requested a leave of absence for the meeting.

**MOTION: Moved Cr David Hardie**

**Seconded: Cr Grahame Schluter**

**That a leave of absence for Cr. Skewes for today's meeting be granted.**

**GM 2024/07/117**

**Carried 6 / 0**

**CONDOLANCES:**

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

- Alexander (Sandy) Irvine
- Neil Fisher
- Peter McIntosh
- Richelle Walker

**DECLARATIONS OF INTEREST**

**Cr. Martin for item 5.1.3** - I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 5.1.3 Blackall Cultural Precinct Expenditure. The nature of my interest is as follows:

- I am the chair of Red Ridge.

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

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**1 Confirmation of the Meeting Minutes****MOTION: Moved: Cr Jane Scobie****Seconded: Cr Grahame Schluter**

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

**GM 2024/07/118****Carried 6 / 0**

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

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

**GM 2024/07/119****Carried 6 / 0**

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**ITEM NO:****4.1****SUBJECT TITLE:****Mayor's Information Report for June 2024**

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

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

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

**GM 2024/07/120****Carried 6 / 0**

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**ITEM NO:****4.2****SUBJECT TITLE:****CUC RAPAD Information Report**

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

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

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

**GM 2024/07/121****Carried 6 / 0**

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**ITEM NO: 5.1.1**  
**SUBJECT TITLE: Financial Report for the Month of June 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 June 2024 details the Council's current financial position and compares its performance against the adopted budget for 2023-2024.

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

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

**GM 2024/07/122**

**Carried 6 / 0**

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

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

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

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

**GM 2024/07/123**

**Carried 6 / 0**

Cr Andrew Martin left the meeting at 9:00am due to his prescribed interest in item 5.1.3. Cr Hardie assumed the chair.

**ITEM NO: 5.1.3**  
**SUBJECT TITLE: Blackall Cultural Precinct Expenditure**

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

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

**It is recommended that Council:**

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

**GM 2024/07/124**

**Carried 5 / 0**

Cr Andrew Martin returned to the meeting at 9:06 am.  
Cr Martin resumed the chair.

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

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

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

**That Council receives the June 2024 report reviewing the 2023/2024 operational plan.**

**GM 2024/07/125**

**Carried 6 / 0**

**ITEM NO: 5.1.5**  
**SUBJECT TITLE: 2024 Christmas Closure**

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

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

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

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

**GM 2024/07/126**

**Carried 6 / 0**

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

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

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

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

**GM 2024/07/127**

**Carried 6 / 0**

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

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

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

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

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**GM 2024/07/128****Carried 6 / 0**

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**ITEM NO:** 6.1  
**SUBJECT TITLE:** Chief Executive Officer's June 2024 Report to Council

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

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

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

**GM 2024/07/129****Carried 6 / 0**

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At this point, 9.55am, Piper Hansen left the meeting and returned at 9.58am.  
At this point, 10.06am, the Manager of Finance left the meeting.

**Adjournment**

At this point, 10.07am, the meeting was adjourned for morning tea.

**Resumption**

At this point, 10.31am the meeting was resumed.

**ITEM NO:** 6.2  
**SUBJECT TITLE:** Blackall Saleyards Report

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

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

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

**GM 2024/07/130****Carried 6 / 0**

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**ITEM NO:** 6.3  
**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 Boyd Johnstone                      Seconded: Cr Grahame Schluter**

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

**GM 2024/07/131****Carried 6 / 0**

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**ITEM NO: 6.4**  
**SUBJECT TITLE: Environmental Health Officer's Report**

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

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

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

**GM 2024/07/132**

**Carried 6 / 0**

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**ITEM NO: 6.5**  
**SUBJECT TITLE: Ranger's Report**

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

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

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

**GM 2024/07/133**

**Carried 6 / 0**

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**ITEM NO: 6.6**  
**SUBJECT TITLE: Development Application DA57-2023-2024 - 16 Edward Street, Tambo**

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

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

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

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

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

**That Council approves the application for a Development Permit for Material Change of Use for Short-term accommodation over land at 16 Edward Street, Tambo, formally described as Lot 3 on RP619346, subject to the following conditions:**

**1.0 PARAMETERS OF APPROVAL**

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

**2.0 APPROVED PLANS AND DOCUMENTS**

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

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

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

**3.0 LIMITATIONS OF USE**

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



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**3.3 Two onsite car spaces are to be available at all times to guests.**

**4.0 SITE MANAGEMENT PLAN**

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

**5.0 ENVIRONMENTAL HEALTH**

**5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam, soot, wastewater, waste products, oil or otherwise.**

**5.2 In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.**

**6.0 ASSET MANAGEMENT**

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

**ADVISORY NOTES**

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

**GM 2024/07/134**

**Carried 6 / 0**

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**ITEM NO: 6.7**  
**SUBJECT TITLE: Change Application (Minor Change) - DA58-2023-2024 - Extension to a Tourist Park - 58 Arthur Street Tambo**

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

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

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

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

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

**1.0 PARAMETERS OF APPROVAL**

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

**2.0 APPROVED PLANS AND DOCUMENTS**

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

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

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

**3.0 ROOF AND ALLOTMENT DRAINAGE**

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

**4.0 STORMWATER WORKS**

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

**5.0 AMENITY AND ENVIRONMENTAL HEALTH**

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

**6.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL**

- 6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.**
- 6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* (as amended).**

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- 6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).

**7.0 ASSET MANAGEMENT**

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

**ADVISORY NOTES**

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

**GM 2024/07/135**

**Carried 6 / 0**

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**7 Confidential Reports**

**Move into Closed Session**

Under section 254J (3)(b) of the Local Government Regulation 2012 Council close the meeting to discuss industrial matters affecting employees.

**MOTION: Moved Cr Grahame Schluter**

**Seconded: Cr David Hardie**

**GM 2024/07/136**

**Carried 6 / 0**

At this point, 10.39am, Alastair Rutherford, Shalveen Dayal, Andrea Saunders, Jaimee-Lee Prow and Piper Hansen left the meeting.

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**Move out of Closed Session**

That the meeting move out of closed session.

**MOTION: Moved: Cr Boyd Johnstone**

**Seconded: Cr Alina Hart**

**GM 2024/07/137**

**Carried 6 / 0**

At this point, 12.45pm, Alastair Rutherford, Shalveen Dayal, Andrea Saunders, Jaimee-Lee Prow and Piper Hansen returned to the meeting.

**7.1 Industrial Matters Affecting Employees**

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

(b) industrial matters affecting employees.

**MOTION: Moved: Cr Andrew Martin**

**Seconded: Cr Boyd Johnstone**

**That Council receive the report from the Chief Executive Officer on:**

- 1. The status of negotiations on Council's Enterprise Agreement.**
- 2. The proposed organisational structure, prior to being presented to council for consideration at the August Ordinary Meeting as required by Section 196(1) of the *Local Government Act 2009*.**

**GM 2024/07/138**

**Carried 6 / 0**

**CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 12.50pm.

**CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on 21 August 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.

Document	Item No.	Item	Action Required	Action Taken
General Meeting - 17 July 2024	6.6	Development Application DA57-2023-2024 - 16 Edward Street, Tambo	<p><b>MOTION: Moved: Cr David Hardie                      Seconded: Cr Grahame Schluter</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 16 Edward Street, Tambo, formally described as Lot 3 on RP619346, subject to the following conditions:</b></p> <p><b>1.0                      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>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.</b></p> <p><b>1.6                      Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</b></p> <p><b>2.0                      APPROVED PLANS AND DOCUMENTS</b></p>	Council decision notice with conditions has been provided to the applicant.

Document	Item No.	Item	Action Required	Action Taken												
			<div><div>2.1</div><div>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:</div><table><thead><tr><th>Plan/Document Name</th><th>Plan/Document Number</th><th>Revision Number</th><th>Date</th></tr></thead><tbody><tr><td>Site Plan</td><td>DA57-2023-2024</td><td>-</td><td>07/06/2024 (Received date)</td></tr><tr><td>Operational Management Plan for Short-term Accommodation</td><td>-</td><td>-</td><td>22/04/2024</td></tr></tbody></table></div> <div><div>2.2</div><div>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.</div></div> <div><div>3.0</div><div>LIMITATIONS OF USE</div></div> <div><div>3.1</div><div>The total number of guests at any one time must not exceed six (6).</div></div> <div><div>3.2</div><div>Guests of the Short-term accommodation are limited to a maximum stay of three (3) consecutive months at any one time.</div></div> <div><div>3.3</div><div>Two onsite car spaces are to be available at all times to guests.</div></div> <div><div>4.0</div><div>SITE MANAGEMENT PLAN</div></div> <div><div>4.1</div><div>Carry out the development in accordance with the Operational Management Plan for Short-term Accommodation dated 22/04/2024.</div></div> <div><div>5.0</div><div>ENVIRONMENTAL HEALTH</div></div> <div><div>5.1</div><div>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.</div></div> <div><div>5.2</div><div>In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste</div></div>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Site Plan	DA57-2023-2024	-	07/06/2024 (Received date)	Operational Management Plan for Short-term Accommodation	-	-	22/04/2024	
Plan/Document Name	Plan/Document Number	Revision Number	Date													
Site Plan	DA57-2023-2024	-	07/06/2024 (Received date)													
Operational Management Plan for Short-term Accommodation	-	-	22/04/2024													



Document	Item No.	Item	Action Required	Action Taken
			<p>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 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><b>GM 2024/07/134</b></u> <u><b>Carried 6 / 0</b></u></p>	
General Meeting - 17 July 2024	6.7	Change Application (Minor Change) - DA58-2023-2024 - Extension to a	<p><b>MOTION: Moved: Cr Grahame Schluter</b> <b>Seconded: Cr Jane Scobie</b></p>	Council decision notice with conditions has been provided to the applicant.

Document	Item No.	Item	Action Required	Action Taken				
		Tourist Park - 58 Arthur Street Tambo	<p>That Council approves the Change Application (Minor Change) relating to DA08-2023-2024 a Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074, subject to the following amendments to the decision notice:</p> <p><b>1.0           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>2.0           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> <table><tr><td>Plan/Document Name</td><td>Plan/Document Number</td><td>Revision Number</td><td>Date</td></tr></table>	Plan/Document Name	Plan/Document Number	Revision Number	Date	
Plan/Document Name	Plan/Document Number	Revision Number	Date					

Document	Item No.	Item	Action Required				Action Taken																
			<table><tr><td>Site Plan</td><td>DA-01</td><td>-</td><td>20/10/2022 (Received date)</td></tr><tr><td>Floor Plan &amp; Typical Section</td><td>A.001</td><td>A</td><td>02/06/2021</td></tr><tr><td>Elevations</td><td>A.002</td><td>A</td><td>02/06/2021</td></tr><tr><td>Minor Change Plan</td><td>DA58-2023-2024</td><td>-</td><td>11/06/2024 (Received date)</td></tr></table>				Site Plan	DA-01	-	20/10/2022 (Received date)	Floor Plan & Typical Section	A.001	A	02/06/2021	Elevations	A.002	A	02/06/2021	Minor Change Plan	DA58-2023-2024	-	11/06/2024 (Received date)	
Site Plan	DA-01	-	20/10/2022 (Received date)																				
Floor Plan & Typical Section	A.001	A	02/06/2021																				
Elevations	A.002	A	02/06/2021																				
Minor Change Plan	DA58-2023-2024	-	11/06/2024 (Received date)																				
			<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>3.0 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> <p>4.0 STORMWATER WORKS</p> <p>4.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the <i>Queensland Urban Drainage Manual</i>.</p> <p>5.0 AMENITY AND ENVIRONMENTAL HEALTH</p> <p>5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise</p> <p>5.2 Install (where proposed) and operate all outdoor lighting to comply with AS4282 – 1997 “<i>Control of the Obtrusive Effects of Outdoor Lighting</i>”.</p> <p>6.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL</p> <p>6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.</p>																				

Document	Item No.	Item	Action Required	Action Taken
			<p>6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the IECA 2008 Best Practice Erosion and Sediment Control (as amended).</p> <p>6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).</p> <p>7.0 ASSET MANAGEMENT</p> <p>7.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.</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 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 2024/07/135</u></p>	
			<u>Carried 5 / 0</u>	

<b>Document</b>	<b>Item No.</b>	<b>Item</b>	<b>Action Required</b>	<b>Action Taken</b>
Confidential Meeting - 17 July 2024	7.1	Industrial Matters Affecting Employees	<p><b>MOTION:</b> Moved: Cr Andrew Martin                  Seconded: Cr Boyd Johnstone</p> <p><b>That Council receive the report from the Chief Executive Officer on:</b></p> <ol style="list-style-type: none"> <li><b>1. The status of negotiations on Council's Enterprise Agreement.</b></li> <li><b>2. The proposed organisational structure, prior to being presented to council for consideration at the August Ordinary Meeting as required by Section 196(1) of the Local Government Act 2009.</b></li> </ol> <p><u><b>GM 2024/07/138</b></u>    <u><b>Carried 6 / 0</b></u></p>	<p>Discussions on Council's Enterprise Agreement are continuing.</p>  <p>The organisational structure is presented to council for adoption at this meeting.</p>

## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 21 August 2024

ITEM NO: 4.1

SUBJECT TITLE: Information Report for July 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 July 2024.

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

ACTIVITY FOR JULY 2024	
Meetings	<ul style="list-style-type: none"> <li>• Remote Area Planning and Development Board meeting</li> <li>• Blackall Cultural Precinct meeting</li> <li>• CUC RAPAD discussion</li> <li>• Council general meeting – Tambo</li> <li>• Western Queensland Alliance of Council's leadership group meeting</li> <li>• RAPAD Power Grid monthly external RAPAD catch-up</li> <li>• Main streets re-scaping meeting</li> <li>• Circus Carnival meeting</li> <li>• Meeting with Tambo Tourism and Business Association</li> <li>• Inter-local government cooperation interview</li> <li>• NBN discussion</li> </ul>
Events	<ul style="list-style-type: none"> <li>• National General Assembly – Canberra</li> <li>• Western Queensland Primary Health Network event</li> <li>• Tambo Trivia night</li> <li>• Community Opportunity Workshop – Blackall and Tambo</li> </ul>
ACTIVITY FOR AUGUST 2024	
Meetings	<ul style="list-style-type: none"> <li>• Elected Member Update training</li> <li>• RAPAD Board meeting</li> <li>• Blackall Cultural Precinct meetings</li> <li>• Outback Futures</li> <li>• Wild Dog Barrier Fence review</li> <li>• Regional Development Australia Central Western Queensland Board meeting</li> <li>• The Palace discussion with Department of Resources</li> <li>• Council Meeting – Blackall</li> <li>• LGAQ Policy Executive meeting – Gold Coast</li> <li>• Face-to-face RAPAD Board meeting – Longreach</li> <li>• Outback Regional Roads and Transport Group meeting – Longreach</li> <li>• Central West Pest Management Group meeting – Longreach</li> <li>• RAPAD Water and Sewerage quarterly meeting - Longreach</li> </ul>

	<ul style="list-style-type: none"><li>• CUC RAPAD Board meeting</li><li>• Outback Queensland Tourism Assn Board meeting</li><li>• Western Queensland Alliance of Councils Leadership Group meeting</li></ul>
Events	<ul style="list-style-type: none"><li>• LGAQ Policy Executive Dinner – Gold Coast</li></ul>

### **Link to Corporate Plan**

Not Applicable

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### **Attachments**

Nil

**OFFICER REPORTS**

COUNCIL MEETING DATE:	Wednesday 21 August 2024
ITEM NO:	<b>5.1</b>
SUBJECT TITLE:	<b>Chief Executive Officer's July 2024 Report to Council</b>
AUTHOR AND OFFICERS TITLE:	Andrea Saunders Governance Coordinator
AUTHORISING OFFICER:	Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

**Summary:**

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

**Officer's Recommendation:**

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

**Background**

The following update is provided from the Chief Executive Officer:

**Community Builders Program**

I, along with several Councillors attended the Community Builders Program held on 30 July in Blackall. The evening was attended by over 40 local community members, together with most councillors from Blackall-Tambo Regional Council. Facilitated by Peter Kenyon, an experienced and respected community development and engagement partitioner from the Bank of Ideas Organisation, the evening explored with community what they saw as the future of Blackall. On the following morning the same session was held at Tambo. Mayor Martin and Deputy Mayor Harding attended that session and may like to make comment. I commend Jamie Lee Prow for bringing the program to the Blackall-Tambo Region. A report from the facilitator outlining outcomes of both sessions will be completed in around 2 months' time. During the briefing session this afternoon I will discuss with Council the opportunity for attendance of a councillor and staff member to the Positive Pathways to Local Rural Prosperity Program to be held in Pickering Brook Western Australia in September this year.

**Elected Member Update Training with LGAQ**

Most Councillors and some staff, including the Executive Leadership Team, attended the Elected Member Update training conducted by LGAQ on 1 August at Blackall. The presentation provided insight into the function of LGAQ, how it aids local governments in Queensland, the upcoming State election, cost shifting, trunk infrastructure framework, and the LGAQ 2024 Advocacy Action Plan. On behalf of Council, I thank the LGAQ for their continued commitment to deliver this valuable program.

**Queensland Corrective Services Regional Community Engagement Committee Forum**

I, along with the Governance Coordinator, Andrea Saunders and Rev. Beth O'Neill, representing the Community of Blackall-Tambo, attended the forum in Clermont. The forum was hosted by the Isaac Regional Council and was attended by representatives of the Capricornia Correctional Centre, including the Field Supervisors from the Blackall,



Springsure and Clermont Work Camps and members of the Isaac Regional Council and staff and members of each Community Engagement Committee.

The forum enabled the sharing of information, collaboration of ideas and brainstorming for each Work Camp. It is clear from the aforementioned Community Builders Program that I attended in Blackall, that the workcamp program is highly regarded by the community, being considered by attendees at that meeting as amongst the highest priority of things that were valued in the community.

### **Blackall Cultural Precinct Update**

Councillors will see that a separate report is included in today agenda. This marks a major milestone in undertaking this project for the Blackall-Tambo Region. Today council will be asked to consider the architectural design of the proposed Community Precinct, prior to it being lodged as a development application.

Council will recall that in June 2023 a memorandum of Understanding between Blackall Tambo Regional Council and Red Ridge (Interior Queensland) Ltd was established.

Council has provided financial and operational support to Red Ridge in reaching this important stage of the project. At the September 2024 Ordinary meeting of Council, I will present further information as to how the project will progress from the planning stage to practical building.

### **Salvia Street update**

The Department of Transport and Main Roads (DTMR) requested a revised design of the Salvia Street Road restoration project currently underway. Salvia Street falls under the direct control of DTMR. The revised design lessens the drop off from the centre of the road from a 15% to 7% gradient. This will ensure that large transport can effectively stop on the sides of the road and will increase the capacity of the kerb to cope with high levels of water run-off. The revised plan has been approved, work continues and is scheduled to be completed by 5 September 2024. All residents affected by the current works have been spoken to and made aware of the delay.

### **Memorial Wall at the Tambo Cemetery**

In consultation with the Tambo Historical Society, the memorial wall at the Tambo Cemetery was completed on 8 August 2024. The Historical Society is in the process of having 6 large plaques and 1 small plaque completed by Worrells Plaques, Brisbane for fitting to the new wall. Council acknowledges the work done by Frank Busby and his team who were engaged by council to undertake the work.



### **Tambo Swimming Pool**

Work was completed at the Tambo Aquatic Centre's two pools on the 7 August. The works were undertaken after the council was alerted to safety issues resulting from broken and failing tiles around both pools coping. The failure of those tiles was simply an aging issue that is common with many pools built in that era.

The tiles have been replaced with a more robust and slip resistant tile. Whilst the pool was empty a series of issues with render failures was addressed and the swimming lanes were re-marked. The pool shell has been determined to be in good order.

A grab rail is being installed at the bottom of the walk in Ramp to assist people with access and egress to and from the pool. Refilling of the pool commenced on the 8 August, and it will be operational again to meet the commencement of the "swimming season" from mid-September.

### **Snap Send Solve**

Council will be pleased to hear about the success of the Snap Send Solve system. For the 2024 Calendar year to the 9 August, 207 separate reports had been received by council on issues that have required council assistance. It has emerged as the most regular way the community reports operational issues to council. This has been achieved whilst reducing the overall administrative handling by our staff.

We are currently having business cards for councillors and staff reprinted with the rear of the card containing the direct contact and use of Snap Send Solve. This will ensure a sound way of assisting our community in having operational matters progressed.



### **Blackall Old Hospital Site**

Last week some concerns were raised with me of an intention by Queensland Health to demolish the old Hospital buildings at Blackall.

It appears that this is no more than a rumour. I spoke last week with the Executive Director of Central West Health Services, Roshan Gunewardene who confirmed with me that the process regarding the disposal of the building from Queensland Health was yet to fully be determined and that there was no intention in the current circumstances to demolish those buildings. Perhaps this will bring some relief to anybody who might have concerns.

### **Link to Corporate Plan**

Not Applicable

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

Chief Executive Officer

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### **Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

5.2

SUBJECT TITLE:

**Organisational Structure Review**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

With the retirement of the Director of Finance Corporate and Community Services a revised organisation structure is presented to Council.

**Officer's Recommendation:**

**That Council adopts the organisational structure as presented within this report, in accordance with section 196(1) of the *Local Government Act 2009*.**

**Background**

*"A local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities." (Section 196(1) of the Local Government Act 2009.)*

A redistribution of functional responsibilities has been established across the organisation. The distribution of functions, resulting in this revised organisational structure, is designed to enhance efficiency in council operations through an equitable and rational distribution of responsibilities across each Director.

A staff member may have responsibility across one or more functional areas across one or more of the Directors. Each area shown represents a significant area of responsibility for the broader organisation that falls within the remit of each Director. Directors form the organisations Executive Leadership Team (ELT). All members of the current ELT have been engaged in the final development of this revised organisational structure.

At the presentation of this report, the total number of positions in the Organisation is 146, made up of:

	<b>Chief Finance Officer</b>	<b>Chief Operations Officer</b>	<b>Director of Lifestyle and Community</b>	<b>Director of Organisational Performance</b>
<b>Fulltime</b>	8	39	6	39
<b>Permanent Part Time</b>			4	
<b>Casual</b>			7	39
<b>Vacancies</b>				
<b>Contract</b>	2			2

This Organisation Structure provided aligns with Council's budgetary process. Working within that budget the CEO and ELT will, in accordance with the Operational Plan, apply a value for money process across each functional area of Council. This will mean, that a review of all vacant positions will be undertaken before like for like replacement to determine if there may be efficiencies gained through an alternative arrangement. Any changes that

alter the structure as presented in this report will require council approval under section 196(1) of the *Local Government Act 2009*. Similarly, if there is a likelihood that budget may be exceeded through any additional positions required, the CEO will report to council seeking a budget variation. Savings made through efficiencies will also be reported to council, without variance to the adopted Organisational Structure. Positions may be moved from time to time in specific circumstances, without altering the approved structure.

In this revised structure the CEO will not have a dedicated Executive Assistant, rather, the support for the CEO, ELT and elected representatives will be undertaken by the Council Support Team, managed by the Director of Organisational Performance. This is designed to create a better level of support and assistance through a team-based approach.

### Link to Corporate Plan

Governance

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

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

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

### Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Chief Finance Officer

Chief Operations Officer

Director of Lifestyle and Community

Director of Organisational Performance

### Policy Implications

Nil

### Budget and Resource Implications

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	In compliance with the legislation.	Low
People	Low	Nil	Low
Operational	Medium	The new structure will improve the efficiencies of the organisation.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Consultation has occurred with staff.	Low

### Proposed Risk Treatment

Nil

### Attachments

1. structure draft Executive level (1) [5.2.1 - 1 page]



**OFFICER REPORTS**

COUNCIL MEETING DATE

Wednesday 21 August 2024

**ITEM NO:****5.3****SUBJECT TITLE:****Vehicle Policy Review**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Council conducts a review of policies on a regular basis to ensure that they are consistent with changes to regulations, employment conditions and Council's objectives. The Vehicle Policy has been reviewed to align with the corporate structure changes and to ensure Council's fleet is appropriately managed.

**Officer's Recommendation:****That Council adopt the revised Vehicle Policy.****Background**

Continuous policy review and development ensures Council remains compliant with changes to regulations, employment conditions and objectives.

Policies can have minor and major amendments made during revision. Minor amendments are changes to language, style and formatting which do not impact on the application of the policy, while major amendments significantly alter Council's position on an issue or change the strategic intent of the policy.

Blackall-Tambo Regional Council's Vehicle Policy was last reviewed on 16 November 2022. The Policy provides guidelines for appropriate use of Council's motor vehicles and categories of vehicle use for relevant employees. The corporate structure change required a review of the Vehicle Policy to ensure that contractual obligations with relevant staff are met and Council's fleet is appropriately utilised and managed.

**Link to Corporate Plan**

Governance

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

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

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

**Consultation (internal/external)**

Chief Executive Officer

Chief Finance Officer

Chief Operations Officer

Director of Lifestyle and Community

Director of Organisational Performance

Fleet Supervisor

**Policy Implications**

Amendments to Vehicle Policy

**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	The revised policy captures vehicle use requirements and contractual obligations.	Low
Operational	Medium	The revised policy ensures efficient use of Council's fleet.	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 associated with the adoption of the revised policy.

**Attachments**

1. Admin 23 Vehicle Policy DRAFT (2) [5.3.1 - 5 pages]



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

## **Vehicle Policy**

Version Number: Five	Effective Date: 21/8/2024
Procedure Compiled by: Governance Coordinator	Review Date: 21/8/2028
Procedure Approved by: Chief Executive Officer	

### **1. Principles**

This Policy is directed at improving efficiency, reliability, and safety by supporting councillors, employees, volunteers, and contractors in the performing their duties.

Employees shall be allocated a vehicle which is fit for purpose and approved by the Chief Executive Officer.

Due to the size and location of Blackall-Tambo Regional Council, private use of vehicles may also be used to attract and retain quality employees.

### **2. Applicability**

This Policy applies to all persons who drive a Council vehicle including, but not limited to a Councillor, employee, contractor, sub-contractor, and volunteer.

### **3. General**

- 3.1.** An operator must have a current driver's license applicable to the class of vehicle being driven. An operator must immediately advise their supervisor if their license is cancelled or suspended or of any other limitation that restricts their driving.
- 3.2.** Learner drivers and provisional drivers must display the appropriate plates (P or L) on the vehicle while driving.
- 3.3.** All vehicles must be housed in the Council depot or administration office car park each night unless specifically allowed by this Policy.
- 3.4.** If the operator has home use of the vehicle, it must be parked within the boundary of the operator's property at night and not be parked on the road reserve.
- 3.5.** When requested by the Chief Executive Officer, the operator shall maintain an accurate logbook for the use of their vehicle.
- 3.6.** A Council vehicle must be available for Council business use during normal working hours when not required by the operator.
- 3.7.** For operators with private use, the vehicle is to be garaged at the Council depot or administration office when the operator is on extended periods of annual leave, long service leave or sick leave unless the Chief Executive Officer approves of other arrangements.



## **Blackall-Tambo Regional Council**

### **Vehicle Policy**

- 3.8.** Smoking, vaping and use of e-cigarettes in all Council vehicles is prohibited.
- 3.9.** Keys are not to be left in parked vehicles at any time and the vehicle must be locked when left unattended.
- 3.10.** All Council vehicles will have Blackall-Tambo Regional Council logos displayed on both sides and on the rear of the vehicle. The vehicle must be marked with a plant number. Cars and utilities shall display the small logo while trucks and plant shall display a large logo.

#### **4. Safe Operation of Vehicle**

All employees using Council Motor Vehicles must ensure they are operated in a safe manner to ensure, to the extent possible, that the user of the vehicle, passengers and the public do not come to harm as a result of the vehicle is operated. The safe operation of the vehicle also reduces the risk of damage to the vehicle.

To ensure safe operation of the vehicle drivers must ensure that as a minimum the following factors apply:

- Vehicles are only to be driven by authorised person.
- The vehicle must be driven in a safe and responsible way with due regard to the road conditions.
- State road rules must be complied with in respect to speeds travelled, traffic management and vehicle operation.
- Officers must not drive vehicles or operate plant when impaired by drugs or alcohol. Staff and drivers must observe prescribed legislation for the class of plant of vehicle being used.
- The vehicle is not to be operated by a person who faculties are impaired due to the taking of prescribed or illicit drugs.
- The vehicle is not to be operated by a person who is fatigued.
- It is the responsibility of a driver/operator to observe all safe vehicle requirements.

#### **5. Maintenance**

- 5.1.** Vehicles are an asset of the Council for which value must be maintained.
- 5.2.** Vehicles must be made available to the Workshop Supervisor for servicing in accordance with the manufacturer's specifications, or when otherwise required.
- 5.3.** If any malfunction of a vehicle, however minor, has been observed, the driver must advise the Workshop Supervisor immediately.
- 5.4.** Where a fuel card is issued for a particular vehicle, fuel may be purchased using the card or through the depot refueling system. The fuel card must always be kept in the vehicle and dockets submitted to the appropriate officer.
- 5.5.** The operator is responsible for the regular checking of fuel, coolant, oil, battery fluid, brake fluid, windscreen washer fluid and tyre pressure.
- 5.6.** The operator must maintain the vehicle (internal and external) in a clean and tidy condition.

Policy Number: Admin 23	Version Number: Five	Date Effective: 21/08/2024	Page 2 of 5
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## **Blackall-Tambo Regional Council**

### **Vehicle Policy**

#### **6. Accident Procedure**

If a vehicle is engaged in an accident or incurs damage (however minor), then the operator's supervisor must be notified immediately, and an incident report must be completed by the end of the next working day.

#### **7. Penalty Notices and Convictions**

- 7.1.** An employee convicted of drink driving or consumption or use of an illegal drug in association with a crash and/or incident, will be liable for all costs associated with the repair of such vehicle/vehicles.
- 7.2** If a driver is charged and found guilty of a driving offence which results in cancellation or suspension of their licence all Council vehicle use will be suspended immediately and the vehicle returned to Council.
- 7.3** Traffic infringement fines incurred are the responsibility of the driver at the time of the infringement. The allocated driver (responsible for the vehicle) must be able to identify whether it was an alternative driver.

#### **8. Council Image**

The operator must always ensure that the vehicle is driven in a lawful manner, and the passengers behave in a way that upholds Council's image in the community.

#### **9. Passengers**

Except for Category 1 and 2 , only passengers associated primarily and specifically with the business of Council may be carried as passengers in a Council vehicle. The Chief Executive Officer must expressly approve any other passengers.

#### **10. Alternative Driver**

For Category 1, 2 and 3 use, an alternative driver may drive the vehicle for logistical or safety purposes (e.g., airport drop off, long distance travel etc.).

#### **11. Exceptions**

Any variation to the conditions in this Policy must be expressly approved by the Chief Executive Officer and may include the use of a council vehicle by a non-council employee where it is deemed appropriate.

#### **12. Determination of Vehicle Category**

The Chief Executive Officer determines the category each employee falls under in the letter of appointment upon commencing employment with Council and through any subsequent reviews of performance. The Chief Executive Officer may withdraw use of a vehicle where a breach of any policy of the Employee Code of Conduct is determined.

#### **13. Vehicle Pooling**

Council vehicles when not in use must be made available to other staff if necessary. This includes when staff are on leave.

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## **Blackall-Tambo Regional Council**

### **Vehicle Policy**

#### **14. Categories of Vehicle Use**

##### **Category 1 - Open**

###### *Usage:*

1. Private use is limited to the State of Queensland unless otherwise approved by the Chief Executive Officer.
2. The Officer shall have full unrestricted private use of the vehicle, including weekends, public holidays and periods of paid leave up to a maximum of five weeks or unpaid leave up to a maximum of three weeks.
3. Fuel will be supplied for all travel within Queensland while the officer is on annual or long service leave for a period of up to and including five weeks. For any travel outside of Queensland the officer will be responsible for meeting the fuel costs unless prior approval has been given by the Chief Executive Officer.
4. The vehicle is available for use by the employee and persons nominated by the driver on the form provided by Council and provided that the driver has an appropriate drivers licence. No other person, other than an authorised Council driver, is to drive the vehicle, other than in an emergency, without specific approval of the Chief Executive Officer.

##### **Category 2 – Restricted Open**

###### *Usage:*

1. Private use is limited to the State of Queensland with fuel supplied by Council up to 1000kms from the usual place of work, unless otherwise approved by the Chief Executive Officer.
2. For any travel outside the 1000km radius the Officer will be responsible for meeting fuel costs unless prior approval has been given by the Chief Executive Officer.
3. The private use is available for all outside work hours including RDO's and annual leave up to a period of five weeks.
4. During work hours the vehicle remains a pool vehicle and must be available for use by other staff, as and when required.
5. No other person, other than an authorised Council employee, is to drive the vehicle, other than in an emergency, without specific approval of the Chief Executive Officer.

##### **Category 3 – Commuter Use**

###### *Usage:*

1. This type of vehicle use provides use of a fully maintained vehicle to a Council employee who is allocated a vehicle as part of their role with Council.
2. No private use of the vehicle is permitted unless prior approval is provided by the Chief Executive Officer.
3. Vehicles under this category are required primarily and specifically for operational or business activities of Blackall-Tambo Regional Council.
4. The vehicle is to be used for work purposes only and for travel between home and the worksite/workplace.
5. The vehicle can be used for after-hours callouts.
6. The vehicle must be returned to the workplace in all instances of leave exceeding two days or circumstances where the manager deems there is a reasonable operational need for the vehicle during the officer's absence.
7. During work hours the vehicle remains a pool vehicle and must be available for use by other staff, as and when required.
8. The vehicle must only be driven by an authorised and licensed Council employee.

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## **Blackall-Tambo Regional Council**

### **Vehicle Policy**

#### **Category 4 – Work Use Only**

1. No private use of the vehicle.
2. Vehicle to be garaged at the Council depot or administration office.
3. In cases where staff are returning late from working on rural road and the depot is locked, the employee may garage the vehicle overnight at home and return it to work in the morning, informing their supervisor at the first available opportunity.

#### **Category 5 – Visitor Use**

##### *Usage:*

1. Use by visitors is at the discretion of the Chief Executive Officer.

#### **15. Breach of Policy**

A failure by employees, volunteers and contractors to comply with this policy may result in disciplinary action being taken against them. It may also result in access to Council vehicles being withdrawn.

#### **16. Associated Documents**

- Employee Code of Conduct Policy
- Councillor Code of Conduct Policy
- Drug and Alcohol Policy
- Credit and Fuel Card Policy
- Councillor's Expenses Reimbursement Policy

#### **17. Version Control**

Version One	19/04/2019
Version Two	15/01/2020
Version Three	20/07/2022
Version Four	16/11/2022
Version Five	21/08/2024

Policy Number: Admin 23	Version Number: Five	Date Effective: 21/08/2024	Page 5 of 5
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## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

5.4

SUBJECT TITLE:

**Tambo Tourism and Business Association's  
Television Advertisement**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Tambo Tourism and Business Association have written to Council asking for financial support for their television advertisement.

**Officer's Recommendation:**

**That Council provides assistance of \$500.00 toward airing time of the Tambo Tourism and Business Association's television advertisement.**

**Background**

In 2023 the Tambo Tourism and Business Association (TTBA) in collaboration with the Tambo Arts Council created a television advertisement to promote Tambo.

The Tambo Tourism and Business Association have requested financial support, for a minimum of \$500, from Council to contribute towards the purchase of further airing time to run the advertisement on television as they would like to have the advertisement running until October 2024.

In July 2023, the Tambo Tourism and Business Association (TTBA) requested Council contribute \$200.00 to assist in airing the commercial. At that time, Council advised the TTBA it would contribute to the airing of the advertisement only if a joint advertisement with Blackall would be considered.

The commercial has proven to be highly successful and goes to the council position of this region being a community of communities.

Under Council's Request for Council Assistance Under \$10,000 Policy the request falls within item 5a) Monetary Donations. The Policy states that monetary donations will only be considered in special circumstances. The TTBA submitted an in-kind application requesting \$2000.00 of assistance to be used towards venue hire, printing and photocopying, mailouts and laminating. Council approved \$2000.00 of in-kind assistance when adopting the 2024-2025 budget.

Under the 2020-2025 Corporate Plan, Council will support economic development by supporting local business and the establishment of new businesses in the region; foster a sustainable tourism industry that delivers economic outcomes for the community.

Although the TTBA did not submit an application with Council as per the guidelines of the Request for Council Assistance Under \$10,000 Policy the advertisement achieves the two beforementioned objectives of Council's Corporate Plan.

## 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.

## Consultation (internal/external)

Chief Executive Officer

Chief Finance Officer

## Policy Implications

Request for Council Assistance Under \$10,000 Policy

## Budget and Resource Implications

The request of \$500 will be supported by the In-Kind 2024-2025 budget allocation.

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded by Council's in-kind budget allocation.	Medium
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

- Judith Taylor email [5.4.1 - 2 pages]

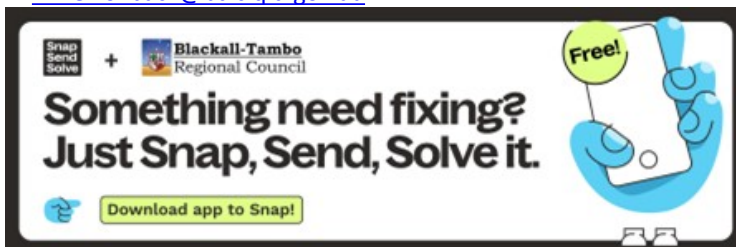


**From:** Mike Lollback  
**Sent:** Wed, 24 Jul 2024 06:10:20 +0000  
**To:** Andrea Saunders  
**Subject:** Fw: TTBA TV advert



Regards  
**Mike Lollback**  
**Chief Executive Officer**

**P:** (07) 4621 6600  
**M:** 0488 574 035  
**E:** [Mike.Lollback@btrc.qld.gov.au](mailto:Mike.Lollback@btrc.qld.gov.au)



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**From:** Tambo Tourism and Business Assoc. Inc. <Tambotba@outlook.com>  
**Sent:** Wednesday, 24 July 2024 4:08 PM  
**To:** Mike Lollback <Mike.Lollback@btrc.qld.gov.au>  
**Subject:** TTBA TV advert

You don't often get email from tambotba@outlook.com. [Learn why this is important](#)

**CAUTION:** This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

**Chief Executive Officer  
Blackall-Tambo Regional Council  
6 Coronation Dr  
Blackall QLD 4472**

Dear Mike,

With the help of local businesses and community organisations Tambo Tourism and Business Association (TTBA) has been delivering a promotional TV campaign for the last twelve months.

We would like to continue to keep our Tambo advert on air until at least October as we continue to receive positive feedback from visitors in response to this campaign. The aim of the advert is promotional, to encourage visitors to stop in our town and to spend a bit longer by showcasing all our town has to offer.

Tambo Tourism and Business Ass would like to invite the Blackall-Tambo Regional Council to contribute towards the purchase of further airtime to run the ad on TV.

The starting point for contributions is \$500, however if you would like to contribute more, please let us know. The more money we can raise the longer we can run the advert for. The advert can be made available to contributors for inclusion on your website and social media.

Alison Shaw is managing this project for TTBA. Please contact Alison on 0428546107 if you have any questions. If you can support this project, please respond via email to [alison@therightgrant.com.au](mailto:alison@therightgrant.com.au) with the amount of your contribution and TTBA will invoice you.

Working together let's continue to help Tambo shine,

Yours faithfully,

Judith Taylor

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

5.5

SUBJECT TITLE:

**Blackall Cultural Precinct**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Stakeholders have continued to consult with architects on the Blackall Cultural Precinct project and a design report has been prepared.

**Officer's Recommendation:**

**That Council supports the proposed buildings and community gardens located over land at 63-67 Shamrock Street, Blackall Queensland as described on Lot 1 RP602469, Lot 1 and Lot 2 on RP607613, Lot 2 on RP616262 and Lot 2 on SP607008.**

**Background**

At the 17 May 2023 ordinary meeting, council authorised the Chief Executive Officer to consult with Red Ridge (Interior Queensland) Ltd on the establishment of a Cultural Precinct in Blackall (Minute Number 20/05A/23). Red Ridge and Council entered into a Memorandum of Understanding in June 2023 and council has assisted in the financial commitments in having these Architectural plans developed.

Representatives from Red Ridge (Interior Queensland) Ltd and its benefactors, together with representatives of Blackall-Tambo Regional Council have worked closely with architects for the Blackall Cultural Precinct. The purpose of the project is to develop and construct a cultural precinct in the Blackall CBD for the purpose of community use and exhibiting art and cultural significant memorabilia.

A major milestone of the project has been reached in the completion of the architectural design, attached to this report for councils' consideration. This is now ready for both community consultation and the lodgement of a development application to the State Assessment and Referral Agency (SARA).

Councils' endorsement is sought prior to making that submission to SARA. It is intended to display the plans to the Community for comment during the assessment stage.

Should Council endorse these plans to progress to development application and community consultation, a report will be delivered to Council at the September Ordinary meeting outlining how the project will progress from planning to practical building.

It should be noted here that the delivery of this project is reliant on Red Ridge and Council being able to source complementary funding from the State and Commonwealth Governments and/or other contributors. To achieve this, the project will be divided into several stages of delivery that will maximise the capacity to access funding.

## Link to Corporate Plan

### Economic Development

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

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

### Vibrant Communities

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

### 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

Councillors

Mayor

Chief Finance Officer

Town Planners

## Policy Implications

Nil

## Budget and Resource Implications

Nil

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council has a budget allocation to be used towards the project.	Low
Legal & Regulatory	Low	Any legal and regulatory requirements will be met as the project moves through the various stages.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	The environmental impact will be considered when a development application has been made for the project.	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 to support the proposed buildings and gardens. Further information will be provided and appropriate reports will be presented to Council as the project progresses.

### **Attachments**

1. 02. Attachment A Architectural plans [5.5.1 - 24 pages]

Red Ridge Interior and  
Blackall-Tambo Regional  
Council



Blackall Cultural Precinct  
Developed Design Report

brian hooper architect + m3architecture  
architects in association

We acknowledge the Kuungkari, Iningai and Bidjara Peoples as Traditional Owners of Country on which we design. We pay our respects to Elders past and present, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.



### Document Control Sheet

Project: Blackall Cultural Precinct  
 Report Title: Developed Design Report  
 Client: Red Ridge  
 Author: Brian Hooper Architect & m3architecture  
 Approved by: Elan Barr  
 Date: 01.08.24

Rev	Date	Description
A	26.07.24	Client Issue
B	30.07.24	Pre-lodgement issue
C	01.08.24	Pre-lodgement issue
D	02.08.24	Pre-lodgement issue

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## Context

### The Blackall Context

Blackall has a trove of valuable historical items and a series of interesting, interconnected and untold histories to tell, all of which need a home. The town is also adjacent an established tourism route, and yet, currently it is without a destination of its own. The potential value of a public facing cultural project is enormous.

To put this in context,

*“...tourism indirectly employs 1 in 12 people in Queensland. Tourism provides more jobs than either agriculture, forestry and fishing (3.7 per cent) or mining (1.6 per cent) industries combined.” \**

With a site available on the main road and close to the local airport, this proposal has the capacity to attract locals, intra and interstate visitors, and international visitors. The main road is part of a local tourist route and the site is also within the zone of foot traffic for the town's commercial 'main street'. This facility is seen as something complimentary to existing local businesses offering accommodation, retail and food.

Blackall's location on the artesian basin makes it a garden town, and much of the area's history is connected directly to both its geology and the subsequent availability of water. These are features which have made it stable and fertile in otherwise hostile surrounds. This is an environment which has low levels of rain, and high summer temperatures coupled with a high diurnal temperature range.

\* <https://teq.queensland.com/content/dam/teq/corporate/corporate-searchable-assets/industry/research/other-research/Tourism%20Economic%20Key%20Facts%20updated%2026%20June%202024%20V2.pdf>





## Concept

### Design Concept

A cultural centre set in a garden, including an external Museum which is experienced through the garden, is proposed as the focal point for this attraction. Blackall's benign autumn, winter (albeit cold in the evenings) and spring climates offer a unique and cost-effective way for visitors to inhabit and interact with the outdoors. The garden and museum are complimented by a new gallery, library and local history room all set within a walled landscape.

All of the functions of the precinct can operate all year round to the benefit of locals and specific visitor types.

This strength of this concept is that it provides the most relevant, cost effective, cultural experience of Blackall.



## The Stories of Blackall

### A multiplicity of stories

It is proposed that the garden can be viewed through the lense of multiple stories presented within the garden landscape. Each story in the garden leads to another story, and another, providing the visitor with different paths through the garden to find/link more stories across multiple topics, all belonging to the region. It can be thought of as an open-ended, choose-your-own-adventure, history. Stories will lead visitors through both external and internal spaces providing a greater cross-section of artefacts and information.

### Geology

On show, just inside the entry a large sedimentary rock is proposed as the central feature which greets the visitor. This rock represents the unique sedimentary geology of the area. The geography of the surrounding region has created the conditions for the Great Artesian Basin. The Great Artesian Basin and its aquifers, along with local water features (e.g. the Barcoo River) provide the conditions for large trees and lush landscapes, with water holes and bores. This unexpected water, in an otherwise barren environment, provides the conditions for inhabitation, supporting fauna, local flora and people. This is geology as the source of life and culture.

### Circus

A centrepiece of Blackall is the celebration of the birthplace of Australian Circus, the place where Perry Brothers Circus was born on the banks of the Barcoo River in the 1860s. The circus story has not been told in Western Queensland, yet it is unique and significant to the Blackall community and therefore a major tourist asset.

brian hooperarchitect  
m3architecture Blackall Cultural Precinct

### The Great Artesian Basin

The story of the Great Artesian Basin is also significant to the local history. Artefacts which include steam engines and drilling plants in pristine condition, tell how bores were drilled. Artesian water is the life of outback towns and these drills, steeped in rich history, will likely become features of the outdoor interpretation area.

### Sheep and Sheering

The availability of water provided the infrastructure for the sheep industry to thrive, imported from the UK and expanded throughout the Country. The shearing industry and the thriving pubs followed.

### First Nations

The geology and environmental conditions for inhabitation provided the support for First Nations peoples, flora and fauna over thousands of years and with them the development of unique local cultures.

The local culture is evident in the nearby 'Palace' rock paintings, visible on exposed sedimentary rock formations. Contemporary inhabitation extends this story of a region supporting the arts.

### Other Stories to be Told

Blackall, among many outback towns, was hollowed out during the wars, as young men in their thousands left to support the war efforts. This had a huge impact on the town during the war years, and a vast change upon the soldiers' return.

The formation and surveying of Queensland, the connection to one of Queensland's early Premier's, Jackie Howe and the famous singlet, the union movement and the move away from sheep, are also all stories to be told and stories which are interconnected.

All of these stories belong to Blackall and its geology, and all of these stories are proposed to be told, in an appropriate garden setting reflective of the landscape in which these stories were created.

### The Approach to Story-telling

These stories are proposed to be communicated in different ways to attract (or interest) different groups. Physical artefacts, multimedia, histories, artworks, and landscape, can all work together to create a multi-faceted experience.

There is the ability to read stories in isolation, or to read them in parallel, such that connections can be made between overlapping histories.

There are stories which children can relate to (e.g. running away to join the circus), women's stories (e.g. the matriarch of the Perry Brothers Circus), etc. Each story provides an opportunity to be connected to another or just to rest and contemplate in the garden.

At the end of the experience, a visitor will feel that Blackall is a complex and interesting place with a unique history and much to offer today.





## Revitalisation of the Town

### Revitalisation of the Town

The Blackall central business district (CBD) consists of vacant land and derelict buildings beyond repair. The scope of the project is to revitalize the Blackall CBD with new infrastructure that is aligned with current town planning and representative of history and culture. The vision to offer something never achieved in the region creates a point of difference that is in tune with Blackall as the arts and cultural hub of Western Queensland.

The project scope includes:

- A walled garden
- Outdoor museum/story telling area
- An indoor gallery exhibition space
- Entry footpath canopy
- Garden colonnade
- New community library
- History and geneology room
- Storage shed to accommodate local history items (e.g. machinery etc.).
- First Nations Interpretive Centre

These works can be delivered as one project or delivered over multiple stages.



## Materiality

### A balance of materiality, construction technique, budget and quality.

The external appearance of the project has a responsibility to respond to local planning requirements, and the design approach requires a delicate balancing of materiality, construction techniques and locality considerations, budget and quality, as well as being low-maintenance and buildable by standard trades.

The local planning scheme has specific requirements for the building frontage. This includes:

- At ground storey, a maximum of 35% of the building frontage should be provided as solid façade (i.e. 65% transparent or glazed windows), and,
- New buildings should include design features which allow for passive surveillance of the streetscape and measures that increase the safety of the neighbourhood.

Blockwork is a simple, robust form of construction that can be built well at speed and has a broad trade skills base to tap into. It is ideal for cost effective, robust, outcomes over large areas.



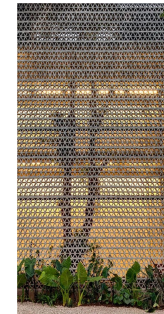
Image: Original funding submission concept. Planning regulation requires a much more open street facade, hence this aspect of the design has had to be reviewed.



## Materiality

Most people do not think of blockwork in relation to either public buildings or 'quality' outcomes. However, when it is deployed carefully and paired with a simple material palette of refined timber detailing, concrete, white highlights and the select use of colour, can delivers an outcome that meets the quality expectation for a public museum/cultural centre and yet is still (relatively) cost effective.

When this palette is combined with great landscape, the results are outstanding.



## Garden Wall

These kinds of outcomes are both surprising and memorable. This is the kind of outcome that a visitor takes away with them. This is the kind of outcome where a visitor might say, I remember Blackall, its great Museum garden, with beautiful, screened wall. I think it was made of concrete blocks?



Front Entry



## Garden Wall

---



Front Entry detail (no gate)



## Garden Wall

---



Typical Day



## Garden Wall

---



Front Entry (no gate)

## Garden Wall

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View back to Street from Front Entry



## Garden Wall



View from Library back to Street

## Garden Wall

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View from south eastern corner



## Garden Wall

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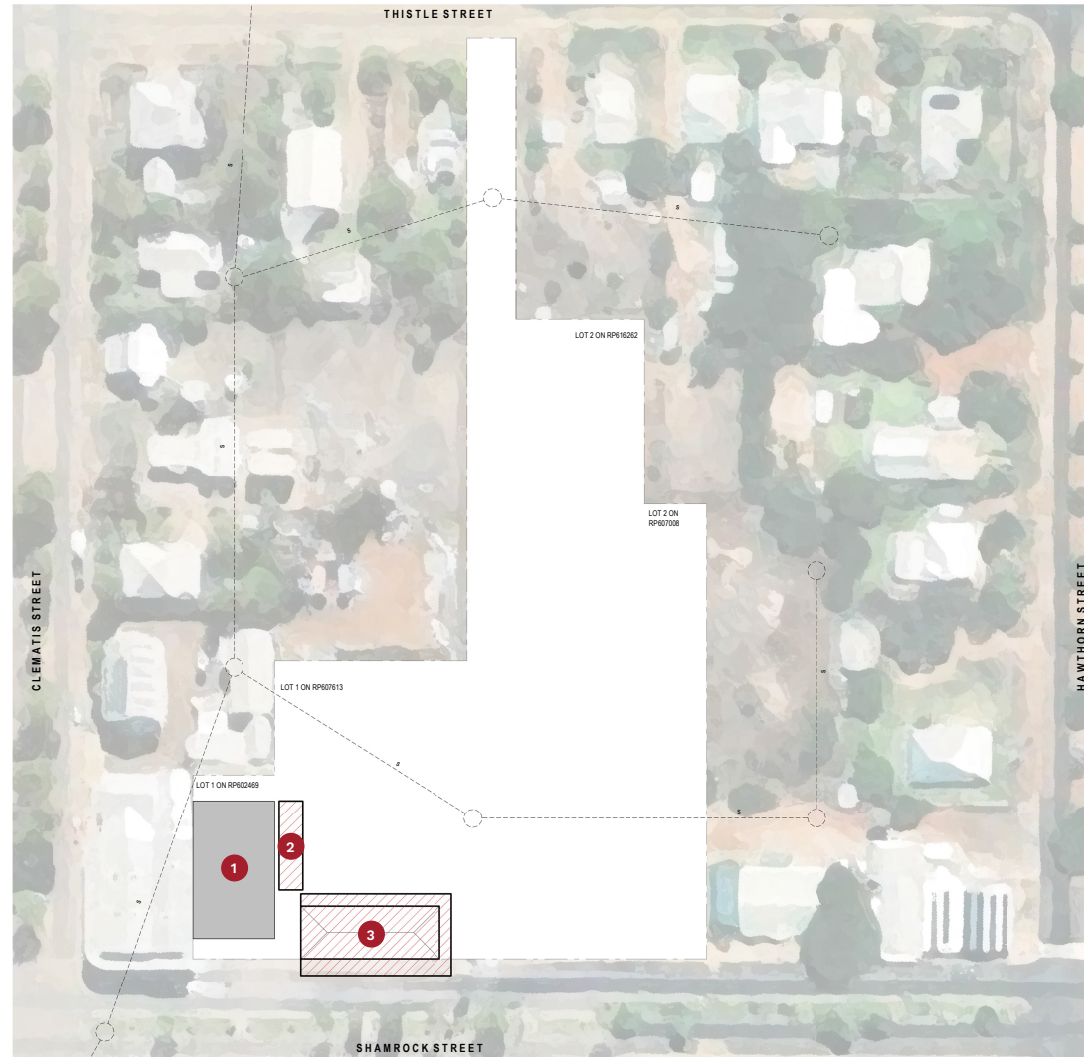


Front Entry from Street (with gates closed)

## a. Demolition Site Plan

### Legend

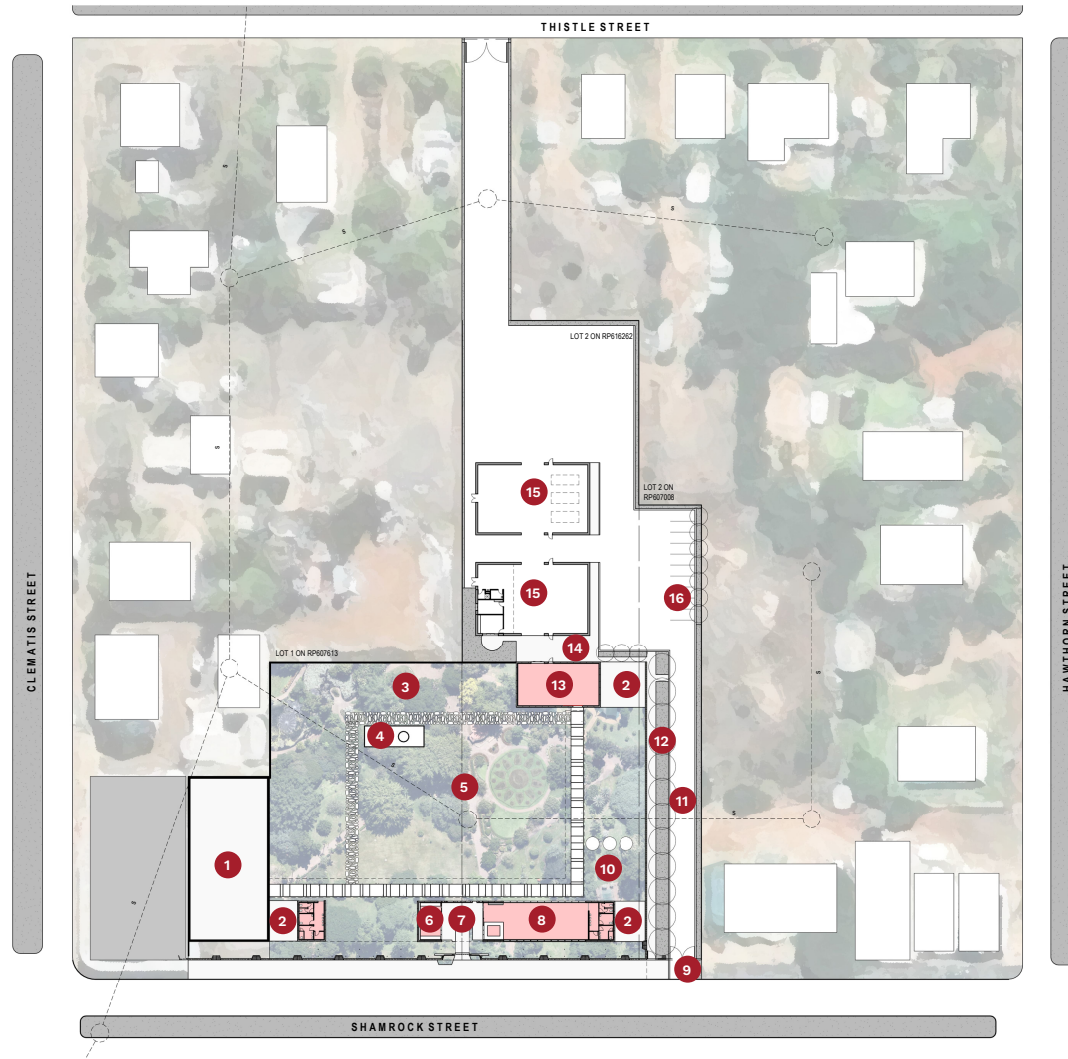
- 1 Existing Theatre, not in scope (Future First Nations Interpretive Centre)
- 2 Existing single story toilet block to be demolished
- 3 Existing two story hotel building to be demolished; retain existing stair for reuse
- approx. sewer line location
- approx. manhole location



## b. Proposed Site Plan

### Legend

- 1 Existing Theatre, not in scope (Future First Nations Interpretive Centre)
- 2 Plant/services
- 3 Garden (future gallery zone)
- 4 Water Feature
- 5 Interpretive Garden
- 6 History & Genealogy
- 7 Entry
- 8 Library
- 9 Footpath
- 10 Outdoor Play Area
- 11 Driveway
- 12 Garden bed
- 13 Gallery
- 14 Bin Store
- 15 Shed
- 16 Carpark with 9 parking spaces
- s- approx. sewer line location
- approx. manhole location



c. GFA & Site Cover Calculations

Site Particulars

Existing site area: 10,890m<sup>2</sup>  
Site Cover: 2030.61m<sup>2</sup>  
Car parking: 9 car parks

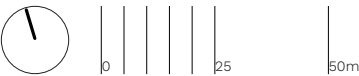
GFA - Planning Definition

Gross floor area, for a building, means the total floor area of all storeys of the building, measured from the outside of the external walls and the centre of any common walls of the building, other than areas used for -

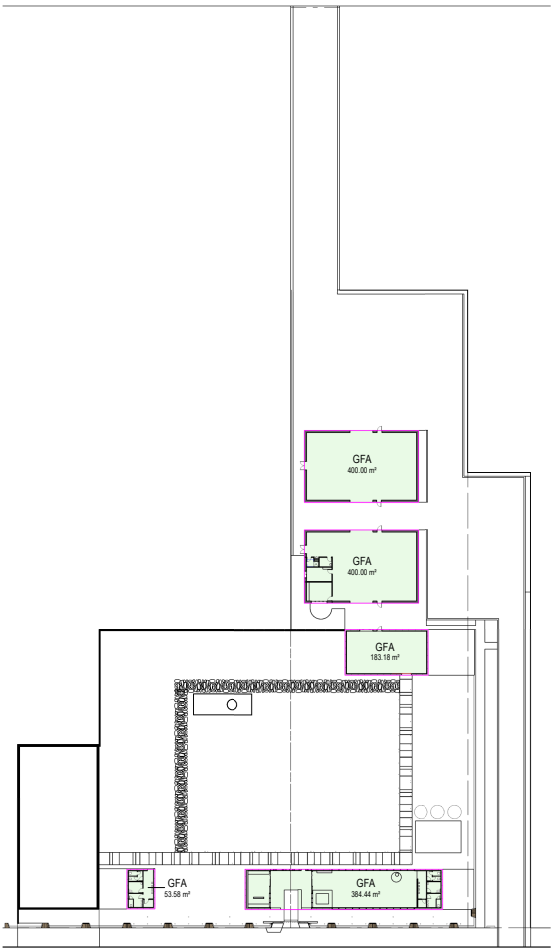
- a) building services, plant or equipment; or
- b) access between levels; or
- c) a ground floor public lobby; or
- d) a mall; or
- e) parking, loading or manoeuvring vehicles; or
- f) unenclosed private balconies, whether roofed or not

Proposed GFA	
Level	Area
Level 0	1421.19m <sup>2</sup>
Total Area	1421.19m <sup>2</sup>

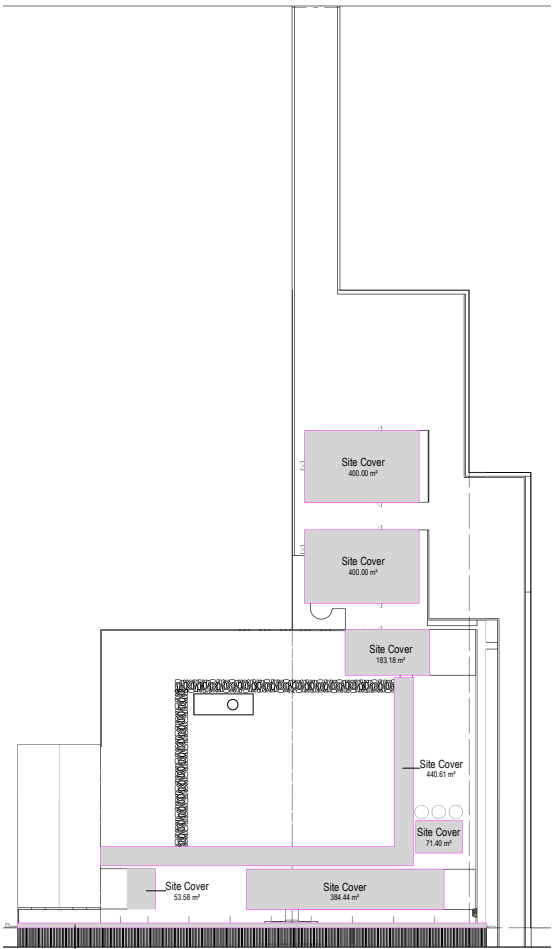
Proposed Site Cover	
Level	Area
Roof Level	2035.61m <sup>2</sup>
Total Area	2035.61m <sup>2</sup>



brian hooperarchitect  
m3architecture Blackall Cultural Precinct



Ground Floor - GFA



Roof Plan - Site Cover



d. Library Floor Plan

Legend

- 1

Female amenities
- 2

PWD bathroom
- 3

Male amenities
- 4

Store room
- 5

Wash basin area
- 6

Garden
- 7

History & Genealogy
- 8

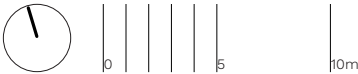
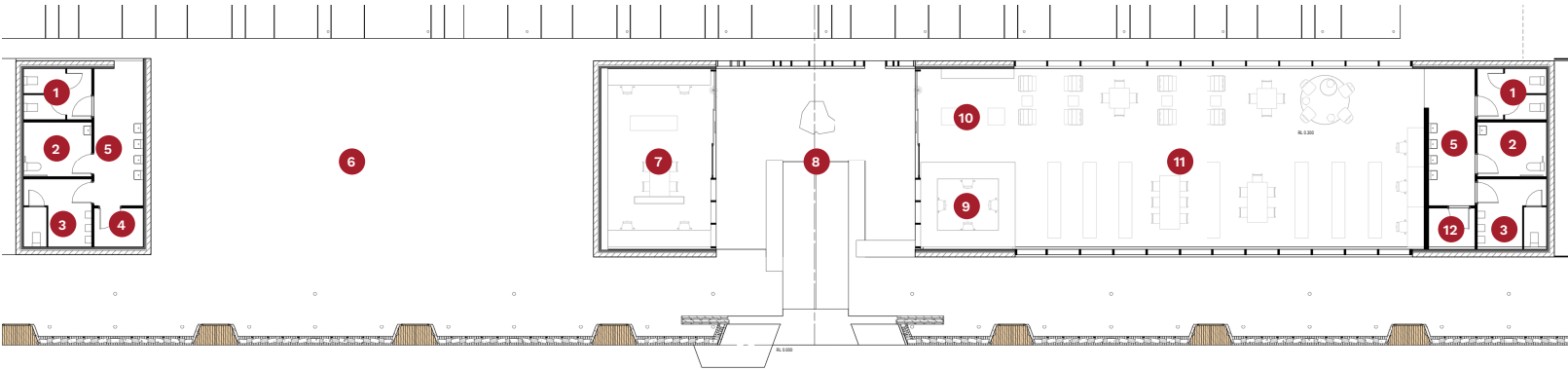
Entry
- 9

Reception
- 10

Visitor Information Centre
- 11

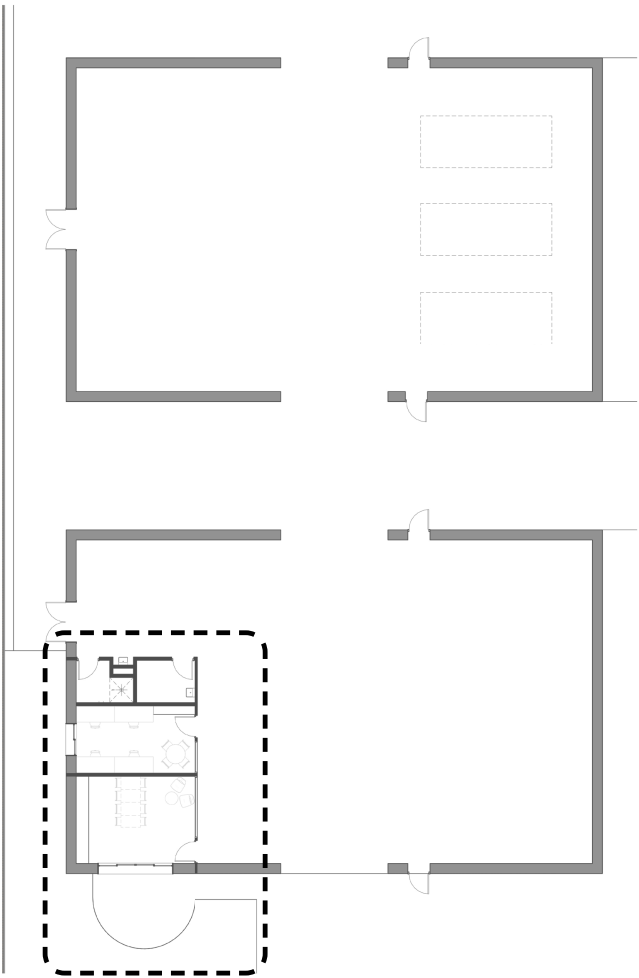
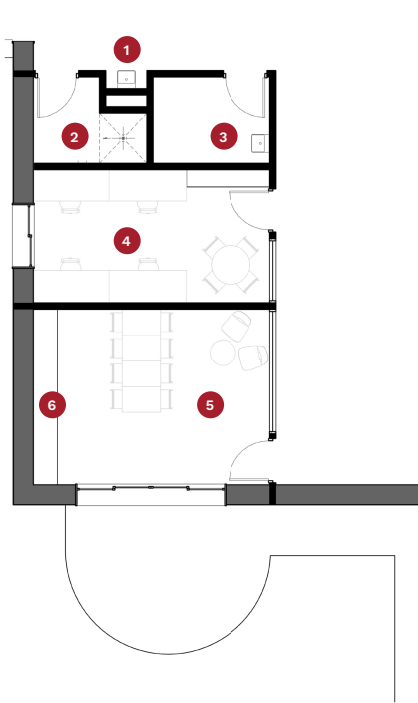
Library
- 12

Comms room

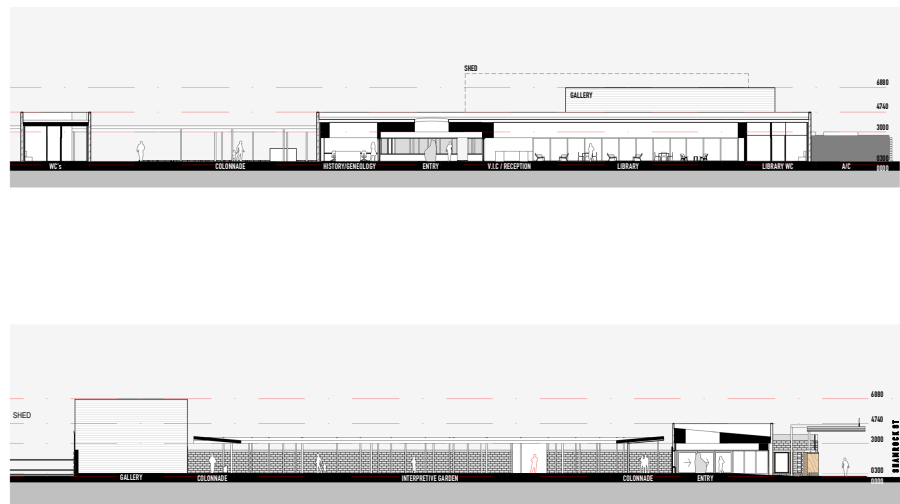


e. Shed Floor Plan

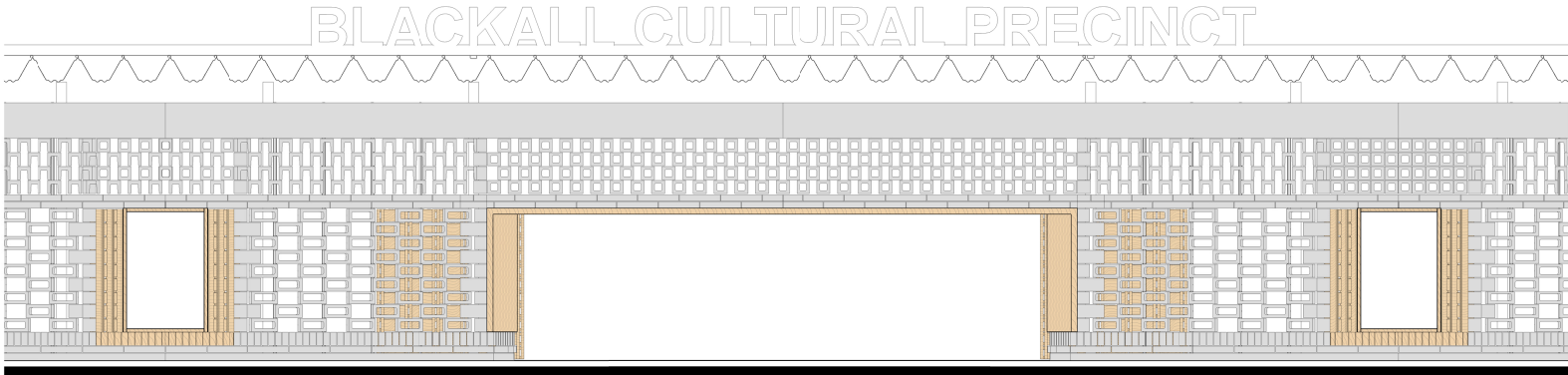
- Legend**
- 1 Handwash station
  - 2 Shower
  - 3 PWD bathroom
  - 4 Office
  - 5 Meals/ Meeting room
  - 6 Kitchenette



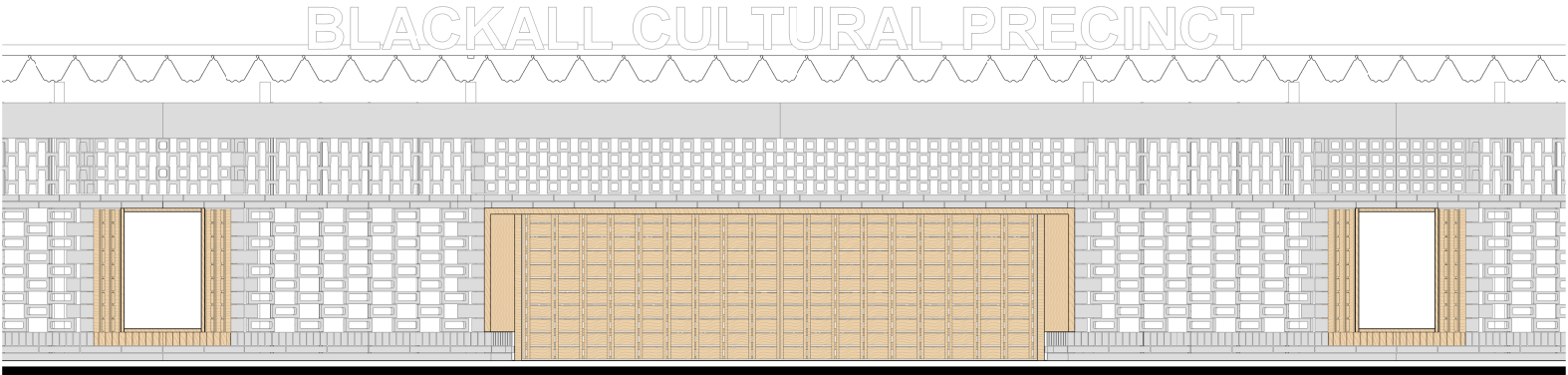
f. Proposed Sections



g. Main Entry Elevations



Main Entry with gates open



Main Entry with gates closed

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**m3architecture**

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Petrie Terrace, Qld 4000  
T 07 3831 4644  
info@m3architecture.com

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

5.6

SUBJECT TITLE:

**Appointment of Acting Chief Executive Officer**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Chief Executive Officer will be absent from 30 September 2024 to 11 October 2024 inclusive and will be out of Australia for part of that time. In accordance with section 195(b) of the *Local Government Act 2009* a local government may appoint a qualified person to act as the chief executive officer during the absence of the chief executive officer.

**Officer's Recommendation:**

**That Council, in accordance with section 195(b) of the *Local Government Act 2009*, appoints Shalveen Dayal as acting chief executive officer for the period 30 September 2024 until 11 October 2024 inclusive.**

**Background**

The Chief Executive Office will be on leave from the 30 September 2024 to 11 October 2024 inclusive. Between the 1 October and the 7 October, he will be out of Australia.

Under section 195(b) of the *Local Government Act 2009* a local government may appoint a qualified person to act as the chief executive officer during any period, or all periods, when the chief executive officer is absent from duty or cannot, for another reason, perform the chief executive officer's responsibilities.

Mr Dayal is recommended as an appropriate person with the necessary skill and ability to act as chief executive officer during the CEO's absence.

**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

Chief Finance 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	The appointment of an acting CEO is in accordance with the <i>Local Government Act 2009</i> .	Low
People	Low	Nil	Low
Operational	Medium	The CEO is required for operational matters within the organisation.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	An acting CEO ensures continuity of operations of the organisation.	Low

### Proposed Risk Treatment

There is no risk to Council in the appointment of an acting chief executive officer as it fulfills the obligations of council under the legislation.

### Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 21 August 2024

ITEM NO:

5.7

SUBJECT TITLE:

**Environmental Health Officer's Report**

AUTHOR AND OFFICERS TITLE:

Wesley Phillips Environmental Health Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

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

**Background**

**Other Actions / Tasks:**

**Food Premises:**

- Food Safety Program assessment, as part of Application – 1 complete & approved.
- Food Safety Inspections were carried out, minor issues were noted and raised with operators. ≠ 36 completed inspections / 40 Food Business' to date.
- Edited Food Business Application Form. (completed and approved).
- Emails and phone consultation (food business related).
- Food Business Application Assessment. 5 Applications approved to date.
- Food Business Application Assessment. 1 Ongoing.
- Temporary Food Business Application. 1 Application approved to date.
- Temporary Food Business Application Form. Approved.

**Local Laws:**

- Commercial Use of Roads (risk assessment & approvals) 5 to date.
- Overgrown Allotment assessments. 5 to date.
- Meeting and discussion.
- Caravan Park Application assessment and approval.
- Caravan Park Inspection Form. Draft stage.
- Caravan Park Application Form. Development stage.
- Emails and phone consultation (Local Law related).
- The Ranger was on four weeks leave in the month of July.

**Environmental Management/ Public Health:**

- Information Request sent to D.E.S., regarding resources for Waste Facilities. Response received – Link to Grants – No Grants currently available – No resources available.
- D.E.S meeting – ERA 16 - extraction and screening of raw materials.
- Estimated Cost analysis for Proposed Water Testing Facility – Completed and shared with CEO.
- Asbestos Fact Sheet. Editing stage.
- Asbestos Management Procedures – DRAFT Sent to Director of Works.
- Asbestos Fee Application. Ongoing – Research Stage.
- Informational Inquiry Sent to D.E.S regarding Asbestos Management Procedural Compliance. Response from D.E.S.- No Advise provided.



**Pest Management:**

- Wild Dog Barrier Fence Review, information request from Biosecurity Queensland. Research stage.

**Consultation (internal/external)**

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

**Link to Corporate Plan**

Environment & Heritage

**Consultation (internal/external)**

Chief Executive Officer  
Environmental Health Officer  
Environmental Health Officer

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 21 August 2024

ITEM NO:

6.1.1

SUBJECT TITLE:

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

AUTHOR AND OFFICERS TITLE:

Shalveen Dayal Chief Finance Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

In accordance with s204 of the Local Government Regulation 2012, a monthly financial report must be presented to the Council. The financial report for July 2024 details the Council's current financial position and compares its performance against the adopted budget for 2024-2025.

**Officer's Recommendation:****That Council receive the Financial Report for July 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 21 AUGUST 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 21 AUGUST 2024

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

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

Operating Accounts \$ 1,310,553

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

Queensland Treasury Corporation - Cash Fund \$ 23,000,000

Bank - Term Deposits \$ 5,000,000

**\$ 29,310,553**

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) \$ 2,754,837

Unspent Grants (Restricted Cash) \$ 419,190

**\$ 3,174,027**

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable <b>debtors</b> - estimated <b>creditors</b> :	241,038	783,961	-\$ 542,923

Plus cash surplus	29,310,553	3,174,027	\$ 26,136,526
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**Working Capital \$ 25,593,603**

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

##### **Receipts**

Rates & Fees & Charges \$ 200,000

Debtors \$ 160,000

Grants/Subsidies \$ -

Total \$ 360,000

##### **Expenditure**

Payroll \$ 800,000

Creditor Payments \$ 1,200,000

Loan Payments \$ -

Total \$ 2,000,000

Therefore cash is expected to decrease by **-\$ 1,640,000** in the period.

#### 3. Comparative Data:

	July 2024	July 2023
Cash position	29,310,553	32,299,024
Working capital	25,593,603	28,978,996
Rate arrears	15,917	39,413
Outstanding debtors	241,038	104,481
Current creditors	783,961	93,234

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL**  
**HELD ON 21 AUGUST 2024**

**4. Capital Works Summary: 1 July 2024 to 30 June 2025**

	<b>Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>
Buildings & Other Structures	4,646,843	86,902	2%
Plant & Equipment	898,500	-	0%
Road Infrastructure	4,135,700	93,362	2%
Water Infrastructure	100,000	-	0%
Sewerage Infrastructure	600,000	-	0%
<b>Total</b>	<b>10,381,043</b>	<b>180,264</b>	<b>2%</b>

**5. Road Works Expenditure : 1 July 2024 to 30 June 2025**

	<b>Budget</b>	<b>Expended YTD Actual</b>	<b>% of Budget Expended</b>
1. Rural Roads	13,500,000	624,140	5%
2. Town Streets	500,000	20,682	4%
3. RMPC Works	2,323,174	143,723	6%
<b>Total Roads Expenditure</b>	<b>16,323,174</b>	<b>788,545</b>	<b>5%</b>

**6. Rate Arrears Summary**

**Total Rates Outstanding Balance      \$      59,625**

<b>Rates Outstanding Breakdown</b>	<b>Total</b>	<b>No. of Assessments</b>
Current	\$ 43,708	<b>39</b>
1 Year	\$ 14,288	<b>11</b>
2 Years	\$ 1,629	<b>3</b>
3 Years and over	\$ -	<b>0</b>

BTRC 2024-25 CAPITAL EXPENDITURE PROJECTS		1/07/24 to 30/06/25		SOURCES OF FUNDING		Degree of completion and relevant comments
Particulars (External Funding Source in brackets)	Budget	Expenditure YTD	% Expended	Capital Grants	(CC) Council Contribution	
<b>BUILDINGS &amp; OTHER STRUCTURES</b>	<b>4,646,843</b>	<b>86,902</b>	<b>2%</b>	<b>580,000</b>	<b>4,066,843</b>	
Asbestos Pits Blackall & Tambo digging/fencing (LRCI P4)	70,000	-	0%	40,000	30,000	
Blackall Airport - fix cracks and line marking (PTAIP)	75,000	-	0%	-	75,000	
Blackall Rodeo and Campdraft Arena upgrade	96,000	-	0%	-	96,000	
Blackall Cultural Centre - macrosphere works (W4Q)	195,505	-	0%	195,505	-	
Blackall Admin Office - wall matting (W4Q)	44,495	26,697	60%	44,495	-	Deposit paid
Blackall Showgrounds - sound system	111,843	60,205	54%	-	111,843	Deposit paid
Blackall Oval - replace faulty lights with LEDs	30,000	-	0%	-	30,000	
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	
Blackall Saleyards - 1 Loading Ramp Catwalk	90,000	-	0%	-	90,000	
Blackall Pool Lift	20,000	-	0%	-	20,000	
Red Ridge Precinct Stage One Contribution	3,000,000	-	0%	-	3,000,000	
Rosclare Station Repeater tower	75,000	-	0%	-	75,000	
Shade Structures Blackall Carpark, Tambo Hall and TMPC	150,000	-	0%	-	150,000	
Council Housing Rennovations	50,000	-	0%	-	50,000	
Tambo Admin Building renovations (W4Q)	300,000	-	0%	300,000	-	
Tambo Airport - line marking	25,000	-	0%	-	25,000	
Tambo Courthouse -formerly library & VIC	100,000	-	0%	-	100,000	
Tambo LED Sign TMPC	24,000	-	0%	-	24,000	
Tambo Pool Heating	100,000	-	0%	-	100,000	
Tambo Scrubby Bend - Shed	20,000	-	0%	-	20,000	
Tambo Shire Hall - repairs and sanding to floor	20,000	-	0%	-	20,000	

Particulars (External Funding Source in brackets)	Budget	Expenditure YTD	% Expended	Capital Grants	(CC) Council Contribution	Degree of completion and relevant comments
<b>PLANT &amp; EQUIPMENT</b>	<b>898,500</b>	-	0%	-	<b>898,500</b>	
Plant Replacement including committed orders	898,500	-	0%	-	898,500	
<b>ROAD INFRASTRUCTURE</b>	<b>4,135,700</b>	<b>93,362</b>	<b>2%</b>	<b>3,443,500</b>	<b>692,200</b>	
Blackall Main St Beautification (LRCI P4)	100,000	11,211	11%	100,000	-	Landscape design stage
Dhalia and Larkspur Streets stormwater - Drainage (W4Q)	370,000	-	0%	370,000	-	Design stage
Edward Street Kerb and Channeling (W4Q)	100,000	-	0%	100,000	-	
Footpaths, kerb and channelling - Tambo (W4Q)	100,000	-	0%	100,000	-	
Queen Elizabeth & Charles Streets - Drainage (W4Q)	150,000	-	0%	150,000	-	
QRA Betterment Program (QRA)	671,000	82,151	12%	597,200	73,800	In progress
Tumbar Rd Repair and Reseal (LRCI P4)	774,700	-	0%	466,300	308,400	
Ravensbourne Rd Reseals (LRCI P4)	270,000	-	0%	160,000	110,000	
Roads to Recovery	1,000,000	-	0%	1,000,000	-	Projects to be allocated
St Andrews St Kerb, Channel and Footpath (W4Q)	200,000	-	0%	200,000	-	
Tumbar & Neverfail Rd - floodways and resheeting (TIDS)	400,000	-	0%	200,000	200,000	
<b>WATER INFRASTRUCTURE</b>	<b>100,000</b>	-	0%	-	<b>100,000</b>	
Water Infrastructure Renewals	100,000	-	0%	-	100,000	
<b>SEWERAGE INFRASTRUCTURE</b>	<b>600,000</b>	-	0%	<b>500,000</b>	<b>100,000</b>	
Capital improvements as required	100,000	-	0%	-	100,000	
IMHOFF tank & clarifier (LGGSP)	500,000	-	0%	500,000	-	Application -Subject to Funding
<b>TOTAL CAPITAL PROGRAM 23-24</b>	<b>10,381,043</b>	<b>180,264</b>	<b>2%</b>	<b>4,523,500</b>	<b>5,857,543</b>	

General Ledger2023.6.13.1		Revenue and Expenditure Summary						Page - 1	
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 9% of year elapsed. To Level 2. Excludes committed costs)		Financial Year Ending 2025						Printed(SDAYAL): 09-08-2024 3:33:59 PM	
Blackall-Tambo Regional Council (Budget for full year)		=====							
		31 Jul 2024		REVENUE		31 Jul 2024		EXPENDITURE	
		ACTUAL		AMENDED	ORIGINAL	ACTUAL		AMENDED	ORIGINAL
				BUDGET	BUDGET			BUDGET	BUDGET
1000-0001	ADMINISTRATION								
1000-0002	Administration	26,205	7%	389,500	389,500	456,525	11%	4,046,000	4,046,000
1100-0002	Finance	6,043,042	54%	11,245,000	11,245,000	956	0%	1,376,600	1,376,600
1200-0002	Oncosts	0	0%	0	0	382,536	---	0	0
1300-0002	Stores/Purchasing	0	0%	0	0	307	7%	4,400	4,400
2000-0002	Corporate Governance	0	0%	0	0	51,238	6%	796,700	796,700
2100-0002	Business Activities	589	2%	30,000	30,000	2,234	3%	76,000	76,000
2150-0002	Saleyard Operations	127,041	14%	902,000	902,000	38,050	5%	780,700	780,700
2200-0002	Tambo Sawmill & Weighbridge	364	---	0	0	156	0%	37,900	37,900
2350-0002	Airports/Aerodromes	0	0%	167,100	167,100	17,210	5%	353,500	353,500
2450-0002	Tourism	11,400	26%	44,500	44,500	43,775	11%	396,600	396,600
2500-0002	Planning & Development	2,638	3%	80,000	80,000	0	0%	115,000	115,000
2580-0002	Economic & Community Develop	432,000	9%	4,563,500	4,563,500	0	0%	35,000	35,000
2600-0002	Environmental	3,785	1%	256,300	256,300	19,429	6%	329,200	329,200
2650-0002	Animal Control	15,100	66%	22,800	22,800	5,851	31%	18,900	18,900
2700-0002	Stock Routes	7,092	4%	198,000	198,000	34,833	7%	482,000	482,000
3000-0002	Work Scheme and Community	1,043	5%	20,000	20,000	11,759	8%	141,800	141,800
3100-0002	Council Housing	18,725	10%	180,000	180,000	10,773	3%	348,200	348,200
3300-0002	Child Care Services	0	0%	0	0	0	0%	18,300	18,300
3350-0002	Sport and Recreation	0	0%	0	0	82	0%	56,000	56,000
3400-0002	Youth Services	0	0%	0	0	0	0%	50,000	50,000
3415-0002	Tambo Multi-Purpose Centre	764	0%	189,400	189,400	17,858	5%	350,000	350,000
3445-0002	Disability	0	0%	110,000	110,000	5,020	7%	70,000	70,000
3460-0002	Community Services	8,597	3%	281,600	281,600	15,559	5%	312,600	312,600
3500-0002	Libraries, Education and Arts	393	3%	12,000	12,000	21,706	9%	253,000	253,000
3570-0002	RADF & Community Assistance	51,975	98%	53,300	53,300	19,712	4%	476,100	476,100
3600-0002	Halls and Cultural Centres	118	3%	4,000	4,000	118,077	22%	525,000	525,000
3700-0002	Showgrounds & Sports Facilities	5,577	27%	21,000	21,000	41,630	5%	788,200	788,200
3800-0002	Corporate Buildings	0	0%	0	0	7,054	5%	145,000	145,000
1000-0001	ADMINISTRATION	6,756,448	36%	18,770,000	18,770,000	1,322,332	11%	12,382,700	12,382,700
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0	0%	0	0	4,820	0%	3,204,400	3,204,400
4100-0002	Town Street Maintenance	0	0%	0	0	20,682	4%	500,000	500,000
4200-0002	Rural Roads Maintenance	1,970,275	97%	2,025,400	2,025,400	198,824	20%	1,000,000	1,000,000
4500-0002	Recoverable Works	(35,598)	0%	20,147,000	20,147,000	494,138	2%	20,137,000	20,137,000
4550-0002	Plant Operations	373,950	10%	3,660,000	3,660,000	408,210	12%	3,511,500	3,511,500
4600-0002	SES - Disaster Mgmt	0	0%	47,400	47,400	236	0%	141,800	141,800
4700-0002	Cemeteries	562	2%	24,000	24,000	9,821	7%	133,500	133,500
4800-0002	Parks, Gardens and Reserves	0	0%	0	0	84,676	6%	1,306,100	1,306,100
4860-0002	Aquatic Centres	0	0%	0	0	25,119	4%	584,100	584,100
5000-0002	Cleansing	82	0%	387,400	387,400	22,192	7%	337,100	337,100
5100-0002	Water Supply	3,568	0%	976,100	976,100	10,772	2%	524,000	524,000
5200-0002	Sewerage Services	920	0%	846,600	846,600	9,684	3%	372,200	372,200
4000-0001	WORKS AND SERVICES	2,313,761	8%	28,113,900	28,113,900	1,289,175	4%	31,751,700	31,751,700
TOTAL REVENUE AND EXPENDITURE		9,070,209	19%	46,883,900	46,883,900	2,611,507	6%	44,134,400	44,134,400

Note: Total Revenue includes Financial Assistance Grant Advance of \$7,936,456 received in July 2024 that was due for receipt in June 2024.  
This grant is for general purpose and revenue is recognised upon receipt.



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

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance	<i>Financial Assistance Grant Advance received in July 2024 instead of June 2024</i>	
1200-0002	Oncosts		<i>Annual insurance premiums paid in July for the financial year.</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		
2580-0002	Economic & Community	<i>Includes capital grants - State and Commonwealth</i>	
2600-0002	Environmental		
2650-0002	Animal Control	<i>Animal registration fee levied for full year</i>	
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	<i>RADF Grant annual allocation invoiced.</i>	
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	<i>Financial Assistance Grant (Roads Component) Advance received in July 2024 instead of June 2024</i>	
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>6 monthly rate service charge to be issued in August 2024</i>	
5100-0002	Water Supply		
5200-0002	Sewerage Services		

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.1.2

SUBJECT TITLE:

**Sound System Upgrade at Blackall Showgrounds**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Shalveen Dayal (Chief Finance Officer), Mike

Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Council have engaged Macrosphere to conduct an upgrade of the sound system at the Blackall Showgrounds.

**Officer's Recommendation:**

**That Council endorse the Chief Executive Officer's decision to award the contract to Macrosphere for the upgrade to the sound system at the Blackall Showgrounds (Local Buy contract LB308 will apply); and Council note the funding for the project will be an additional council contribution in the 2024-25 capital budget.**

**Background**

It had been identified that the sound system at the Blackall Showgrounds was past its serviceable life and did not service the entire showground area. Council has engaged Macrosphere to conduct the upgrade to the sound system.

Macrosphere will provide a Public Address and BGM System for the Blackall Showgrounds. The system will include speaker coverage to four zones including bar, sport pavilion, main arena, and rodeo/campdraft area.

The system will have three handheld wireless microphones to use in the outdoor area and a dedicated fourth microphone that can be used in the bar area.

Macrosphere are going to complete stage 2 of the acoustic upgrades for the Cultural Centre and undertake the work at the Blackall Showgrounds during the same period. This results in a savings to Council for the travel and accommodation component.

The funding for the project will be covered under the 2024-25 capital budget. The upgrade of the system will result in reduced ongoing maintenance cost and improve the reliability of the system with increased service area coverage.

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

Governance

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

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

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

## Infrastructure

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

### Consultation (internal/external)

Chief Executive Officer  
Councillors  
Chief Finance Officer  
Chief Operations Officer

### Policy Implications

Procurement and Disposal Policy

### Budget and Resource Implications

\$111,843 from the 2024-25 capital budget less cost savings from reduced ongoing repairs and maintenance with the new system covered by 12 month warranty and servicing.  
Council will also provide trenching services and height access equipment during installation.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Supplier charge exceeding accepted quote price.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Low	Nil	Low
Environmental	Low	Nil	Low
Strategic	Low	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Financial risk – Fixed price quote obtained with the new system covered by 12 month warranting and servicing.

### Attachments

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 21 August 2024

ITEM NO:

6.1.3

SUBJECT TITLE:

**Blackall Saleyards Report**

AUTHOR AND OFFICERS TITLE:

Shalveen Dayal Chief Finance Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

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

**Officer's Recommendation:**

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

**Background****Blackall Saleyard Stock Numbers for the month of July 2024**

Spelling Cattle	8,131
Prime & Store Sales	1,149
Weaner & Store Sales	5,190
Private Weigh (Same Day)	4,390
Private Weigh (Overnight)	3,954
<b>Total</b>	<b>22,814</b>

**Prior Year Comparatives**

July (2023)	15,150
Prior Year Monthly Average	14,190
Prior Year (2023) Annual Total	170,287

**Maintenance**

Council has taken delivery of replacement cattle crush which will be installed in August. The existing cattle crush is scheduled for disposal via auction. The net changeover cost is covered under the Saleyards maintenance budget.

**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

Finance Manager

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 21 August 2024

ITEM NO:

6.1.4

SUBJECT TITLE:

**Planning and Development Report**

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Finance 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 July 2024.**

**Background**

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

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
04/07/2024	DA02-2024-2025	BUILDING	1920 WARD ROAD NEW DWELLING	TAMBO
11/07/2024	DA03-2024-2025	PLUMBING	5 BEDFORD STREET NEW DWELLING	BLACKALL
22/07/2024	DA04-2024-2025	BUILDING	3 SPRING LANE WHEELCHAIR RAMP & PATIO ROOF	BLACKALL

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

**1. DEVELOPMENT ASSESSMENT**

One new development application has been lodged since the last monthly report. One application is currently under assessment and two applications are in their appeal period.

1.1 An application has been made by Joshua & Denae Phelps, seeking a minor change to an existing approval for Short-term accommodation (6 units) over land at 51 Arthur Street, Tambo, formally described as Lot 510 on T1501. The change seeks to reduce the boundary setback to Charles Street.

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

1.1	Council reference:	DA01-2024-2025
	Application:	Minor Change
	Street address:	51 Arthur Street, Tambo
	Property description:	Lot 510 on T1501
	Day application was made:	08 July 2024
	Category of assessment:	N/A



Public notification required:	No
Applicant:	Joshua & Denae Phelps
Status:	Decision stage

1.2 The following applications were approved at the July 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 21 August 2024.

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
	Decision:	17 July 2024
	Status:	Appeal period

1.3	Council reference:	DA58-2023-2024
	Application:	Minor Change
	Street address:	58 Arhtur Street, Tambo
	Property description:	Lot 47 on SP110074
	Day application was made:	7 June 2024
	Category of assessment:	N/A
	Public notification required:	No
	Applicant:	Cliff and Tanya Reid
	Decision:	17 July 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
27/06/24	Land owner	<u>Proposal</u>	Closed

		<ul style="list-style-type: none"> <li>Request regarding whether an existing use was lawful or not.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Recreation and open space zone</li> <li>The site contains an existing use.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>The existing land use has been operating from the site for a significant period of time and has existing use rights for the current operation</li> <li>Therefore, the current use can continue to operate at the same scale and intensity without needing a further approval</li> <li>If it is proposed to increase the scale and/or intensity, then a new development approval will be required.</li> </ul>	
11/07/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding flood levels for a site.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Commercial precinct of the Township zone.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>Council does not have information on flood levels for specific sites</li> <li>A plan showing flood depths throughout Blackall was provided.</li> </ul>	Closed
16/07/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding establishing several sheds.</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 contains an existing depot.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>The sheds are not considered to be a Material change of use</li> <li>The proposal would be considered building work only and would be accepted development under the planning scheme</li> <li>Accepted development means a development approval is not required</li> <li>Separate building approval may still be required.</li> </ul>	Closed
25/07/24	State Government	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request to provide site details.</li> </ul> <p><u>Planning details</u></p>	Closed

		<ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The site is subject to flooding.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>Council provided a copy of the flood resolution contained in the planning scheme and the requested site details.</li> </ul>	
25/07/24	Potential purchaser	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding establishing a small home/cabin.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Mixed use precinct of the Township zone</li> <li>The majority of the site is subject to flooding.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>The proposal will be defined as a Dwelling house</li> <li>A Dwelling house where located in area affected by flooding requires a Code assessable development application</li> <li>The application will be for a Development permit for Material change of use for a Dwelling house</li> <li>The Dwelling house will have to have a minimum 300mm undercroft or similar (stumps or elevated and not slab on ground).</li> </ul>	Closed
31/07/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding erecting a shelter over an existing outdoor area.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Commercial precinct of the Township zone</li> <li>The site contains an existing commercial use.</li> </ul> <p><u>Advice</u></p> <ul style="list-style-type: none"> <li>As it is a shelter over an existing area it won't be considered a Material change of use</li> <li>The shelter will be building work only and will not be assessable against the planning scheme</li> <li>A separate building approval will be required.</li> </ul>	Closed
02/08/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> <li>Request regarding setting up a food outlet.</li> </ul> <p><u>Planning details</u></p> <ul style="list-style-type: none"> <li>The site is in the Township zone.</li> </ul> <p><u>Advice</u></p>	Closed

		<ul style="list-style-type: none"> <li>The proposal will be defined as a Food and drink outlet</li> <li>Food and drink outlet is included in the Commercial activities defined activities group</li> <li>The start of the Food and drink outlet will be defined as a Material change of use</li> <li>Commercial activities where involving a Food and drink outlet in the Township zone are subject to Code assessment</li> <li>A Code assessable development application will therefore have to be lodged and approved before being able to operate.</li> </ul>	
<b>PLANNING AND DEVELOPMENT CERTIFICATES</b>			
<b>Date received</b>	<b>Customer details</b>	<b>Type</b>	<b>Status</b>
12/07/24	Conveyancing company	Council received a Limited Planning and Development Certificate for a land holding in the Township zone.	Issued
06/08/24	Conveyancing company	Council received a Limited Planning and Development Certificate for a land holding in the Rural zone.	Received
<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 21 August 2024  
**ITEM NO:** 6.1.5  
**SUBJECT TITLE:** Change Application - DA 01-2024-2025 - 51 Arthur Street, Tambo  
 AUTHOR AND OFFICERS TITLE: Kathy Dendle Rates Officer  
 AUTHORISING OFFICER: Shalveen Dayal (Chief Finance Officer), Mike Lollback (Chief Executive Officer)  
 CLASSIFICATION (if Confidential) N/A

**Summary:**

A Change Application (Minor Change) has been lodged by Joshua & Denae Phelps to amend Development Permit DA05-2022-2023, granted on 14 December 2022 for a Material Change of Use for Short-term accommodation (6 units) over land at 51 Arthur Street, Tambo, formally described as Lot 510 on T1501.

The change seeks to reduce the boundary setback to Charles Street.

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

**Officer's Recommendation:**

**That Council approves the Change Application (Minor Change) relating to DA05-2022-2023 a Material Change of Use for Short-term accommodation (6 units) over land at 51 Arthur Street, Tambo, formally described as Lot 510 on T1501, subject to the following amendments to the decision notice:**

**1.0 PARAMETERS OF APPROVAL**

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

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

## **2.0 APPROVED PLANS AND DOCUMENTS**

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Site Plan and Elevations	001 Sheet 1 of 1	1	16/08/2022 <b>09/08/2024</b>

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

## **3.0 LIMITATIONS OF OPERATION**

- 3.1 Guests of the Short-term accommodation are limited to a maximum stay of three (3) consecutive months at any one time.**

- 3.2 The Short-term accommodation is limited to a maximum of six (6) units.**

## **4.0 ACCESS AND PARKING WORKS**

- 4.1 Design, construct and maintain the Charles Street and Arthur Street 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.**

- 4.2 Provide and maintain a minimum of six (6) car parking spaces on-site for guests. All car parking spaces must be clearly delineated by either line-marking or signage.**

- 4.3 Design and construct and maintain all car parking and manoeuvring areas in accordance with the approved plan (see Condition 2.1) and AS2890.1 – Parking Facilities and Austroads Publication AP-G34-13 – Austroads Design Vehicle and Turning Path Templates.**

- 4.4 All car parking and vehicle manoeuvring areas must be either compacted gravel or concrete.**

## **5.0 SITE MANAGEMENT PLAN**

- 5.1 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.**



## **6.0 ROOF AND ALLOTMENT DRAINAGE**

- 6.1 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.**

## **7.0 STORMWATER WORKS**

- 7.1 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.**

## **8.0 SEWERAGE AND WATER**

- 8.1 The premises must be connected to Council's reticulated water and sewerage network.**
- 8.2 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.**
- 8.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.**

## **9.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY**

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

## **10.0 WASTE MANAGEMENT**

- 10.1 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:**
- 10.1.1 Designed to not cause nuisance to neighbouring properties;**
  - 10.1.2 Screened from any road frontage or adjoining property;**
  - 10.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the Short-term accommodation.**

## **11.0 AMENITY AND ENVIRONMENTAL HEALTH**

- 11.1 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**
- 11.2 Install and operate all outdoor lighting to comply with AS4282 – 1997 "Control of the Obtrusive Effects of Outdoor Lighting".**

## **12.0 LANDSCAPING**

**12.1 Establish and maintain landscaping to all boundaries of the site.**

**12.2 The landscaping must predominantly contain species consisting of native, drought tolerant groundcovers, shrubs, small trees and trees.**

## **13.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL**

**13.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.**

**13.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the IECA 2008 Best Practice Erosion and Sediment Control (as amended).**

**13.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).**

## **14.0 ASSET MANAGEMENT**

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

## **ADVISORY NOTES**

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

## Background

### 1.0 DESCRIPTION OF DEVELOPMENT

On 14 December 2022, Council approved an application for a Development Permit for a Material Change of Use for Short-term accommodation (6 units) over land at 51 Arthur Street, Tambo, formally described as Lot 501 on T1501.



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

The proposal was for Short-term accommodation with 6 standalone cabins (see **Figure 2**). The plans included a 6m setback to Charles Street (see **Figure 3**).



Figure 2 – Extract from Approved Plan (Applicant supplied)

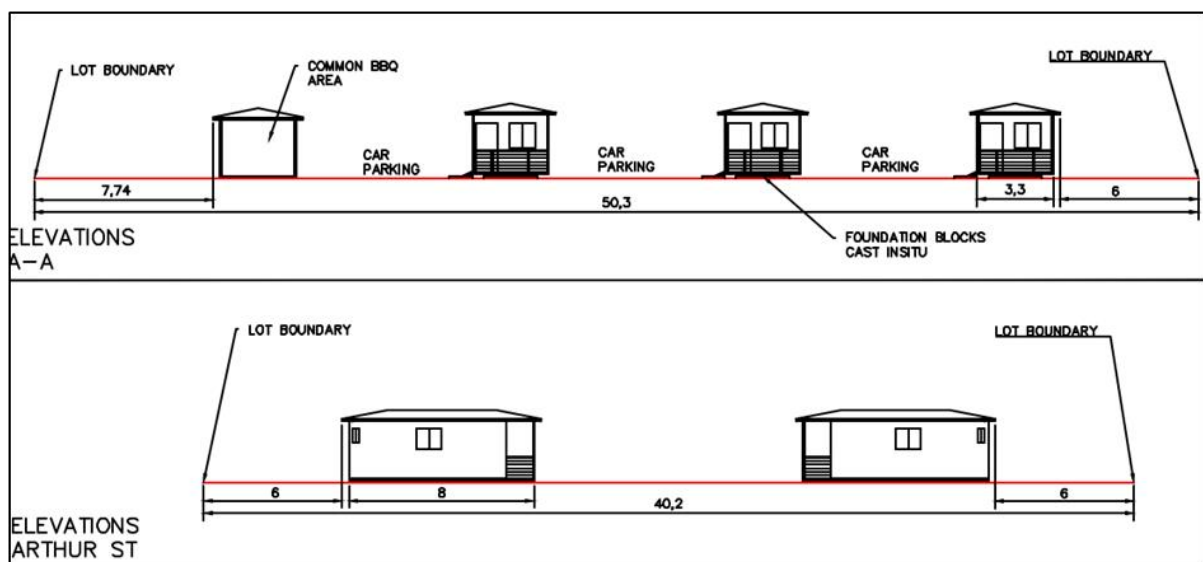


Figure 3 – Extract from Approved Plan (Applicant supplied)

## 2.0 DESCRIPTION OF PROPOSED CHANGES

The change is to reduce the setback to Charles Street from 6m to 3m. The proposed change will require a change to condition 2.1 to update the approved plan.

## 3.0 PLANNING ASSESSMENT

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

### TABLE 3 – MINOR CHANGE CRITERIA

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

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

CRITERIA	RESPONSE
(1) Involves a new use; or	<b>Complies</b> – The change does not result in a new use. The change relates to a reduction in the setback to Charles Street only.
(2) Results in the application applying to a new parcel of land; or	<b>Complies</b> – The change application relates to the same parcel of land (i.e., the subject site).
(3) Dramatically changes the built form in terms of scale, bulk and appearance; or	<b>Complies</b> – No changes to scale, bulk or appearance are proposed.
(4) Changes the ability of the proposed development to operate as intended; or	<b>Complies</b> – The reduction in the setback to Charles Street will not impact how the development operates.

(5) Removes a component that is integral to the operation of the development; or	<b>Complies</b> – The change does not remove a component that is integral to the operation of the development.
(6) Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or	<b>Complies</b> – No changes to the access or the traffic network are proposed.
(7) Introduces new impacts or increase the severity of known impacts; or	<b>Complies</b> – There are no known impacts associated with the development.
(8) Removes an incentive or offset component that would have balanced a negative impact of the development; or	<b>Complies</b> – No incentive or offset component applies to the development approval.
(9) Impacts on infrastructure provisions.	<b>Complies</b> – The change will not adversely impact on infrastructure provisions. Standard infrastructure servicing conditions will continue to apply.

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

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

<b>MATTER TO CONSIDER</b>	<b>RESPONSE</b>
(1) The information the applicant included with the application; and	Our assessment contained herein considers the information the applicant has provided regarding the change application.
(2) If the responsible entity is the assessment manager – any properly made submissions about the development application or another change application that approved; and	The application was impact assessable and was publicly notified. Two submissions were received. The submissions did not raise any specific matters relating to setbacks. Whilst the change will result in a reduced street setback it is not considered that the change will cause additional impacts for surrounding development.
(3) Any pre-request response notice or response notice given in relation to the change application; and	No pre-request response notice or response notice was given (nor required) in relation to the change application.
(4) If the responsible entity is, under section 78(3)(ba) or (bb), the Minister – all matters the Minister would or may assess against or have regard to, if the change application were a development application called in by the Minister; and	The responsible entity is Blackall-Tambo Regional Council, not the Minister.



(da) if paragraph (d) does not apply – all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and	An assessment of the proposed changes has been carried out against the relevant provisions of the Blackall-Tambo Region Council Planning Scheme 2020 and is considered to comply with all relevant provisions of the Planning Scheme.
(5) Another matter the responsible entity considers relevant.	There are no other matters we see as being relevant to the assessment.

#### 4.0 CONCLUSION

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

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

Economic Development

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

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

Chief Executive Officer

Rates Officer

Town Planners

#### [Policy Implications](#)

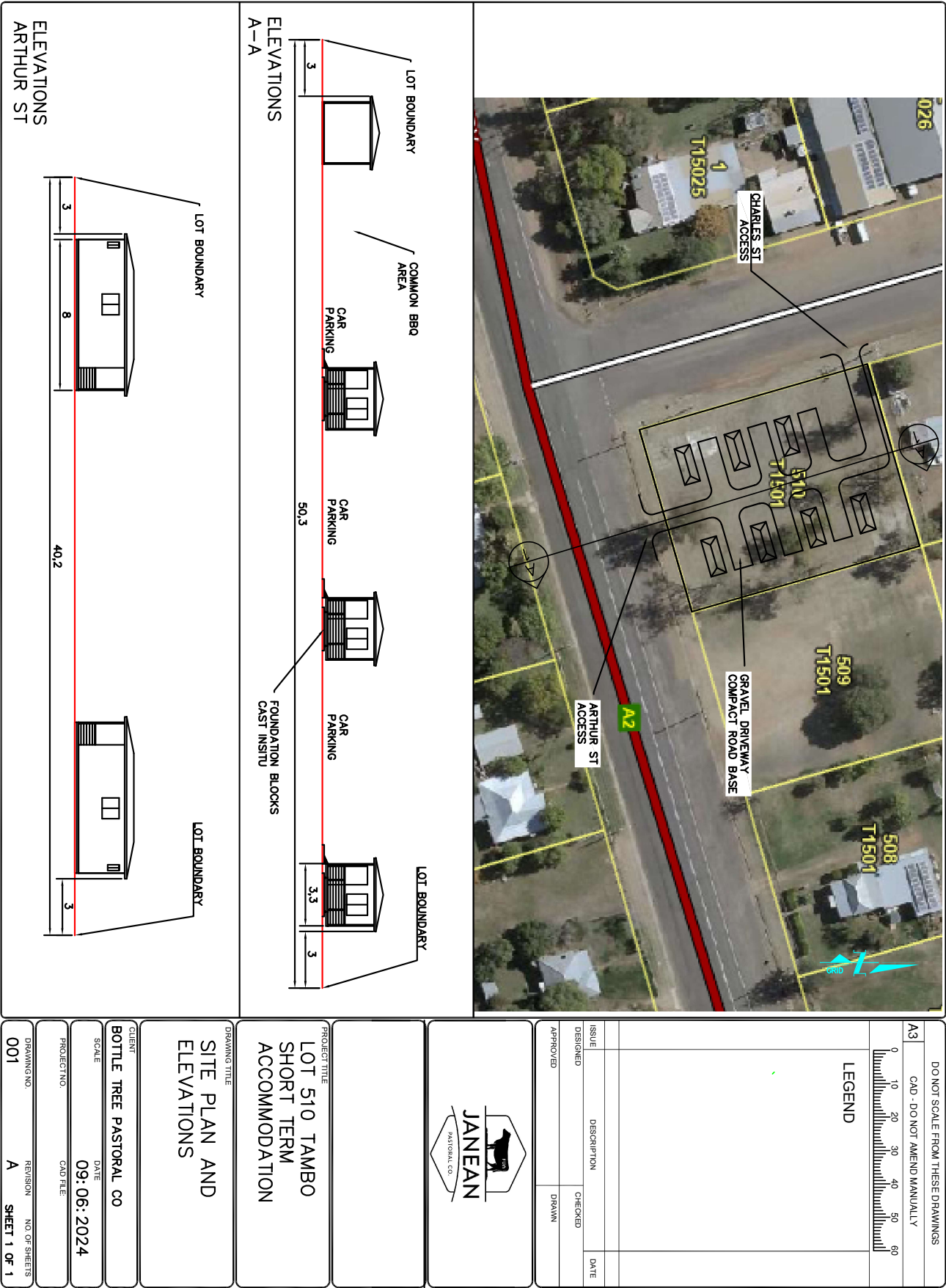
Nil

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

Nil

#### [Attachments](#)

1. Attachment A - Minor Change Plan [6.1.5.1 - 1 page]



## OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 21 August 2024  
**ITEM NO:** 6.2.1  
**SUBJECT TITLE:** Chief Operations Officer's Operational Report  
 AUTHOR AND OFFICERS TITLE: Naomi Gruber, Engineering Assistant  
 AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)  
 CLASSIFICATION (if Confidential) N/A

**Summary:**

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

**Officer's Recommendation:**

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

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

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

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

**Current Status:** Pre-Start meeting held in last week of July. Likely start first week of August on Site 3 Ch 88.55 to Ch 89.75. Gravel haulage to designated stockpile is in progress.

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

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

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

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

**TIDS Project****Ward Road Pave and Seal 23-24**

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

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

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

**Tumbar Road Re sheeting 24-25**

**Project Budget:** \$400,000 (GST exclusive)

**Project Scope:** 50 mm gravel re sheeting 16.81Km to 24.34 Km

**Current Status:** Yet to commence.

**W4Q21-24 Funding****Charles and Queen Elizabeth Street**

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

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

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

**Tambo Town Sewer Upgrade**

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

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

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

### **RRUP**

#### **Langlo Road Re sheeting**

**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.

### **Roads To Recovery**

#### **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:** Works delayed due to TMR requirement of cross fall. Design had to be re done. Likely completion first week of September 2024.

### **Queensland Reconstruction Authority**

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

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

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

**Current Status:** All works under Packages 1 and 2 are complete. Package 3- 90% works complete. We have received EOT until December 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:** The project is approximately 83% complete overall as of 31 July 2024, with the remaining items being the Reporting and Mapping and the Hydrologic and Hydraulic Modelling. Modelling is estimated to be complete by 16 August 2024, and draft report for review estimated to be by 11 October 2024. Final report was estimated to be complete by 31 October 2024.

### **Tambo Projects**

#### **Tambo Shade Structure. MPC & Shire Hall**

**Project Budget:** \$100,000 (GST exclusive)

**Project Scope:** Supply and Installation of Shade Structures at MPC building and Shire Hall.

**Current Status:** No successful contractor as all submissions were over budget. Sourcing local contractor/builder.

#### **Tambo Pool Rectification of Tiles**

**Project Budget:** \$172,400.00 (ex GST)

**Project Scope:** Rectification of defective tiles at the Tambo Pool by removal and replacement with new tiles for both pools.

**Current Status:** All the rectification works are completed

### **Funding Approved:**

**PTAIP 2024/25-2025/26 - Blackall/Tambo R.C.Blackall Aerodrome -  
TERMINAL/LANDSIDE IMPROVEMENTS**

**TMR Contribution- \$76,073 Council Contribution-\$72,450****Funding Applications Submitted:**

**1-LGGSP- \$4.5M for Replacement of Blackall wastewater treatment plant as advised by Water \$ Cabon Group**

**2-QRA Work Package 3 – Additional funding- \$213,900**

**A-Impact of Flooding and Blackall drainage study  
B- Flood Intelligence Module**

**3- W4Q 2024-27 \$1.62 M  
Various Project as attached**

**Requests for Action**

- A total of 29 requests were received by the Works and Services Department for the month.

	Received	Actioned
Water	3	3
Sewerage	2	2
Drainage	1	0
Parks and Gardens	6	0
Rubbish	0	0
Town Streets	2	1
Highways	1	0
Rural Roads	2	1
Local Laws	3	1
Building Maintenance	3	2
Town Maintenance	3	0
Vandalism	0	0
Public Amenities	2	2

**Water and Sewerage****Water Testing**

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

**Blackall**

Water consumption ML	12286
Call outs - Water	3
Call outs - Sewer	2
Broken Mains/Services	0
Private Works	0

**Tambo**

Water consumption ML	5191
Call outs - Water	0
Call outs - Sewer	0

Broken Mains/Services	0
Private Works	0

## **Parks and Gardens**

### **Tambo Town Streets**

- Mowing and whipper snipping.

### **Tambo Town Entrances**

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

### **Tambo Racecourse**

- General maintenance of the grounds has continued.

### **Western Sportsground**

- General maintenance of the grounds has continued.
- Maintenance of the Polo Cross fields for events.

### **Tambo Dam**

- General maintenance by Parks and Gardens crew.

### **E.E Parr Park**

- Footpath maintenance by Parks and Gardens crew.

### **Town Hall Grounds**

- General maintenance by Parks and Gardens crew.

### **Stubby Bend Camping Grounds**

- All tourists are keeping the area in a tidy condition.

### **Coolibah Walk**

- Mowing and whipper snipping along pathway.

### **Tambo Cemetery**

- General maintenance by Parks and Gardens crew.

### **Tambo Aquatic Centre**

- Installation of disabled lift.

### **Blackall Nature Strip Maintenance**

- Gardens have been maintained by our parks and gardens crew.

### **Blackall Racecourse**

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

### **Blackall Showgrounds**

- General maintenance of the grounds has continued by the Showgrounds Caretaker.

### **Blackall Aquatic Centre**

- Mowing and whipper snipping of Aquatic Centre.



**Banks Park**

- General maintenance by Parks and Gardens crew.

**Albert Park**

- General maintenance by Parks and Gardens crew.

**Memorial Park**

- General maintenance by Parks and Gardens crew.

**Cultural Centre**

- Preparation for events.

**Blackall Town Entrances**

- Mowing of grassed areas.

**Barcoo River Camping Grounds**

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

**Blackall Airport**

- Mowing and whipper snipping.

**Blackall Cemetery**

- Mowing and whipper snipping of Lawn Section.

**Blackall Refuse Tip**

- General maintenance.

**Blackall Admin Office**

- Mowing and whipper snipping.

**Blackall Town Streets**

- Mowing and whipper snipping.
- Slashing.

**In Kind Support**

- Delivery/pick up of hire items for community functions.

**Workshop/Fleet**

This month has consisted mainly of planned maintenance work with some breakdowns.

Planned works consisted of 12 items of plant being serviced, and ongoing tipper trailer maintenance of brake relines, bearing adjustments and various repairs to bring back up to road worthy standards.

Roadworthy inspections have commenced on all NHVR registered power and trailing equipment as per our inspection program. This is to keep in compliance with our requirements for our maintenance management program.

One road train triaxle dolly had an outer wheel bearing fail which caused a wheel to come off the axle while turning around on a hardstand resulting in trailer damage.

Isuzu tipper truck has had a clutch failure which has required replacing.

The following plant has been ordered for the current plant replacement budget. 1x walker catcher mower, 1x CF moto side by side utv, 3x belco box trailers, 1x plant trailer, 2x Ford ranger auto utilities, 1x Digger Bobcat Broom, and 1x Isuzu Dmax manual utility.



### [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**

1. DWS Report Attachment [**6.2.1.1** - 3 pages]





4 June 2024

Ajay Agwan  
Blackall-Tambo Regional Council  
PO Box 21  
Blackall, QLD  
4472

**Re: Replacement of Blackall Wastewater Treatment Plant**

Dear Ajay,

I am writing to bring to your attention the status of the Blackall Wastewater Treatment Plant (WWTP), which according to a review conducted in 2023, has reached the end of its asset life and requires replacement.

The review indicated that refurbishment of the existing infrastructure is not a viable option to extend its lifespan or maintain compliance with current effluent discharge standards. Replacement of this asset is therefore recommended to ensure its efficient operation and compliance. Additionally, the review also recommended further investigation into a water reuse scheme that could potentially reduce nutrient discharges into local watercourses as well as provide a sustainable community asset.

Based on similar scale projects in Western Queensland, the anticipated budget for this project is estimated to be in the order of \$4.5 million AUD plus GST. We recommend that Council prioritise the replacement of the WWTP and allocate the necessary funds to initiate the planning and implementation phases of the project.

Please let me know if you have any further questions.

1800 42 62 62  
[enquiry@waterandcarbon.com.au](mailto:enquiry@waterandcarbon.com.au)  
Level 4, 127 Creek Street  
Brisbane QLD 4000  
[www.waterandcarbon.com.au](http://www.waterandcarbon.com.au)







Yours sincerely

A handwritten signature in black ink, appearing to read "D Leinster".

**David Leinster**  
Technology and Partnership Manager

Proposed W&amp;Q Projects 2024-2027 - Expanded

No.	Project	Total Project Value	24-25	25-26	26-27	Project Duration (Months)	Project Commencement Date	Project Completion Date	Employed Persons	Project Description
1.0	Building Repairs - Blackall and Tambo	540,000				24	01/07/2025	30/06/2027	10	This project will involve repairs to two buildings, the Tambo Administration building and the Blackall Cultural Centre. The Tambo Administration building requires repainting the building exterior and refurbishing the exterior and veranda area of defective railing, steps, windows, walls and or roofing. The Blackall Cultural Centre requires rectifying defects including foundation settlement in the kitchen and office area, and deterioration of the timber veranda.
2.0	Tambo Playground - Repairs, Maintenance and Upgrades	150,000	150,000			5	01/08/2024	31/12/2024	4	This project will involve the maintenance, repairs and upgrade of the Tambo Playground to address safety and non-compliance issues. The construction will involve upgrading of the insecure playground fencing, insufficient playground flooring, and insufficiently sized playground swing fall zone. Repairs and maintenance work are to the playground swing, posts and fencing to repair and address rusting, and replace protruding and missing bolts. The purpose of this project is to ensure the safety of the community and compliance with the National Construction Code and Australian Standards.
3.0	Footpath, Kerbing and Drainage - Blackall and Tambo	930,000				35	01/08/2024	30/06/2027	18	This project will involve the design and construction of footpath, kerbing, and drainage in Blackall and Tambo. The project in Blackall for drainage involves the design and construction of new stormwater drainage infrastructure to eliminate the persistent ponding occurring in Dahlia and Larkspur Streets by properly discharging the stormwater drainage to the "Ticklebelly" creek outlet further south in town. Construction for this drainage will involve: provision of traffic, excavations, and installation of new drainage pipes, culverts, and field inlets. The purpose of the project is to improve the livability, safety and disaster management of the community as the ponding on Dahlia and Larkspur St is a risk causing flooding to the local residences during storm events. The footpath and kerbing upgrades are proposed in both Tambo and Blackall for this project. This will involve the design and construction of new footpath, kerbing, and kerb and channel to Edward Street in Tambo, footpath, kerbing and channel along St Andrews Street from the intersection of Thistle Street to Shamrock Street on the east side of the street (2 blocks) in Blackall. The purpose of this work on is to improve the livability and safety of the community. School children travel to school along St Andrews St and are currently walking adjacent or on the road with vehicle traffic and the public have raised concerns for the children's safety with close proximity of vehicles to the travelled path. A new footpath and kerbing will ensure the route for children to school is safe and away from the road and vehicle travel path.
		1,620,000	450,000	670,000	500,000					
					1,620,000					

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

Wednesday 21 August 2024

**ITEM NO:****6.2.2****SUBJECT TITLE:****Chief Operations Officer- Plant Report****AUTHOR AND OFFICERS TITLE:**

Ajay Agwan Chief Operations Officer

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

The Chief Operations Officer Plant Report for July 2024 is presented to Council.

**Officer's Recommendation:**

**That Council receive the Chief Operations Officer Plant Report for July 2024.**

**Background**

As of the 31 August 2024, the following plant items have been ordered, in accordance with Councils procurement policy and within the approved budget for 2024-25. Vendor Panel has been used to ensure that all orders accord with a value for money outcome and meet the necessary requirements for tenders and purchases required by the Queensland Audit Office.

<b>Plant Description</b>	<b>Successful Tenderer</b>	<b>Cost</b>
CF Moto Utility Vehicle	Nowa Power Products	\$ 17,999.33
Walker Catcher mower	Nowa Power Products	\$ 49,681.41
FWR Plant Trailer	FWR Trailers	\$ 41,283.00
Belco 9x6 Box trailer	Belco Trailers	\$ 16,856.56
Belco 8x5 Box trailer x3	Belco Trailers	\$ 40,959.93
Ford 4x4 Auto Dualcab utility	South West Ford	\$ 71,247.00
Ford 4x4 Auto Single cab utility	South West Ford	\$ 68,013.00
Isuzu 4x4 Manual utility	Black Truck Sales	\$66,361.27
Digga Skidsteer bucket sweeper	Farm and Construction	\$ 9,825.00

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Chief Finance Officer

Chief Operations Officer

Fleet Supervisor

**Policy Implications**

Procurement and Disposal Policy.



## Budget and Resource Implications

Nil

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	An allocation has been made in the budget.	Low
Legal & Regulatory	Low	The quotation process was conducted in accordance with Council's Procurement 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

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.2.3

SUBJECT TITLE:

**Blackall-Tambo Highway - Bituminous Products**

AUTHOR AND OFFICERS TITLE:

Ajay Agwan Chief Operations Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Council requested tenders for the Supply, Cart, Heat and Spray Bituminous Products for 13C Landsborough Highway through Vendor panel. Tenders closed on 2<sup>nd</sup> July 2024.

**Officer's Recommendation:**

**That Council award the tender for the Supply, cart, heat and spray Bituminous Products for Blackall Tambo Highway 13 C Project to Boral Resources as the tender provided the best value for money.**

**Background**

Blackall Tambo Regional Council has been awarded the works of **Pavement Rehabilitation Holding Treatment**

**Road Name: Landsborough Highway: (Tambo-Blackall) (13C)**

**Chainage: 60.11 – 89.51 (In sections) by TMR.**

There are 3 sections as follows:

Section 1- Ch 60.117 Km to Ch 66.293 Km

Section 2- Ch 83.782 Km to Ch 85.378 Km

Section 1- Ch 88.555 Km to Ch 89.753 Km

The tender for the Supply, cart, heat and spray Bituminous product was advertised on Vendor panel from pre-qualified suppliers on 28<sup>th</sup> June 2024. Following submissions were received

1- Boral Resources- \$543,544.19

2- Colas QLD- \$617,595.02.

BTRC officers assessed the responses and recommend Boral Resources be engaged to conduct the work as their tender provided the best value for money.

**Link to Corporate Plan**

Governance

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

Infrastructure

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

**Consultation (internal/external)**

Chief Executive Officer  
GBA Consulting Engineering

**Policy Implications**

Procurement and Disposal Policy.

**Budget and Resource Implications**

Budgeted.

**Risk Management Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	An allocation for the project has been made in the budget.	Low
Legal & Regulatory	Low	The tender process was conducted in accordance with the Local Government Regulation 2012 and Council's 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**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.2.4

SUBJECT TITLE:

**Blackall-Tambo Highway - Cover Aggregate**

AUTHOR AND OFFICERS TITLE:

Ajay Agwan Chief Operations Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Council requested tenders for the Supply and Delivery of Cover Aggregate for 13 C Landsborough Highway through Vendor panel. Tenders closed on 2<sup>nd</sup> July 2024.

**Officer's Recommendation:**

**That Council award the tender for the Supply and Delivery of Cover Aggregate to Michael Horman Transport Pty Ltd for Blackall Tambo Highway 13 C Project as the tender provided the best value for money.**

**Background**

Blackall Tambo Regional Council has been awarded the works of **Pavement Rehabilitation Holding Treatment**

**Road Name: Landsborough Highway: (Tambo-Blackall) (13C)**

**Chainage: 60.11 – 89.51 (In sections) by TMR.**

There are 3 sections as follows

Section 1- Ch 60.117 Km to Ch 66.293 Km

Section 2- Ch 83.782 Km to Ch 85.378 Km

Section 1- Ch 88.555 Km to Ch 89.753 Km

The tender for the Supply and Delivery of Cover aggregate was advertised on Vendor panel from pre-qualified suppliers on 28th June 2024. Following submissions were received:

Michael Horman -\$219,992.30

Regional Quarries Australia- \$256,552.45

Wagner Quarries -\$327,109.75

BTRC officers assessed the responses and recommend Michael Horman Transport Pty Ltd be engaged to conduct the work as their tender provided the best value for money.

**Link to Corporate Plan**

Governance

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

Infrastructure

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

### Consultation (internal/external)

Chief Executive Officer  
GBA Consulting Engineering

### Policy Implications

Procurement and Disposal Policy.

### Budget and Resource Implications

Budgeted.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	An allocation for the project has been made in the budget.	Low
Legal & Regulatory	Low	The tender process was conducted in accordance with the <i>Local Government Regulation 2012</i> and Council's 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

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.3.1

SUBJECT TITLE:

**Director of Lifestyle and Community Operational Report**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Director of Lifestyle and Community Services Operations report for July 2024 is presented to Council. The report includes Blackall Aerodrome, Libraries, Visitor Information Centres, Blackall Neighbourhood Centre Program and Tambo Multipurpose Centre.

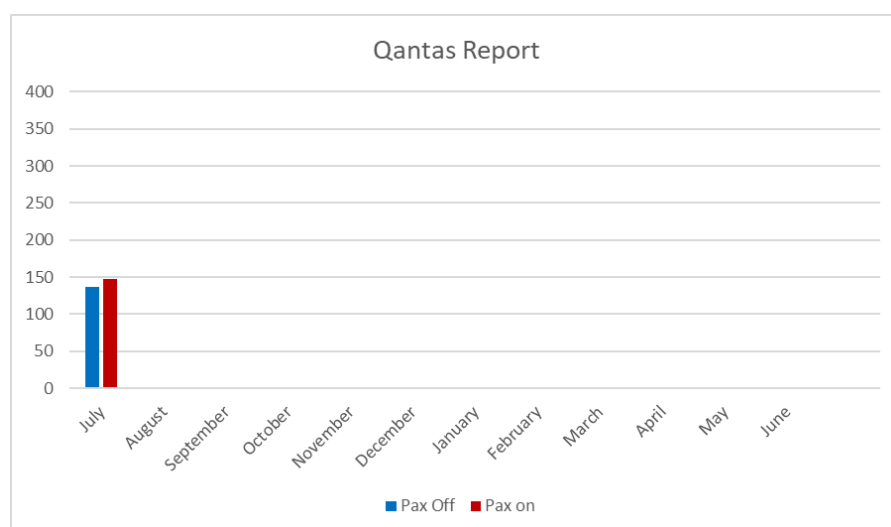
**Officer's Recommendation:**

**That Council receive the Director of Lifestyle and Community Services Report for July 2024.**

**Background****Blackall Aerodrome**

Monthly Statistics – July 2024 indicate that domestic travel and visitation remained relatively stable in terms of comparison to this time last year, with only a slight decrease in arrivals into Blackall for this month, while a slight increase in departures out of Blackall was reported.

Month	Pax OFF	Pax ON	Total	YTD
July 2024	137	148	285	285
July 2023	142	130	272	-

**Blackall Neighbourhood Centre Program**

- Community Support, Information or Referral services provided – 48 persons

- Emergency Relief Support given – 4 persons and 2 families
- Blackall-Tambo Community Crisis Fund – One (1) panel assessed/approved case, one (1) Community Development Officer assessed/approved case (under \$500 request)
- Blackall Neighborhood Program supported and assisted the Anglican Parish Group with the annual Blackall's Biggest Morning Tea, which raised approximately \$4,000 for the Cancer Council.
- NAIDOC (National Aboriginal and Islanders Day Observance Committee) Week Events kicked off at the beginning of the month, with events held across the 1<sup>st</sup> and 13<sup>th</sup> of July. These activities and events included 'Deadly Day' which provided a social activity whereby community could access ATSI targeted health information and outreach service stalls, RESQ, raffles, the cutting of the NAIDOC cake and a free BBQ lunch for community members. The following day was Bette's Bingo whereby lots of community businesses donated prizes and a free morning tea was provided to participants. Finally, a NAIDOC inspired Movie Premiere on the Big Screen was held at the Blackall Woolscour, followed by a camp oven meal. In total, across all events – approximately 130 community members attended activities and events.
- Community Development Officer attended Alcohol Anonymous Professional Awareness Luncheon 3<sup>rd</sup> July 2024.
- Telstra Services visited the region to provide community access and information regarding the phase out of 3G. Mobile Stall in main street saw a large line-up of locals who well utilized the opportunity to access face-to-face Telstra support services. The council also commenced initial engagement with Telstra Regional Team to create a localized Connectivity Plan for the Blackall-Tambo Region.
- Yindyamurra Youth Centre continued with their usual once a week afternoon program throughout July, increasing to twice a week during School Holidays which saw between 15-25 youth attend per day.
- Weekly Creative Spirits Women's Group continues at Blackall Cultural Centre where participants have been doing dot painting and weaving this month. Usual attendance varies between 3-7 women.
- Received correspondence of successful application for funding to deliver the 'Charge Up Energy Literacy and Capacity Building Project, \$17,500.
- Engagement with Blackall-Tambo Schools commenced regarding the selection of suitable youth representatives to form the Blackall-Tambo Youth Council. The Blackall-Tambo Youth Council Terms of Reference were also drafted.
- Initial consultation zoom meeting with the Domestic and Family Violence Prevention Council (The Prevention Council) regarding the 'Local Government Domestic and Family Violence Prevention Champions Network' was attended by Community Development Officer. Next step of the process is for Council to undertake the Pre-Engagement Checklist. Awaiting the Prevention Council to also schedule a date to present to the leadership Team of this strategic primary prevention project.
- Community Development Officer engaged with charity organisation 'Escabags' to organise 'Escape Bags' to have on hand through the Blackall Neighbourhood Centre Programs for individuals/families experiencing Domestic Violence. The bags are filled with the necessities that a victim of abuse (including children) may need when escaping an abusive and dangerous situation and who engage with the Blackall Neighbourhood Centre program or local Queensland Police Service.
- Rural Aid Community Builders Program Community Opportunities Workshop – successful community engagement event in both Blackall (approximately 55 attendees) and Tambo (approximately 30 attendees), collecting feedback which will contribute towards creating a 'Community Action Plan' distributed by Rural Aid in approximately eight (8) weeks. The final stage of this project will be \$10,000 assistance given by Rural Aid to help seed the development of one (1) of the priorities outlined in the Community Action Plan.

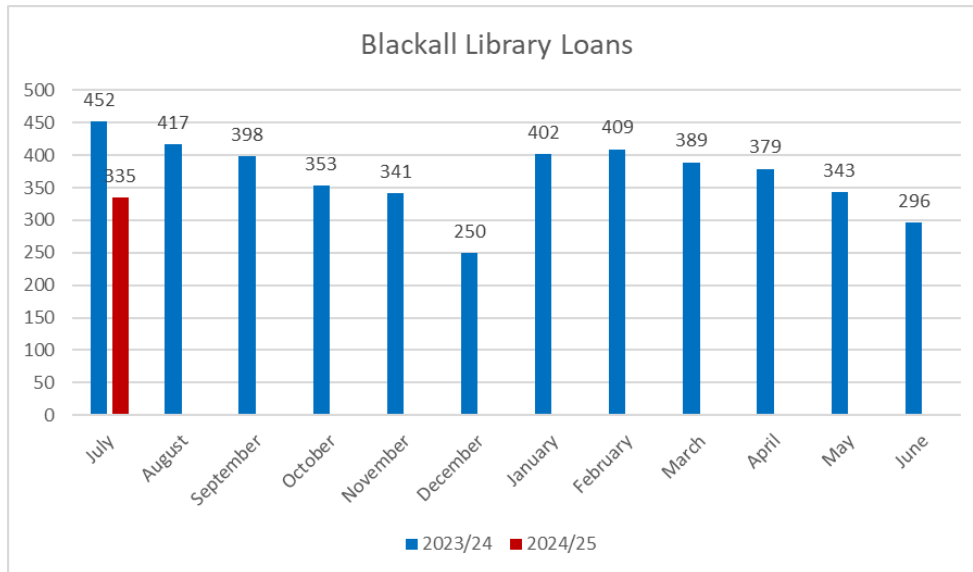


## Blackall Library

The First Five Forever Program continues to be held weekly – 56 participants in July. Focus topics covered in July were NAIDOC Week, Exploring Space, Interactive storytelling with felt characters.

Six (6) new library memberships reported for July 2024.

Overall loans decreased in comparison to last year's July data.



## Blackall Visitor Information Centre/Tourism

Large local events promoted to tourists in the Visitor Centre for July –

- Graham Connors Concert
- Magpies Grand Final
- Barcoo Amateur Race Club's First TAB Race Meeting

Explore Blackall-Tambo Facebook Page –

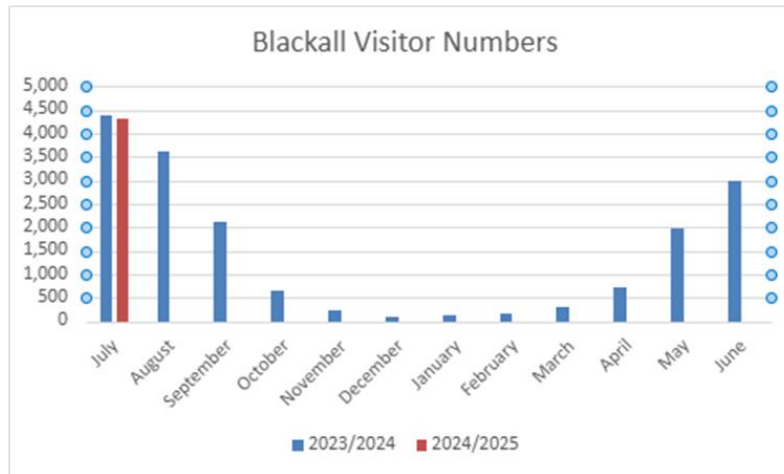
Meta Insights 1st to 31st of July

- Reach – 158,345 from organic (Unpaid promotion or advertising)
- Content Interactions – 2,300
- Followers – gained 75 new followers, 14 page unfollow, Total followers 5,000
- Page Like – 4,443
- Page visits – 1,600

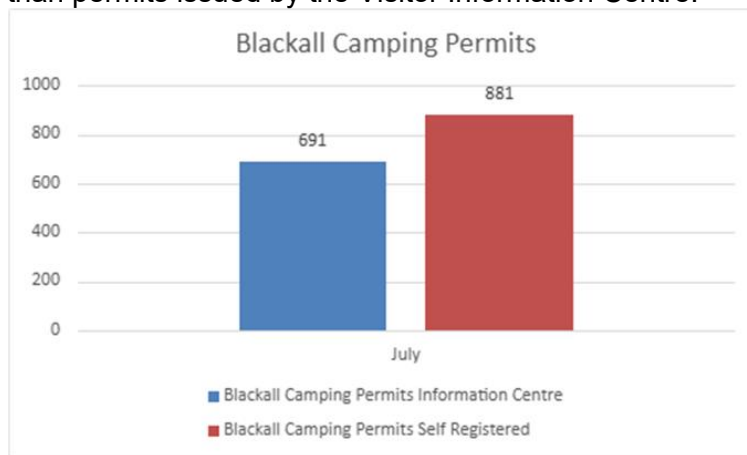
3 Highest Performing Posts –

1. Shannendoah Sunsets Park Farm Stay – 108,800 reach
2. 4-Mile water-hole – 36,500 reach
3. Jack Howe Monument – 21,300 reach

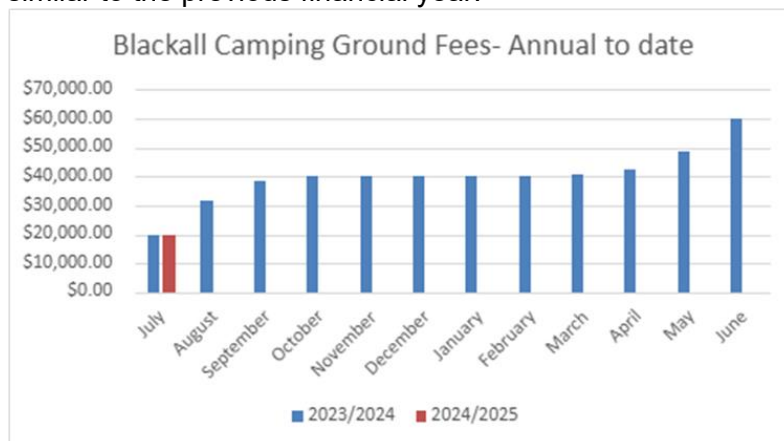
Monthly Statistics – July 2024 indicate that visitors to Blackall only slightly decreased in comparison to last year.



Blackall Camping Permits for July indicate that more self-registered permits were issued than permits issued by the Visitor Information Centre.



Camping Ground Fees – Year ending 2023-2024 total collected was \$60,309.45, which was similar to the previous financial year.



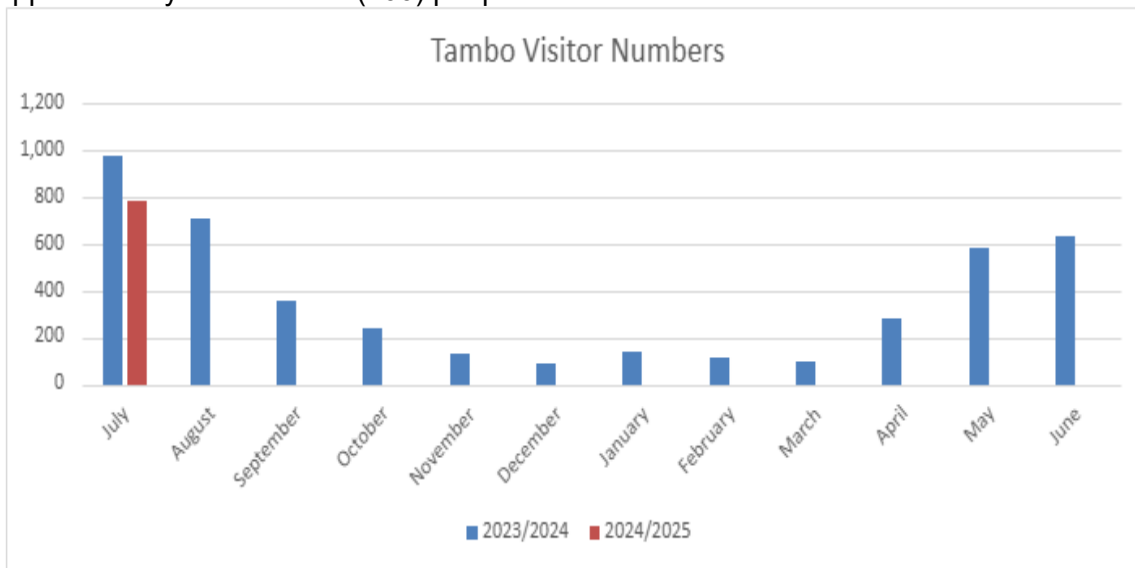
### Tambo Visitor Information Centre/Tourism/Library

Weekly First Five Forever program continues to be held weekly with 32 participants total for the month of July.

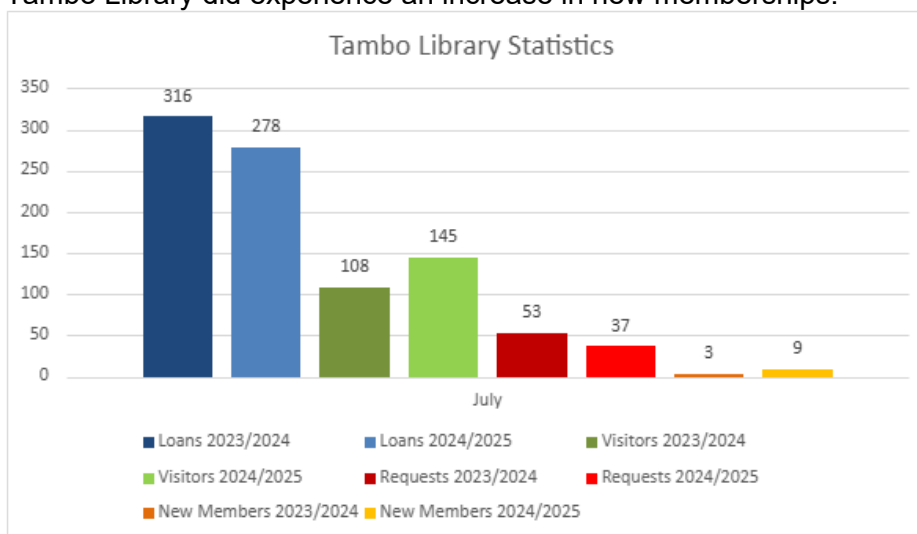
While Library loans have decreased in comparison to July 2023, the library has had nine (9) new memberships this month.

Records indicate that visitation records are down in comparison to July 2023.

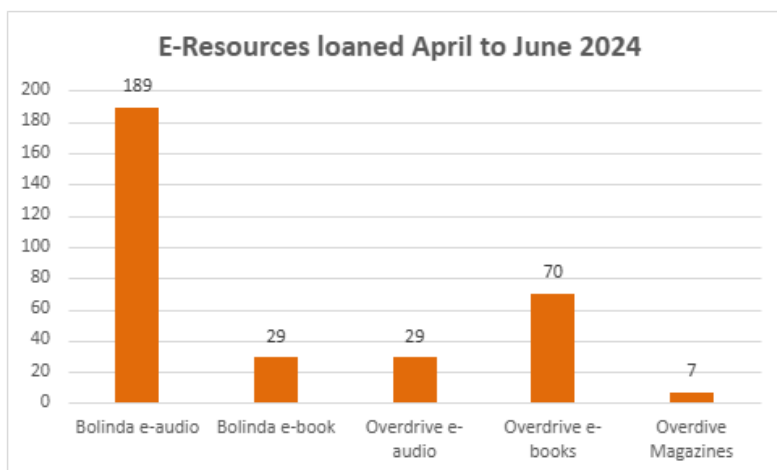
Monthly Statistics Tambo Visitor Information Centre - Data for July indicates that Tambo Visitor numbers have slightly decreased in comparison to last year's data, showing approximately two hundred (200) people less.



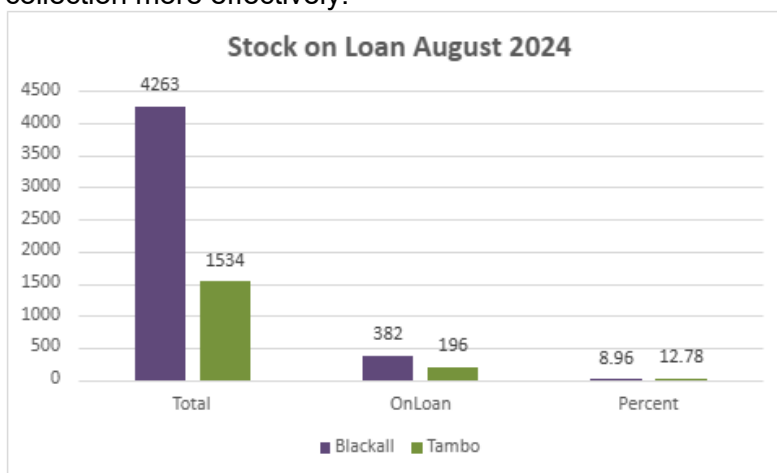
Monthly Statistics Tambo Library – indicate that while actual loans have decreased, the number of visitors to the library has increased. This also reflects the decrease in actual Library requests for July in comparison to last year's data. However, it was noted that the Tambo Library did experience an increase in new memberships.



E-Resources for Library shows that while there is interest in loans for E-resources, it does still only make up approximately ten per cent of the overall loans, when comparing to hard book loans.



The Stock on Loan data indicates that Blackall Library in particular, has excessive stock on shelves within their collection, especially when compared to the actual number of books on loan. Blackall Library intends to reduce the number of books on shelves to circulate the collection more effectively.



### Tambo Multipurpose Centre

- In July, the centre hosted its second Tea and Talk session for individuals aged 55 and over, attracting 21 participants. The event featured a guest speaker who conducted a workshop on memorial tributes, offering valuable insights and support. The session was well-received, enhancing community engagement and providing meaningful information. The next Tea and Talk is scheduled for September 5th.
- Red Ridge Interior approached the centre regarding the circus workshop. We are pleased to announce that the Circus Cabaret will be hosted on August 8th at Mary and Martha's. This event will provide attendees with an entertaining and enriching experience, promoting community engagement and cultural enrichment.
- The Centre Coordinator reached out to the mayor regarding circus tickets for our senior clients. We are delighted to have received 15 complimentary passes, enabling our seniors to attend the event at no cost. This generous contribution enhances their access to recreational activities and fosters community involvement.
- The traveling podiatrist visited the centre and provided care to a total of 30 clients. This service not only ensured that our clients received essential foot care but also improved their overall well-being and mobility, enhancing their quality of life.

- The centre has arranged for a reflexologist to visit Tambo on a monthly basis to provide specialized reflexology services. This initiative offers numerous benefits, including improved client access to therapeutic treatments, enhanced well-being, and the promotion of overall health and relaxation within the community.
- The centre has been informed that a National Services Australia site manager will conduct an inspection in August. This inspection will help ensure compliance with national standards, enhance operational efficiency, and identify opportunities for improvements, ultimately benefiting the quality of services provided.

### 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.

Outcome 5 - Indigenous Participation - Engage, support, respect and encourage indigenous participation within 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.

### Consultation (internal/external)

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Library Officer

Neighbourhood Centre Coordinator

Services Supervisor

Tambo Library and Tourism Officer

Tourism Officer

### Policy Implications

Nil

### Budget and Resource Implications

Nil

**Attachments**

Nil

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.3.2

SUBJECT TITLE:

**Charge Up Energy Literacy and Capacity Building Project**

AUTHOR AND OFFICERS TITLE:

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

Blackall Neighbourhood Centre Program has been successful through application as one (1) of twenty (20) selected Neighbourhood Centre's and organisations to deliver the 'Charge Up Energy Literacy and Capacity Building Project'. Blackall Neighbourhood Centre program receives a total of \$17,500 to deliver the three (3) phase project to community over the next 18 months.

**Officer's Recommendation:**

**That Council receive the report on the 'Charge Up Energy Literacy and Capacity Building Project' and acknowledge the funding of \$17,500 received from Queensland Council of Social Service, Neighbourhood Centres Queensland and Energetic Communities Association Inc.**

**Background**

The Blackall Neighbourhood Centre Program has successfully obtained funding (\$17,500) to deliver the 'Charge Up Energy Literacy and Capacity Building Project' to the Blackall-Tambo community. This project has been initiated by Queensland Council of Social Service (QCOS), Neighbourhood Centres Queensland (NCQ), and Energetic Communities Association Inc.

The aim of the project is to:

- Improve the energy literacy for households experiencing vulnerability so they can better navigate energy matters & reduce their electricity bills.
- Build the capacity of Neighbourhood Centres and other community organisations to reach households experiencing vulnerability.

The project involves three (3) Phases:

1. Development of Resources (July 2024 - Dec 2024) – Involves the selection successful Neighbourhood Centres; Blackall Neighbourhood Centre to nominate their 'Energy Educator' who will be the key engagement/delivery person for the project; Blackall Neighbourhood Centre to nominate an 'energy consumer' from our community (a service user or community member) who can participate in an online focus group to provide feedback on the resources being developed for Charge Up, to give guidance on accessibility and suitability for the target user. The Blackall Neighbourhood Centre Program's 'Energy Educator' will participate in a two-day face-to-face Train the Trainer Program to be held in Brisbane in November 2024.
2. Train the Trainer 'Energy Educator' & Capacity Building for Charge Up Delivery (January –June 2025)- involves continuing to build the capacity of the Blackall Neighbourhood Centre Program as an energy information and support hub through continued online training tools, and development of a place-based community



engagement plan to support your local community to engage with the resources developed through Charge Up; delivering this engagement plan by leading a series of one-on-one engagements with community members, as well as community focussed events in group settings; and share and promote resources through social media & other communication channels.

3. Continued Community Outreach (July – December 2025) - continue to deliver our place-based community engagement plan through one-on-one engagements with community members, as well as community focussed events in group settings; Energy Educator to complete online webinars and complete final survey at the end of the program regarding evaluation of success of project.

The selection process involved ensuring a good geographic representation of regions across Queensland; the diverse communities and service users of the Neighbourhood Centre; and the different programs and activities that the Neighbourhood Centre ran which demonstrated a strong track record of achieving measurable outcomes.

The Grant allocates \$17,500 to support the implementation of the Charge Up project within our community, with the payments to be made as 4 x 25% instalments over the project.

### **Link to Corporate Plan**

Vibrant Communities

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

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

Chief Executive Officer

Director of Lifestyle and Community

Neighbourhood Centre Coordinator

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project.	Low
Legal & Regulatory	Low	That delivery of project complies with policy.	Low
People	Low	Assist community, particularly the vulnerable.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Must deliver the key deliverables of project outlined in the Sub- Contractor Agreement of grant.	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 21 August 2024

ITEM NO:

6.3.3

SUBJECT TITLE:

**Blackall-Tambo Regional Youth Council - Terms of Reference**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The Blackall-Tambo Youth Council (BTYC) Terms of Reference be presented to Council.

**Officer's Recommendation:**

**That Council endorses the creation and support of the Blackall-Tambo Youth Council and Terms of Reference and authorises the CEO to facilitate the operation of the Blackall-Tambo Youth Council.**

**Background**

The Blackall-Tambo Youth Council (BTYC) is a youth leadership and advisory committee whose role is to represent the voice of young people 10-24 years who live, work, study or socialise in the Blackall-Tambo region.

The BTYC will form an important mechanism for consultation, advice and feedback to young people, the Council, and the operational staff of Council as they review, develop and implement strategies across the region that enhance sustainability and succession, while also aiming to increase the capacity of young people to be engaged in their community and participate in decision-making.

The BTYC Terms of Reference have been developed as an informative, guiding and standing order of what objectives, processes and expectations of all stakeholders involved with the delivery of the BTYC.

**Link to Corporate Plan**

Vibrant Communities

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

**Consultation (internal/external)**

Chief Executive Officer

Councillors

Mayor

Director of Lifestyle and Community

Blackall State School

St Joseph's Catholic Primary School Blackall

Tambo State School  
 Longreach School of Distance Education  
 Charleville School of Distance Education

### Policy Implications

Will need to review and update Council Youth Policy to include BTYC.

### Budget and Resource Implications

Will need a budget allocated towards meeting the BTYC project requirements.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Small Budget allocated towards project	Low
Legal & Regulatory	Low	In accordance with BTYC Terms of Reference	Low
People	Low	Nil	Low
Operational	Medium	Funds allocated to start up project.	Low
Environmental	Medium	Nil	
Strategic	Medium	Enabling the project to get underway.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil.

### Attachments

1. BTYC TERMS OF REFERENCE (2) [6.3.3.1 - 12 pages]



# **Blackall-Tambo**

## **Regional Council**

### **Blackall-Tambo Youth Council**

#### **Terms of Reference**

#### **CONTEXT**

The Blackall-Tambo Youth Council (BTYC) is a youth leadership and advisory committee whose role is to represent the voice of young people 10-24 years who live, work, study or socialise in the Blackall-Tambo region. The BTYC will form an important mechanism for consultation, advice and feedback to young people, the Council, and the operational staff of Council as they review, develop and implement strategies across the region that enhance sustainability and succession, while also aiming to increase the capacity of young people to be engaged in their community and participate in decision-making processes.

#### **OBJECTIVES**

The objectives of the BTYC are to:

1. Provide the opportunity for young people to understand the role and capacity of Local Government and where it fits in the broader political system.
2. Represent and promote a youth voice to Council, in a structured and formal way for future planning decisions.
3. Provide a formal platform for young people to have their say on issues, needs and aspirations that are important and relevant to young people living in the Blackall-Tambo region.
4. Develop local initiatives and projects for young people.
5. Act as an advisory committee and respond to enquiries from the Council regarding specific current and emerging youth issues in the Blackall-Tambo region.
6. Create a strong network with young people, service providers and the wider community to advocate for, and promote, youth related issues.
7. Empower local youth through leadership development opportunities for young people living within the Blackall-Tambo region.
8. Supporting Council in a manner that is consistent with Council values and decisions of Council.



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

### **BLACKALL-TAMBO YOUTH COUNCIL TASKS**

BTYC tasks include:

1. Consult with local young people and advocate for their needs.
2. Assist in the development of the BTRC Youth Policy, BTRC Youth Plan and BTRC Sport and Recreation Plan
3. Implement actions in the BTRC Youth and Sport and Recreation Plans
4. Assist in the evaluation of the BTRC Youth Policy, BTRC Youth and Sport and Recreation Plans
5. Assist in the delivery of projects

### **MEMBERSHIP**

The BTYC seeks to represent the demographics of young people across the region. BTYC will consist of minimum of five (5) members and a maximum of seven (7) members who live, work, study within the Blackall-Tambo region.

Membership will be determined through each of the Blackall-Tambo Region Education Providers (Blackall State School, St Joseph's Primary School, Tambo State School, Longreach School of Distance Education/Charleville School of Distance Education). Maximum of three (3) representatives from Blackall State School (which includes junior and secondary representation); two (2) representatives from St Joseph's Primary School; two (2) representatives from Tambo State School; and one (1) from Distance School of Education.

Members must be aged between the ages of 10-18 years on 31<sup>st</sup> December. (From the age of 18 years must hold a current Blue Card).

Members of the BTYC volunteer their services as a member. If a Meeting requires BTYC to attend within another locality, BTRC to assist with transportation and associated costs.

BTYC members are appointed for a 12-month term, which starts in February of the relevant year, with the option to stay on for a two-year term. After a twelve-month break from Youth Council, a young person is free to nominate again for a place on the Youth Council.

Youth Council Leadership Team will have the following designated roles, Youth Mayor and a Youth Secretary.

All Youth Councillors must follow and adhere to the Standards of Behaviour outlined in the BTRC Councillor Code of Conduct and BTYC Behavioural Contract. **(See appendix 1)**



**Blackall-Tambo  
Regional Council**

**Blackall-Tambo Regional  
Youth Council**

BTRC Director of Lifestyle & Community Services attends meetings of the BTYC in an advisory and support capacity.

**YOUTH COUNCIL LEADERSHIP TEAM**

The BTYC Leadership Team will consist of a Youth Mayor and a Youth Secretary and will be determined at the first formal meeting of the BTYC.

Youth Councillors nominating will be required to give a speech outlining their commitment and why they should be the preferred candidate. A vote will be made by a secret ballot.

Youth Councillors may vote for themselves.

The vote will be counted by the Director of Lifestyle & Community Services.

The extra duties of the Youth Mayor will be:

1. Chair meetings
2. Keeps the meetings on track
3. Ensures the agenda items have been addressed
4. Ensures everyone's voice is heard
5. Encourages even distribution of tasks among councillors
6. Represents BTYC at special community meetings/events/functions when requested by Council Staff

The extra duties of the Youth Secretary will be:

1. Prepare and distribute all minutes
2. Keep an attendance register for all BTYC meetings
3. Distribute any other necessary correspondence as necessary
4. Inform the BTYC of any incoming correspondence and where required prepare a timely response

**ANNUAL ACTION PLAN**

The BTYC must establish an annual action plan and outlines the goals for the twelve (12) month period. The Annual Action Plan will be completed and presented to BTRC Councillors within two months of commencement in term.

**MEETINGS**

Formal meetings are held every two (2) months in the rotation between the Blackall and Tambo Council Chambers during the school term, and Youth Councillors are expected to attend a minimum of 80% of these over 12 months.

Youth Councillors are expected to attend one official BTRC Council Meeting in the first two (2) months of their term.





**Blackall-Tambo  
Regional Council**

**Blackall-Tambo Regional  
Youth Council**

Youth Councillors are asked to be available to attend action meetings when there are projects that need to be worked on and require more time, however, this is flexible.

Meetings do not run during school holidays, unless there is a need and both the Director of Lifestyle and Community Services, and the Youth Leadership Team are in agreeance.

Formal School Uniform is expected at Youth Council Meetings (as per BTYC Behavioural Contract).

If a Youth Councillor fails to attend more than three (3) consecutive Formal Meetings in a row without given notice or reasoning, they may be asked to resign. They will have the right to appeal.

The Director of Lifestyle and Community Services will work with all schools and necessary stakeholders to ensure adequate planning and allowance of Youth Councillors to meet BTYC obligations.

**DATES AND TIMES OF MEETINGS**

These will be confirmed at the beginning of the Youth Council Term.

**EXTRA-ORDINARY MEETINGS**

An extra-ordinary meeting of the BTYC can be called by the Youth Mayor or at least two (2) Youth Councillors by a written notice to call a special meeting of the Council delivered to the Director of Lifestyle and Community Services. Email is acceptable.

The notice must specify the date and time of the special meeting and the business to be transacted.

The Director of Lifestyle and Community Services must call the special meeting as specified in the notice of resolution

Unless all Councillors are present and unanimously agree to deal with another matter, only business specified in the notice of resolution is to be discussed.

**MEETING ATTENDANCE BY THE PUBLIC**

The public, especially youth, are welcomed to observe the Youth Council meetings, dates and times to be advised, however sections may be confidential and public will have to vacate the room during these times.

**REQUESTS TO YOUTH COUNCIL BY COUNCIL, COMMUNITY OR ORGANISATIONS**

All matters that others wish Youth Councillors to consider must be:  
Submitted to the Youth Council Email, plus CC/- in the Director of Lifestyle and Community Services and outline:



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

- Name and contact details of the person/group/organisation seeking input by the Youth Councillors
- The issue/project/event/service etc
- The information or actions being sought from the Youth Councillors
- A time frame for the request
- Whether a time to speak to the request at a Formal Youth Council Meeting is desired. The issue will be put on the next formal Youth Council Meeting Agenda.

### **REPORTING**

The BTYC will provide quarterly progress reports to the BTRC to report on their progress and deliberation. Quarterly written progress reports will be provided to BTRC three (3) weeks before the date of the council meeting. Dates will be given to the BTRC at the beginning of their term. Presentations by the BTYC to the BTRC on their activities and progress in achieving objectives in their Annual Action Plan may be scheduled at other times during a year through negotiation with the Director of Lifestyle and Community Services and the BTYC.

### **CONFIDENTIALITY**

In the course of their duties Youth Councillors will receive information they are required to treat as confidential. This may be information that is either commercially sensitive or is personal to a particular individual or organisation. Council staff will ensure that Youth Councillors are aware confidential/sensitive conversations are taking place.

It is also a requirement that Youth Councillors sign and adhere to requirements outlined in the BTYC Behavioural Contract and as per the BTRC Code of Conduct.

### **CONFLICT OF INTEREST**

The Local Government Act identifies direct and indirect conflicts of interest which require disclosure as they arise. If a Youth Councillor has a particular bias or interest in an issue or discussion, or believe other might perceive that they do, there may be a conflict of interest. If this occurs, the Youth Councillor must alert the Youth Mayor and the Director of Lifestyle and Community Services as soon as possible.



**Blackall-Tambo  
Regional Council**

**Blackall-Tambo Regional  
Youth Council**

### **RESOLUTION OF GRIEVANCES**

If a conflict occurs between Youth Council members, the Youth Mayor and Youth Council will work with the Director of Lifestyle and Community Services to resolve it. If a Youth Council member has a grievance or concern, it should be raised according to the following:

- If the grievance is about a fellow Youth Council Member, the issue should be raised with the Youth Mayor and the Director of Lifestyle and Community Services
- If the grievance is about the Youth Mayor, the issue should be raised with the Director of Lifestyle and Community Services
- If the grievance is about the Director of Lifestyle and Community Services, the issue should be raised with BTRC Chief Executive Officer

### **COMMUNICATION**

#### **Guidelines for Personal Views**

In the interest of free speech, Youth Councillors must feel free to make personal comments on matters important to them, without undermining the BTYC, or BTRC. Within each Youth Council there will be young people with a wide-ranging set of values, experiences, understandings and beliefs.

Youth Councillors will respect both the right to hold a view and to share it and use the bi-monthly Councillor Conversations as an opportunity to learn, understand, and articulate without offence, sensitive issues.

Media comments from young people on Youth Council expressing personal views will not include the BTRC logo or recognise the person as a Youth Councillor.

Whilst on Youth Council, Youth Councillors who use social media are expected to have personal social pages and accounts that respect the Code of Conduct they have signed as Youth Councillors, and which reflect the values agreed upon by the Youth Council Group. This must be upheld in social settings as well.

Youth Councillors will refrain from publicly criticising decisions made by the Youth Council, or Council.

#### **Guidelines for Youth Council Views**

To make a public statement on behalf of the BTYC the topic must have been debated in a Youth Council Meeting, recorded in minutes, and hold a majority vote. Once agreed, this stance must be supported by all Youth Councillors publicly.

Social Media accounts held by Youth Council will display the following disclaimer:

***Any views expressed here are those of the BTYC and are not necessarily the views of the BTRC.***



**Blackall-Tambo  
Regional Council**

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

This disclaimer may also be added to printed articles on occasion by the Communications and Media Team.

### **MEDIA**

All communications with the media will be conducted under the guidance of, and with the support of the Communities Team. Media statements/releases on behalf of the BTYC will be issued by the Youth Mayor (or delegated Youth Councillor) through the BTRC Communications Team and Director of Lifestyle and Community Services.

Youth Councillors directly approached by media outlets will, in the first instance, redirect enquiries to the Director of Lifestyle and Community Services. Youth Councillors are to seek authorisation before making media statements. This will be done in consultation with the BTRC Communications Team. The Youth Mayor is the primary spokesperson for the BTYC, however they are encouraged to delegate their authority to other Youth Councillors under certain circumstances, for example where:

- A Youth Councillor has a specific ongoing interest and/or role in an issue.
- The topic/area of concern aligns with Youth Councillors' working group
- A Youth Councillor has specific knowledge or expertise in the matter
- A Youth Councillor leads a specific committee

### **Facebook – secret page/SLACK /another electronic platform**

Each year the Director of Lifestyle and Community Services and BTYC will commit to one form of communication for communication within the group. Parents, carers and teachers are invited to join this group, but must not contribute to conversation other than to clarify a detail.

### **Socials/online – chats**

Chats amongst Youth Councillors may be set up from time to time to quickly converse with a small number of people who are working on the project. The Director of Lifestyle and Community Services must always be included in these groups but need not participate. This measure is meant only as a strategy to keep online communications safe.

### **PARENTS AND CARERS/PRINCIPAL**

Parents, carers and Principal of respective schools are critical in their support for Youth Councillors under the age of 18 and/or those still living at home or who are attending school. Their role is valued by the BTRC, and where appropriate their involvement is encouraged.

Parents, carers and Principals are expected to direct all concerns about Youth Councillors', behaviours and/or activities to the Director of Lifestyle and Community Services or CEO, and not to Youth Councillors themselves – this includes communication via social media.



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

### **BTYC SUPPORT**

#### **Roles and responsibilities**

#### **Blackall-Tambo Regional Council (BTRC)**

BTRC will support BTYC with:

- A dedicated council staff member (Director of Lifestyle and Community Services) to facilitate the group
- Provide IT support, a dedicated youth council email address and space for the youth council of the website, remote access to meetings.
- Annual funding (uniform, meeting costs, other operating costs)
- Assistance with promotion of events and issues as requested
- Rooms to meet

#### **Facilitator**

The BTYC is facilitated by the Director of Lifestyle and Community Services or another Council staff member.

The Facilitator is responsible for:

- Being the primary relationship with the Youth Councillors, families, schools, Council and the public on all things Youth Council
- Setting meeting dates and times, organising meeting venue and providing refreshments
- Working with the Leadership Team to take minutes, run effective meetings
- Attend meetings as a resource person
- Guide the development of the BTYC Annual Action Plan
- Support Youth Councillors to complete the Action Plan
- Provide administrative support to the Youth Council to prepare and develop documents
- Ensuring Youth Councillors have access to the support needed for full participation in meetings and activities



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

### **BTRC COUNCILLORS**

Representative(s) from the BTRC will attend formal Youth Council Meetings. Youth Council will send calendar invitations to all the Councillors for every second meeting at the beginning of their term.

Youth Councillors and/or Councillors can set a topic for exploration at each of these meetings.

Topics will be forwarded to the Youth Secretary or the Director of Lifestyle and Community Services at least one week prior to the meeting. In the case of no topics being selected, the Youth Leadership team, in consultation with the Director of Lifestyle and Community Services will set the topic.

### **TRAINING**

All Youth Councillors are required to attend an induction to the BTYC and an induction to the BTRC. Induction will include:

- Introduction to Local Government, BTRC
- Roles and Responsibilities of the BTYC
- Understanding of Terms of Reference
- Media Training
- OH&S
- Meeting Protocols

Youth Councillors will be provided opportunities to attend various training and development sessions throughout their term which will improve their capabilities to carry out their roles as advocates. This may include:

- Training in meeting procedures
- Governance
- First Aid
- Public Speaking
- Leadership Development

### **YOUTH COUNCIL UNIFORMS**

A Formal Uniform Code for all Council Meetings is formal school uniform. If it is a formal event – black bottoms (Skirt/pants/shorts), black socks and shoes and School Uniform shirt is acceptable.

An informal uniform code is uniform shirt and anything else you like!

Lanyards, name badges, compendiums

Youth Councillors will be all issued with BTRC name badges and compendiums. The name badges are to be worn when on official business, and compendiums brought to each meeting.



**Blackall-Tambo Regional  
Youth Council**

**TRAVEL ASSISTANCE**

Whilst it is the responsibility of the young people to negotiate with those around them support to get to and from meetings, where there is an inhibiting factor, discussions will be had amongst the Communities team to see what support can be given. If it can be, it will be. Communication with the Director of Lifestyle and Communities in a timely manner is the key.

**AMMENDMENTS AND REVIEW OF THE BTYC TERMS OF REFERENCE**

This Terms of Reference will be reviewed by the Director of Lifestyle and Community Services, BTYC and BTRC each year.





**Blackall-Tambo**  
Regional Council

**Blackall-Tambo Regional  
Youth Council**

**APPENDIX 1 BLACKALL-TAMBO YOUTH COUNCIL BEHAVIOURAL CONTRACT**

This contract provides the guidelines around which Youth Councillors are expected to conduct themselves when attending all duties as a Youth Councillor.

**NAME OF YOUTH COUNCILLOR:** \_\_\_\_\_

I understand that in performing my role as a Blackall-Tambo Youth Councillor I:

1. Respect the rights of every young person
2. Impartially represent the views of young people to Council and Community – and understand that to do this I must actively seek out and listen to youth in my community.
3. Always act with integrity, recognising the privilege and importance of the role of Youth Councillor
4. Attend youth council meetings
  - On time
  - Have suitable transport arrangements to and from
  - Give as much notice as possible if I will be absent
  - Abide by outlined meeting/event protocols
  - Be in the appropriate uniform
5. Respect confidentiality
6. Have the right to say no – individually and as a Youth Council Team
7. Endeavour to ensure that public resources are used in the public interest
8. Lead by example, represent and act in a way that secures youth confidence in the role of Youth Council
9. Have read and agree to the Terms of Reference for the Blackall-Tambo Youth Council
10. Read and agree to abide by the BTRC Code of Conduct
11. Will demonstrate a positive attitude – and have fun!

Consequences of Actions: The process for Youth Councillors who breach any section of this agreement will be:

1. Warning – formal spoken warning



**Blackall-Tambo  
Regional Council**

**Blackall-Tambo Regional  
Youth Council**

2. Call to parents and Principal and final written warning

3. Expulsion from the group

I understand that Council has zero tolerance to the following behaviours whilst representing Youth Council, and that if I disregard any of these my parent/guardian/Principal will be notified, and I may be asked to leave Youth Council:

- Drugs and alcohol
- Misconduct – including sexual harassment, bullying and discrimination
- Violence – including online
- Weapons

### **DECLARATION**

I confirm and understand the meaning of this contract and that the consequences of breaking the contract have been explained to me:

**Youth Councillor Name:**

**Youth Councillor Signature:**

**Date:**

**Parent/Guardian Name:**

**Parent/Guardian Signature:**

**Date:**

**Principal Name:**

**Principal Signature:**

**Date:**

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

Wednesday 21 August 2024

**ITEM NO:****6.3.4****SUBJECT TITLE:****Queensland Mental Health Week Grant Program****AUTHOR AND OFFICERS TITLE:**

Jaimee-Lee Prow Director of Lifestyle and Community

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

Blackall Neighbourhood Centre has been successful through application for a one-off two-thousand-dollar (\$2000) grant through the Queensland Mental Health Week (QMHW) Grants Program to support events to be held to celebrate the week, raise awareness of mental health and wellbeing, increase understanding of mental health illness and recovery, and reduce stigma and discrimination.

The Centre's application was focused around delivering a 'Positive Vibes – Community Wellness Day'. The program is funded by the Queensland Mental Health Commission and administered by CheckUP.

**Officer's Recommendation:**

**That Council receive the report on the 'Queensland Mental Health Week Grant Program' and acknowledge the funding offer of \$2,000 received from CheckUP and the Queensland Mental Health Commission to deliver a local event.**

**Background**

Blackall Neighbourhood Centre has successfully obtained funding (\$2,000) to deliver a 'Positive Vibes – Community Wellness Day' event during October 2024 as part of the Queensland Mental Health Week Community Events Grant Program. The program is funded by the Queensland Mental Health Commission and administered by CheckUP.

The concept of the 'Positive Vibes – Community Wellness Day' aims to be a fun, relaxing social event that spotlights key mental health issues within our community in a social and engaging way for the whole of community to be involved.

The proposed event's activities will include Yoga/Qi Jong/Exercise in the Park, mental health and wellness market stalls, live music, youth activities, self-care stations (Positive Affirmations, Mini Massage, Create, Move it), Mood Food Stalls, Tea Talks with Seniors, and 'Lift the Lid on MH' group chats.

The event will be inclusive of our outreach mental health services team (Outback Futures, RFDS Mental Health Team, Scott Robson Blackall Hospital Mental Health Clinician, ATODS, Lives Lived Well, QLD Health Aboriginal and Torres Strait Islander Health Unit, Anglicare CQ etc), along with other local organisations/groups/businesses that can offer wellness and self-care services (Lady Gowie Day Care Centre Playgroup, Hair and Beauty providers, Fitness providers, Arts and Culture groups, sporting clubs etc).

The key objectives of the proposed Queensland Mental Health Week Community Event, to meet the terms of the funding agreement are:

- Raise awareness of the importance of overall community health and wellbeing by promoting and taking time for self-care practices.
- Highlight key community mental health topics through 'group chats'.
- Ensure that Blackall-Tambo Regional Council are continuing to promote and enable appropriate access to mental health services and play a significant role within community in reducing the stigma and discrimination of mental health, showing community 'we care about mental health'.
- Provide a social and structured community platform for mental health services and professionals to make valuable connections and strengthen existing networks.
- That the 'positive vibe' of the proposed event and way in which it is promoted within community helps to break down and reduce the stigma and discrimination surrounding mental health issues within our community.

The Blackall Lifestyle and Community Hub Team will instigate a working group to start planning and execute this proposed community event.

### **Link to Corporate Plan**

Vibrant Communities

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.

Outcome 5 - Indigenous Participation - Engage, support, respect and encourage indigenous participation within the community.

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

Chief Executive Officer  
Director of Lifestyle and Community  
Neighbourhood Centre Coordinator

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project	Low
Legal & Regulatory	Low	Ensure that delivery of project complies with BTRC policies and procedures	Low
People	Low	Community involvement is required to successfully deliver the event and engage community	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Must deliver the key deliverables of the project outlined in the Grant agreement	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 21 August 2024

ITEM NO:

6.3.5

SUBJECT TITLE:

**RADF Special Meeting Minutes**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

A Special RADF meeting was held via email to address an error found in minutes regarding the Barcoo Pastoral Show Society allocated funds from previous RADF round.

**Officer's Recommendation:**

**That Council receives the meeting minutes of the RADF committee dated 12.06.2024 and approve the amended amounts.**

**Background**

The RADF committee met via email on the 12th of June 2024.

A discussion was held to address an error found in the minutes regarding the Barcoo Show Society allocated funds from previous RADF round awarded in April 2024. It was previously assumed that the Barcoo Pastoral Show Society was registered for GST (Goods and Services Tax), which is not the case. Therefore, allocated funds for projects were inclusive of GST.

A motion was moved by the RADF committee to adjust the amounts without GST, being \$2,849 for Helly Hoops and \$8,300 for Clicking Bricks.

**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)**

Director of Lifestyle and Community

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Incorrect funding amount allocated, which impacts the RADF overall budget	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil

### Attachments

1. Special Meeting Minutes 12 06 2024 [6.3.5.1 - 1 page]



**Special Meeting Minutes- RADF Meeting via Email**

**Date:** 12.06.2024

**Present:** Lindy, Ros, Jane, Wendy, Nadine, Kiralee, Pip, Alina, Pam

**Apologies:** Nil

**Minutes:**

The meeting's objective is to address an error found in the minutes regarding the Barcoo Show Society funds. It was previously assumed that the Barcoo Show Society was registered for GST, which is not the case.

*Motion: That the RADF committee adjust the amounts to \$2,849 for Helly Hoops and \$8,300 for Clicking Bricks.*

Moved: Wendy                      Seconded: Pip

RLO to action.

**Next Round & Meeting:**

Round 1, 2025 TBA

## OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.3.6

SUBJECT TITLE:

**RADF Recommendation - Bushman's Gallery**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The first round of the 2024/2025 RADF program closed for applications on July 31, and the Committee recommended the application from the Bushman's Art Gallery be approved.

**Officer's Recommendation:**

**That Council endorse the RADF Committee's recommendation to approve the application from Bushman's Art Gallery for encaustic art with Encaustic Workshops Australia with Mo Godbeer for \$1625.00.**

**Background**

Applications were invited for the first round of funding for the 2024-2025 year with applications closing on July 31.

Eight applications were received, and the Committee elected to approve Bushman's Art Gallery submission.

Bushman's Art Gallery applied for funding to support encaustic art with Encaustic Workshops Australia with Mo Godbeer for \$1625.00.

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

**Budget and Resource Implications**

\$1625.00 – funded project.

### 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

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 21 August 2024

ITEM NO:

6.3.7

SUBJECT TITLE:

**RADF Recommendation - TAC Wedgetail Winds Wire Sculpture Workshop**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The first round of the 2024/2025 RADF program closed for applications on July 31, and the Committee recommended the application from the Tambo Arts Council Inc. be approved.

**Officer's Recommendation:**

**That Council endorse the RADF Committee's recommendation to approve the application from Tambo Arts Council Inc. for \$2222.00.**

**Background**

Applications were invited for the first round of funding for the 2024-2025 year with applications closing on July 31.

Eight applications were received, and the Committee elected to approve Tambo Arts Council Inc. submission.

Tambo Arts Council Inc. applied for funding to support Wedgetail Winds Wire Sculpture Workshop for \$2222.00

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

**Budget and Resource Implications**

\$2222.00 – funded project

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project	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 21 August 2024

ITEM NO:

6.3.8

SUBJECT TITLE:

**RADF Recommendation - TAC Furniture Restoration Workshop**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The first round of the 2024/2025 RADF program closed for applications on July 31, and the Committee recommended the application from the Tambo Arts Council be approved.

**Officer's Recommendation:**

**That Council endorse the RADF Committee's recommendation to approve the application from Tambo Arts Council for \$3320.00.**

**Background**

Applications were invited for the first round of funding for the 2024-2025 year with applications closing on July 31.

Eight applications were received, and the Committee elected to approve Tambo Arts Council submission.

Tambo Arts Council applied for funding to support Furniture Restoration workshop for \$3320.00

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

**Budget and Resource Implications**

\$3320.00 – funded project

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project	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 21 August 2024

ITEM NO:

6.3.9

SUBJECT TITLE:

**RADF Recommendation - TAC Unleash Your Creative Potential Project**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The first round of the 2024/2025 RADF program closed for applications on July 31, and the Committee recommended the application from the Tambo Multipurpose Centre be approved.

**Officer's Recommendation:**

**That Council endorse the RADF Committee's recommendation to approve the application from Tambo Arts Council Inc for the Unleash Your Creative Potential Project for \$2500.00.**

**Background**

Applications were invited for the first round of funding for the 2024-2025 year with applications closing on July 31.

Eight applications were received, and the Committee elected to approve The Tambo Arts Council Inc submission.

Tambo Arts Council INC. applied for funding to support Unleash Your Creative Potential for \$2500.00.

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

## Budget and Resource Implications

\$2500.00 – funded project

## Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded Project	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 21 August 2024

ITEM NO:

**6.3.10**

SUBJECT TITLE:

**RADF Recommendation - Tambo Multipurpose Centre**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

**Summary:**

The first round of the 2024/2025 RADF program closed for applications on July 31, and the Committee recommended the application from the Tambo Multipurpose Centre be approved.

**Officer's Recommendation:**

**That Council endorse the RADF Committee's recommendation to approve the application from The Tambo Multipurpose Centre for Brushes of Hope – Painting away cancer for \$1250.00.**

**Background**

Applications were invited for the first round of funding for the 2024-2025 year with applications closing on July 31.

Eight applications were received, and the Committee elected to approve The Tambo Multipurpose Centre submission.

The Tambo Multipurpose Centre applied for funding to support Brushes of Hope – painting away cancer for \$1250.00

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

**Budget and Resource Implications**

\$1250.00 – funded project

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project	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 21 August 2024

**ITEM NO:****6.3.11****SUBJECT TITLE:****RADF Meeting Minutes****AUTHOR AND OFFICERS TITLE:**

Jaimee-Lee Prow Director of Lifestyle and Community

**AUTHORISING OFFICER:**

Mike Lollback (Chief Executive Officer)

**CLASSIFICATION (if Confidential)**

N/A

**Summary:**

The first round of the 2024-2025 RADF program closed for applications on July 31 and the RADF Committee held a meeting on August 5 to assess the submissions.

**Officer's Recommendation:**

**That Council receive the meeting minutes of the RADF committee dated 5 August 2024.**

**Background**

Applications were invited for the first round of funding for the year 2024-2025 with applications closing on 31 July 2024.

The Committee met on August 5<sup>th</sup> in Blackall to assess the applications.

Eight applications were submitted for the first round, and the RADF committee elected to approve six submissions, one submission was not approved.

The RADF Liaison Officer will provide feedback to the applicant whose submissions were unsuccessful or ineligible.

**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 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.

**Consultation (internal/external)**

Chief Executive Officer

Director of Lifestyle and Community

Multi-Purpose Coordinator

Neighbourhood Centre Coordinator

**Policy Implications**

Nil

## Budget and Resource Implications

\$11,827.00 funded projects

## 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. RADF Round 1 Minutes [6.3.11.1 - 7 pages]



**General Meeting RADF Meeting- Grasslands Workshop**

**Date:** 05/08/2024

**Time:** 2:10pm

**Present:**

Nadine Mcleod, Pip Fearon, Wendy Just, Lindy Hardie, Alina Hart, Pam Pullos, Jane Scobie

**Apologies:** Roz Wood, Kiralee Sanderson

**Previous meeting minutes:**

The minutes of the previous general meeting held

*Motion:* That the minutes be confirmed as a true and correct record of the meeting.

Moved: Wendy Just

Seconded: Lindy Hardie

**Business arising from previous minutes:**

Council Initiative for 2024/2025 moved to general business.

**Correspondence:**

Inward:

Eight applications were submitted for round 1 24/25

Outward:

Round 1 advertisement

*Motion:* That the inward correspondence be received and outward endorsed.

Moved: Pam Pullo

Seconded: Wendy Just

**Business arising from the correspondence:**

Nil





**Financial Report:**

Arts QLD - \$51,975.00

Council contribution - \$25,000.00

<b>Funding Rounds / projects</b>	<b>Expenditure</b>	<b>Remaining funds</b>
<b>Touring shows</b>	<b>\$15,000.00</b>	<b>\$61,975.00</b>
<b>CI Project</b>	<b>\$12,000.00</b>	<b>\$49,975.00</b>
<b>Round 1</b>		
<b>Round 2</b>		
<b>Round 3</b>		
<b>Round 4</b>		
<b>Round 5</b>		

Remaining amount for 24/25 - \$49,975.00**Business arising from Financial Report:**

That the financial report be received.

Moved: Nadine

Seconded: Lindy Hardie





### Assessment of Applications:

*Applications were received requesting*

Blackall Historical Society	<i>History of Perry Bros Circus \$1,105</i>
Bushman's Art Gallery	<i>Encaustic art with encaustic workshops Australia with Mo Godbeer for \$1625.00</i>
Tambo MPC	<i>Brushes of hope – painting away cancer \$2,500</i>
Rodney Hammond	<i>Silversmithing workshop for community and culture \$8,580</i>
Tambo Arts Council Inc	<i>Unleashed your creative potential \$2,948</i>
Tambo Arts Council Inc	<i>Wedgetail winds wire sculpture workshop \$2,222</i>
Tambo Arts Council	<i>Furniture Restoration \$3,320</i>
Blackall Cultural Assoc	<i>Georgie Vozar Ceramic workshop \$6,500</i>

*Motion:* That the RADF committee approves the application received from the Blackall Historical Society – *History of Perry Bros Circus* for the amount of \$1,105

*Wendy Just declared a conflict of interest and declined from voting.*

Moved: Pam Pullos

Seconded: Alina Hart

All in favour

*Motion:* That the RADF committee approves the application received from the Bushman's Art Gallery – *Encaustic art with encaustic workshops Australia with Mo Godbeer* for the amount of \$1,430

*Lindy Hardie declared a conflict of interest and declined from voting.*





Moved: Pam Pullos

Seconded: Alina Hart

All in favour

*Motion:* That the RADF committee approves the application received from the Tambo Multipurpose Centre – *Brushes of hope – Painting away Cancer* for the amount of \$2,500

*The committee has decided to reduce the funding amount to \$1,250, given that the event is a fundraiser. However, they are pleased to support the workshop and approve the adjusted amount of \$1,250 for the Brushes of Hope – Painting Away Cancer application.*

Moved: Wendy Just

Seconded: Lindy Hardie

All in favour

*Motion:* That the RADF committee disapproves the application received from Rodney Hammond – *Silversmithing workshop for community and culture* for the amount of \$8,580

*The RADF committee found that this applicant has submitted the same application three times, with no significant changes. Additionally, letters of support were recycled from different communities, and the application demonstrated inconsistencies.*

Moved: Pam Pullos

Seconded: Wendy Just

All in favour

*Motion:* That the RADF committee approves the application received from The Tambo Arts Council Inc – *Unleashed your creative potential* for the amount of \$2,948

*The committee has approved funding of \$2,500 for Tambo Arts Council Inc. to support your creative initiatives. However, we have some concerns regarding travel and accommodation expenses since the artist will be traveling for her own art opening.*

Moved: Pam Pullos

Seconded:

All in favour

*Motion:* That the RADF committee approves the application received from The Tambo Arts Council Inc – *Wedgetail winds wire sculpture workshop* for the amount of \$2,222





Moved: Wendy Just

Seconded: Jane Scobie

All in favour

*Motion:* That the RADF committee approves the application received from The Tambo Arts Council - *Furniture Restoration Workshop* for the amount of \$3,320

*The RADF committee has requested that the RLO ask the applicant to promote this workshop in both the Blackall and Tambo regions, ensuring that new students have the opportunity to participate.*

Moved: Alina Hart

Seconded: Lindy Hardie

All in favour

*Motion:* That the RADF committee have made an undecided decision regarding the application received from the Blackall Culture Association - *Georgie Vozar Ceramic workshop* for the amount of \$6,500

*The committee raised some financial concerns about this application and has requested that the RLO provide feedback to the applicant. The applicant is asked to resubmit the budget by Friday, August 9, at 12:00 PM.*

Moved: Pip Fearon

Seconded: Jane Scobie

All in favour

### **General Business:**

#### **Strategic Initiatives:**

1. WTC touring circuit 2025-2028
2. Council Initiatives 2025

Priorities – as per current priorities.

- Youth Arts Development – increasing reach of the arts through supporting activities at events such as Ag Shows.
- Cultural Tourism – circus, galleries, public art, cultural activities – arts supporting the local economy.





- Participation – RADF supporting emerging artists, emerging artists developing to a point where they are generating an income from their arts practices and tutoring.
- Participation – encouraging wider participation from new community sectors.

Western Touring Circuit 24/25 shows:

RLO provided a brief update on the shows scheduled for the 2025 tour. The confirmed shows so far are:

1. **Keno Noir**
2. **The Anniversary**

We are currently awaiting confirmation from Alison on the final two shows for the tour. The potential options under consideration are:

- **Bee Story**
- **Sunshine Comedy Fest**
- **The Dreamer**
- **Every Brilliant Thing**
- **Shake and Stir – Georgie’s Marvellous Medicine**
- **Duck Pond**

The committee have requested more information to be shared with them.

Council Initiative 2025

The RADF committee has proposed introducing a metal sculpture competition to Tambo and plans to present this idea to the BTRC CEO. Given that Tambo is a town with a strong focus on the arts, the committee believes this initiative would be a wonderful way to enhance the community's cultural and artistic appeal. The committee will conduct further research and present a detailed plan at the next meeting. In the meantime, the RLO will arrange a meeting with the CEO to discuss this proposal.

**Round 2:** will close on the 27<sup>th</sup> September

**Next meeting:** in Tambo on the 1<sup>st</sup> of October





**Closure:** 3:55pm



## OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 21 August 2024

ITEM NO:

6.4.1

SUBJECT TITLE:

**Organisational Performance Department  
Monthly Report - July 2024**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Governance Coordinator

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

### Summary:

This report provides Council with a brief overview/update of the Organisational Performance Department's key activities and outcomes for the previous calendar month.

### Officer's Recommendation:

**That Council receive the Organisational Performance Department's report for July 2024.**

## Background

### Buildings

- The monthly fire and safety inspection was conducted at the Blackall Cultural Centre. The 2<sup>nd</sup> stage of the acoustic work at the Blackall Cultural Centre will commence in August.
- Small repairs were done at one of the Bauhinia Lane huts, along with some vegetation removal.
- A minor repair was conducted at a Bedford Street unit.

### Housing

- Council's housing stock is fully occupied.
  - A new tenant has moved into a house in Star Street, Tambo.
  - Changes in staffing have resulted in a new tenant for a house in Blackall.
  - 62 Shamrock Street will be used for staffing requirements.
  - All tenants have been provided with new leases after the adoption of Council's 2024-2025 Fees and Charges.
  - General maintenance has been carried out in the Coolibah units and housing.

## Corporate Communications/Marketing

### Blackall-Tambo Regional Council Website

- 20,907 users as of 31 July 2024
- Most visited page – News page, 267 visits

### Blackall-Tambo Regional Council Facebook Page

- Visits to the page – 6,882
- New followers – 12
- Coordination and completion of monthly newsletter.
- Coordination and completion of weekly page for Barcoo Independent and monthly page for Grassland Whisperer.

## Governance

- Ongoing review of policies, procedures, and related documentation. One reviewed policy before Council for adoption at the August meeting.

- Ongoing support of Councillors and Executive Leadership Team.

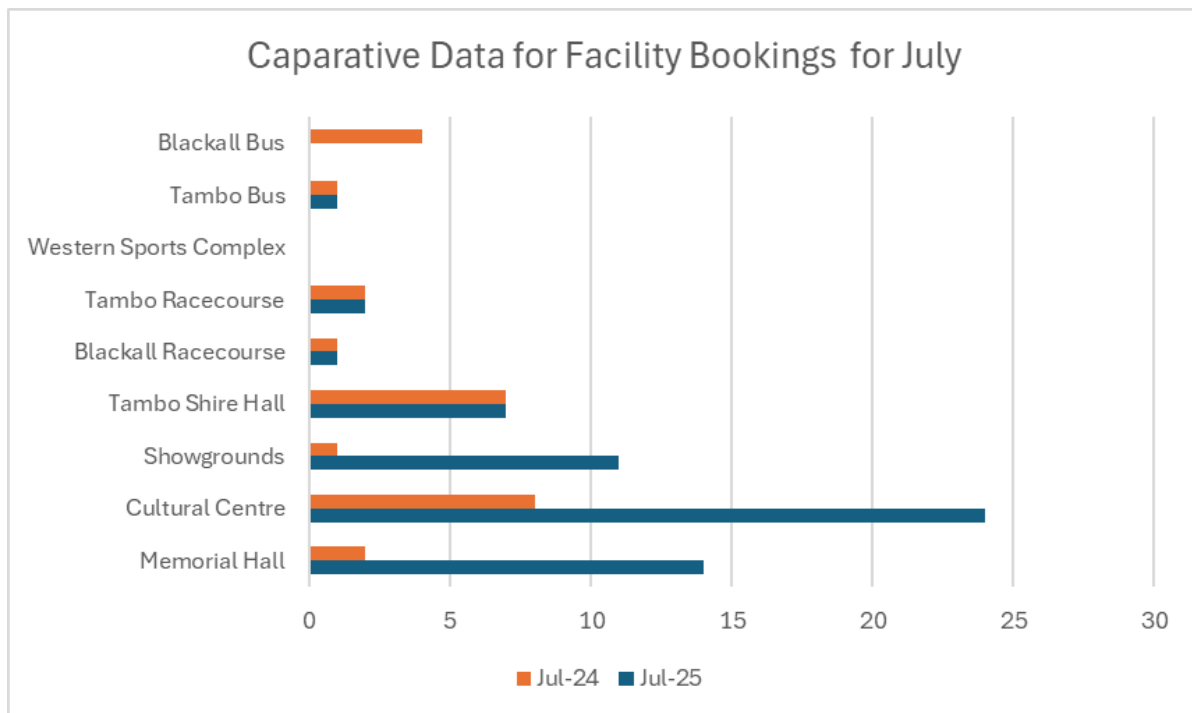
#### Other

- Tender documents prepared for prequalified supplier panels. The refresh of tenders for Wet and Dry Plant Hire, Trade Services and Provision of Housing Maintenance Services are planned to go live mid-August, as the current contract expires at the end of 2024.
- Council's electronic document record management system has migrated to the cloud.

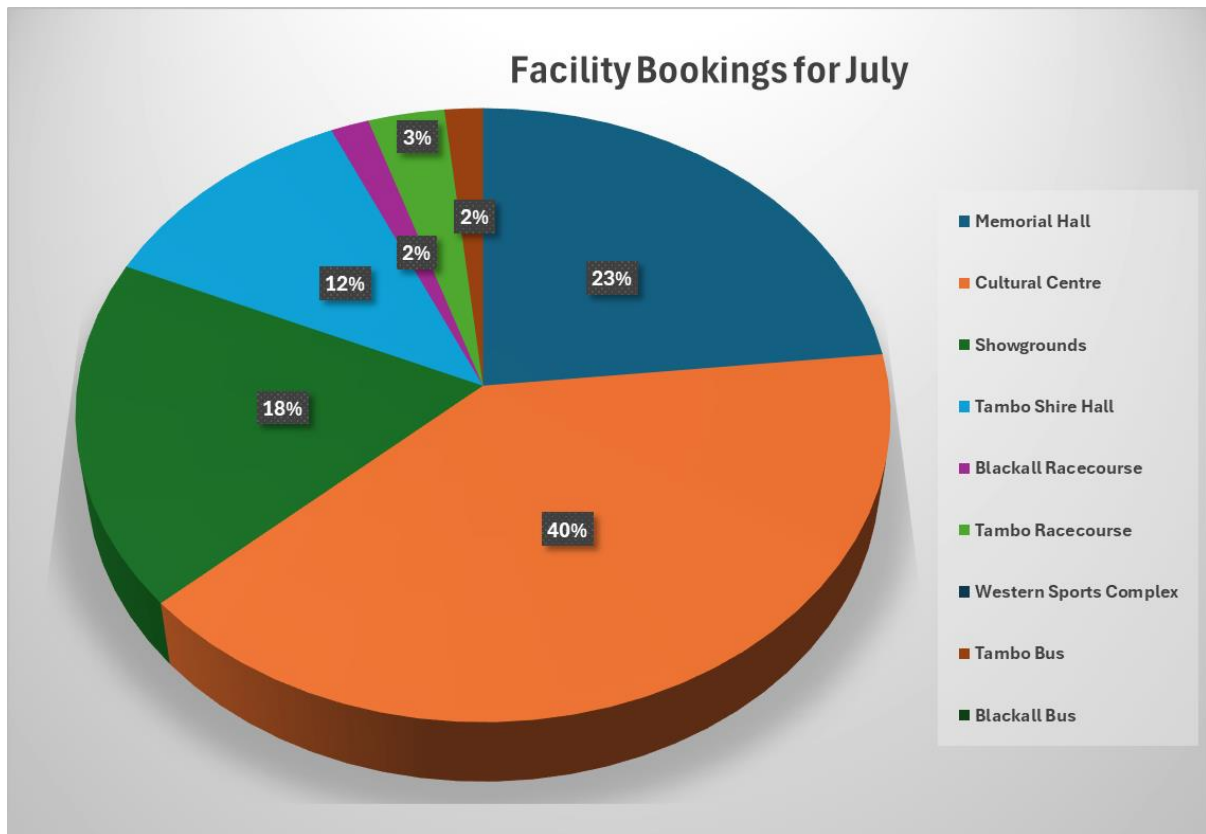
#### Blackall Work Camp

- 4 requests for assistance were received for June and 5 for July.
  - During July, the Work Camp helped the Tambo District Race Club and Central West Equestrian Group with their events and continued with their general mowing and maintenance of church grounds, golf club and bowls club.
- The CEO, Governance Coordinator and Community Engagement Committee member attended the Capricornia Correctional Centre Work Camp forum in Clermont.
- The annual renewal reminder letters and forms will be sent to community groups at the end of August.

#### Facility Bookings Information







- The Western Sports Complex and Blackall bus did not have any bookings for July.

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

Vibrant Communities

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

Governance

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

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

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

Chief Executive Officer

Customer Service Officers

### [Policy Implications](#)

Nil

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

Nil

## **7 Confidential Reports**

Nil

## **8 Close of Meeting**