

GENERAL MEETING

Wednesday 24 April 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 24 April 2024 commencing at 8:30 am.

DA Howard

Chief Executive Officer

CALENDAR OF EVENTS

January 2024

1 January 2024 New Years Day
3 January 2024 Council offices open
8 January 2024 Depot offices open
17 January 2024 Council Macting Tamb

17 January 2024 Council Meeting – Tambo

26 January 2024 Australia Day

February 2024

21 February 2024 Council Meeting – Blackall

March 2024

13 March 2024 Council Meeting – Tambo 16 March 2024 Local Government Election 28-30 March 2024 Caldervale Campdraft

29 March 2024 Good Friday

30 March 2024 Day following Good Friday

31 March 2024 Easter Sunday

April 2024

1 April 2024 Easter Monday

17 April 2024 Council Meeting – Blackall

25 April 2024 Anzac Day

29 April 2024 Tambo Stock Show

May 2024

6 May 2024 Labour Day

15 May 2024 Council Meeting – Tambo

16 May 2024 Councillor Induction Session – Blackall (9am to 1pm)

18-19 May 2024 Polocrosse - Tambo 21-22 May 2024 Civic Leaders Summit

23 May 2024 Opera Queensland – Blackall Woolscour

June 2024

1 June 2024 Tambo Cup Races

11-14 June 2024 National General Assembly
19 June 2024 Council Meeting – Blackall

July 2024

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

August 2024

3 August 2024 Tambo Ladies Day Race Meeting

21 August 2024 Council Meeting – Blackall

September 2024

4-5 September 2024 2024 WQAC Assembly – Mount Isa

18 September 2024 Council Meeting – Tambo

October 2024

7 October 2024 King's Birthday

16 October 2024 Council Meeting – Blackall

24 October 2024 State Election

28-30 October 2024 LGAQ Annual Conference

November 2024

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

December 2024

18 December 2024 Council Meeting – Blackall 24 December 2024 Christmas Eve

24 December 2024 Christmas Eve 25 December 2024 Christmas Day 26 December 2024 Boxing Day

Held at Blackall Council Chambers On Wednesday 24 April 2024 Commencing at 8:30 am

Order of Business

Leave of Absence/Signing of Attendance Book

Apologies: Nil

Condolences: David Watson Wortley

Declarations of Conflicts of Interest:

Deputations: 9am - Red Ridge Interior Qld, Louise Campbell

Presentation on the Blackall Cultural Precinct

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1 Confirmation of the Meeting Minutes

That the minutes of the General Meeting held on 13 March 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 13TH MARCH 2024 AT 8.30AM

PRESENT:

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

OFFICERS:

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

CONDOLENCES:

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

- Lynton (Dally) Alfred Holden
- Grace Mary Wale (Quinlan)

DECLARATIONS OF INTEREST:

No conflicts of interest declared at this point.

1.1 Confirmation of General Meeting Minutes

MOTION: Moved: Cr PJ Pullos Seconded: Cr JH Scobie

That the minutes of the General Meeting held on 21st February 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.

Minute No. 01/03A/24 Carried 7/0

3.1.1 Financial Report for the Month of February 2024

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

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MOTION: Moved: Cr GK Schluter Seconded: Cr DH Hardie

That Council receive the Financial Report for February 2024.

Minute No. 02/03A/24 Carried 7/0

3.1.2 DFCCS Operations Report - February 2024

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

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

That Council receive the DFCCS Operations Report for February 2024.

Minute No. 03/03A/24 Carried 7/0

3.1.3 Internal Audit and Risk Management Committee Minutes of Meeting

The Internal Audit and Risk Management Committee meeting was held on 1 March 2024 to discuss the request from Grant Thornton regarding additional audit fees of \$16,647. The committee recommended that the request for additional audit fees of \$16,647 for the 2022/2023 financial year be declined and that this recommendation be forwarded to the next Council meeting for their consideration.

MOTION: Moved: Cr LP Russell Seconded: Cr DH Hardie

That Council receive the minutes of the Internal Audit and Risk Management Committee's meeting 1 March 2024 and endorse the Internal Audit and Risk Management Committee's recommendation to decline the request for the additional audit fees of \$16,647.00.

Minute No. 04/03A/24 Carried 7/0

3.1.4 <u>Tambo Dam Lights Expenditure</u>

The Tambo Dam Lights project is unable to be completed due to design and logistic demands and a significant shortfall in funding.

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

That Council:

1. Not proceed further with the construction of the Tambo Dam Light project due to the shortfall in funds to complete the project; and

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2. That the expenditure shown in the Capital Work in Progress (\$124,886.10) be expensed in the 2023/24 financial year accounts.

Minute No. 05/03A/24

Carried 7/0

4.1.1 <u>Director of Works and Services' Operations Report – February 2024</u>

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

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

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

Minute No. 06/03A/24

Carried 7/0

5.1 Blackall Saleyards Monthly Report

The Blackall Saleyards monthly report for February is provided to Council

MOTION: Moved: Cr LP Russell Seconded: Cr DH Hardie

That Council receive the Blackall Saleyards monthly report for February 2024.

Minute No. 07/03A/24

Carried 7/0

5.2 Planning and Development Report

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

MOTION: Moved: Cr BP Johnstone Seconded: Cr JH Scobie

That Council receive the Planning and Development Report for February 2024.

Minute No. 08/03A/24

Carried 7/0

5.3 Environmental Health Officer's Report

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

MOTION: Moved: Cr PJ Pullos Seconded: Cr JH Scobie

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

Minute No. 09/03A/24

Carried 7/0

5.4 Ranger's Report

The Ranger's report for February 2024 is provided to Council.

MOTION: Moved: Cr GK Schluter Seconded: Cr DH Hardie

That Council receive the Ranger's report for February 2024.

Minute No. 10/03A/24

Carried 7/0

5.5 <u>Blackall Work Camp Community Advisory Committee Meeting, 13</u> February 2024

The Blackall Work Camp Community Advisory Committee held a meeting on 13 February 2024.

MOTION: Moved: Cr GK Schluter Seconded: Cr DH Hardie

That Council receive the Blackall Work Camp Community Advisory Committee report for 13 February 2024.

Minute No. 11/03A/24

Carried 7/0

5.6 <u>Development Application – DA 37-2023-2024 – Reconfiguring a Lot – Boundary Realignment (One Lot into Two Lots) – 31 Hospital Road, Blackall</u>

The applicant, Morcom Surveyors C/- Murray & Associates (Qld) Pty Ltd, seeks a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 31 Hospital Road, Blackall, formally described as Lot 189 on B13811.

Under the Blackall-Tambo Region Planning Scheme 2020 ('the Planning Scheme'), the subject site is in the Rural Zone. A small section of the south east corner of the site is mapped as being within the flood hazard area. The site also contains a Local Heritage Place (The circa 1939 hospital building). Undertaking the proposed development in the Rural Zone is code assessable, requiring a Development Permit for Reconfiguring a Lot.

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The purpose of the proposed subdivision is to separate the old hospital buildings from the new hospital buildings. This will enable the old buildings to potentially be used for another community service.

Proposed lot 1 will have an area of 32,910m² and will contain the new Blackall Hospital whilst proposed lot 2 will have an area of 7,570m² and contain the former Blackall Hospital.

An assessment of the proposal against the relevant assessment benchmarks has raised no concerns about the proposed development application. Development conditions are recommended to ensure that the development complies with all assessment benchmarks. Accordingly, this report recommends approval, subject to the conditions stated herein.

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

That Council approves the application for a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 31 Hospital Road, Blackall, formally described as Lot 189 on B13811.

1.0 ENDORSEMENT OF SURVEY PLAN

- 1.1 Council will not endorse or release the survey plan for this development until such time as:
 - (a) All conditions attached to this development approval for Reconfiguring a Lot have been fully satisfied;
 - (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council; and
 - (c) All outstanding rates and charges relating to the site have been paid.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plan of development Proposal Plan Reconfiguring Lot 189 B13811, Drawing 23141, Version 01, dated 06 December 2023 and prepared by Morcom Surveyors.
- 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 ACCESS

3.1 Access to proposed Lot 1 and Lot 2 must be maintained from the existing access locations on Hospital Road. Where changes are

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proposed to the access, the access must be provided and maintained in accordance with the standard drawing, Figure 1 or 2, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

4.0 SERVICES

- 4.1 Each proposed lot must have separate services.
- 4.2 All existing services are to be maintained or alternatively where changes are proposed to services the services must be provided and maintained in accordance with the standards and requirements of the relevant service provider.

5.0 PUBLIC UTILITIES

- 5.1 The applicant is responsible for the cost of any alteration to public utilities as a result of complying with conditions of this Development Permit.
- 5.2 Any alteration of any public utility or other facilities necessitated by the development of the land or associated construction works external to the site shall be at no cost to Council.
- 5.3 Any damage caused to any public utility during the course of this development permit shall be repaired to the satisfaction of Council's Delegated Officer and at no cost to Council prior to the sealing of the Survey Plan.

ADVISORY NOTES

- A. The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
- B. Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- C. 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, as required under relevant legislation for this work.
- D. 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

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- 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.
- E. General environmental duty under the Environmental Protection Act 1994 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.

Minute No. 12/03A/24

Carried 7/0

5.7 Tambo Town Common Advisory Meeting – 22 February 2024

The Tambo Town Common Advisory Group held a meeting on 22 February 2024.

MOTION: Moved: Cr LP Russell Seconded: Cr BP Johnstone

That Council receive the Tambo Town Common Advisory Committee meeting minutes for 22 February 2024.

Minute No. 13/03A/24

Carried 7/0

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 9.48am.

CONFIRMATION OF MINUTES:

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

Signed......Mayor

That the minutes of the Post Election Meeting held on 4 April 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.



MINUTES OF THE POST-ELECTION MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL HELD AT THE BLACKALL COUNCIL CHAMBERS ON THURSDAY 4 APRIL 2024 COMMENCING AT 8.30 AM

PRESENT:

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

OFFICERS:

Mr Des Howard, Chief Executive Officer, Mrs Andrea Saunders, Governance Coordinator.

WELCOME:

Cr Martin welcomed Councillors and guests to the Post-Election meeting of the Blackall-Tambo Regional Council.

Declaration of Office

As required by Section 169 of the *Local Government Act 2009*, each person elected to the office of mayor or councillor must make a Declaration of Office before acting as the mayor of councillor and the Chief Executive Officer is authorised to take the Declaration of Office. Section 254 of the *Local Government Regulation 2012* prescribes the content of the Declaration.

The following Councillors took the Declaration of Office before Mr Des Howard, Chief Executive Officer:

Councillor Andrew Martin Councillor Boyd Johnstone Councillor Jane Scobie Councillor David Hardie Councillor Grahame Schluter Councillor Alina Hart Councillor Peter Skewes

Appointment of Deputy Mayor

Section 175(2) of the *Local Government Act 2009* requires that the local government must, by resolution, appoint a deputy mayor from its councillors (other than the mayor) at the post-election meeting.

MOTION: Moved: Cr PW Skewes Seconded: Cr BP Johnstone

Minutes of Post-Election Meeting Held Thursday 4 April 2024 In Blackall. Page 2 of 3

The Mayor called for nominations for the position of Deputy Mayor.

The following nomination was received:

Cr Hardie

With no further Councillors indicating a desire to be considered, the Mayor called for a vote.

That Cr David Hardie be appointed as Deputy Mayor, in accordance with Section 175(2) of the *Local Government Act 2009.*

Minute No. 2024/04/01

Carried 7/0

Council Meeting Dates

Section 256 of the *Local Government Regulation 2012* - Council must consider at the post-election meeting the day and time for holding meetings. Section 257 of the *Local Government Regulation 2012* further notes that a local government must meet at least once in each month.

MOTION: Moved: Cr GK Schluter Seconded: Cr BP Johnstone

In accordance with Sections 256 and 257 of the Local Government Regulation 2012, the General Meetings of the Blackall-Tambo Regional Council for 2024 be scheduled to be held on the following dates in the locations specified commencing at 8:30am.

•	Wednesday, 24 April 2024	Blackall
•	Wednesday, 15 May 2024	Tambo
•	Wednesday, 19 June 2024	Blackall
•	Wednesday, 17 July 2024	Tambo
•	Wednesday, 21 August 2024	Blackall
•	Wednesday, 18 September 2024	Tambo
•	Wednesday, 16 October 2024	Blackall
•	Wednesday, 20 November 2024	Tambo
•	Wednesday, 18 December 2024	Blackall

Minute No. 2024/04/02 Carried 7/0

Local Disaster Management Group

Section 34 of the *Disaster Management Act 2003* states that a chairperson and deputy chairperson must be appointed for a local disaster management group. Section 10 of the *Disaster Management Regulation 2014* states the chairperson must be a councillor of a local government.

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

Minutes of Post-Election Meeting Held Thursday 4 April 2024 In Blackall. Page 3 of 3

That Council appoint:

- 1. Cr Andrew Martin as chairperson of the Local Disaster Management Group; and
- 2. Cr David Hardie as deputy chairperson of the Local Disaster Management Group.

Minute No. 2024/04/03

Carried 7/0

Working Groups and Advisory Committees

Council has representatives on several working groups and advisory committees such as the Saleyards Advisory Committee, Regional Arts Development Fund Committee, and Internal Audit and Risk Committee.

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

That Council nominate representatives for the working groups and advisory committees.

Minute No. 2024/04/04

Carried 7/0

CLOSURE:

There being no further business to consider, the Mayor Cr Martin declared the Meeting closed at 8.45am.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 24 April 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.

Minute No.	Report Number	Subject	Resolution	Action By	Result
17/12A/22	5.11	Relocation of the Tambo Library and Visitor Information Centre to the Grassland Building	 That Council: Approves of the relocation of the Tambo Library and Visitor Information Centre to the Grassland building; and Authorises the Chief Executive Officer to commence the process of the relocation of the Tambo Library and Visitor Information Centre. 	CEO	The contractor has completed their contract.
1203A/24	5.6	Development Application – DA 37-2023- 2024 – Reconfiguring a Lot – Boundary Realignment (one lot into two lots) – 31 Hospital Road, Blackall	That Council approves the application for a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 31 Hospital Road, Blackall, formally described as Lot 189 on B13811. 1.0 ENDORSEMENT OF SURVEY PLAN 1.1 Council will not endorse or release the survey plan for this development until such time as: (a) All conditions attached to this development approval for Reconfiguring a Lot have been fully satisfied; (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council; and (c) All outstanding rates and charges relating to the site have been paid. 2.0 APPROVED PLANS AND DOCUMENTS 2.1 The approved development must be completed and maintained generally in accordance with the approved plan of development Proposal Plan Reconfiguring Lot 189 B13811, Drawing 23141, Version 01, dated 06 December 2023 and prepared by Morcom Surveyors.	CEO	The applicant has been advised of Council's decision and the conditions of approval.

Minute No.	Report Number	Subject	Resolution		Action By	Result
			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	ACCESS		
			3.1	Access to proposed Lot 1 and Lot 2 must be maintained from the existing access locations on Hospital Road. Where changes are proposed to the access, the access must be provided and maintained in accordance with the standard drawing, Figure 1 or 2, from the General Development Code of the Blackall-Tambo Region Planning Scheme.		
			4.0	SERVICES		
			4.1	Each proposed lot must have separate services.		
			4.2	All existing services are to be maintained or alternatively where changes are proposed to services the services must be provided and maintained in accordance with the standards and requirements of the relevant service provider.		
			5.0	PUBLIC UTILITIES		
			5.1	The applicant is responsible for the cost of any alteration to public utilities as a result of complying with conditions of this Development Permit.		
			5.2	Any alteration of any public utility or other facilities necessitated by the development of the land or associated construction works external to the site shall be at no cost to Council.		

Minute No.	Report Number	Subject	Resolution		Action By	Result
			5.3	Any damage caused to any public utility during the course of this development permit shall be repaired to the satisfaction of Council's Delegated Officer and at no cost to Council prior to the sealing of the Survey Plan.		
			ADVIS	SORY NOTES		
			A.	The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.		
			В.	Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.		
			C.	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, as required under relevant legislation for this work.		
			D.	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.		
			E.	General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the		

Minute	Report	Subject	Resolution		Action	Result
No.	Number				Ву	
				boundaries of the development site during all stages of the development including earthworks, construction and operation.		

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 4.1.1

SUBJECT TITLE: Financial Report for the Month of March

2024

AUTHOR AND OFFICERS TITLE: Shalveen Dayal Manager of Finance AUTHORISING OFFICER: Alastair Rutherford (Director of Finance Authority)

Alastair Rutherford (Director of Finance, Corporate and Community Services), Des

Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

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

Officer's Recommendation:

That Council receive the Financial Report for March 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 24 APRIL 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 24 APRIL 2024

1. Cash Position as at 31 March 2024

Casi	h	at	R	a	n	k

Operating Accounts \$ 4,075,608

Short Term Investments

Queensland Treasury Corporation - Cash Fund\$ 20,000,000Bank - Term Deposits\$ 5,000,000\$ 29,075,608

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) 2,714,650 **Unspent Grants (Restricted Cash)** 587,332 3,301,982 Debtors Creditors Balance of recoverable debtors - estimated creditors: 176,688 425,321 -\$ 248,633 Plus cash surplus 29,075,608 3,301,982 \$ 25,773,626

Working Capital \$ 25,524,993

2. Monthly Cashflow Estimate: April 2024

Receipts		<u>Expenditure</u>	
Rates & Fees & Charges	\$ 50,000	Payroll	\$ 800,000
Debtors	\$ 80,000	Creditor Payments	\$ 800,000
Grants/Subsidies	\$ 1,397,391	Loan Payments	\$
Total	\$ 1,527,391	Total	\$ 1,600,000

Therefore cash is expected to decrease by -\$ 72,609 in the period.

3. Comparative Data:

	March 2024	March 2023
Cash position	29,075,608	20,703,785
Working capital	25,524,993	16,609,056
Rate arrears	19,650	12,774
Outstanding debtors	176,688	44,594
Current creditors	425,321	62,430

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 24 APRIL 2024

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

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	1,718,000	457,011	27%
Plant & Equipment	590,700	526,441	89%
Road Infrastructure	7,036,500	1,134,295	16%
Water Infrastructure	200,000	8,424	4%
Sewerage Infrastructure	975,000	27,231	3%
Total	10,520,200	2,153,402	20%

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

	Budget	Expended YTD Actual	% of Budget Expended
1. Rural Roads	13,332,300	6,476,873	49%
2. Town Streets	415,000	381,659	92%
3. RMPC Works	2,343,700	1,128,096	48%
Total Roads Expenditure	16,091,000	7,986,628	50%

6. Rate Arrears Summary

Total Rates Outstanding Balance \$ 248,191

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 228,541	162
1 Year	\$ 16,951	12
2 Years	\$ 2,699	4
3 Years and over	\$ -	0

BTRC 2023-24 CAPITAL EXPENDITURE PROJECTS		1/07/23 to 30/06/24		SOURCES OF FUNDING		
Particulars	Budget	Expenditure YTD	% Expended	Capital Grants		Degree of completion and relevant comments
BUILDINGS & OTHER STRUCTURES	1,718,000	457,011	27%	407,000	1,311,000	
Asbestos Pits Blackall & Tambo digging/fencing LRCI P4	70,000	82,850	118%	40,000	30,000	Blackall fence to complete
Banks Park Snail Structure	6,000	17,325	289%	-	6,000	Bench and water taps to complete
Four Mile Seating	20,000	10,646	53%	-	20,000	Complete
Blackall - LED Sign for Shamrock Street	15,000	23,102	154%	-	15,000	Received - electrical works-May
Blackall Cultural Centre - scope of works for stump repairs	60,000	-	0%	-	60,000	Hold - budget transferred
Cultural Centre lighting & acoustic matting upgrade LRCI P4	80,000	-	0%	50,000	30,000	Macroshere starting 13 May
Blackall Pool Two Heaters -replacements	30,000	12,841	43%	-	30,000	Complete
Blackall Rodeo and Campdraft Arena upgrade LRCI P4	200,000	48,646	24%	200,000	-	In progress
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	On hold
Blackall Saleyards - 2 Loading Ramp Catwalks - WHS Issue	200,000	5,003	3%	-	200,000	Design complete start May
Red Ridge Precinct Stage One -Clearing sites POW & Cinema	300,000	-	0%	-	300,000	On hold
Grasslands - renovations for library and VIC	60,000	29,423	49%	-	60,000	Complete
Greta Towner Statue foundation (RSL funding statue)	30,000	12,840	43%	-	30,000	Complete
Rosclare Station Repeater tower	25,000	-	0%	-	25,000	Land issue to resolve
Shade Structures Blackall Carpark, Tambo Hall and TMPC	90,000	30,801	34%	-	90,000	Re tender
Stock Route Glenusk - New Tank	20,000	23,840	119%	20,000	-	Complete in April
Stock Route Gumholes New 22,000 gal tank - DNR	21,000	-	0%	21,000	-	Complete in April
Stock Route Rodds Bore solar panels and pump - DNR	16,000	24,208	151%	16,000	-	Complete
Tambo Courthouse (formerly library & VIC)	100,000	-	0%	-	100,000	Planning underway
Tambo Shire Hall - repairs and sanding to floor	15,000	-	0%	-	15,000	Trying to engage builder
Tambo Netball Court 10% contribution	50,000	-	0%	-	50,000	On hold budget transferred
Tambo Pool Lift	10,000	9,905	99%	-	10,000	Complete
Tambo Pool Heating	100,000	-	0%	-	100,000	Tenders being prepared
Tambo Pound Yards	60,000	41,717	70%	-	60,000	Main section complete
Tambo Race Club - Access ramp and cement path LRCI P4	30,000	83,864	280%	30,000	-	Complete
Tambo Race Club - Upgrade Jockey's Change Rooms	30,000	-	0%	30,000	-	Trying to engage builder
Tambo Race Club Building - Internal Bldg. Repairs	30,000	-	0%	-	30,000	Trying to engage builder

Particulars	Budget	Expenditure YTD	% Expended	Capital Grants	Council Contribution	Degree of completion and relevant comments
PLANT & EQUIPMENT	590,700	526,441	89%	80,000	510,700	
Plant Replacement including committed orders	590,700	526,441	89%	80,000	510,700	In progress
ROAD INFRASTRUCTURE	7,036,500	1,134,295	16%	5,726,500	1,310,000	
Blackall Main St Beautification (LRCI P4 & Council)	200,000	95,902	48%	100,000	100,000	In progress
East Walter Lane pave and seal	120,000	142,452	119%	-	120,000	Complete
Langlo Road Resheet (FEDS) Remote Roads RRUP	600,000	253,615	42%	480,000	120,000	In progress
Petunia Lane pave and seal	80,000	28,230	35%	-	80,000	Complete
QRA Betterment Program (QRA & LRCI P4)	2,770,000	43,631	2%	2,500,000	270,000	
Queen Elizabeth and Charles Streets pave and seal LRCI	150,000	35,394	24%	148,300	1,700	In progress
Reseals - LRCI P3	808,300	13,814	2%	808,300	-	In progress
Reseals - LRCI P4 and Council	884,600	-	0%	466,300	418,300	
Scrubby Creek TIDS	215,300	216,564	101%	215,300	-	Complete
Salvia Street - R2R	608,300	47,375	8%	458,300	-	In progress
Ward Road Rehab - TIDS/R2R/Council	600,000	257,318	43%	550,000	200,000	In progress
					_	
WATER INFRASTRUCTURE	200,000	8,424	4%	-	200,000	
Water Infrastructure Renewals	200,000	8,424	4%	-	200,000	As required
SEWERAGE INFRASTRUCTURE	975,000	27,231	3%	775,000	200,000	
Blackall Treatment Wks. upgrade Imhoff Tank & clarifier W4Q	195,000	15,000	8%	195,000	-	Design stage
Capital improvements as required	200,000	-	0%	-	200,000	As required
Tambo - sewer upgrade Charles and QE Streets W4Q	580,000	12,231	2%	580,000	-	Pipes WIP, Pump due April
TOTAL CAPITAL PROGRAM 23-24	10,520,200	2,153,402	20%	6,988,500	3,531,700	

General Ledger2023.6.13.1
Revenue and Expenditure Summary
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups, 75% of year elapsed. To Level 2. Excludes committed costs)
Blackall-Tambo Regional Council (Budget for full year) Financial Year Ending 2024
Printed(SDAYAL): 17-04-2024 10:27:21 AM 1000-0001 ADMINISTRATION 4000-0001 WORKS AND SERVICES

Account/Function Specific Comments for Revenue and Expenditure Summary Report

Account	Description	Revenue	Expenditure		
1000-0002	Administration				
1100-0002	Finance	Financial assistance grants paid in advance in prior year instead of larger quarterly instalments, next budgeted annual prepayment due in June 2024			
1200-0002	Oncosts		Includes insurance premiums paid for 12 months.		
1300-0002	Stores/Purchasing				
2000-0002	Corporate Governance				
2100-0002	Business Activities	Annual paddock leases invoiced			
2150-0002	Saleyard Operations				
2200-0002	Tambo Sawmill & Weighbridge				
2350-0002	Airports/Aerodromes				
2450-0002	Tourism				
2500-0002	Planning & Development	Increase in planning and development applications			
2580-0002	Economic & Community	Budgeted amount includes State & Federal Capital Grants			
2600-0002	Environmental				
2650-0002	Animal Control	Annual animal registration notices issued			
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	Annual funding received			
3600-0002	Halls and Cultural Centres				
3700-0002	Showgrounds & Sports				
3800-0002	Corporate Buildings				
4001-0002	Works Office and Depot				
4100-0002	Town Street Maintenance				
4200-0002	Rural Roads Maintenance				
4500-0002	Recoverable Works				
4550-0002	Plant Operations				
4600-0002	SES - Disaster Management				
4700-0002	Cemeteries				
4800-0002	Parks, Gardens and Reserves				
4860-0002	Aquatic Centres				
5000-0002	Cleansing	Rate charges levied for 12 months			
5100-0002	Water Supply	Rate charges levied for 12 months			
5200-0002	Sewerage Services	Rate charges levied for 12 months			

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 4.1.2

SUBJECT TITLE: DFCCS Operations Report - March 2024

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer
AUTHORISING OFFICER: Alastair Rutherford (Director of Finance,
Corporate and Community Services), Des

Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

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

Officer's Recommendation:

That Council receive the DFCCS Operations Report for March 2024.

Background

Blackall Buildings

Buildings Maintenance

- Monthly fire alarm system inspection at the Cultural Centre complete.
- Split system air-conditioner installed at the Cultural Centre Gallery Room.
- Minor maintenance was carried out at 22 Mimosa Street.

Tambo Buildings

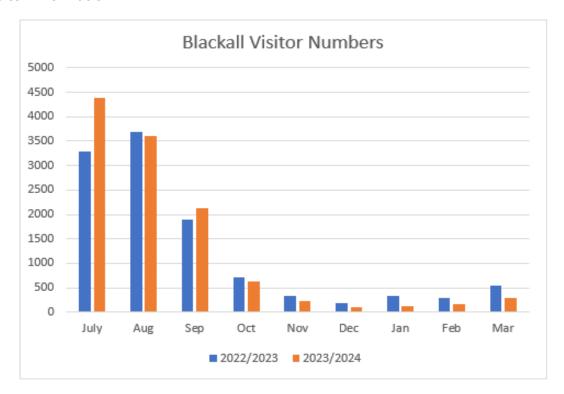
Buildings Maintenance

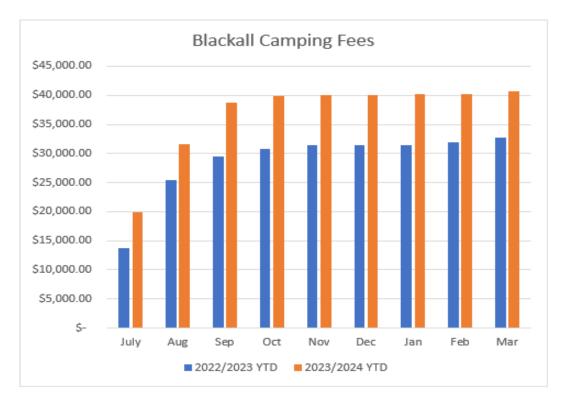
- Air conditioners cleaned in all tenanted buildings. Council buildings will be completed in the next fortnight.
- Pest control to be carried out in the first week in May.
- Small maintenance repairs carried out.

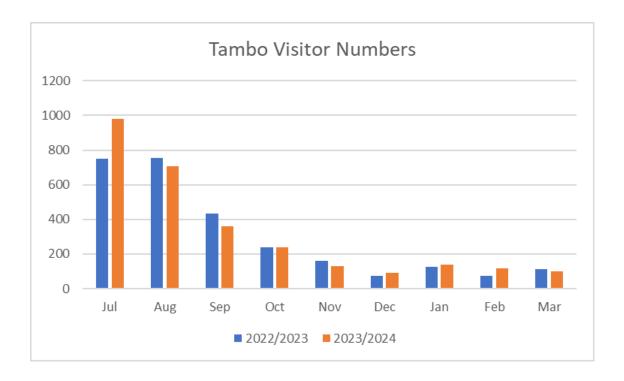
Aged Housing

No vacancies at the Coolibah Village.

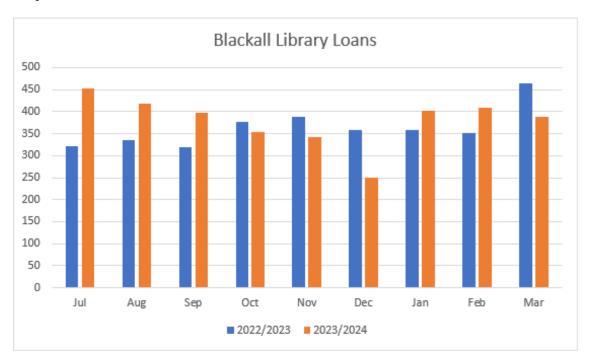
Visitor Information

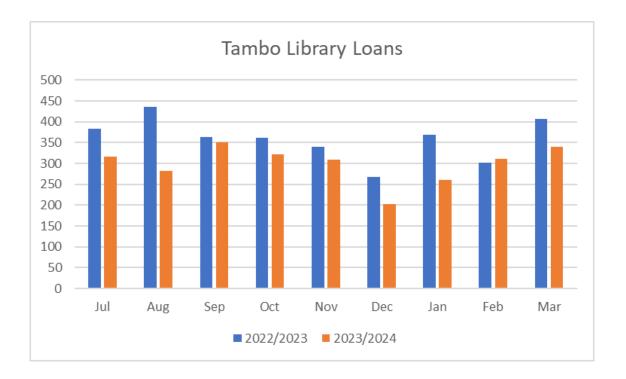




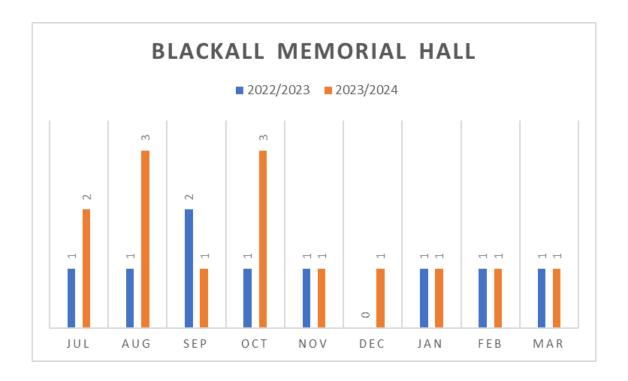


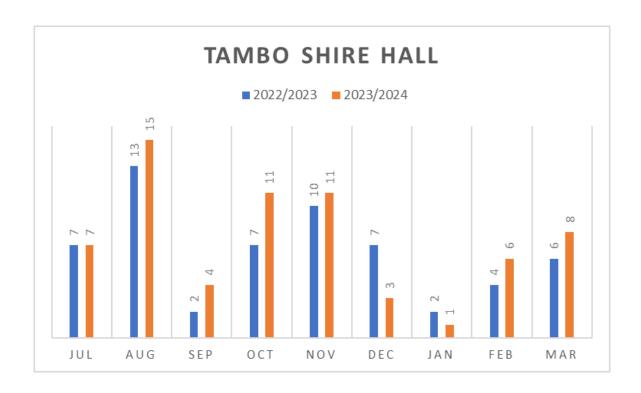
Library Information

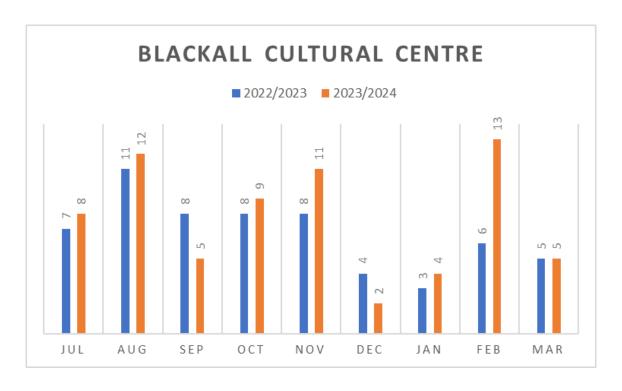


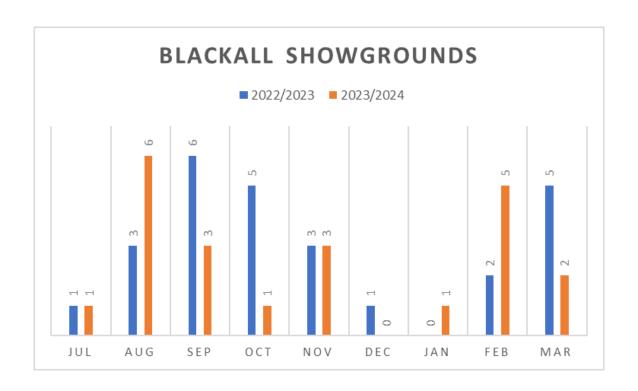


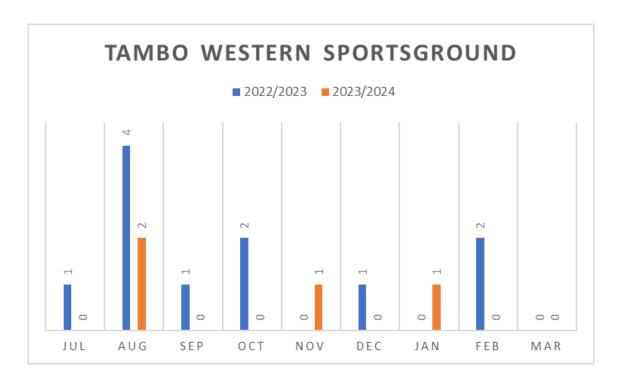
Council Facility Bookings

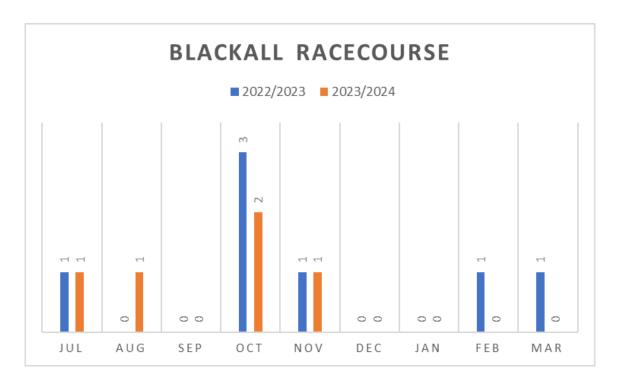


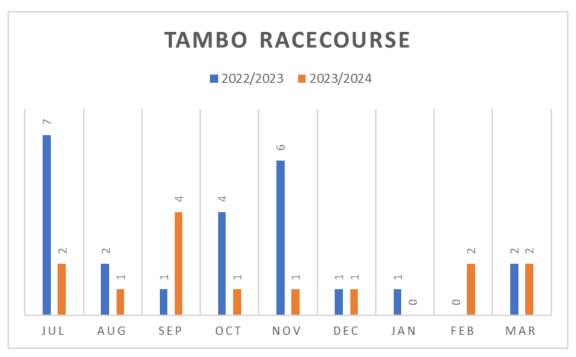


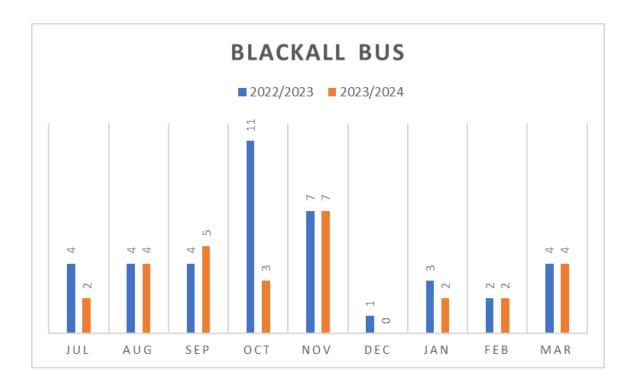


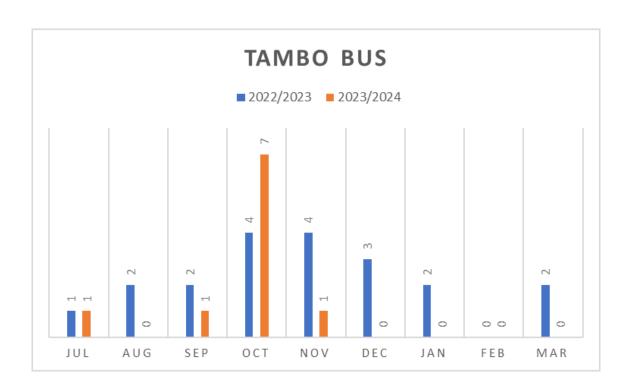


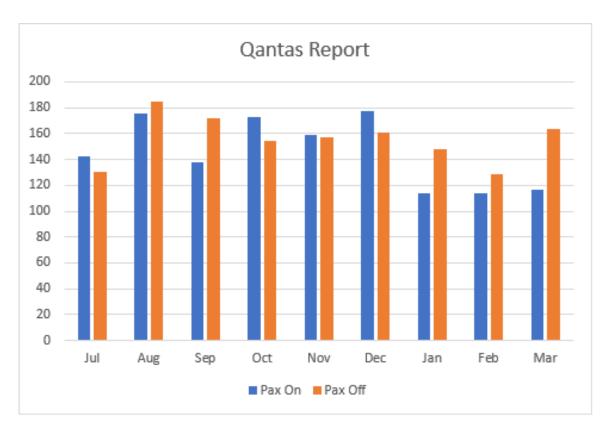












Tambo Multi-Purpose Centre

The Tambo Weighbridge has re-opened for business.

Allied Health sessions for the month of March:

- Physiotherapy 27
- Remedial Massage 13

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

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

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

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

Governance

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

Infrastructure

Outcome 2 - Airports - Aerodrome facilities in both Blackall and Tambo are operationally

safe and compliant with standards as determined by the civil aviation safety authority.

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

Consultation (internal/external)

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

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 4.1.3

SUBJECT TITLE: Asset Management Plans

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The building, sewer, roads and water asset management plans have been reviewed.

Officer's Recommendation:

That Council adopt the revised:

- 1. Building Asset Management Plan; and
- 2. Sewer Asset Management Plan; and
- 3. Roads Asset Management Plan; and
- 4. Water Asset Management Plan.

Background

Asset Management Plans are required to be updated every 12 months. Council officers have undertaken the annual review and the revised plans are attached to this report.

Link to Corporate Plan

Governance

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

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

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

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.

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

Consultation (internal/external)

Asset Manager Director of Finance Manager of Finance

Policy Implications

Update of Asset Management Policies

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Nil	Low
Legal & Regulatory	Low	Annual update of asset management plans.	Low
People	Low	Nil	Low
Operational	Medium	Updated plans enable staff to work	Low
		efficiently.	
Environmental	Medium	Nil	Low
Strategic	Medium	Provides clarity as to asset management.	Low
Ethical	Low	Nil	Low
Reputation	Low	Maintaining high standards of corporate	Low
		governance.	
Leadership	Low	Nil	Low

Proposed Risk Treatment

The revision of plans ensures Council is monitoring and managing assets appropriately.

Attachments

- 1. Buildings asset management plan revised Jan 24 [4.1.3.1 14 pages]
- 2. Sewer Asset Management plan updated Feb 2024 [4.1.3.2 9 pages]
- 3. Roads Asset Management Plan Revised Feb 24 [4.1.3.3 21 pages]
- 4. Water Asset Management plan Feb 2024 [4.1.3.4 9 pages]



Policy Number: P27	Effective Date: 15/02/2024
Version Number: Six	Review Date: 15/02/2025
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

EXECUTIVE SUMMARY

This Asset Management plan was developed using data from the 2023 indexation data as at the 30/6/2023 and Council's future works programs.

Purpose of the Plan

Council's Goal is to:

Provide Community services and facilities that meet the needs of the community yet remain financially sustainable.

Therefore the purpose of this asset management plan is to assist Council in:

- · Demonstrating responsible management.
- Clearly outlining the measurable service levels.
- Communicating and justify funding requirements for the future.
- Complying with regulatory requirements.

Asset Description

Assets included within this Asset Management Plan are Building Equipment and Furniture (fencing, concrete pathways, carparks and sportsground lights), Open Space Furniture (drinking fountains and statues), Other Structure (skate park, sports courts, tables and BBQ's), play equipment, street lighting, Class 2 buildings (mostly residential buildings Qty 39) and Class 3 buildings (mostly commercial buildings Qty 173).

Building assets as at the 30/6/2023 have a gross replacement cost of \$76,432,398 and a fair value of \$52,075,238. This asset class makes up 18.11% of the total asset stock of Councils.

In June of 2022 asset were visually condition assessed and available information from each asset was used to develop this plan.

Levels of Service

Blackall-Tambo Regional Council has adopted principles to take all reasonable actions to provide its customers with reliable and safe services. This plan addresses the required plan for maintenance and renewals to ensure that Council can deliver these standards the most optimised way. The building assets will be maintained on mainly a reactive basis, and when funding/grants are available, major upgrade and repairs will be done.

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Future Demand

Blackall, Tambo and the surrounding region has a population of 2084 in 2011 with a flat growth rate. It is estimated that projected population will reach around 2091(medium project) by the year 2031. We see that demand will not influence this class of assets over the next 20 years.

Asset Management Practices

The accuracy of this plan is 95% out of 100%, due to some gaps in historical expenditure and renewal future plans for asset components of building equipment, open space furniture, other structures and play equipment.

Future plans for more accurate financial reporting for these assets will assist with improving the accuracy of this plan to 99% within 2 years.

Council has employed a qualified builder to maintain Council buildings, this will ensure that the buildings maintenance will improve.

Also council has commenced developing measurable service levels that will be used in future version to optimise the life of assets and reduce costs.

BACKGROUND

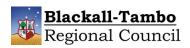
Physical parameters

The assets included within this Asset Management Plan are:

CATEGORY	SUBCATEGORY2	Qty	Area		
Buildings	Type 2	41	10023		
Buildings	Type 3	273	16,901		

		Sum of	Units
CATEGORY	SUBCATEGORY2	Dimension	
Building Eq & Furniture	Concrete Pathway Structures	953	Area
Building Eq & Furniture	Electrical	2	Qty
Building Eq & Furniture	Fence	14,011 M	Length
Building Eq & Furniture	Open Space Signage	1	Qty
Building Eq & Furniture	Other – Fence	712	Length
Building Eq & Furniture	Scanner	1	Qty
Building Eq & Furniture	Surface	538	Area
Building Eq & Furniture	Yards	2	Qty
Open Space Furniture	Drinking Fountains	1	Qty
Open Space Furniture	Other	2	Qty
Open Space Furniture	Space Furniture Statues		Qty
Open Space Furniture War Memorials		5	Qty
Other Structures	BBQ	7	Qty
Other Structures	Boat Ramps	1	Qty
Other Structures	Courtyard	278	Area
Other Structures	Drinking Fountains	1	Qty
Other Structures	Fence	3,179 M	Length
Other Structures	Footpaths	1	Qty
Other Structures	Other	1	Qty

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Other Structures	Skate parks	1	Qty
Other Structures	Sports Court	5	Qty
Other Structures	Tables	22	Qty
Other Structures	Tanks	1	Qty
Other Structures	Weighbridge	1	Qty
Play Equipment	Playgrounds-Equipment	10	Qty
Street Lighting	Electrical	9	Qty

LEVELS OF SERVICE

Key specific buildings related service goals include:

- Management and development of facilities to reasonably address the emerging needs and demands of the community;
- Provision of community facilities which are accessible both physically and geographically by the whole community;
- Management of facilities in a cost effective and sustainable manner; and
- Maintenance of facilities to appropriate standards fit for their contemporary purpose through an appropriate mix of scheduled and responsive maintenance.

Initial community levels of service for building assets have been developed considering corporate and strategic plans.

Table 4.1 Community and Technical Levels of Service

14010 1.1 0011	marity and room	ilodi Ecvolo di Ocivioc				
Key	Level of	Performance	Performance Target	Current		
Performance	Service	Measure Process		Performance		
Measure						
COMMUNITY	LEVELS OF SEI	RVICE				
Quality	Fit for purpose	Condition of facilities	Customer- complaint	Council has		
(Type 2		and repairs	register	employed a		
Buildings)		programmed to	>80% satisfactory	registered builder		
		optimise life and		to maintain all		
		sustainability.		buildings		
Quality	Fit for purpose	Facility maintenance	Performance as per	All buildings are		
(Type 3		as per lease or	J	maintained, fit for		
Buildings)	Buildings) condition		100% in accordance	purpose, and		
		assessments and	with lease	complaints are		
		repairs programmed		usually fixed within		
		to optimise life and		24 hrs.		
		sustainability				
Health and	Facilities are	Number of injuries &	Nil Injuries due to	Nil injuries due to		
Safety	safe	Service failures	hazards	hazards.		
	and free from		>90% failures			
hazards			attended			
			Within specified			
			period			
Legislative	Legal and	Compliance with	100%	Annual audit based		
Compliance	statutory	relevant	satisfactory	on periodical		
	Compliance of			inspections/records		

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Facility	legislation,	100% compliance
management	regulations and	with all Legislative
	codes.	Acts,
	Insurance and Audit	Regulations and
	on legal and	Codes
	statutory compliance	Twice yearly
		building
		inspections
		completed

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FUTURE DEMAND

Based on the future demand projections, Council will maintain the existing buildings but will not be building any extensive new assets.

LIFECYCLE MANAGEMENT PLAN

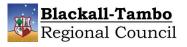
The life cycle cost (maintenance plus renewals) is the average cost to maintain the asset over its life.

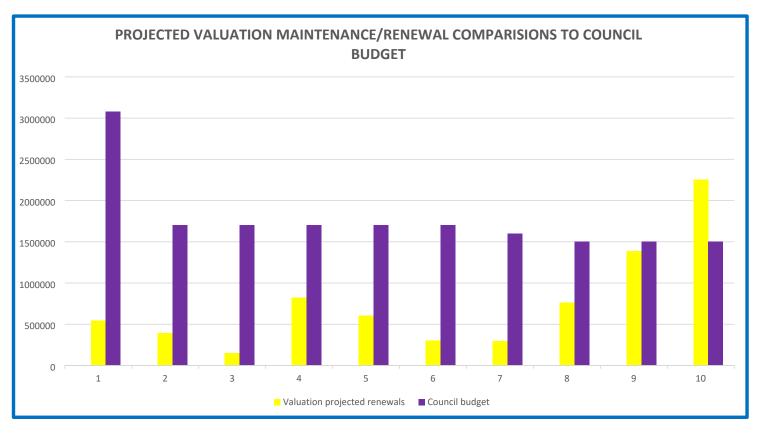
The average life cycle cost (valuation data projections) to provide the building asset services, is estimated at \$750,417 per annum over the next 10 years, with Council's planned (what is in the budget) life cycle expenditure average at \$1.768M per annum for the next 10 years, which gives a life cycle sustainability index of 2.36. Anything over 0.9 is very good.

Projected Valuation Maintenance/renewals Data											
	2024	2025	2025	2026	2027	2028	2029	2030	2031	2032	Grand Total
Buildings	93,679	19,774	82,910	380,194	539,626	265,020	226,307	731,406	210,915	750,000	3,299,830
Other Structures	450,000	370,000	65,000	443,800	63,000	37,520	67,200	31,100	1,176,720	1,500,000	4,204,340
Grand Total	543,679	389,774	147,910	823,994	602,626	302,540	293,507	762,506	1,387,635	2,250,000	7,504,170
Council budget	3,079,300	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	1,600,000	1,500,000	1,500,000	1,500,000	17,679,300

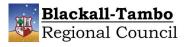
Based on this index, Council is adequately funding the required service levels projections within the next 10 years.

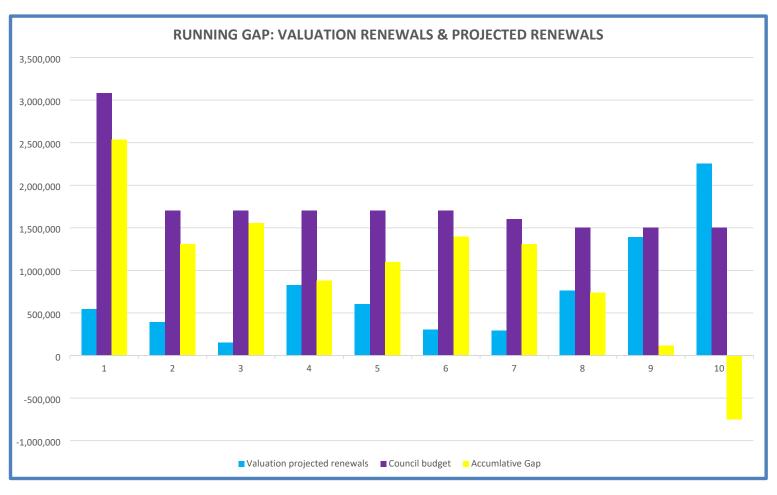
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ASSET DISPOSAL & RATIONALISATION

Considerations Prior to the Disposal of or Rationalise an Asset

- Underutilisation of the asset;
- Usability of the asset;
- · Current market value of the asset;
- Annual cost of maintenance;
- Appropriate timing of disposal to maximise return to Council (Full life costing analysis)
- Any impact the disposal of the asset may have on the community;
- Donating or gifting of assets when the asset is no longer fit for Council purposes, or when the financial realisation of the asset is minimal, donation of assets to community groups/charities is permitted with Council resolution.

Methods of Disposal

methods of bisposal	
Expression of	Seeking expressions of interest from buyers
interest:	
Open tender:	Openly seeking bids through a tender process
Sale or Public auction:	Upon obtaining a current valuation, procure the services of a real estate agent or auctioneer and advertising for sale or auction through the local paper and where appropriate, ensuring open and effective competition that maximises returns for Council (following compliance with Council's Procurement Policy)
Demolish/Recycle:	Depending on the condition and usability of the asset, the value of the asset may be written off and the asset disposed of if the asset is beyond repair.
Charity/Gifting:	Donation of Council owned assets to a non-profit organisation

RISK MANAGEMENT

Risk Categorisation and Assessment

- An assessment of risks associated with service delivery from infrastructure assets has identified
 critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial
 shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of
 the risk event occurring, the consequences should the event occur, develops a risk rating,
 evaluates the risk and develops a risk treatment plan for non-acceptable risks. Risks associated
 with asset and services management are categorised as:
 - Natural Events Council has virtually no control over the timing or extent of the event, however the probabilities may be understood;
 - External Impacts Council has some control over these risks, associated with other organisations providing goods and services to Council;
 - Physical Failure Risk where conditions or performance of an asset could lead to failure or unacceptable service. Council can control these risks through maintenance and renewal funding levels;
 - Operational Risk Where management of the asset or service, or asset management or service management activities might impact on an asset or service. Council can control these risks through management practices and funding levels.
 - Financial risks from lack of due diligence in the provision of funding for the renewal, maintenance and operation of the assets to provide agreed Levels of Service.

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- Physical risks where data and information are not improved and the 'whole of organisation' approach to the effective planning and management of assets and services; and
- Operations risks the failure of an asset or network due to inappropriate asset management.
- Critical risks, being those assessed as 'Very High' requiring immediate corrective action and 'High' - requiring prioritised corrective action identified in the Infrastructure Risk Management Plan are summarised in the table below

Risk Treatment Strategies

KISK ITE	RISK Treatment Strategies						
Service or Asset at Risk	1.1.6.1.1 What Can Happen	1.1.6.1.2 Cause	Likelihood	(VH, to Low)	1.1.6.1.2.1 Risk Treatment Plan		
Buildings & structures	Major damage	Storms or flood/ Fire	Possible	VH	Maintain adequate insurance Disaster Management Plan updated & current Offsite storage of data backups		
	Increased injury risk to users due to age and condition	Inadequate maintenance program	Unlikely	Moderate	 Capital works & maintenance program in place Communication with Clubs and Lease holders 		
Parks & Gardens	Damage to structures in parks & playgrounds due to age & condition	Inadequate maintenance program	Unlikely	Moderate	 Capital woks & maintenance program in place Routine maintenance inspections. 		

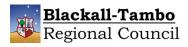
FINANCIAL SUMMARY

Summary of the next 10 years of lifecycle budgets are shown in the below table.

Capital budget	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033
	1,831,000	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	1,600,000	1,500,000	1,500,000	1,500,000

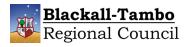
Capital Works Program

Banks Park Snail Structure	6,000
Four Mile Seating	20,000
D	V : 0:



Di i il a i com	00.000
Blackall Admin Office	20,000
Blackall LED sign	15,000
Blackall Cultural Ctre – stump repairs	60,000
Cutural Ctre Lighting & acoustic matting	80,000
Blackall Pool Heaters	30,000
Blk Rodeo & Campdraft Arena upgrade	200,000
Blackall Saleyards hay feeders	50,000
Blackall Saleyards repair two washdown blks	30,000
Blk Saleyards 3x loading ramps	200,000
Red Ridge precinct stage one	300,000
Grasslands – renovations	60,000
Greta Towner Statue	30,000
Rosclare Repeating tower	25,000
Tbo Admin building Repair & ext paint	100,000
Tbo Airport Expansion RFDS to Tambo	150,000
Tbo BBQ Trailer	40,000
Tbo Courthouse	100,000
Tbo Shire Hall floor repairs	15,000
Tbo Netball court 10% contribution	50,000
Tbo Pool disability steps	10,000
Tbo Pool heating	100,000
Tbo Pound Yards	60,000
Tbo Tv Transmitters	10,000
Tbo Racecourse access ramp & cement path	30,000
Tbo Race Club Jockey Rooms	30,000
Tbo Race Club internal building repairs	30,000
TOTAL	1,831,000

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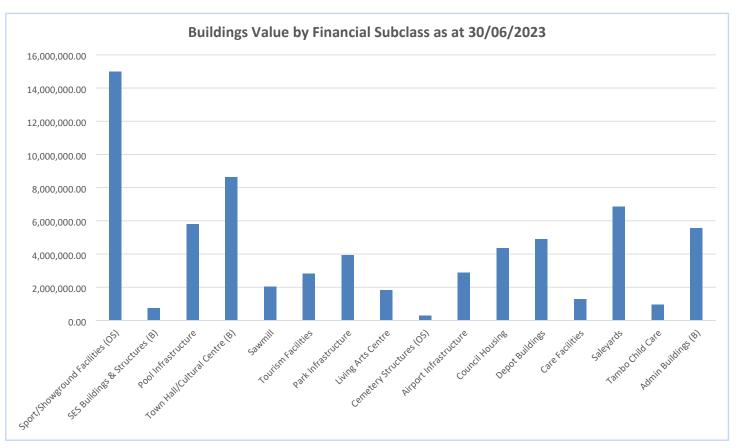


Asset Valuations as at 30/06/2023

Financial Class	Financial Subclass	Replacement V As at 30/06/2023	Accum Dep As at 30/06/2023	WDV As at 30/06/2023
Buildings	Sport/Showground Facilities (OS)	16,767,565.70	5,637,337.72	11,130,227.98
	SES Buildings & Structures (B)	829,786.92	223,996.32	605,709.60
	Pool Infrastructure	6,496,042.49	2,121,158.11	4,374,884.38
	Town Hall/Cultural Centre (B)	9,645,216.57	3,701,791.52	5,943,425.05
	Sawmill	2,288,152.10	513,686.84	1,774,465.26
	Tourism Facilities	3,724,069.49	1,516,287.21	2,207,782.28
	Park Infrastructure	4,432,404.78	1,103,716.78	3,328,688.51
	Living Arts Centre	2,048,485.72	873,693,42	1,174,792.29
	Cemetery Structures (OS)	323,135.31	102,895.98	220,239.32
	Airport Infrastructure	3,221,833.28	741,482.77	2,480,350.51
	Council Housing	4,753,428.50	1,141,114.25	3,612,314.26
	Depot Buildings	5,529,793.81	1,527,171.60	4,002,622.21
	Care Facilities	1,432,846.83	431,733.44	1,001,113.38
	Saleyards	7,669,741.35	2,193,927.35	5,475,813.67
	Tambo Child Care	1,063,703.78	317,771.67	745,932.10
	Admin Buildings (B)	6,206,191.99	2,209394.94	3,996,797.05
Buildings Total		76,432,398.61	24,357,159.76	52,075,238.84

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PLAN IMPROVEMENT AND MONITORING

This Section provides details on planning for monitoring the performance of the AM plan and any improvements to AM systems that will improve the level of confidence in the AM plan.

Improvement Programme

The Asset Management Plan can be improved in the following ways.

Task	Timeframe	Responsibility	Resources Required
Improvement in financial reporting for assets in regards to maintenance and renewal costs	This has already been implemented and will give Council historical data needed.	Finance	New financial system
The plan will be reviewed annually during budget preparations and amended in need to recognise any changes in levels of service and resources as a result of the budget decision process		Finance Manager/Asset Manager	Budget documents and asset data

CONDITION DATA

Below is a summary of the condition data from the 2022-2023 Financial Year Data.

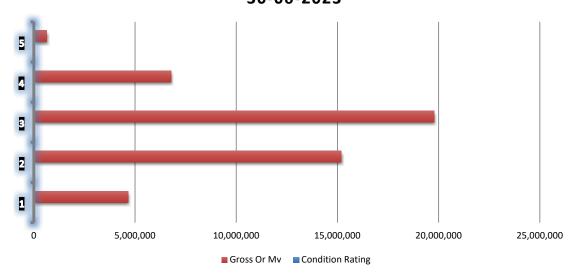
Condition Ratings Table

••••••	ratingo rabio	
Rating	Description	% Asset Remaining (Base on delivery of
		future economic benefit)
		,
0	Brand New	100
1	Excellent (Only normal maintenance required)	95
2	Good (Minor defects only /minor maintenance required up to 25%)	75
3	Average (Significant maintenance required 50%)	50
4	Poor (Requires replacement within next 1-2yrs)	20
5	Asset very close to complete failure	5
6	Asset Failure ((Requires immediate replacement)	0

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BUILDINGS MARKET VALUE BY CONDITION RATING FROM VALUATION DATA AS AT 30-06-2023



RECORDS

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Policy Number: P25	Effective Date:
Version Number: Ten	Review Date: 21/02/2025
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

EXECUTIVE SUMMARY

This Asset Management plan was developed using data from the recent indexation valuation data as at the 30/6/23 and Council's future works programs.

Purpose of the Plan

Council's Goal is:

Waste services and facilities that meet the needs of the community and remain financially sustainable. Therefore, the purpose of this asset management plan is to assist Council in:

- Demonstrating responsible management.
- Clearly outlining the measurable service levels.
- Communicating and justify funding requirements for the future.
- · Complying with regulatory requirements.

Asset Description

Assets included within this Asset Management Plan are Passive Assets (underground) of 39,096 metres of gravity mains, 3094 metres of rising mains, 428 manholes and Active Assets of 7 pumping stations and one treatment plant (Blackall). Council have a total of 687 connections.

Sewer assets as at the 30/6/2023 have a gross replacement cost of \$ 23,099,249 and a fair value of \$16,671,432. This asset class makes up 5.47% of Councils total asset stock.

Levels of Service

Blackall-Tambo Regional Council has adopted principles to take all reasonable actions to provide its customers with reliable and safe services. This plan addresses the required plan for maintenance and renewals to ensure that Council can deliver these standards in the most optimised way.

Future Demand

Blackall, Tambo and the surrounding region has a population of 2084 in 2011 with a flat growth rate. It is estimated that projected population will reach around 2091(medium project) by the year 2031. We see that demand will not influence this class of assets.

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Lifecycle Management Plan

The life cycle cost (maintenance plus renewals) is the average cost to maintain the asset over its life.

The average life cycle cost (actual expenditure) to provide sewer asset services is estimated at \$229k per annum over the next 10 years, with Council's planned (what is in the budget) life cycle expenditure average at \$205K per annum for the next 9 years, this gives a life cycle sustainability index of .89. Anything over 0.9 is very good.

Based on the sustainability index, it seems Council is adequately funding the required renewal projections for the next 10 years.

BACKGROUND

Physical Parameters

The assets included within this Asset Management Plan are:

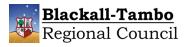
CATEGORY	SUBCATEGORY2	Sum of Length	Sum of Quantity
	Access		
Passive Asset	Chambers/manholes		428
	Gravity Mains (inc		
Passive Asset	Jump-ups)	39,096	
Passive Asset	Rising Mains	3094	
Active Asset	Pump Stations		7
Active Asset	Treatment Plants		1

LEVELS OF SERVICE

Council has adopted customer service standards for sewer infrastructure assets, as part of these standards Council will endeavour to ensure the following:

- Meet reasonable needs.
- Avoid odours, overflows and interruptions.
- Meet regulatory requirements.
- Take all reasonable action to provide its customers with reliable and continuous services.
- Council are committed to a major capital work program that will;
 - o Aim to replace sewer mains that are reaching the end of their useful life.
 - o Aim to minimise the number of breaks and blockages.
- System monitoring and planned maintenance programs are in place.
- For planned temporary service interruptions, such as maintenance of sewer mains, Council will provide affected customers with at least 24 hours' notice of the type and timing of the activities.
- Where Council is not able to provide prior notice, we will endeavour to restore services as quickly and efficiently as possible to minimise inconvenience to affected customers.

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Community and Technical Levels of Service

Community and Technical Levels of Service						
Key Performance	Level of Service	Performance	Measure	Performance Target	Current Performance	
Measure		Process				
COMMUNITY LEVE	LS OF SERVICE					
Sewerage Incidents	Deliver affordable	Customer	request	Attend to reported incidents	Response time has been	
	and quality	process		within 2 hours of formal	between 0 – 2 hrs	
	sewerage services	rvices notification 95% of the time.				
	to our customers.					
Sewerage Incidents	Deliver affordable and quality	Customer	request	Maintain infrastructure to achieve less than:	2019/2020 has seen 47 reported incidents	
		'				
	sewerage services			~30 sewer main chokes or		
	to our customers.			blockage incidents per year		

Statistics 2021-2022

SEWERAGE	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Number of interruptions to services	23	8	7	10	10	0	6	6	2	2	4	0
Number of customers impacted by the interruptions to services	0	12	7	10	0	0	0	0	0	0	0	0
Sewerage Treated total hours	639	0	496	289	289	263	252	0	0	0	0	0
Number of customer requests received	3	3	2	0	2	0	4	5	2	2	8	4
Number of customer requests actioned	3	3	2	0	2	0	4	5	2	2	8	4
Average response time to customer request - hrs.	0-2hrs											
Number of incidents	0	0	0	0	0	0	0	0	0	0	0	0
Lost Time Injury (LTI) resulting from incidents	0	0	0	0	0	0	0	0	0	0	0	0

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FUTURE DEMAND

As there is no projected population growth for Blackall-Tambo Regional Council in the next 20 years, there will be \$0K of new assets constructed over the next 20 years, which amounts to a 0% increase in asset stock.

RISK MANAGEMENT

Risk Categorisation and Assessment

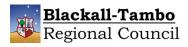
- An assessment of risks associated with service delivery from infrastructure assets has identified
 critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial
 shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of
 the risk event occurring, the consequences should the event occur, develops a risk rating,
 evaluates the risk and develops a risk treatment plan for nonacceptable risks. Risks associated
 with asset and services management are categorised as:
 - Natural events Council has virtually no control over the timing or extent of the event, however the probabilities may be understood;
 - External impacts Council has some control over these risks, associated with other organisations providing goods and services to Council;
 - Physical Failure Risk where conditions or performance of an asset could lead to failure or unacceptable service. Council can control these risks through maintenance and renewal funding levels;
 - Operational Risk Where management of the asset or service, or asset management or service management activities might impact on an asset or service. Council can control these risks through management practices and funding levels.
 - Financial risks from lack of due diligence in the provision fo funding for the renewal, maintenance and operation of the assets to provide agreed Levels of Service.
 - Physical risks where data and information are not improved and the 'whole of organisation' approach to the effective planning and management of assets and services; and
 - Operations risks the failure of an asset or network due to inappropriate asset management.
- Critical risks, being those assed as 'Very High' requiring immediate corrective action and 'High'

 requiring prioritised corrective action identified in the infrastructure Risk Management Plan are summarised in the table below.

Risk Treatment Strategies

Service or Asset at Risk	What Can Happen	Cause	Likelihood	(VH, H)	Risk Treatment Plan
Sewerage Mains	Blockage & or breakage in mains, which can also become a	Maybe be various causes eg. — foreign object causing blockage of line, or break in line	Likely	VH	On call staff to repair Capital works & maintenance program in place

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health hazard.	Contractor/staff error, heavy	
	vehicles	

ASSET RATIONALISATION AND DISPOSAL

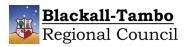
Demolish/Recycle/Decommission	Depending on the condition and usability of the asset, the value of
	the asset may be written off and the asset disposed of if the asset
	is beyond repair.
Accounting write off resulting from	Write off old segment/components- applies to water, sewerage and
replacement/renewal	road infrastructure assets being renewed at book value.

RECORDS

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LIFECYCLE



Sewerage Asset Management Plan

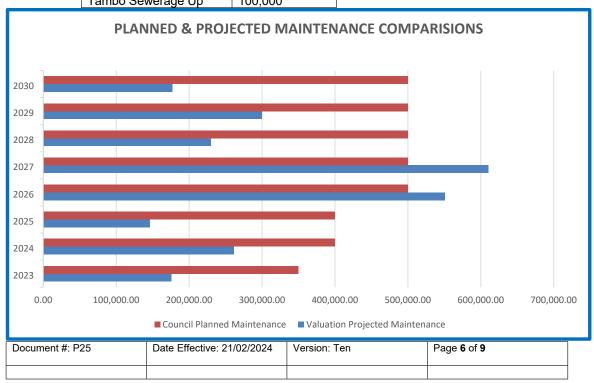
	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Renewal	350,000	400,000	400,000	500,000	500,000	500,000	500,000
(Forward Works Program) FWP Existing assets only							

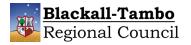
MANAGEMENT PLAN

Summary of the next 9 years of lifecycle costings are shown in the table below

Capital Budget 2022/2023

Sewerage Relining	250,000
Tambo Sewerage Up	100,000



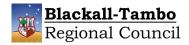


FINANCIAL SUMMARY - ASSET VALUES AS AT 30/06/2023

Financial Reconciliation Report: (1/07/2022-30/06/2023)

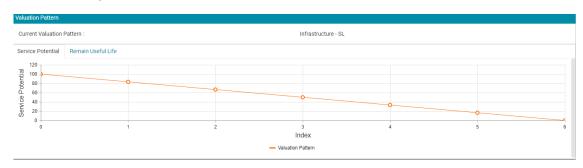
Financial Class	Component Name	Replacement Value	Accumulated Depreciation	Written Down Value
Sewerage	Sewer Mains	14,252,010	3,362,184	10,889,826
	Sewer Nodes	2,036,448	857,131	1,179,316
	Sewer Plant and Equipment	6,810,790	2,208,499	4,602,290
Sewerage Total		23,099,249	6,427,816	16,671,432

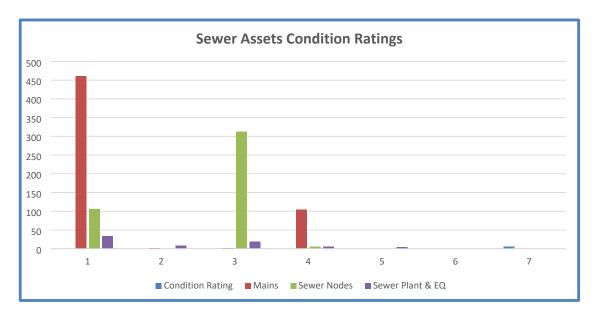
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CONDITION DATA

Below is a summary of the condition data on the current list. Condition Rating Table





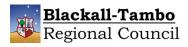
PLAN IMPROVEMENT AND MONITORING

This Section provides details on planning for monitoring the performance of the AM plan and any improvements to AM systems that will improve the level of confidence in the AM plan.

Improvement Programme

The Asset Management Plan can be improved in the following ways.

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Task	Timeframe	Responsibility	Resources Required
The plan will be reviewed annually during budget preparations and amended in need to recognise any changes in levels of service and resources as a result of the budget decision process	months	Finance Manager/Asset Manager	Budget documents and asset data

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Policy Number: P28	Effective Date: 15/02/2024
Version Number: Eight	Review Date: 15/02/2025
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

EXECUTIVE SUMMARY

Overview

The Blackall-Tambo Regional Council is in the heart of Queensland's Outback and is approximately 900 kilometres north west of Brisbane. The region comprises of two towns, Blackall and Tambo both of which lie along the historic Barcoo River and are positioned on the Landsborough Highway. The Council maintains 1,869.82 kilometres of roads, comprising of sealed roads, formed and unformed unsealed roads, and 23.38 kilometres of footpaths to a total replacement value of \$279,823,088. Blackall-Tambo Regional Council has a total length of sealed roads of 267.1 kms and unsealed roads of 1,597.69 kms.

Objectives

- The key asset management objectives to be achieved by Council are:
 To ensure that the road and footpath network meets agreed levels of service, safety and function.
- To provide and maintain assets to community, business and visitor requirements within the resources available and
- To manage Council owned or vested assets to statutory requirements and community business and visitor needs.

Purpose

- The purpose of this asset management plan is to provide Council with an appropriate road and
 footpath network that is maintained to an overall serviceable condition in partnership with other
 level of government and stakeholders with emphasis on achieving the goals, outcomes and
 strategies defined in the Corporate Plan.
- Major flood damage repairs which have been completed in the past two years, has resulted in the road network being at a higher level of standard than Council can maintain. This means that the rate payers can expect that the current condition of the roads will not be maintained, but will be maintained at a much lower level. Council also has also reached a stage where the amount of sealed roads that can be maintained is at the level where it has had to extend life of the reseals from 10 to 14 years, based on broader industry experience and new endeavours to achieve the extended useful lives.

Summary

Findings / conclusions from plan

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- Financial Implications
- Specific issues for future asset and services management

Inputs to Long Term Financial Plan

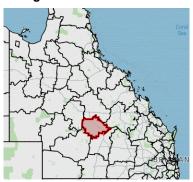
- Ten Year Forecasts for Long Term Financial Plan.
- These figures represent the budget for the next ten years but may vary from year to year as road conditions are assessed.

Road Infrastructure 10 year budget

Financial Year										
2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2029-2030	2030-2031	2031-2032	2032-2033
2,700,000	2,700,000	2,900,000	3,100,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000

INTRODUCTION

Background



Blackall-Tambo Region is located in Central West Queensland and has a total Local Government area of 30,453.6 KM2 or 1.8% of the total area of Queensland approximately 900 kilometres north west of Brisbane. The Region is comprised of two towns, Blackall and Tambo both of which lie along the historic Barcoo River and are positioned on the Landsborough Highway. Blackall is an attractive town and is classed as a remote community with a population of approximately 1560 people. Tambo is a rural community with a population of around 620 people.

The Blackall-Tambo Regional Council has an extensive history of cattle, sheep and wool production. Today, because of the wild dog problem, cattle production has overhauled sheep as the major industry.

The Council is dedicated to sustaining and enhancing the appealing rural lifestyle within the Region through the provision of high-quality services and facilities, and through a collaborative and supportive community environment.

Corporate and Strategic Directions

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The purpose of this asset management plan is to provide Council with an appropriate road and footpath network that is maintained to an overall serviceable condition in partnership with other levels of government and stakeholders with emphasis on achieving the goals, outcomes and strategies in the Corporate Plan.

The focus of this plan is on developing a sustainable forward capital works program for Council's roads and footpaths.

Blackall-Tambo's Corporate Plan and Operational Plan

Statements in the corporate plan state that all rural roads are to be all weather and town streets are sealed with kerb, channelling and drainage.

It is because of the Region's profile that Council must be conservative in acquiring new assets but proactive in the management of its existing assets to deliver appropriate levels of services to the community business, especially rural properties, and visitor; and in its planning for delivering sustainable levels of service to the community, businesses and visitors.

The nature and quality of Council's assets will be managed to service community, business and visitor needs. This will over time, involve acquiring new assets, upgrading existing assets and disposing of assets that no longer service a community, corporate or commercial need.

Council assets will be maintained to an overall serviceable condition, noting that at any given time some assets will be in a good condition or better and some will be in poor condition or worse. Defects found or reported that are outside our service standard specified will be rectified in an appropriate manner and timeframe per the stated response times within the operations and maintenance plan.

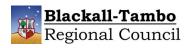
It needs to be noted that Council currently has a number of its rural roads which due to flood damage repairs, are currently at a higher service standard than they would normally be. These roads will not be maintained at this level, but will be maintained at a lower level that is affordable to Council.

Asset and Services- Description and Current Status

Assets are componentised as below -

Asset Class	Asset Group	Asset Type	Component
Roads	Town Streets	Sealed Streets	Formation
			Pavement
			Seal
		Unsealed	Formation
		Streets	Pavement
		Kerb & Channel	Concrete Kerb
			& Channel
		Footpaths	Concrete
			Footpath

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			l l	



		Paved Footpath
		Bitumen
		Footpaths
Rural Roads	Class 1 Roads	Formation
		Pavement
		Seal
	Class 2 Roads	Formation
		Pavement
		Seal
	Class 3 Roads	Formation
		Pavement
		Seal
	Grids	Grids

The level of service that road segment provides is defined in the Road Hierarchy established by the Council's Road Classification and Segmentation Policy.

Each road has a classified road hierarchy assigned to it. The road hierarchy of thoroughfare within the Blackall-Tambo region is:

- Rural Arterial Roads 1 Highways (State Government Road0
- Rural Arterial Roads 2 Main Roads (State Government Road)
- Rural Arterial Roads 3 Rural Arterial
- Rural Arterial Roads 4A Rural Collector High Order
- Rural Arterial Roads 4B Rural collector Low Order
- Rural Arterial Roads 5A Rural Feeder High Order
- Rural Arterial Roads 5B Rural Feeder Low Order
- Rural Arterial Roads 6A Rural Access Low Order
- Rural Arterial Roads 6B Rural Access Low Order
- Urban Arterial Roads 7 Urban Arterial
- Urban Arterial Roads 8A Major Urban Collector
- Urban Arterial Roads 8B Urban Collector
- Urban Arterial Roads 9A Urban Feeder
- Urban Arterial Roads 9B Urban Access
- Industrial Roads 10A Industrial Collector
- Industrial Roads 10B Industrial Access

LEVELS OF SERVICE

Level of Service Framework- Needs Basis

Class 3 Rural Arterial Roads:

Shoulder grade, if needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition rating and as funding allows: desirable objective is every 14 years

Class 4A Rural Collector High Order:

Shoulder Grade, if needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition rating and as funding allows: desirable objective is every 14 years

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Class 4B Rural Collector Lower Order:

Shoulder Grade, If needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition rating and as funding allows: desirable objective is every 14 years

Class 4A Rural Local Roads:

Shoulder Grade, If needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition rating and as funding allows: desirable objective is every 14 years

Class 4B Rural Collector Low Order:

Shoulder Grade, If needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition rating and as funding allows: desirable objective is every 14 years

Class 5A, 5B, 6A, 6B Rural Roads various classes:

If required, maintenance grade 2 per year, and 1 light maintenance grade per year.

Class 7, 8A, 8B, 9A, 9B 10A & 10B – Urban Local Roads of varying classes:

Shoulder Grade, If needed 1 per year, and 1 light maintenance grade per year.

Resurfacing will be done based on condition and as funding allows: desirable objective is every 14 years.

Unplanned maintenance:

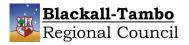
Council will endeavour to restore all roads to a trafficable condition as soon as possible after damage by flooding or when road surfaces disintegrate due to lack of moisture.

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Complaints and response times for 2022-2023

ROADS CUSTOMER COMPLAINTS	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Driveways and property		•	•							•	•	
access	3	1	0	1	1	1	1	0	0	0	0	0
Drainage	0	0	0	3	2	1	0	0	1	0	0	0
Footpaths	1	1	1	2	0	0	2	2	1	1	1	0
Gutters	0	0	0	1	1	1	0	0	0	0	0	1
Potholes	0	0	0	1	0	0	0	0	1	0	1	1
Road signage	0	0	0	0	0	0	1	1	0	1	0	0
Road maintenance	0	0	1	0	0	1	1	1	3	1	0	2
Town streets	0	0	0	0	0	0	2	0	1	0	0	0
Average response		200001		200001	200001	22772/			200001	200001	22002/	
time to customer request - hrs.	same/ next day											

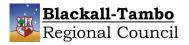
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Road Heirarchy

	Table 18.1 Road Hierarchy – Function and Characteristics						
Group	Class	Function Description	Local Terminology	Comment			
Rural Arterial Roads	1	Those roads which form the principal avenue of communication between, and through major regions	Highways	Include National highways and other state highways. High speed, high volume routes			
Rural Arterial Roads	2	Those roads being class 1, whose main function is to form the principal avenue of communication for movements between capital city and adjoining states and their capital cities; or between a capital city and key towns; or between key towns	Main Road	State Strategic roads generally of this class. Conveys through traffic			
Rural Arterial Roads	3	Those roads, not being class 1 or 2, whose main function is to form and avenue of communication of movements between important centres and the Class 1 and Class 2 roads and or/key town; or between important centres which have significant economic, social, tourism or recreation role; or of an arterial nature within a town in a rural area	Rural Arterial	Mainly Regional roads and major local government roads. Conveys through traffic. AADT approximately greater than 250			
Rural Local Roads	4A	Those roads which are neither Class 1,2 or 3 whose main function is to serve the purpose of collecting and distributing traffic from local areas to the wider road network, including access to abutting properties	Rural Collector High Order	Mainly district roads and local government collector roads local traffic or LRRS roads. AADT approximately 151 - 250			
Rural Local Roads	4 B	Those roads which are neither Class 1,2,3 or 4A whose main function is to serves the purpose of collecting and distributing traffic from local areas to the wider road network, including access to abutting properties	Rural Collector Lower Order	Local Government road links in urban areas. Conveys through traffic. AADT approximately 181 – 360. Includes Bus Routes			

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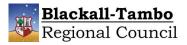
Rural Local Roads	5A	Those roads that are neither Class 1,2, 3 or 4. Provides for main traffic movements into and through a region. Caters generally for medium travel speed, all vehicle types including commercial traffic	Rural Feeder High Order	All weather road (gravel) predominantly two-lane high quality of service. AADT approximately 41 – 80	
Rural Local Roads	5B	Those roads that are neither Class 1,2,3,4 nor 5A. Provides for main traffic movements into and through a region. Caters generally for medium travel speed, all vehicle types including commercial traffic	Rural Feeder Low Order	All weather road (gravel) predominantly two-lane medium quality of service. AADT approximately 21 – 40	
Rural Local Roads	6A	Those roads that are neither Class 1,2,3,4 nor 5. Provide access to residential or rural properties. Provide exclusively for one activity or function	Rural Access High Order	All weather road (gravel) predominantly two-lane basic quality of service. AADT approximately 11 – 20	
Rural Local Roads	6B	Provide access to low use areas, caters for low travel speed and access may be limited to dry weather	Rural Access Low Order	A single lane two-way dry weather, formed track/road, made from local materials (no gravel). Low quality of service. AADT approximately less than 10	
Urban Arterial Roads	7	Those roads whose main function is to perform as the principal arteries for through traffic and freight movements across urban areas, provide access to major freight terminals between important centres which have significant economic, social, tourism or recreation value	Urban Arterial	Generally State Strategic. Regional roads or major local government roads. AADT Greater than 360	
Urban Arterial Roads	8A	Those roads not being class 7 whose main function is to: Complete the major road network across the Urban area including commercial and industrial traffic. May form part of regularly spaced road network supplementary to the principal urban road network.	Major Urban Collector	Local Government road links in urban areas. Conveys through traffic. AADT approximately 181 – 360. Includes Bus Routes	

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Urban Local Roads	8B	Those roads that are neither Class 7 or 8A whose main function serves the purpose of collecting and distributing traffic from local areas to the wider road network. Special provision for those historic roads within established townships. The engineering standard of which may be greater than that required to service the current traffic loads	Urban Collector	These Local Government roads provide a link between residential access roads to a higher class of road within township areas. AADT approximately 91 – 180. Formation width may be fully or partially sealed
Urban Local Roads	9A	Those roads which connect the Urban Access roads to class 7 & 8 roads. May have more than one connection to the road network. Generally used for new roads within an established township where retention of street character is warranted or desired.	Urban Feeders	These roads are the lowest order through roads with the Urban Road Network. AADT approximately 45 – 90
Urban Local Roads	9B	Those roads whose main function is to provide access to residences and properties and generally do not have more than one connection to the road network.	Urban Access	These roads are the lowest order road, most often Cul-De-Sac within the Urban Road Network. AADT less than 45
Industrial Roads	10A	Those roads within an industrial estate or area that connect to Class 6,7 and 8 roads, often more than once, and whose main function is provide roads of a suitable width and construction standard to provide for heavy and articulated vehicles.	Industrial Collector	These roads should be through roads as often as possible or at least provide for an internal loop design. AADT approximately 25 – 250
Industrial Roads	10B	Terminating roads within industrial estates or where regularly use by heavy or articulated vehicles is anticipated. For example – Truck parking bays on the outskirts of town or opposite and adjacent to fuel supply depots and truck stops.	Industrial Access	These roads are the lowest order Industrial road, most often Cul-De-Sac. AADT less than 25

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Road Hierarchy Design Criteria (Urban & Industrial)							
Location Category	Urban Arterial / Bypass	Major Urban Collector	Urban Collector	Urban Feeder	Urban Access	Industrial Collector	Industrial Access
Group	Urban Arteria	al Roads	Url	oan Local Roa	ads	Industria	al Roads
Class	7	8A	8B	9A	9B	10A	10B
Reserve Width (W)	30	30	30	20	18	25	20
Formation Width (F)	21	21	21	10	8	12	10
Bitumen Surfacing	Yes	Yes	Part	Yes	Yes	Yes	Yes
Kerb Type	Barrier	Layback	Mixed	Layback	Layback	Barrier	Barrier
Cul De Sac / Radii	No	No	No	No	Yes / 9.0	No	Yes / 12.5
Floodway Inverts / Width		Piped	l Drainage Wh	nere Applicabl	e and Approp	riate	
Target Speed Environment	50	50	50	50	40	50	50
Target Average Annual Daily Traffic (AADT)	>360	181 - 360	91 - 180	45 - 90	<45	25 - 250	<25
Max Allotments Served	>80	41 - 80	21 - 40	11 - 20	<10	>5	5
Pavement Design (ESA) (20 years)	1.5 x 10^6	7.5 x 10^5	5 x 10^5	2.5 x 10^5	1.5 x 10^4	1.5 x 10^6	1.0 x 10^6
Surfacing	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10
Min. Pavement (Thickness/Type)	150/2.2 150/2.4	125/2.2 150/2.4	125/2.2 150/2.4	100/2.2 125/2.4	100/2.2 100/2.4	150/2.2 150/2.4	150/2.2 150/2.4
Cycleway/Footpath	1x2.1 + 1x1.2	1x1.2	1x1.2	No	No	No	No
Line Marking	Edge + Centre		At Inte	ersections with	Arterial /Byp	ass Only	·

^{1.} Design requirements are subject to state and federal design criteria

^{8.} Urban Arterial Roads include heavy/oversize vehicle bypass routes

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^{2.} Widths are nominal and may not accurately represent the true width at any particular location along a road length

^{3.} Max number of allotments served is based on 4.5 vehicle trips per day for Urban areas.

^{4.} Pavement width is Formation Width (W) plus 1.8m (0.9m beyond nominal kerb line each side)

^{5.} Pavement Depths are minimum and subject to soil testing

^{6.} Industrial Roads include Parking Lanes and Service Roads.

^{7.} Formation Width for Urban is nominal face of kerb to nominal face of kerb



Road Hierarchy Design Criteria (Rural)									
Location Category	National Highway	State / Main Road	Rural Arterial	Rural Collector High Order	Rural Collector Low Order	Rural Feeder High Order	Rural Feeder Low Order	Rural Access High Order	Rural Access Low Order
Group	Rura	al Arterial Ro	pads			Rural Loc	al Roads		
Class	1	2	3	4A	4B	5A	5B	6A	6B
Reserve Width (W)			30	30	30	30	30	30	30
Formation Width (F)			9	7	7	7	7	6	4.8
Gravel Width (G)			9	7	7	6	4.8	4.8	0
Seal Width (S)			8	6	4	0	0	0	0
Floodway Inverts / Width				Concrete/8	Concrete/6	Bitumen/6	Bitumen/6	Bitumen/6	Bitumen/6
Target Speed Environment			100	80	80	80	70	60	40
Target Average Annual Daily Traffic (AADT)	Refer to Roa Design Requ		> 250	151 - 250	81 - 150	41 - 80	21 - 40	11-20	<10
Max Allotments Served	Specifi		>120	120	40	30	16	8	4
Pavement Design (ESA) (20 years)			2.25 x 10^6	1.25 x 10^6	8.75 x 10^5	4.5 x 10^5	2.5 x 10^5	1.5 x 10^5	1.00 x 10^5
Surfacing			Bit. 14/10	Bit. 14/10	Bit. 14/10	N/A	N/A	N/A	N/A
Min. Pavement (Thickness/Type)			150/2.2 150/2.4	100/2.2 150/2.4	100/2.2 150/2.4	200/2.4	150/2.4	150/2.4	N/A
Line Marking			Edge + Centreline	No	No	N/A	N/A	N/A	N/A
Cycleway/Footpath			1x2.1	No	No	No	No	No	No

Service Targets

This asset services and management plan is based on keeping the Blackall-Tambo Regional Council road assets in an overall physical condition that ensures safe and reasonable travel comfort for residents.

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FUTURE DEMAND

Demand Forecast

Demand forecasts are derived from the factors affecting service demand, including population change, seasonal factors, economics factors and consumer practices and needs.

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures. Over the period of time covered by this plan there is not expected to be any material change in demand from unsealed roads assets.

Population Projections

The population of Blackall-Tambo Regional Council is projected to increase by an average annual rate of 0.9% over the 20 years between 2016 and 2036. The median age for all residents is expected to stay relatively static, (PIFU data).

Demand Planning

The objective of demand management planning is to actively determine customer needs or manage customer demands for services in order to:

- Optimise the utilisation / performance of existing assets;
- Reduce or defer the need for new assets;
- Meet the organisation's strategic objectives;
- · Deliver more sustainable services; and
- Respond to customer needs.

It is vital to the success of the asset and services management planning that demand factors be analysed comprehensively, and their impact quantified in terms of the following:

- The effect of the growth on the asset network;
- Any possible future need to increase or decrease infrastructure; and
- The implementation of non-asset solutions, such as managing demand.

In addition to the factors mentioned above, risk affects demand for services and consequently the following must be taken into account:

- The methodology and accuracy of forecasts;
- The currency of forecasts;
- · The uncertainty of forecasts; and
- · Any unforeseen natural factors.

The statistical advice regarding population trends indicates that this factor will not impact demand for assets and services in the foreseeable future.

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RISK MANAGEMENT

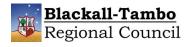
Risk Categorisation and Assessment

- An assessment of risks associated with service delivery from infrastructure assets has identified
 critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial
 shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of
 the risk event occurring, the consequences should the event occur, develops a risk rating,
 evaluates the risk and develops a risk treatment plan for non-acceptable risks. Risks associated
 with asset and services management are categorised as:
 - Natural Events Council has virtually no control over the timing or extent of the event, however the probabilities may be understood;
 - External Impacts Council has some control over these risks, associated with other organisations providing goods and services to Council;
 - Physical Failure Risk where conditions or performance of an asset could lead to failure or unacceptable service. Council can control these risks through maintenance and renewal funding levels;
 - Operational Risk Where management of the asset or service, or asset management or service management activities might impact on an asset or service. Council can control these risks through management practices and funding levels.
 - Financial risks from lack of due diligence in the provision of funding for the renewal, maintenance and operation of the assets to provide agreed Levels of Service.
 - Physical risks where data and information are not improved and the 'whole of organisation' approach to the effective planning and management of assets and services;
 - Operations risks the failure of an asset or network due to inappropriate asset management.
- Critical risks, being those assessed as 'Very High' requiring immediate corrective action and 'High' - requiring prioritised corrective action identified in the Infrastructure Risk Management Plan are summarised in the table below

Risk Treatment Strategies

Service or asset at risk	1 What Can Happen	I.2 Cause	Likelihood	(VH, H)	Risk Treatment Plan
Sealed Roads	Pavement failure and potholes causing vehicle damage and increasing risk of traffic accidents	*Extreme weather conditions *Lack Of maintenance and reseal program	Possible	Н	- Immediate response to damage created by major storm events - Make road safe & repair as soon as possible - Regular inspections and ongoing capital wks/reseal/maintenance program

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Unsealed Roads	Corrugations, loss of pavement shape and rutting	*Large amounts of heavy traffic *Extended dry weather	Likely	Medium	-Regular maintenance grading program -Regular road inspections -Understanding & appreciation traffic movement patterns
Unsealed Roads	Washouts during extreme weather conditions	Storm – flood damage	Likely	High	-Immediate response by on call staff in event of a major storm eventMake road safe and repair as soon as possible -Regular inspections & ongoing capital works/maintenance programClose road & provide alternative access if possible.

Asset Useful Life

Lifecycle Management describes the framework of management and operations for the assets to consistently provide the agreed Levels of Service. The most important factor for the competent management of assets and services is current, accurate data, including as far as practicable, asset condition data, plus an appreciation of the 'current' and 'required' Levels of Service.

The physical data must be supported by good financial data and recorded history to further increase confidence in the renewal expenditure demand, (financial), forecasts.

Component Type	Useful Life (Years)
Seal	18
Pavement beneath seal	100
Formation	Unlimited

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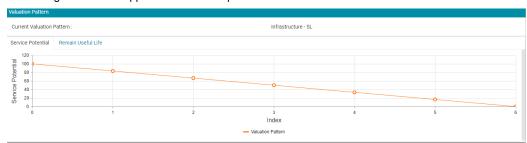
Current Condition of Assets

Current Condition Profile for Asset Type / Component

Condition assessments for Blackall-Tambo Regional Council were done as a full data collection for the 2020 total revaluation and data collection of all roads and town streets. Council has a large number of unsealed roads so the condition data will change quickly, depending on the climatic conditions, and it makes projecting maintenance costs very unpredictable, Council budgeting and works are more reactive because of this, and it is not based on the condition on the current asset register.

- 0 = Excellent condition
- 1 = Very good condition
- 2 = Good condition
- 3 = Serviceable Condition
- 4 = Poor condition
- 5 = Very poor
- 6 = Unserviceable condition

This rating condition is applied to seals and pavement under seal.



Condition Rating as a Factor of Levels of Service

Inspections are an important activity in the total management program, categorised as:

- Condition inspections programmed inspections to assess the condition of the assets, at asset class level, asset group and type level and at component level. The intention is to record data which supports an understanding of the status of the asset / component in its useful life;
- Defect inspections programmed inspections to assess defects affecting the asset, directed at enabling the maintenance requirements to be undertaken in the appropriate timeframe.

Road Hierarchy	Inspection Frequency
Link Roads	4 months
Collector Roads	6 months
Access 1 & 2 Roads	12 months

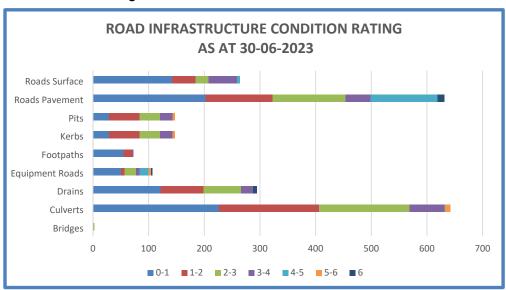
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			l l	



Limited Access Roads	No periodic inspections – inspections a	are
	discretionary only	

The type and frequency of occurrence of defects does impact on maintenance trends and can be used as an indicator of asset consumption.

Road Condition Ratings as at 30/06/2021



Maintenance and Operations Programs

Service Summary

Maintenance work is undertaken to ensure that an asset continues to meet the required performance and standard throughout its useful life.

Maintenance includes preventative, reactive, planned and cyclic work activities, described as:

Preventive Maintenance – maintenance performed to retain an asset in its original condition as far as practicable, (determined by regular inspections to detect and prevent failure) – may include routine and cyclic maintenance, (eg: undertaken on a regular cycle);

The emphasis for future asset maintenance for the Blackall-Tambo Regional Council should be a preventative maintenance regime.

Reactive Maintenance – maintenance performed as a result of failure, to restore, as far as practical, an asset to its original condition and capacity and to minimise loss of service.

Planned Maintenance – repair work that is identified and managed through a maintenance management system, based on regular defect inspections

Service Targets

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An appropriate response to defects identified from proactive inspections and reactive inspections include provision of warning signs, traffic control actions, and/or works to repair. Works to repair defects aim to restore the road or pathway to initial construction standards, eliminating the defect and providing practical remediation that will not rapidly deteriorate into a recognised defect again.

Condition inspections of roads are performed for asset preservation and renewal programming purposes. These inspections are undertaken every 3-5 years and are not aimed at identifying maintenance defects requiring intervention.

Asset Renewal Program

This Summary Asset and Services Management Plan is primarily about understanding the funding requirements for the renewal and replacement of existing assets to sustain Levels of Service. The intent is to understand the framework for renewal of assets based on consumption of the current asset stock and the varying factors that influence the useful life and deterioration of the assets.

The renewal and replacement program is then structured around these factors, related directly to services, plus reference to the financial parameters that the Council must acknowledge on behalf of the community.

Asset Acquisition

New, Additional or Upgrade Asset Program / Costs

Text The following definitions are also relevant to this plan:

New works create a new asset and / or service in such cases as:

- · the asset or service did not previously exist;
- new, additional works which add to an existing asset or service beyond its current capacity, to increase the Level of Service.

Upgraded assets and services may result from regional or local needs for higher Levels of Service to meet changes in population profiles, industry needs or environmental requirements.

The demand for new and upgraded assets and services may originate from various sources, including:

- the gap analysis of strategic plans or specific programs applied to various locations, identifying the assets required to meet the agreed Levels of Service;
- community requests or proposals linked with the Operational Plan;
- new Federal and State Government or local community programs; and / or
- funding initiatives from external sources.

The acquisition of new assets and services commits Council to ongoing renewal, operational and maintenance costs for the period that the service provided from the assets is required. The whole of life costs for new projects are important to understand not only the initial capital costs, but also the future renewal, maintenance and operational costs.

Disposals includes any activity associated with the disposal of a decommissioned asset, including sale, demolition or relocation. Prior to disposal the asset should be further investigated to determine if any other options are available for an alternate service delivery.

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Due to NDRA flood damage repairs, Council currently has many of its roads providing a higher level of service than is the normally provided. This means that the roads will have less renewals or upgrades applied, as the service levels will not be maintained at the current rate.

Minimising Lifecycle Costs

Council is minimising the lifecycle costs of the road assets by extending the seal useful life from 10 years to 18 years, as part of the revaluation. Council maintains an active management strategy and need to ensure that all reactive maintenance is completed as soon as possible to ensure that the problem does not become worse and require major repairs.

- Active management strategies to optimise asset Useful Life and service outputs
- Extending seal useful life, monitor conditions more closely and be more proactive in repairs.

ASSET RATIONALISATION AND DISPOSAL

Demolish/Recycle/Decommission	Depending on the condition and usability of the asset, the value of the asset may be written off and
	the asset disposed of if the asset is beyond repair.
Accounting write off resulting from	Write off old segment/components- applies to water,
replacement/renewal	sewerage and road infrastructure assets being
	renewed at book value.

FINANCIAL CONSIDERATIONS

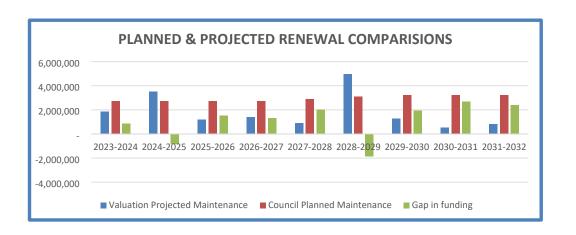
Current Financial Position – Asset and Services Management

2023-24 Capital Works Budget

DOAD WITH ACTIVITIES	
ROAD INFRASTRUCTURE	
Blackall Main St Beautification	100,000
East Walter Lane Pave & seal	120,000
Langlo Rd Resheet	600,000
Petunia Lane pave and seal	80,000
QRA Betterment Program	2,770,000
Queen Elizabeth & Charles St pave & seal	150,000
Reseals Phase 3	808,300
Reseals Phase 4	884,600
Scrubby Creek TIDS	215,300
Salvia St RTR	458,300
Ward Rd Rehab	750,000
Total	6,936,500

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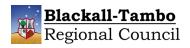




Financial Reconciliation Report as at 30-06-2023

Asset Category	Cost	Acc Dep	WDV
Bridges	585,172.71	211,749.47	373,423.24
Culverts	16,461,358.18	6,686,707.51	9,774,650.67
Stormwater Drains	15,489,545.56	4,155,914.91	11,333,630.65
Roads Equipment	1,387,999.55	474,377.34	913,622.21
Kerbs	3,545,549.06	1,132,895.73	2,412,653.32
Roads	261,556,060.43	74,792,057.07	186,764,003.36
Pathways	3,647,756.30	809,488.99	2,838,267.31
Stormwater Pits	1,657,022.91	1,216,817.97	440,204.94
Totals	304,330,464.69	89,480,008.99	214,850,455.70

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ASSET MANAGEMENT PRACTICES

Accounting Financial System

Council currently uses Practical+ financial program for everyday operations.

Asset Management System(s)

Council currently uses Assetic – (MyData) as the asset management program, this does not link automatically to Practical+ (Council's financial system), so all balances are transferred as a manual journal.

Performance Measures

Service Standards

The purpose of the road network within Blackall-Tambo Regional Council is to allow industry, residents, public and tourists alike, access to and from places of business, and recreation also to connect with main highways and all linking road networks. These assets will be maintained at a serviceable level for these purposes.

Service Targets

Reactive Inspection frequencies were determined with respect to the limited resources available to respond to the inspection of reactive requests. Reactive inspection frequencies are outlined in the table below.

Road Hierarchy	Inspection Frequency – Days to undertake initial inspection.
Link Roads	1 working days
Collector Roads	1 working days
Access 1 & 2 Roads	1 working days
Limited Access Roads	1 working days

The task of reactive inspections is allocated within Council's Civil Operations unit further to receiving the request.

An appropriate response to defects identified from proactive inspections and reactive inspections include provision of warning signs, traffic control actions, and/or works to repair. Works to repair defects aim to restore the road or pathway to initial construction standards, eliminating the defect as recognised defect under this Road Management Plan, and providing practical remediation that will not rapidly deteriorate into a recognised defect again. Council's Civil Operations unit is responsible for the response to identified defects.

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PLAN IMPROVEMENT AND MONITORING

This Section provides details on planning for monitoring the performance of the AM plan and any improvements to AM systems that will improve the level of confidence in the AM plan.

Improvement Programme

The Asset Management Plan can be improved in the following ways.

Task	Timeframe	Responsibility	Resources Required
Improvement in financial reporting for urban maintenance items	12 months	Director of Works & Service	
			and will improve reporting
Measurement of assigned service levels	12 months	Director of Works & Service	
The plan will be reviewed annually during budget preparations and amended in need to recognise any changes in levels of service and resources as a result of the budget decision process	months	Finance Manager/Asset Manager	Budget documents and asset data

RECORDS

When completed and approved, the original signed hard copy of the policy is filed in the Master File. Electronic copies are saved in the appropriately labelled folder in Magiq.

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Policy Number: P25	Effective Date: 21/02/2024
Version Number: Eleven	Review Date: 21/02/2025
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

EXECUTIVE SUMMARY

This Asset Management Plan was developed using data from the recent indexation valuation data as at the 30/6/2023 and Council's future works programs.

Purpose of the Plan

Council's Goal is:

Water services and facilities that meet the needs of the community and remain financially sustainable.

Therefore, the purpose of this asset management plan is to assist Council in:

- · Demonstrating responsible management
- Clearly outlining the measurable service levels
- Communicating and justify funding requirements for the future
- Complying with regulatory requirements
- •

Asset Description

Assets included within this Asset Management Plan are Passive Assets (underground) of 46,969 metres of water mains and services, 502 valves and hydrants, Active Assets including 4 pumping stations and 8 hores

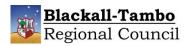
Water assets as at the 30/6/2023 have a gross replacement cost of \$15,788,558.90 and a fair value of \$11,911,828.03. This asset class makes up 4.4% of Councils total asset stock.

Levels of Service

Blackall-Tambo Regional Council has adopted principles to take all reasonable actions to provide its customers with reliable and safe services. This plan addresses the requirements for maintenance and renewals to ensure that Council can deliver these standards in the most optimised way.

Future Demand

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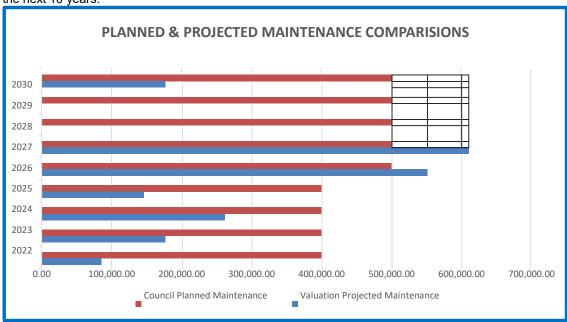


Blackall, Tambo and the surrounding region has a population of 1,783 in 2016 with a flat growth rate. We see that demand will not influence this class of assets.

Lifecycle Management Plan

The life cycle cost (maintenance plus renewals) is the average cost to maintain the asset over its life. The average life cycle cost (valuation data projections) to provide water asset services is estimated at \$102K per annum over the next 10 years, with Council's planned (what is in the budget) life cycle expenditure average at \$185K per annum for the next 10 years, this gives a life cycle sustainability index of 2.4 Anything over 0.9 is very good.

Based on the sustainability index, Council is not adequately funding the required renewal projections for the next 10 years.



Financial Summary (Council Forward Works Programs)

As there is no predicted population growth, Council will not need to add any new water infrastructure in the near future.

BACKGROUND

Physical Parameters

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The assets included within this Asset Management Plan are:

CATEGORY	SUBCATEGORY 2	Sum of Length	Sum of Quantity
Active Water	Bore		8
Active Water	Pump Stations		4
Passive Asset	Mains and Common Services	46,969m	
Passive Asset	Valves and Hydrants		502

LEVELS OF SERVICE

Council has adopted customer service standards for water infrastructure assets. As part of these standards Council will endeavour to ensure the following:

- Meet reasonable needs.
- Avoid breaks and interruptions.
- Meet regulatory requirements.
- Take all reasonable action to provide its customers with reliable and continuous services.
- · Council is committed to a major capital work program that will;
 - o Aim to replace water mains that are reaching the end of their useful life.
 - o Aims to minimise the number of breaks and blockages.
- System monitoring and planned maintenance programs are in place.
- For planned temporary service interruptions, such as maintenance of water mains, Council will provide affected customers with at least 24 hours notice of the type and timing of the activities.
- Where Council is not able to provide prior notice, we will endeavour to restore services as quickly and efficiently as possible to minimise inconvenience to affected customers.

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Table 3.1 Community and Technical Levels of Service

Key Performance Measure	Level of Service	Performance Process	Measure	Performance Target	Current Performance
COMMUNITY LEVEL	S OF SERVICE				
Water Incidents	Deliver quality potable water as per the Australian Drinking Water Guidelines.	Customer process	request	Attend to reported incidents within 2 hours of formal notification 95% of the time. Maintain infrastructure to achieve less than: ~ 20 water quality incidents per year	Response times have been between 1 -24 hours Number of interruntions for 2022-2023 was 55

Statistics 2022-2023

	Jul-	Aug-	Sep-	Oct-	Nov-	Dec-	Jan-	Feb-	Mar-	Apr-	May-	Jun-
******	22	22	22	22	22	22	23	23	23	23	23	23
Number of interruptions to												
services	5	11	8	6	2	1	6	1	2	4	2	7
Number of customers impacted												
by the interruptions to services	5	11	8	6	2	1	6	1	2	4	2	7
Water consumption total ML	37100	16856	13663	16221	23569	22010	17224	17527	19769	16250	20267	19005
Number of customer requests												
received	5	11	8	6	2	1	6	1	2	4	2	7
Number of customer requests												
actioned	5	11	8	6	2	1	6	1	2	4	2	7
Average response time to	1-	1-	1-24hrs	1-24hrs	1-	1-	1-	1-24hrs	1-24hrs	1-24hrs	1-	1-
customer request - hrs.	24hrs	24hrs			24hrs	24hrs	24hrs				24hrs	24hrs
Number of incidents	0	0	0	0	0	0	0	0	0	0	0	0
Lost Time Injury (LTI) resulting												
from incidents	0	0	0	0	0	0	0	0	0	0	0	0

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FINANCIAL SUMMARY

Summary of the next 9 years of lifecycle costings are shown in the below table.

	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Renewal (Forward Works Program) FWP Existing								
assets	705,000	200,000	400,000	500,000	500,000	500,000	500,000	500,000

Capital Works Program 2023-2024

WATER INFRASTRUCTURE	200,000
Water Infrastructure renewals	200,000

Asset Valuations as at 30/06/2023

Financial Class	Category Name	Replacement Value	Accumulated Depreciation	Written Down Value
Water	Water Mains	10,420,946.8	2,616,769.64	7,804,177.23
	Water Nodes	853,345.60	327,461.12	525,884.48
	Bores & Equipment	4,514,266.42	932,500.10	3,581,766.33
Water Total		15,788,588.90	3,876,730.86	11,911,828.03

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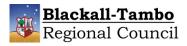
RISK MANAGEMENT

Risk Categorisation and Assessment

- An assessment of risks associated with service delivery from infrastructure assets has identified
 critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial
 shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of
 the risk event occurring, the consequences should the event occur, develops a risk rating,
 evaluates the risk and develops a risk treatment plan for non-acceptable risks. Risks associated
 with asset and services management are categorised as:
 - Natural Events Council has virtually no control over the timing or extent of the event, however the probabilities may be understood;
 - External Impacts Council has some control over these risks, associated with other organisations providing goods and services to Council;
 - Physical Failure Risk where conditions or performance of an asset could lead to failure or unacceptable service. Council can control these risks through maintenance and renewal funding levels;
 - Operational Risk Where management of the asset or service, or asset management or service management activities might impact on an asset or service. Council can control these risks through management practices and funding levels.
 - Financial risks from lack of due diligence in the provision of funding for the renewal, maintenance and operation of the assets to provide agreed Levels of Service.
 - Physical risks where data and information are not improved and the 'whole of organisation' approach to the effective planning and management of assets and services; and
 - Operations risks the failure of an asset or network due to inappropriate asset management.
- Critical risks, being those assessed as 'Very High' requiring immediate corrective action and 'High' - requiring prioritised corrective action identified in the Infrastructure Risk Management Plan are summarised in the table below

Risk Treatment Strategies

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Service or Asset at risk	Incident	Cause	Likelihood	(VH, to Low)	Risk Treatment Plan
Water mains breakage Service or Asset at risk	Earth movement, contractor or staff error	Storms or flood/ Fire	Possible	Moderate to high	Staff to shut down line to minimise water loss. Staff to inspect and replace main if necessary. Capital works & maintenance program in place
Bore Breakdown	Blockage in bore casing	Inadequate maintenance program	Unlikely	Moderate to high	 Clear blockage if possible Maintenance program in place

ASSET RATIONALISATION AND DISPOSAL

Demolish/Recycle/Decommission	Depending on the condition and usability of the asset, the value of the asset may be written off and the asset disposed of if the asset is beyond repair.
Accounting write off resulting from replacement/renewal	Write off old segment/components- applies to water, sewerage and road infrastructure assets being renewed at book value.

PLAN IMPROVEMENT AND MONITORING

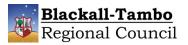
This Section provides details on planning for monitoring the performance of the AM plan and any improvements to AM systems that will improve the level of confidence in the AM plan.

Improvement Programme

The Asset Management Plan can be improved in the following ways.

Task	Timeframe	Responsibility	Resources Required
Review maintenance expenditures and ensure renewals are removed from maintenance	This is currently being achieved	Finance	New financial system
The plan will be reviewed annually during budget preparations and amended in need to recognise any changes in levels of service and resources as a result of the budget decision process	Every 12 months	Finance Manager/Asset Manager	Budget documents and asset data

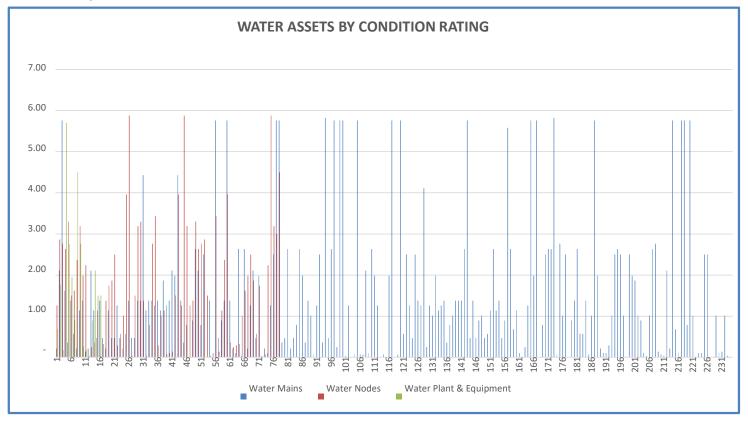
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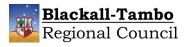
ASSET CONDITION DATA

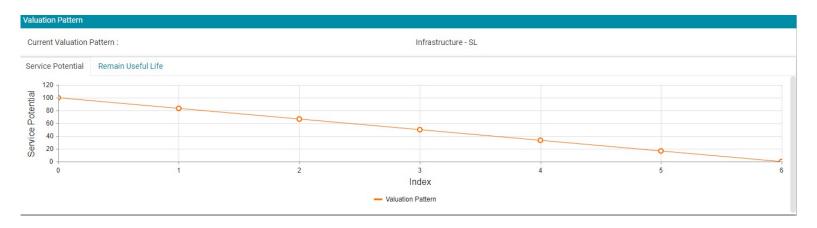
Below is a summary of the current condition data for 2022-2023 financial year. $\label{eq:current}$

Condition ratings table



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RECORDS

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

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

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OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 4.1.4

SUBJECT TITLE: RADF Meeting Minutes

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30 and the RADF Committee held a meeting on April 3 to assess the submissions.

Officer's Recommendation:

That Council receive the meeting minutes of the RADF committee dated 3 April 2024 and note the new committee.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on 30 March 2024.

The Committee met on April 3rd in Tambo to assess the applications.

Ten applications were submitted for the fourth round, and the RADF committee elected to approve six submissions, two submissions were not approved.

The Committee is requesting two applications be resubmitted for the first round of the 2024-2025 program. One submission was ineligible under the RADF program guidelines.

The RADF Liaison Officer will provide feedback to the applicants 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.

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$18,928.00 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

1. Round 4 meeting 23 24 minutes 3 4 24 1 [**4.1.4.1** - 5 pages]



General Meeting RADF Meeting- Grasslands Workshop

Date: 03/04/2023

Time: 2.00pm

Present: Alison Shaw (Acting RLO), Wendy Just, Pam Pullos, Pip Fearon, Lindy

Hardie, Ros Wood, Kiralee Sanderson, Jane Scobie, Nadine McLeod.

Apologies:

Nil apologies.

Chairman:

Lindy opened the meeting and welcomed Pam to the Committee as the new Tambo representative.

Lindy informed the Committee that she was resigning as Chairperson.

Lindy nominated Pam - declined.

Lindy nominated Pip – accepted.

Previous meeting minutes:

The minutes of the previous general meeting held on 05/01/2024 and special meeting held on 20/03/2024 have been circulated.

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

Moved: Kiralee Seconded: Wendy

Business arising from previous minutes:

Nil

Correspondence:

Inward:

- 10 Applications
- Art Queensland RADF program 2025-2028 information

Outward:

- R Scott re: unsuccessful nomination.
- P Pullos re: committee appointment.

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

Moved: Alison Seconded: Ros

Business arising from the correspondence:



 Alison informed the Committee that the RADF Arts Queensland application is a competitive process and to receive the level of funding previously leveraged a strong submission will need to be presented.

Financial Report:

\$904.00 has been returned to the program from Tambo Arts Council.

A total of \$20,552.00 is available for round four of the community grants program.

Business arising from Financial Report:

That the financial report be received.

Moved: Alison Seconded: Lindy

Assessment of Applications:

Ten applications were received requesting \$38,549.50.

TAC	Furniture Restoration Workshop
TAC	Silversmithing
TAC	Blue Gum Farm TV
Janette Lawler	Printing and distribution of her book.
ВСА	Upholstery Workshop
Barcoo Pastoral	Blackall Show Circus & LED Hoops Space
Blackall CWA	QWCA Blackall – Women with Clay
Rodney Morris Hammond	Silversmithing
Barcoo Pastoral	Clicking Bricks
Noosa Film Academy	Red Carpet Event

Motion: That due to the large number of submissions the RADF committee requests the application received from the Tambo Arts Council Inc to support the furniture restoration workshop project for the amount of \$ 3320.00 be resubmitted in the first round of the 2024-2025 program.

Moved: Ros Seconded: Pam

Motion: That the RADF committee approves the application received from the Blackall CWA to support the QCWA Blackall – Women with Clay workshop for the amount of \$~800.00

Moved: Kiralee Seconded: Wendy



All in favour

Motion: That the RADF committee approves the application received from the Tambo Arts Council Inc to support the silversmithing workshop project for the amount of \$2800.00

Moved: Lindy Seconded: Pam

Motion: That the RADF committee approves the application received from the Tambo Arts Council Inc to support the Blue Gum Farm TV workshops and performances for the amount of \$ 3400.00.

Moved: Pam Seconded: Lindy

All in favour

Kiralee declared a conflict of interest and declined from voting.

Motion: That the RADF committee doesn't approve the application received from the Janette Lawler to support the printing and distribution of her children's book for the amount of \$ 1500.00 as it is ineligible under the RADF program guidelines.

Moved: Wendy Seconded: Jane

All in favour

Motion: That the RADF committee approves the application received from the Blackall Cultural Association to support the upholstery workshop project for the amount of \$ 1838.00

Moved: Pam Seconded: Kiralee

All in favour

Motion: That the RADF committee approves in principle the application received from the Barcoo Pastoral Association to support the Blackall Show Circus & LED Hoops Space performance and workshop for the amount of \$ 2590.00 on the provision the applicant provides at least two letters of support.

Moved: Ros Seconded: Pam

All in favour



Motion: That the RADF committee doesn't approve the application received from the Rodney Morris Hammond to support the silversmithing workshop for the amount of \$ 11,806.50

Moved: Kiralee Seconded: Jane

All in favour

Motion: That the RADF committee doesn't approve the application received from the Noosa Film Academy to support the Red-Carpet Community Screening Event for the amount of \$ 2.995.00

Moved: Wendy Seconded: Pam

All in favour

RLO to write to the applicant and suggest the application is resubmitted for the first round of the 2024-2025 program. The applicant needs to clearly identify what elements of the event funding is requested to support.

Motion: That the RADF committee approves the application received from the Barcoo Pastoral Association to support the Lego Masters – Clicking Bricks performance and workshop for the amount of \$ 7500.00

Moved: Pam Seconded: Kiralee

All in favour

General Business:

RADF Annual Application

2025-2028 program.

- Identification of priorities
- Identification of Council strategic initiatives for 2025-2028

Council cultural plan – RADF to support to bring it update for the next five.

Strategic Initiatives:

- 1. WTC touring circuit 2025-2028
- Acro/physical theatre growth/expansion of the Buch Beatz dance program 2025.
- 3. Council cultural plan RADF to support to bring it update for the next five years 2026.
- 4. Music teacher supporting the schools, theatre, community engagement/interactions 2027.



Letters of support:

- Tambo Arts Council
- Blackall Cultural Association
- Red Ridge Interior QLD.

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.

Annual Council contribution:

Motion: The RADF committee requests a budget allocation from Council for the 2025-2026 RADF program for \$25,000 to enable the leveraging of up to \$51,950.00 from Arts Queensland.

Moved: Pam Seconded: Wendy

All in favour

Western Touring Circuit:

Due to the cancellation of DOLL by Little Match Productions, the WTC has secured touring show 'Out of the Blues' by Cilla Pershouse and Blue Gum Farm TV.

The Show is slightly more expensive than DOLL (\$900.00), however it is anticipated this deficit will be recouped through ticket sales for the Funny Mummies Cabaret and Out of the Blues. Conservatively estimated at 50 tickets per show at \$20/hd generating \$2000 for the WTC program.

RLO will develop a three-year funding rounds table aligned with the Council meetings once the funding agreement has been received.

Next meeting: July/August.

Closure: 4.00pm.

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 4.1.5

SUBJECT TITLE: RADF Application - Tambo Arts Council

Incorporated- Silversmithing workshop

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from 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 a Silversmithing workshop for \$2800.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Tambo Arts Council's submission.

Tambo Arts Council Inc. applied for funding to support a silversmithing workshop in Tambo for \$2800.00.

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

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

Consultation (internal/external)

Chief Executive Officer Manager of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$2,800.00 - 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 24 April 2024

ITEM NO: 4.1.6

SUBJECT TITLE: RADF Application - Queensland Country

Women's Association-Women in Clay

workshops

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from the Blackall QCWA be approved.

Officer's Recommendation:

That Council endorse the RADF Committee's recommendation to approve the application from Blackall QCWA for Women in Clay workshops for \$800.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Blackall QCWA's submission.

Blackall QCWA applied for funding to support Women in Clay Workshops for \$800.00.

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

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$800.00 - 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 24 April 2024

ITEM NO: 4.1.7

SUBJECT TITLE: RADF Application - Blackall Cultural Association-

Upholstery workshop

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from the Blackall Cultural Association Inc. be approved.

Officer's Recommendation:

That Council endorse the RADF Committee's recommendation to approve the application from Blackall Cultural Association Inc. for an upholstery workshop for \$1838.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Blackall Cultural Association's submission.

Blackall Cultural Association Inc. applied for funding to support an upholstery workshop for \$1838.00.

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

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$1838.00 - funded project.

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
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 24 April 2024

ITEM NO: 4.1.8

SUBJECT TITLE: RADF Application - Barcoo Pastoral Society-

Lego Installation

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from the Barcoo Pastoral Society be approved.

Officer's Recommendation:

That Council endorse the RADF Committee's recommendation to approve the application from Barcoo Pastoral Society be approved for Clicking Bricks (lego installation) for \$7500.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Barcoo Pastoral Society's submission.

Barcoo Pastoral Society applied for funding to Clicking Bricks (lego installation) for \$7500.00.

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

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$7,500.00 - funded project.

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
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 24 April 2024

ITEM NO: 4.1.9

SUBJECT TITLE: RADF Application - Tambo Arts Council

Incorporated- Blue Gum TV

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from 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 a Blue Gum Farm TV for \$3400.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Tambo Arts Council's submission for Blue Gum Farm TV children's show and workshops to be held in both Blackall and Tambo.

Tambo Arts Council Inc. applied for funding to support Blue Gum Farm TV performances in Blackall and Tambo for \$3400.00.

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

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$3,400.00 - 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 24 April 2024

ITEM NO: 4.1.10

SUBJECT TITLE: RADF Application - Barcoo Pastoral Society-

Helly Hoops

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The fourth round of the 2023-2024 RADF program closed for applications on March 30, and the Committee recommended the application from the Barcoo Pastoral Society be approved in principle.

Officer's Recommendation:

That Council endorse the RADF Committee's recommendation to approve the application from Barcoo Pastoral Society be approved (in principle) for a circus performance and workshop by Helly Hoops for \$2590.00.

Background

Applications were invited for the fourth round of funding for the 2023-2024 year with applications closing on March 30.

Ten applications were received, and the Committee elected to approve Barcoo Pastoral Society's submission, in principle. The application for Helly Hoops was submitted without any letters of demonstrated community support and was therefore an incomplete application. The Committee approved the application on the provision the applicant completes the submission.

Barcoo Pastoral Society applied for funding to support a circus performance and workshop by Helly Hoops for \$2590.00.

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

Consultation (internal/external)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$2,590.00 - 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 24 April 2024

ITEM NO: 4.1.11

SUBJECT TITLE: RADF Annual Contribution

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

The RADF committee requests a budget allocation from Council for the 2024-2025 RADF program of \$25,000 to enable the leveraging of up to \$51,950.00 from Arts Queensland.

Officer's Recommendation:

That Council approves the Committees recommendation for a co-contribution of \$25,000.00 to enable the leveraging of \$51,950.00 from Arts Queensland for the Regional Arts Development Fund (RADF) program.

Background

The Regional Arts Development Fund (RADF) is a highly successful state and local government partnership that supports professional and emerging professional artists and art practitioners living in regional Queensland.

Established in 1991, the RADF program focuses on the development of quality art and arts practice for, and with regional communities. RADF is a partnership between the Queensland Government through Arts Queensland and Councils to support local arts and culture.

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)

Chief Executive Officer Director of Finance RADF Committee

Policy Implications

Nil

Budget and Resource Implications

\$25,000.00 - Co-contribution approved.

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Financial funding.	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 24 April 2024

ITEM NO: 4.1.12

SUBJECT TITLE: Revised In-Kind Support Policies - Under \$10,000

and Over \$10,000

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services), Des Howard (Chief

Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Request for Council Assistance Policies have been revised to adhere to Council's current policies.

Officer's Recommendation:

That Council adopt:

- 1. The revised Request for Council Assistance Over \$10,000 Policy; and
- 2. The revised Request for Council Assistance Under \$10,000 Policy.

Background

During the budget discussions last financial year, Council decided that community organisations would be responsible for collecting and returning of equipment approved under the Request for Council Assistance policies.

Both the Request for Council Assistance Over \$10,000 Policy and Request for Council Assistance Under \$10,000 have been amended to reflect Council's decision.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Chief Executive Officer Director of Finance

Policy Implications

Review of policies

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Nil	Low
Legal & Regulatory	Low	Review of policies maintains compliance	Low
		with Council processes.	
People	Low	Nil	Low
Operational	Medium	Policy review provides accurate information	Low
		for staff.	
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Maintains a high standard of governance.	Low

Proposed Risk Treatment

Nil

Attachments

- Stat 49 Requests for Council Assistance Over 10000 Policy Revised (1) [4.1.12.1 5 pages]
- 2. Stat 48 Requests for Council Assistance Under 10000 Policy Revised [4.1.12.2 5 pages]



Policy Number: Stat 49	Effective Date: 16.6.21 24.4.2024
Version Number: Three Four	Review Date: <u>16.6.22</u> <u>24.4.2026</u>
Policy Compiled by: Director of Finance Corporate and	
Community Services	
Policy Approved by: Chief Executive Officer	

1.0 Purpose and Scope

To assist community organisations improve the delivery of cultural, sporting and recreational services and activities. To encourage increased participation in and the development of cultural, sporting and recreational opportunities to improve the quality of life in the Blackall Tambo community

2.0 Principles

In recognition of the voluntary efforts of the residents of the Blackall Tambo Regional Council area, Council has formulated a policy to provide financial and in-kind assistance to community organisations. The aim of this Policy is to strengthen and enhance the capacity of organisations to provide services and activities for the benefit of the Blackall Tambo Regional Council community.

Council will consider community-based projects over \$10,000 that meet the criteria set out in this policy.

This assistance extends to recognised community not-for-profit organisations but not to individuals.

Any level of financial assistance provided by Council must be included in Council's annual budget.

Assistance may take the form of money, plant hire or in-kind assistance.

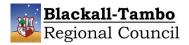
This grants program aims to provide limited financial and in-kind assistance in relation to the development of a program, project and/or activity. It is not intended to be relied upon as a primary source of funding. Council encourages co-funding from other sources and reserves the right to part fund a grant application.

Community organisations are to be responsible for collecting and returning all Council items of equipment approved as a request for assistance and returned in the same condition as when these items were collected

3.0 Legislative Requirements

Section 195 of the Local Government (Financial Planning and Accountability) 2012, requires a local government to prepare and adopt a policy about grants to community organisations.

	Document: Stat 49	Date Effective: 16.6.21 24 April 2024	Version: Three Four	Page 1 of 5



The policy must state:

- (a) The criteria for a community organisation to be eligible for a grant from the local government;
- (b) The procedure for approving a grant to a community organisation; and

Section 202 states that a local government may give a grant to a community organisation only if _

- The local government is satisfied that the grant will be used for a purpose that is in the public interest; and
- b) The community organisation meets the criteria stated in the community grants policy.

4.0 Eligibility Criteria

Each application for assistance submitted for a grant will be considered by applying the following criteria:

- a) Organisations must be based within the local government area and provide services and activities of benefit to the Blackall Tambo Regional Council community;
- b) The organisation must have a community service, religious, charitable, sporting, recreational, cultural or educational purpose;
- c) The grant must be for a purpose that is in the public interest;
- d) Organisations should be incorporated and have an ABN or be sponsored by an incorporated body with an ABN. Organisations which are not incorporated may be eligible for financial assistance under this policy provided that the organisation meets all other criteria;
- e) All organisations requesting assistance will be required to make a submission in writing each year on the approved form and attach plans of proposed structures;
- f) Organisations must appropriately and publicly acknowledge the Blackall Tambo Regional Council's contribution to their organisation, activity or event;
- g) List all other sources of funding.

5.0 Bonds

The requirement to pay a bond by persons/organisations who wish to hire Council facilities is at the discretion of the CEO.

As a general principle where alcohol is being sold or consumed a bond will be required.

Exemptions in the main will be directed to small community organisations and the Blackall and Tambo schools where organised activities for pupils are held during school hours.

Document: Stat 49 Date Effective: <u>16.6.21 24 April 2024</u> Version: <u>Four Three</u> Page 2 of 5



6.0 Types of Grants

- (a) Monetary Donations: monetary donations may be given to community organisations for a specific purpose.
- (b) Plant Hire: Council may allow plant to be made available to organisations, provided the plant is operated by appropriately qualified Council personnel. The donation amount will be calculated in accordance with Council's current charges for plant hire and wages including travel time and stand-down time.
- (c) In-kind Assistance: Council may provide in-kind assistance (e.g.: photocopying, labour) to community organisations. In-kind assistance will be assigned a reasonable dollar value for the services provided.
- (d) Rate Remission: Remission of rates will be for net general rates only. No utility charges

 i.e. water or sewerage charges will be refunded.
- (e) Rebates: Council may waive fees and charges for community organisations in lieu of a cash donation.
- (f) Council may waive fees and charges on the use of Council facilities for communitybased clubs and organisations.

7.0 Procedures

• Applications:

Applications for assistance must be in writing on the approved form with comprehensive details attached.

Finance:

Recipient organisations must provide to Council all necessary information with regard to organization details (e.g. ABN, bank account details) to facilitate payment of monetary donations.

Budget:

The total assistance provided to community organisations must be within the annual budget limits approved by Council.

8.0 Selection Criteria

The assessment process will consider the following key selection criteria among others:

- Demonstrates a need for the future of the organisation within the Blackall Tambo Region;
- The funding will assist with increasing the active participation in the organization;
- If required a demonstrated ability to meet current financial obligations; including quotes, budget and a financial statement, plus bank balances for the previous 12 months;
- Demonstrate that attempts have been made to raise funds from other sources;
- The level of contribution to the project by the organization.
- All legislative and regulatory requirements will be complied with.

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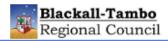


9.0 Ineligible Items

The following will not be considered for funding:

- Ongoing salaries/wages for staff
- Recurrent costs associated with day-to-day operations.
- Retrospective funding Programs, projects and/or activities that have commenced or completed prior to acknowledgement of grant outcomes.
- Items/programs that are the core business of a Government Department, tourism or economic development organisations.
- Programs, projects and/or activities that do not involve the Blackall Tambo Regional Council community.
- Items of equipment or other expenditure that are personal or of a personal gain.
- Assets Council believe have an unacceptable risk of being damaged, lost, causing injury or quickly losing value.
- Insurance costs.
- Payment of debt.

Document: Stat 49 Date Effective: 46.6.21 24 April 2024 Version: Four Three Page 4 of 5



Request for Assistance

Organisation Name:	A	BN:
Address:		
President:	Phone:	
Secretary:	Phone:	
Treasurer:	Phone:	
Contact Email:		
Is the organisation incorporated? Yes/No	o If no, Name of s	sponsoring organisation:
Purpose of Assistance (eg sponsorship of e	event; general assistance; ρ	group excursion etc.):
Assistance Request (free use of	facilities, monetary spons	sorship, use of plant etc)
Date required:		
☐ Cash Sponsorship:		
☐ Plant Hire:		
☐ In-Kind assistance:		
Rate Remission (please include address	s):	
Total estimated value of assistance:		
Organisation's Contribution:		
How will the community benefit from Cou	ncil Support?	
How will the organisation acknowledge Bl	ackall-Tambo Regional Cou	ıncil?
Signed:	Date:	
Office Use Only		
Approved: Yes/No	Amount Approve	ed: \$
Magiq Doc #	Date:	
Updated 28.01.2021	Version 1	Review 28.01.2022



Policy Number: Stat 48	Effective Date: 45/06/2022 24.4.2024
Version Number: Four Three	Review Date: <u>15/06/2023_24.4.2026</u>
Policy Compiled by: Director of Finance Corporate and	
Community Services	
Policy Approved by: Chief Executive Officer	

1. PURPOSE AND SCOPE

To assist community organisations, improve the delivery of cultural, sporting and recreational services and activities. To encourage increased participation in and the development of cultural, sporting and recreational opportunities to improve the quality of life in the Blackall Tambo community.

2. PRINCIPLES

In recognition of the voluntary efforts of the residents of the Blackall-Tambo Regional Council area, Council has formulated a policy to provide financial and in-kind assistance to community organisations. The aim of this Policy is to strengthen and enhance the capacity of organisations to provide services and activities for the benefit of the Blackall-Tambo Regional Council community.

Council will not provide in-kind assistance to individuals and will only provide this support to recognized community not-for-profit organisations.

Council received external drought funding of \$82,500 per annum for the previous three years and this has enabled Council to provide financial assistance to clubs and organizations in Blackall and Tambo during that period. However, this funding is no longer available and accordingly assistance will now be limited to in-kind support except in exceptional cases where financial assistance could be considered.

The level of annual sponsorship, donations and in-kind support will be limited to the budget allocation for that year. Further requests, after the budget process is complete, will be considered by Council only if it can be demonstrated that it would be beneficial to the wider community and demonstrate that the application could not be made during the relevant application period. Late applications need to meet the required criteria in the approved Council request form.

The grants program aims to provide limited in-kind assistance in relation to the development of a program, project and/or activity. It is not intended to be relied upon as a primary source of support. Council encourages co-support from other sources.

Community organisations are to be responsible for collecting and returning all Council items of equipment approved as a request for assistance and returned in the same condition as when these items were collected.

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3. LEGISLATIVE REQUIREMENTS

Section 195 of the Local Government (Financial Planning and Accountability) 2012, requires a local government to prepare and adopt a policy about support to community organizations.

The policy must state:

- (a) The criteria for a community organisation to be eligible for support from the local government;
- (b) The procedure for approving support to a community organization; and

Section 202 states that a local government may give support to a community organization only if -

- The local government is satisfied that the support will be used for a purpose that is in the public interest; and
- b) The community organisation meets the criteria stated in the community assistance policy.

4. ELIGIBILITY CRITERIA

Each application for assistance submitted for support will be considered by applying the following criteria:

- (a) Organisations must be based within the local government area and provide services and activities of benefit to the Blackall-Tambo Regional Council community;
- (b) The Organisations must have a community service, religious, charitable, sporting, recreational, cultural or educational purpose;
- (c) The support must be for a purpose that is in the public interest;
- (d) Organisations should be incorporated and have an ABN or be sponsored by an incorporated body with an ABN. Organisation which are not incorporated may be eligible for support under this policy provided that the organisation meets all other criteria
- **(e)** All organisations requesting assistance will be required to make a submission in writing each year on the approved form:
- (f) Organisations must appropriately and publicly acknowledge the Blackall-Tambo Regional Council's contribution to their organisation, activity or event.

5. TYPES OF GRANTS

- a) Monetary Donations: Monetary donations will only be considered in special circumstances.
- **b)** Rate Remission: Remission of rates will be for net general rates only. No utility charges i.e. water, sewerage and cleansing charges will be refunded.
- c) Plant Hire: Council may allow plant to be made available to organisations, provided the plant is operated by appropriately qualified Council personnel. The support amount will be calculated in accordance with Council's current charges for plant hire and wages including travel time and stand-down time.

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- d) In-kind Assistance: Council may provide in-kind assistance (e.g. photocopying, labour) to community organisations. In-kind assistance will be assigned a reasonable dollar value for the services provided.
- e) Rebates: Council may waive fees and charges for community organisations.

6. BONDS

The requirement to pay a bond and/or hire fees by persons/organisations who wish to hire Council facilities is at the discretion of the CEO.

As a general principle where alcohol is being sold or consumed a bond and fees will be required.

Exemptions may be considered for small community organisations who wish to hire the facility and are for activities that will benefit the local community.

7. PROCEDURES

Applications:

Applications for assistance must be in writing on the approved form.

• Finance:

Where appropriate, recipient organisations must provide to Council all necessary information about organisation details (e.g. ABN, bank account details) to facilitate payment of monetary donations.

Delegations

Applications require Council approval to be successful

Budget

The total assistance provided to community organisations must be within the annual budget limits approved by Council.

Collection and Return of Equipment, Tables and Chairs

Community organisations are required to collect and return all approved items of equipment (including tables and chairs) in the same condition as when collected. If not, the actual cost of cleaning or replacement will be deducted from the bond.

Where Council is requested to deliver and collect equipment, tables and chairs a charge equal to actual cost-plus GST plus 10% will be levied.

Council may consider waiving delivery and collection costs where the organization comprises of elderly people who would be unable to pick-up and return tables, chairs and equipment.

Collection and Return of Buses

When buses are provided to clubs and organizations with the hire fees waived the bond is to be paid to Council prior to the bus being collected. The bus is required to be collected by the club

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from which ever town it is located in and returned to that same town in a clean condition and fully fuelled.

Where a bus is returned in an unclean state and/or not fuelled a charge equal to actual cost-plus GST plus 10% will be levied.

8. INELIGIBLE ITEMS

The following will not be considered for funding:

- · Ongoing salaries/wages for staff
- Recurrent costs associated with day-to-day operations.
- Retrospective funding Programs, projects and/or activities that have commenced or completed prior to acknowledgement of support outcomes.
- Items/programs that are the core business of a Government Department, tourism or economic development organisations.
- Programs, projects and/or activities that do not involve the Blackall-Tambo Regional Council community.
- Items of equipment or other expenditure that are personal or of a personal gain.
- Assets Council believe have an unacceptable risk of being damaged, lost, causing injury or quickly losing value.
- Insurance costs.
- · Payment of debt.

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Request for Assistance

Organisation Name:	ABN:					
Address:						
President:	Phone:					
Secretary:	Phone:					
Treasurer:	Phone:					
Contact Email:						
Is the organisation incorporated? Yes/No	If no, Name of sponsoring organisation:					
Purpose of Assistance (eg sponsorship of event; ger	neral assistance; group excursion etc.):					
Assistance Request (free use of facilities	, monetary sponsorship, use of plant etc)					
Date required:	,					
Cash Sponsorship:						
☐ Plant Hire:						
☐ In-Kind assistance:						
Rate Remission (please include address):						
Total estimated value of assistance:						
Organisation's Contribution:						
How will the community benefit from Council Supp	ort?					
How will the organisation acknowledge Blackall-Tar	nbo Regional Council?					
Signed:	Date:					
Office Use Only						
Approved: Yes/No	Amount Approved: \$					
Magiq Doc#	Date:					
Updated 28.01.2021 Versi	on 1 Review 28.01.2022					

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 4.1.13

SUBJECT TITLE: Operational Plan Review

AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER: Alastair Rutherford (Director of Finance, Corporate

and Community Services)

CLASSIFICATION (if Confidential) N/A

Summary:

Section 174 (3) of the *Local Government Regulation 2012* requires councils to review their Operational Plans every three months.

Officer's Recommendation:

That Council receive the 31 March 2024 Operational Plan Review.

Background

Council adopted its 2023-2024 Annual Operational Plan on 21 June 2023. The Operational Plan provides a plan on how and what Council will do during the financial year to respond to Council and community long-term projects.

Section 174(3) of the *Local Government Regulation 2012* states that the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals not more than 3 months.

The attached report provides an assessment of the organisation's progress towards the implementation of the actions, projects, initiatives, and key performance indicators as identified in the 2023-2024 Operational Plan.

Link to Corporate Plan

Governance

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

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

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

Consultation (internal/external)

Chief Executive Officer
Director of Works and Services
Director of Finance

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with section 174(3) of the <i>Local</i> Government Regulation.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Strategic information is beneficial to the community.	Low
Ethical	Low	Nil	Low
Reputation	Low	Keeping the community informed of Council's operational processes.	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Attachments

1. Copy of Operational Plan Review March 2024 [4.1.13.1 - 11 pages]

Blackall-Tambo Regional Council

Council							
	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Arts & Culture							
Blackall Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.		Council	Ongoing
Tambo Library LRCI Phase 4	DFCCS	The Tambo Library and VIC are both transferring to the Grasslands building this year. Renovations to the Grasslands building have commenced.	Ongoing	Positive feedback from the public.	\$60,000 renovation cost	Council	Complete
Disaster Management							
Blackall-Tambo Disaster Management Plan	CEO	Working group formed to review the plan and approve amendments periodically.	Ongoing	Group meetings continually reviewing and adjusting plans as required.		Council and QFES	Next meeting 3 May
Arrange emergency services training needs where necessary.	CEO	Funds available for continued training of SES Officers and maintenance of equipment.	Ongoing	Local Controllers to maintain SES membership and provide training in line with LG and EMQ requirements		Council and QFES	Ongoing
Economic Development	1						
Business							
Tambo Sawmill	CEO	The sawmill is not operating at this time. Council has an offer for the purchase of the sawmill and license (\$220,000). This offer requires DAF approval.	2023/2024				Sold \$219,855
Blackall Saleyards	CEO DWS Manager	Three Loading Ramp Catwalks \$200,000; Built in Hay Feeders \$50,000; Repairs to two wash down bays \$30,000.	2023/2024	Meets all WHS and regulatory requirements	\$190,000	Council	Two Loading Ramp Catwalks - design complete construction to start May

Blackall-Tambo Regional Council

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

Blackall-Tambo Regional Council

	Resp.	Operational Plan Action for current					
	Officer	year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Environmental Management		1					
Waste Management		•					
Maintain quality of service to the public	DWS / EHO	Council to ensure collection and disposal of refuse in the region is efficient and cost effective.	Ongoing	Meets all WHS issues		Council	Ongoing
Stock Routes / Pest Management		1					
Central West Regional Biosecurity Plan	CEO / Ranger Coord	The Central West Biosecurity Plan outlines the strategies to be followed and implemented by the seven councils in this area.	Ongoing	The report lists the performance indicators which are reported to Council by the Ranger Coordinator.		Council	Ongoing
Tambo Pound Yards	CEO / Ranger Coord	Continuation of the upgrade to the Tambo Pound	2023/2024	Meets all WHS issues	\$60,000	Council	Main area complete finish April
Stock Routes Annual Works Program	CEO / Ranger Coord	Apply for funding to maintain stock routes facilities in good working order.	2023/2024	Rodd's Bore Solar panels and pump \$16,000; Gumholes New 22,000 gal tank \$21,000; Glenusk new tank \$20,000.	\$57,000	DNR	Rodds bore complete, Gumholes and Glenusk complete end April
Public Health			,				
High standards of public health and safety are maintained in the Region	EHO	EHO to conduct annual inspections for health related compliance as necessary	Ongoing	EHO to have undertaken all required inspections as per established program with reports provided to Council where appropriate.		Council	EHO appointed will work
	ЕНО	EHO to be available to provide expertise on environmental health matters through the year or on an as required basis.	Ongoing	Reports to CEO to address environmental health matters with the type and level of information provided and / or action taken.		Council	with the RAPAD shires
Blackall and Tambo Asbestos Pits	EHO	Dig and fence both pits.	2023/2024	To meet all current regulatory standards and address all WHS issues.	\$70,000	Council \$30,000 LRCI Phase 4 \$40,000	Blackall fencing to complete

Blackall-Tambo Regional Council

Council							
	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Public Health							
Water supply quality monitored and maintained to Australian standards	EHO	Undertake water sampling to ensure water supplies are maintained for safe domestic use.	Ongoing	Samples undertaken as required and action taken immediately if sample indicates non conformance to Qld Health requirements.		Council	Ongoing - meeting required standards
Water Reticulation	1						
Water Infrastructure	DWS	Provide for upgrade of existing infrastructure - replacement of water mains, valves and service connections. Water saving initiatives.	2023/2024	To meet all current regulatory standards and address all WHS issues.	\$200,000	Council	Ongoing throughout the year
Sewerage							
Sewerage Infrastructure - W4Q COVID19	DWS	Blackall treatment works - study, upgrade Imhoff Tank and Clarifier	2023/2024	To meet all current regulatory standards.	\$195,000	W4Q	W4Q funds to be spent b 30 June 2024
Capital improvements	DWS	As required	2023/2024	To meet all current regulatory standards.	\$200,000	Council	Ongoing throughout the year
Tambo Sewer Lines for New Housing Lots	DWS	Charles and Queen Elizabeth Streets	2023/2024	To meet all current regulatory standards.	\$580,000	W4Q	Pipe work started awaitin delivery of pump
Infrastructure and Plant							
Aerodromes							
Blackall Airport	DWS	To maintain the airport to a high standard while considering new processes that reduce losses to Council.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Comply with audit recommendations.		Council	Aerodrome Certificate issued and Airport Manuarpproved by CASA
Tambo Airport	DWS	Expansion of the RFDS to Tambo	2023/2024	To meet all current regulatory standards		Council	Preparing for RFDS fligh

Blackall-Tambo Regional Council

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Plant and Equipment				<u> </u>			
Plant replacement program	CEO DWS	Council's plant and machinery purchases.	2023/2024	Purchases and sales budgeted for and consistent with Council's adopted purchasing policy.	\$590,700	Council	89% Spent
Generators	DWS	One 20KVA and one 60 KVA	2023/2024	Order issued	\$80,000	LRCI Phase 4	Being shipped week beginning 15 April
Roads, Footpaths & Pavements							
Town streets (maintenance)	DWS	Council road / town maintenance program for 2023/2024	2023/2024	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$400,000	Council	\$381,659 spent to date
Petunia Lane	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$ 80,000	Council	Complete
East Walter Lane	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$ 120,000	Council	Complete
Queen Elizabeth and Charles Street - LRCI Phase 4	DWS	Pave and seal	2023/2024	To meet all current regulatory standards.	\$150,000	Council \$1700 LRCI Phase 4 \$148,300	\$34,962 spent to date complete June 2024
Rural Roads including flood damage (maintenance)	DWS	Council rural road maintenance program for 2023/2024	2023/2024	Schedule undertaken and roads maintained within budget limitations.	\$ 13,332,300	Council and QRA	\$6.5M spent to date
QRA Betterment Program	DWS	Floodway improvements to Blackall- Emmett, Coolatai, Gartmore, Mt. Pleasant, and Evora Roads	2023/2024	To meet all current regulatory standards. April/May 2022 event.	2.8M	Council \$270,000 QRA \$2.5m	Package 2 \$891,122 awarded. Tenders for 1 and 3 being evaluated
Landsborough Highway (Tambo to Blackall)	DWS	Pavement Rehab. Holding Treatment	2023/2024	To meet all current regulatory standards.	\$4.5m	TMR	Commencing after QRA Betterment works
Reseals - LRCI Phase 3 Carried Over from 2022/2023	DWS	To be determined. Construction period ends 30 June 2024.	2023/2024	To meet all current regulatory standards.	\$ 808,350	LRCI Phase 3	\$29,310 spent to date
Reseals - LRCI Phase 4	DWS	Projects submitted require approval by LRCI. Construction period ends 30 June 2025.	2023/2024	To meet all current regulatory standards. Complete by 30 June 2025.	\$ 1,044,600	LRCI Phase 4 \$626,200 Council \$418,400	Application approved \$508K due
RMPC and MWPC Contracts	DWS	Maintenance on National Highway and State controlled network	2023/2024	To meet all current regulatory standards.	\$4.2M	State Gov	\$4.2M spent to date
Scrubby Creek TIDS - Carried over	DWS	Scrubby Creek flood ways	2023/2024	To meet all current regulatory standards.	\$ 215,300	TIDS	Complete

Blackall-Tambo Regional Council

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Ві	udget	Funding Source	Degree of Completion
QRA Flood Study	DWS	Flood study for BTRC through the flood risk and management plan	2023/2024	Tenders requested through vendor panel	\$	80,000	QRA	Tender awarded
Ward Road TIDS and R2R	DWS	Create all weather access	2023/2024	To meet all current regulatory standards.	\$	600,000	TIDS \$200,000 Council \$200,000 R2R \$200,000	Held up by wet weather start after Langlo resheeting
Salvia Street - R2R funds to be spent by 30 June 2024	DWS	Install stormwater drainage, kerb and channel and road widening		To meet all current regulatory standards. Complete by 30 June 2024.	\$	608,300	R2R \$608,300	Held up by wet weather complete by June 2024
Remote Roads RRUP - (FEDS)	DWS	Langlo Road Resheeting. Complete construction by May 2024		To meet all current regulatory standards. April/May 2022 event.	\$	600,000	RRUP \$480,000 Council \$120,000	Work started \$325,998 spent to date

Blackall-Tambo Regional Council

ouncii									
	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion		
Roads, Footpaths & Pavements									
Shamrock Street Beautification	DWS	Stage two with the median strip being upgraded	2023/2024	To meet all current regulatory standards.	\$ 200,000	LRCI Phase 4 \$100,000 Council \$100,000	Spent to date Council \$95,902 phase one.		
Recreational Activities									
Management and Operation of aquatic centres in both communities	DWS	Keep the swimming pools in Blackall and Tambo well maintained and safe for all users.	Ongoing	Pool operated in accordance with contracts. Patronage maintained with a view to increasing the number of visitors.		Council	Both pools open to the public		
Banks Park Bldg Snail Structure	DWS	Install a change table which allows for supervision of children while caring for babies	2023-2024	Meets the Council's WHS requirements	\$6,000	Council	Bench and taps to complete		
Blackall Rodeo and Campdraft Grounds upgrade	DWS Committee	The grounds require to be upgraded so as to be safe for all participants.	2023/2024	Meets all regulatory and WHS requirements	\$200,000	LRCI Phase 4	Funding approved by LRCI phase 4 - project underway		
Four Mile seating	DWS	Table/ Chair units bolted to concrete bases	2023/2024	Meets all regulatory and WHS requirements	\$20,000	Council	Complete		
Tambo Race Club	DWS Committee	Upgrade of the Race Club building.	2023/2024	Meets all regulatory and WHS requirements	\$30,000	Council	Working with Rockhampton builder		
Tambo Race Club - Jockey's Room Upgrade	DWS Committee	Upgrade of the Jockeys change rooms.	2023/2024	Meets all regulatory and WHS requirements	\$30,000	Council	Working with Rockhampton builder		
Tambo Race Club - access path and ramp	DWS Committee	Install an access ramp and small cement path to the Race Club building.	2023/2024	Meets all regulatory and WHS requirements	\$30,000	LRCI Phase 4	Complete		

Blackall-Tambo Regional Council

Operational Plan Review March 2024

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Recreational Activities							
Tambo Courthouse (Formerly library and VIC)	CEO DFCCS	Redesign the inside of the building into a mock up courtroom using photos and articles from various archives in Qld.	2023/2024	Meets all regulatory and WHS requirements	\$100,000	Council	Not started
Blackall Pool - Replacement of two heaters	DWS	Two heaters are old and are no longer reliable	2023/2024	Consider warranty	\$30,000	Council	Complete
Tambo Pool Heating	DWS	Tender is being prepared seeking quotes on vendor panel	2023/2024	Meets all regulatory and WHS requirements	\$100,000	Council	Tenders being drawn up for vendor panel
Tambo Pool Disability Lift	DWS	Install lift to assist the elderly and people with disabilities to use the pool.	2023/2024	Meets all regulatory and WHS requirements	\$10,000	Council	Complete
Cultural Centre - replacement of acoustic panels	DWS	Planned maintenance and improvements	2023/2024	Meets all regulatory and WHS requirements	\$80,000	Council \$30,000 LRCI Phase 4 \$50,000	Macrosphere to start 13 May
Communications]					
Tambo TV Transmitters	DWS	As required to keep the system operational	2023/2024	Meets all regulatory requirements	\$20,000	Council	\$15,465 Spent
Rosclare Tower	DWS	A repeating tower erected at Rosclare Station improve rural communications.	2023/2024	Meets all regulatory requirements	\$25,000	Council	Land issue being resolved
Rural Transmitting Towers	DWS	Allocation to commence a five year maintenance contract with N-COM	2023/2024	Objective is to keep all towers functional	\$50,000	Council	\$12,273 spent/committed to date
Blackall Shamrock Street LED Sign	DFCCS	Local events and items of interest to be displayed.	2023/2024	Objective is to keep the public and tourists updated on items of interest.	\$15,000	Council	Received - electrical works required install during May
Town Halls, Cemeteries, Public C	onvenience	es					
Town Halls			•				
Maintain and upgrade to community expectations	DFCCS	Continued maintenance and renewal of facilities to ensure WHS standards are maintained for public access.	2023/2024	Repairs and maintenance undertaken in a timely fashion with safety standards being met as required. Positive feedback from the public.		Council	Ongoing

Cemeteries & Memorials

Blackall-Tambo Regional Council

		Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Cemeteries Blackall and Tambo	1 1)///5	Maintain cemeteries in a manner expected by the public.	2023/2024	Positive feedback from community on the appearance and condition of cemetery's. Upgrade of the Tambo Cemetery is underway.		Council	Tambo cemetery upgrade ongoing

Minor repairs as required.

Blackall-Tambo Regional Council

Council housing

DFCCS

Council housing stock well maintained.

Operational Plan Review March 2024

Council							
	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Public Conveniences							
Public Conveniences maintained to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2023/2024	Condition of public conveniences meeting health and safety standards at all times.		Council	Ongoing
Council Buildings/Facilities							
Aged Housing	DFCCS	Maintain the workshop yard and provide the best possible standard of accommodation to employees. Address all WHS issues.	2023/2024	Maintenance undertaken in a timely fashion with safety aspects addressed. Tenant satisfaction received periodically with regards to condition of housing.		Council	Minor repairs as required
Tambo Shire Hall	DWS	Replace floor timber where necessary and sand	2023/2024	Meets all regulatory and WHS requirements	\$15,000	Council	Working with Rockhampton builder
Cultural Centre - scope for stump repairs	DWS	The level of the building is uneven	2023/2024	Meets all regulatory and WHS requirements	\$60,000	Council	Report received cost \$11,300
Removing the Prince of Wales and the old cinema structures	CEO DWS	A specialised contractor will be required to dismantle and remove both structures.	2023/2024	Meets all regulatory and WHS requirements	\$300,000	Council	On hold
Shade Structures for TMPC, Tambo Hall, Blackall Carpark	DWS DFCCS	Shade structures so these areas can be used by the public.	2023/2024	Meets all regulatory and WHS requirements	\$90,000	Council	Difficulty finding a builde

2023/2024 Satisfied tenants.

Ongoing

Council

Blackall-Tambo Regional Council

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Budget	Funding Source	Degree of Completion
Aged and Disability Services							
Western Queensland Primary Health Network (WQPHN)	DFCCS	This program is funded by the Federal Government and covers allied health and healthy ageing.	2023/2024	Covers the cost of Podiatry, Remedial Massage, Physiotherapy and Optometry. The remaining funds go the Healthy Ageing	Allied Health \$100,000; Healthy Ageing \$55,000	Federal	Additional \$24K received for the healthy collaborative. Program on target
Community Development Program	DFCCS	The program is funded by the department of seniors and disability to support community activities.	2023/2024	Monitored through the successful interventions offered to the community.	\$264,800	State	Program on target
Work Health and Safety							
Develop a system of WHS that is appropriate for BTRC	CEO DWS DFCCS WHSO Committee	Council officers to work in a co-operative manner with the WHS Officer together with officials from TMR and other Government Departments to ensure Council is compliant at all times.	Ongoing	Council is working towards retaining its TMR Registration so as to be awarded road contracts from TMR. The provision of a safe working environment for all employees of Council.		Council	Good progress being made to implement audit recommendations. TMR certification retained. Ongoing

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 4.2.1

SUBJECT TITLE: Director of Works and Services Operation Report

AUTHOR AND OFFICERS TITLE: Ashlee Harvey Engineering Assistant

AUTHORISING OFFICER: Ajay Agwan (Director of Works and Services)

CLASSIFICATION (if Confidential) N/A

Summary:

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

Officer's Recommendation:

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

Background

Projects

CN 22216 Blackall Tambo Landsborough Highway

Project Budget: \$4,540,992.

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

Current Status: Project delayed as council crew is busy in betterment works.

Flood Study

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

Project Scope: supply of a flood study for Blackall and Tambo through the Flood Risk and

Management Plan.

Current Status: Awarded to WMS Engineering via Vendor Panel.

General RMPC (Road Maintenance Performance Contract) FY 2324

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

Project Scope: General maintenance as required of the National Highway and State-

Controlled Network within the Blackall-Tambo Regional Council boundary.

Current Status: Further maintenance works scheduled.

Charles and Queen Elizabeth Street

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

Project Scope: Upgrade of gravel road to bitumen

Current Status: Road Works likely to commence in May 2024

Tambo Town Sewer Upgrade

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

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

Current Status: Pipe work in progress. Awaiting delivery of pump station

Ward Road Pave and Seal

Project Budget: \$600,000 (GST exclusive) TIDS and R2R funding

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

63.56km

Current Status: Subgrade and gravel haulage complete. No works due to rain event.

Damage due to rain to be repaired.

Langlo Road Resheeting

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

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

Edinburgh Turnoff)

Current Status: Works started. 2kms complete. Works affected due to recent rain.

Salvia Street Kerb, Channel and Stormwater

Project Budget: \$608,300 (GST exclusive) R2R funding

Project Scope: Install underground drainage, agricultural pipe, kerb, and channel along the

water ponding area on Salvia Street.

Current Status: Awarded to Lohman Contracting via Vendor Panel.

QRA Betterment Projects Package 1-3

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

Project Scope: I Various Road Works and Concrete floodway.

Current Status: Package 2 awarded to CGW Australia enders. Packages 1 and 3 are

under evaluation.

Tambo Shade Structure.MPC & Shire Hall

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

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

Current Status: No successful contractor as all submissions were over budget. Sourcing

local contractor/builder

Requests for Action

 A total of 36 requests were received by the Works and Services Department for the month.

	Received	Actioned
Water	5	3
Sewerage	2	1
Drainage	1	0
Parks and Gardens	4	3
Rubbish	0	0
Town Streets	3	2
Highways	0	0
Rural Roads	3	0
Local Laws	2	1
Building Maintenance	0	0
Town Maintenance	14	9
Vandalism	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	19092
Call outs - Water	0
Call outs - Sewer	2
Broken Mains/Services	2
Private Works	0

Tambo

Water consumption ML	6787
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	1
Private Works	0

Parks and Gardens

Tambo Town Streets

Mowing and whipper snipping

Tambo Town Entrances

Mowing of grassed areas

Tambo Racecourse

General maintenance of the grounds has continued

Western Sportsground

- General maintenance of the grounds has continued
- Maintenance of the Polocrosse 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 of planned routine maintenance with minimal breakdowns. Planned servicing consists of 16 vehicles serviced and an engine rebuild on Kubota zero turn mower. Breakdowns were failed drive shaft on Mack Granite prime mover and transmission fault on Mack Granite.

Council has also taken delivery of a new Caterpillar 262D skid steer and slashing attachment for Tambo branch.



Flood Damage

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

- Scrubby Creek Road Peter M Williams Heavy Formation Grading and Gravel Works works complete
- Tumbar Road AM Earthmoving Heavy Formation Grading and Gravel Works works underway
- Neverfail Road AM Earthmoving Heavy Formation Grading and Gravel Works works underway

Tropical Cyclone Kirrily, associated rainfall and flooding, commencing 25 January 2024

With the formal activation due to Tropical Cyclone Kirrily emergency works will commence being undertaken on:

- Blackall-Adavale Road Peter M Williams
- Tumbar & Neverfail Road & Surrounding Area AM Earthmoving
- Springsure-Tambo Road Barry Rogers
- Terrick Road & Surrounding Area Picone Earthmoving
- Springleigh Road & Surrounding Area Picone Earthmoving

Post Emergency works a re-prioritisation of Restoration works based on the impact of Tropical Cyclone Kirrily will be required.



Tumbar Road Chainage 80km - AM Earthmoving

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. Flood Damage Report March (1) [**4.2.1.1** - 1 page]

Blackall-Tambo Regional Council Flood Damage Events - Detailed Summary (09/04/2024)

QRA Event	Activation	Status	Туре	Approved Submission Value (excluding GST)	Progress Claim Value (excluding GST)	Comments
Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019	Apr-19	Complete	REPA	\$16,114,356.35	\$14,593,631.93	REPA submission fully complete, closed out and acquitted
South West Queensland Flood, 20-26 February 2020	Mar-20	Complete	REPA	\$7,987,795.88	\$3,900,018.82	REPA submission fully complete, closed out and in final stages of acquittal
Central, Southern and Western Queensland Rainfall and Flooding, 10 November - 3 December 2021	Jan-21	Active	FMRP	\$138,000.00	\$0.00	Flood Study awaiting LIDAR prior to commencement
Western Queensland Thunderstorms, 21 - 30 December 2020	Jan-21	Complete	REPA	\$4,047,277.07	\$3,281,836.68	REPA Submission 100% complete, now entering close-out and acquittal
Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022	May-22	Active	REPA	\$26,300,793.39	\$10,076,447.10	Event has now achieved the 30% threshold. Works will now be paid as completed.
Northern and Central Queensland Monsoon and Flooding, 21 April - 12 May 2023	Feb	Active	REPA	\$0.00	\$0.00	No submission at this stage. Many sites overlapping with current events.
Tropical Cyclone Kirrily, associated rainfall and flooding, commencing 25 January 2024	Jan-24	Active	REPA	\$0.00	\$0.00	Currently in Pick- up/Assessment Stage.
Unnamed Event	April-24	Pending	REPA	\$0.00	\$0.00	Currently in Pick- up/Assessment Stage.

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO:

SUBJECT TITLE:

Blackall Saleyards Report AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator

AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

5.1

CLASSIFICATION (if Confidential) N/A

Summary:

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

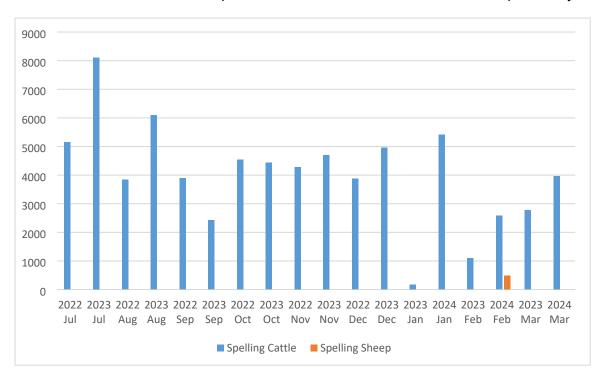
Officer's Recommendation:

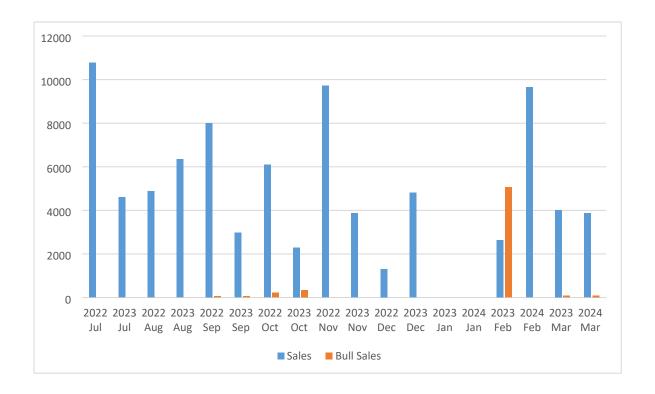
That Council receive:

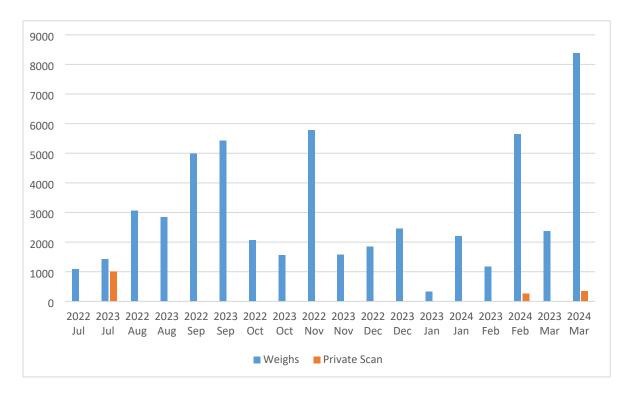
- 1. The Blackall Saleyards monthly report for March 2024; and
- 2. The Blackall Saleyards Advisory Committee meeting minutes dated 27 March
- 3. Ratifies the Chief Executive Officer's decision to award the tender for the construction of the truck walkways B and C to PF Install Solutions for \$188,525.22 as the tender was within Council's budget allocation.

Background

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







The Blackall Saleyards Advisory Committee held a meeting on 27 March 2024 to discuss operational matters. The minutes from the meeting are attached to this report.

The Chief Executive Officer awarded the tender for the truck ramps B & C to PF Install Solutions as these are within the budget allocation for this financial year. Ramp A will be completed in the next budget period.

The Blackall Livestock Auction Association have been provided the Blackall Saleyards Auction and Other Sales Agreement for 2024-2025.

Link to Corporate Plan

Economic Development

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

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

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

Consultation (internal/external)

Chief Executive Officer Saleyards Manager

Policy Implications

Nil

Budget and Resource Implications

Nil



Blackall-Tambo Regional Council Saleyards Advisory Committee Meeting held 27 March 2024 At the Blackall Council Chambers Commencing at 9.30am

Attendance:

Cr Lindsay Russell Cr Andrew Martin Mr Des Howard Mr Andrew Turner Mr Dan Burton Mr Dave Carter Mr Paul Banks Mr Jeremy Barron

The meeting was opened at 9.38am.

RAMP CATWALKS

Item	Action
Draft drawing of proposed catwalks	Acceptable with minor changes.
	Provision for 18 gates on top of
	walkway.
	Gates will open inwards and be
	spring loaded.
Two catwalks	Completed this financial year
Ramp A - Maintenance	Steel box section to be modified.
Ramp B - Maintenance	Metal sheet to be removed/replaced.

BLAA AGREEMENT

Item	Action	
Proposed changes - Agreement	All agree to changes	
	Agreement to be process and sent	
	for signing.	

Blackall Saleyards Advisory Committee Meeting 27 March 2024 Blackall Council Chambers

CORRESPONDENCE FROM BLAA

Item	Action
Additional Paper Runner	To be considered when funding is available. Currently agents do the paperwork and Christine does the computer work.
Electronic Lodging of Sales	Previously trialled.
(Paper Runner)	Consideration to trail again.
Electronic NVD – Truck Driver	To be monitored.

GENERAL BUSINESS

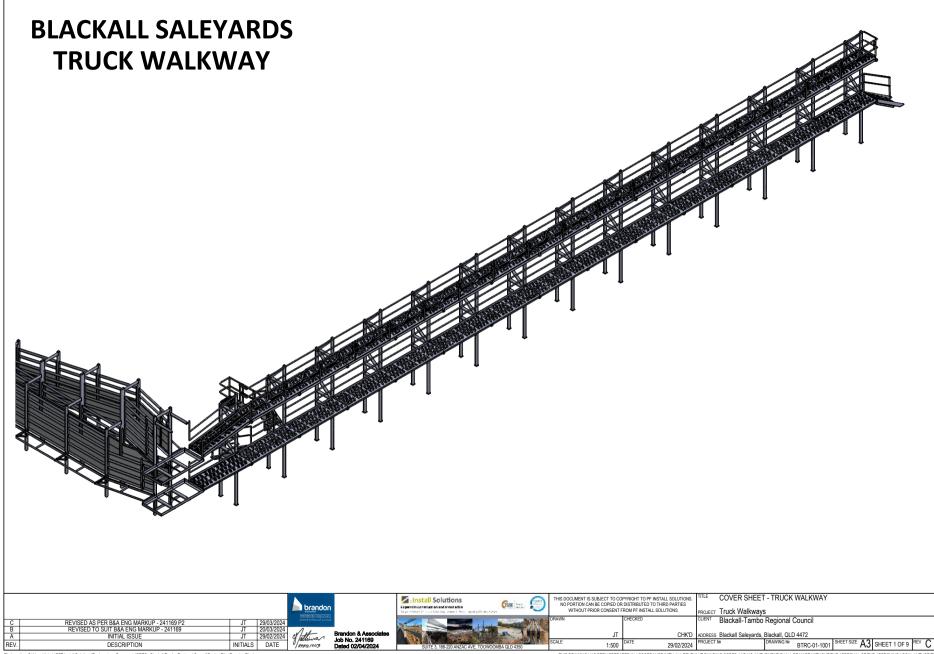
Member's Name	Item	Action	
Andrew Turner	4 th draft	To be considered when funding is available.	
	Advisory meeting	Agreed to hold a meeting annually	
Dave Carter	4 th draft	Funding wasn't successful. A draft on the back of a row of additional pens that are already there would be workable. Race draft similar to the one at Gracemere would be ideal. Budget of \$500K needed for draft and associated pens.	
Scott Choyce	Full length weighbridge	Not currently a high priority	
	Shed over washbay with walkway and lights down centre	Future consideration	
	NHVP currently have authority to remove any animal deemed unfit removed from vehicles	For noting.	

Blackall Saleyards Advisory Committee Meeting 27 March 2024 Blackall Council Chambers

	Concerns around	To be monitored.
	parents with	
	babies/children being	
	in the Saleyard	
	facility.	
Jeremy Barron	Head bale on crush	Requires repair/replacement.
	area.	

CLOSE

The meeting closed at 10.58am.



OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 5.2

SUBJECT TITLE: Planning and Development Report
AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer
AUTHORISING OFFICER: Des Howard (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 March 2024.

Background

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

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
			TELECOMMUNICATION	
11/03/2024	41-2023-2024	BUILDING	FACILITY	TAMBO
4/03/2024	43-2023-2024	BUILDING	SHED	BLACKALL
4/03/2024	44-2023-2024	BUILDING	SHED	BLACKALL
12/03/2024	45-2023-2024	BUILDING	TELECOMMUNICATION FACILITY	TAMBO
12/03/2024	43-2023-2024	DOILDING	TELECOMMUNICATION	SCRUBBY
13/03/2024	46-2023-2024	BUILDING	FACILITY	CREEK
			TELECOMMUNICATION	
22/03/2024	49-2023-2024	BUILDING	FACILITY	BAYRICK

1. DEVELOPMENT ASSESSMENT

Two new development applications have been lodged since the last monthly report. Two applications are currently under assessment. One application is in its appeal period.

1.1 An application has been made by Sheryl Rodman, seeking a Development permit for a Material change of use for a Dwelling house at 537 Landsborough Highway, Tambo formally described as Lot 4 and 5 on T1502.

The proposal involves relocating an existing building onto the site for the purpose of a Dwelling house. The building will be sited on stumps to address any flood impacts. The subject site is in the Rural zone and the application is subject to Code assessment as the site is affected by the Flood hazard area. As the application is subject to Code assessment the application is not required to be publicly notified.

The application is under assessment with a decision due by 3 June 2024.

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

1.2 An application has been made by Roger and Gayle Ellison, seeking a Development permit for a Material change of use for a Dwelling house at 122-126 Rose Street, Blackall formally described as Lots 30-32 on B13835.

The proposal involves relocating an existing building onto the site for the purpose of a Dwelling house. The building will be sited on stumps to address any flood impacts.

The subject site is in the Township zone and the application is subject to Code assessment as the site is affected by the Flood hazard area. As the application is subject to Code assessment the application is not required to be publicly notified.

The application is under assessment with a decision due by 27 May 2024.

1.2	Council reference:	DA48-2023-2024
	Application:	Development Permit for a Material Change of Use
		for a Dwelling House
	Street address:	122-126 Rose Street, Blackall
	Property description:	Lots 30-32 on B13835
	Day application was made:	21 March 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Roger and Gayle Ellison
	Status:	Under assessment

1.3 The <u>following application</u> was approved on 13 March 2024 and the decision notice was issued to the applicant soon thereafter. The applicant has a 20 business day Appeal Period within which they can request to negotiate conditions or file an appeal. At this stage, there has been no indication that the applicant will pursue this course. The Appeal Period for the applications is expected to finish around 16 April 2024.

1.3	Council reference:	DA37-2023-2024
	Application:	Development Permit for Reconfiguring a Lot (1 lot
		into 2 lots)
	Street address:	31 Hospital Road, Blackall
	Property description:	Lot 189 on B13811
	Day application was made:	2 February 2024
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Morcom Surveys C/-Murray & Associates (Qld) Pty
		Ltd
	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	PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status	
07/03/24	Surveyor	Proposal Request regarding subdividing two existing lots. Planning details One lot is within the Township zone and the other lot is in the Commercial precinct of the Township zone Both lots are partially affected by the flood hazard area. Advice The minimum lot size in the Commercial precinct is 600m² The minimum lot size in the Township zone is 800m² New lots where impacted by flooding should demonstrate a flood free building envelope or demonstrate that the lots are above the 1% AEP flood level Reconfiguring a lot in Township zone is subject to Code assessment Code assessment means a development application is required.	Closed	
14/03/24	State Government Entity	Proposal Notification of proposed government housing. Planning details The site is in the Township zone The site is affected by the flood hazard area. Advice As this was a notification only, no further action was required from a Council perspective.	Closed	
20/03/24	Landowner	Proposal Request about changing an existing approval.	Closed	

PLANNING	S ENQUIRIES		
Date received	Customer Details	Details of Enquiry	Status
		 Planning details The site is in the Commercial precinct of the Township zone The site is subject to an approval for a Commercial use. 	
		 Advice In order to change an existing approval the applicant will be required to lodge a Minor change application for Council's consideration Details of what information is required has been provided to the applicant. 	
21/03/24	Landowner	Proposal Request about establishing a Dwelling house on a vacant lot.	Closed
		 Planning details The site is in the Rural zone The site heavily affected by the flood hazard area. 	
		A Dwelling house where on a lot affected by flooding is subject to Code assessment in the Rural zone As the site is affected by flooding, the Dwelling house will need to be designed to address flooding A Code assessable development application will be required to be lodged with Council Subsequent building and plumbing approvals will be required.	
26/03/24	Landowner	Proposal Request about establishing a Warehouse.	Closed
		Planning details The site is in Commercial precinct of the Township zone The entire site is affected by the flood hazard area. Advice The entire site is affected by flooding and would have to be designed to address flooding The purpose of the Commercial precinct is to promote the	

PLANNING	ENQUIRIES		
Date received	Customer Details	Details of Enquiry	Status
		government and retail uses that service the region. Further, new developments are to create a highly attractive and permeable pedestrianbased built form that achieves a high standard of design and blends with the existing town character and streetscape • A warehouse is not a consistent use in the Commercial precinct and the building would not complement existing buildings in the commercial precinct. The application would be difficult to support • A Warehouse should either be located in the Industrial or Mixed use precinct of the Township zone • A Warehouse is subject to Impact assessment in the Commercial precinct of the Township zone • Impact assessment is the highest level of assessment and is subject to public notification and third party appeal rights.	
02/04/24	Landowner	 Proposal Request about building a carport. Planning details The site is in Industrial precinct of the Township zone The site contains an existing industrial use. Advice A carport would be considered building work The building work will not be assessable against the planning scheme and will not require planning approval Building approval may still be required. 	Closed
02/04/24	Landowner	Proposal Request regarding establishing an Air BnB type use. Planning details The site is in the Township zone The site contains an existing dwelling. Advice The proposal would be defined as Short-term accommodation	Closed

PLANNING	ENQUIRIES		
Date	Customer Details	Details of Enquiry	Status
received			
		 Short-term accommodation where reusing an existing dwelling and with a maximum of six guests is subject to Code assessment in the Township zone Code assessment means a development application will need to be lodged with Council for assessment. 	
PLANNING	AND DEVELOPMEN	NT CERTIFICATES	
Date received	Customer details	Туре	Status
Nil			
SURVEY PL	AN APPROVALS		
Nil			
EXEMPTIO	N CERTIFICATES		
Nil			

Link to Corporate Plan

Economic Development

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

Consultation (internal/external)

Chief Executive Officer Rates Officer Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 5.3

SUBJECT TITLE: Environmental Health Officer's Report
AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator
AUTHORISING OFFICER: Des Howard (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 March.

Background

Food Premises

- Food safety inspections were carried out. Minor issues were noted and raised with operators.
- Food related advice given by email and phone.

Environmental Management/Public Health

 Discussed with CEO. Potential of EHO conducting regular water testing of town water supply.

Link to Corporate Plan

Environment & Heritage

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

Outcome 4 - Waste Management - Best practice waste management.

Consultation (internal/external)

Chief Executive Officer Environmental Health Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 24 April 2024

ITEM NO: 5.4

SUBJECT TITLE: Ranger's Report

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

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

Officer's Recommendation:

That Council receive the Ranger's report for March 2024.

Background

Weed Control

Spray:

Mount Playfair Road

Tambo airstrip

Tambo Cemetery

Tambo Racecourse

Tambo SES/Fire Station, MPC and Office

Wild Dog Control

Scalps - Tambo 26 | Blackall 62

Agistment

Tarrina – 1256 ewes on Westbourne Road Lloyd Hills – 110 heifers on Bayrick Reserve

General

Drover trucked all cattle from Tambo Pound Yards on 13 March 2024.

Tambo Town Common muster has been rescheduled to 20 and 21 April 2024 due to wet weather.

Two new Santa bulls were purchased for the Tambo Common.

Rural Lands Officer attended the SRLOG meeting in Emerald.

Capital Works

Gum Holes – new tank delayed due to wet weather. Estimated completion date – end of April.

Glenusk – waiting for contractor to construct trough frame and fence around bore head and tank facility.

Tambo Pound Yards – one section is complete. The remainder will be completed after the Common muster.

Link to Corporate Plan

Environment & Heritage

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

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.5

SUBJECT TITLE: CUC RAPAD

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

Regional University Study Hubs help students in regional and remove areas access higher education without having to leave their community. They provide student support for students who study online.

Remote Area Planning and Development Board (RAPAD) has pursued funding for and establishment of a Regional University Study Hub for and in the RAPAD region. RAPAD applied for a grant in 2023 and was announced successful in mid-March 2024.

In the application, it was proposed that a new entity be established to operate and administer the CUC RAPAD (Country University Centre; proposed name was CUC RAPAD). In the funding application it was proposed that each RAPAD council will form the membership of the new entity, and if becoming members, would nominate a person to be their representative on the CUC RAPAD.

Officer's Recommendation:

That Council:

- 1. Agrees to become a member of the proposed CUC RAPAD; and
- 2. Nominates Cr Martin to act as director of the proposed CUC RAPAD.

Background

CUC RAPAD is an innovative model developed in conjunction with the seven local governments of Central Western Queensland operating under the organisation of the Remote Area Planning and Development Board (RAPAD), and the Country Universities Centre to provide educational support to a significantly large region of very remote inland Australia. This proposal on concept designed to demonstrate how a remote, low population Regional University Study Hub (RUSH) might successfully and sustainably be established and operated in the CWQ area as a pilot which, if successful, can then be scaled into other large, very remote, and lowly populated regions of Australia.

RAPAD has pursued funding for and establishment of a Regional University Study Hub for and in the RAPAD region. RAPAD applied for a grant in 2023 and was announced successful in mid-March 2024. In the application, it was proposed that a new entity be established to operate and administer the CUC RAPAD (Country University Centre; proposed name was CUC RAPAD). The CUC RAPAD is not part of, or legally connected to RAPAD.

In the funding application it was proposed that each RAPAD council will form the membership of the new entity, and if becoming members, would nominate a person to be their representative on the CUC RAPAD.

At the 5 April RAPAD board meeting, all 7 mayors present indicated their willingness to progress the establishment of the proposed CUC RAPAD.

Regional University Study Hubs help students in regional and remote areas access higher education without having to leave their community. They provide student support for students who study online.

The Local Government Association of Queensland (LGAQ) and councils worked together to secure extra hubs to provide benefits to giving young people the opportunity to stay and study in their communities.

The Regional University Study Hubs program aims to:

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

Each hub reflects the community it serves and is established with consideration of the:

- Geographic location of the study hub in relation to the community
- Population size, demographic and cultural needs of the local community
- Local industry and businesses in the area and the skills they need
- Location of local TAFE and VET providers.

Architectural concept plans have been prepared for the two heaviest capital refurbishments (budgeted in proposal) of Longreach and Blackall and in the smaller locations, fit for purpose council facilities have been identified. The proposed location for the Blackall is the old Blackall Hospital.

Link to Corporate Plan

Economic Development

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

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

Vibrant Communities

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

Consultation (internal/external)

Chief Executive Officer RAPAD

Policy Implications

Nil

Budget and Resource Implications

\$6000.00 for the 2023-2024 year.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council will be required to contribute to the program for the next 3 years.	Nil
Legal & Regulatory	Low	Nil	Nil
People	Low	The centres will provide a safe and supported learning centre for students within the region, enabling them to stay within the community.	Nil
Operational	Medium	Nil	Nil
Environmental	Medium	Nil	Nil
Strategic	Medium	Nil	Nil
Ethical	Low	Nil	Nil
Reputation	Low	Nil	Nil
Leadership	Low	Nil	Nil

Proposed Risk Treatment

The centres will provide enormous benefits to people who are studying and wish to stay in the community.

Attachments

1. CUC RAPAD Draft Constitution [5.5.1 - 30 pages]

DRAFT Constitution

CUC RAPAD Ltd

ACN XXX XXX XXX

A Public Company Limited by Guarantee

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Constitution of CUC RAPAD Ltd on registration [insert date].



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Definitions and interpretation

1.1 **Definitions**

In this Constitution, unless a contrary intention appears:

ACNC Act means the Australian Charities and Not-for-profits Commission Act 2012 (Cth).

Alternate Director means an individual appointed as an alternate director under clause 23.1.

Annual General Meeting has the same meaning as the term 'AGM' in the Corporations

ASIC means the Australian Securities and Investments Commission.

Company means CUC RAPAD Ltd being an Australian public company limited by guarantee established under the Corporations Act which bears the ACN XXX XXX XXX.

Constitution means this constitution as amended from time to time.

Corporations Act means the Corporations Act 2001 (Cth).

Director means an individual holding office as director of the Company.

Director Identification Number has the same meaning it has in the Corporations Act.¹

Directors means some or all of the Directors acting as a board.

General Meeting means a meeting of the Members of the Company and includes an Annual General Meeting.

Insolvency Event occurs where:

- an order is made or a resolution is passed by creditors for the winding up, (a) dissolution or external administration of the Member;
- (b) the Member enters into any arrangement, compromise or composition with or assignment for the benefit of its creditors or any class of them; or
- a controller, receiver, receiver and manager, official manager or other external (c) administrator is appointed to the Member.

Legal Capacity means, in relation to an individual, that the individual is at least 18 years of age, and that:

- in the Directors' reasonable assessment, the individual is capable of understanding (a) the nature and effect of their participation in the Company's affairs without the need of special assistance or explanation;
- (b) in the Directors' reasonable assessment, the individual is able to receive and understand communications and express their will in relation to the Company's affairs; or

At the time of registration of this Company, section 9 provides that a Director Identification Number means a director

⁽a) section 1272; or

⁽b) section 308-5 of the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth).



- (c) their person or estate is not liable to be dealt with under the laws relating to mental health:
 - (i) on a permanent or ongoing basis;
 - (ii) in an involuntary manner; or
 - (iii) on a court ordered basis.

Member means a person entered on the Register of the Company as a member.

Object means the object of the Company as set out in clause 2.

Region means the seven Local Government Areas comprising RAPAD including Barcaldine, Barcoo, Blackall-Tambo, Boulia, Diamantina, Longreach and Winton.

Register means the register of members under the Corporations Act and if appropriate includes a branch register.

Registered Office means the registered office for the time being of the Company.

Related Body Corporate has the same meaning it has in the Corporations Act.

Representative means an individual appointed to represent a corporate Member at a General Meeting in accordance with the Corporations Act.

Rule means a rule made by the Directors in accordance with clause 17.

Schedule means a Schedule to this Constitution.

Secretary means an individual appointed as a secretary of the Company in accordance with clause 18.2.

Special Resolution has the same meaning it has in the Corporations Act.²

Tax Act means the Income Tax Assessment Act 1997 (Cth).

Virtual Meeting Technology has the same meaning it has in the Corporations Act.3

1.2 Interpretation

In this Constitution, unless a contrary intention appears:

- (a) words importing any gender include all other genders;
- (b) the singular includes the plural and vice versa;
- (c) a reference to a clause is a reference to a clause in this Constitution unless otherwise stated:
- (d) a reference to a law includes regulations and instruments made under the law;

² At the time of registration of this Company, section 9 provides that a Special Resolution is a resolution:

⁽a) of which notice has been given to the Members in accordance with clause 8.3; and

⁽b) that has been passed by at least 75% of the votes cast by Members entitled to vote on the resolution.

³ At the time of registration of this Company, section 9 provides that Virtual Meeting Technology means any technology that allows a person to participate in a meeting without being physically present at the meeting.



- (e) a reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or the provision, whether by a state, a territory, the Commonwealth of Australia or otherwise;
- (f) a reference to a meeting includes a meeting by technology provided the technology gives the persons entitled to attend the meeting, as a whole, reasonable opportunity to participate without being physically present in the same place, and includes a General Meeting:
 - (i) at one or more physical venues;
 - (ii) at one or more physical venues and using Virtual Meeting Technology; or
 - (iii) using Virtual Meeting Technology only;
- (g) a reference to a person being present in person includes an individual participating in a meeting as described in clause 1.2(f);
- (h) a reference to a person being present includes an individual participating in a meeting in person or through a proxy, attorney or Representative;
- (i) a reference to a "place" includes the place or location where a General Meeting may be held, is held or is taken to be held under the Corporations Act if Virtual Meeting Technology is used in holding the meeting;
- a reference to a person includes a natural person, corporation or other body corporate;
- (k) "writing" and "written" includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise; and
- (I) Australian dollars, dollars, A\$ or \$ is a reference to the lawful currency of Australia.

1.3 Signing and electronic communication

Where, by a provision of this Constitution, a document including a notice is required to be signed or communicated, that requirement may be satisfied in any manner permitted by the applicable law of a state, a territory, or the Commonwealth of Australia relating to electronic signing and transmission of documents.

1.4 Corporations Act

- (a) In this Constitution unless the contrary intention appears:
 - expressions in this Constitution that deal with a matter dealt with by a particular provision of the Corporations Act have the same meaning as they have in the Corporations Act;
 - (ii) "section" means a section of the Corporations Act; and
 - (iii) while the Company is a registered charity under the ACNC Act:
 - (A) subject to clause 1.4(a)(iii)(B), the provisions of the Corporations Act in Part 2G.2 and Part 2G.3 apply as if section 111L(1) of the Corporations Act was not enacted; and
 - (B) if one of those provisions includes a reference to ASIC, including a reference to lodge any document with, or seek consent or approval from ASIC, that particular requirement does not apply to the Company.



(b) The provisions of the Corporations Act that apply as replaceable rules are displaced by this Constitution and accordingly do not apply to the Company.

1.5 Headings

Headings are inserted for convenience and are not to affect the interpretation of this Constitution.

2 Object of the Company

The Object of the Company is to pursue the following charitable purposes:

- to advance education by facilitating, delivering, promoting and providing access to university and higher education, including but not limited to:
 - serving as the primary point of contact for the delivery of university education and higher education in the Region;
 - facilitating and promoting education and career pathways between schools, vocational education and training providers, universities, higher education providers and industry;
 - (iii) coordinating and supporting research and partnerships, especially those which assist in the sustainable development of the Region; and
 - (iv) promoting and assisting lifelong learning and raising (Regional) community aspirations;
- (b) to act as trustee and to perform and discharge the duties and functions incidental thereto where this is incidental or conducive to the attainment of the Object; and
- (c) to do such other things as are incidental or conducive to the attainment of the Object, including the establishment of a public fund.⁴

3 Powers

The Company has the legal capacity and powers of:

- (a) an individual;
- (b) a body corporate under the Corporations Act; and
- (c) where the Company is a trustee, the trustee under the relevant trust instrument and laws related to trusts and trustees.

4 Application of income for Object only

4.1 Application of income and property

The income and the property of the Company, however derived:

- (a) must be applied solely towards the promotion of the Object; and
- (b) may not be paid or transferred to the Members, in whole or in part, either directly or indirectly by way of dividend, bonus, benefit or otherwise.

⁴ A public fund is a fund for receiving gifts from the public that is required to be established and maintained by certain deductible gift recipient categories from time to time under the Tax Act.



4.2 Payment in good faith

Clause 4.1 does not prevent payment, directly or indirectly, in good faith to a Member:

- (a) of reasonable remuneration for services to the Company in the ordinary course of business;
- (b) for goods supplied by the Member to the Company in the ordinary course of business:
- (c) of fair and reasonable interest on money borrowed by the Company in the ordinary course of business from the Member at a rate not exceeding that fixed for the purposes of this clause 4.2(c) by the Company in a General Meeting;
- (d) of reasonable rent or equivalent payment (including licence fees) for use of premises let by the Member to the Company; or
- (e) in furtherance of the Object.

5 Winding up

5.1 Guarantee by Members

- (a) Each Member undertakes to contribute an amount not to exceed \$1 to the Company's property if the Company is wound up while they are a Member, or within 1 year after they cease to be a Member.
- (b) On winding up of the Company, this contribution is for:
 - (i) payment of the Company's debts and liabilities;
 - (ii) the costs of winding up; and
 - (iii) adjustment of the rights of the contributories among themselves.

5.2 Application of property

- (a) Subject to clause 4.2(e), if any property remains on the winding up or dissolution of the Company after satisfaction of all its debts and liabilities, then, subject always to clause 5.3, that property may not be paid to or distributed among the Members but must be transferred to one or more funds or institutions:
 - (i) that have charitable purposes similar to, or inclusive of, the Object; and
 - (ii) are not-for-profit entities whose governing documents prohibit the distribution of its income and property among its members (if it has members) to at least the same extent as imposed on the Company under this Constitution.
- (b) The funds or institutions will be determined by the Members at or before the time of dissolution.

5.3 Application of property if deductible gift recipient

- (a) Where the Company has been endorsed as a deductible gift recipient under Subdivision 30-BA of the Tax Act:
 - (i) as an entity; or
 - (ii) in relation to a fund or institution it operates;



and

- (iii) the Company is wound up;
- (iv) the fund or institution is wound up; or
- (v) the endorsement under Subdivision 30-BA of the Tax Act is revoked;

then, after satisfaction of all debts and liabilities, any surplus:

- (vi) gifts of money or property for the principal purpose of the Company;
- (vii) contributions of money or property as described in item 7 or item 8 of the table in section 30-15 of the Tax Act in relation to a fundraising event held for the principal purpose of the Company; and
- (viii) money received by the Company because of such gifts or contributions

must be transferred to one or more funds or institutions that comply with clause 5.2 and are each deductible gift recipients.

(b) Where the Company operates more than one fund or institution for which it is a deductible gift recipient and its endorsement under Subdivision 30-BA of the Tax Act is revoked only in relation to one of those funds or institutions then it may transfer any surplus assets of that fund or institution remaining after payment of all liabilities to any other fund or institution for which it is endorsed as a deductible gift recipient.

6 Membership

6.1 Number of Members

- (a) The minimum number of Members of the Company will be 1.
- (b) The Members at the date of registration of the Company and any person the Directors admit to membership under clause 6.2 are the Members of the Company.

6.2 Admission as a Member

The Directors may admit any person as a Member if the person is eligible under clause 6.3 and makes an application in accordance with clause 6.4.

6.3 Membership criteria

To be eligible to be a Member, a person must:

- (a) be nominated by an existing Member;
- (b) consent in writing to become a Member; and
- (c) agree to be bound by this Constitution.

6.4 Membership process

- (a) The application for membership must be:
 - in such form as the Directors may from time to time prescribe, signed by the applicant and returned to the Company as directed on the form; and
 - (ii) accompanied by the membership fee, if any, prescribed by the Directors.

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- (b) Each application for membership must be considered by the Directors within a reasonable time after the application is made.
- (c) When an applicant has been accepted or rejected for membership the Secretary must notify the applicant of the decision of the Directors within a reasonable period.

6.5 Directors' discretion to admit or refuse admission as a Member

The Directors have the discretion to refuse any person admission as a Member without giving any reason for refusing.

6.6 Registration as Member

If the Directors accept an application for membership, as soon as practicable, the Directors must cause the name of the person to be entered in the Register.

6.7 Membership fees

The Members must pay such membership fees as prescribed from time to time by the Directors.

6.8 Register

- (a) The Company must establish and maintain a Register. The Register must be kept by the Secretary and must contain:
 - (i) for each current Member:
 - (A) name;
 - (B) address;
 - (C) any alternative address nominated by the Member for the service of notice; and
 - (D) date the Member was entered on to the Register.
 - (ii) for each person who stopped being a Member in the last 7 years:
 - (A) name;
 - (B) address;
 - (C) any alternative address nominated by the Member for the service of notices; and
 - (D) date the membership started and ended.
- (b) The Company must provide access to the Register in accordance with the Corporations Act.

7 Ceasing to be a Member

7.1 Cessation of membership

A Member ceases to be a Member on:

- (a) in the case of an individual, death or, in the case of a body corporate, its ceasing to exist;
- (b) resignation by written notice to the Company having immediate effect or with effect from a specified date in the notice;
- (c) failing to pay any fee that may be prescribed by the Directors from time to time within 12 months after the fee was due and payable;



- (d) failing to respond to correspondence sent by the Company to the contact details entered on the Register for the purpose of confirming their membership and/or contact details within 3 months of the date of correspondence and the Directors determine, in their discretion, to remove the Member's name from the Register;
- (e) in the case of an individual, not having Legal Capacity;
- in the case of a body corporate, immediately before the Member becoming subject to an Insolvency Event;
- in the case of an individual, becoming bankrupt or insolvent or making an arrangement or composition with creditors of a person's joint or separate estate generally;
- the passing of a resolution by the Directors or Members in General Meeting in accordance with clause 7.2; or
- (i) that Member ceasing to be a Director.

7.2 Termination of membership

- (a) Subject to this Constitution, the Directors or Members in General Meeting may at any time terminate the membership of a Member if the Member:
 - refuses or neglects to comply with this Constitution or any applicable Rules made by the Directors;
 - (ii) engages in conduct which in the opinion of the Directors is unbecoming of the Member or prejudicial to the interests of the Company; or
 - (iii) fails to pay any debt due to the Company within a period of 3 months after the date for payment (such debt not including a fee referred to in clause 7.1(c)).
- (b) For a decision of the Directors or the Members in General Meeting under clause 7.2(a) to be effective, the general nature of the allegations made against the Member must be notified to the Member in writing and the Member must be given a reasonable opportunity to respond.
- (c) If a dispute arises regarding the termination of a Member's membership under this clause 7.2, the dispute resolution procedure contained in clause 28 must be followed and, for the purposes of clause 28.1, written notification under clause 7.2(b) will be the notice of the dispute (as defined in clause 28.1).

7.3 Limited liability

The Members have no liability as Members except as set out in clause 5.1.

8 General Meetings

8.1 Annual General Meetings

Annual General Meetings are to be held in accordance with the Corporations Act.

8.2 Convening a General Meeting

The Directors may convene and arrange to hold a General Meeting when they think fit and must do so if required to do so under the Corporations Act.



8.3 Notice of a General Meeting

- (a) Notice of a General Meeting must be given in accordance with the Corporations Act and served in accordance with clause 33.
- (b) A Director is entitled to receive notice of and to attend all General Meetings and is entitled to speak at those meetings.

8.4 Calculation of period of notice

In computing the period of notice under clauses 8.3 and 8.6(c), both the day on which the notice is given or taken to be given and the day of the meeting convened by it are to be disregarded.

8.5 Cancellation or postponement of General Meeting

- (a) Where a General Meeting is convened by the Directors they may by notice, whenever they think fit, cancel the meeting or postpone the holding of the meeting to a date and time determined by them.
- (b) This clause 8.5 does not apply to a meeting convened in accordance with the Corporations Act by Members, by the Directors on the request of Members or to a meeting convened by a Court.

8.6 Notice of cancellation or postponement of a meeting

- (a) Notice of cancellation, postponement or change of place of a General Meeting must state the reason for cancellation or postponement and be given:
 - (i) to each Member individually; and
 - (ii) to each other person entitled to be given notice of a General Meeting under the Corporations Act.
- (b) A notice of postponement of a General Meeting must specify:
 - (i) the postponed date and time for the holding of the meeting;
 - (ii) a place for the holding of the meeting which may be either the same as or different from the place specified in the notice convening the meeting; and
 - (iii) if the meeting is to be held in 2 or more places, the technology that will be used to facilitate the holding of the meeting in that manner.
- (c) The number of days from the giving of a notice postponing the holding of a General Meeting to the date specified in that notice for the holding of the postponed meeting must not be less than the number of days' notice of the General Meeting required to be given under clause 8.3.

8.7 Business at postponed meeting

The only business that may be transacted at a General Meeting the holding of which is postponed is the business specified in the original notice convening the meeting.

8.8 Proxy at postponed meeting

Where by the terms of an instrument appointing a proxy:

(a) the proxy is authorised to attend and vote at one or more General Meetings to be held on or before a specified date; and



 (b) the date for holding the meeting is postponed to a date later than the date specified in the instrument of proxy;

then, by operation of this clause 8.8, that later date is substituted for and applies to the exclusion of the date specified in the instrument of proxy, unless the Member appointing the proxy gives to the Company at its Registered Office notice in writing to the contrary not less than 48 hours before the time to which the holding of the meeting has been postponed.

8.9 Non-receipt of notice

The non-receipt of notice of a General Meeting or the convening, cancellation or postponement of a General Meeting by, or the accidental omission to give notice of a General Meeting or the convening, cancellation or postponement of a General Meeting to, a person entitled to receive notice does not invalidate any resolution passed at the General Meeting or at a postponed meeting or the convening, cancellation or postponement of a meeting.

9 Proceedings at General Meetings

9.1 Number of a quorum

- (a) A majority of Members or 10 Members, whichever is the lesser number, present are a quorum at a General Meeting.
- (b) In determining whether a quorum is present, each individual attending as a proxy appointed under clause 9.15 is to be counted, except that:
 - where a Member has appointed more than one proxy, only one is to be counted; and
 - (ii) where an individual (whether a Member or not) is attending holding more than one proxy, that individual is to be counted only once.

9.2 Requirement for a quorum

- (a) An item of business may not be transacted at a General Meeting unless a quorum is present when the meeting proceeds to consider it.
- (b) If a quorum is present at the time the first item of business is transacted, it is taken to be present when the meeting proceeds to consider each subsequent item of business unless the chairperson of the meeting (on the chairperson's own motion or at the request of a Member or proxy who is present) declares otherwise.

9.3 If quorum not present

If within 15 minutes after the time appointed for a meeting a quorum is not present, the meeting:

- (a) if convened at the request of Members, is dissolved; and
- (b) in any other case, stands adjourned to the same day in the next week and the same time and place, or to such other day, time and place as the Directors appoint by notice to the Members and others entitled to notice of the meeting.

9.4 Adjourned meeting

At a meeting adjourned under clause 9.3(b), 2 Members present at the meeting are a quorum. If a quorum is not present within 15 minutes after the time appointed for the adjourned meeting, the meeting is dissolved.



9.5 Appointment and powers of chairperson of General Meeting

If the Directors have elected one of their number as chairperson of their meetings under clause 22.1, that person is also entitled to preside as chairperson at a General Meeting.

9.6 Absence of chairperson at General Meeting

If a General Meeting is held and:

- (a) a chairperson has not been elected by the Directors; or
- (b) the elected chairperson is not present within 15 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the following persons may preside as chairperson of the meeting (in order of precedence):

- (c) the deputy chairperson if a Director has been so elected by the Directors under clause 22.1: or
- (d) a Director or Member elected by the Members present in person to preside as chairperson of the meeting.

9.7 Conduct of a General Meeting

- (a) The chairperson of a General Meeting:
 - has charge of the general conduct of the meeting and of the procedures to be adopted at the meeting;
 - (ii) may require the adoption of any procedure which is, in the chairperson's opinion, necessary or desirable for proper and orderly debate or discussion and the proper and orderly casting or recording of votes at the General Meeting; and
 - (iii) may, having regard where necessary to the Corporations Act, terminate discussion or debate on any matter whenever the chairperson considers it necessary or desirable for the proper conduct of the meeting.
- (b) A decision by the chairperson under this clause 9.7 is final.

9.8 Adjournment of a General Meeting

- (a) The chairperson of a General Meeting may at any time during the meeting adjourn the meeting or any business, motion, question, resolution, debate or discussion being considered or remaining to be considered by the meeting either to a later time at the same meeting or to an adjourned meeting at any time and any place, but:
 - in exercising the discretion to do so, the chairperson may, but need not, seek the approval of the Members present; and
 - (ii) only unfinished business is to be transacted at a meeting resumed after an adjournment.
- (b) Unless required by the chairperson, a vote may not be taken or demanded by the Members present in person or by proxy in respect of any adjournment.



9.9 Notice of an adjourned General Meeting

It is not necessary to give any notice of an adjournment or of the business to be transacted at any adjourned General Meeting unless it is adjourned for 1 month or more. In that case, notice of the adjourned meeting must be given as in the case of an original meeting.

9.10 Questions decided by majority

Subject to the requirements of the Corporations Act, a resolution at a General Meeting is taken to be carried if a simple majority of the votes cast on the resolution are in favour of it.

9.11 Equality of votes – no casting vote for chairperson

If there is an equality of votes, either on a show of hands or on a poll, then the chairperson of the meeting is not entitled to a casting vote in addition to any votes to which the chairperson is entitled as a Member or proxy or attorney or Representative, and consequently the resolution fails.

9.12 Voting at a General Meeting

- (a) At any General Meeting a resolution put to the vote of the meeting must be decided on:
 - (i) a show of hands; or
 - (ii) where the meeting is being conducted by Virtual Meeting Technology, such other similar method as determined by the chairperson,

unless a poll is properly demanded, and the demand is not withdrawn.

- (b) A declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously, or by a particular majority, or lost, is conclusive evidence of the fact.
- (c) Neither the chairperson nor the minutes need state and it is not necessary to prove the number or proportion of the votes recorded in favour of or against the resolution.

9.13 Poll

If a poll is demanded at a General Meeting:

- (a) it must be taken in the manner and at the date and time directed by the chairperson and the result of the poll is the resolution of the meeting at which the poll was demanded;
- (b) on the election of a chairperson or on a question of adjournment, it must be taken immediately;
- (c) the demand may be withdrawn; and
- (d) the demand does not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll has been demanded.

9.14 Votes of Members

(a) Every Member has one vote.



- (b) Subject to this Constitution, including clause 9.14(c):
 - on a show of hands at a General Meeting, each Member present in person and each other person present as a proxy of a Member has one vote; and
 - (ii) on a poll at a General Meeting, each Member present in person has one vote and each person present as proxy of a Member has one vote for each Member that the person represents.
- (c) If the proxy has 2 or more appointments that specify different ways to vote on the resolution, the proxy must not vote on a show of hands.

9.15 Right to appoint proxy

- (a) Subject to the Corporations Act, a Member entitled to attend a General Meeting is entitled to appoint another person (whether a Member or not) as proxy to attend in the Member's place at the meeting. A proxy has the same right as the Member to speak and vote at the meeting and may be appointed in respect of more than one meeting.
- (b) The instrument appointing a proxy must be in writing signed by the appointor or their attorney duly authorised in writing or, if the appointor is a corporation, either under seal or signed by an officer or attorney duly authorised.
- (c) The instrument appointing a proxy will be deemed to confer authority to demand or join in demanding a poll.
- (d) A Member is entitled to instruct their proxy to vote in favour of or against any proposed resolutions. The proxy may vote as they think fit unless otherwise instructed.
- (e) The instrument appointing a proxy may be in the form set out in Schedule 1 to this Constitution.
- (f) The instrument appointing a proxy (along with a certified copy of the power of attorney or other authority, if any, under which it is signed) must be received at:
 - (i) the Registered Office;
 - (ii) such other place within the state or territory in which the Company has its Registered Office, or to an email address, as is specified for that purpose in the notice convening the meeting; or
 - (iii) if the notice convening the meeting specifies other electronic means by which a proxy document may be received by the Company, by those other electronic means,

not less than 48 hours before the time for holding the meeting or adjourned meeting or, in the case of a poll, not less than 24 hours before the time appointed for the taking of the poll. Documents received after this time will not be treated as valid.

- (g) The Company receives a document referred to in clause 9.15(f):
 - if the document is given by other electronic means as specified for that purpose in the notice convening the meeting, when the document is received by the Company as prescribed by the Corporations Act; and
 - (ii) otherwise, when the document is received at:



- (A) the Registered Office; or
- (B) a place specified for the purpose in the notice of meeting.

9.16 Validity of vote in certain circumstances

Unless the Company has received written notice of the matter before the start or resumption of a General Meeting at which a person votes as a proxy, attorney or Representative, a vote cast by that person is valid even if, before the person votes:

- (a) the appointing Member dies;
- (b) the Member revokes the appointment or authority; or
- (c) the Member is mentally incapacitated.

9.17 Objection to voting qualification

- (a) An objection to the right of a person to attend or vote at a General Meeting or adjourned meeting:
 - (i) may not be raised except at that meeting or adjourned meeting; and
 - (ii) must be referred to the chairperson of that meeting, whose decision is final
- (b) A vote not disallowed under the objection is valid for all purposes.

10 Circular resolutions of Members

- (a) Subject to clause 10(b), the Members may pass any resolution that the Corporations Act or this Constitution requires or permits to be passed at a General Meeting in the manner set out in this clause without holding a General Meeting.
- (b) A resolution under this clause 10 cannot be used:
 - for a resolution to remove an auditor, appoint a Director or remove a Director under section 203D of the Corporations Act;
 - (ii) for passing a special resolution; or
 - (iii) where the Corporations Act or this Constitution requires a meeting to be held
- (c) A resolution under this clause 10 is passed if each Member entitled to vote on the resolution signs a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Members if the wording of the resolution and statement is identical in each copy.
- (d) The resolution is passed when the last Member signs.
- (e) The Company must notify the auditor (if any) as soon as possible that a circular resolution has or will be put to Members, and set out the wording of the resolution. A failure to do so does not invalidate the resolution.

11 Sole Membership

Where the Company only has one Member:

(a) clauses 6.7, 8, 9 and 10 do not apply to the Company; and



(b) the Company may pass a resolution by the Member recording it and signing the record and recording it in the minute book of the Company.

12 Directors

12.1 Number of Directors

The number of Directors must be such number between 3 and 9 as the Members determine. In the absence of any such determination, the number of Directors will be 5.

12.2 Directors elected at General Meeting

The Company may, at a General Meeting at which:

- (a) a Director retires or otherwise vacates office; or
- (b) a Director vacancy exists by operation of clause 12.1 or otherwise,

by resolution fill the vacated office by electing an individual to that office.

12.3 Qualification of Directors

- (a) To be eligible for the office of Director an individual must:
 - (i) have a Director Identification Number; and
 - (ii) subject to clause 12.3(b), consent in writing to act as a Director.
- (b) Where an individual is seeking election at a General Meeting for the first time, the signed consent must be lodged at the Registered Office at least 28 days (or such other period as determined by the Directors) before the date fixed for the holding of the General Meeting.
- (c) In the event that it is required under a law, regulation or guideline applicable to the Company⁵, the Company must ensure that a majority of the Directors are individuals who have the requisite level or degree of responsibility to the general public.

12.4 Terms and retirement of a Director

- (a) Subject to clause 12.4(b), a Director is elected for a term of 2 years.
- (b) At each Annual General Meeting, any Director who has held office for 2 years or more since last being elected, must retire from office but subject to clause 12.5 is eligible for reappointment. A retiring Director holds office until the conclusion of the meeting at which that Director retires.
- (c) The Members may by ordinary resolution increase or decrease the period of time for which a Director holds office under clause 12.4(a).
- (d) In addition to the right to remove Directors under section 203D of the Corporations Act, the Members may by ordinary resolution remove any Director before the expiration of that Director's period of office, and may by an ordinary resolution appoint another person in the place of that Director.

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⁵ Such as where the Company or its public fund is endorsed as a deductible gift recipient and this is a condition for such endorsement.



12.5 Reappointment of a Director

A Director is entitled to seek reappointment as a Director on 3 occasions provided that a Director's period of continuous service to the Company does not exceed a period of 8 years, excluding any period of service under clause 12.6, unless the Members, by ordinary resolution in General Meeting or unanimous written resolution, elect to waive this requirement for a particular Director.

12.6 Casual vacancy

- (a) The Directors may at any time appoint any person meeting the requirements of clause 12.3 to be a Director to fill a casual vacancy, provided the total number of Directors does not exceed the number determined in clause 12.1.
- (b) A Director appointed under clause 12.6(a) holds office until the conclusion of the next Annual General Meeting but is eligible for election at that meeting.

12.7 Appointment of officers

The Directors are to appoint the other officers with such frequency as the Directors from time to time determine.

13 Remuneration of Directors

The Directors must not be paid any remuneration for their services as Directors.

14 Expenses of Directors

- (a) A Director is entitled to be reimbursed out of the funds of the Company for such reasonable travelling, accommodation and other expenses as the Director may incur when travelling to or from meetings of the Directors or a committee of Directors or when otherwise engaged on the business of the Company.
- (b) Any payment to a Director must be approved by the Directors.

15 Vacation of office of Director

In addition to the circumstances in which the office of a Director becomes vacant under the Corporations Act, the office of a Director becomes vacant if the Director:

- (a) ceases to be eligible under clause 12.3;
- (b) resigns from the office by notice in writing to the Company having immediate effect or with effect from a specified date in the notice;
- (c) is not present at 3 successive meetings of the Directors without leave of absence from the Directors;
- (d) does not have Legal Capacity;
- becomes insolvent or bankrupt, compounds with their creditors, or assigns their estate for the benefit of their creditors:
- becomes prohibited, disqualified or removed from being a Director by reason of any order of any court of competent jurisdiction or regulator; or
- (g) dies.



16 Powers and duties of Directors

16.1 Directors to manage the Company

The Directors are to manage the business of the Company and may exercise all the powers of the Company that are not, by the Corporations Act or by this Constitution, required to be exercised by the Company in General Meeting.

16.2 Specific powers of Directors

Without limiting the generality of clause 16.1, and subject to any trusts relating to the assets of the Company, the Directors may exercise all the powers of the Company to:

- (a) borrow or raise money;
- (b) charge any property or business of the Company; and
- (c) give any security for a debt, liability or obligation of the Company or of any other person.

16.3 Compliance with duties

While the Company is a registered charity under the ACNC Act, each Director must comply with the duties described in governance standard 5 as set out in the regulations made under the ACNC Act and such other obligations as apply under the ACNC Act or the Corporations Act from time to time.

16.4 Delegation

- (a) The Directors may resolve to delegate any of their powers to:
 - (i) a committee in accordance with clause 27;
 - (ii) a Director;
 - (iii) an employee of the Company on terms and subject to any restrictions to be decided by the Directors; or
 - (iv) any other person on terms and subject to any restrictions to be decided by the Directors.
- (b) The power may be delegated for such time as determined by the Directors and the Directors may at any time revoke or vary the delegation.
- (c) The delegate must exercise the powers delegated in accordance with any directions of the Directors, and the exercise of the power by the delegate is as effective as if the Directors had exercised it.
- (d) The Directors may continue to exercise any power they have delegated.

17 Rules

Subject to this Constitution, the Directors may from time to time by resolution make and rescind or alter Rules which are binding on the Directors and Members for the management and conduct of the business of the Company.



18 Chief Executive Officer, Secretary and Public Officer

18.1 Chief Executive Officer

- (a) The Directors may appoint a Chief Executive Officer on such terms and conditions (including as to remuneration) as they think fit.
- (b) The Directors may delegate any of their powers to the Chief Executive Officer and the Chief Executive Officer must exercise those powers:
 - (i) in accordance with the terms and subject to any restrictions or the directions of the Directors; and
 - (ii) so as to be concurrent with, or to the exclusion of, the powers of the Directors.

and may revoke the delegation at any time.

(c) The Chief Executive Officer may be invited to attend all meetings of the Directors, but may not hold the office of a Director and is not entitled to vote.

18.2 Secretary

- (a) There must be at least one Secretary who is to be appointed by the Directors.
- (b) The Directors may suspend or remove a Secretary from that office.
- (c) A Secretary holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, as determined by the Directors. The exercise of those powers and authorities and the performance of those duties by a Secretary are subject at all times to the control of the Directors.

18.3 Public Officer

The Directors must appoint a person as Public Officer of the Company in accordance with the *Income Tax Assessment Act 1936* (Cth).

19 Appointment of attorney

- (a) By power of attorney, the Directors may appoint any person to be an attorney of the Company, with such powers, authorities and discretions of the Directors as the Directors think fit and for such purposes, period and conditions as determined by the Directors.
- (b) A power of attorney granted under clause 19(a) may contain any provisions for the protection and convenience of the attorney and persons dealing with the attorney that the Directors think fit and may also authorise the attorney to delegate (including by way of appointment of a substitute attorney) all or any of the powers, authorities and discretions of the attorney.

20 Conflicts of interest

20.1 Disclosure of conflict of interest

A Director must disclose the nature and extent of any actual or perceived material conflict of interest in a matter that is being considered at a meeting of Directors (or that is proposed in a circular resolution):

(a) to the Directors; or



(b) if all of the Directors have the same conflict of interest, to the Members at the next General Meeting, or at an earlier time if reasonable to do so.

20.2 Disclosure recorded in minutes

The disclosure of a conflict of interest by a Director must be recorded in the minutes of the meeting.

20.3 Material personal interest

Each Director who has a material personal interest in a matter that is being considered at a meeting of the Directors (or that is proposed in a circular resolution) must not, except as provided under clause 20.4:

- (a) be present at the meeting while the matter is being discussed; or
- (b) vote on the matter.

20.4 Present and voting

A Director with a material personal interest in a matter may still be present and vote if:

- their interest arises because they are a Member of the Company and the other Members have the same interest;
- (b) their interest arises in relation to remuneration as a Director of the Company;
- (c) their interest relates to an insurance contract that insures, or would insure, the Director against liabilities that the Director incurs as a Director of the Company (see clause 34.2);
- (d) their interest relates to a payment by the Company under clause 34.1, or any contract relating to an indemnity that is allowed under the Corporations Act;
- (e) ASIC makes an order allowing the Director to vote on the matter; or
- (f) the Directors who do not have material personal interest in the matter pass a resolution that:
 - identifies the Director, the nature and extent of the Director's interest in the matter and how it related to the affairs of the Company; and
 - states that those Directors are satisfied that the interest should not stop the Director from voting or being present.

21 Proceedings of Directors

21.1 Directors' meetings

- (a) The Directors may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.
- (b) A Director may at any time, and the Secretary must on the written request of a Director, convene a meeting of the Directors.

21.2 Questions decided by majority

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote, and that decision is for all purposes a decision of the Directors.



21.3 Alternate Director and voting

- (a) A person who is present at a Directors' meeting as an Alternate Director:
 - is entitled to participate and vote in the appointor's place if the appointor would have been entitled to vote and does not participate in that meeting;
 - (ii) has one vote for each person for whom they have been appointed as Alternate Director.
- (b) If that person is also a Director, then that person also has one vote as a Director in that capacity.

22 Chairperson and deputy chairperson of Directors

22.1 Election of chairperson and deputy chairperson

The Directors may elect from their number a chairperson and a deputy chairperson of their meetings and may also determine the period for which the persons elected as chairperson and deputy chairperson are to hold office.

22.2 Absence of chairperson at Directors' meeting

If a Directors' meeting is held and:

- (a) a chairperson has not been elected under clause 22.1; or
- (b) the chairperson is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the deputy chairperson, if elected under clause 22.1, must be the chairperson of the meeting or, if the deputy chairperson is not present, the Directors present must elect one of their number to be a chairperson of the meeting.

22.3 No casting vote for chairperson at Directors' meetings

In the event of an equality of votes cast for and against a resolution, the chairperson of the Directors' meeting does not have a second or casting vote, and consequently the resolution will not be passed.

23 Alternate Director

23.1 Appointment

- (a) Subject to the Corporations Act, a Director may appoint a person, with the approval of the Directors, to be an Alternate Director in the Director's place during such period as the Director thinks fit. The approval of the Alternate Director's appointment may be withdrawn by the Directors at any time.
- (b) Subject to the Corporations Act, an appointment of an Alternate Director must be effected by a notice in writing signed by the Director who makes or made the appointment, and delivered to the Company.

23.2 Notice

An Alternate Director is entitled to notice of all meetings of the Directors.



23.3 Alternate Director's powers

An Alternate Director may exercise all the powers of the appointor except the power to appoint an Alternate Director and, subject to the Corporations Act, may perform all the duties of the appointor except to the extent that the appointor has exercised or performed them.

23.4 Alternate Director responsible for own acts and defaults

Whilst acting as a Director, an Alternate Director:

- (a) is an officer of the Company and not the agent of the appointor; and
- (b) is responsible to the exclusion of the appointor for the Alternate Director's own acts and defaults.

23.5 Alternate Director and remuneration

An Alternate Director is entitled to receive from the Company any remuneration or benefit of the Director in whose place the Alternate Director is standing.

23.6 Termination of appointment of Alternate Director

The appointment of an Alternate Director may be terminated at any time by the appointor even if the period, if any, of the appointment of the Alternate Director has not expired, and terminates in any event if the appointor ceases to be a Director.

23.7 Termination in writing

The termination of an appointment of an Alternate Director must be effected by a notice in writing signed by the Director who made the appointment and delivered to the Company.

23.8 Alternate Director and number of Directors

An Alternate Director is not to be taken into account separately from the appointor in determining the number of Directors.

24 Quorum for Directors' meeting

- (a) At a meeting of Directors, the number of Directors whose presence in person is necessary to constitute a quorum is as determined by the Directors, and, unless so determined, is a majority of Directors holding office.
- (b) The Directors may act despite a vacancy in their number. If their number is reduced below the minimum fixed by clause 12.1, the Directors may, except in an emergency, act only for the purpose of filling vacancies to the extent necessary to bring their number up to that minimum or to convene a General Meeting.

25 Circular resolutions of Directors

- (a) The Directors may pass a resolution without a Directors' meeting being held in the manner set out in this clause.
- (b) A circular resolution is passed if each Director entitled to vote on the resolution signs a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Directors if the wording of the resolution and statement is identical in each copy.
- (c) The resolution is passed when the last Director signs.



26 Validity of acts of Directors

All acts done at a meeting of the Directors or of a committee of Directors, or by a person acting as a Director, are taken as valid as if the relevant person had been duly appointed or had duly continued in office and was qualified and entitled to vote, even if it is afterwards discovered that:

- there was a defect in the appointment or continuance in office of a person as a Director or of the person so acting; or
- (b) a person acting as a Director was disqualified or was not entitled to vote.

27 Committees

27.1 Delegation to committees

- (a) The Directors may delegate any of their powers, to a committee consisting of one or more Directors and such other persons as they think fit and may revoke the delegation at any time.
- (b) A committee to which any powers have been delegated under clause 27.1(a) must exercise those powers:
 - in accordance with the terms and subject to any restrictions and any directions of the Directors; and
 - (ii) so as to be concurrent with, or to the exclusion of, the powers of the Directors

and a power so exercised is taken to have been exercised by the Directors.

27.2 Meetings of committees

A committee may meet and adjourn as it thinks proper.

27.3 Chairperson of a committee

The members of a committee may elect one of their number as chairperson of their meetings. If a meeting of a committee is held and:

- (a) a chairperson has not been elected; or
- (b) the chairperson is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the committee members involved may elect one of their number to be chairperson of the meeting.

27.4 Determination of questions

- (a) Questions arising at a meeting of a committee are to be determined by a majority of votes of the members present and voting.
- (b) In the event of an equality of votes, the chairperson of the meeting does not have a casting vote.



28 Dispute resolution

28.1 Handling a dispute

Where there is a dispute, grievance or other disagreement between a Member and the Company, whether arising out of the application of this Constitution, the Rules or otherwise (**Dispute**), then either party must, prior to the commencement of any proceedings in a Court or Tribunal or before any authority or board, notify the other in writing of the nature of the Dispute, and the following must occur:

- the Member and the Company must in the period of 14 days from the service of the notice of the Dispute (Initial Period) use their best endeavours to resolve the Dispute;
- (b) if the Company and the Member are unable to resolve the Dispute within the Initial Period, then the Dispute must be referred for mediation to a mediator agreed by the Member and the Company;
- (c) if the disputants are unable to agree on a mediator within 7 days of the expiration of the Initial Period, the Member or the Company may request the chairperson of Resolution Institute⁶ to nominate a mediator to whom the Dispute will be referred;
- (d) the costs of the mediation must be shared equally between the Member and the Company; and
- (e) where:
 - the party receiving the notice of the Dispute fails to attend the mediation required by clause 28.1(b);
 - the mediation has not occurred within 6 weeks of the date of the notice of the Dispute; or
 - (iii) the mediation fails to resolve the Dispute;

then the party serving the notice of Dispute will be entitled to commence any proceedings in a Court or Tribunal or before any authority or board in respect of the Dispute.

28.2 Urgent interlocutory relief

The procedure in clause 28.1 will not apply in respect of proceedings for urgent interlocutory relief.

29 Execution of documents

Documents executed for and on behalf of the Company must be executed by:

- (a) 2 Directors;
- (b) a Director and the Secretary; or
- (c) such other persons as the Directors by resolution appoint from time to time.

26

⁶ Resolution Institute is a not-for-profit organisation facilitating dispute resolution – further information can be found at www.resolution.institute.



30 Accounts

- (a) The Directors must cause proper financial records to be kept and, if required by a law, regulation or guideline applicable to the Company or otherwise considered by the Directors to be appropriate, cause the accounts of the Company to be audited or reviewed accordingly.
- (b) The Directors must distribute to the Members copies of the annual financial reports of the Company accompanied by a copy of the report of the auditor or reviewer (as required) and report of Directors in accordance with the requirements of a relevant law, regulation or guideline.

31 Seals

31.1 Safe custody of common seals

The Directors must provide for the safe custody of any seal of the Company.

31.2 Use of common seal

If the Company has a common seal or duplicate common seal:

- (a) it may be used only by the authority of the Directors, or of a committee authorised by the Directors to authorise its use; and
- (b) every document to which it is affixed must be signed by a Director and be countersigned by another Director, a Secretary or another person appointed by the Directors to countersign that document or a class of documents in which that document is included.

32 Inspection of records

32.1 Inspection by Members

Subject to the Corporations Act, the Directors may determine whether and to what extent, and at what times and places and under what conditions, the accounting records and other documents of the Company or any of them will be open to inspection by the Members (other than Directors).

32.2 Right of a Member to inspect

A Member (other than a Director) does not have the right to inspect any document of the Company except as provided by law or authorised by the Directors or by the Company in General Meeting.

33 Service of documents

33.1 Document includes notice

In this clause 33, a reference to a document includes a notice.

33.2 Methods of service

- (a) The Company may give a document to a Member or Director:
 - (i) personally;
 - (ii) by sending it by post to the address for the Member or Director in the Register or an alternative address nominated by the Member or Director;



- (iii) by sending it to an electronic address nominated by the Member or Director; or
- (iv) by any other method of service provided by the Corporations Act.
- (b) A Member or Director may give a document to the Company:
 - (i) by serving it on the Company at the Registered Office;
 - (ii) by sending it by post to the Registered Office; or
 - (iii) by sending it to the electronic address nominated by the Company.
- (c) A Member may elect to be sent notices of General Meetings and certain other documents that are required or permitted to be sent to a Member by the Company under the Corporations Act either in physical form; or in electronic form by notifying the Company of the election.
- (d) Except in relation to service of a document referred to in clause 9.15(f), a document is taken to be given:
 - (i) if it is sent by post, on the 3rd business day after the date of its posting;
 - (ii) if it is sent by electronic transmission:
 - (A) by properly addressing and transmitting the electronic transmission; and
 - (B) if the document is properly addressed and transmitted in accordance with clause 33.2(d)(ii)(A), on the day following its transmission; and
 - (iii) if it is given in any other way permitted under the Corporations Act, then when it is taken to have been given under the Corporations Act.

33.3 Evidence of service

A certificate in writing signed by a Director or a Secretary stating that a document was sent to a Member or Director by post or electronic transmission on a particular date is prima facie evidence that the document was so sent on that date.

34 Indemnity and insurance

34.1 Indemnity

- (a) The Company must indemnify any current or former Director, Secretary or executive officer of the Company or of a Related Body Corporate of the Company out of the property of the Company against:
 - (i) every liability incurred by the person in that capacity; and
 - (ii) all legal costs incurred in defending or resisting (or otherwise in connection with) proceedings, whether civil or criminal or of an administrative or investigatory nature, in which the person becomes involved because of that capacity;

except to the extent that:

(iii) the Company is forbidden by law (including the Corporations Act) to indemnify the person against the liability or legal costs;



- (iv) an indemnity by the Company of the person against the liability or legal costs would, if given, be made void by any law; or
- (v) the person is entitled to be, and is actually, indemnified by another person (including an insurer under any insurance policy).
- (b) The indemnity is a continuing obligation and is enforceable by a person even though they are no longer a Director, Secretary or executive officer of the Company, or of a Related Body Corporate of the Company.

34.2 Insurance

The Company may pay or agree to pay, whether directly or through an interposed entity, a premium for a contract insuring a person who is or has been a Director or Secretary or executive officer of the Company or of a Related Body Corporate of the Company against liability arising out of conduct by the person in that capacity (**Relevant Conduct**), including a liability for legal costs, unless:

- the Company is forbidden by law to pay or agree to pay the premium in respect of the Relevant Conduct (whether or not the law applies in the particular case); or
- (b) the contract would, if the Company paid the premium, be made void by any law (including the Corporations Act).

34.3 Contract

The Company may enter into an agreement with a person referred to in clauses 34.1 and 34.2 with respect to the matters covered by these clauses. An agreement entered into in accordance with this clause 34 may include provisions relating to rights of access to the books of the Company conferred by the Corporations Act or otherwise by law.

35 Amendment to Constitution

- (a) Subject to clause 35(c), this Constitution may only be amended by Special Resolution.
- (b) While the Company is a registered charity under the ACNC Act, the Members must not pass a Special Resolution that amends this Constitution if passing it causes the Company to no longer be a charity.
- (c) Any modification of this Constitution takes effect on the date the Special Resolution is passed or any later date specified, or provided for, in the resolution.



Schedule 1

Appointment of Proxy - (see clause 9.15(e))

CUC RAPAD Ltd ACN XXX XXX XXX

I/We,(name)
of(address)
being a member/members of the abovenamed Company hereby appoint
(name)
of(address)
or in their absence (name)
of(address)
as my/our proxy to vote for me/us on my/our behalf at the meeting of the members of the Company
to be held on the day of 20 and at any
adjournment of that meeting.
[TO BE INSERTED IF DESIRED] This form is to be used in favour of / against the resolution (Strike out whichever is not desired)
[INSERT DETAILS OF SPECIFIC RESOLUTIONS IF DESIRED]
Signed:
Name:
Dated:

This notice must be returned to CUC RAPAD Ltd ACN XXX XXX XXX at:

[ADDRESS/EMAIL ADDRESS/FAX No]

by [TIME] on [DATE]

[INSERT SPECIFIC DETAILS ENSURING THAT THE TIME IS 48 HOURS BEFORE THE TIME FOR THE MEETING] $\,$

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.6

SUBJECT TITLE: Blackall Livestock Auction Association - Request

for Sponsorship 2024 Santa and Santa Infused

Sale

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Blackall Livestock Auction Association Ltd have invited Council to sponsor the Santa and Santa Infused Sale being held at the Blackall Saleyards on 13 June 2024.

Officer's Recommendation:

That Council sponsor the Santa and Santa Infused Sale being held at the Blackall Saleyards for \$500/\$1000.

Background

The Blackall Livestock Auction Association Ltd have invited Council to sponsor the Santa and Santa Infused Sale being held at the Blackall Saleyards on 13 June 2024.

The inaugural event was held in 2022 and followed by another Santa and Santa Infused Sale in 2023.

Sponsorship permits the sponsor naming rights for the categories as follows:

Class 1 – Santa Steers

Class 2 - Santa Infused Steers

Class 3 - Santa Heifers

Class 4 – Santa Infused Heifers

Class 5 – Santa or Santa Infused PTIC Female or Cow & Calves.

Council provided sponsorship of \$1000.00 for the previous two years sales. Sponsorship by Council for the event at a Council owned facility portrays a positive image to vendors and buyers at the event.

Link to Corporate Plan

Economic Development

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

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Request for Council Assistance Under \$10,000

Budget and Resource Implications

\$500 or \$1000

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The request for sponsorship has not been considered in the 2022/2023 budget.	Low
Legal & Regulatory	Low	The request is to be assessed against Council's policy.	Low
People	Low	Nil	Low
Operational	Medium	There is no operational risk to Council as the facility consistently caters for cattle sales.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Sponsorship would increase Council's visibility at the sale.	Low
Ethical	Low	The request for sponsorship would be compared to similar requests.	Low
Reputation	Low	Sponsorship would demonstrate Council's support of local industry.	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Attachments

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.7

SUBJECT TITLE: Tambo Netball Inc Request for Sponsorship and

In-Kind Support

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

Tambo Netball Incorporated have asked for sponsorship and in-kind support from Council for the current netball season. The Club had previously been affiliated with Longreach but due to community support and participation, the Tambo Netball Club was established. The 2024 season is their inaugural season for the fledgling club.

Officer's Recommendation:

That Council provide in-kind support to the Tambo Netball Club for the 2024 netball season to the value of \$2000.00.

Background

The Tambo Netball Club (the Club) has asked Council for sponsorship and in-kind support for the 2024 netball season. The Club is a fledgling club in its inaugural year. Previously they were affiliated with Longreach and decided to establish their own club due to participation and support from the community.

As the Club has only recently been incorporated, an application for Council assistance was not received prior to the adoption of the 2023/2024 budget, although they met all the other criteria.

The in-kind support the Club has requested comprises of printing, laminating, hire of the bus, tents and tables and chairs for a carnival.

A request for sponsorship by Council has also been received. The Request for Council Assistance Under \$10,000 Policy (the Policy) states monetary donations (sponsorship) will only be considered in special circumstances.

The Policy has the following eligibility criteria:

- a) organisations must be based within the local government area and provide services and activities of benefit to the Blackall-Tambo Regional Council community;
- b) the organisations must have a community service, religious, charitable, sporting, recreational, cultural or educational purposes;
- c) the support must be for a purpose that is in the public interest;
- d) organisations should be incorporated and have an ABN or be sponsored by an incorporated body with an ABN. Organisations which are not incorporated may be eligible for support under this policy provided that the organisation meets all other criteria:
- e) all organisations requesting assistance will be required to make a submission in writing each year on the approved form;
- f) organisations must appropriately and publicly acknowledge the Blackall-Tambo Regional Council's contribution to their organisation, activity or event.

The Club would be required to collect and return all approved items of equipment (including tables and chairs) in the same condition as when collected.

Council does have in-kind allocation available for circumstances such as the Tambo Netball Club Inc.

Link to Corporate Plan

Vibrant Communities

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

Governance

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

Consultation (internal/external)

Chief Executive Officer Director of Finance

Policy Implications

Request for Council Assistance Under \$10,000

Budget and Resource Implications

To be determined.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The request for sponsorship has not been considered in the 2023/2024 budget.	Low
Legal & Regulatory	Low	The request is to be assessed against Council's policy.	Low
People	Low	Nil	Low
Operational	Medium	Nil – The Club would be required to collect and return all items of hire.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Council's Corporate Plan encourages sporting clubs and activities.	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

The club has only recently become incorporated. There is still some in-kind support available in the current budget to assist the club.

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.8

SUBJECT TITLE:

AUTHOR AND OFFICERS TITLE:
AUTHORISING OFFICER:

Blackall QCWA Request for Sponsorship
Andrea Saunders Governance Coordinator
Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Blackall Queensland Country Women's Association has invited Council to sponsor their 100th birthday celebration being held this year.

Officer's Recommendation:

That Council consider the request to sponsor the Blackall Queensland Country Women's Association's 100th birthday celebrations.

Background

The Blackall Queensland Country Women's Association has invited Council to sponsor their 100th birthday celebration.

The Blackall QCWA feel the celebration would be great opportunity for them to fill a space in the 2024 calendar as the Better in Blackall Festival is not being held this year. They plan on celebrating the history and spirit while ensuring the continuity and momentum for those who make their return to Blackall and annual pilgrimage.

The Request for Council Assistance Under \$10,000 Policy (the Policy) states monetary donations (sponsorship) will only be considered in special circumstances.

The Blackall QCWA were allocated in-kind support of \$2500 for development of their community garden when the 2023/2024 budget was adopted by Council. To date the Blackall QCWA has not used any of their in-kind allocation.

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.

Consultation (internal/external)

Chief Executive Officer Director of Finance

Policy Implications

Request for Council Assistance Under \$10,000

Budget and Resource Implications

To be determined by Council

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council's policy states sponsorship will be considered in special circumstances.	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

Council is to consider the request for the 100th birthday celebration. The celebration is significant for the Blackall QCWA.

OFFICER REPORTS:

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.9

SUBJECT TITLE: Online Auction of Council Items

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

NASCO, on behalf of Council, held an online auction for the sale of several non-current valuable items.

Officer's Recommendation:

That Council note the sale of the following items:

- 2018 Toyota Landcruiser GXL Wagon; and
- Two 2017 Isuzu D-Max Dual Cab Utilities; and
- 1997 Holden Commodore Wagon; and
- 2017 S450 Skid Steer Bobcat; and
- Elevating Work Platform; and
- Two Superior Slashers; and
- Vehicle Hoist; and
- Two inflatable jumping castles.

Background

Under section 227(1) of the *Local Government Regulation 2012* a local government cannot enter into a valuable non-current asset contract unless it first

- (a) Invites written tenders for the contract; or
- (b) Offers the non-current asset for sale by auction.

NASCO, on behalf of Council, conducted an online auction on 18 March 2024. Several items of plant were sold as follows:

- 2018 Toyota Landcruiser GXL Wagon \$64,000.00
- 2017 Isuzu D-Max Dual Cab Utility \$21,500.00
- 2017 Isuzu D-Max Dual Cab Utility \$21,500.00
- 1997 Holden Commodore Wagon \$3,750.00
- 2017 S450 Skid Steer Bobcat \$17,000.00
- 2 inflatable jumping castles \$1,700.00 and \$2,800.00
- Elevating Work Platform \$2,750.00
- Two Superior Slashers \$9,300.00 and \$1,100.00
- Vehicle Hoist \$11,250.00
- Various miscellaneous items \$5,020.00.

The total value of items sold was \$161,670.00.

Link to Corporate Plan

Governance

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

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

making.

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

Consultation (internal/external)

Chief Executive Officer
Director of Works and Services
Director of Finance
Manager of Finance

Policy Implications

Procurement and Disposal Policy

Budget and Resource Implications

Increase in capital revenue of \$161,670.00.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Increase in capital revenue.	Low
Legal & Regulatory	Low	The auction was conducted in accordance with the Local Government Regulation 2012.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The auction was a public auction.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

The auction was a public auction and was conducted in accordance with the legislation. The online auction increased the exposure of the items enabling Council to obtain the best prices for the items.

Attachments

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.10

SUBJECT TITLE: Policy Executive District 8 Representative 2024-

2028

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Local Government Association of Queensland is asking for nominations for a Policy Executive representative from District 8 for the 2024-2028 term. District 8 consists of Barcaldine, Barcoo, Blackall-Tambo Boulia, Diamantina, Longreach and Winton Councils.

Officer's Recommendation:

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

Background

The Policy Executive consists of 15 district representatives and the President of the Local Government Association of Queensland (LGAQ). The Policy Executive is responsible for the determination of the LGAQ policy on behalf of member council. The Policy Executive meets 6 times per year to discuss and determine LGAQ policy.

The LGAQ is calling for nominations for representatives for the current period 2024-2028. If there is more than one nomination per District, an election by ballot will apply.

Cr Martin commenced his representation of District 8 for the 2020-2024 period on 23 September 2022 after the previous member resigned from the position. Cr Martin is also a member of the LGAQ Audit Committee.

Nominations for the Policy Executive close at 12:00pm, Wednesday, 1 May 2024.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nominations are being called in accordance	Low
		with LGAQ's Constitution and Rules.	
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	Representation of the District ensures	Low
		matters affecting the region are being	
		considered.	

Proposed Risk Treatment

Nil

Attachments

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.11

SUBJECT TITLE: Central Western Queensland Strategy to Adapt to

a Diversified Economy

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

RAPAD Power Grid was initiated through a unique collaboration between the Central Western Queensland Remote Area Planning and Development Board (RAPAD), Barcaldine Regional Council and VisIR Pty Ltd. RAPAD represents seven local government areas that span almost 25% of Queensland.

As a result, and to better understand and quantify the potential impact and economic benefits of a diversified economy and a transition to net zero could bring to and have on, the RAPAD region, an opportunity has been identified to travel to similar geographic areas of Central Western Queensland where this transition is currently underway in rural and remote communities and apply these learnings to the region.

The RAPAD Board provided approval for interested Directors and the Deputy CEO to participate in the CWQ Strategy to adapt to a diversified economy – North America Mission 2024.

Officer's Recommendation:

That Council approve of Councillor travelling overseas, along with other Directors of RAPAD, to participate in the North America Mission 2024 to gain an understanding of the potential impact and economic benefits a diversified economy and the transition to Net Zero could bring to and have on the RAPAD region, with all travel expenses being borne by RAPAD.

Background

RAPAD Power Grid was initiated through a unique collaboration between the Central Western Queensland Remote Area Planning and Development Board (RAPAD), Barcaldine Regional Council (BRC) and VisIR Pty Ltd. RAPAD represents seven local government areas that span almost 25% of Queensland including the Barcaldine region which is home to the emerging Barcaldine Renewable Energy Zone (BREZ). Queensland firm VisIR founded and developed the \$5 billion CopperString 2032 transmission network that will extend approximately 1,000 km across Northern Queensland which is being delivered by the Queensland Government.

RAPAD and BRC approached VisIR to help drive development of major clean energy infrastructure capitalising on the vast open plains in Central Western Queensland (CWQ). This collaboration led to the decision to implement world leading power system technology that ensures Queensland can realise its potential as a Green Energy Superpower.

A Memorandum of Understanding (MOU) between the three parties was signed in October 2023, to develop major High Voltage Direct Current (HVDC) transmission, renewable generation, and battery storage infrastructure in the CWQ region.

The RAPAD region is strategically located between the industrial and energy hub of Gladstone and the critical mineral and renewable energy corridor between Townsville and Mount Isa in the North West Minerals Province (NWMP) and utilises this strategic arc from Hughenden to Barcaldine and on to Gladstone.

Of key importance to these projects' success is to ensure understanding of the region and its communities can best benefit from their delivery. During their development, the Deputy CEO of RAPAD contacted universities, industries and regional and remove communities across Australia and globally where similar projects are being delivered to examine their benefit and impact.

As a result, and to better understand and quantify the potential impact and economic benefits of a diversified economy and a transition to net zero could bring to and have on, the RAPAD region, an opportunity has been identified to travel to similar geographic areas where this transition is currently underway in rural and remote communities and apply these learnings to the region.

At the December meeting of the RAPAD Board approval was given for interested Directors and the Deputy CEO to participate in the CWQ Strategy to adapt to a diversified economy – North America Mission 2024. The visit to north America includes seeing:

- Communities
 - Sweetwater and Crane in Texas
 - Moapa Indigenous Council in Nevada
 - These communities are working/dealing with transmission lines and technology regarding the impacts on them.
- Technology currently being used the transition including
 - Solar, wind, batteries/storage, geothermal, nuclear, green hydrogen, transmission, generation and storage, and manufacturing.

Travel dates for the North America Mission 2024 are 3 May to 23 May 2024.

Further information on the RAPAD Power Grid can be found at https://rapad.com.au/wp-content/uploads/2023/11/RAPAD-Power-Grid-Overview-Nov-2023.pdf

Link to Corporate Plan

Economic Development

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

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

Outcome 5 - Resource Development - Instigate and maintain engagement with resource development companies.

Governance

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

Consultation (internal/external)

Chief Executive Officer RAPAD Cr Andrew Martin

Policy Implications

Nil

Budget and Resource Implications

Nil. The RAPAD Board has enough travel funds unspent to date to cover the travel expenses.

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Participation in the tour ensures	Low
		representation by Blackall-Tambo Regional	
		Council and confirms Council's position as a	
		stakeholder in the region.	

Proposed Risk Treatment

Nil

Attachments

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.12

SUBJECT TITLE: Remuneration Commission

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

As required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012* the Local Government Remuneration Commission is to decide the maximum amount of remuneration payable to the councillors of each category of local government. The Remuneration Commission has concluded their determination and provided a report.

Officer's Recommendation:

That Council receive the Local Government Remuneration Commission Annual Report 2023.

Background

The Remuneration Commission (the Commission) has provided the report for the 2023 year the report includes the remuneration schedule for the 2024-2025 financial year, outlining the maximum amounts of remuneration payable to mayors, deputy mayors and councillors commencing 1 July 2024.

The Commission concluded its review of the council remuneration categories, which the Commission undertook during 2023 in accordance with the requirement of section 243 of the *Local Government Regulation 2012.* Following the review a new set of council remuneration categories has been developed for implementation from 1 July 2024.

Blackall-Tambo Regional Council has been categorised as a category A2 local government.

In the 2023 report the Commission established the maximum remuneration levels for Queensland mayors, deputy mayors and councillors for each of the new council remuneration categories.

The report outlines the reasoning behind the decision.

At the June 2020 general meeting Council resolved the following:

That Council adopt the revised Remuneration Policy and it become effective from 1 July 2022.

Moved: Cr LP Russell Seconded: Cr JH Scobie

Minute No: 18/06B/20 Carried 7/0

The Remuneration Policy states, "Pursuant to section 247 of the *Local Government Regulation 2012*, the remuneration rates for Councillors of Blackall-Tambo Regional Council will be set as per the annual remuneration schedule provided by the Local Government Remuneration Commission report for Category 1 Councils and will be applicable from 1 July 2020."

The remuneration schedule to apply from 1 July 2024 for category A2 local governments as per the 2023 annual report is as follows:

Mayor \$119,393.00 Deputy Mayor \$68,880.00 Councillors \$59,695.00

Note 2 of the report states that "For councillors in category A1, A2 or A3 councils, a base payment of \$39,796.67 is payable for the 12 months commencing on 1 Jul 2024. A meeting fee of \$1,657 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of council. Mayors and deputy mayors in category A1, A2 and A3 are currently entitled to receive their full annual remuneration level shown."

A copy of the Local Government Remuneration Commission Annual Report 2023 is attached.

Link to Corporate Plan

Governance

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

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

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

Consultation (internal/external)

Chief Executive Officer Director of Finance

Policy Implications

Councillor Remuneration Policy

Budget and Resource Implications

\$486,748.00 to be budgeted for the 2024-2025 financial year.

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Councillor remuneration will be budgeted for	
		in the 2024-2025 financial year.	
Legal & Regulatory	Low	Under section 247(2) of the Local	
		Government Regulation 2012 the maximum	
		amount of remuneration payable to a	
		councillor under the remuneration schedule	
		must be paid to the councillor.	
People	Low	Nil	
Operational	Medium	Nil	
Environmental	Medium	Nil	
Strategic	Medium	Nil	
Ethical	Low	Council is required to pay no more than the	
		maximum amount shown in the	
		remuneration schedule for a category A2	
		council.	
Reputation	Low	Nil	
Leadership	Low	Budgeting for remuneration reduces risk.	

Proposed Risk Treatment

Council will continue to abide by the determined remuneration payable to councillors as provided in the annual report from the Remuneration Commission and outlined in the Councillor Remuneration Policy.

Attachments

1. local-government-remuneration-commission-report-2023 [5.12.1 - 29 pages]

Local Government Remuneration Commission

Annual Report 2023



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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not consider individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available at www.dsdilgp.qld.gov.au.

Local Government Remuneration Commission

13 December 2023

The Hon. Steven Miles MP **Deputy Premier** Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympic and Paralympic Games Infrastructure 1 William Street Brisbane QLD 4000

Dear Deputy Premier

On 1 December 2023, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the Local Government Act 2009 and Chapter 8, Division 1 of the Local Government Regulation 2012 (the Regulation).

This also concluded our review of the council remuneration categories, which the Commission undertook during 2023 in accordance with the requirement of section 243 of the Regulation.

Our determinations on these matters, together with the Remuneration schedule to apply from 1 July 2024 are included in the enclosed Report, which we commend to you.

Yours sincerely

Robert (Bob) Abbot OAM

Chairperson

Andrea Ranson Commissioner

Andreal Findreal

Reimen Hii Commissioner

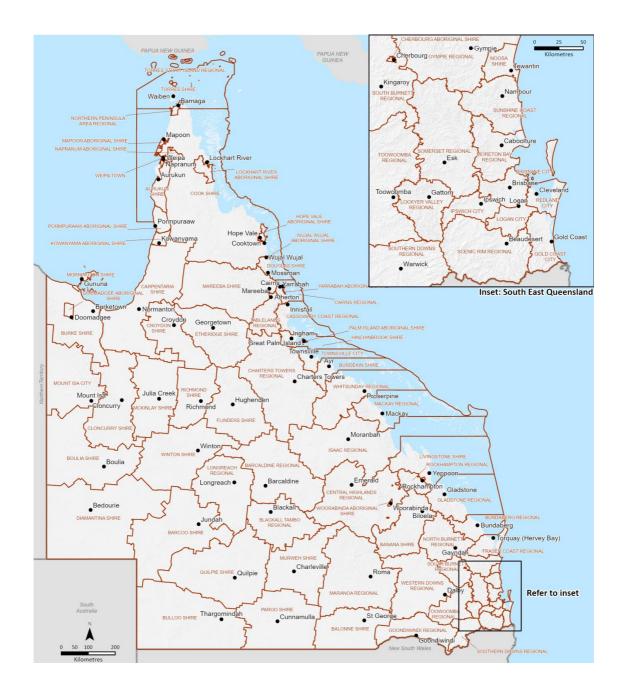


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1.2023 Report key determinations

Review of council remuneration categories

The Commission has a statutory obligation to complete a review of the remuneration categories once during each local government term.

Consistent with section 243 of the *Local Government Regulation 2012* (the Regulation) the Commission has completed a review of council remuneration categories, which included consultation with Queensland councils and other stakeholders. Following this review the Commission has established new remuneration categories to better reflect the current environment.

Under the *Local Government Act 2009* (the Act), in establishing council categories, the Commission is required to consider the size, and geographical and environmental terrain, of local government areas; the population of local government areas, including the areas' demographics, the spread of population serviced by the local governments and the extent of the services the local governments provide; and any other matter relevant to the effectiveness, efficiency and sustainability of local government.

Following a comprehensive review during 2023, a new set of council remuneration categories has been developed for implementation from 1 July 2024.

Determination of maximum remuneration levels

The Commission has established maximum remuneration levels for Queensland mayors, deputy mayors and councillors for each of the new council remuneration categories. In most cases maximum remuneration levels increase by between 3% and 5% from 2023-24.

As a result of the outcomes of the review, and in the application of the new methodology determined by the Commission in setting the new council remuneration categories, some councils will receive a larger maximum remuneration level increase. No councils receive a reduced maximum remuneration level.

In making its determination of maximum remuneration levels applicable for 2024-25, the Commission considered the following:

- The practical outcome of the Commission's new category methodology, together with the general application of earlier principles that have been consistently applied by the Commission in its annual determination, namely; consistency and austerity, when reviewing wages in the public sector.
- The importance of maintaining financially sustainable and fiscally responsible wage growth, taking into consideration:
 - the recently challenging and unstable inflationary environment and measures taken by other government authorities to manage the impacts of inflation;
 - the challenges faced by local governments and their communities in relation to climate change and environmental, social and corporate governance (ESG) reporting;
 - the affordability and sustainability impacts for councils of wage increases for elected members;

- the Commission's inability to predict changes in the Consumer Price Index (CPI) in the short or long term;
- the potential differential impact of CPI changes across various parts of Queensland, including rural and remote regions;
- the appropriateness or otherwise of CPI as a potential measure in significant inflationary periods of time and the relative volatility of CPI in the past twelve (12) months:
- existing remuneration disparity in dollar terms between the remuneration paid to mayors and councillors in smaller, rural, regional and remote parts of Queensland when compared to mayors and councillors in larger, metropolitan locations;
- o the role of local governments in Queensland's economic development and innovation;
- anecdotal evidence of uncertainty as to future trade and industry opportunities and how this may impact sustainability of communities;
 - anecdotal evidence of the potential costs and resources required to address climate, sustainability and ESG reporting requirements, including trade diversification and significant anticipated increases in investment in infrastructure and innovation;
 - anecdotal evidence of transient populations and the impact of serving the needs of a shifting population;
 - anecdotal evidence of, and a generally observed increasing call from council's for role recognition via remuneration increases that align with attracting diversity and high performance in mayor and councillor candidates;
- anecdotal evidence of the desire to attract and retain high quality candidates to these roles, particularly in regional and remote areas.

The Commission further took into consideration the following data:

Increase in CPI¹:

	Dec qtr 2022	Mar qtr 2023	Jun qtr 2023	Sep qtr 2023
All Groups CPI inflation change				
(quarterly)				
Brisbane	1.5%	1.9%	1.0%	0.7%
Australia ¹	1.9%	1.4%	0.8%	1.2%
All Groups CPI inflation change				
(annual)				
Brisbane	7.7%	7.4%	6.3%	5.2%
Australia	7.8%	7.0%	6.0%	5.4%

¹ 'Australia' refers to weighted average of eight capital cities

• Increases in the Wage Price Index (WPI) for the financial year ended 30 June 2023 as compared to the financial year ending 30 June 2022²:

Consumer Price Index, Australia, September 2021 | Australian Bureau of Statistics (abs.gov.au)https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/consumer-price-index-australia/latest-release

¹ Australian Bureau of Statistics

Australian Bureau of Statistics
 https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/wage-price-index-australia/sep-2023

		Seasonally ad	justed	Original	
		All Industries	Public Sector	All Industries	Public Sector
Quarterly change	Queensland			2.3%	
Jun 2023 to Sep 2023	Australia	1.3%	0.9%	1.9%	1.1%
Annual change	Queensland			4.7%	
Sep 2022 to Sep 2023	Australia	4.0%	3.5%	4.1%	3.5%

- As in previous years, the Commission considered the Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT) remuneration determination as a potentially relevant factor. However, at the time of the Commission's determination the ICRT had not yet made their decision about remuneration.
- The Office of Industrial Relations (OIR) advice that on 23 October 2023, the State Government Entities Certified Agreement 2023 (2023 Core Agreement) was certified by the Queensland Industrial Relations Commission (QIRC). The wage increased as part of the 2023 Core Agreement are as follows
 - o 4% effective 1 July 2023 + COLA payment of max 3% base wages
 - o 4% effective 1 July 2024 + max 3% COLA if applicable
 - o 3% effective 1 July 2025 + max 3% COLA if applicable.

COLA refers to the Cost of Living Adjustment paid if CPI is higher than the base wage increases e.g. in a year where base increase is 4% and CPI is 7% the COLA paid will be 3%. If base increase is 4% and CPI is 6%, the COLA paid will be 2%.

New South Wales3

- Section 239 of the New South Wales Local Government Act (the LG Act) requires the New South Wales Tribunal (NSW Tribunal) to determine the categories of councils and mayors at least once every 3 years.
- In accordance with the LG Act the NSW Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.
- Accordingly, the revised categories of general purposes councils were determined by the NSW Tribunal as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

 The NSW Tribunal determination of a 3 per cent per annum increase in the minimum and maximum fees applicable to each category, together with the NSW Tribunal determination

LOCAL GOVERNMENT REMUNERATION COMMISSION | ANNUAL REPORT 2022-23

³ https://www.remtribunals.nsw.gov.au/local-government/current-lgrt-determinations

for new categories having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Victoria

- On 30 June 2023, the Victorian Independent Remuneration Tribunal made the allowance payable to mayors, deputy mayors, and councillors (Victoria) Annual Adjustment Determination 2023⁴.
- The VIRT determined a 2% increase to the values of the base allowances payable to mayors, deputy mayors, and councillors, effective from 1 July 2023. A 2% increase has also been applied to the base allowance values which take effect on⁵:
 - 18 December 2023
 - 18 December 2024 (mayors and deputy mayors only)
 - 18 December 2025 (mayors and deputy mayors only).

Tasmania

• In Tasmania, the remuneration for local government councillors is automatically increased under the provisions of the Local Government (General) Regulations 2015. The increase, effective 1 November 2023, is an automatic indexation of local government allowances provided for under the Local Government Act 1993 (Tas) by multiplying the allowances for the previous year by the inflationary factor (determined by calculating the current year's June quarter Wage Price Index divided by the previous years' June Wage Price Index)⁶.

Northern Territory

• In the Northern Territory, the allowances for local government council members are indexed by CPI (Darwin) on 1 July each year⁷.

Councillor advisors

The Commission did not receive any direction or request from councils to make recommendations relating to councillor advisors in the period between 1 December 2022 to 30 November 2023.

⁴ https://www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors#minister%E2%80%99s-letter-of-request

https://www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors-annual-adjustment https://www.dpac.tas.gov.au/divisions/local_government/councillor_resources/councillor_allowances https://www.dpac.tas.gov.au/__data/assets/pdf_file/0019/126613/2023-Councillor-allowances-information-sheet.PDF

⁷ https://dlghcd.nt.gov.au/local-government/local-government-legislationguideline-1-local-authorities.pdf (nt.gov.au)

2. The Commission

Formation and composition

The Local Government Remuneration Commission (the Commission) is an independent entity established under the *Local Government Act* 2009 (the Act). On 1 October 2019, Governor in Council, approved the current Commission for a term of four years.

The Chair and Commissioners were reappointed by Governor in Council for a second fouryear term on 1 October 2023.

This is the fifth report of the Commission, and the 17th report including the reports of the former Local Government Remuneration and Discipline Tribunal and the Local Government Remuneration Tribunal.

The Chair and Commissioners of the Commission are:

Mr Robert (Bob) Abbot OAM

Chairperson

Mr Abbot has extensive experience in the local government sector with 32 years as an elected councillor and mayor. Mr Abbot has experience working at state and national local government organizations and has held board and panel positions, including Deputy Chair of the South East Queensland Council of Mayors, Director of the Local Government Association of Queensland (LGAQ), and Director of the Australian Local Government Association. Mr Abbot has been a mentor for newly elected mayors on behalf of the LGAQ, with a particular focus on mentoring Queensland Indigenous mayors.

In the Australia Day 2021 Honours List, Mr Abbot was the recipient of an Order of Australia (OAM) for his service to local government and to the communities of Noosa and the Sunshine Coast.

Ms Andrea Ranson

Commissioner

Ms Ranson is a practising commercial and dispute resolution lawyer with experience in both public and private sectors of business and governance. She holds a Master of Laws (LLM), Bachelor of Laws (Hons) and Bachelor of Arts from Monash University, Victoria. She is additionally a Graduate of the Australian Institute of Directors (GAICD) and a Fellow of the Governance Institute of Australia (FGIA). Ms Ranson is a director appointed to North Queensland Bulk Ports Corporation, a government owned corporation, holding the role of Chair of the Corporate Governance and Planning Committee, and the role of Member of the Audit & Financial Risk Management Committee of that Board. Her experience includes business and commercial law, employment and industrial relations, diversity, justice, and ethics. Ms Ranson lives regionally and is passionate about regional development. Ms Ranson is a Nationally Accredited Mediator presently working with QCAT, the QSBC, the QBCC and is a member of the QLD Department of Justice & Attorney-General Dispute Resolution Panel.

Mr Reimen Hii

Commissioner

Mr Hii is a barrister and Nationally Accredited Mediator. He holds the degrees of Bachelor of Laws and Bachelor of Arts. He is a practicing lawyer with extensive knowledge in public administration and community affairs, and a particular interest in civil and commercial law. Mr Hii is experienced in professional discipline matters, including investigations, public administration, corporate and public governance, public sector ethics and finance. Mr Hii has a culturally and linguistically diverse background and experience collaborating with diverse communities. Mr Hii has previously been recognized as Australian Young Lawyer of the Year by the Law Council of Australia, in recognition of his significant contribution to access to justice and diversity advocacy. Mr Hii provides a deep understanding of diversity and brings well respected analytic skill, together with legal and business acumen to the role.

Remuneration responsibilities

Chapter 6, Part 3 of the Act, established the Local Government Remuneration Commission to assume the remuneration functions of the former Local Government Remuneration and Discipline Tribunal which ceased to exist on 3 December 2018.

Section 177 of the Act provides the functions of the Commission are:

- to establish the categories of local governments, and
- to decide the category to which each local government belongs, and
- to decide the maximum amount of remuneration payable to the councillors in each of the categories, and
- to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
 - (i) whether or not to prescribe a local government under section 197D(1)(a)
 - (ii) the number of councillor advisors each councillor of a local government may appoint
 - (iii) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
- another function related to the remuneration of councillors if directed, in writing, by the Minister.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the processes of the Commission in deciding the remuneration that is payable to mayors and councillors.

The Regulation requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment.

After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Commission to vary the remuneration for a councillor, or councillors, to a level higher than that stated in the Remuneration schedule where the local government considers exceptional circumstances apply. The Commission may, but is not required to, consider any such submission. If the Commission is satisfied that exceptional circumstances exist, the Commission may approve payment of a higher amount of remuneration.

Section 197A of the Act established requirements for councils that wish to employ councillor advisors and councillor administrative support staff to assist councillors to complete their duties.

The requirements in relation to the appointment of councillor advisors include the following:

- must vote to pass a resolution to create councillor advisor positions (except Brisbane City Council)
- appoint advisor, at the discretion of councillors and only until the councillor's term ends, unless re-appointed by a new councillor

• must report the costs of councillor advisors to the community, for example through the council's annual report.

Requirements for councillor advisors include the following:

- · they must submit registers of interests and keep them up to date
- they must follow a new Code of conduct for councillor advisors in Queensland
- they must comply with the local government principles and can be found guilty of integrity offences.

The Commission is yet to receive any submissions or enquiries in relation to councillor advisors as at the date of its determination.

3. Remuneration determination

Remuneration determination for councillors

As required by section 246 of the Regulation the Commission has prepared a Remuneration schedule (the Schedule) for the 2023-2024 financial year, applicable from 1 July 2024, which appears below.

Arrangements have been made to publish the Schedule in the Queensland Government Gazette and for this Report to be printed and presented to the Minister for Local Government.

Methodology

The Commission had regard to the matters in section 244 and 247 (2), (5) of the Regulation in determining the Schedule. The Commission also noted and had regard to the matters listed throughout this Report to determine the appropriate maximum remuneration in each category of local government.

Matters not included in the Remuneration schedule

The Commission considered all submissions received during the consultation phase of the review of council categorisations for the purpose of developing a framework to create categories and place councils.

Pro rata payment

Should an elected representative hold a councillor position for only part of a financial year, they are only entitled to remuneration to reflect the portion of the year served. It is out of the scope of the Commission's powers to determine otherwise.

Remuneration schedule to apply from 1 July 2024

		Remunera 1 July 202		nined from
		(\$ per annu	ım; see Note	e 1)
Category	Local Governments assigned to categories	Mayor	Deputy Mayor	Councillor
A1	Barcaldine Regional Council	\$119,393	\$68,880	\$59,695
** Note 2	Barcoo Shire Council			
	Bulloo Shire Council			
	Croydon Shire Council			
	Doomadgee Aboriginal Shire Council			
	Kowanyama Aboriginal Shire Council			
	Mapoon Aboriginal Shire Council			
	McKinlay Shire Council			
	Richmond Shire Council			
	Torres Shire Council			
	Woorabinda Aboriginal Shire Council			
	Wujal Wujal Aboriginal Shire Council			
A2 Aurukun Shire Council		\$119,393	\$68,880	\$59,695
** Note 2	Blackall-Tambo Regional Council			
	Boulia Shire Council			
	Burke Shire Council			
	Cherbourg Aboriginal Shire Council			
	Cloncurry Shire Council			
	Diamantina Shire Council			
Etheridge Shire Council				
Hinchinbrook Shire Council				
	Hope Vale Aboriginal Shire Council			
	Lockhart River Aboriginal Shire Council			
	Mornington Shire Council			
	Murweh Shire Council			
	Napranum Aboriginal Shire Council			
	North Burnett Regional Council			
	Palm Island Aboriginal Shire Council			
	Paroo Shire Council			
	Pormpuraaw Aboriginal Shire Council			
	Quilpie Shire Council			
	Winton Shire Council			
	Yarrabah Aboriginal Shire Council			

A3	Longreach Regional Council	\$120,541	\$69,543	\$60,270
** Note 2	Balonne Shire Council			
	Douglas Shire Council			
	Flinders Shire Council			
	Goondiwindi Regional Council			
	Northern Peninsula Area Regional			
	Council			
	Banana Shire Council	\$120,541	\$69,543	\$60,270
	Carpentaria Shire Council			
B1	Burdekin Shire Council			
	Cook Shire Council			
	Torres Strait Island Regional Council			
	Maranoa Regional Council	\$146,239	\$91,399	\$77,688
	Cassowary Coast Regional Council			
	Charters Towers Regional Council			
	Gympie Regional Council			
	Livingstone Shire Council			
DO	Mareeba Shire Council			
B2	Mount Isa City Council			
	Scenic Rim Regional Council			
	Somerset Regional Council			
	South Burnett Regional Council			
	Southern Downs Regional Council			
	Tablelands Regional Council			
	Isaac Regional Council	\$146,593	\$91,620	\$77,876
Do	Noosa Shire Council			
В3	Whitsunday Regional Council			
	Lockyer Valley Regional Council			
0.4	Central Highlands Regional Council	\$148,359	\$92,723	\$78,814
C1	Western Downs Regional Council			
	Gladstone Regional Council	\$171,156	\$112,604	\$99,090
C2	Rockhampton Regional Council			
22	Bundaberg Regional Council	\$172,818	\$113,697	\$100,052
C3	Fraser Coast Regional Council			
	Cairns Regional Council	\$198,182	\$135,123	\$117,109
	Mackay Regional Council			
D2	Redland City Council			
	Toowoomba Regional Council			
_	Townsville City Council	\$225,206	\$153,145	\$135,123
D3	Ipswich City Council			
E2	Logan City Council	\$252,233	\$174,761	\$153,141

	Moreton Bay City Council			
Sunshine Coast Regional Council				
F2	Gold Coast City Council	\$279,258	\$196,679	\$166,653

Notes to the Remuneration schedule

The 2014 annual report by the former Local Government Remuneration and Discipline Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

* Note 1

The monetary amounts shown are the per annum figures to apply from 1 July 2024. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are currently only entitled to a pro rata payment to reflect the portion of the year served.

** Note 2

For councillors in category A1, A2 or A3 councils, a base payment of \$39,796.67 in payable for the 12 months commencing of 1 July 2024. A meeting fee of \$1,658 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive of the council. Mayors and deputy mayors in category A1, A2 and A3 are currently entitled to receive their full annual remuneration level shown.

The Commission has not determined to make changes to the system of base payment and mandated council meetings for its 2022-2023 determination. Future consideration by the Commission may be given to whether changes to the current system should be made.

4. Finalisation of council categorisation review

As outlined in the Commission's <u>Consultation Paper</u> released in July 2023, the new framework for council categorisation would include a primary criterion and supporting criteria to assist in the categorisation of councils.

The Commission has considered various input factors and has determined that operating revenue aligns to the Commission's guiding principles for the category review and importantly the legislative requirements as it addresses all the primary requirements. The Commission observed that a council's revenue raising capacity is influenced by the size of land, population demographics and the extent of service delivery required to be met.

The Commission has used operating revenue as the primary criterion to guide decision-making about council categorisation. A council's operating revenue information is collated from council's audited financial records will consist of net rates, service fees, utilities and charges, operating grants revenue, sales contract, and recoverable works. This will not include capital grants or disaster recovery grants. This information is readily available and supports a transparent methodology.

Supporting criteria are included by the Commission in the framework to assist the primary criteria classification. The supporting criteria recognises elements that are not captured by operating revenue, but which may have an impact on the complexity and demands placed on a council.

The supporting criteria used by the Commission includes:

- · population/geography dispersion
- · projected population growth
- · socio-economic indexes for areas (SEIFA)

Future criterion for category determination may include items raised in council's submissions received, for example, the impact of trade or industry diversification / growth; the impact of transient populations; the impact and cost of working with renewables.

The Framework for council categorisation includes:

CRITERIA		KEY MEASURE (SOURCE)	RATIONALE
PRIMARY CRITERION	Revenue	Total operating revenue (Source: Council's Financial Statements)	Total operating revenue (rates, service fees, grants, other sources) provides an accurate measure of regular and sustained revenue to reflect the scale and complexity of operations on an ongoing basis and is not subject to fluctuations.
T E R I A	Population/ Geography	Population dispersion based on total average distance from primary centre (calculated as average km of small centres from primary centre multiplied by number of small places based on scaled count score) (Source: QGSO)	Population dispersion considers both population and geography. It reflects the travel demands placed on council / councillors, as measured by the total average distance from the primary centre, which is not captured by total operating revenue, or the other supporting criteria.
U P P O R T I N G C R I	Projected population growth	Annualised population growth based on data from the previous 5 years and projected 5 years (Source: QGSO)	A historical and projected view over a 10-year period smooths out and reduces any potential projection errors. Any significant infrastructure and service delivery impacts on Council because of projected population growth would include longer-term planning horizon. This approach acknowledges the complexities of future planning and infrastructure development not reflected in total operating revenue or other supporting criteria.
ဟ	Socio- Economic Status	SEIFA index of relative socio- economic disadvantage decile (Source: ABS)	,

The revenue thresholds used for the primary criterion were as follows:

Category	Operating Revenue
А	Up to \$50m
В	\$50.1m to \$125m
С	\$125.1m to \$250m
D	\$250.1m to \$500m
E	\$500.1m to \$1b
F	> \$1b

Category review consultation

In July 2023, the Commission released a consultation paper to councils as part of the review process. The Commission confirmed that submissions in response to the consultation paper would be considered as part of completing the category review.

26 responses were received by the Commission, these were made up of submissions from councils, individual councillors, and council associations.

Overall, 90% of the respondents were supportive of the case for change, 83% supported the guiding principles, whilst 59% supported operating revenue as the key criterion.

One council who did not support the case for change also commented that total operating revenue should exclude non recurrent grant and incomes such as disaster recovery funding.

97% support was observed for the use of supporting criteria to further differentiate from the revenue categories.

Key themes

Industry Impacts

The use of industry impacts as a supporting criterion was widely supported by councils, however, there were very few metrics that could be used to document this impact to councillor complexity. The impacts from industry included; mining, FIFO and non-resident population, regional planning/development applications and Indigenous Councils' inability to attract certain industries due to their lack of freehold land.

However, without a fair, equitable and contestable metric to measure this impact the Commission decided that this potential supporting criterion would presently remain on hold. The Commission may elect to give future consideration to these suggested metrics.

Diversity of council issues and councillor challenges

Multiple submissions highlighted the difficulties for council's that were negatively impacted by managing and providing services to a transient, non-resident population. This was notable in the responses received from regional areas and those with significant FIFO or tourism activity.

Town and regional planning including development precincts such as state planning areas; were also raised as topics that increased the challenges for councils due to large scale negotiations of the council.

Small councils

A theme raised by a group of councils indicated that the size of the council does not reflect the needs and requirement of councillors in smaller councils, particularly where the council has limited administrative resources. It was also highlighted that the framework did not recognise the increased need in smaller councils for greater travel, advocacy, and the difficulty in provision of services.

5. Matters raised with the Commission

A summary table of submissions made to the Commission during the review period and the Commission's determination is provided below.

Meetings and deputations

Local governments were provided with the opportunity to engage with the Commission at the Annual Conference of the LGAQ in Gladstone from 21 to 23 October 2023.

Livingstone Shire Council, Logan City Council, Sunshine Coast Regional Council, Northern Peninsular Area Regional Council, Western Down Regional Council, and Western Queensland Alliance of Councils provided the Commission with oral deputations during the 2023 LGAQ Conference in Gladstone.

Local governments were also given an opportunity to provide written submissions to the Commission. A total of 26 written submissions were received and considered.

The Commission did not seek submissions solely based on remuneration during the period of its category review. Many of the 26 written submissions proposed greater remuneration based on the complexities of modern governance faced by councillors and mayors.

In making its determination, the Commission had regard to all submissions it received, together with the matters on throughout this report.

Key points raised with the Commission during the 2023 review period included themes that had been consistently submitted by councils in earlier years; as accounting for an increase in complexity and workload for elected members. These included:

- **Innovation and Sustainability:** growing demands on council to take action, particularly in relation to transitioning to renewables and economic diversification.
- Remuneration and Talent: need for competitive salaries to attract diverse and skilled elected candidates and a desire to attract and maintain high quality candidates, particularly in regional areas.
- **Innovation Recognition:** exploring potential ways to incentivise and reward innovative council initiatives that support community growth, resourcefulness and development.
- Inflationary Impact: addressing the disproportionate impact of rising inflation on local governments and their constituents, especially those on lower incomes and in rural areas.
- **Economic Uncertainty:** navigating the current volatility and uncertainty surrounding inflation and its impact on cost-of-living pressures.
- Community Sustainability: ensuring the long-term viability and prosperity of communities during the global transition to renewable energy and the need for significant infrastructure changes.

Table - Summary of 2023 submissions

Tak		
1	Date received	Oral submission 17 October 2023 – LGAQ Annual Conference
	Received from	Livingstone Shire Council: Councillor Andrea Friend
	Summary of submission	Livingstone Shire Council has approximately 9,000 ratepayers though they are all portfolio councillors and not divisional councillors. Therefore, all councillors are required to oversee the entire council area and not just a specific area within council boundary.
		Management of waste, water, environment, local laws permeate throughout the entire council space and not just the smaller divisional space. Councillors who manage portfolio instead of divisions should be remunerated at higher rate.
		Role of a councillor is not part time and often councillors within Livingstone Sire council are required to work extended period continuously without break.
		Concerned that the salary level of a councillor is less than that during time when employed by council. This reduced salary is having a negative impact on potential candidates and not incentivising quality candidates from running for council.
		Cr Friend proposed the Commission consider a payment option of a base level x an amount per ratepayer. There was ongoing concern that the current remuneration categorisation methodology is no longer fit for purpose in particular requiring ad hoc submissions by councils for their matters to be heard. In addition, the assessment of environment terrain is too varied given that Livingstone Shire Council has the second longest coastline behind Torres Strait, plus inclusive of rural and coasted terrain)
	Determination	Chairperson outlined the Commissions' position and the legislative requirements to complete a category review and allocate councils into categories. That the development of a new framework to guide the council categorisation process was to be concise measurable and defensible.
		The matters raised specifically in the submissions have also been considered by the Commission as part of the 2023 annual review of council categorisation
2	Date received	Oral submission 17 October 2023 – LGAQ Annual Conference
	Received from	Logan City Council Councillor Jacon Heremaia Councillor Jon Raven

LOCAL GOVERNMENT REMUNERATION COMMISSION | ANNUAL REPORT 2022-23

Summary of submission

Provided initial feedback to say that council accepted the proposed framework and that they agreed with the use of operating revenue as the primary criterion.

Raised a query for the use of SEIFA index and how this would aid councils with greater issues of lower socio-economic standing given that housing, homelessness, and unemployment are areas that are often interlinked.

Councillors stated their support for the inclusion of innovation in the framework and outlined the innovative measure that Logan City Council were managing and developing. This included transitioning council operations and resources to a net zero position over the coming years.

Logan City Council were producing other innovative measures to improve their community such as façade improvement programs for business shop fronts and the integration of their town plan to consider net zero.

Cr Raven raised the topic of innovation being a driver of councillor challenges and highlighted that rolling revenue was being used as a proxy to use a measurable criterion to assist in category placement.

Request

Cr Raven requested that a broader assessment to consider regional topics such as housing and how councils could be assessed against measurements for attending to State Regional Plans (i.e. Housing or infrastructure development) could be incorporated in the Commission's determinations.

Determination

Commission reinforced their position that despite any council reclassification no council would be going backwards from a financial remuneration position.

3 Date received

Oral submission 17 October 2023 – LGAQ Annual Conference

Received from

Sunshine Coast Regional Council

Mayor Mark Jamieson

Emma Thompson - Chief Executive Officer

Craig Matheson - Group Executive Civic Government

Summary of submission

Council believed that this was a timely view and appropriate given that the existing framework is no longer fit for purpose. Council supported the method to anchor councils using operating revenue as the primary criterion and the use of multiple supporting criteria.

Council supported the additional possible consideration for innovation and non-resident population to be enhanced and considered in further iterations of the framework by the Commission.

Council submitted that non-resident population does not directly provide input to operating revenue base but that it does impact on council's provision of services including waste management, water, and road traffic.

Request

Council requested that consideration be given to growth councils who require additional levels of innovation as a basis for increased revenue. Strong councils would ensure that increases occurred through delivery of development and project delivery and not through alternative methods of improving revenue, for example, increasing rates.

Determination

Commission provided an overview of proposed model and expressed the use of operating revenue as a useable proxy to assess challenges and difficulties of local governments fairly, transparently and consistently. Council agreed that use of population should not be the key driver.

Commission advised that they would be unable to include an additional supporting criterion to promote innovation in the current determination, as it is as yet unable to be defined in a measurable way across different council's and sectors.

4 Date received

Oral submission 17 October 2023 – LGAQ Annual Conference

Northern Peninsula Area Regional Council

Received from

Mayor Patricia Yusia
Deputy Mayor Kitty Gebadi
Councillor Gina Nona
Councillor Mabalene Whap
Kate Gallaway – Chief Executive Officer

Summary of submission

Council advised that the workload and responsibilities within Indigenous communities is exceedingly high for elected members. Northern Peninsula Area Regional Council was amalgamated in 2008. Prior to amalgamation there were 26 elected members to complete a similar volume of work. The council now consists of only 6 elected members creating significant pressure and increased workload for elected members.

Councillors raised concerns regarding workload and issues related to management of land under Deed of Grant in Trust (DOGIT).

Part 4 of the *Local Government Act 2009* provides that DOGIT matters must be addressed separately from council business which results in additional responsibilities that are not dealt with by non-Indigenous councils.

Councillors were not supportive of the use of operating revenue as primary criterion given that councils' capacity to generate own revenue was submitted to be limited due to the small percentage of rateable land. Council further submitted that revenue raised through DOGIT land use has limitations on how it is used under the *Land Act 1994* and that council does not have full autonomy to use of this revenue.

Councillors raise the ongoing issue of their council being the provider of last resort and councils limited ability to obtain commercially viable terms for essential services such as waste management. This increased the workload of councillors.

Mayor Yusia raised the topic of ongoing housing issues and council attending to the responsibilities that other government

departments such as Department of Housing would normally address. NPARC councillors and staff, it was submitted, were nevertheless required to have a housing plan and address the associated tasks.

CEO Gallaway mentioned that the use of census data in relation to population growth and population numbers are troublesome due to low literacy rates and low completion rates for census in their demographic. As a result, it was submitted that, this produces a reduced rating for these areas that are not reflected by the category framework.

Council submitted that the propose category framework did not include matters such as the impact on councillor workloads related to the limited boarder control measures regionally with respect to the ongoing and regular movement of people from Papua New Guinea in the region.

Lastly council submitted that the transference of responsibility of the Local Thriving Communities initiatives are primarily State based responsibilities to local government resulting in councillors attending additional meetings. It was submitted that these demands do not reflect equally across all local government.

Determination

The Commission advised that framework for council categorisation would have regard to the challenges incurred by DOGIT responsibilities.

5 Date received

Oral submission 17 October 2023 – LGAQ Annual Conference

Received from

Mayor Jane McNamara Mayor Jack Bawden Mayor Samantha O'Toole Mayor Andrea Martin Councillor Tony Rayner

Western Queensland Alliance of Councils

Simone Talbot - Executive Officer, South West Queensland

Region of Council)

 $\label{eq:Greg-Bossel} \textit{Greg Hoffman PSM} - \textit{Executive Officer}, \textit{North West Queensland}$

Region of Council

Summary of submission

Attended on behalf of the entire group of councils within their association.

Expressed that the proposed framework model does not accurately reflect the challenges within small and regional council. Cost shifting and requirements for small councils to provide services due to their inability to obtain commercially viable terms limits their options was raised with the Commission.

The use of operating revenue as a primary criterion does not adequately reflect the challenges and workload of councillors. Within Flinders, it was submitted that, only 10-12% of revenue is rate based and that revenue fluctuates based on disaster recovery grants. Therefore, the year-on-year revenue level is heavily impacted by natural disaster works and grants.

Simone Talbot queried how the proposed model would assist regional councils to attract young and quality candidates for future elections, unless their remuneration reflected a full-time equivalent value. It was submitted that the use of population growth as a supporting criterion would not assist regional Queensland, nor does it adequately reflect the workload of councillors due to the decreasing population from far Western Queensland areas.

It was further submitted that despite the decrease in population, the services expected to be delivered and the workload of councillors remained the same. The theme of smaller councils required to provide more with less is prevalent and ongoing within their communities.

An additional criterion was proposed to be added, to reflect the diversity of industry and operating revenue options within a council's operations.

Determination

The Commission reiterated their process for the review of councillor categorisation and their intention to develop a framework that is based on a model using a simple, repeatable, and documented process supported by clear and measurable matrice.

6 Date received

Written submission: 16 January 2023

Oral submission: 17 October 2023 - LGAQ Annual Conference

Received from

Western Downs Regional Council

Councillor Paul McVeigh Councillor Andrea Smith

Jodie Taylor - Chief Executive Officer

Summary of submission

Councillor Smith submitted that the role of a councillor exceeds the previously held view of a part time role and that the remuneration level should reflect the workload.

This increased workload has resulted in councillors having to forego additional part time employment, with resulting adverse financial outcomes for individual councillors and the potential for a reduction in candidates who can fulfil the role.

The region and specifically Western Down Regional Council, it was submitted, has seen significant growth across both agricultural and energy industries. This has included the inclusion and involvement in regional and a State plan such as Queensland Energy and Jobs Plan that requires state-based negotiations and creates additional workload and responsibility.

It was submitted that the knowledge and skill required of a councillor to guide this transitionary process to renewables and trade diversification has increased over recent years. Additionally, the need to continue to attract a diversity of business and industries to the area remains important due to the proposed use of operating revenue as a primary criterion in the proposed category review framework.

Councillor's highlighted that their local government has 24 approved solar and 3 approved wind farms on top of their

traditional agricultural sector and that this innovation is not acknowledged by the Commission in their proposed framework.

Determination

The Commission reiterated that the use of operating revenue as a primary criterion would assist the Commission to capture the complexities and challenges that developing councils faced in a measurable way. This included councils that transitioned their business operations to include and increased involvement across varying industries.

The use of operating revenue as a primary criterion was discussed as a possible method for council to aspire to continue to develop their revenue and expand their operations to improve the outcomes for their residents and in turn be classified in a higher category.

6. Other activities

Exceptional circumstances submissions (matters raised under Local Government Regulation 2012, section 248):

Nil.

7. Future priorities

The Commission will continue to consider enhancements to the framework for council remuneration categorisation including an equitable method to consider industry impacts on councils and matters relating to transitioning communities and improving sustainability.

The Commission will invite ongoing submissions from all Councils as part of its general review of categories and maximum determination of remuneration prior to 1 December 2024.

The Commission intends to engage with local governments throughout the year including the option for a mid-year deputation process to be established. The Commission invites councils in all areas to participate in the deputation process and any further opportunities for submissions to be made that the Commission may announce.

Further information about the Commission can be located at www.statedevelopment.qld.gov.au.

Local Government Remuneration Commission PO Box 15009

PO Box 15009 City East Qld 4002

1 William Street Brisbane Qld 4000

Email: LGRCenquiries@dsdilgp.qld.gov.au

Phone: (07) 3452 7992

Website: www.statedevelopment.qld.gov.au

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.13

SUBJECT TITLE: Outback Queensland Masters
AUTHOR AND OFFICERS TITLE: Piper Hansen Administration Officer

AUTHORISING OFFICER:

CLASSIFICATION (if Confidential) N/A

Summary:

Outback Queensland Masters is seeking Council's financial and in-kind support for an event to be held on the 5th and 6th July 2025.

Officer's Recommendation:

That Council:

- 1. Support the Outback Queensland Masters event in principle; and
- 2. Consider the proposed event when preparing the 2024/2025 budget.

Background

Golf Australia has written to Council seeking support for Blackall to host a future event for the Outback Queensland Masters.

Council provided support for 2021 Blackall event and 2022 Tambo event for \$20,000.00 (plus GST) for each event. In-kind support was also provided for the event by the provision of tables and chairs, promotion of the event, and installation and removal of banners.

For the event scheduled on 5th and 6th July 2025 the Outback Queensland Masters are seeking a contribution of \$22,000.00 (plus GST) and in-kind support by provision of tables and chairs for a dinner of approximately 300 people, supply of two 3-phase power outlets at the venue or if such power does not exist then provision of an appropriate generator and fuel and, installation and removal of street banners.

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

Governance

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

Consultation (internal/external)

Chief Executive Officer Manager of Finance Golf Australia

Policy Implications

Request for Council Assistance over \$10,000 Policy.

Budget and Resource Implications

\$22,000.00 plus GST and in-kind support.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	\$22,000.00 plus GST and in-kind support.	Low
Legal & Regulatory	Low	The request is to be considered against Council's policy.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The request should be considered against the Request for Council Assistance Over \$10,000.00 Policy.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

The request needs to be considered against the appropriate Council policies.

Attachments

- 1. Letter to BTRC Council (002) [5.13.1 1 page]
- 2. OQ M 25 Proposal Blackall Tambo Regional Council (002) [5.13.2 27 pages]



Commercial in confidence

26th March 2024

Mr Andrew Martin Mayor Blackall-Tambo Regional Council

Via email - mayor@btrc.qld.gov.au

Dear Andrew,

Please see attached a proposal for Blackall-Tambo Regional Council to consider in having Blackall as a host town in the 2025 Outback Queensland Masters (OQM).

As discussed, Golf Australia is proposing that the Blackall event is #3 in the 2025 Outback Queensland Masters schedule and takes place over the weekend of 5 & 6 July 2025 (please see complete schedule on Page 3 of the proposal) and that Blackall-Tambo Regional Council partners with the event at a Mateship level of \$22,000 (plus GST) and agreed in-kind support including:

- Where infrastructure allows, the provision of advertising via street banner poles or similar with council to install and deinstall banners FOC, GA to provide banners to council.
- Provision of hire tables and chairs to the Blackall Golf Club to host the "Dinner under the stars" for approx. 300 people.
- Supply of two x 3-phase power outlets to the Blackall Golf Club. If such power does not
 currently exist at the golf club, then provision of an appropriate generator and fuel is to be
 supplied.

Council benefits are listed on page 26 of the proposal. Partnership payment would not be required until the 24/25 financial year.

With the success of this year's event imminent we are planning to ensure we capitalise on this by releasing the 2025 schedule at this year's Million Dollar Hole finale in Quilpie on July 21. With this timeline in mind please don't hesitate to contact me if you have any questions on the proposal/event.

Thank you for your consideration and I look forward to hearing from you soon.

Kind regards

Luke Bates

Golf Australia State Manager - Queensland & NT

Luke.bates@golf.org.au

0439 780 677

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Reg No. A0048256Z ARBN 118 151 894 ABN 54 118 151 894



2024 LOCATIONS

AUSTRALIA'S MOST REMOTE GOLF TOURNAMENT

CHARLEVILLE

Australia's most remote golf tournament, spanning over 2,000 kilometres, the Outback Queensland Masters (OQM), staged annually across six Outback Queensland locations in June and July, culminates with a MILLION-DOLLAR HOLE-IN-ONE challenge!.

This truly unique event is an opportunity for amateur golfers and friends, locals, adventure seekers and travellers alike, to test their skills with a rare opportunity to immerse themselves in local communities and experience the genuine spirit of the Outback in the worlds richest amateur golfing event.



KEY DATES 2025

Location 1	June 21, 22
Location 2	June 28, 29
Location 3	July 5, 6
Location 4	July 12, 13
Location 5	July 19, 20
Location 6	July 25, 56, 27 – Million Dollar Hole-in-One



AWARDS









VOTED

Australia's Best New Event, Australian Event Awards, 2019
Finalist, Best Sporting Event, Queensland Sports Awards, 2021 & 2022
Best Regional Event, Queensland Tourism Awards 2022
Gold Winner Best Grey Nomad Festival or Event 2022
Gold Winner Festival & Events, Australian Tourism Awards 2022
NB:2020 was postponed due to COVID-19







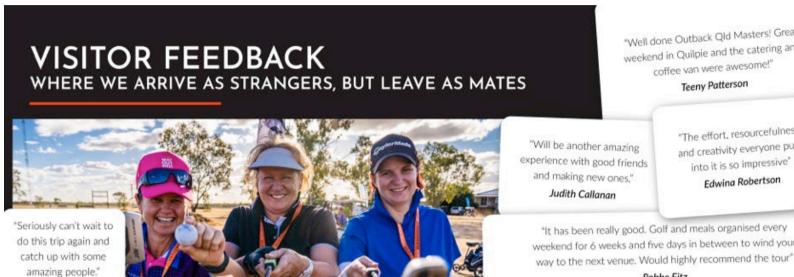




- Junior Clinics occur at each location and are FREE to the local kids in the community.
- PGA Professional Darren
 Weatherall provides these clinics at each event.



Chilli Hill



"I would like to congratulate you both and your team on such a wonderful well-organized event at Biloela on the 19th and 20th of June. Locals are still talking about what an event like this brings to rural towns and the economic and social benefit that comes with it.

The social side was terrific with good food and entertainment, I hope the other towns have as much fun and benefit from this great event as much as the Banana Shire did.

A big thank you to your sponsors Golf Australia, PGA Australia, Outback Tourism and the Queensland Government. Stay safe and not a better place to be then in The Outback at the moment."

Nev Ferrier, Mayor, Banana Shire Council

"Well done Outback Qld Masters! Great weekend in Quilpie and the catering and coffee van were awesome!"

> "The effort, resourcefulness and creativity everyone puts into it is so impressive"

"It has been really good. Golf and meals organised every weekend for 6 weeks and five days in between to wind your

Robbe Fitz

"It's good that Golf Australia are trying something like this because we sometimes get left behind. Having spent the last few weeks ensuring the course is up to standard. It has already captured considerable interest; word of mouth will help it become even bigger in future years."

Clifford Jones, Charleville Golf Club

"Best thing we've done ever!!!! Can't wait to do it again!!!"

Kath Galligher



ECONOMIC + TOURISM IMPACTS





1,183

TOTAL ATTENDANCE



Source: IER Report: 16 June 2023 - 21 July 2023



MEDIA & SOCIAL MEDIA OVERVIEW

Total Combined Reach: 47,209,785



Total estimated combined reach from available data. Note: Not all news media outlets have available data. Source: Meltwater Media Monitoring, Reporting: 1 September 2022 – 31 August 2023.



TRENDING THEMES IN ONLINE NEWS

tourism industry regional queensland

COUNTY PGA golf
weekend
hole Amateur golfers
Competition Outback Queensland

Insight into keywords and key phrases that are most frequently associated with the media coverage. Source: Meltwater Media



TRENDING THEMES ON SOCIAL



big open skies
First-timers and future golf champions players and spectators

money adventure outback sky shot city holes

hand outback country

space

stars clinics golf hole evening players

locations location skills

Prices rise course FREE Junior Golf Clinics golfing adventure golf clubs

EARLY BIRD golf tournament Kiwi mates

Insight into keywords and key phrases that are most frequently associated with social media. Source: Meltwater Media

SOCIAL MEDIA OVERVIEW



	1 September 2022	31 August 2023	Growth
Facebook Followers	4,737	5,655	+918
Facebook Reach	1,080	,123	+85.2%
Facebook Reactions	31,5	38	+16.4%
Facebook Link Clicks	43,1	53	+396%
Instagram Followers	1,108	1,261	+153
Instagram Reach	57,1	06	+99.8%

Social media content year round *every* week of the year.

MARKETING COLLATERAL SELF-DRIVE & FLY-DRIVE EXAMPLES

















TV COVERAGE



7 News QLD - 17.06.23



10 News First National – 17.06.23



9 News National – 17.06.23



9 News QLD -17.06.23



7 News Toowoomba - 19.06.23



7 News National – 23.07.23



9 News QLD - 23.07.23



Today Show Live National - 24.07.23



ONLINE NEWS

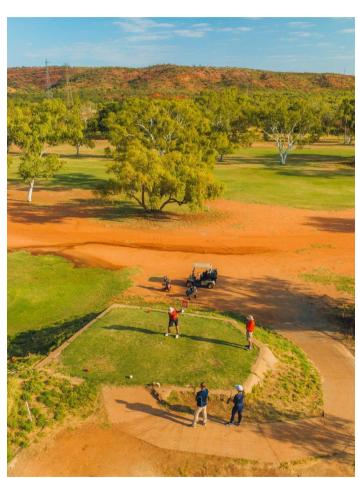


RADIO COVERAGE











WHY PARTNER WITH AUSTRALIA'S BEST?

- Your town will feature in a 12 month marketing campaign
- Legacy of professional film and drone footage, and high resolution images available post the event
- OQM provides a financial injection directly through your local golf club and through the community
- Delivery of approximately 200 unique out-of-region visitors to your town for a minimum of four nights
- Delivery of a world class three day event including a \$10,000 hole in one challenge
- Opportunity for your local club to be exposed to the operations of a World Class Golfing event where local staff and volunteers have the opportunity to gain experience and then use similar practices at events in the future.



2025 – COUNCIL PARTNER BENEFITS?



Mateship Partner –\$22,000 (Plus GST) and agreed In-Kind Support for local promotion and assistance to the host Golf Club Benefits:

- Town inclusion on official OQM marketing collateral poster, program, website, advertising (TV/print/digital/e-news)
- 5 Editorial based social media content
- Editorial in official pocket guide, including attractions, accommodation listings
- Self-drive itinerary promotion and town on OQM official touring map
- Dedicated Media Release announcing partnership with interview opportunities
- eDM to OQM database and Golf highlighting partnership and your local town
- 2 Outback Player Passes
- 8 Outback Spectator Passes
- Speaking opportunity at Player Presentation in your town
- Logo inclusion on Tee Signage displayed at various locations on the golf course
- Logo inclusion on Digital Leaderboard displayed at each location
- Logo inclusion on Scorecard distributed to all players
- Logo inclusion on Partner page on OQM Website
- Professional photographer and videographer at each location
- Provision of event hi-res images and footage available post the event for each location worth \$5,500



OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.14

SUBJECT TITLE: Land Valuation Program Effective 30 June 2025

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Valuer-General of the Department of Resources is seeking Council's view in relation to the revaluation of the Blackall-Tambo local government area.

Officer's Recommendation:

That Council supports the Department of Resources conducting a revaluation of the Blackall-Tambo Regional Council area effective 30 June 2025.

Background

The Valuer-General from the Department of Resources has written to Council seeking Council's views on conducting an annual valuation of the Blackall-Tambo local government area.

The Land Valuation Act 2010 requires that the Valuer-General undertakes an annual valuation of rateable land, but they may decide not to do so in a local government area after considering:

- A market survey report for the local government area that reviews the sales of land and the probable impact of those sales on the value of land since the last valuation
- The results of consultation with the local government for the area and appropriate local and industry groups.

The State Valuation Service (SVS) is currently considering a range of factors including the timing of the last valuation, any extreme weather events that occurred over the last year and market movements. The SVS will continue to monitor the property market.

The results of the consultation will be used to inform the Valuer-General's final decision about the program.

The Department of Resources decided not to conduct a revaluation for the Blackall-Tambo are in 2024.

Link to Corporate Plan

Not Applicable

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

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

Proposed Risk Treatment

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.15

SUBJECT TITLE: Upgrades to the Blackall Cultural Centre
AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator
Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

Acoustic upgrades are required at the Blackall Cultural Centre to provide improved experiences to users and audiences at the facility. The current acoustic controls in the auditorium are aged and are not able to be repaired. Council has been advised by an industry specialist on how to address the required upgrades.

Officer's Recommendation:

That Council ratifies the Chief Executive Officer's decision to engage Macrosphere to undertake the first stage of acoustic improvements and audio-visual upgrades for the Blackall Cultural Centre for an amount of \$167,266.76 (inc GST). Local Buy contract LB308 will apply.

Background

Council has identified that there are acoustic problems with the Blackall Cultural Centre which impacts on the events held at the venue.

The original acoustic material installed at the facility is deteriorated and coming away from its mountings, and the users of the venue rely on portable audio-visual equipment that is no longer fit for purpose.

Council officers consulted with an acoustic industry specialist, Macrosphere to seek advice and quotes for upgrades to the facility. Macrosphere provides services for audio visual, audit systems, curtain supply, acoustic panels LED lighting and many others. They are also a prequalified supplier with Local Buy.

The company has provided a quote for a full upgrade to the Cultural Centre, however due to budget constraints Council requested that the project be broken into stages. Stage 1 of project will be funded by the budget allocation of \$80.00 and the remainder of the budget allocation for the stump repairs as this work is not to be undertaken this fiscal year.

It is recommended, as the first stage of the rectification of the acoustics:

- 1. The current acoustic materials from the rear wall are removed;
- 2. Installation of new acoustic Quietspace panels. The top layer of the panels will be covered with Veritiface in a Jade colour.
- 3. Custom made curtains installed for the rear wall curved windows. The curtains will be made from materials which block out the daylight in the room, creating a controlled lighting environment.
- 4. Two 100" screens installed on each of the walls beside the stage to allow users to connect to the system using a computer, therefore providing the ability to project information and presentations to the audience and conduct meetings.
- 5. Supply and installation of a new lighting desk in the control room. The current lighting desk is original to the facility and is deteriorating.

6. The installation of new speakers in the Supper room to enable better broadcasting of announcements in the area.

The scope of works will greatly improve the facility however, it has been advised that the remainder of the recommended scope be considered in future budget preparations.

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

Infrastructure

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

Consultation (internal/external)

Chief Executive Officer Director of Finance Macrosphere

Policy Implications

Procurement and Disposal Policy

Budget and Resource Implications

\$167,226.76 including GST

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council has an allocation of \$80,000 in the current budget for this project. The remainder of the budget allocation from the stump repairs for the Cultural Centre can be used to support stage 1 of this project.	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	The Cultural Centre is the main venue for events in Blackall. Upgrades to the	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
		acoustics will benefit a large portion of the community.	
Leadership	Low		Low

Proposed Risk Treatment

Council does not have a budget allocation for the entire scope of works to address all acoustic matters at the venue, however the work within stage 1 of the project will be a considerable improvement on the current acoustic challenges in the main auditorium.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.16

SUBJECT TITLE: Betterment Projects and Roads to Recovery

Project

AUTHOR AND OFFICERS TITLE: Ajay Agwan Director of Works and Services

AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

Blackall-Tambo Regional Council tendered for Betterment and Reconstruction packages for roadworks.

Officer's Recommendation:

That Council ratify the Chief Executive Officer's decision to award:

- 1. the BTRC Betterment and Reconstruction Package 1 to Michael Horman Transport for \$537,250.00 (ex GST); and
- 2. the BTRC Betterment and Reconstruction Package 2 to CGW Australia for \$891,122.69 (ex GST); and
- 3. the Roads to Recovery Project to Lohmans Contracting for \$610,156.91 (ex GST); and

that Council note the contracts were awarded by the Chief Executive Officer to due time restraints and to ensure the contractors were secured for each project.

Background

The works for the following three (3) Package projects were approved by the Queensland Reconstruction Authority (QRA) for funding to reconstruct and improve the Blackall-Tambo Regional Council road network in response to the April-May 2022 Flood Event under the submission to QRA named "BTRC.0021.2122J.REC".

QRA Projects - BTRC Betterment and Reconstruction

Job No.:	230051	
Project Background:	The works for the following three (3) Package projects were approved by the Queensland Reconstruction Authority (QRA) for funding to reconstruct and improve the Blackall-Tambo Regional Council road network in response to the April-May 2022 Flood Event under the submission to QRA named "BTRC.0021.2122J.REC".	
Job No.:	230051.1	
Name of Project:	BTRC Betterment and Reconstruction Package 1	
Scope of Works:	Construction of two (2) new concrete floodways, one on Coolatai Rd and one on Evora Rd as Betterment. The Coolatai Rd Betterment site (C5) is a 40m length, 6m width concrete floodway located between chainages 15875-16078m. The Evora Rd Betterment Site (E1) is a 40m length, 8m width concrete floodway with batters both sides replacing the existing floodway between chainages 10052-10134m.	

QRA Approved Budget:	\$450,967.61 (ex GST)
List of Contractor's tender Submissions:	1. Central Hire and Contracting 2. CGW Australia 3. Durack Civil 4. Gulf Civil 5. Hawthorne Civil 6. Lohman Contracting 7. Michael Horman Transport 8. NQ Estimating & Civil Services 9. NQES Industries 10. Sunshine Civil Solutions
Successful Contractor:	Michael Horman Transport
Contractor's Price:	\$537,250.00 (ex GST)

Job No.:	230051.2		
Name of Project:	BTRC Betterment and Reconstruction Package 2		
Scope of Works:	Reconstruction of roads across various sites along; Coolatai, Evora, Gartmore and Mount Pleasant roads including medium and heavy formation grading, with and without import material, bulk fill local and imported, bulk excavation, heavy shoulder grading, in-situ stabilisation, 2 coat bitumen spray seal, repair flowable concrete, patch repair and pothole repair. No Betterment work and only Reconstruction in this Package. The various length sites and type of work range between the following chainages for each road: Coolatai chainages 10m-54576m, Evora chainages 4324m-32087m, Gartmore chainages 1m-2540m, Mount Pleasant chainages 16m-6223m.		
QRA Approved Budget:	\$1,376,278.47 (ex GST)		
List of Contractor's tender Submissions:	1. CGW Australia 2. Durack Civil 3. Gulf Civil 4. FGI Developments 5. VE Group AU 6. NQ Estimating & Civil Services 7. Sunshine Civil Solutions		
Successful Contractor:	CGW Australia		

Contractor's		
Price:	\$891,122.69	(ex GST)

Job No.:	230051.3
Name of Project:	BTRC Betterment and Reconstruction Package 3
Scope of Works:	Construction of concrete works for a bitumen floodway on Blackall- Emmet Road between chainages 42645m-42836m (Site BE4) as Betterment. The new replacement bitumen floodway is 191m length, 8m width bitumen with concrete batters on both sides. The concrete works include two locations for reinforced concrete box culverts and concrete protection batters along the floodway.
QRA Approved Budget: List of Contractor's tender Submissions:	\$1,286,460.64 (ex GST) 1.Central Hire & Contracting 2. CGW Australia 3. Lohman Contracting 4. Michael Horman Transport 5. NQ Estimating & Civil Services 6. NQES Industries 7. Stockham Building Services
Successful Contractor:	Tenders not yet assessed
Contractor's Price:	Tenders not yet assessed

R2R Project

Job No.:	230203	
Name of Project:	Salvia Street Kerb and Channel	
Scope of Works:	New Kerb and Channel and Pave and Seal road widening on Salvia Street between Shamrock-Dahlia St and Dahlia-Thistle St. New box culverts for Salvia Street located at the Salvia-Thistle St intersection, aquatic centre and showgrounds access. Open drainage channel on east side of Salvia St to new box culverts for street stormwater drainage to Shamrock St.	
R2R Budget:	\$608,300.00 (ex GST)	
List of	1. Lohmans Contracting	
Contractor's	NQ Estimating & Civil Services	
tender	3. Durack Civil	
Submissions:		
Successful		
Contractor:	Lohmans Contracting	
Contractor's		
Price:	\$610,156.91 (ex GST)	

Link to Corporate Plan

Infrastructure

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

Consultation (internal/external)

Chief Executive Officer
Director of Works and Services

Policy Implications

Procurement and Disposal Policy

Budget and Resource Implications

Funded projects.

Risk Management Assessment

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

Proposed Risk Treatment

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

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.17

SUBJECT TITLE: Councillor Representatives for Advisory

Committees

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

Blackall-Tambo Regional Council is represented on a number of advisory committees and working groups which have Councillor representatives. The 2024-2028 Councillors are to nominate representatives for each group.

Officer's Recommendation:

That Council nominate Councillor representatives for the following working groups and advisory committees;

Advisory Committees / Working Group	Number of Representatives	Councillor Representatives
Tambo Town Common	1 councillor (non-	Councillor [to be identified]
Advisory Group	voting)	
Blackall Town Common Advisory Group	1 councillor (non- voting)	Councillor [to be identified]
Internal Audit Committee	2 councillors	Councillor [to be identified] (Chair) Councillor [to be identified] (Deputy Chair)
Regional Arts Development Fund	2 councillors	Councillor [to be identified] Councillor [to be identified]
Blackall Saleyards Working Group	2 councillors	Councillor [to be identified] (Chair) Councillor [to be identified] (Deputy Chair)
Wild Dog Advisory Committee		Councillor [to be identified]

and

- as a member of the Remote Area Planning and Development Board (RAPAD),
 Blackall-Tambo Regional Council appoints the Mayor, Cr Andrew Martin, as its representative; and
- notes that Cr Andrew Martin, as Mayor of Blackall-Tambo Regional Council is a Director of Red Ridge Interior (Qld); and
- notes that Cr Andrew Martin has been appointed as a Board member of the Board of the Outback Queensland Tourism Association by the RAPAD councils as the representative for the RAPAD area.

Background

Council has previously been represented on a number of advisory and working groups. The following table identifies organisations that Council has a representation on, the previous

Councillor representative and the number of councillor representatives that Council has appointed.

As per section 265 of the *Local Government Act* 2012 these committees and working groups are not standing committees.

Advisory Committees / Working Group	Description	Representative	Number of Representatives
Tambo Town Common Advisory Group	The Tambo Town Common advisory group gives advice and makes recommendations on best practice methods including grazing management techniques, animal husbandry practices and stock carrying capacity of the Town Common. There is 1 councillor representative on the Advisory Group. This representative does not have voting rights.	Cr Lindsay Russell	1 councillor
Internal Audit and Risk Management Committee	The primary objective of the audit committee is to assist council in fulfilling its oversight responsibilities relating to account and reporting requirements imposed under the Local Government Act and other relevant legislation, in particular relating to audit and internal audit obligations. The Internal Audit and Risk Management Committee focusses on risk management, audit activities and compliance. The Committee does not replace the management responsibilities of management, but acts as a source independent advice to the Chief Executive Officer. The are currently 2 councillors as part of this committee.	Cr Lindsay Russell (Chair) Cr Boyd Johnstone	2 councillors
Regional Arts Development Fund Committee	The RADF Committee is the regional advisory group to Council and follows the RADF Guidelines as set by Arts Queensland. The Committee assesses the RADF applications after each funding round closes and recommends	Cr Jane Scobie Cr Pam Pullos	2 councillors

	to Council whether applications should be funded or not. The Blackall-Tambo Regional Council RADF Committee comprises of eight members; three community representatives from Blackall and Tambo communities and two Blackall-Tambo Regional Council Councillor representatives.		
Blackall Saleyards Working Group	The Blackall Saleyards Working Group discusses matters related to the Saleyards facility and operations. The Working Group consists of the Chief Executive Officer, Saleyards Manager, and representatives from the Blackall Livestock Auction Assn, landholders, and livestock transport and two Councillor representatives.	Cr Lindsay Russell (Chair) Cr Andrew Martin	2 councillors
Wild Dog Sub- Committee	The Wild Dog Sub-Committee assesses applications from syndicates for assistance with the control of wild dogs in their syndicate area. The sub-committee consists of syndicate representatives, one Councillor representative and a Council management representative.	Cr Lindsay Russell	1 councillor

Blackall-Tambo Regional Council is one of the seven Council members of RAPAD along with Barcaldine, Boulia, Barcoo, Diamantina, Longreach and Winton.

The RAPAD Board meets once a month via eight zoom meetings and four face-to-face meetings per year. Each member Council nominates one representative to be appointed as a Director of the Board. The representative has traditionally been the Mayor.

Red Ridge (Interior Queensland) Ltd was established in 2009 as a company limited by guarantee. Red Ridge helps create healthy and resilient communities in remote western Queensland by bringing people together in art and cultural activities. All mayors of the RAPAD area are automatically Directors of the Board of Red Ridge along with 2 community Directors. Cr Martin is currently the Chair of Red Ridge.

Outback Queensland Tourism Association (OQTA) is the regional tourism organisation responsible for destination stewardship (leadership and sustainable tourism), marketing and product development. The Board of OQTA consists of 12 Directors. Cr Martin was elected by the Directors of RAPAD to be the representative of the RAPAD region. Blackall-Tambo Regional Council is also a partner of OQTA.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Chief Executive Officer Cr Andrew Martin

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk	Summary of Risks Involved	Risk Rating
	Tolerance		
Financial	Low	Nil	Low
Legal & Regulatory	Low	Councillor representatives ensures	Low
		transparency and reporting requirements	
		are met.	
People	Low	Nil	Low
Operational	Medium	Participation in committees ensure Council	Low
		is informed of matters affecting the region.	
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

External committees are one of the avenues Council uses to advocate for the needs of the region, or local government generally. The appointment of Councillor representative allows for reporting back to Council and the community.

Failure to appoint Councillor representatives exposes the business to Council to the risk of having no representation for Council's interests in the wider community, and liaison with a wide number of committees, peak industry bodies and regional and community associations.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE Wednesday 24 April 2024

ITEM NO: 5.18

SUBJECT TITLE: Post Election Responsibilities

AUTHOR AND OFFICERS TITLE: Andrea Saunders Governance Coordinator AUTHORISING OFFICER: Des Howard (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Director-General from the Department of Housing, Local Government, Planning and Public Works has written to the Chief Executive Officer to alert the Councillors of their obligations with the commencement of the new council term.

Officer's Recommendation:

That Council receive the letter from the Director-General of Department of Housing, Local Government, Planning and Public Works and note the following:

- 1. Blackall-Tambo Regional Council councillors must complete the mandatory training by 28 September 2024; and
- 2. Councillors must inform the CEO of their interests within 30 days after the day the councillor's term starts; and
- 3. All election participants must lodge an election summary return before 1 July 2024.

Background

The Director-General for the Department of Housing, Local Government, Planning and Public Works has informed the Chief Executive Officers of local governments of the obligations of councillors for the commencement of the new council term.

Councillor Training

All councillors must complete the approved councillor training about the responsibilities of councillors. The Compliance (Mandatory) module of the LG Leaders Program covers three topics:

- Code of Conduct
- Registers of Interests
- Conflicts of Interests.

To access the LG Leaders Program and complete the mandatory training, councillors must log in to LG Central. The system will record when each councillor has completed the training.

Inductions

Senior Advisors from the Department of Local Government provide inductions to councillors. The Senior Advisors will be providing inductions to the Blackall-Tambo Regional Council councillors on 16 May 2024.

LG Central

LG Central is available to councillors, council staff and departmental staff and contains may resources.

Registers of Interest

Councillors are required to provide the CEO of the local government with their register of interests within 30 days of the start of the councillor's term.

Election Summary Results

All participating election candidates must lodge an election summary return before 1 July 2024. An election summary return must be lodges even if no electoral expenditure was incurred, and no gifts or loans were received.

Link to Corporate Plan

Governance

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

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

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Nisk management Assessment					
Risk Category	Risk	Summary of Risks Involved	Risk Rating		
J	Tolerance				
Financial	Low	Nil	Low		
Legal & Regulatory	Low	Council and councillor post-election	Low		
		obligations are outlined in the relevant			
		legislation.			
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

Penalties can be occurred if the relevant officials do not abide by the requirements as defined in the legislation.

Attachments

1. Letter Part 4 [5.18.1 - 3 pages]

Our reference: DGBN24/118

18 April 2024

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



Office of the **Director-General**

Department of
Housing, Local Government,
Planning and Public Works

Dear Mr Howard

I write regarding the commencement of the new council term and to alert you of your obligations as Chief Executive Officer and to the obligations of your councillors.

Notice of mandatory councillor training

All councillors must complete approved councillor training about the responsibilities of councillors. This requirement came into force in November 2023.

The approved councillor training that all councillors must complete is the Compliance (Mandatory) module of the LG Leaders Program, which covers the following three topics:

- 10. Code of Conduct
- 11. Registers of Interests
- 12. Conflicts of Interests.

This approved training must be completed in the period ending 6 months after the conclusion of the local government election. Blackall-Tambo Regional Council councillors must complete the mandatory training modules by 28 September 2024. Serious penalties may apply for non-compliance including suspension and dismissal as outlined in sections 120 and 122 of the *Local Government Act* 2009 (LGA). The Department of Housing, Local Government, Planning and Public Work's (the department) chief executive may extend the prescribed period if they are satisfied it would be appropriate in the circumstances.

To access the LG Leaders Program and complete the mandatory training, councillors must log in to <u>LG Central</u>. The system will identify each councillor who starts the training and will record when the training has been completed.

More information about LG Central is provided later in this letter. New councillors or mayors will have received an email inviting them to set up a LG Central account. Returning councillors and mayors hold accounts already and will have received an email to remind them of their account details.

If councillors experience difficulties accessing LG Central or the LG Leaders Program, including the mandatory training modules, they should contact lgcentral@dsdilgp.qld.gov.au or 3452 7148.

This notice is issued in accordance with section 169A(5)(a) of the LGA and the *City of Brisbane Act 2010* (CoBA), section 254AA of the Local Government Regulation 2012 and section 242AA of the City of Brisbane Regulation 2012.

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Inductions

At the start of each new council term, the department offers an induction to all mayors and councillors. Your council may have arranged a time and date with our departmental Regional Advisors for that induction to occur.

The topics explored in the department's induction are:

- Considering what it takes to be an LG Leader, and how to be effective in the role.
- Councillor obligations registers of interests, conflicts of interest and the code of conduct.
- Councillors focus on strategic issues and plans; council staff deal with operational matters.
- Preparing for and attending council meetings.
- The obligations of a councillor.
- Using the LG Leaders Program to support councillors and council staff.

It will provide the opportunity to ask questions about key obligations and establish contact with Regional Advisors, who as always, will be available on an ongoing basis to provide support and assistance to mayors, councillors and council staff.

LG Central

LG Central houses much more than the LG Leaders program. It is the online local government knowledge centre that provides councillors, council staff and departmental staff with access to resources such as online training, policies, and procedures. The portal is designed to support councils and includes topics on governance, finance, and compliance to provide information on local laws, meeting procedures, reporting and much more. A reminder that if you have any issues accessing LG Central, please email lgcentral@dsdilgp.qld.gov.au.

Post-election checklist

The department has created a post-election checklist as a resource to assist councillors and councils with post-election processes. The checklist covers mandatory legislative requirements and administrative actions necessary during the initial period of a new council term. The post-election checklist can be accessed on <u>LG Central</u>.

Registers of interest

Under section 201A(2) of the LGA and section 198A(2) of the CoBA, councillors must inform their CEO of interests that must be recorded in a register of interests for the councillor and a person who is related to the councillor, within **30 days** after the day the councillor's term starts. Councillor advisors must also comply with this requirement within 30 days after the advisor is appointed. Contravention of this section by a councillor is misconduct that may result in disciplinary action.

Election summary returns

All election participants must lodge an election summary return before **1 July 2024**. An election summary return is a return given after an election that summarises the total expenditure incurred by an election participant and total gifts and loans received or made by an election participant. If your councillors do not lodge their election summary return by the due date, they will be immediately removed from office. An election summary return must be lodged even if no electoral expenditure was incurred, and no gifts or loans were received.

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Election summary returns can be lodged online via ECQ's <u>Electronic Disclosure System (EDS)</u>. For more information, please see ECQ's <u>election summary returns factsheet</u> or contact ECQ by phone at 1300 881 665 or email at <u>fad@ecq.qld.gov.au</u>.

I look forward to working with you throughout the term.

Yours sincerely

Mark Cridland Director-General

> 1 William Street Brisbane Queensland 4000 GPO Box 806 Brisbane Queensland 4001 Australia

6 Confidential Reports

Nil

7 Close of Meeting