



GENERAL MEETING

12 January 2022

NOTICE OF MEETING

Date: 12 January 2022

Cr AL Martin
Cr BP Johnstone
Cr PJ Pullos
Cr LP Russell
Cr JH Scobie
Cr DA Hardie
Cr GK Schluter

Please find attached the Agenda for the General Meeting to be held at the Blackall-Tambo Regional Council Chambers in Tambo, 12 January 2022 commencing at 8.30am.

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

DA Howard
Chief Executive Officer

CALENDAR OF EVENTS

January 2022

12 January 2022	Council Meeting – Tambo
26 January 2022	Australia Day

February 2022

16 February 2022	Council Meeting – Blackall
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March 2022

9-11 March 2022	WQAC Assembly - Charleville
16 March 2022	Council Meeting – Tambo

April 2022

15 April 2022	Good Friday
18 April 2022	Easter Monday
20 April 2022	Council Meeting – Blackall
25 April 2022	Anzac Day

May 2022

2 May 2022	Labour Day
18 May 2022	Council Meeting – Tambo
28 May 2022	Tambo Cup Races

June 2022

15 June 2022	Council Meeting – Blackall
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July 2022

20 July 2022	Council Meeting – Tambo
26-28 July 2022	Bush Council Convention - Barcaldine

August 2022

17 August 2022	Council Meeting – Blackall
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September 2022

21 September 2022	Council Meeting – Tambo
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October 2022

3 October 2022	Queen's Birthday
17-19 October 2022	LGAQ Conference - Cairns
26 October 2022	Council Meeting – Blackall

November 2022

11 November 2022	Remembrance Day
16 November 2022	Council Meeting – Tambo

December 2022

14 December 2022	Council Meeting – Blackall
25 December 2022	Christmas Day

Held at Tambo Council Chambers
On Wednesday 12 January 2022
Commencing at 8.30am

Order of Business

Blue items are hyperlinked

Leave of absence/Signing of Attendance Book

Apologies:

Condolences:

Declarations of Conflicts of Interest

Deputations

BUSINESS

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**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE BLACKALL COUNCIL CHAMBERS
ON WEDNESDAY 15 DECEMBER 2021
AT 8.30AM**

PRESENT:

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

OFFICERS:

Mr Des Howard, Chief Executive Officer, Mr Alastair Rutherford, Director of Finance Corporate and Community Services, Mr Garth Kath, Director of Works and Services, Mrs Andrea Saunders, Executive Assistant.

CONDOLENCES:

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

- Janice Cecily Ross
- Kayla Joy Russell
- David Hall Odling
- Andrew Erdie

DECLARATIONS OF INTEREST:

Cr PJ Pullos for item 4.1.10 – I, Councillor Pullos, inform the meeting that I have a prescribed conflict of interest in item 4.1.10 RADF Application – Tambo ICPA. The nature of my interest is as follows:

- I am involved in the competition for which the Tambo ICPA has applied for funding.

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

Cr AL Martin for item 4.1.8 – I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 RADF Application – Blackall Cultural Association. The nature of my interest is as follows:

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

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

Cr AL Martin for item 4.1.9 – I, Councillor Martin, inform the meeting that I have a declarable conflict of interest in item 4.1.9 RADF Application – Red Ridge Interior. The nature of my interest is as follows:

- I am the Chair of Red Ridge Interior which has applied for funding through the program.

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

Cr AL Martin for item 4.1.10 – I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 4.1.10 RADF Application – Tambo ICPA. The nature of my interest is as follows:

- My wife, Louise Martin, is President of the Queensland ICPA of which the Tambo ICPA is an applicant.

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

Cr DA Hardie for items 4.1.8, 4.1.9 and 4.1.10 – I, Councillor Hardie, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 RADF Application – Blackall Cultural Association, item 4.1.9 RADF Application – Red Ridge Interior and item 4.1.10 RADF Application – Tambo ICPA. The nature of my interest is as follows:

- My wife, Lindy Hardie, is chair of the RADF Committee.

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

1.1 Confirmation of General Meeting Minutes

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

1. That the minutes of the General Meeting held on 17 November 2021 be taken as read and confirmed, and that the Mayor be authorised to sign same; and
2. Council notes the correction in the Annual Report 2020/2021, page 7, Councillors remuneration schedule as follows:

Position	Annual Remuneration*	Meeting Allowance **	Total
Mayor Allowance	\$108,222.00	Nil	\$108,222.00
Deputy Mayor Allowance	\$62,435.04	Nil	\$62,435.04
Councillor Allowance	\$36,073.32	\$18,036.72	\$54,110.04

Minute No. 01/12A/21

Carried 7/0

Mayoral Minute

Council has received several letters relating to the COVID-19 restrictions coming into effect on 17 December 2021.

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

That Council continue to monitor the situation and remain in regular contact with Queensland Government representatives to ensure any advice and directions are applied to Council's facilities in accordance with Queensland Health's requirements.

Minute No. 02/12A/21

Carried 7/0

4.1.1 Financial Report for the Month of November

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 November 2021 details Council's current financial position and compares its performance against the adopted budget for 2021-2022.

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

That Council receive the Financial Report for November 2021.

Minute No. 03/12A/21

Carried 7/0

4.1.2 DFCCS Operations Report – November 2021

The Director of Finance Corporate and Community Services operations report for November 2021 is presented to Council. The report includes housing and administration, community development program, Blackall aerodrome, libraries, visitor information centres, facility bookings, Tambo Multipurpose and Tambo Child Care Centre.

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

That Council receive the DFCCS Operations Report for November 2021.

Minute No. 04/12A/21

Carried 7/0

4.1.3 Environmental Health/Local Laws Officer's Report

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

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

That Council receive the Environmental Health/Local Laws Officer's report.

Minute No. 05/12A/21**Carried 7/0**

4.1.4 Ranger's Report

The Ranger's report for November 2021 is provided to Council.

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

That Council receive the Ranger's report for November 2021.

Minute No. 06/12A/21**Carried 7/0**

4.1.5 Tambo Outback Rodeo – Request for Assistance

The Tambo Outback Rodeo have requested financial assistance for their fireworks display on New Year's Eve.

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

That Council decline the request from the Tambo Outback Rodeo for Council assistance for the New Year's fireworks and the applicant be informed of the application process for all community organisations for future funding.

Minute No. 07/12A/21**Carried 7/0**

4.1.6 Community Drought Funding – Flexible Financial Hardship

Community Drought Package Funding (\$97,000) for Flexible Financial Hardship. Applications were invited for those experiencing hardship due to drought. Eighteen applications were received and assessed for Round 1 allocation by a Drought Panel.

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

That Council receive the report and endorse the Panel's decision to allocate \$45,700 of Flexible Financial Hardship Funding.

Minute No. 08/12A/21**Carried 7/0**

4.1.7 RADE

The second round of the 2021-2022 RADF program closed for applications on November 26th and the Committee held a RADF meeting on 6th December 2021.

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

That Council receive the minutes of the RADF Committee meeting dated 6 December 2021

Minute No. 09/12A/21

Carried 7/0

At this point, 9.47am, Cr Martin and Cr Hardie left the meeting.

Cr Russell assumed the chair.

4.1.8 RADF Application – Blackall Cultural Association

The second round of the 2021-2022 RADF program closed for applications November 26th and the Committee recommended the application from the Blackall Cultural Association be approved.

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

That Council endorse the RADF Committee's recommendation to approve the application from Blackall Cultural Association for \$6,140.00.

Minute No. 10/12A/21

Carried 5/0

4.1.9 RADF Application – Red Ridge Interior

The second round of the 2021-2022 RADF program closed for applications November 26th and the Committee recommended the application from Red Ridge be approved.

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

That Council endorse the RADF Committee's recommendation to approve the application from Red Ridge Interior for \$1,400.00.

Minute No. 11/12A/21

Carried 5/0

At this point, 9.48am, Cr Pullos left the meeting

4.1.10 RADF Application – Tambo ICPA

The second round of the 2021-2022 RADF program closed for applications November 26th and the Committee recommended the application from Tambo ICPA be approved.

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

That Council endorse the RADF Committee's recommendation to approve the application from Tambo ICPA for \$7,013.00.

Minute No. 12/12A/21

Carried 4/0

At this point, 949am, Cr Martin, Cr Hardie and Cr Pullos returned to the meeting.

Cr Martin resumed the chair.

ADJOURNMENT:

At 9.59am, the meeting was adjourned for morning tea.

RESUMPTION:

At 10.55am the meeting was resumed.

Upon resumption of the meeting the Director of Works and Services was not in attendance.

4.1.11 RADF Surplus Funds

RADF Council initiatives in 2018-2019 and 2020-2021 had an underspend of \$3,723.00 and \$11,000.00. The RADF Committee voted to reallocate these funds to the Tambo Dam Lights project.

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

That Council endorse the RADF Committee's recommendation to allocate the Council initiative surplus funds of \$14,723.00 to the Tambo Dam Lights Project.

Minute No. 13/12A/21

Carried 7/0

Order of Business

The order of business was changed

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

That Council change the order of business to discuss items 5.1 to 5.12.

Minute No. 14/12A/21

Carried 7/0

Item 4.2.1 was discussed after item 5.12.

4.2.1 Director of Works and Services Operations Report – November 2021

The Director of Works and Services report for November 2021 is presented to Council.

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

That Council receive the Director of Works and Services' Operations Report for November 2021.

Minute No. 15/12A/21

Carried 7/0

4.2.2 Work Health and Safety Report

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

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

That Council receive the Work Health and Safety Report for November 2021.

Minute No. 16/12A/21

Carried 7/0

Item 5.1 was discussed after item 4.1.11.

5.1 Blackall Saleyards Monthly Report

The Blackall Saleyards monthly report for November is presented to Council.

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

That Council receive the Blackall Saleyards monthly report for November 2021.

Minute No. 17/12A/21

Carried 7/0

5.2 Planning and Development Report

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

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

That Council receive the Planning and Development Report for November 2021.

Minute No. 18/12A/21

Carried 7/0

5.3 Tender of Tambo Sawmill and Sales Permit

It is considered to be advantageous to tender the Tambo Sawmill and Sales Permit as the sawmill has remained idle since the lessee's ceased operations in 2020.

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

That Council, under section 227 (1) (a) of the *Local Government Regulation 2012*, invites written tenders for the sale of the Tambo Sawmill and Sales Permit 201304400.

Minute No. 19/12A/21

Carried 7/0

5.4 Write Off of Debt – Surrender of Land for Overdue Rates

Council recently acquired land in full payment of rates and charges over several rate assessments in Yalleroi.

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

That Council write off the debt in sum of \$11,354.96 consisting of the overdue amounts for rates and charges:

Assessment:	10783-00000-000	\$2223.65
Assessment:	10778-00000-000	\$2658.54
Assessment:	10776-00000-000	\$3428.17
Assessment:	10777-50000-000	\$3044.60

Minute No. 20/12A/21

Carried 7/0

5.5 RAPAD Board Communiqué – 5 November 2021

The RAPAD Board Communiqués provide an outline of items discussed at the monthly meetings.

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

That Council receive the RAPAD Board Communiqué for 5 November 2021.

Minute No. 21/12A/21**Carried 7/0**

5.6 Local Disaster Management Group

The Blackall-Tambo Regional Council Local Disaster Management Group (LDMG) held a meeting on Monday 29 November 2021.

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

That Council:

- 1. Receive the minutes from the Local Disaster Management Group meeting held 29 November 2021; and**
- 2. Endorse the Longreach District DM Planning Framework and Local Recovery Sub-Plan.**

Minute No. 22/12A/21**Carried 7/0**

5.7 Prequalified Supplier Panels

Council recently tendered for the Wet & Dry Plant Hire and Trade Services prequalified supplier panels.

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

That compliant tenderers are added to Council's prequalified supplier panels.

Minute No. 23/12A/21**Carried 7/0**

5.8 Blackall Work Camp CAC Meeting – 30 November 2021

The Blackall Work Camp Community Advisory Committee held a meeting on 30 November 2021.

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

That Council receive the Blackall Work Camp Community Advisory Committee report.

Minute No. 24/12A/21**Carried 7/0**

5.9 Tambo Commercial Building

Council owns a commercial building in Tambo. The lot on which the building is situated is in the process of being subdivided to enable the sale of the property.

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

That Council under section 227 (1) (b) of the *Local Government Regulation 2012*, sells the commercial building in Tambo located at 22 Arthur Street, by auction.

Minute No. 25/12A/21

Carried 7/0

5.10 Annual Valuation Effective June 2022

The Valuer-General confirms that a new valuation will not be undertaken in 2022.

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

That Council receive the letter from the Department of Resources and note that the Valuer-General has confirmed that a new valuation will not be undertaken in 2022.

Minute No. 26/12A/21

Carried 7/0

5.11 Wild Dog Barrier Fence

The Department of Agriculture and Fisheries have advised that a review of the Wild Dog Barrier Fence is to be conducted in the coming months.

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

That Council receive the letter from the Department of Agriculture and Fisheries and note that a review of the Wild Dog Barrier Fence is intended to be conducted.

Minute No. 27/12A/21

Carried 7/0

5.12 2022 Special Holiday

Council applied to the Office of Industrial Relations for a special holiday on 1 November 2022 for the purpose of Melbourne Cup Day.

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

That Council receive the letter from the Office of Industrial Relations and note that a special holiday for Blackall-Tambo Region on 1 November 2022 for the purpose of Melbourne Cup Day has been granted.

Minute No. 28/12A/21

Carried 7/0

At 11.37am Cr Martin left the meeting.

At 11.38am Cr Martin returned to the meeting.

Items 4.2.1 and 4.2.2 were discussed at this point.

Order of Business

The order of business was changed.

MOTION: **Moved: Cr PJ Pullos**

Seconded: Cr GK Schluter

That Council change the order of business to discuss item 4.2.1 DWS Operations Report and item 4.2.2 Work Health and Safety Report.

Minute No. 29/12A/21

Carried 7/0

At this point, 11.39am, the DWS returned to the meeting to present his reports.

Cr Martin wished the Councillors and staff a Merry Christmas.

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 11.48am.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 12 January 2022.

Signed.....Mayor

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Minute No.	Report Number	Subject	Resolution	Action By	Result
06/11A/21	4.1.5	Annual Report 2020/2021	That Council adopt the Annual Report for the financial year 2020/2021.	DFCCS	The Annual Report has been placed on Council's website.
07/12A/21	4.1.5	Tambo Outback Rodeo – Request for Assistance	That Council decline the request from the Tambo Outback Rodeo for Council assistance for the New Year's fireworks and the applicant be informed of the application process for all community organisations for future funding.	DFCCS	The applicant has been advised of Council's decision.
19/12A/21	5.3	Tender of Tambo Sawmill and Sales Permit	That Council, under section 227 (1) (a) of the <i>Local Government Regulation 2012</i> , invites written tenders for the sale of the Tambo Sawmill and Sales Permit 201304400.	CEO	Council's solicitors are drafting the required tender documents.
20/12A/21	5.4	Write Off of Debt – Surrender of Land for Overdue Rates	That Council write off the debt in sum of \$11,354.96 consisting of the overdue amounts for rates and charges: Assessment 10783-00000-000 \$2223.65 Assessment 10778-00000-000 \$2658.54 Assessment 10776-00000-000 \$3428.17 Assessment 10777-50000-000 \$3044.60	CEO	Completed
23/12A/21	5.7	Prequalified Supplier Panels	That complaint tenderers are added to Council's prequalified supplier panels.	CEO	The process has commenced.
25/12A/21	5.7	Tambo Commercial Building	That Council under section 227 (1) (b) of the <i>Local Government Regulation 2012</i> , sells the commercial building in Tambo located at 22 Arthur Street, by auction.	CEO	Awaiting finalisation of material change of use of 4 lots into 5.

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

COUNCIL MEETING DATE: 12 January 2022

Item No: **4.1.1****SUBJECT HEADING: Financial Report for the Month of December 2021**

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

CLASSIFICATION: (if confidential)

Summary: In accordance with s204 of the Local Government Regulation 2012 a monthly financial report is required to be presented to Council. The financial report for December 2021 details Council's current financial position and compares its performance against the adopted budget for 2021-2022.

Officer's Recommendation: That Council receive the Financial Report for December 2021.

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

Consultation (internal/external)

CEO

Director of Finance

Manager of Finance

Policy Implications

Nil

Budget and Resource Implications

Nil

FINANCE REPORT TO A MEETING OF THE BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 12 JANUARY 2022

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 12 JANUARY 2022

1. Cash Position as at 31 December 2021

Cash at Bank

Operating Accounts \$ 1,726,177

Short Term Investments

Bank of Queensland - Term Deposits \$ 5,000,000

Queensland Treasury Corporation - Cash Fund \$ 15,000,000

\$ 21,726,177

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) \$ 2,556,790

Unspent Grants (Restricted Cash) \$ 1,780,625

\$ 4,337,415

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable debtors - estimated creditors :	94,271	31,275	\$ 62,996

Plus cash surplus	21,726,177	4,337,415	\$ 17,388,762
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Working Capital **\$ 17,451,758**

2. Monthly Cashflow Estimate: January 2022

Receipts

Rates & Fees & Charges \$ 50,000

Debtors \$ 50,000

Grants/Subsidies/Loans QTC \$ -

Total \$ 100,000

Expenditure

Payroll \$ 800,000

Creditor Payments \$ 800,000

Loan Payments \$ -

Total \$ 1,600,000

Therefore cash is expected to decrease by **-\$ 1,500,000** in the period.

3. Comparative Data:

	December 2021	December 2020
Cash position	21,726,177	16,998,355
Working capital	17,451,758	14,048,283
Rate arrears	60,967	145,380
Outstanding debtors	94,271	164,442
Current creditors	31,275	26,376
Total Loans	1,580,764	1,702,466

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL

HELD ON 12 JANUARY 2022

4. Capital Works Summary: 1 July 2021 to 30 June 2022

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	1,453,000	437,715	30%
Plant & Equipment	1,800,000	1,785,068	99%
Road Infrastructure	2,668,300	76,090	3%
Water Infrastructure	930,000	-	0%
Sewerage Infrastructure	250,000	-	0%
QTC Loan Redemption	98,900	49,094	50%
Total	7,200,200	2,347,967	33%

5. Road Works Expenditure : 1 July 2021 to 30 June 2022

	Budget	Expended YTD Actual	% of Budget Expended
Total Roads Expenditure	14,390,114	7,321,555	51%
1. Rural Roads	10,299,500	6,218,368	60%
2. Town Streets	400,000	140,835	35%
3. RMPC Works	3,690,614	962,352	26%

6. Rate Arrears Summary

Total Rates Outstanding Balance \$ **107,680**

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 46,713	61
1 Year	\$ 38,582	21
2 Years	\$ 18,451	14
3 Years and over	\$ 3,934	6

BTRC 2021-22 CAPITAL EXPENDITURE PROJECTS		1/07/21 to 30/06/22		SOURCES OF FUNDING		
Particulars	Budget 2021-22	Expenditure YTD	% Expended	Capital Grants	Council Contribution	Comments
BUILDINGS & OTHER STRUCTURES	1,453,000	437,715	30%	854,900	598,100	
Tambo Dam Lights	200,000	33,602	17%	200,000	-	In progress
Tambo Aquatic centre shade structure	60,000	56,683	94%	60,000	-	Completed
Tambo 'Truck Museum	494,400	40,197	8%	454,900	39,500	Tender awarded
Tambo Depot Fencing	70,000	2,405	3%	-	70,000	Planning stage
Tambo Sprinkler System - Pump and Electricity	20,000	17,724	89%	-	20,000	In progress
Tambo Racecourse Rock Removal	40,000	-	0%	-	40,000	Planning stage
Tambo Historic House Shed	40,000	-	0%	-	40,000	Planning stage
Blackall Admin Office South Wall	100,000	-	0%	-	100,000	Planning stage
Blackall Rodeo and Campdraft Grounds Upgrade	150,000	7,104	5%	-	150,000	Lighting upgrades undertaken.
Internet BOR STAGE 3	278,600	280,000	101%	140,000	138,600	Completed
PLANT & EQUIPMENT	1,800,000	1,785,068	99%	-	1,800,000	
Plant Replacement including committed orders	1,800,000	1,785,068	99%	-	1,800,000	As per plant replacement program
ROAD INFRASTRUCTURE	2,668,300	76,090	3%	1,808,300	860,000	
Roads to Recovery	808,300	-	0%	808,300	-	Planning stage
Road Reseals	800,000	-	0%	-	800,000	Planning stage
Footpath Coolibah Village - Mitchell to Garden St	60,000	62,192	104%	-	60,000	Completed
Heavy Bypass Stage 2 (Salvia Street)	950,000	13,898	1%	950,000	-	In progress
Tambo Industrial Estate Roads	50,000	-	0%	50,000	-	Second seal
WATER INFRASTRUCTURE	930,000	-	0%	880,000	50,000	
Water infrastructure renewals and upgrades	930,000	-	0%	880,000	50,000	Planning stage
SEWERAGE INFRASTRUCTURE	250,000	-	0%	200,000	50,000	
Sewerage infrastructure renewals and upgrades	250,000	-	0%	200,000	50,000	Planning stage
LOAN REDEMPTION Qld Treasury Corporation	98,900	49,094	50%	-	98,900	
Saleyards Upgrade - Current Balance \$ 1,237,480 Maturity June 2037 [Drawdown 16/05/2017 \$ 1,500,000]	60,600	30,032	50%	-	60,600	As per loan agreement
Tambo Bore - Current Balance \$ 343,284 Maturity June 2030 [Drawdown 15/06/2020 \$400,000]	38,300	19,062	50%	-	38,300	As per loan agreement
TOTAL CAPITAL PROGRAM 21-22	7,200,200	2,347,967	33%	3,743,200	3,457,000	

General Ledger 2021.7.7.1

Revenue and Expenditure Summary

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(Accounts: 0100-0001-0000 to 5250-2000-0000. All report groups. 51% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2022

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		REVENUE			EXPENDITURE				
		31 Dec 2021 ACTUAL		AMENDED BUDGET	ORIGINAL BUDGET	31 Dec 2021 ACTUAL		AMENDED BUDGET	ORIGINAL BUDGET
1000-0001	ADMINISTRATION								
1000-0002	Administration	152,778.92	100%	153,200	153,200	1,680,682.48	46%	3,663,100	3,663,100
1100-0002	Finance	2,451,954.38	38%	6,372,800	6,372,800	721,092.32	961%	75,000	75,000
1200-0002	Oncosts	0.00	0%	0	0	234,142.34	-18%	(1,304,200)	(1,304,200)
1300-0002	Stores/Purchasing	0.00	0%	0	0	23,588.70	34%	69,400	69,400
2000-0002	Corporate Governance	0.00	0%	500	500	301,538.27	41%	729,100	729,100
2100-0002	Business Activities	24,737.77	60%	41,000	41,000	21,840.31	48%	45,700	45,700
2150-0002	Saleyard Operations	877,257.44	60%	1,450,100	1,450,100	564,094.98	59%	952,700	952,700
2200-0002	Tambo Sawmill	0.00	0%	104,000	104,000	39,042.45	38%	103,900	103,900
2350-0002	Airports/Aerodromes	37,281.85	26%	143,700	143,700	128,574.93	37%	351,700	351,700
2450-0002	Tourism	57,051.66	88%	65,200	65,200	207,099.44	49%	425,800	425,800
2500-0002	Planning & Development	24,020.80	80%	30,000	30,000	32,266.90	39%	82,000	82,000
2580-0002	Economic & Community Develop	1,016,867.42	34%	2,985,900	2,985,900	290,203.35	73%	396,700	396,700
2600-0002	Environmental	46,413.85	58%	80,000	80,000	47,050.55	102%	46,000	46,000
2650-0002	Animal Control	0.00	0%	0	0	(90.91)	---	0	0
2700-0002	Stock Routes	6,750.00	---	0	0	0.00	0%	0	0
3000-0002	Work Scheme and Community	9,876.17	65%	15,300	15,300	59,492.50	59%	100,000	100,000
3100-0002	Council Housing	62,857.00	52%	120,000	120,000	127,903.26	45%	286,000	286,000
3300-0002	Child Care Services	232,848.64	159%	146,600	146,600	204,790.30	61%	335,700	335,700
3350-0002	Sport and Recreation	45,801.99	73%	63,000	63,000	37,413.36	61%	61,000	61,000
3400-0002	Youth Services	0.00	0%	0	0	2,450.00	2%	145,000	145,000
3410-0002	Sixties and Better	34,929.30	57%	60,800	60,800	30.00	0%	60,800	60,800
3415-0002	Tambo Multi-Purpose Centre	292,892.43	55%	530,700	530,700	220,013.38	41%	536,100	536,100
3445-0002	Disability	48,491.80	43%	111,500	111,500	24,573.56	41%	60,000	60,000
3460-0002	Community Services	263,877.21	106%	247,900	247,900	218,261.21	129%	169,400	169,400
3470-0002	Miscellaneous Care Services	0.00	0%	0	0	0.00	0%	2,000	2,000
3500-0002	Libraries, Education and Arts	7,031.88	63%	11,100	11,100	106,300.93	47%	228,300	228,300
3570-0002	Regional Arts Development Fund	55,737.00	74%	75,000	75,000	77,190.83	31%	247,000	247,000
3600-0002	Halls and Cultural Centres	990.91	25%	4,000	4,000	108,017.31	50%	214,200	214,200
3700-0002	Showgrounds & Sports Facilities	5,800.66	193%	3,000	3,000	328,237.03	53%	615,000	615,000
3740-0002	Funerals	27,817.36	37%	75,000	75,000	30,155.20	41%	73,000	73,000
3800-0002	Corporate Buildings	0.00	0%	0	0	54,028.49	52%	104,000	104,000
1000-0001	ADMINISTRATION	5,784,066.44	45%	12,890,300	12,890,300	5,889,983.47	66%	8,874,400	8,874,400
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0.00	0%	0	0	1,553,929.55	51%	3,050,200	3,050,200
4100-0002	Town Street Maintenance	0.00	0%	0	0	140,835.05	35%	400,000	400,000
4200-0002	Rural Roads Maintenance	316,396.50	27%	1,179,400	1,179,400	246,301.69	31%	800,000	800,000
4500-0002	Recoverable Works	13,423,663.20	49%	27,386,600	27,386,600	10,976,821.13	46%	23,728,300	23,728,300
4550-0002	Plant Operations	1,940,741.07	58%	3,340,000	3,340,000	1,516,039.85	60%	2,546,000	2,546,000
4600-0002	SES - Disaster Mgmt	22,934.28	100%	23,000	23,000	72,490.64	151%	47,900	47,900
4700-0002	Cemeteries	136.36	3%	5,000	5,000	25,119.56	52%	48,700	48,700
4800-0002	Parks, Gardens and Reserves	0.00	0%	0	0	459,345.15	48%	954,800	954,800
4860-0002	Aquatic Centres	0.00	0%	0	0	252,033.66	56%	452,100	452,100

General Ledger2021.7.7.1

Revenue and Expenditure Summary

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(Accounts: 0100-0001-0000 to 5250-2000-0000. All report groups. 51% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2022

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		REVENUE			EXPENDITURE				
		31 Dec 2021		AMENDED	ORIGINAL	31 Dec 2021		AMENDED	ORIGINAL
		ACTUAL		BUDGET	BUDGET	ACTUAL		BUDGET	BUDGET
4900-0002	Animal Control	19,405.00	85%	22,800	22,800	29,167.01	33%	89,000	89,000
4950-0002	Stock Routes & Pest Mgmt	69,143.40	74%	94,000	94,000	150,986.49	40%	379,100	379,100
5000-0002	Cleansing	149,103.58	45%	329,300	329,300	102,713.76	39%	261,000	261,000
5100-0002	Water Supply	405,240.99	47%	861,000	861,000	265,635.78	57%	467,600	467,600
5200-0002	Sewerage Services	345,282.85	47%	741,200	741,200	183,731.10	53%	348,400	348,400
		-----		-----		-----		-----	
4000-0001	WORKS AND SERVICES	16,692,047.23	49%	33,982,300	33,982,300	15,975,150.42	48%	33,573,100	33,573,100
		=====		=====		=====		=====	
TOTAL REVENUE AND EXPENDITURE		22,476,113.67	48%	46,872,600	46,872,600	21,865,133.89	52%	42,447,500	42,447,500

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

COUNCIL MEETING DATE: 12 January 2022

Item No: **4.1.2****SUBJECT HEADING: DFCCS Operations Report – December 2021**

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

CLASSIFICATION: (if confidential)

Summary: The Director of Finance Corporate and Community Services operations report for December 2021 is presented to Council. The report includes housing and administration, Blackall aerodrome, libraries, visitor information centres, facility bookings, Tambo Multipurpose and Tambo Child Care Centre.

Officer's Recommendation: That Council receive the DFCCS Operations Report for December 2021.

Background**Blackall Housing and Administration**

- Pest control – Blackall facilities and residences
 - Work completed
- Carpet cleaning – Blackall Admin Office and Blackall Library/Information Centre
 - Work completed
- Air Conditioner cleaning – Blackall facilities and residences
 - Work commenced
- Culture Centre Maintenance
 - Monthly fire alarm system inspection

Blackall Visitor Information Centre

VIC acquired a recycled flyer holder which has now been permanently placed outside the library/VIC at close of day to ensure visitors have access to town and region information.

Three information packs were requested by phone. During the month of December, phone calls were being received requesting information on what venues were open in Blackall over the summer months, along with current road conditions due to our rainfall.

The number of people self-registering at the Barcoo River Camp are higher to those who apply for a permit at the VIC.

Considering Covid-19 restrictions, the number of visitors and campers is slightly lower than December last year.

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

2020/2021	Visitor Numbers	2021/2022	Visitor Numbers
July	1638	July	3794
August	1985	August	2628

2020/2021	Visitor Numbers	2021/2022	Visitor Numbers
September	1522	September	2100
October	941	October	904
November	174	November	185
December	99	December	93
January	99	January	
February	95	February	
March	375	March	
April	1217	April	
May	2553	May	
June	3952	June	
Year to Date	14,650	Year to Date	9,704

Issue of Camping Permits

Month	Information Centre	Self - Registration	Total for Month 2021/22
July	560	606	1166
August	382	321	703
September	259	250	509
October	77	101	179
November	9	18	27
December	3	11	14
January			
February			
March			
April			
May			
June			
Year to Date	1290	1307	2597
2020/2021	1515	2043	3883

Camping Ground Fees

Month	\$ Amount	2021/2022 YTD \$
July	11,660	11,660
August	7,030	18,690
September	5,090	23,780
October	1,780.00	25,560
November	265	25,825
December	137	25,969

Month	\$ Amount	2021/2022 YTD \$
January		
February		
March		
April		
May		
June		

Year ending 2020/2021 \$38859.00

Blackall Library Report

Library Reading – four children attended the reading sessions one day and two children the next day. Two children joined the library following the reading days.

Month	Loans 2020/21	Loans 2021/22	Visitors 2020/21	Visitors 2021/22	Requests 2020/21	Requests 2021/22	Members Added 2020/21	Members Added 2021/22
July	233	248	389	471	14	21	3	8
August	263	367	371	508	26	62	14	6
September	266	346	401	479	29	27	11	9
October	216	277	389	389	21	30	4	14
November	374	300	378	415	35	41	10	10
December	315	278	450	155	38	43	4	2
January	377		376		16		1	
February	340		318		39		5	
March	226		413		23		7	
April	212		407		40		6	
May	159		387		47		4	
June	249		349		32		11	
Year to Date	3230	1816	4628	2417	360	224	80	49

Tambo Library and Tourist Report

Month	Loans 2020/21	Loans 2021/22	Visitors 2020/21	Visitors 2021/22	Requests 2020/21	Request s 2021/22	Member s Added 2020/21	Member s Added 2021/22
July	710	396	138	103	65	53	3	4
August	419	381	125	113	52	52	6	3
September	465	425	144	115	52	58	3	9
October	414	375	137	115	114	62	3	3
November	427	400	123	122	63	70	1	1
December	336	326	110	123	36	29	0	1

Month	Loans 2020/21	Loans 2021/22	Visitors 2020/21	Visitors 2021/22	Requests 2020/21	Request s 2021/22	Member s Added 2020/21	Member s Added 2021/22
January	404		104		69		1	
February	454		136		80		0	
March	460		126		49		1	
April	365		126		51		1	
May	407		144		65		2	
June	488		127		61		5	
Totals	5349	2303	1540	691	757	324	26	21

	Visits 2020/21	Visits 2021/22
July	464	733
August	506	512
September	612	511
October	323	197
November	93	126
December	123	56
January	84	
February	55	
March	140	
April	319	
May	577	
June	793	
Totals	4089	2135

Council Facility Bookings

Blackall	Memorial Hall		Cultural Centre		Showgrounds		Racecourse		Bus	
	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22
July	11	0	4	6	4	13	0	1	0	8
August	11	2	11	5	4	15	0	1	12	8
September	11	2	12	5	9	6	0	0	8	5
October	2	2	11	9	11	3	2	2	3	7
November	0	2	16	11	0	1	2	1	7	6
December	3	1	8	2	3	0	0	0	1	1
January	0		1		2		1		0	
February	3		10		1		1		4	
March	7		4		1		0		3	
April	5		7		4		1		3	
May	3		4		5		1		9	
June	4		10		4		0		6	
TOTAL	60	9	98	38	48	38	8	5	56	35

Tambo	Shire Hall		Racecourse		Western Sports		Bus	
	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22
July	8	11	0	2	1	2	0	2
August	13	7	0	2	0	0	1	0
September	6	7	1	4	1	0	1	0
October	7	16	1	2	1	2	2	2
November	16	20	0	1	0	2	2	3
December	5	14	1	2	0	2	0	1
January	8		0		3		1	
February	15		0		0		6	
March	16		0		0		2	
April	16		3		2		6	
May	11		1		6		10	
June	9		1		1		1	
TOTAL	130	75	8	13	14	8	30	8

Qantas Report

Month	Pax OFF	Pax ON	Total	YTD
July	53	47	100	100
August	67	52	119	219
September	67	48	115	334
October	64	68	132	466
November	63	46	109	575
December	87	75	162	737
January				
February				
March				
April				
May				
June				
6 Monthly Average	68.83	56	122.83	122.83
YTD	401	336	737	737
Total for 2020/2021	685	598	1283	1283

- January roster has been distributed for airport employees.

Tambo Childcare Centre

Attendance	Month 2020-2021	YTD 2020-2021	Month 2021-2022	YTD 2021-2022
July	207	207	255	255
August	214	421	262	517
September	110	531	181	698
October	303	834	191	889
November	261	1095	180	1073
December	50	1145		
January	22	1167		
February	180	1347		
March	193	1540		
April	154	1694		
May	230	1924		
June	269	2193		

Finance	Month Receipts 2021-2022	YTD Receipts 2021-2022	Month Expenditure 2021-2022	YTD Expenditure 2021-2022
July	\$16,147.09	\$16,147.09	\$29,844.70	\$29,844.70
August	\$19,482.41	\$35,629.50	\$39,304.44	\$69,149.14
September	\$18,480.71	\$54,110.21	\$29,584.80	\$98,943.94
October	\$12,611.36	\$67,501.52	\$51,387.79	\$150,331.73
November	\$11,393.94	\$79,438.26	\$35,274.69	\$185,606.42
December	\$3,375.02	\$82,812.28	\$12,678.09	\$198,284.51
January				
February				
March				
April				
May				
June				

Tambo Multipurpose Centre

- Local personal trainer Rachael Sargood healthy ageing program has finished for the year 2021. A new program will be designed and will be running in 2022.
- The family fun day has been postponed until further notice. More information will be available in the new year.
- Due to the mandatory vaccinations for health care allied health specialists, our remedial massage therapist has resigned her position. Discussions will be undertaken with the WQPHN team in the new year to put out an advertisement to replace or wait until the remedial massage therapist decides to return double vaccinated.

- The centre held the client Christmas party. Marmaladies catered for the event. The clients were very pleased and enjoyed the afternoon out.
- Allied health session for the month of November.
 Physiotherapy – 20 sessions
 Podiatrist – 13 sessions
 Remedial Massage – 12 sessions

Link to Corporate Plan

Economic Development

Outcome 2 – Tourism

Vibrant Communities

Outcome 1 – Arts and culture

Outcome 2 – Health and wellbeing

Outcome 3 – Community Services

Outcome 4 – Youth

Governance

Outcome 5 – Customer service

Infrastructure

Outcome 2 – Airports

Outcome 5 – Council buildings

Consultation (internal/external)

Neighbourhood Centre Coordinator

Tambo Library and Tourism Officer

Community Development Officer

Customer Service Officers

Multi-Purpose Coordinator

Child Care Coordinator

Library Officer

Tourism Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.1.3

SUBJECT HEADING: Environmental Health/Local Laws Officer's Report

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

CLASSIFICATION: (if confidential)

Summary: The Environmental Health/Local Laws Officer's report is provided to Council.

Officer's Recommendation: That Council receive the Environmental Health/Local Laws Officer's Report.

Background

Food premises

A food business license application was received for a medium risk operation in Blackall. The application was granted, and the license was issued to the applicant.

A food business license application was received for a medium risk operation in Tambo. The application was granted, and the license was issued to the applicant.

EHO consulted with a non-profit organisation regarding licensing requirements under the Food Act 2006.

Environmental Management/ Public Health

EHO and QPS provided courtesy information visits to businesses regarding COVID-19 Chief Health Officer's directive.

EHO consulted with DES regarding asbestos acceptance at BTRC landfill operations.

EHO consulted with proposed owner/ operator for the Tambo Caravan Park. Owner to consult with planning firm for compliance with planning/ plumbing requirements.

Local Laws

LLO issued 1 compliance notice for overgrown allotments and 1 compliance notice for the accumulation of objects (car bodies) to Blackall residents. Two remedial notices were issued for overgrown allotments, recipients complied with.

LLO received complaint about a horse kept in the township area in Blackall. LLO consulted with animal owner. Compliance notice issued to the animal owner, not complied with, infringement notice has been issued. Horse has been removed by its owner.

LLO received complaints from residents regarding overgrown allotments. Consulted with property owners to rectify.

A dog attack (dog on dog) was reported to Council. LLO issued a warning letter to the owner of the offending dog in regard to the animal involved in a dog attack/ animal wandering at large.

Council received complaint two independent complaints about two dogs wandering at large, creating fear amongst other dogs and residents. Dogs were captured and impounded, animal owner requested destruction of animals, animals were destroyed.

LLO carried out ongoing patrol investigations for compliance, overgrown allotments and compliance with local laws (animal management).

Consultation (internal/external)

EHO attended Asbestos awareness training

Consulted with DPI officer in regard to livestock registration under the Biosecurity Act.

Link to Corporate Plan

Environment and Heritage

Outcome 4 – Waste Management

Consultation (internal/external)

Environmental Health/Local Laws Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.1.4

SUBJECT HEADING: Internal Audit and Risk Management Committee – Minutes of Meeting

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

CLASSIFICATION: (if confidential)

Summary: The Internal Audit and Risk Management Committee meetings were held Friday 15 October 2021 and Tuesday 14 December 2021 to review the audited financial statements, internal auditor's reports, the annual report and audit certificates, the QAO briefing note and the final management letter for the 2021 audit.

Officer's Recommendation: That Council receive the minutes of the Internal Audit and Risk Management Committee's meetings held 15 October 2021 and 14 December 2021.

Background

The Internal Audit and Risk Management Committee held a meeting at the Blackall Council Chamber on Friday, 15 October 2021 to receive the audited annual financial statements for the year ended 30 June 2021.

The auditors have focused on the security of our IT system since the ransomware episode 18 months ago.

The internal auditor presented his report on our IT system which brought to light several matters that require to be addressed. Accordingly the IT Officer will be asked to present his responses to the internal auditor's recommendations at the first meeting after 31 March 2022.

The minutes of the meetings are attached to this report.

Link to Corporate Plan

Governance

Outcome 2 - Accountability

Consultation (internal/external)

Grant Thornton – External Auditors

Internal Audit Committee

DFCCS

Manager of Finance

Policy Implications

Amendments to IT policies

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Security of technology systems in finance	Medium
Legal & Regulatory	Low	Compliance with section 105 of the <i>Local Government Act 2009</i> .	Medium
People	Low	Nil	Low
Operational	Medium	Interruption to business services	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Council and executive best practice	Medium
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Minutes of Internal Audit and Risk Management Committee Meeting – 15 October 2021

A/. Attendance

Cr Lindsay Russell - Chairman
Megan Prow – member
Tony Walsh – internal auditor
Helen Wilkes – ASP Partner
Kelly Graham – Grant Thornton
Alastair Rutherford – Director of Finance Corporate and Community Services
Shalveen Dayal – Manager of Finance
QAO Audit Manager – Amy Briggs

Open meeting at 10.00am

B/. Apologies

Lisa Fraser - QAO Audit Director
Cr Boyd Johnstone - member

C/. Business arising out of minutes of previous meeting 10 September 2021.

There was no business arising.

D/. Previous minutes of meeting 10 September 2021

Approved

Moved: Megan Prow

Seconded: Cr Lindsay Russell

E/. Agenda items

1/. Review the audited annual financial statements for year ended 30 June 2021

2/. External auditors closing report

Recommendation: that the audited annual financial statements for the year ended 30 June 2021, and the Closing Report be received by the Internal Audit and Risk Management Committee subject to any changes.

Received

Moved: Megan Prow

Seconded: Cr Lindsay Russell

Recommendation: That the annual financial statements be signed by both the Mayor and the Chief Executive Officer; and the Management Representation letter be signed by the Chief Executive Officer and the Director of Finance, Corporate and Community Services.

Moved: Megan Prow

Seconded: Cr. Lindsay Russell

3/. The Internal Audit work plan

Received

Moved: Megan Prow

Seconded: Cr Lindsay Russell

F/. Any Other Business

There was no other business.

The meeting closed at 2.53 pm

Signed:

Cr. Lindsay Russell
Chairman

Minutes of Internal Audit and Risk Management Committee Meeting – 10.00am 14 December 2021

A/. Attendance

Cr Lindsay Russell – Chairman
 Cr Boyd Johnstone - member
 Megan Prow – member
 Tony Walsh – internal auditor
 Kelly Graham – Grant Thornton
 Alastair Rutherford – Director of Finance Corporate and Community Services
 Shalveen Dayal – Manager of Finance

Open meeting at 10.00am

B/. Apologies

Helen Wilkes – ASP Partner
 Amy Briggs - QAO Audit Manager

C/. Business arising out of minutes of previous meeting 15 October 2021.

There was no business arising.

D/. Previous minutes of meeting 15 October 2021

Approved

Moved: Megan Prow

Seconded: Cr Boyd Johnstone

E/. Agenda items

The committee receive the Internal Auditor's two reports:

(i) Information Technology Systems Report

Recommendation: that the Information Technology Systems report as presented by the Internal Auditor be received and that management meet with the IT Officer and require of him to formulate his views for each of the recommendations to be presented at the Internal Audit and Risk Committee's first meeting after 31 March 2022.

Received

Moved: Megan Prow

Seconded: Cr Lindsay Russell

1/. IT Strategy

There is no overall IT strategy or long-term plan, although Council has clearly worked towards improving its network greatly over the last year. An asset replacement plan exists for existing devices/equipment, but this does not constitute a long-term strategy. Since the disruption last year, Council has adopted several documented policies and procedures, and a few others are drafted to be approved. However, it is also important to set the direction for IT development and to inform whether new infrastructure may be required in future. An IT strategy will ideally include the expected IT needs for the foreseeable future, opportunities for taking advantage of new technology (e.g., new cloud developments), infrastructure and asset requirements, software requirements, and a financial plan.

Recommendation

That Council develop a long-term IT Strategy to set the direction for IT infrastructure and inform future budgets.

2/. Role Definition and Staff Transition

Council's IT Services Officer is the sole provider of IT management and support services. However, there are other power users of software (e.g., PCS) who provide support services for those software needs. Until recently, there was an additional field officer who provided some IT related services to the desktop with setting up devices, cabling and hardware support. That position has not been filled.

This matter is tied to the IT Strategy issue in 1/. above. There is some risk that should the IT Services Officer leave Council, it would be difficult to fill a support role onsite fulltime. As part of the long-term strategy there should also be consideration of how support services will be provided as Council continues to transition to a cloud environment.

Recommendation

That as part of the IT Strategy review, Council clarifies the responsibility for onsite support arrangements particularly as it progresses to a full cloud environment.

3/. Business Continuity Plan

Council developed an IT Services business continuity plan (BCP) in 2020 following the disruption last year, and this has been subject to several reviews and adopted by Council in 2021. It is noted that the plan includes various testing and trial recovery scenarios, however the IT Services Officer advises that these tests have not yet been completed. It was identified that some test and trial data recovery could happen over the quieter Christmas period.

Recommendation

That Council undertake testing of its IT Business Continuity Plan to ensure data recovery processes are adequate in the event of a disruption.

4/. Remote Devices

Audit identified a small number of devices at peripheral sites that did not have password security on the desktop. These devices were not directly attached to the Administration domain. Mostly, these devices only have internet connections rather than full network access, therefore exposure of the Council network is limited. Nevertheless, it is considered prudent to apply the same security protocols for all Council users to reduce any risk, no matter how small.

Recommendation

That Council continue to monitor and track all devices which potentially connect to the network, and ensure all desktops apply the same security protocols.

5/. Remote Access to MS Office

As Council operates its network through MS Office, there is potential for staff to log into the MS Office environment from any device (e.g., a home computer) with their Office username and password. There are potential risks with this as home devices have not been assessed to ensure they have the same security protocols as Council. The MS Office login does provide full access to the network but there are certain risks particularly with email. The risks with such access can be mitigated by using 'multi-factor authentication' (i.e., a code held on a mobile phone), and establishing policy to ensure any device logging into the Council system has been set up with the same security protocols as the Council desktops.

Recommendation

That Council assess with Pinnacle IT the potential risk of remote login to MS Office and ensure protocols are in place to secure any remote devices used for such access, including:

- a. mandatory use of multi-factor authentication for anyone remotely logging into the network through MS Office;*
- b. Setting up an automatic inactive logout time on remote users of the network;*
- c. Mandatory screening of computers used for remote login to ensure they comply with Council security protocols.*

6/. Records Management

Historically, Council has used the Info Expert (Magiq) system for records management, although it is noted that there are also documents saved to folders in local drives. After the disruption last year, Council was not able to recover about five years of records between 2015 and 2020. There is still work being undertaken to decrypt the files which would access these records, however there is no guarantee if that will be achieved.

It was noted in the visit that some staff had progressed to use MS One Drive and SharePoint products for records management. This means that Council records are being stored in a few locations. This is going to be difficult to manage over time and increases the risk of information being over-looked when it cannot be located or is complete.

Recommendation

That Council review its records management policies and procedures to develop a consistent approach to records management and software used across the organisation.

(ii) Grants Administration Report

Recommendation: *that the Grants Administration report as presented by the Internal Auditor be received.*

Received

Moved: Megan Prow

Seconded: Cr Boyd Johnstone

2/. The committee receive the 2020/2021 Annual Report, including the audited financial statements, and the Queensland Audit Office's Independent Auditor's Reports.

Recommendation: *that the 2020/2021 Annual Report, including the audited financial statements, and the Queensland Audit Office's Independent Auditor's Reports be received.*

Received

Moved: Cr Boyd Johnstone

Seconded: Megan Prow

3/. Briefing Note dated 14 December 2021 presented by Kelly Graham of Grant Thornton

Received

Moved: Megan Prow

Seconded: Cr Boyd Johnstone

4/. Final Management letter dated 20 October 2021 presented by Kelly Graham of Grant Thornton

Received

Moved: Megan Prow

Seconded: Cr Boyd Johnstone

F/. Any Other Business

There was no other business.

The meeting closed at 10.56 am.

Signed:

Cr. Lindsay Russell
Chairman

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.1.5

SUBJECT HEADING: Barcoo Amateur Race Club - Fees

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

CLASSIFICATION: (if confidential)

Summary: The Barcoo Amateur Race Club is requesting fees be waived for the hire of the race club facilities for the night of an ICPA dinner. There is \$1,000 available of their in-kind allocation.

Officer's Recommendation: That Council approves the request to waive the fees for the race club facility for a dinner on 8 June 2022.

Background

Blackall ICPA is hosting the ICPA QLD state conference in June 2022.

This State conference will bring over 250 people to Blackall, which will generate business throughout the town.

All accommodation will be booked, local caterers are being hired to feed the delegates, clubs P&C organisations are being given the opportunity to do some fundraising by supplying smokos and lunches (organisations are paid per head).

As part of the conference, the BARC will host 3 dinners, breakfasts, and other activities. The main dinner which will be on the 8th of June, is planned to be held at the Blackall racecourse facility.

ICPA Blackall is fundraising during this conference to assist isolated children in getting fair and equitable education, therefore any costs that can reduce will assist in increasing their funds.

The BARC intend to allow ICPA to use any of their seating and tables that they require at no cost.

The BARC is requesting fees be waived for the hire of the race club facilities for the night of the dinner.

Link to Corporate Plan

Nil

Consultation (internal/external)

Finance Officer

Policy Implications

Request for Council Assistance Under \$10,000

Budget and Resource Implications

Minimal decrease in fees and charges

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funding would come from BARC annual in-kind allocation	Medium
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

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

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.1.6

SUBJECT HEADING: QAO – Final Management Report to Mayor 2021

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

CLASSIFICATION: (if confidential)

Summary: Under section 213 of the Local Government Regulation 2012 a copy of the final management report from the Queensland Audit Office to the mayor must be presented to Council regarding the 2021 audit of Council's annual financial statements.

Officer's Recommendation: That Council receive the final 2021 Management Report to the Mayor.

Background

The Queensland Audit Office's contracted auditors have completed the audit of Council's 2021 annual financial statement and standard audit practice is to forward a copy of matters addressed during the audit to the Mayor for presentation to Council.

This report was received by the Internal Audit and Risk Committee at its meeting on 14 December 2021.

Link to Corporate Plan

Governance

Outcome 2 – Accountability

Outcome 3 – Leadership

Outcome 4 - Financial

Consultation (internal/external)

Chief Executive Officer

Manager of Finance

Manager of Assets and Tambo Office Manager

Policy Implications

Compliance with Queensland Audit Office Standards

Budget and Resource Implications

Nil

Risk Management Assessment

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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Legal & Regulatory	Low	The mayor must present a copy of the report at the next ordinary meeting of the local government.	Medium
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

SENSITIVE UNTIL TABLED AT COUNCIL MEETING

20 October 2021

Mr Andrew Martin
Mayor
Blackall-Tambo Regional Council
PO Box 154
BLACKALL-TAMBO QLD 4472

Dear Mayor Martin

Final Management Report for Blackall-Tambo Regional Council

We have completed our 2021 financial audit for Blackall-Tambo Regional Council. Lisa Fraser, Director, as delegate of the Auditor-General issued an audit opinion on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we presented our closing report to the audit committee on 15 October 2021. Please note that under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your Council's next ordinary meeting.

Reporting on issues identified after the closing report

I can confirm that we have not identified significant issues since the presentation of our closing report. Issues and other matters formally reported to management and an update on actions taken by management to resolve these issues is included as Appendix A to this letter.

Report to parliament

Each year we report the results of all financial audits and significant issues to Parliament.

Consistent with previous years, we intend to include the results of our audit of Blackall-Tambo in our report to Parliament on the results of the Local Government sector. In this report we will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of the sector, including, major transactions and events. We will discuss the proposed content of our report with your Chief Executive Officer and will continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report and for these comments to be included in the final report.

Audit fee

The final audit fee for this year is \$80,900 exclusive of GST (2020 \$79,500). This fee is in line with the \$80,900 estimated in our external audit plan.

Forward work plan 2021-24

QAO has published its [*Forward work plan 2021-24*](#). We continue to focus our work where we can best advise and support entities, and where our insights can most effectively influence positive change. For the first time this year, the plan outlines the strategic risks to public service delivery that QAO has identified and focus areas for our audits. We include all of our audit work in this plan—our financial audits, performance audits and assurance activities—which work together to provide a full picture of state and local government performance and accountability.

Our forward-looking plan covers the next three years to ensure transparency around our work and to allow entities time to prepare for an audit. Each year, we will reconsider each topic's relative importance and timing, and republish a revised plan. We will continue to consult with entities to ensure we are proposing the right audits at the right time and we welcome suggestions for audit topics, or contributions to audits in-progress via www.qao.qld.gov.au/contact-us. On our website, we also provide an acquittal of our prior published plans.

We would like to thank you and your staff for their engagement in the audit this year, and look forward to working with your team again next year.

If you have any questions about this letter or would like to discuss any matters regarding our audit service, please contact Kelly Graham or me on (07) 4046 8888.

Yours sincerely



Helen Wilkes
Engagement Partner

Encl.





cc. Desmond Howard, Chief Executive Officer
Lindsay Russell, Chair, Audit Committee

Appendix A1—Internal control issues



Significant deficiencies, deficiencies and other matters

The following table details control deficiencies identified since our interim report dated 6 August 2021. It includes a response from management. Our risk ratings are as follows—refer to [Our rating definitions](#) for more detail.

 Significant deficiency	 Deficiency	 Other matters
 Deficiencies		

21CR-1 Indexation assessment position paper

Information and communication

Observation

Council engaged APV Asset Valuers to provide indices to Council in order to determine whether there had been a material change since the previous comprehensive valuation conducted last year. While management provided the valuation indices letter from APV Asset Valuers and minutes of a management meeting where the letter was discussed, a position paper detailing a comprehensive indexation assessment was not prepared by management.

Implication

A position paper supports the conclusions reached by management and demonstrates the indices provided had been scrutinised and assessed. If a thorough indexation assessment is not conducted it may result in reporting errors and/or delays. It could also contribute to a material misstatement if incorrect assumptions and/or inputs are included in the indices letter provided by the Valuer and not detected by management.

QAO recommendation

We recommended as part of our feedback on the indexation assessment that a position paper be prepared by management that included details such as qualification of the indexation adjustment not processed, sensitivity analysis, benchmarking and details of how management review the indices report provided.

Documentation could be improved by covering off on the areas detailed above to support the conclusions reached by management.

This position paper should then be provided to the audit committee for endorsement.

Management response

Council's policy on increases in the value of non-current assets each financial year states:

"Council needs only account for the impact of revaluation if the cumulative change in the index is 5% or greater (either positive or negative)."

In this era of low CPIs and without there being major events that would change the condition of the NCAs we have strictly followed the policy requirement.

However, it appears this era has just about ended, and it is expected that movements in the CPIs will be greater than previous years.

As recommended, we will document the results as we work through the requirements of the relevant Australian Accounting Standards.

Responsible officers:	Manager of Finance and Asset Officer
Status:	Not started
Action date:	30 June 2022

Appendix A2—Matters previously reported



Status

The following table summarises all control deficiencies and other matters that have previously been raised but are not yet resolved. The listing includes issues from our interim report this year and those issues raised in prior years.


Our risk ratings are as follows—refer to [Our rating definitions](#) for more detail.

Internal control issues

Financial reporting issues

Significant deficiency	Deficiency	Other matters	High	Medium	Low

Reference	Issue	Status/Comment action date
Internal control issues		
	Deficiencies	
21IR-4	<p>Lack of IT Risk Assessment Process</p> <p>Information and communication</p> <p><i>Date issue initially raised:</i> 2021 interim report</p> <p><i>Observation and implication</i></p> <p>We noted that there are no internal formal processes to identify, record and track mitigation of IT risks in collaboration with other areas at the Council.</p> <p><i>QAO recommendation</i></p> <p>It is recommended that a process to regularly assess IT risks for the organisation is developed and formalised. Agreements with Civica should be pursued in order to gain wider visibility over detected vulnerabilities and measures to improve strength of IT security measures.</p>	<p>In progress / overdue</p> <p><i>2021 final update:</i></p> <p>The Council IT Department are in the early stages of creating an internal IT Risk Assessment Framework, which will involve regular audits of users, software, hardware, data, physical security, and network infrastructure.</p> <p>Responsible officer: IT Officer</p> <p>Initial agreed action date: 30 September 2021</p> <p>Revised action date: 31 March 2021</p>
21IR-7	<p>Accounting and finance policies and procedures manual</p> <p>Control environment</p> <p><i>Date issue initially raised:</i> 2021 interim report</p> <p><i>QAO recommendation</i></p>	<p>In progress / not yet due</p> <p><i>2021 final update:</i></p> <p>We have a manual that includes operating instructions for all PCS modules and training is offered regularly on all modules at Toowoomba by PCS.</p>

	<p>We recommend that Council develop an accounting and finance manual.</p>	<p>The Manager of Finance has agreed to work on putting together a manual when time permits.</p> <p>Responsible officers: Manager of Finance / IT Officer</p> <p>Initial agreed action date: 31 December 2021</p> <p>Revised action date: TBA</p>
21IR-8	<p>Procurement documentation</p> <p><i>Control activities</i></p> <p><i>Date issue initially raised: 2021 interim report</i></p>	<p>Resolved</p> <p><i>2021 final update:</i></p> <p>From our testing during our final visit, no further issues were identified.</p>
19FR-1	<p>Capitalisation of work in progress projects</p> <p><i>Control activities</i></p> <p><i>Date issue initially raised: 2019 closing report</i></p>	<p>Resolved</p> <p><i>2021 final update:</i></p> <p>Additional testing conducted during the final visit identified no further issues.</p>
20IR-1	<p>Monthly financial reports and framework (re-raised)</p> <p><i>Information and communication</i></p> <p><i>Date issue initially raised: 2019 interim report</i></p> <p><i>Observation and implication</i></p> <p><i>QAO recommendation</i></p> <p>Financial reports presented to Council should be underpinned by a robust reporting framework and include explanatory comments for significant variances between actual results and budgeted results.</p>	<p>In progress / overdue</p> <p><i>2021 final update:</i></p> <p>We understand Council are working with QTC through their Business Improvement Program on updating monthly management reporting.</p> <p>Responsible officers: Chief Executive Officer / Director of Finance Corporate and Community Services / Manager of Finance</p> <p>Initial revised action date: October 2021</p> <p>Further revised cation date: 31 March 2021</p>
<p> Other matters</p>		
21IR-9	<p>Performance reviews</p> <p><i>Date issue initially raised: 2021 interim report</i></p> <p><i>QAO recommendation</i></p> <p>Council should implement a performance evaluation system. This framework should define capabilities and outline key expectations for each position on which performance will be assessed.</p>	<p>In progress / not yet due</p> <p><i>2021 final update:</i></p> <p>During the interim visit management advised Council was working with QTC through their Business Improvement Program on performance reviews.</p> <p>We understand these are commencing in October 2021 for the administration section.</p>

	<p>Performance reviews should be conducted at least annually for each employee.</p>	<p>Responsible officer: Chief Executive Officer</p> <p>Action date: 31 December 2021</p>
21IR-11	<p>Excessive leave balances</p> <p><i>Date issue initially raised:</i> 2021 interim report</p> <p><i>QAO recommendation</i></p> <p>Employees with excess annual leave should be encourage to take additional leave in the upcoming year to reduce the amount of the annual leave liability of the Council.</p> <p>Going forward, Council should monitor leave balances to prevent employees from accumulating significant amounts of annual leave.</p>	<p>In progress / overdue</p> <p><i>2021 final update:</i></p> <p>The Human Resources Officer reviewed those employees that had annual and long service leave balances more than the permitted amount as per the approved policies. These employees have been sent a letter to discuss their leave arrangements.</p> <p>Consequently, management have started to engage in conversation with these employees, with some employees using their balances and others arranging to do so in the near future.</p> <p>There are currently approximately thirteen employees with excessive leave balances as at 30 June 2021.</p> <p>Responsible officers: Chief Executive Officer / Director of Finance Corporate and Community Services / Director of Works and Services</p> <p>Initial agreed action date: 31 August 2021</p> <p>Revised action date: 30 June 2022</p>
21IR-12	<p>Related Party Summary</p> <p><i>Date issue initially raised:</i> 2021 interim report</p> <p><i>QAO recommendation</i></p> <p>Council should prepare and maintain a related party summary register which collates the information recorded in each completed register of conflict of interest form.</p>	<p>In progress / overdue</p> <p><i>2021 final update:</i></p> <p>Council has commenced preparing a related party summary register which needs to be updated to document the related entities or organisations of councillors and key management personnel and the relationship between them.</p> <p>Responsible officers: Chief Executive Officer</p> <p>Initial agreed action date: 31 August 2021</p> <p>Revised action date: 31 December 2021</p>

Appendix B—Our rating definitions



Internal rating definitions

	Definition	Prioritisation of remedial action
Significant deficiency 	<p>A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action.</p> <p>Also, we increase the rating from a deficiency to a significant deficiency based on:</p> <ul style="list-style-type: none"> the risk of material misstatement in the financial statements the risk to reputation the significance of non-compliance with policies and applicable laws and regulations the potential to cause financial loss including fraud, or where management has not taken appropriate timely action to resolve the deficiency. 	This requires immediate management action to resolve.
Deficiency 	A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.	We expect management action will be taken in a timely manner to resolve deficiencies.
Other matter 	An other matter is expected to improve the efficiency and/or effectiveness of internal controls, but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.	Our recommendation may be implemented at management's discretion.

Financial reporting issues

	Potential effect on the financial statements	Prioritisation of remedial action
High 	We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.	This requires immediate management action to resolve.
Medium 	We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.	We expect management action will be taken in a timely manner.
Low 	We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.	We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.

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COUNCIL MEETING DATE: 12 January 2022

Item No: **4.1.7****SUBJECT HEADING: Blackall Cleaning Contract**

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

CLASSIFICATION: (if confidential)

Summary: Tenders were requested for the cleaning of Blackall facilities. Two tenders were received and assessed.

Officer's Recommendation: That Council award the tender to T Brown for a contract period of two (2) years. The tender provides value for money, and the contractor has proven experience and is local.

Background

Council called for tenders for the cleaning of Blackall facilities. The tender closed 26 October 2021 with 2 responses received.

Tenderer	Hourly Rate (ex GST)
T Brown	\$30.00
Hyperclean	\$37.14 \$41.98 after hours \$53.28 Saturdays \$69.44 Sundays \$85.58 Public Holidays

Council officers assessed the tender submissions in accordance with the Procurement and Disposals Policy. It was determined that T Brown be awarded the cleaning contract for Blackall facilities as the tender provided the best value for money, has proven experience and is a local contractor.

Link to Corporate Plan

Governance

Outcome 4 – Financial

Consultation (internal/external)

Neighbourhood Centre Coordinator

Policy Implications

Procurement and Disposal Policy

Budget and Resource Implications

\$253,968.00 (inc GST) per annum

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	This tender provides the best value for money	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Welfare and safety will be maintained with cleaning	Low
Operational	Medium	Service delivery has been maintained in the past by this cleaner	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	A contract will be signed by the cleaner and council.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.2.1

SUBJECT HEADING: Director of Works and Services' Operations Report – December 2021

Author and Officer's Title: Garth Kath, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: The Director of Works and Services report for December 2021 is presented to Council.

Officer's Recommendation: That Council receive the Director of Works and Services' Operation Report for December 2021.

Background

Construction

- Blackall Jericho Road – Narbethong Realignment – Base, Batter and Sealing Works
- Barcoo River Bridge Project – Tambo – Subgrade, Base and Culvert Works

Flood Damage Crews/Maintenance Grader Locations

- Flood Damage Graders
 - Coolatai Road
 - Ravensbourne Road
 - Alva Road
 - Tumbar Road
 - Langlo Road
- Flood Damage Gravel Haulage
 - Langlo Road
 - Lisgool Road
 - Tumbar Road

Maintenance Crews

- Assisting Construction works on at Narbethong
- Surface Correction Blackall-Tambo Road
- Edge Repair Blackall

Upcoming Works

- Flood Damage – Wet weather delaying works program
- Heavy Vehicle Bypass – Awaiting Ergon Infrastructure (May 2022)
- Blackall Jericho Road – Narbethong Realignment – Pavement, Batter Protection and Sealing (January- February)
- Barcoo River Bridge Tambo – Formation, Concrete Works and Pavement (January- February)

Parks and Gardens

- Maintenance of council facilities, town streets, parks and gardens

Workshop/Fleet

- Preventative/Routine Maintenance
- Minor Breakdowns
- Side tipper brakes and bearings

Monthly Statistics

Number of plant items services	15
Number of plant breakdowns	0
Hours downtime due to servicing	16
Hours downtime due to breakdown	76
Hours downtime due to parts availability	38

Link to Corporate Plan

Infrastructure

Outcome 1 – Roads

Outcome 3 – Water and sewerage systems

Consultation (internal/external)

CEO

DWS

Works Supervisors

Parks & Garden Supervisors

Water Supervisors

Sewerage Supervisor

Fleet Manager

Policy Implications

Nil

Budget and Resource Implications

Nil

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 4.2.2

SUBJECT HEADING: Work Health and Safety Report

Author and Officer's Title: Garth Kath, Director of Works and Services

CLASSIFICATION: (if confidential)

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

Officer's Recommendation: That Council receive the Work Health and Safety Report for December 2021.

Background

Daily Job Pre – Starts:

- Gardeners - 19
- Works Department combined Plumbers/Handy man - 14
- Maintenance Crew - 12
- Construction Crew - 12
- Workshop - 14

Inductions:

- WORK camp: 2 x workers
-

Link to Corporate Plan

Governance

Outcome 1 - Workforce

Consultation (internal/external)

Work Health and Safety Advisor

Policy Implications

Work Health & Safety Policy

Budget and Resource Implications

Nil

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

COUNCIL MEETING DATE: 12 January 2022

Item No: 5.1

SUBJECT HEADING: Planning and Development Report

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

CLASSIFICATION: (if confidential)

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

Officer's Recommendation: That Council receive the Planning and Development Report for December 2021.

Background**MONTHLY REPORT (DECEMBER 2021)**

This information report provides a monthly update on the planning services that Council provides to support planning and development activity across the local government area.

1. DEVELOPMENT ASSESSMENT

No new development applications were lodged during December. There is one application under assessment.

1.1	Council reference:	DA 13-2021-2022
	Application:	Development Application – Development Permit for Material Change of Use for Short-term Accommodation (13 cabins)
	Street address:	36 Shamrock Street, Blackall
	Property description:	Lot 1 on RP616018
	Day application was made:	28 October 2021
	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	Shane Robinson
	Status:	Awaiting Action Notice Response

An application has been made by Shane Robinson, seeking a development permit for material change of use for short-term accommodation at 36 Shamrock Street, Blackall, which is occupied by the Coolibah Motel. The proposal is for 13 additional cabins at the rear of the motel, to be developed over five stages.

The subject site is in the Township Zone. Short-term Accommodation in the Township Zone is subject to Impact Assessment, which means public notification of the application will be required.

Council issued an Action Notice as several items were not submitted with the application including plans and a planning report. The applicant has extended the time to respond to the Action Notice until 10 January 2022.

2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

1. 2.1 CUSTOMER REQUESTS

The following customer requests have been received and responded to over the past month:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
06/12/21	Property owner	<p><u>Proposal</u> To establish new dwelling house.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The property is vacant and in the Township Zone The site is not subject to flooding. <p><u>Advice</u></p> <ul style="list-style-type: none"> A new dwelling house in the Township Zone is Accepted development where below 8.5m in height Accepted development means no development application is required Whilst no development application is required, a building approval under the Building Act will still be required. 	Closed
16/12/21	Property owner	<p><u>Proposal</u> Enquiry regarding continuing operation of an existing Caravan Park.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The property is located in the Recreation and Open Space Zone The Caravan Park has been operating for several years and has existing use rights. <p><u>Advice</u></p> <ul style="list-style-type: none"> The Caravan Park has existing use rights and is permitted to keep operating The landowner has been advised that Council is looking into the development history of the site to inform whether any further approvals are required The landowner has been advised that like for like replacement of infrastructure can be carried out. 	Ongoing
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
Nil			

Link to Corporate Plan

Economic Development

Outcome 4 – Land development

Consultation (internal/external)

CEO

Rates Officer

Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 5.2

SUBJECT HEADING: Opera Queensland – The Sopranos Regional Tour

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

CLASSIFICATION: (if confidential)

Summary: Opera Queensland would like to bring The Sopranos regional tour to Blackall and Tambo in May 2022.

Officer's Recommendation: That Council provide funding of \$10,000.00 towards Opera Queensland's regional tour for Blackall and Tambo in May 2022.

Background

Opera Queensland conducted a regional tour of *Are You Lonesome Tonight* in 2021 and performed at the Blackall Woolscour in May. The show was well received and supported by the community with positive feedback from all parties.

Another regional tour called *The Sopranos* is being conducted in 2022 and Opera Queensland would like to put on a performance of the show in Blackall. The suggested date is 25 May 2022.

Opera Queensland has provided a draft program of events which includes a school workshop, the performance at Banks Park and a possible visit to Tambo. Council will be required to supply equipment to run the event such as generators and seating along with monetary support.

Blackall is one of only four locations in Outback Queensland as the tour is mostly going to theatres along the coast. This is unique opportunity for the Blackall Tambo region.

Link to Corporate Plan

Vibrant Communities

Outcome 1 – Arts and Culture

Consultation (internal/external)

CEO

Cr Martin

Opera Queensland

Policy Implications

Nil

Budget and Resource Implications

\$10,000.00 – Events and Promotions Budget

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Event not budgeted for in 2021-2022 budget. The Events and Promotions budget would be used to support the event.	Medium
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Pressure on Council resources to support the event.	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 5.3

SUBJECT HEADING: Retirement of Policy – Grids Subsidy Policy

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

CLASSIFICATION: (if confidential)

*Summary: The Grids Subsidy Policy is outdated and no longer required.***Officer's Recommendation: That Council retire the Grids Subsidy Policy.****Background**

The Grids Subsidy Policy was adopted by Council in 2013. The policy was developed to assist with the actions required by a grid owner to be eligible for a rebate. It is outdated and no longer required. Officers are requesting that Council retire the policy.

Link to Corporate Plan

Nil

Consultation (internal/external)

CEO

Director of Works and Services

Policy Implications

Grids Subsidy Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Retiring the policy would reduce Council's financial responsibilities	Low
Legal & Regulatory	Low	There is no legislative requirement to have a Grids Subsidy Policy	Low
People	Low	Nil	Low
Operational	Medium	Grid owners are responsible for their grids	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil



Blackall-Tambo
Regional Council

Grids Subsidy Policy

19 February 2013

Policy Number: Stra 9

Version Number: One

**Chief Executive Officer
Ken Timms**

**Mayor
Cr Barry Muir**

.....

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Grids Subsidy Policy

1 RESOLUTION

20/02C/13

2 OBJECTIVE

To encourage the participation of Grid Owners within the Blackall-Tambo Regional Council boundary to update their existing grids to meet Blackall-Tambo Regional Council Rating One standard or remove an existing grid and fence the road reserve out and isolating stock from traffic. Council to provide a financial incentive for either standard.

3 SCOPE

This policy applies to all grid owners owning grids within the boundary of the Blackall-Tambo Regional Council located on Local Roads.

4 APPLICATION

These guidelines are made pursuant to the Blackall Shire Council Local Law Policy No. 4 (Gates and Grids) and Tambo Shire Council Local Law Policy No. 3 (Gates and Grids). Currently we are working under the two previous Local Laws until State Legislation is changed to accommodate Gates and Grids.

5 DEFINITIONS

For the purpose of this policy the following terms are defined:

<i>Grid:</i>	Means a structure designed to permit the movement of pedestrian or vehicular traffic along a road but to prevent the passage of livestock.
<i>Grid Rating:</i>	As defined in the Grid Rating Descriptions at the time of inspection by Council Officers.
<i>Council Officer:</i>	A person employed by Blackall-Tambo Regional Council with the appropriate expertise and experience in this area.
<i>Visible Signage:</i>	Signage that is compliant with drawing 299-98C which conforms to Transport Main Roads Manual of Uniform Traffic Control Devices.
<i>Rebate:</i>	Financial assistance made available when conditions of this policy are fulfilled.

Policy Number: Stra 9	Version number: One	Adopted by Blackall-Tambo Regional Council	Page 3 of 5
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6 POLICY STATEMENT

A one thousand dollar rebate is available to owners within the boundary of the Blackall-Tambo Regional Council who update their existing grid to meet rating one grid standards as outlined in this policy. The rebate is not available for newly installed grids at a new location.

A two thousand dollar rebate is available to owners within the boundary of the Blackall-Tambo Regional Council who remove their existing grid and fence out the road reserve, preventing stock from coming into contact with the travelling public.

7 PROCESS

Before a new grid can be installed or removed a grid application must be submitted to Council and approved by relevant parties. The owner is sent a letter of approval. Once complete, the owner contacts Council and arranges an inspection, see **7.1.3**.

7.1.1 RATING ONE GRID STANDARDS

To comply with rating one grid standards owners must follow the grid requirements stated below;

Grid specifications are taken from Council's provided diagram 299-98C.

The grid consists of railway iron / box tubing.

Correct and visible signage is displayed at all times.

7.1.2 WHO THE REBATE APPLIES TO

The one thousand dollar rebate is only available to grid owners within Blackall-Tambo Regional Council who are upgrading an existing grid on a local road to a rating one standard only. The rebate is not eligible for owners installing a new grid in a new location.

The rebate is also available to those Grid Owners who wish to remove a grid in their ownership from Council controlled roads and who appropriately fence out the road where the grid was originally situated to prevent stock coming into contact with the travelling public.

7.1.3 INSPECTION

Once Council is notified by the owner that the grid is complete a Council Officer will travel to inspect the grid using the rating one grid criteria and mark if compliant or not on the grid application.

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Blackall-Tambo
Regional Council

Grids Subsidy Policy

If the grid is found to be non-compliant, comments for correction will be given and another inspection will be arranged. A rebate will not be issued until the grid is found compliant with rating one grid standards.

Once Council is notified by the owner that the grid is removed and the road reserve has been fenced, a Council Officer will travel to inspect where the grid was removed, ensuring that the removal location on the road is safe and that the fence adequately keeps stock outside the road reserve.

If the fence or removal location are not adequate, comments for correction will be given and another inspection will be arranged. A rebate will not be issued until the removal site and fence is found to be compliant.

These changes shall immediately be reflected in the relevant Road Register after compliance has been granted.

7.1.4 REBATE COLLECTION

Once the grid or removal has been marked as compliant, a letter will be sent to the owner stating that their grid has met rating one specifications and the applicable dollar rebate will be paid into their nominated account on Council's next pay day. A Creditor Information Form is required before payment can be made to the owner.

8 CHANGES SINCE LAST REVISION

Rebate to Upgrade Existing Grid to Rating One Policy as of January 2013 to reflect current procedures.

9 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 InfoXpert.

10 ATTACHMENTS

Grid Ratings
Drawing 299-98C
Grid Application Form

Policy Number: Stra 9	Version number: One	Adopted by Blackall-Tambo Regional Council	Page 5 of 5
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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 5.4

SUBJECT HEADING: AEC Feasibility Study

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

CLASSIFICATION: (if confidential)

Summary: QWool and Australian Wool Producers have requested access of the full feasibility document for the Wool Handling and Receival Facility prepared by AEC.

Officer's Recommendation: That Council ratify Cr Martin's decision to share the full feasibility study with Queensland Wool Processors and WoolProducers Australia.

Background

At the November 2020 general meeting AEC presented a feasibility report to Council for a Wool Handling and Receival Facility.

Since this occurred, Queensland Wool Processors Pty Ltd has been established for the purpose of establishing a Blackall Woolscour Processing Plant.

WoolProducers Australia are seeking further details, contained in the AEC feasibility study, through Queensland Wool Processors who currently has exclusive access to the report. The information will expedite the request for tenders for the WoolProducers Australia domestic processing study.

Cr Martin has shared the detailed report with Queensland Wool Processors and permitted it to be shared with WoolProducers Australia.

Link to Corporate Plan

Economic Development

Outcome 1 – Business Investment

Outcome 3 – Employment

Outcome 5 – Resource Development

Consultation (internal/external)

CEO

Councillors

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Legal & Regulatory	Low	Council has consulted with its solicitors and AEC and it	Medium
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Sharing of information would be beneficial to the community long-term.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

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COUNCIL MEETING DATE: 12 January 2022

Item No: 5.5

SUBJECT HEADING: Reserve for Police Purposes

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

CLASSIFICATION: (if confidential)

Summary: Queensland Police Service have asked if Blackall-Tambo Regional Council would have any interest in becoming trustees of the reserve at Lot 188 on M5739.

Officer's Recommendation: That Council agree to the transfer of the trusteeship of Lot 188 on M5739 from the Queensland Police Service to Blackall-Tambo Regional Council.

Background

The Queensland Police Service (QPS) is currently considering its future operational requirements for Lot 188 on M5739 as it is currently being held as a reserve for Police purposes. QPS have made preliminary investigations into native titles, and it has been indicated that native title is unlikely to have been extinguished over the reserve and therefore prevents a conversion to freehold.

QPS have advised that trusteeship of the reserve could be transferred to Council provided an appropriate purpose under the *Land Act 1994* could be established.

QPS are seeking initial views from Council and if there would be a potential use into the future.

Similar transfers of trusteeships have occurred in other council areas and the use remaining as a reserve.

Link to Corporate Plan

Nil

Consultation (internal/external)

CEO

Queensland Police Service

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil



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COUNCIL MEETING DATE: 12 January 2022

Item No: 5.6

SUBJECT HEADING: Amendments for Sale of Takeaway Alcohol

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

CLASSIFICATION: (if confidential)

Summary: The Office of Liquor and Gaming Regulation has advised that changes to legislation will allow restaurants licensees to apply for a permanent approval to sell limited quantities of takeaway wine in conjunction with takeaway meal orders.

Officer's Recommendation: That Council receive the letter from the Office of Liquor and Gaming Regulation and note that parliament passed the Justice Legislation (COVID-19 Emergency Response – Permanency) Amendment Bill 2021 on 18 November 2021.

Background

The Queensland Government has implemented initiatives to support small businesses impacted by COVID-19. The Office of Liquor and Gaming Regulation (OLGR) has written to Council to advise that one such change pertains to licensed restaurants who have been approved to supply takeaway liquor in conjunction with takeaway food.

Parliament passes the *Justice Legislation (COVID-19 Emergency Response – Permanency) Amendment Bill 2021* on 18 November 2021 which will allow restaurants to apply for a permanent condition of licence authorising sale of 1.5 litres of wine to be sold with a takeaway meal up to 10pm.

OLGR advise that the Department of State Development, Infrastructure, Local Government and Planning will be facilitating legislative amendments to ensure the takeaway liquor conditions is not inconsistent with planning instruments and Council may have its own town planning considerations in relation to the changes.

Council town planners have been consulted regarding the amendment and they have advised that it will not affect the Blackall-Tambo planning scheme.

A copy of the *Justice Legislation (COVID-19 Emergency Response – Permanency) Amendment Bill 2021* is available at <https://www.legislation.qld.gov.au/view/pdf/bill.first/bill-2021-025>.

Link to Corporate Plan

Nil

Consultation (internal/external)

CEO

Reel Planning

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The amendment will not affect the Town Planning Scheme.	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

Please quote: OGR-2068842
 Contact officer: Michael Gilbert
 Contact telephone: (07) 3738 8578



Office of Liquor and Gaming Regulation

Department of
Justice and Attorney-General

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

Dear Mr Howard

As you may be aware, the Queensland Government has implemented a range of initiatives to support businesses impacted by COVID-19.

One such example relates to licensed restaurants, who have been approved to supply takeaway liquor in conjunction with takeaway food under a series of takeaway liquor authorities granted by the Commissioner for Liquor and Gaming.

This has helped keep businesses operating and Queenslanders employed during the pandemic. To build upon these temporary measures, parliament passed the *Justice Legislation (COVID-19 Emergency Response – Permanency) Amendment Bill 2021* (the Bill) on 18 November 2021 which will allow restaurants (i.e. subsidiary on-premises (meals) licensees) to apply for a permanent condition of licence authorising the sale of 1.5 litres (two bottles) of wine to be sold with a takeaway meal up to 10pm.

The Bill will likely commence in late January 2022.

The Office of Liquor and Gaming Regulation (OLGR) intends to impose additional harm minimisation conditions to any such licence and will provide councils with the proposed conditions for comment when undertaking consultation on applications received within your region. The conditions will include a requirement for acceptable evidence of age to be provided to collect liquor and for staff to have responsible service of alcohol training.

I understand the Department of State Development, Infrastructure, Local Government and Planning will be facilitating legislative amendments to ensure the imposition of the takeaway liquor conditions is not inconsistent with planning instruments. However, I also appreciate your council may have its own town planning considerations relevant to the changes.

If you would like to discuss the amendments or require clarification on any information contained in this letter, please contact Mr Michael Gilbert, A/Director Licensing, OLGR on telephone (07) 3738 8578 or via email at: michael.gilbert@justice.qld.gov.au.

Yours sincerely

Anthony Crack
Executive Director
 22 / 12 / 2021

Office of Liquor and Gaming Regulation
 63 George Street
 BRISBANE QLD 4000
 Locked Bag 180
 CITY EAST QLD 4002

Telephone 13 QGOV (13 74 68)
 Email olgrinfo@justice.qld.gov.au
 Website www.business.qld.gov.au/liquor-gaming
 ABN 13 846 673 994

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 12 January 2022

Item No: 5.7

SUBJECT HEADING: RAPAD Board Communiqués

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

CLASSIFICATION: (if confidential)

Summary: The communiqués provided by RAPAD provide an outline of topics discussed at the monthly board meetings.

Officer's Recommendation: That Council receive the RAPAD Board Communiqués for 24 & 25 November and 17 December 2021.

Background

RAPAD was established in 1992 and is owned by and represents the seven local governments of Central Western Queensland. RAPAD works in partnership with government and non-government stakeholders at local, state and federal levels.

The RAPAD Board holds meetings every month with the November 2021 meeting held in Brisbane at LGAQ House.

Topics discussed at the November and December meetings included:

- Central Qld Infrastructure Plan consultation
- COVID
- LGAQ
- Western Qld Alliance of Councils
- Chief Digital Officer
- Housing
- Finance, legal, risk
- Southern Queensland and Northern New South Wales, Drought Resilience Adoption and Innovation Hub
- Strategic Planning
- Local Government Grants Methodology Review
- RAPAD Skilling
- RFCSNQ – Rural Financial Counselling Service North Queensland
- Lake Eyre Basin Stakeholder Advisory Group

The Communiqués are available in their entirety on the RAPAD website
www.rapad.com.au/news/board-communiques/

Link to Corporate Plan

Governance

Outcome 3 - Leadership

Consultation (internal/external)

Mayor

CEO

RAPAD

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

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

Proposed Risk Treatment

Nil

RAPAD Board Meeting 24, 25 November 2021 Communiqué



CR SEAN DILLON

Mayor Barcaldine
Regional Council



CR SALLY O'NEIL

Mayor Barcoo Shire
Council



CR ANDREW MARTIN

Mayor Blackall-Tambo
Regional Council



CR RICK BRITTON

Mayor Boulia Shire
Council



CR ROBBIE DARE

Mayor Diamantina Shire
Council



CR TONY RAYNER

Mayor Longreach
Regional Council



CR GAVIN BASKETT

Mayor Winton Shire
Council



DAVID ARNOLD

CEO RAPAD

Live, Work, Invest in Central West Qld – www.gofarout.com.au

Objects of RAPAD

The objects for which the Company is established are:

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

Source: RAPAD constitution

As a part of normal business, the Board of RAPAD held its eleventh scheduled Board meeting for 2021 on 24, 25 November, in Brisbane at LGAQ House. The Board welcomed a range of guests and speakers including State Minister for Regional Development and Manufacturing and Minister for Water, Glenn Butcher along with State Member for Warrego and Shadow Minister for Disaster Recovery, Volunteers and Local Government, Ms Ann Leahy and State Member for Gregory, Mr Lachlan Millar.

The meeting was chaired by Cr Tony Rayner, with all directors in attendance along with CEOs. This meeting was preceded by a strategic planning session on the 23rd, and



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100 Galah Street | PO Box 592
Longreach Q 4730



#RAPADCWQ

meetings of the Outback Regional Roads and Transport Group and the RAPAD Water and Sewerage Alliance. The scheduled Central West Regional Pest Management Group meeting was postponed to 17 December. The annual general meeting was planned to occur on the 25th however due to the delay in receiving the audited financial statements from the QAO, the AGM was postponed to a date still to be determined.

The Board expressed their appreciation to LGAQ for use of the premises and the ongoing support and commitment of the LGAQs senior policy officers, Kristy Gooding and Subathra Ramachandram who support the RAPAD region alongside their statewide roles.



On the evening of the 25th the Board hosted their annual ‘Friends of RAPAD’ canapes and drinks function. The rationale to the event is best summed up in the Chairs opening comments at the function:

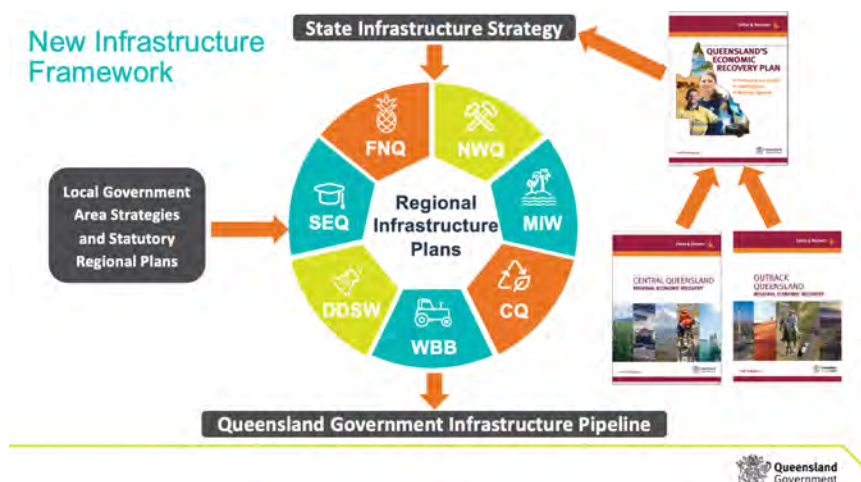
“...The Friends of RAPAD started several years ago as a way to show our appreciation to the Federal and State agencies, their Ministers and department staff, the Federal and State Opposition, the LGAQ and the Western Qld Alliance of Councils, Universities, the non-government agencies, and the private sector who partner with RAPAD in many ways. We have always recognised that we cannot operate in a silo; we must all continue to collaborate, be proactive in our relationships, perhaps, even argue at times, to achieve the best outcomes for our communities, our region, our state, and the nation. Being collaborative and being proactive with our relationships also involves taking the time to show thanks and appreciation...”

Along with the State members for Warrego and Gregory, the Board also welcomed to the event, the Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, Stephen Miles, and Di Famer, Minister for Employment and Small Business and Minister for Training and Skills Development.

Meeting matters included:

• **Central Qld Infrastructure Plan consultation**

- Minister Glenn Butcher (right), Minister for Regional Development and Manufacturing and Minister for Water (DRDMW),
- Graham Fraire, Director-General, DRDMW,
- Jae Lancaster, DSDILGP,
- Will Hyams, Director, Infrastructure and Regional Strategy, DSDILGP,
- Aimee Bagewadi, Senior Project Officer, Infrastructure and Regional Strategy, DSDILGP and,
- Chris Filby, Regional Director, Central Queensland Regional Office, DSDILGP, joined the meeting and provided a presentation on, and took feedback on, the CQ Infrastructure Plan. The supporting full presentation outlining the planning process and timelines is attached.



• **COVID**

The Board heard updates from Tony Goode, Workforce Strategy Manager, LGAQ, regarding the range of COVID related HR considerations for local government. The Board also received a presentation from Jane Hancock, Qld Health's COVID-19 Health System Response Lead, regarding the State's current response and planning for COVID. As the outgoing Central West Hospital and Health Service CEO, Jane also provided an update on Central West COVID specific matters. There were many questions to both Tony and Jane given the complexity COVID is presenting to councils as employers, and the communities they serve.

• **Local Government Sustainability Framework**

Gavin O'Donovan from AEC, and Deanne Stewart from DSDILGP joined the meeting and Gavin spoke to, and took feedback on, the current draft the West Qld Alliance of Councils (WQAC) planned submission to DSDILGP's financial sustainability framework review. AEC were engaged by the WQAC, of which RAPAD is a member, to undertake the submission.

The submissions preparation has been overseen by a working group of WQAC Local Government CEOs, finance officers, and the three ROC (SWQROC, NWQROC and RAPAD) EOs. The final submission will be provided to the department on the 30 November.

- **LGAQ**

Cr Dare, LGAQ Policy Executive member for Division 8 (RAPAD region) and Kristy Gooding, LGAQ provided an update on LGAQ activities and advocacy matters. Specifically, these were, but not limited to:

- Policy Executive meeting update,
- Inquiry into the Office of Independent Assessor (OIA),
- Parliamentary Crime and Corruption Committee Inquiry,
- LG Financial Sustainability Framework – Discussion Paper,
- Planning & Development Update – Housing Matters,
- Waste Update,
- Rural & Remote Councils Compact,
- Goondiwindi Regional Council v Tait,
- 2022 ROC Assembly,
- Water and Wastewater Update,
- Natural Resources and Environment Update,
- Works for Queensland campaign to restore funding to \$100m per annum, and
- LGAQ Submissions Update.

- **West Qld Alliance of Councils**

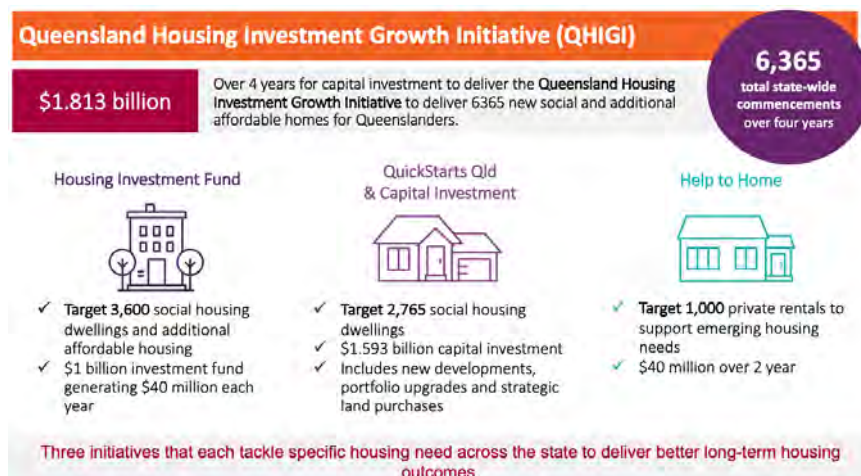
The CEO and NWQROC CEO provided an update on all WQAC activities with a focus on the ongoing housing and digital connectivity advocacy.

- **CDO**

GW (www.gwi.com.au), RAPADs Chief Digital Officer, provided a presentation on their activities to date.

- **Housing**

Mark Wall and Allen Davey from the Department of Communities, Housing and the Digital Economy joined the meeting and provided an update on housing matters specifically, The Queensland Housing Investment Growth Initiative, and its application to the RAPAD region and how councils can be involved. Their full presentation is attached.



- **Finance, Legal, Risk**

Consistent with the Boards gift policy, the Board endorsed the purchase of a gift for Transport and Main Roads, Barcaldine based long standing Regional Manager, Eric Denham who is retiring from his position. Eric has been a tireless advocate for the



regions road infrastructure and the gift was a small way for the region's local governments to show their sign of appreciation.

- **Southern Queensland and Northern New South Wales, Drought Resilience Adoption and Innovation Hub** - <https://usq.edu.au/about-usq/jobs-at-usq/future-drought-fund/about>

Professor John McVeigh and Leia Grimsey both from USQ, spoke to the SQNNWDRAIH & the RAPAD CEO provided a brief background on RAPADs role and partnership in this initiative.

- **Other**

- State Member for Warrego and Shadow Minister for Disaster Recovery, Volunteers and Local Government, Ms Ann Leahy (right), and State Member for Gregory, Mr Lachlan Millar provided updates on the State Opposition's activities and policy agendas, and matters specific to their electorates,



- The Board considered an opportunity offered by Professor Helen Klaebe, Dean, Graduate School, University of Queensland to participate in an 'Industry Challenge'.
- Further to previous meetings ongoing actions, Councils still outstanding with a response to the Stock Routes discussion paper were asked to respond soon so a consensus position could be adopted, and the matter progressed,
- The Board heard a request for participation in a proof of concept (project) with the Queensland Revenue Office to determine the costs and benefits of QRO offering debt collection services to LGAs. Barcoo SC indicated they would seek further information about it for consideration,
- Guidelines for the recently announced Qld Resilience and Risk Reduction Funding were tabled and the CEO updated again a planned approach to making application to support the CW Resilience Strategy,
- Following discussion at the previous meeting, correspondence was sent by the WQAC to Senator The Honourable Bridget McKenzie, Minister for Emergency Management and National Recovery and Resilience about WQAC members concerns with the recent 'Preparing Australian Communities Funding' - <https://recovery.gov.au/preparing-australia-program> .
- Recent Publications:
 - Western Qld Alliance of Councils Housing solutions Study

- <https://www.rapad.com.au/assets/Uploads/WQAC-Housing-Solutions-Study-Report-Sep-2021-1.pdf> .
- RAPAD Region Economic Benchmarking and Promotion -
<https://www.rapad.com.au/assets/Uploads/FINAL-RAPAD-Region-Economic-Benchmarking-and-Promotion.pdf> . Supported by Qld State Government Remote Area Board funding.
 - CWQ Data Collection and Analysis -
<https://www.rapad.com.au/assets/Uploads/CWQ-Tourism-Data-Collection-and-Analysis-2021-210621-compress.pdf> . Supported by Qld State Government Remote Area Board funding.
 - The Western Qld COVID vaccination rates are available here:
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 - 'Barcaldine Renewable Energy Zone' prepared by Sunshot Industries -
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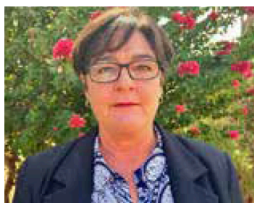


RAPAD Board Meeting 17 December 2021 Communiqué



CR SEAN DILLON

Mayor Barcaldine
Regional Council



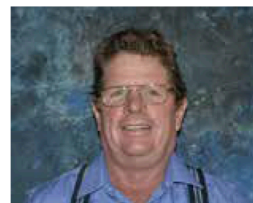
CR SALLY O'NEIL

Mayor Barcoo Shire
Council



CR ANDREW MARTIN

Mayor Blackall-Tambo
Regional Council



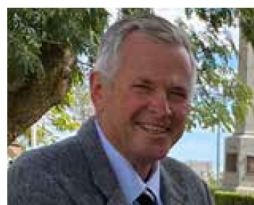
CR RICK BRITTON

Mayor Boulia Shire
Council



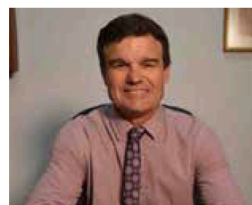
CR ROBBIE DARE

Mayor Diamantina Shire
Council



CR TONY RAYNER

Mayor Longreach
Regional Council



CR GAVIN BASKETT

Mayor Winton Shire
Council



DAVID ARNOLD

CEO RAPAD

Live, Work, Invest in Central West Qld – www.gofarout.com.au

Objects of RAPAD

The objects for which the Company is established are:

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

Source: RAPAD constitution

As a part of normal business, the Board of RAPAD held its twelfth and final scheduled Board meeting for 2021, on 17 December via zoom video link. In the absence of Cr Rayner who was an apology, Cr Martin chaired the meeting.

Following this Board meeting, the final Central West Regional Pest Management Group meeting was held.

Meeting matters included:

• **Strategic Planning**

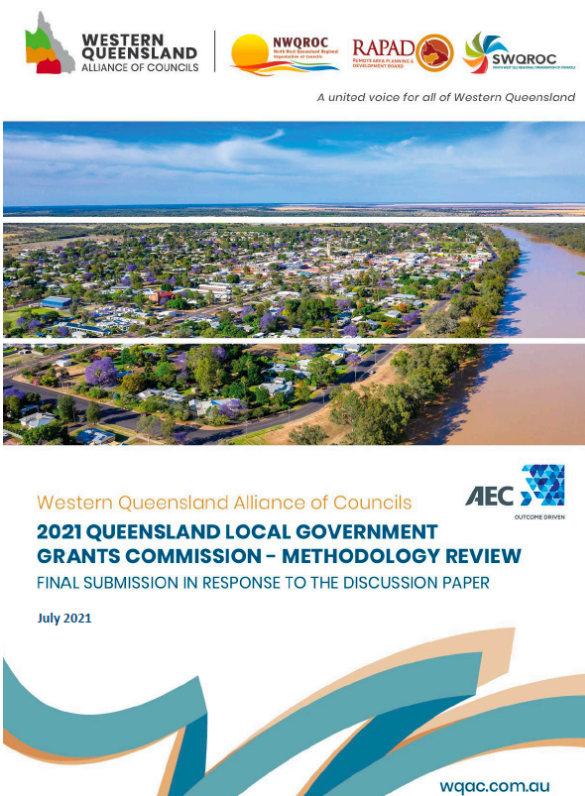
On the 23rd of November the Board undertook a preliminary strategic planning day. For this, RAPAD engaged AEC to prepare and facilitate the workshop focusing on providing guiding principles and direction setting for a more detailed strategic planning process. Examples of topics discussed at the preliminary workshop were:

- A revision of the company objects,
- Whether RAPAD should continue as a not-for-profit entity or broaden the commercial opportunities,
- Review the achievements against the existing Strategic Plan and whether the Strategic Plan is still current,
- Focus areas of RAPAD,
- Project decision making framework,
- Potential role for advisory boards/groups,
- Funding of RAPAD,
- Risk,
- Budget and Resource Implications.

The Board received the outcomes report presented at this 17 December meeting and committed to reviewing the recommendations which would then lead to the finalisation of the strategic planning in early 2022.

• **Local Government Grants Methodology Review**

The Board discussed the outcomes of the 2021 Grants Methodology Review which resulted in increased funding for all RAPAD member councils, representing a good result from ongoing advocacy and partnerships, and a boost for ongoing local government sustainability.



Background

In June 2021, the Local Government Grants Commission released a Discussion Paper, inviting input to the review from councils and other stakeholders. RAPAD in conjunction with our Northern and Southern partners in the West Qld Alliance of Councils submitted a response to this review.

In total, the Commission received 31 submissions from a range of individual councils and regional groups similar to RAPAD and the WQAC.

The Grants Commission state on their website that the formal submissions received represented a good cross-section of the various types and sizes of councils. They say, collectively, the submissions provided feedback on the questions posed in the discussion paper.

Key outcomes of the review were that:

- 50 councils (65%) out of 77 councils in Queensland will receive a greater funding allocation under the new FA Grant methodology.
- 35% of councils will receive a reduced allocation. For these councils the average reduction is approximately 2% of operating revenue.

More information on RAPAD councils and WQAC councils' changes will be available into the New Year once Queensland's 2022-23 allocation from the Commonwealth Government has been confirmed. Readers can visit the departments website at <https://www.statedevelopment.qld.gov.au/local-government/governance/queensland-local-government-grants-commission/2021-methodology-review> for more information.

- **Finance, Legal, Risk**

The Board received YTD financials for the organisation for the period ending 30 November, and also took updates from the CEO on:

- RESQ's performance and recent board meetings outcomes,
- Risk in general,
- The status of the 20-21 FY financial audit being undertaken by QAO, and
- Two Remote Area Board (RAB) projects funded by the Department of State Development, Infrastructure, Local Government and Planning; one fully executed and the other still being considered by the department as at the 17 December meeting. The executed project will be a campaign to raise awareness of the region to live work and play via the www.gofarout.com.au website



FarOut!

Family a long way from family

It would take a combined three days of driving for young married couple Alina and Sam Hart to visit their families interstate, but they've found a new family far out...

View full story

<https://gofarout.com.au/live/>

- **RAPAD Skilling** – www.rapadskilling.com.au

The Board received the RAPAD Skilling Managers, Steve Rossberg, reports for the October and November periods noting the good work being undertaken by the team at RAPAD Skilling as they operate in a very competitive commercial environment.

A full suite of courses available at RAPAD Skilling can be found at <https://www.rapadskilling.com.au/courses>



Stephen Rossberg

Training Manager & Civil Trainer Assessor

Steve joined the RAPAD Skilling team in January 2012 as a Trainer/Assessor in the Civil Construction industry. Steve and his wife have raised three children, all girls, in Longreach and wouldn't change anything for quids, "the area is in our Blood".

Steve's knowledge of the Civil Construction industry stems from a work history of 21 years with local government with roles ranging from labourer, plant operator, WHSO, QA Officer, Training coordinator to Manager of Works for the Shire of Ilfracombe and ultimately for the amalgamated Longreach Regional Council in the Ilfracombe area.

As a local identity and experienced Trainer Assessor, Steve has recently taken on the role of Training Manager for RAPAD Skilling with the ambition to drive RAPAD Skilling even further ensuring the provision of high-quality training delivery throughout all regions of the Central West and beyond.

srossberg@rapad.com.au

P: 07 4652 5607

M: 0409 156 614

- **RFCSNQ** – www.rfcsnq.com.au

The Board received the RFCSNQ Project Management Committees December 8 draft minutes. The RFCSNQ PMC is a sub-committee of the Board consisting of two RAPAD directors and 2 external skills-based people. The PMC also took presentations from:

- QDAF regarding the States new drought policy,
- Maree Adshead, Queensland's Small Business Commissioner, and
- Rachel Hall regarding the JCU led Drought and Innovation Hub.

Rural Financial Counsellors servicing the CWQ region are Emma Cook and Rachel Bock. Details are at <https://www.rfcsnq.com.au/agribusiness/agribusiness-financial-counsellors>



Rachel Bock

Rachel works throughout Longreach and the surrounding regions.

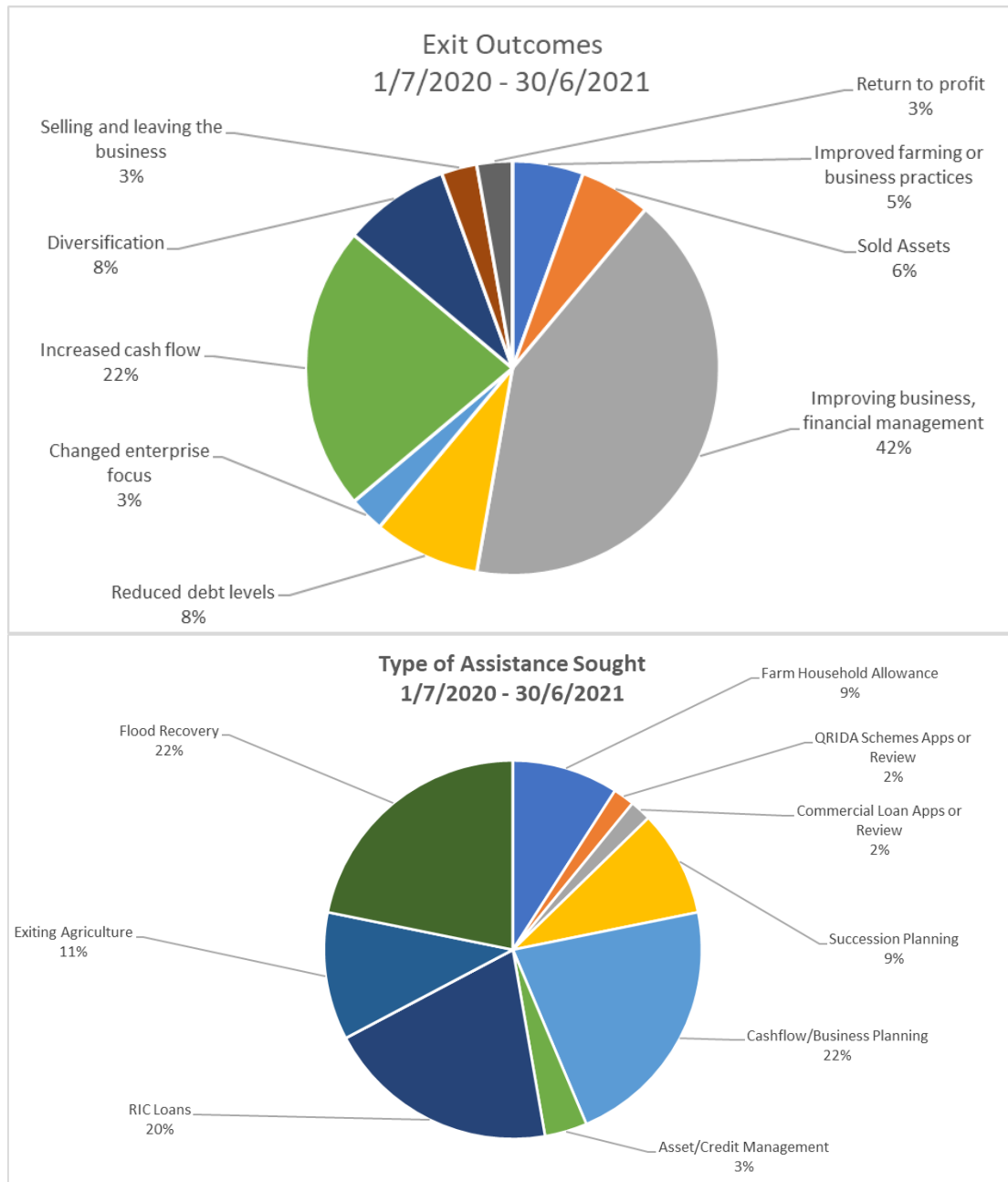


Emma Cook

Emma works throughout Central Queensland, servicing the Isaac and Barcaldine Regional Council areas.

While RFCSNQ services all of North Qld, specific to the RAPAD region some 20-21 FY statistics relating to the rural financial counselling, are:

- Client 'Exit Outcomes', and,
- Client 'Types of Assistance', both set out below.



• **Lake Eyre Basin Stakeholder Advisory Group**

Upon invitation from Minister Meaghan Scanlon, Minister for the Environment and the Great Barrier Reef and Minister for Science and Youth Affairs, the Board endorsed Cr Rayner as its nominee to the Lake Eyre Basin Stakeholder Advisory Group.

RAPAD has had an extensive history with the LEB stakeholder groups iterations, commencing with the Wild Rivers Advisory Group established under the then Labor Government in 2010 where RAPAD played a key role in establishing a consultative process for what was then a very divisive issue.

With the change of Government in 2012, the incoming Newman Government Minister, Andrew Cripps, replaced the LEBWRAG with the Western Rivers Advisory Group (WRAP).

RAPAD was invited to be both a member and secretariat for that process and that outcomes report can be viewed on RAPAD's website at the location mentioned overpage.

• **West Qld Alliance of Councils**

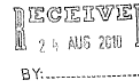
www.wqac.com.au

The CEO provided an update on the recent WQAC Leadership Group meeting attended by him and the Chair. Matters covered related to:

- Federal election strategy, and advocacy and engagement planned activities,
- WQAC Assembly planned to be held on 27-29 April in Charleville,
- COVID 19 public health and social measures linked to vaccination status,
- PACP feedback from Shane Stone,
- WQAC Housing along with detail of all actions / meetings to date since the forum,
- Rural Roads Program,
- Federal budget submission,
- Qld Music Trails letter of support,
- WQ Priority Roads Network,
- LG Financial Sustainability Framework,



Hon Stephen Robertson MP
Member for Stretton



Queensland
Government

Minister for Natural Resources,
Mines and Energy and
Minister for Trade

Ref CTS 13458/10

Mr David Arnold
General Manager
Remote Area Planning and Development Board
PO Box 592
LONGREACH QLD 4730

17 AUG 2010

Dear Mr Arnold

In support of the ongoing wild river process in the Lake Eyre Basin, I have decided to establish a Lake Eyre Basin Wild Rivers Advisory Panel to consider wild river matters pertaining to the Lake Eyre Basin and provide advice directly to me about those matters. The advice of the panel will be considered by me as part of my decisions on wild river matters for the Lake Eyre Basin.

In recognition of the lead role RAPAD has undertaken in the Lake Eyre Basin wild rivers consultation process to date, I would like to invite RAPAD to assist the Department of Environment and Resource Management in the formation and of the Lake Eyre Basin Wild Rivers Advisory Panel and the coordination of subsequent meetings of this panel. The Terms of Reference for the panel are enclosed for your information.

I have identified the key stakeholder organisations listed below to be invited to be represented on the panel.

- Central Western Regional Organisation of Councils
- Western Queensland Local Government Association – (to cover councils that are not part of CWRROC)
- South West Queensland Local Government Association (to cover councils that are not part of CWRROC)
- AgForce Queensland
- Desert Channels Queensland
- Desert Channels Queensland Aboriginal Advisory Group
- Coopers Creek Catchment Committee
- Georgina-Diamantina Catchment Committee
- Western Rivers Alliance
- A resources sector representative (mining, gas and petroleum)
- Lake Eyre Basin Community Advisory Committee
- Lake Eyre Basin Scientific Advisory Panel

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- 2 -

Each group is to be invited to nominate one representative other than the Desert Channels Queensland Aboriginal Advisory Group which is to have one male and one female representative.

I invite RAPAD to approach these stakeholder groups to seek their nominations for representatives to participate on the panel. Once nominees have been received, RAPAD are to collaborate with the department to jointly select and recommend nominees to me for my approval.

The department will undertake procurement procedures to formalise the department's engagement of RAPAD for undertaking the role of forming the panel and coordinating subsequent meetings.

Should you have any further enquiries, please do not hesitate to contact Mr Scott Buchanan, Project Director – Wild Rivers of the department on telephone 3225 1023.

Yours sincerely

STEPHEN ROBERTSON MP

Enc

- Qld Country Community Games.
- **Other**
 - Regional Arts and Social Impact (RASSI) – The CEO provided a recent RAASI case study (*att*) relating to the Central West and specifically Red Ridge's Dress the Central West project. RAPAD partners in this project, and will work with the QUT researchers to raise awareness of the research outcomes and applicability to the Central West, in 2022,
 - DPC Regional Community Forum Member EOIs (*att*),
 - Further to previous meetings ongoing actions, Councils still outstanding with a response to the Stock Routes discussion paper were asked to respond soon so a consensus position could be adopted, and the matter progressed,
 - **Recent Publications:**
 - Western Qld Alliance of Councils Housing solutions Study
<https://www.rapad.com.au/assets/Uploads/WQAC-Housing-Solutions-Study-Report-Sep-2021-1.pdf> .
 - RAPAD Region Economic Benchmarking and Promotion -
<https://www.rapad.com.au/assets/Uploads/FINAL-RAPAD-Region-Economic-Benchmarking-and-Promotion.pdf> . Supported by Qld State Government Remote Area Board funding.
 - CWQ Data Collection and Analysis -
<https://www.rapad.com.au/assets/Uploads/CWQ-Tourism-Data-Collection-and-Analysis-2021-210621-compress.pdf> . Supported by Qld State Government Remote Area Board funding.
 - The Western Qld COVID vaccination rates are available here:
<https://app.powerbi.com/view?r=eyJrIjoieYjRmZmFhMDMtYmE1ZC00OTY2LWlxNDUtZTE0ODBiZWUzZTBmliwidCI6ImQ2NWY5ZDFiLWY4NGMtNGMxYi05YzliLTkyY2U4NTBjNzFkMiJ9>
 - 'Barcaldine Renewable Energy Zone' prepared by Sunshot Industries -
<https://www.rapad.com.au/assets/Uploads/Sunshot-BREZ-compressed.pdf>

2013 Western Rivers Advisory Panel Report

<https://www.rapad.com.au/assets/Uploads/wrap-report-final.pdf>

