



GENERAL MEETING

Wednesday 20 November 2024

NOTICE OF MEETING

Cr AL Martin

Cr BP Johnstone

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Cr AA Hart

Cr PW Skewes

Please find attached the Agenda for the General Meeting to be held at the Tambo Council Chambers, Wednesday 20 November 2024 commencing at 8:30 am.

MJ Lollback

Chief Executive Officer

CALENDAR OF EVENTS

November 2024

20 November 2024	Council Meeting – Tambo
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December 2024

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

Held at Tambo Council Chambers
On Wednesday 20 November 2024
Commencing at 8:30 am

Order of Business

Leave of Absence/Signing of Attendance Book

Apologies: Nil

Condolences: Douglas Robert Thomson "Tiger"

Declarations of Conflicts of Interest:

Deputations: Nil

BUSINESS

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1 Confirmation of the Meeting Minutes

That the minutes of the General Meeting held on 16 October 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.



**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE BLACKALL COUNCIL CHAMBERS
ON WEDNESDAY 16 OCTOBER 2024 at 8:30 AM**

PRESENT:

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

APOLOGY:

Cr Boyd Johnstone

OFFICERS:

Mr Mike Lollback, Chief Executive Officer, Mr Shalveen Dayal, Chief Financial Officer, Ms Alison Lamb, Director of Organisational Performance, Mrs Andrea Saunders, Group Manager Customer and Council Support, Mr Peter Mann, Manager Environment, Health and Environment, Piper Hansen, Minute Taker.

CONDOLANCES:

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

- Roger K Johnston
- Angus M MacDonald
- James Milton Baker
- Fiona MacDonald
- Mr Vasant M Agwan

DECLARATIONS OF INTEREST

Cr. Skewes for item 6.2 - I, Councillor Peter Skewes, inform the meeting that I have a prescribed conflict of interest in item 6.2 Blackall Cultural Precinct for Establishing a Beneficial Enterprise. The nature of my interest is as follows:

- I am a member of the executor of Red Ridge which is the organisation Council will assist through the beneficial enterprise.

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

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Blackall-Tambo Regional Council

Cr. Martin for item 6.2 - I, Councillor Andrew Martin, inform the meeting that I have a prescribed conflict of interest in item 6.2 Blackall Cultural Precinct for Establishing a Beneficial Enterprise. The nature of my interest is as follows:

- I am the chair of Red Ridge which is the organisation Council will assist through the beneficial enterprise.

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

1 Confirmation of the Meeting Minutes

MOTION: Moved: Cr Alina Hart

Seconded: Cr Grahame Schluter

That the minutes of the General Meeting held on 18 September 2024 be taken as read and confirmed, and that the Mayor be authorised to sign same.

GM 2024/10/192

Carried 6 / 0

ITEM NO:

4.1

SUBJECT TITLE:

Information Report for September 2024

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

MOTION: Moved: Cr Andrew Martin

Seconded: Cr David Hardie

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

GM 2024/10/193

Carried 6 / 0

ITEM NO:

5.1

SUBJECT TITLE:

Councillors' Information Report for September 2024

The report contains information from the Councillors for activities during the month of September 2024.

MOTION: Moved: Cr Andrew Martin

Seconded: Cr Grahame Schluter

That Council receive the Councillors' report for September 2024.

GM 2024/10/194

Carried 6 / 0

ITEM NO:

6.1

SUBJECT TITLE:

Chief Executive Officer's September 2024 Report to Council

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

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Blackall-Tambo Regional Council

MOTION: Moved: Cr Jane Scobie

Seconded: Cr David Hardie

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

GM 2024/10/195

Carried 6 / 0

The Chief Executive Officer congratulated Andrea Saunders on the completion of her second diploma.

At this point, 9.06am, Councillor Martin and Councillor Skewes left the meeting due to their prescribed interest in the matter.

Councillor David Hardie assumed the chair.

ITEM NO:

6.2

SUBJECT TITLE:

Blackall Cultural Precinct for Establishing a Beneficial Enterprise

Planning design for the Blackall Cultural Precinct is completed and pre-lodgement with the State Assessment and Referral Agency (SARA) has commenced. Council is in the process of preparing a full application to the Growing Regions Commonwealth Grant Round 2 to fund the Precinct's construction. If the application is successful, the project will be holistically completed. If the application is not successful, the project will be staged to be delivered over several years.

To undertake this project Council may conduct a beneficial enterprise as defined in Part 2 Division 1 of the *Local Government Act 2009*.

MOTION: Moved: Cr Jane Scobie

Seconded: Cr Grahame Schluter

That Council:

1. **Conducts a beneficial enterprise in helping Red Ridge (Interior Qld) Ltd to further develop and construct the Blackall Cultural Precinct in accordance with *Division 2 Part 1 of the Local Government Act 2009, Section 40*.**
2. **Authorises the Chief Executive Officer to enter into a legally binding agreement to conduct a beneficial enterprise in helping Red Ridge to further design and construct the Blackall Cultural Precinct.**
3. **That Council liability in conducting the beneficial enterprise is limited to:**
 - a. **A total of \$3,000,000.00 towards the project completion, including any additional design works, the demolition of the Prince of Wales Hotel, practical construction and any fees required in progressing any development applications.**
 - b. **The provision of a project manager to manage the delivery of the project.**
 - c. **The provision of workplace health and safety advice and inspection.**
 - d. **Site preparation prior to commencement of works, including any required searches or legal fees associated with the beneficial enterprise.**

GM 2024/10/196

Carried 4 / 0

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At this point, 9.20am, Councillor Martin and Councillor Skewes returned to the meeting.
Councillor Martin resumed the chair.

At this point, 9.20am, Cr Jane Scobie left the meeting.
At this point, 9.21am, Cr Jane Scobie returned to the meeting.

ITEM NO: 6.3
SUBJECT TITLE: Special Holiday for 2025

Council made a request to the Office of Industrial Relations for a Special Holiday in 2025 as 4 November for the purpose of Melbourne Cup Day. The request has been approved by the Minister for State Development and Infrastructure, Minister for Industrial Relations and Minister for Racing.

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

That Council receive the letter from the Office of Industrial Relations and note the 4 November 2025 has been approved as a Special Holiday for the Blackall-Tambo region.

GM 2024/10/197

Carried 6 / 0

ITEM NO: 6.4
SUBJECT TITLE: Commendation to Sarah Diprose

A Council employee, Sarah Diprose, provided assistance to travellers who were experiencing problems with their caravan along the Landsborough Highway.

This matter will be held over until the November 2024 meeting.

ITEM NO: 7.1.1
SUBJECT TITLE: Financial Report for the Month of September 2024

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

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

That Council receive the Financial Report for September 2024.

GM 2024/10/198

Carried 6 / 0

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Blackall-Tambo Regional Council

ITEM NO: 7.1.2
SUBJECT TITLE: Planning and Development Report

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

MOTION: Moved: Cr Grahame Schluter Seconded: Cr Alina Hart**That Council receives the Planning and Development Report for September 2024.****GM 2024/10/199****Carried 6 / 0****ITEM NO: 7.1.3**
SUBJECT TITLE: Application to Connect, Town Water - 'Elsewhere' Landsborough Highway Tambo

The owners of "Elsewhere," Landsborough Highway, Tambo have requested Council approval for the property to be connected to the Tambo town water supply. The relevant property is outside of the defined water area shown in Appendix E of Council's Revenue Statement.

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

That Council decline the request to connect "Elsewhere," Landsborough Highway to the Tambo town water supply as the property is outside the defined water area, Council has a legislative requirement to ensure that users within the defined water area receive an adequate service.

Amended Motion**MOTION: Moved: Cr Peter Skewes Seconded: Cr Alina Hart**

That this matter lay on the table until the November meeting to enable Council officers to provide more information for Council to make a decision.

GM 2024/10/200**Carried 6 / 0****The amended motion became the substantive motion.****ITEM NO: 7.1.4**
SUBJECT TITLE: Operational Plan Review

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

MOTION: Moved: Cr Grahame Schluter Seconded: Cr David Hardie**That Council receives the 2024-2025 Operational Plan review for 30 September 2024.****GM 2024/10/203****Carried 6 / 0**

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Council noted that the non-receipt of the LGGSP grant as disgraceful as the application was for a project to provide a basic necessity to the community.

Adjournment:

At 10.05am the meeting was adjourned for morning tea.

Resumption:

At 10.29am the meeting was resumed.

At the resumption of the meeting, Ms Jodie Richardson, Group Manager People, Culture and Safety, was present.

ITEM NO:	7.1.5
SUBJECT TITLE:	Internal Audit and Risk Management Committee Minutes of Meeting

The Internal Audit and Risk Management Committee meeting was held on 13 September 2024. In this meeting, the committee recommended to Council that expressions of interest are sought for additional independent member/s.

MOTION: Moved: Cr Peter Skewes Seconded: Cr Alina Hart

That Council receive the minutes of the Internal Audit and Risk Management Committee's meeting 13 September 2024 and endorse the Internal Audit and Risk Management Committee's recommendation to seek expressions of interest for additional independent member/s.

GM 2024/10/204 Carried 6 / 0

ITEM NO:	7.2.1
SUBJECT TITLE:	Chief Operations Officer's Report

The Chief of Operations report for September 2024 is presented to Council.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr Peter Skewes

That Council receive the Chief Operations Officer's report for September 2024.

GM 2024/10/205 Carried 6 / 0

ITEM NO:	7.3.1
SUBJECT TITLE:	Director of Lifestyle and Community Operational Report

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

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MOTION: Moved: Cr Peter Skewes**Seconded: Cr Jane Scobie****That Council receive the Director of Lifestyle and Community Services' Report for September 2024.****GM 2024/10/206****Carried 6 / 0****ITEM NO:****7.4.1****SUBJECT TITLE:****Customer and Council Support Services'
Monthly Report - September 2024**

This report provides Council with a brief overview/update of the Customer and Council Support Services' key activities and outcomes for the previous calendar month.

MOTION: Moved: Cr Jane Scobie**Seconded: Cr Alina Hart****That Council receive the Customer and Council Support Services' report for September 2024.****GM 2024/10/207****Carried 6 / 0****ITEM NO:****7.4.2****SUBJECT TITLE:****Town and Rural Services Report**

Overview of upkeep and maintenance of the townships of Blackall and Tambo.

MOTION: Moved: Cr David Hardie**Seconded: Cr Jane Scobie****That Council receive the Town and Services Report.****GM 2024/10/208****Carried 6 / 0****ITEM NO:****7.4.3****SUBJECT TITLE:****Environment, Health and Compliance Branch
Report**

The Environmental Health and Ranger reports are now included within this branch report. This reflects the current corporate structure.

MOTION: Moved: Cr Grahame Schluter**Seconded: Cr Alina Hart****That the Environment, Health and Compliance branch report be taken as read and the officer's actions be endorsed****GM 2024/10/209****Carried 6 / 0**

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ITEM NO: 7.4.4
SUBJECT TITLE: People, Culture & Safety Report

This report provides Council with an update of the People, Culture and Safety departments outcomes for the period of 1 September 2024 to 30 September 2024.

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

That the People, Culture and Safety Monthly Report for September 2024 be received and noted by Council.

GM 2024/10/210

Carried 6 / 0

At this point, 11.41am, Ms Jodie Richardson and Mr Peter Mann left the meeting.

ITEM NO: 7.4.5
SUBJECT TITLE: Council Meeting Dates for 2025

Section 257 of the *Local Government Regulation 2012* requires local governments to meet at least once in each month and section 254B of the *Local Government Regulation 2012* requires the meeting dates and places to be published.

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

That Council adopts the meeting dates for 2025 as follows and they be advertised as such:

15 January 2025	Blackall
19 February 2025	Blackall
19 March 2025	Tambo
16 April 2025	Blackall
21 May 2025	Tambo
18 June 2025	Blackall
16 July 2025	Tambo
20 August 2025	Blackall
17 September 2025	Tambo
15 October 2025	Blackall
19 November 2025	Tambo
17 December 2025	Blackall

GM 2024/10/211

Carried 6 / 0

ITEM NO: 7.4.6
SUBJECT TITLE: Review of Governance Policies

Changes to the Model Meeting Procedures and Investigation Policy by the Department of Local Government, Sport and Cultural Industries necessitated the review and update of the Blackall-Tambo Regional Council policies, while the change in the Blackall-Tambo Regional Council Corporate Structure triggered an update in the Acceptable Request Guidelines.

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

That Council adopt the revised:

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1. Investigation Policy.**GM 2024/10/212****Carried 6 / 0****That Council adopt the revised:****2. Acceptable Request Guidelines.****GM 2024/10/213****Carried 5 / 1**

Cr Skewes requested his name be recorded as voting against the motion.

That Council adopt the revised:**3. Meeting Procedures.****GM 2024/10/214****Carried 6 / 0****ITEM NO:****7.4.7****SUBJECT TITLE:****Opera Queensland Tour 2025**

Opera Queensland have asked if the Blackall-Tambo Regional Council would like to host the proposed Festival of the Outback tour for 2025.

MOTION: Moved: Cr Alina Hart**Seconded: Cr Peter Skewes****That Council supports the 2025 Opera Queensland Regional Tour.****GM 2024/10/215****Carried 6 / 0**

At this point, 12.03pm, Ms Jodie Richardson returned to the meeting.

ITEM NO:**7.4.8****SUBJECT TITLE:****Review of Council Policies**

A revision of Council Policies has necessitated the update of the Work, Health & Safety and Personal Protective Equipment (PPE) & Uniform Policies to reflect current practices.

MOTION: Moved: Cr Grahame Schluter**Seconded: Cr Peter Skewes****That Council adopt the revised:**

- Work, Health & Safety Policy; and
- Personal Protective Equipment (PPE) & Uniform Policy

GM 2024/10/216**Carried 6 / 0****8 Confidential Reports**

Nil

CLOSURE:

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There being no further business to consider, the Mayor declared the Meeting closed at 12.08pm.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on 20 November 2024.

Signed.....Mayor

Unconfirmed

2 Business Arising from Previous Minutes

2.1 Business Arising from Previous Minutes

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024

ITEM NO: 4.1

SUBJECT TITLE: Information Report for October 2024

AUTHOR AND OFFICERS TITLE: Andrea Saunders Group Manager Customer & Council Support

AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

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

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

ACTIVITY FOR OCTOBER 2024	
Meetings	<ul style="list-style-type: none"> • Wild Dog Barrier Fence Governance Committee meeting • RAPAD Board meeting • LGAQ Presidential Campaign • Outback Queensland Tourism Assn • Queensland Reconstruction Authority • Rural and Remote Councils' Policy and Legislation Committee • LGAQ Policy Executive • Western Queensland Alliance of Council • Regional Development Australia Central Queensland Board meeting • Compact Guardians
Events	<ul style="list-style-type: none"> • Get Ready Queensland Week Livestock Plan Launch – Blackall Saleyards • Council Road Trip • LGAQ Annual Conference
ACTIVITY FOR NOVEMBER 2024	
	<ul style="list-style-type: none"> • Desert Channels Queensland • Rural and Remote Compact • QWool • Artesian Bore guest speaker for St Joseph's Catholic Primary School • Blackall-Tambo Local Disaster Management Group meeting • Outback Regional Road Group • Central West Pest Management Group • RAPAD Water and Sewerage Alliance Group • RAPAD Board meeting • Regional Development Australia
	<ul style="list-style-type: none"> • Tambo State School presentation night • Friends of RAPAD

Link to Corporate Plan

Governance

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

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 20 November 2024
ITEM NO:	5.1
SUBJECT TITLE:	Councillors' Information Report for October 2024
AUTHOR AND OFFICERS TITLE:	Piper Hansen Administration Officer
AUTHORISING OFFICER:	Andrea Saunders Group Manager Customer and Council Support
CLASSIFICATION (if Confidential)	N/A

Summary:

The report contains information from the Councillors for activities during the month of October 2024.

Officer's Recommendation:

That Council receive the Councillors report for October 2024.

Background

The following information provides an overview of the activities of the Councillors of Blackall-Tambo Regional Council.

Councillor Jane Scobie

- October 21-23 – Brisbane for *Annual LGAQ Conference* with Mayor, CEO, Cr Hart & Cr Skewes. Wonderful opportunity to network, take inspiration and some ideas from conference speakers, talk to trade stall attendees. Supported the Mayor with his LGAQ Presidential campaign and voting process.
- November 1-3 – *Leading in the Central West* 3-day leadership course at Winton, facilitated by Heather Eagleston of Blue Wren Connections. Extremely beneficial short course for Professional and Personal Development (incorporating self-perception, leadership practices, effective habits, leadership styles, change, values, life balance, deep listening) plus being another networking opportunity with like-minded individuals from the Central West region.
- November 4 – *Blackall CAN Meeting*- summary of the meeting: DON & DMS reports, Virtual Emergency Care Service, Q-Fever clinic, Blackall QLD Ambulance update.
- November 5 – *Charge Up Resources Focus Group*- Zoom meeting.
- November 11 – *RADF Meeting* in Tambo. 2024/2025 Round 2 applications assessed.
- November 13 – *Small Business Friendly Council*- signing event.
- November 19 – *Tambo State School Presentation Evening*.

Cr David Hardie

- October 19 – Meeting with Pool Management.
- October 20 – Road trip to "Carlow" to view new cement causeway.
- October 22 – Spoke with Blackall resident concerned about boundary fence.
- October 24 – Spoke to residents of Thistle Street – Tree on corner causing concern.
- October 26 – Spoke to landholder regarding lower Ravensbourne Road condition.
- October 28 – Inspected Blackall after thunderstorm.
- October 30 – Weekly visit to Tambo – Council issues and general discussion with residents and the business community.
- November 1 – Requesting two flood markers on creek, past "Erne Station".
- November 4 – Meeting with Tambo residents regarding park lights and other issues.
- November 11 – Attended- Day of Remembrance.
- November 12 – In Longreach for DDMG Meeting.

- November 12 – Blackall State School Presentation Night.
- November 13 – Meet the Commissioner for Small Business.
- November 13 – Inspected the Tambo Dump.
- November 13 – In Tambo to meet the Commissioner and residents of Tambo.
- November 13 – Meeting with Joan Abbott- Q Wool update.
- November 19 – Tambo State School Presentation Night.

Cr Grahame Schluter

- Attend October Council meeting in Blackall.
- Attend Remembrance Day (RSL)
- Blackall State School Presentation Evening.
- Meet with John Abbott- Q Wool.
- Attend Blackall Races.
- Face-To-Face Community Consultation.
- Drop Golf Buggy to Chappy at Blackall State School- Students learning driving skills.
- Meet with Dominique Lamb- Commissioner for Small Business.

Link to Corporate Plan

Not Applicable

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

5.2

SUBJECT TITLE:

Notice to Rescind a Motion - Water Connection for 11856 Isisford-Blackall Road, Blackall

AUTHOR AND OFFICERS TITLE:

Andrea Saunders, Group Manager Customer and Council Support Services

AUTHORISING OFFICER:

Mike Lollback, Chief Executive Officer

CLASSIFICATION (if Confidential)

N/A

Summary:

I, Councillor Peter Skewes, hereby give notice of my intention to move a rescinding motion at the Council meeting scheduled for Wednesday 20 November 2024 and I am giving the required five full days' notice of the intent to do as required by the *Local Government Regulation 2012*, section 262.

Recommendation:**Cr Peter Skewes requests that:**

- 1. Council rescinds the motion made on 17 August 2022 to decline the request to connect 11856 Isisford-Blackall Road to the Blackall town water supply as the property is outside the defined water area, Council has a legislative requirement to ensure that users within the defined water area receive an adequate service and the property is not connected to the private water infrastructure. Minute No. 17/08A/22; and**
- 2. Council approves the request from the current landowners to connect 11856 Isisford-Blackall Road to the Blackall town water supply as the landowners are residing at the property and the landowners will be required to enter an Accession Deed to join the Water Access Agreement for the Ansgrove Waterline.**

Background

In accordance with section 262 of the Local Government Regulation a notice was sent to all Councillors on Monday 11 November 2024, on behalf of Cr Peter Skewes, providing greater than the 5 days' notice required by the regulation. Council is therefore legally entitled to consider the repeal of the motion.

The motion (17/08A/22) on 17 August 2022 to decline the request for a domestic water connection has since been re-examined by Council Officers and advice is provided that changed circumstances of the landowners provides that the motion to allow the connection of 11856 Isisford-Blackall Road to the Blackall town water supply be approved.

The previous owners of 11856 Isisford-Blackall Road made a request to the Council in 2022 to have their property connected to the private waterline (Ansgrove waterline). The request was declined as the property was vacant land, and Council did not hold any applications for a dwelling on the property.

The current owners have asked that Council reconsider the request as they now reside at the property.

The waterline they wish to connect to is the Ansgrove waterline and there is a Water Access Agreement for the connection of multiple parties to the line.

Under part 14 of the Water Access Agreement – Additional Future Users:

14.1 Additional Persons or Properties - The Parties agree that:

- (1) The composition of the Water Access Party by the addition of a person: or
- (2) The addition of a property as a "Water Access Property" (including by way of subdivision of an existing Water Access Property).

(and, by that effect, access to the supply of water from the Delivery Point via the Private Water Line) may only occur with the written agreement, by way of deed, executed by all the Parties.

14.2 Accession Deed – Any additional person to the composition of the Water Access Party pursuant to Clause 14.1 will need to enter an Accession Deed with the other Parties on:

- (1) (at a minimum) the same terms and conditions as this Agreement; and
- (2) such other terms and conditions as Council may consider appropriate.

The applicants have indicated to Council that the other parties to the Ansgrove Water Access Agreement will agree to the addition of the property to the waterline. The applicants themselves are a Party to the agreement due to their ownership of another property with access to the Ansgrove waterline.

Link to Corporate Plan

Economic Development

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

Governance

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

Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Chief Finance Officer

Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil. The cost for connection will be borne by the applicant.	Low
Legal & Regulatory	Low	The regulatory requirements will be outlined in the accession deed and related water access agreement.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Council encourages the development of property for residents.	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 20 November 2024
ITEM NO:	6.1
SUBJECT TITLE:	Chief Executive Officer's October 2024 Report to Council
AUTHOR AND OFFICERS TITLE:	Andrea Saunders Group Manager Customer & Council Support
AUTHORISING OFFICER:	Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

Summary:

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

Officer's Recommendation:

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

Background

The following update is provided from the Chief Executive Officer:

2025-2026 Budget

Councillors will recall that we have previously discussed the commencement of meetings and deliberation in the preparation of the 2025/26 Council Budget.

We now approach the halfway mark in this financial year, and our Chief Financial Officer has already commenced preparations for workshops with councillors on constructing the Budget for the next financial year.

Those workshops will commence in December and there will then be a monthly meeting to construct a well informed and workable budget for the Region. We remain confident that the Blackall-Tambo Regional Council will remain in a strong financial position.

I ask Councillors to commence discussions with the community to gain a strong understanding on the wants and needs that next year's budget may include. Councillors will have an opportunity to "champion" projects that are important to the community.

It is important to also remember that our operational plan and budget for this financial year are committed, and it would be difficult to commit any spending to new projects not already captured in the current budget. We ask that the community recognise that any projects they feel have merit should be discussed with the Councillors with a view to have them included in budget deliberations.

Council Road Trip

On October 14, Councillors, the CEO and some Council officers took a road trip to the southern end of the region. The roads travelled were Bexhill, Langlo, Scrubby Creek, East-West and Ward Roads.

This was an opportunity for the Councillors and staff to gain an understanding of the roads and matters of concern from members of the community. Council met with members of the community and the following matters were discussed:

- Flood markers for crossings
- Rural address numbering
- Road hierarchy
- Contracting for Council.

The bus trip stopped at the Scrubby Creek Sports Complex and enjoyed some time looking at the recently built sheds and speaking with some residents.

The day was successful, and I would like to thank the residents who took the time to speak with us.

Council officers will continue to plan and coordinate more road trips to speak with residents and see first-hand the issues faced by the region's more remote property owners and operators.

Queensland Reconstruction Authority (QRA)

I, along with the Director of Organisational Performance, the Manager of Environment, Health and Compliance and the Group Manager for Customer and Council Support Services met with Patrick Dwyer, Regional Liaison Officer with the Queensland Reconstruction Authority.

Topics that were discussed related to Council's Local Disaster Management Group, the added benefit of having an additional two people with disaster management experience join Council. Council will work with the QRA to develop a Community Resilience Action Plan to assist in the planning, preparedness, response, and recovery from disaster events.

LGAQ 2024 Annual Conference

I would like to pass on my thanks to Mayor Martin, Cr's Skewes, Scobie, and Hart who joined me in Brisbane for the 2024 Local Government Association Conference.

114 motions were debated with the vast majority being passed by member resolution. Those motions largely concerned the financial commitment to local government through state and Federal taxation.

A strong opportunity was afforded to discussion between Mayor, Councillors and CEO's from across Queensland to discuss like issues and explore varied approaches to problem solving. In attendance also was the then premier Stephen Miles and now premier David Crisafulli. A strong opportunity was afforded to local government leaders to hear from both sides of Queensland Parliament on their approach to working with local governments to address cost of living rises and the liveability of local communities.

Establishment of the Beneficial Enterprise

Council will recall that at the October Ordinary meeting, resolution number 2024/10/196 was passed, establishing a beneficial enterprise with Red Ridge (Interior Qld) Ltd to further develop and construct the Blackall Cultural Precinct in Shamrock Street.

That resolution also authorised the Chief Executive Officer to enter into legally binding agreement with Red Ridge to afford that beneficial enterprise. King and Company Solicitors have been engaged to create a deed of agreement with Red Ridge and that is expected to be completed before the end of November.

On the 18 October, the State Assessment and Referral Agency provided its approval for the planned precinct. The only altered requirement that has been accepted is that there will be a left only entry to the precinct from Shamrock Street and all vehicles will exit via Thistle Street.

The final development application approval is before Council at this meeting. The Consulting Architects on the project are currently preparing tender documents for the stage one build of the precinct, the storage sheds, driveways, and car park.

Council and Red Ridge have applied to the Federal Government under the Growing Regions Program to complete the project. If successful Council will deliver the entirety of the project, with the exception of the indigenous interpretative centre that is forecast as a future stage.

Should Council not be successful, stage one will still be undertaken with the combination of funds that Council has allocated to the project in the 2024/25 budget, together with funds committed by Red Ridge. Upon the receipt of the approved development application Council will work with Red Ridge to commence a procurement process for the stage 1 construction.

I would like to pass on my thanks to Sid Russell, Council's recently appointed Assest and Projects Officer who has bought a depth of knowledge and experience to the project that is proving to be of immense value.

Link to Corporate Plan

Not Applicable

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 6.2
SUBJECT TITLE: Commendation to Sarah Diprose
AUTHOR AND OFFICERS TITLE: Andrea Saunders Group Manager Customer & Council Support
AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential) N/A

Summary:

A Council employee, Sarah Diprose, provided assistance to travellers who were experiencing problems with their caravan along the Landsborough Highway.

Officer's Recommendation:

That Council commend Sarah Diprose for her act of kindness and providing assistance to visitors to our region.

Background

An email was received, by the CEO, from a traveller who stopped to assist an elderly couple whose caravan had suffered some damage. The email advised that a Council employee, who was later identified as Sarah Diprose, stopped to provide assistance to the couple.

Emails of this type are few. It is acknowledged that there is often focus on things not being done or issues that amount to complaints. To receive an email applauding one of our staff for going above and beyond in their role representing the Blackall-Tambo Regional Council is something to be celebrated by us all.

Sarah is commended for providing an act of kindness to people in their time of need and ensuring the safety of others. Sarah has bought credit to herself and to the Blackall-Tambo Regional Council and is congratulated on her commitment. Council should also be aware that Sarah is also recognised as an exemplary employee by her peers, supervisors, and managers.

I ask Mayor Martin to present Sarah with a certificate of commendation.

Link to Corporate Plan

Governance

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

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

Consultation (internal/external)

Chief Executive Officer
Chief Operations Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

6.3

SUBJECT TITLE:

Acknowledgement of Country

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager Customer & Council Support

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Incorporating welcoming and acknowledgement protocols into official meetings and events recognises Aboriginal and Torres Strait Islander peoples as the Traditional Owners of land and shows respect.

Officer's Recommendation:

That Council incorporates an Acknowledgement of Country at the commencement of meetings as follows:

Blackall-Tambo Regional Council acknowledges Australia's Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands and waters on which we live, learn and work. We pay our respects to Elders, past and present and emerging, and to our shared future.

Background

Incorporating Acknowledgment of Country into meetings, gatherings and events shows respect by upholding Aboriginal and Torres Strait Islander protocols.

An Acknowledgement of Country is an opportunity to show respect for Traditional Owners and the continuing connection of Aboriginal and Torres Strait Islander people to Country.

An Acknowledgement of Country can be offered by any person, and, like a Welcome to Country, is given at the beginning of a meeting, speech or event.

Reconciliation Australia advises *"There is no specific wording for an Acknowledgement of Country, just be sincere and, if possible, do some research on the Country you are acknowledging."*

Council officers have researched what could be considered as appropriate for an Acknowledgement of Country for the commencement of meetings and proposes the following:

Blackall-Tambo Regional Council acknowledges Australia's Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands and waters on which we live, learn and work. We pay our respects to Elders, past and present and emerging, and to our shared future.

Link to Corporate Plan

Vibrant Communities

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

Governance

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

Consultation (internal/external)

Chief Executive Officer
Councillors
Mayor
Chief Financial Officer
Chief Operations Officer
Director of Lifestyle and Community
Director Organisational Performance
Group Manager Customer and Council Support Services

Policy Implications

Meeting Procedures (Standing Orders)

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	The incorporation of an Acknowledgement of Country at the commencement of meetings shows Council's respect towards the Traditional Owners of the land.	Low

Proposed Risk Treatment

The addition of an Acknowledgment of Country at the commencement of meetings will demonstrate Council's commitment to the continuation of understanding towards the Traditional Owners and the building of relationships.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

6.4

SUBJECT TITLE:

Grassland Building Shop Space

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager Customer & Council Support

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The tenancy space in the Grassland Building is currently vacant and there have been several community groups and business owners interested in leasing the space.

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

- 1. offer the Grassland tenancy space for lease to a community organisation or a not-for-profit group on a nominal rental return (commonly known as a "peppercorn lease") that meets the requirement required enter into a lease, and**
- 2. authorises the Chief Executive Officer to call for expressions of interest and negotiate the terms of the lease.**

Background

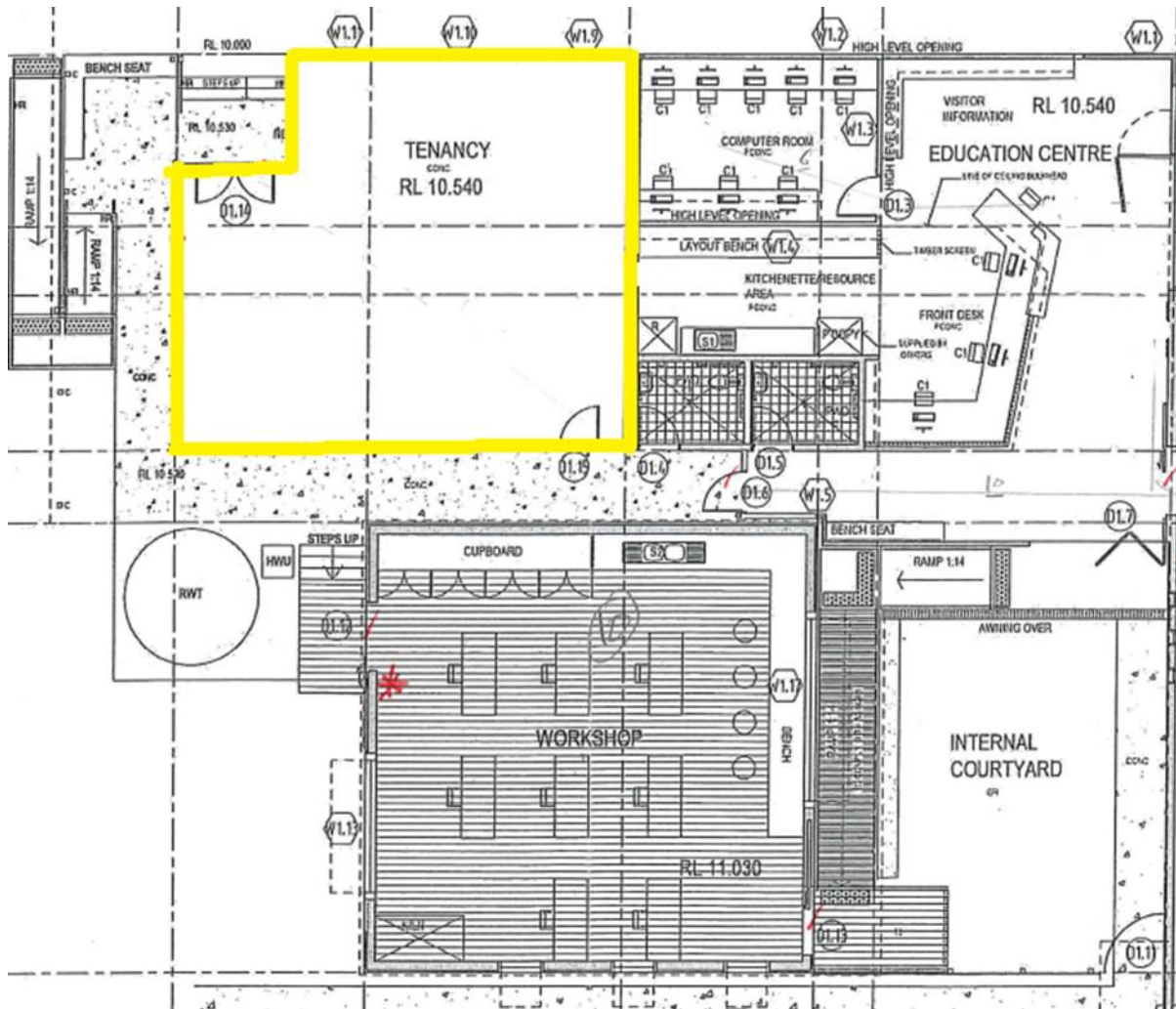
As Council is aware, the original plan for the tenancy space at the Grassland Building was to have the Tambo library and visitor information centre relocated to this space. The feedback received from various members of the community and groups was not positive towards the move. Council has since reconsidered the plan and decided not to proceed.

The space in the building, previously used as a cafe, has remained vacant since the business ceased operating. Council engaged a contractor create an opening in the wall between the tenancy space and adjoining room, while the doorway between the foyer and adjoining space was expanded and barn doors installed.

The Chief Executive Officer has expressed an interest in leasing the space to a community organisation or not-for-profit group, and this suggestion is supported by Council. There have been several enquiries [about the space] by community organisations and business owners.

In the long term, Blackall-Tambo Regional Council want to see a locally based organisation utilise the space to the benefit of the community and the reinvigoration of the main street by occupation of the currently vacant shop.

It is recommended that Council officers commence advertising for expressions of interest for the 125m² tenancy space, with the terms of the lease and rent payable to be negotiated between the successful applicant and the Chief Executive Officer.



[Link to Corporate Plan](#)

Economic Development

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

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

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

Vibrant Communities

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

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

Chief Executive Officer

Councillors

Mayor

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Group Manager Customer and Council Support Services

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil. The costs will be negotiated by the Chief Executive Officer.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	The space is currently vacant.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	The community has expressed a preference to have the space used as something other than the library and visitor information centre.	Low
Ethical	Low	Nil	Low
Reputation	Low	The community is supportive of the change of plans for the space.	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. The space is currently vacant. Allowing the space to be leased would contribute toward the reinvigoration of the main street and business hub of Tambo.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:**6.5****SUBJECT TITLE:****Blackall Public Housing Project**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager Customer & Council Support

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The department of housing has proposed the building of 2x2 bedroom dwelling units at 3 Bedford Street Blackall and invited council to provide comment.

Officers Recommendation:**That Council:**

- 1. Receive the report and letter from the Department of Housing and Public Works; and**
- 2. Notes the departments intention to build 2x2 bedroom homes at 3 Bedford Street Blackall; and**
- 3. Considers any approaches they might want to make to the Department of Housing regarding the intended building project, including the provision of trunk infrastructure (kerb and gutter etc).**

Background

The Department of Housing and Public Works is currently constructing two new modular Modern Methods of Construction (MMC) public houses at 5 Bedford Street Blackall as part of the Queensland Government commitment to provide 53,500 new social homes in by 2044. This new proposal is to build an additional 2x2 bedroom unit on the adjoining land at 3 Bedford Street Blackall. Both those blocks are owned by the State of Queensland.

This new proposal was received by Council on the 11 November 2024 and proposes two additional, and identical buildings, creating 4x 2-bedroom units adjoining each other. The proposed development is code assessable and is defined by the Planning Regulation 2017 as an accepted development.

The letter attached to this report provides the opportunity for council to make any comment. Already the CEO has contacted the department for more information about the intended use of the buildings but at the time of preparation of this report had not received a reply. After discussion with Council's planning consultant, Reel Planning, it is recommended that a formal approach is made to the department regarding the provision of trunk infrastructure or levied charges for kerb and channel drainage, footpath installation and any other extensions to trunk infrastructure the development may trigger.

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Director of Lifestyle and Community

Policy Implications

Nil

Budget and Resource Implications

Financial costs to Council would be determined upon the response from the Department of Housing and Public Works to Council's feedback on the project.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	To be determined pending the Department's response to Council's feedback.	Medium
Legal & Regulatory	Low	The Department is required to meet all the regulatory requirements.	Low
People	Low	Nil	Low
Operational	Medium	To be determined pending the Department's response to Council's feedback.	Medium
Environmental	Medium	To Department will be required to meet all environmental requirements.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Council has been asked to provide feedback to the Department of Public Works by the 25th November 2024.

Attachments

1. Blackall- Tambo Regional Council Letter to CEO re Public Housing Project [6.5.1 - 1 page]
2. 94177 - Blackall (3 Bedford) [6.5.2 - 1 page]



Department of
Housing and Public Works

Mr Mike Lollback
Chief Executive Officer
Blackhall-Tambo Regional Council
ceo@btrc.qld.gov.au

Dear Mr Lollback

New public housing project in Blackall

The Department of Housing and Public Works (the department) is planning to deliver new modular Modern Methods of Construction (MMC) public housing within the Blackhall-Tambo Regional Council area as part of the commitment to provide 53,500 new social homes in Queensland by 2044.

I write to provide Council with preliminary information about the project proposed in Blackall and to invite Council's review and an opportunity to comment prior to finalisation of the project's design.

The department undertakes the design and provision of new social housing to meet the housing needs of residents within the context of existing codes, standards and legislation, such as:

- the National Construction Code (NCC) and Queensland Development Code (QDC)
- the Social Housing Design Guideline and the Social Housing Design Guideline Toolkit (available online at <https://www.business.qld.gov.au/industries/service-industries-professionals/housing-accommodation/design-guidelines>)
- the public housing provisions under the Planning Regulation 2017 and
- local planning instruments.

The project details are listed below, and plans are enclosed.

Address	Lot and Plan	Type of Dwelling
3 Bedford Street Blackall.	Lot 13 on B13856	2 x two-bedroom dwelling units, configured in 2 one-storey MMC buildings.

It would be greatly appreciated if you could provide a response by 25 November 2024. If you would like to discuss any matters further, please do not hesitate to contact Norman Wong, Principal Planning Officer via email at norman.wong@epw.qld.gov.au or on (07) 3008 3347.

Yours sincerely

A handwritten signature in black ink, appearing to read "Norman Wong".

**Executive Director
Housing Growth**

Encl.

GPO Box 690 Brisbane
Queensland 4001 Australia
Website www.housing.qld.gov.au



OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

6.6

SUBJECT TITLE:

Annual Report 2023-2024

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager Customer & Council Support

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Section 182(2) of the *Local Government Regulation 2012* requires the local government to be adopted within one month after the day the Auditor-General issues the report on the local government's financial statement for the financial year. The Auditor-General's report is dated 29 October 2024.

Officer's Recommendation:

That Council adopt 2023-2024 Annual Report in accordance with section 182 of the *Local Government Regulation 2012*.

Background

The Independent Audit Report from the Auditor-General for the 2023-2024 Financial Statement was received on 29 October 2024. In accordance with section 182 of the *Local Government Regulation 2012* Council must adopt its Annual Report no later than 29 November 2024. Accordingly, these accounts and the Auditor-General's audit certificates are attached to the Annual Report for 2023-2024.

Link to Corporate Plan

Governance

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

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

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

If the Annual Report is not adopted, Council risks not meeting its legislative requirements.

Attachments

1. Annual Report 2023-2024 [6.6.1 - 55 pages]



Blackall-Tambo Regional Council



2023-2024 Annual Report

(07) 4621 6600

| www.btrc.qld.gov.au

| PO Box 21, Blackall QLD 4472

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MESSAGE FROM THE MAYOR

On behalf of our Council I am pleased to present the 2023-2024 Annual Report. This year has seen several changes within our Council; a change in Council with the local government election in March 2024; a change in the positions of senior staff including the Chief Executive Officer; and a change in our boundary.

I would like to start by thanking the former councillors, Lindsay Russell and Pam Pullos who served the community tirelessly over the previous 2 terms of Council; and extend a welcome to the new councillors for the current term. Together we will continue to serve our community and I feel privileged to lead such a community driven Council.

I would also like to thank the previous CEO, Des Howard, who, together with his team, ensured Blackall-Tambo Regional Council was left in a good position. We welcomed the new CEO, Mike Lollback in June 2024. Mike has extensive experience in the local government sphere, not to mention disaster management and policing. Mike is an enormous asset to the Council and region.

The 2023-2024 financial year also saw a change in the Blackall-Tambo Regional Council boundary with some small shifts in the boundary between our Council and the Barcaldine Regional Council. The change shifted parcels of land that were previously divided between the two councils into one council area, making those residents' lives easier.

Council has continued to work to improve our road network and will continue to advocate to the relevant authorities to ensure this continues. Council spent \$6.8 million enhancing the local road network. Local contractors were utilised to facilitate this work where possible ensuring that the funds stayed within the region. I, through my position as Mayor of Blackall-Tambo Regional Council, Policy Executive member of the Local Government Association of Queensland, board member of the Western Queensland Alliance of Councils and Deputy Chair of the Remote Area Planning and Development Board will continue to lobby to ensure our region is receiving its 'fair share' of funding and resources.

We undertook some major projects over the 2023-24 financial year, one being the tiling rectification work at the Tambo Pool. This involved the removal of defective tiles and installation of appropriate non-slip tiles, and a much-needed handrail. A chairlift was also installed to assist users who otherwise have difficulties accessing the pool. Council will continue to invest in the facility to ensure it meets the needs of the community.

Council has continued to support services for the community such as the Heart of Australia bus, Outback Futures, Care Outreach, True Health, and National Schools Chaplaincy Program. Council also provided considerable support to community groups and organisations through our Request for Council Assistance policies. Council is proud to be able to support the organisations and the volunteers who contribute endless hours to these groups.

A large initiative was the Council subsidized learn to swim lesson for children aged between 0-9 years in both towns. Council was able to support 48 children with these valuable lessons. We will continue to support the youth in our community and encourage all ages to participate in sports and recreational activities.

Exciting times are ahead with the installation of a Country University Centre (CUC RAPAD) in Blackall. This will enable students who wish to stay in the region the opportunity to study in a supported environment. Council has been working hard with CUC RAPAD to establish this hub.

I acknowledge and thank my elected colleagues and all Council staff for contributing to another productive year while progressing and delivering services to those who matter, the incredible members of our community.



Cr. Andrew Martin
Mayor



COUNCILLORS

The current Council is comprised of six Councillors and a Mayor, who were elected by eligible voters in the Blackall-Tambo Region.



Cr David Hardie – Deputy Mayor



Cr Boyd Johnstone



Cr Jane Scobie



Cr Grahame Schluter



Cr Alina Hart



Cr Peter Skewes OAM



CHIEF EXECUTIVE OFFICER'S REPORT

I take great pride in presenting the community with the 2023-2024 Blackall-Tambo Regional Council Annual Report. I would like to thank my predecessor, Mr Des Howard, for the incredible dedication and work he delivered over 5 years as the as the Chief Executive Officer. Des worked closely with Councillors and his executive team to place this Council on a firm financial footing. The financial position of Council has provided me the capacity to reinvigorate the Council's relationship with the community and commence programs designed to enhance the liveability of the region. It has also reminded me of my core responsibility in ensuring council financial sustainability. I remain committed to ensuring the Des' legacy is fulfilled, and this Council continues to place success as its core value.

The annual report presents councils operations the 2023-2024 financial year as required by *section 182 of the Local Government Regulation 2012*. Included in the report is Council's financial statement, prepared by independent auditors. I commend every aspect of the Annual Report to you and encourage you to read through it.

Local Government elections were held in March 2024 and the new Councillors made their Declaration of Office on 4 April 2024. I congratulate the Mayor, Cr Andrew Martin, Deputy Mayor Cr David Hardie, Cr Jane Scobie, Cr Boyd Johnstone, Cr Grahame Schluter, Cr Alina Hart and Cr Peter Skewes OAM on being chosen by the community as the Councillors of the Blackall-Tambo Region. I would also like to pass on my thanks and that of the community to former councillors, Lindsay Russell and Pam Pullos who did not stand for re-election and contributed so much to the region over the previous two terms of Council.

In the 2023-24 financial year, the Blackall-Tambo Regional Council successfully delivered a significant infrastructure upgrade program valued in excess of \$6M, largely funded by the Disaster Recovery Funding Arrangements (DRFA). The funding, through the Queensland Reconstruction Authority, enabled Council to invest in the local road network. By investing in local roads, Council has significantly enhanced the region's ability to withstand future disaster events and maintain connectivity for residents and businesses. Our local roads improvement program will continue this year. We will continue to seek both State and Federal Government funding to ensure our roads are safe and fit for purpose. We encourage residents to use Council's SNAP SEND SOLVE program to report issues on roads that require attention.

The pavement rehabilitation of the Landsborough Highway commenced in June 2024 and involves both the resurfacing and widening of the highway in three separate sections. The works, funded by the Department of Transport, ensure that the state-controlled roads in the area are continually upgraded to ensure safe thoroughfares for locals, visitors and transport companies. Council continues to engage directly with the Department in advocating for our Main Road network, the primary transportation link to and across the central west, to be continually upgraded and improved.

Blackall-Tambo Regional Council continued to engage local contractors to conduct civil work where possible. This ensures continued efficiency and fosters local economic growth. We are fortunate to have such highly professional and capable local contractors in our area and I pass on the thanks of the Council for their ongoing commitment.

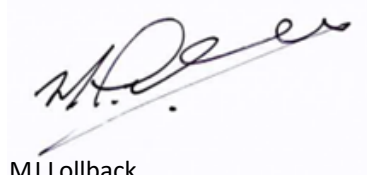
A significant event held during the year was the unveiling of the Sister Greta Towner statue. The Governor of Queensland, Her Excellency the Honourable Dr Jeannette Young AC PSM and Professor Nimmo attended the unveiling ceremony and the accompanying Gala Dinner. The Blackall-Tambo Regional Council is grateful that Her Excellency was able to participate in the event and spend a couple of days in our region where she met with locals and visited some of our local attractions.

Councillors and Executive Staff continue to focus on delivering the outcomes of the Blackall-Tambo Regional Council Corporate Plan, ensuring the valued staff of Council are supported in their roles to ensure the efficiency of services provided to the community. Our Corporate Plan is due to be revised in 2025 and we will soon commence consultation with the community, working together to ensure the future of our region.

Blackall-Tambo Regional Council remains focussed on our community and continuously strives to provide the best possible services. This extends beyond the core activities of Council and includes the various events coordinated and hosted by Council, supporting the tireless volunteers who continue to ensure that annual events and cultural experiences continue to be delivered.

The Blackall Neighbourhood Centre and Tambo Multipurpose Centre continue to provide allied health services and financial support to members of the community. The Blackall Bonanza event raised approximately \$25,000 for the Community Crisis Fund which aids those in need.

Thank you to the Mayor, Councillors and our dedicated staff for their tireless dedication to the community. We are all committed to working with communities across the region in making the Blackall-Tambo Region the best it can be, now and into the future.



MJ Lollback
Chief Executive Officer



COMMUNITY FINANCIAL REPORT

The total income received for the year is \$28.2M while total expenditure is \$35.6M giving a net result of negative \$7.5M. The negative result is due to the delay in receiving \$7.9M in financial assistance grants in June 2024 which was received in the first week of the following financial year.

Council's cash and cash equivalents as at 30th June 2024 is \$26M compared to \$37M in the previous year. The cash position is again impacted by the delay in the timing of financial assistance grant receipts. Council continues to be in a sound financial position with adequate cash reserves and no borrowings.

Rates, levies, and charges received are \$5.5M up from \$5.3M in the previous year in line with the budgeted increase.

Recurrent grants, subsidies, contributions, and donations are \$7.8M compared to \$19.7M for the previous year. The current year recurrent grant revenue was significantly down due to Council not receiving advance of financial assistance grants as in prior years.

Total fees and charges revenue is \$1.7M which is similar to previous year with Saleyard fees being the largest contributor at \$1.1M.

Sales revenue, including recoverable road work contracts with the Department of Transport and Main Roads is \$6.2M down from \$7.4M last year. The reduction is due to reduced minor works performance contracts for maintenance expenditure on highways and state-controlled roads.

Major Federal Government funding included \$0.8M from the Roads to Recovery program and \$0.8M through Local Roads & Community Infrastructure Program – Phase 3.

Projects completed included town street widening and rural road renewals.

The State Government funding through the Works for Queensland program contributed \$0.5M to the sewer and road infrastructure requirements for the Tambo housing development in Queen Elizabeth and Charles Streets, Tambo. Queensland Reconstruction Authority (QRA) provided funding for road betterment projects that were in progress at year end.

Council continues to seek external funds as well as tendering for external roadwork contracts to supplement local funds. Works currently being undertaken by Council under contract to the Department of Transport and Main Roads include the Blackall-Tambo section of Landsborough Highway.

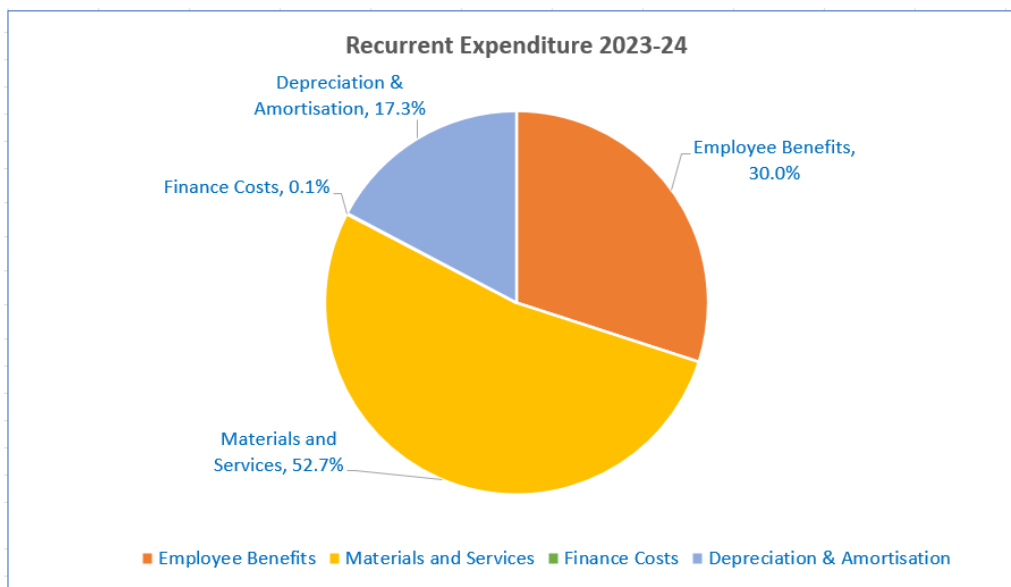
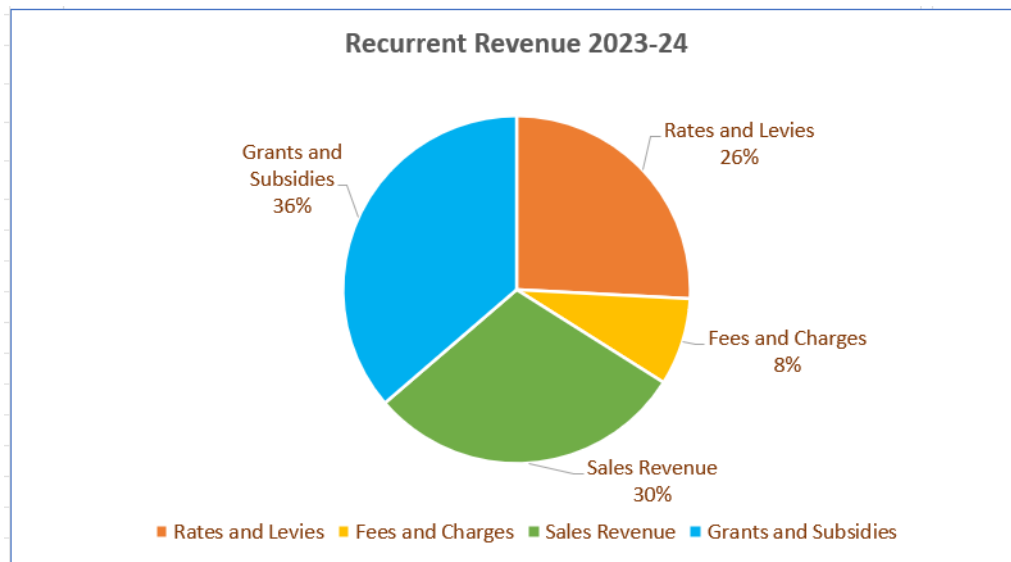
The Council road network continues to be maintained through funding from the Financial Assistance Grant, Transport Infrastructure Development Scheme, Department of Transport and Main Roads, Local Road and Community Infrastructure Program, Remote Roads Upgrade Program and the Roads to Recovery Program. Water and sewerage infrastructure assets are maintained and renewed to meet service delivery demands.

Recurrent expenses total \$32.8M; employee benefits have increased from \$9.2M to \$9.8M, materials and services have increased from \$16.6M to \$17.3M, depreciation and amortisation increased from \$5.2M to \$5.7M. Employee benefits include staff and related employee expenses while materials and services include such items as general operating costs to maintain and operate services in the region.

Council's last Enterprise Bargaining Agreement 2021–2024 expired 30 June 2024. The new Enterprise Bargaining process is in progress and Council anticipates that it will be certified in December 2024.

Council's policy on the valuation of non-current assets requires indexation to take place on categories where there is movement in the relevant indexes greater than 5%. All categories of non-current assets were indexed in the 2023-2024 fiscal year. While depreciation is a non-cash item, it is used as a guide to help Council retain enough funds to meet the costs of future asset renewals.

Borrowing of funds is used for long term assets to reduce inter-generational inequity and is applicable for new assets and the major upgrade of existing assets. Council repaid all debt in June 2022 and remains debt free.



STATUTORY INFORMATION

Resolutions

Pursuant to section 250(1) of the *Local Government Regulation 2012*, Council holds a Councillors' Expenses Reimbursement Policy, Statutory Policy 2. The policy, available to view on the Council website, provides guidelines and procedures for the reimbursement of Councillors for expenses incurred in attending to and discharging their official duties as representatives of Blackall-Tambo Regional Council and is reviewed as required.

No resolutions were passed under section 206(2) of the Regulation during 2023-2024. This provision deals with any resolutions passed that sets an amount for each different type of non-current asset.

Remuneration and Expenses

In March 2024 local government elections were held in Queensland which resulted in a change in some Councillors for the Blackall-Tambo Regional Council during the 2023-2024 financial year. The below remuneration and expenses figures are reflective of all the Councillors that held a seat during the 2023-2024 period.

Position	Annual Remuneration*	Expenses Incurred**	Total
Mayor Andrew Martin	\$114,801.00	\$15,604.32	\$130,405.32
Cr Lindsay Russell (Deputy Mayor July 2023 to April 2024)	\$49,673.25	\$1605.00	\$51,278.25
Cr David Hardie (Cr from July 2023, Deputy Mayor from April 2024 to June 2024)	\$56,418.84	Nil	\$56,418.84
Cr Grahame Schluter	\$57,399.96	Nil	\$57,399.96
Cr Boyd Johnstone	\$57,399.96	\$3830.20	\$61,230.16
Cr Pam Pullos (July 2023 to April 2024)	\$43,049.97	Nil	\$43,049.97
Cr Jane Scobie	\$57,399.96	\$953.70	\$58,353.66
Cr Alina Hart (Elected April 2024)	\$12,755.55	Nil	\$12,755.55
Cr Peter Skewes (Elected April 2024)	\$14,349.99	Nil	\$14,349.99

* The allowance is paid in twelve equal instalments at the end of each calendar month.

** This figure is reflective of the cost of expenses incurred by and facilities provided to Councillors.

Expenses include such items as travel, accommodation and meals encountered whilst attending to and discharging official duties. All councillors are provided with a corporate uniform and IT equipment. In addition, the Mayor is also provided with a mobile phone and vehicle. A total of \$21,993.22 was incurred in Councillor Expenses for the 2023-2024 financial year.

No superannuation payments were made to Councillors in the 2023-2024 financial year.

Councillor Meeting Attendance

The table below is reflective of the number of Ordinary and Special Meetings attended by Councillors. It does not include Councillor attendance at other meetings.

Councillor	General Meeting Attendance	Special Meeting Attendance
Cr A Martin	11	2
Cr L Russell (Deputy Mayor July 2023 to April 2024)	8	0
Cr G Schluter	12	2
Cr B Johnstone	11	2
Cr P Pullos	9	0
Cr J Scobie	12	2
Cr D Hardie	9	2
Cr A Hart (Elected April 2024)	2	2
Cr P Skewes (Elected April 2024)	3	2

Conduct and Performance of Councillors

Section of LGA	Details	Number
150I(2)	Orders made about unsuitable meeting conduct	Nil
150IA(2)(b)	Orders made about unsuitable meeting conduct of chairperson	Nil
150AH(1)	Orders made about conduct breaches	Nil
150AR(1)	Decisions, orders and recommendations made by the Conduct Tribunal	1*
150P(2)(a)	Complaints referred to the assessor	Nil
150P(3)	Complaints referred to the Crime and Corruption Commission	Nil
150R(2)	Conduct notifications to the assessor	Nil
150AF(3)(a)	Occasions information was given to the assessor	Nil
150S(2)(a)	Misconduct notifications to the assessor	Nil
150AC(1)	Suspected conduct breaches referred from the assessor	Nil
150AEA	Suspected conduct breached for which an investigation was not started or was discontinued by Council	Nil
150AF(3)(a)	Misconduct notifications to the assessor during an investigation	Nil
150AG(1)	Decisions made about a conduct breach	Nil
150AG(1)	Conduct breach matters not decided by the end of financial year	Nil
150AG(1)	Average time taken to make a decision about a conduct breach	Nil

Chapter 5A, part 3, division 5	Occasions another entity was asked to investigate a suspected conduct breach	Nil
Chapter 5A, part 3, division 6	Applications heard by the conduct tribunal about an alleged misconduct or conduct breach.	1

*The Councillor Conduct Tribunal found, on the balance of probabilities, that between 22 April 2021 and 24 November 2021, Councillor Andrew Martin, Mayor of the Blackall-Tambo Regional Council, engaged in misconduct as defined in section 150L(1)(b)(i) of the *Local Government Act 2009* (the Act), in that his conduct involved a breach of trust placed in him as a councillor, either knowingly or recklessly in that his conduct was inconsistent with local government principle 4(2)(e) of the Act being 'ethical and legal behaviour of councillors and local government employee' has been sustained.

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

At the 19 June 2024 general meeting the order of the Tribunal was affected

Administrative complaints

Pursuant to section 187 of the *Local Government Regulation 2012*, Council has adopted a policy "General Complaints (Administrative Actions) Policy" and a "General Complaints (Administrative Actions) Procedure".

The procedure is broken down into three stages:

- (i) Complaints are initially managed and resolved by the CEO. The CEO can refer a complaint to a head of department (HOD).
- (ii) Unresolved complaints are referred to council for review and response.
- (iii) People who are not happy with the way council has managed their complaint can contact the Queensland Ombudsman for help.

It is the Council's intent to provide a level of customer service that does not attract complaints, but acknowledges the rights of persons to provide feedback, both positive and negative, on its services and / or to lodge a complaint about a decision or other action Council takes.

The complaints process has been instituted to ensure that, to the greatest practical extent, any complaint is dealt with fairly, promptly, professionally, in confidence subject to any legal requirement, and in a manner respectful to both parties.

Administrative complaints made during the 2023/2024 financial year.	Nil
Number of complaints resolved under the complaint's management process.	Nil
Number of complaints not resolved under the complaint's management process.	Nil
Number of administrative complaints not resolved by Council under the complaints management process that were made in a previous financial year.	Nil

Overseas Travel

Pursuant to section 188 of the *Local Government Regulation 2012* Cr Boyd Johnstone undertook overseas travel during the financial year. The travel expenses were borne by the Remote Area Planning and Development Board (RAPAD) with Council contributing \$1621.10 toward the North America Mission.

Grant Expenditure to Community Groups

In accordance with section 189 of the *Local Government Regulation 2012*, the following information is provided concerning expenditure on grants to community organisations. The Council does not operate a discretionary fund.

Description	Amount
Expenditure on grants and sponsorships to community organisations	\$70,995.90
In-kind support to community organisations	\$48,301.09
Total	\$119,296.99



Grants to Community Organisations

During the 2023/24 financial year Council provided the following grants and/or assistance under its Request for Council Assistance Policies:

Community Group	Assistance (In-Kind)
Blackall Amateur Race Club	\$640.00
Blackall Bowls Club	\$1721.92
Blackall Campdraft	\$2075.61
Blackall Clay Target Club	\$1014.93
Blackall Golf Club	\$1376.48
Barcoo Pastoral Society	\$6116.47
St Joseph's P & C	\$390.00
Blackall Pony Club	\$1308.03
Blackall QCWA	\$1875.96
Blackall RSL	\$688.24
Blackall Historical Woolscour	\$1376.48
Tambo Campdraft	\$1976.16
Tambo Clay Target Club	\$622.42
Tambo Race Club	\$1371.69
Tambo Golf Club	\$1438.24
Tambo Pony Club	\$688.24
Scrubby Creek Sports Club	\$688.24
Tambo Polocrosse	\$1079.67
Tambo Stock Show	\$725.87
Tambo Tourism and Business Assn	\$1007.04

Discretionary Funds

Pursuant to section 189(2) of the *Local Government Regulation 2012* there were no discretionary fund expenditure by Councillors.

Joint Local Government

Pursuant to section 190(1)(d)(i) Council does not operate a joint local government activity.

Special Rates or Charges

Council does not levy any special rates or charges pursuant to section 94 of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012*.

Change of Tenders

Pursuant to section 190(1)(e) of the *Local Government Regulation 2012* Council advises that there was no change to a tender made as per section 228 (8) of the *Local Government Regulation 2012* during the 2023-2024 financial year.

Competitive Neutrality

Pursuant to section 190(1)(i) and (j) of the *Local Government Regulation 2012* Council has not received any competitive neutrality complaints or an investigation notice under section 49 of the *Local Government Act 2009* during the 2023-2024 financial year.

Beneficial Enterprise

Under section 41 of the *Local Government Act 2009*, Council has no beneficial enterprises during the financial year ended 30 June 2024.

Business Activities

During the 2023-2024 financial year Council was involved in a wide range of business activities that involve “trading goods and services” as defined by the *Local Government Act 2009* which include:

- Water Services
- Waste Management
- Aerodromes
- Libraries and Visitor Information Centres
- Accommodation Services
- Road Contracting Services
- Building certification and land use planning activities
- Blackall Saleyards



In accordance with the threshold of expenditure and the methodology prescribed by section 19 and 20 of the *Local Government Regulation 2012* Council does not have any significant business activities.

Commercial Business Unit

Pursuant to section 190(1)(c) of the *Local Government Regulation 2012* Council does not operate a commercial business unit.

Senior Staff Remuneration

Total of all remuneration packages payable to senior management \$1,100,217.00.

Three (3) senior contract employees with a total remuneration package in the range of \$200,000 - \$300,000.
Two (2) senior contract employees with a total remuneration package in the range of \$100,000 - \$200,000.

HUMAN RIGHTS

In accordance with section 97 of the *Human Rights Act 2019*, Council did not receive any complaints from the Queensland Human Rights Commission during 2023/24 where a response was required.

CORPORATE AND OPERATIONAL PLANS

Council adopted its Corporate Plan for 2020 to 2025 on 16 December 2020 to guide Council's decision making. This document establishes the framework and identifies goals, objectives, and strategies to be pursued by Council to meet the aspirations and needs of the community. The plan is developed in consultation with the community and can be revised at any time during the life of the plan to ensure council is following its strategic direction.

The Operational Plan is prepared annually and outlines Council's work program for the next financial year including costs and completion timelines. This document is subject to quarterly reviews and must be consistent with the Council's Corporate Plan.

In accordance with legislative requirements, Council reviewed the operational plan each quarter and considered the assessment of its progress in the implementation of the operational plan as being on target. Council receives a written assessment of the implementation of the operational plan at the end of each quarter.

REGISTERS HELD BY BLACKALL-TAMBO REGIONAL COUNCIL

In accordance with section 190(1)(f) of the *Local Government Regulation 2012* the following registers are kept by Council:

- Register of interests of a Councillor and their Related Persons
- Register of interests for the Chief Executive Officer and Senior Executive Employees and their Related Persons
- Register of Delegations from Council to CEO
- Register of Delegation by CEO to officers
- Register of Local Laws
- Register of Roads
- Register of Land Records
- Register of Policies
- Register of Fees and Charges
- Cemetery Register
- Register of Assets
- Register of Contact with Lobbyists
- Register of Councillor Conduct
- Register of Development Applications
- Register of Gifts and Benefits

SUMMARY OF REBATES AND CONCESSIONS

Section 73 of the *Local Government Regulation 2012* provides for further exemption for land held for religious, recreation, sporting, hospital, educational and other charitable purposes.

Assessment	Owner
20328-00000-000	Tambo Golf Club
10385-00000-000	Blackall Golf Club (Lot 121 TB113, Lot 102 TB65)
10386-00000-000	Blackall Golf Club (Lot 1-9 B1383)
10270-00000-000	Blackall Bowls Club
10893-00000-000	Blackall Clay Target Club
10839-50000-000	Blackall Woolscour Association Inc (Lot 44 & 82 TB18, Lot 25 & 77 TB222, Lot 3 TB248, Lot 1 & 3 RP837224, Lot 2 on RP620763)
10860-10000-000	Blackall Woolscour Association Inc (Lot 2 on SP142636)
10900-00000-000	Blackall Pony Club
10583-00000-000	The Queensland Country Women's Association
20215-00000-000	Scrubby Creek Sports Club
20342-80000-000	Tambo Pony Club
10631-00000-000	Returned & Services League of Australia
10281-00000-000	Red Ridge Interior Qld (Lot 3 on RP607037)
10288-10000-000	Red Ridge Interior Qld (lot 3 on RP601888)

INTERNAL AUDIT

During 2023-2024 the Audit and Risk Management Committee met four times in 12 months to:

- (i) review internal audit report on purchasing, payments and creditors.
- (ii) review draft annual financial statements for 2023-24.
- (iii) review audited annual financial statements for 2023- 24 and the closing auditor's report.
- (iv) review external and internal audit plans for 2023-24.

PUBLIC SERVICE ETHICS 1994

Council has implemented the code of conduct and undertaken regular education, training, and review of procedures.

The Employee Code of Conduct was amended and adopted by Council on the 17 January 2024.

Blackall-Tambo Regional Council

FINANCIAL STATEMENTS

for the year ending 30 June 2024

Blackall-Tambo Regional Council Financial Statements

For the year ended 30 June 2024

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**Blackall-Tambo Regional Council
Statement of Comprehensive Income
For the year ended 30 June 2024**

		2024	2023
	Note	\$	\$
Income			
Recurrent revenue			
Rates, levies and charges	3(a)	5,545,222	5,283,608
Fees and charges	3(b)	1,746,174	1,741,037
Sales revenue	3(c)	6,385,451	7,462,900
Grants, subsidies, contributions and donations	3(d)	7,793,336	19,742,650
Total recurrent revenue		<u>21,470,183</u>	<u>34,230,195</u>
Capital revenue			
Grants, subsidies, contributions and donations	3(d)	4,789,337	3,229,985
Total capital revenue		<u>4,789,337</u>	<u>3,229,985</u>
Rental income	15	216,651	180,346
Interest received	4	1,324,744	652,578
Other income		349,396	276,348
Total income		<u>28,150,311</u>	<u>38,569,452</u>
Expenses			
Recurrent expenses			
Employee benefits	6	(9,848,494)	(9,212,829)
Materials and services	7	(17,296,950)	(16,560,477)
Finance costs	8	(21,920)	(22,344)
Depreciation and amortisation			
Property, plant and equipment	12	(5,665,722)	(5,180,591)
Intangible assets	13	(7,099)	(11,397)
		<u>(32,840,185)</u>	<u>(30,987,638)</u>
Capital expenses	5	(2,778,384)	(395,680)
Total expenses		<u>(35,618,569)</u>	<u>(31,383,318)</u>
Net result		<u>(7,468,258)</u>	<u>7,186,134</u>
Other comprehensive income			
Items that will not be reclassified to net result			
Increase in asset revaluation surplus	18	18,796,731	23,689,044
Total other comprehensive income for the year		<u>18,796,731</u>	<u>23,689,044</u>
Total comprehensive income for the year		<u>11,328,473</u>	<u>30,875,178</u>

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Blackall-Tambo Regional Council
Statement of Financial Position
As at 30 June 2024

		2024	2023
	Note	\$	\$
Current assets			
Cash and cash equivalents	9	25,519,044	36,970,125
Trade and other receivables	10	381,408	188,819
Contract assets	14	6,185,514	1,015,350
Inventories	11	400,499	371,244
Other assets		47,123	135,825
Total current assets		32,533,588	38,681,363
Non-current assets			
Property, plant and equipment	12	328,096,905	310,979,838
Intangible assets	13	-	157,367
Total non-current assets		328,096,905	311,137,205
Total assets		360,630,493	349,818,568
Current liabilities			
Contract liabilities	14	386,466	911,822
Trade and other payables	16	3,737,356	3,622,750
Provisions	17	2,544,082	2,534,659
Total current liabilities		6,667,904	7,069,231
Non-current liabilities			
Provisions	17	240,619	355,840
Total non-current liabilities		240,619	355,840
Total liabilities		6,908,523	7,425,071
Net community assets		353,721,970	342,393,497
Community equity			
Asset revaluation surplus	18	230,953,181	212,156,450
Retained surplus		122,768,789	130,237,047
Total community equity		353,721,970	342,393,497

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Blackall-Tambo Regional Council
Statement of Changes in Equity
For the year ended 30 June 2024

	Asset revaluation surplus	Retained surplus	Total
Note	18		
	\$	\$	\$
Balance as at 1 July 2023	212,156,450	130,237,047	342,393,497
Net result	-	(7,468,258)	(7,468,258)
Other comprehensive income for the year			
Increase in asset revaluation surplus	18,796,731	-	18,796,731
Total comprehensive income for the year	18,796,731	(7,468,258)	11,328,473
Balance as at 30 June 2024	230,953,181	122,768,789	353,721,970
Balance as at 1 July 2022	188,467,406	123,050,913	311,518,319
Net result	-	7,186,134	7,186,134
Other comprehensive income for the year			
Increase in asset revaluation surplus	23,689,044	-	23,689,044
Total comprehensive income for the year	23,689,044	7,186,134	30,875,178
Balance as at 30 June 2023	212,156,450	130,237,047	342,393,497

The above statement should be read in conjunction with the accompanying notes and accounting policies.

**Blackall-Tambo Regional Council
Statement of Cash Flows
For the year ended 30 June 2024**

	Note	2024 \$	2023 \$
Cash flows from operating activities			
Receipts from customers		16,138,863	16,836,269
Payments to suppliers and employees		(29,468,138)	(25,868,786)
		(13,329,275)	(9,032,517)
Interest received		1,324,746	652,578
Rental income		216,651	180,346
Non capital grants and contributions		5,048,794	21,045,459
Net cash inflow/(outflow) from operating activities	22	(6,739,084)	12,845,866
Cash flows from investing activities			
Payments for property, plant and equipment		(7,562,590)	(4,901,448)
Proceeds from sale of property plant and equipment		833,923	645,856
Capital grants, subsidies, contributions and donations		2,016,670	1,805,796
Net cash outflow from investing activities		(4,711,997)	(2,449,796)
Cash flows from financing activities			
Repayment of borrowings		-	-
Net cash outflow from financing activities		-	-
Net increase/(decrease) in cash and cash equivalents held		(11,451,081)	10,396,070
Cash and cash equivalents at beginning of the financial year		36,970,125	26,574,055
Cash and cash equivalents at end of the financial year	9	25,519,044	36,970,125

The above statement should be read in conjunction with the accompanying notes and accounting policies.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

1 Information about these financial statements

(a) Basis of preparation

Blackall-Tambo Regional Council is constituted under the Queensland *Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2023 to 30 June 2024. They are prepared in accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Council is a not-for profit entity for financial reporting purposes and these financial statements comply with Australian Accounting Standards and interpretations as applicable to not-for profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment.

(b) New and revised Accounting Standards adopted during the year

In the current year Council adopted all standards which became mandatorily effective for the annual reporting periods beginning on 1 July 2023, none of the standards had a material impact on the reported position, performance and cash flows.

(c) Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2024, these standards have not been adopted by Council and will be included in the financial statements on their effective date. These standards are not expected to have a material impact.

The adoption of the revisions to AASB 101 Presentation of Financial Statements resulted in disclosure of material accounting policy information only rather than significant accounting policies. This means that accounting policy information is disclosed only if it relates to material transactions, other events or conditions and:

- a) Council has changed accounting policy during the reporting period and this change resulted in a material change to the information in the financial statements.
- b) Council chose (or was mandated to use) the accounting policy from one or more options permitted by Australian Accounting Standards.
- c) the accounting policy was developed in accordance with AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors in the absence of an Australian Accounting Standard that specifically applies.
- d) the accounting policy relate to an area for which a Council is required to make significant judgements or assumptions in applying an accounting policy, and the Council discloses those judgements or assumptions in the financial statements.
- e) the accounting required for them is complex and users of the entity's financial statements would otherwise not understand those material transactions, other events or conditions.

(d) Estimates and judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

Valuation of property, plant and equipment - Note 12
Provisions - Note 17
Contingent liabilities - Note 20
Financial instruments and financial risk management - Note 24
Revenue recognition - Note 3

(e) National competition policy

Council has reviewed its activities to identify its business activities. Council has resolved not to apply the code of competitive conduct to any of its prescribed activities.

(f) Rounding and comparatives

The financial statements are in Australian dollars and have been rounded to the nearest \$1, unless otherwise stated.

Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard / Comparative information is prepared on the same basis as prior year.

(g) Volunteer services

Council's dependence on volunteer services is not material and is not recognised in the Statement of Comprehensive Income.

(h) Taxation

Council is exempt from income tax, however Council is subject to Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

2 Analysis of results by function

(a) Components of Council functions

The activities relating to the Council's components reported on in Note 2(b) are as follows:

Corporate services

The corporate services function includes corporate governance and financial administration of Council.

The objective of corporate governance is for Council to be accountable and transparent in delivering value for money community outcomes. This function includes strategic and operational planning, risk management, legal and administrative support. This comprises the support functions for the Mayor and Councillors, Council and committee meetings and statutory requirements.

Finance and information provides professional finance and information services across Council. This function includes internal audit, budget support, financial accounting and information technology services. The objective of this function is to provide reliable information in a timely manner to support decision making and meet statutory obligations.

Community services

The goal of the community services function is to provide effective social, recreational and health services. The function includes libraries, community buildings, recreation venues, social support, care and disability services.

Planning and development

This function manages building and development approvals in the shire. The goal of this function is to ensure compliance with building standards and sustainable development practices. Council's planning scheme aims to service development through trunk infrastructure planning.

Transport infrastructure

This function includes construction and maintenance of Council and State government controlled roads, town streets, stormwater drainage, footpaths and aerodromes. The goal of the transport function is to provide a transport network that is accessible and safe for public use.

Waste management

The waste management function provides refuse collection and disposal services. The goal of the waste management program is to manage waste in a way that protects the community and the environment.

Water infrastructure

The water services function attends to the maintenance of water supply infrastructure with the goal of delivering sustainable water services that meet health standards and minimise waste.

Sewerage infrastructure

The sewerage services function attends to the maintenance of sewerage infrastructure with the goal of delivering a reliable sewerage network that is environmentally friendly.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

2 Analysis of results by function (continued)

(b) Income and expenses defined between recurring and capital are attributed to the following functions:

Year Ended 30 June 2024

Functions	Gross program income				Total income	Gross program expenses		Total expenses	Net result from recurring operations	Net Result	Assets
	Recurring		Capital			Recurring	Capital				
	Grants	Other	Grants	Other							
	2024 \$	2024 \$	2024 \$	2024 \$							
Corporate services	352,497	6,702,458	70,102	-	7,125,057	(8,110,726)	(1,324,720)	(9,435,446)	(1,055,771)	(2,310,389)	58,976,362
Community services	557,129	435,053	163,172	-	1,155,354	(5,232,878)	-	(5,232,878)	(4,240,696)	(4,077,524)	39,939,552
Planning & development	-	77,556	-	-	77,556	(124,244)	-	(124,244)	(46,688)	(46,688)	-
Transport infrastructure	6,883,710	6,220,102	4,183,877	-	17,287,689	(18,022,560)	(1,328,884)	(19,351,444)	(4,918,748)	(2,063,755)	229,736,882
Waste management	-	360,845	-	-	360,845	(406,444)	-	(406,444)	(45,599)	(45,599)	491,221
Water infrastructure	-	951,136	-	-	951,136	(547,514)	-	(547,514)	403,622	403,622	12,864,921
Sewerage infrastructure	-	820,488	372,186	-	1,192,674	(395,819)	(124,780)	(520,599)	424,669	672,075	18,621,555
Total Council	7,793,336	15,567,638	4,789,337	-	28,150,311	(32,840,185)	(2,778,384)	(35,618,569)	(9,479,211)	(7,468,258)	360,630,493

Year Ended 30 June 2023

Functions	Gross program income				Total income	Gross program expenses		Total expenses	Net result from recurring operations	Net Result	Assets
	Recurring		Capital			Recurring	Capital				
	Grants	Other	Grants	Other							
	2023	2023	2023	2023							
	\$	\$	\$	\$	2023	2023	2023	2023	2023	2023	2023
Corporate services	7,673,565	5,608,304	137,760	-	13,419,629	(6,548,056)	188,979	(6,359,077)	6,733,813	7,060,552	64,686,405
Community services	1,066,082	337,142	18,465	-	1,421,689	(5,137,560)	-	(5,137,560)	(3,734,336)	(3,715,871)	38,343,052
Planning & development	-	62,859	-	-	62,859	(81,102)	-	(81,102)	(18,243)	(18,243)	-
Transport infrastructure	11,003,003	7,576,669	2,707,947	-	21,287,619	(17,981,500)	(584,659)	(18,566,159)	598,172	2,721,460	217,308,198
Waste management	-	344,223	-	-	344,223	(298,420)	-	(298,420)	45,803	45,803	512,300
Water infrastructure	-	897,535	-	-	897,535	(525,552)	-	(525,552)	371,983	371,983	11,939,273
Sewerage infrastructure	-	770,085	365,813	-	1,135,898	(415,448)	-	(415,448)	354,637	720,450	17,029,340
Total Council	19,742,650	15,596,817	3,229,985	-	38,569,452	(30,987,638)	(395,680)	(31,383,318)	4,351,829	7,186,134	349,818,568

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

3 Revenue	2024	2023
	\$	\$
(a) Rates, levies and charges		
General rates	4,073,545	3,901,487
Water	936,422	886,360
Sewerage	807,746	762,756
Garbage charges	357,709	339,049
Total rates and utility charge revenue	6,175,422	5,889,652
Less: Discounts	(579,844)	(553,261)
Less: Pensioner remissions	(50,356)	(52,783)
	<u>5,545,222</u>	<u>5,283,608</u>

Rates, levies and charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

(b) Fees and charges		
Saleyard fees	1,103,372	1,180,945
Building and development fees	77,557	62,859
Agistment/Town common fees	154,252	62,138
Childcare fees	-	34,973
Cemetery/Funeral fees	29,046	14,922
Licences and registrations	8,844	9,817
Commissions	109,042	102,663
Hire of community facilities	17,091	15,951
Airport landing fees	160,274	149,498
Other fees and charges	86,696	107,271
	<u>1,746,174</u>	<u>1,741,037</u>

Revenue arising from fees and charges are recognised at the point in time when the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example camping permits. There is no material obligation for Council in relation to refunds or returns.

Saleyard fees includes livestock yard and sales fees invoiced to livestock agents based on livestock numbers and gross sale value on a 30 day account. Revenue is recognised at a point in time when the customer has used the facility.

(c) Sales revenue		
Rendering of services		
Contract and recoverable works	6,173,125	7,367,439
Private works	169,392	55,586
	<u>6,342,517</u>	<u>7,423,025</u>
Sale of goods		
Visitor Information Centre	42,934	39,875
	<u>42,934</u>	<u>39,875</u>
Total sales revenue	<u>6,385,451</u>	<u>7,462,900</u>

Council generates revenue from a number of services including contracts for road and earthworks. Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Where consideration is received for the service in advance it is included as a contract liability and is recognised as revenue in the period when the service is performed.

Sale of goods revenue is recognised at a point in time when the customer obtains control of the goods, generally at delivery. Revenue from services is recognised when the service is rendered.

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

3 Revenue (continued)

(d) Grants, subsidies, contributions and donations

	2024	2023
	\$	\$
(i) Operating		
General purpose grants	270,516	10,019,580
State government subsidies and grants	417,059	555,102
Flood restoration funding	6,805,969	8,444,871
Commonwealth government subsidies and grants	299,792	723,097
	<u>7,793,336</u>	<u>19,742,650</u>
(ii) Capital		
State government subsidies and grants	2,549,191	1,268,529
Commonwealth government subsidies and grants	2,240,146	1,961,456
	<u>4,789,337</u>	<u>3,229,985</u>

Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets.

(iii) Timing of revenue recognition for grants, subsidies, contributions and donations

Revenue recognised at a point in time

Grants and subsidies	987,367	12,106,126
	<u>987,367</u>	<u>12,106,126</u>

Revenue recognised over time

Grants and subsidies	11,595,306	10,866,509
	<u>11,595,306</u>	<u>10,866,509</u>

Grant income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied.

Performance obligations vary in each agreement, examples include provision of allied health services and targeted children's learning programs. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income under AASB 1058

Where Council receives an asset for significantly below fair value, the asset is recognised at fair value, related liability (or equity items) are recorded and income then is recognised for any remaining asset value at the time the asset is received.

Capital grants

Where Council receives funding under an enforceable contract to acquire or construct a specified item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred.

4 Interest received

Interest received from term deposits	261,287	183,405
Interest received from financial institutions*	1,052,538	462,171
Interest from overdue rates and utility charges	10,919	7,002
	<u>1,324,744</u>	<u>652,578</u>

* - Interest received from financial institutions includes interest from Queensland Treasury Corporation Cash Fund account.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

5 Capital expenses

	2024 \$	2023 \$
Loss on disposal of non-current assets		
Proceeds from the sale of property, plant and equipment	833,923	560,175
Less: Book value of property, plant and equipment disposed	<u>(2,147,643)</u>	<u>(395,687)</u>
	(1,313,720)	164,488
Proceeds from sale of land and improvements	-	85,681
Less: Book value of disposed land	<u>(11,000)</u>	<u>(61,191)</u>
	(11,000)	24,490
Impairment of infrastructure and building assets	<u>(1,453,664)</u>	<u>(584,658)</u>
	(1,453,664)	(584,658)
Total capital expenses	<u><u>(2,778,384)</u></u>	<u><u>(395,680)</u></u>

6 Employee benefits

Total staff wages and salaries	6,951,025	6,647,507
Councillors' remuneration	463,249	445,430
Annual, sick and long service leave entitlements	1,424,900	1,313,974
Superannuation	897,370	843,131
	<u>9,736,544</u>	<u>9,250,042</u>
Other employee related expenses	644,214	207,922
	<u>10,380,758</u>	<u>9,457,964</u>
Less: Capitalised employee expenses	<u>(532,264)</u>	<u>(245,135)</u>
	<u><u>9,848,494</u></u>	<u><u>9,212,829</u></u>

Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.

	2024 Number	2023 Number
Total Council employees at the reporting date:		
Elected members	7	7
Administration staff	28	27
Depot and outdoors staff	69	67
Total full time equivalent employees	<u>104</u>	<u>101</u>

7 Materials and services

	2024 \$	2023 \$
Administration	941,613	862,786
Audit of annual financial statements by the Auditor-General of Queensland*	95,950	87,000
Blackall cultural precinct - planning and architect fees	300,000	-
Community health programs	241,001	315,350
Parks, gardens & reserves	777,860	751,477
Pest management	208,597	203,473
QRA Flood damage repairs	7,743,105	7,867,932
Rentals - operating leases	12,496	11,369
Recoverable road contracts	4,539,513	4,541,085
Road maintenance	831,600	675,755
Saleyards	512,555	567,850
Waste services	277,634	188,456
Water and sewerage	318,783	314,740
Other materials and services	<u>496,243</u>	<u>173,204</u>
	<u><u>17,296,950</u></u>	<u><u>16,560,477</u></u>

* - Total audit fees quoted by the Queensland Audit Office relating to the 2023-24 financial statements are \$95,950 (2023: \$87,000).

8 Finance costs

Bank charges	10,851	11,562
Impairment of receivables	3,033	2,896
Unwinding of discount on landfill restoration provision	8,036	7,886
	<u><u>21,920</u></u>	<u><u>22,344</u></u>

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

9 Cash and cash equivalents

	2024	2023
	\$	\$
Cash at bank and on hand	1,519,044	12,970,125
Deposits at call	19,000,000	19,000,000
Term deposits	5,000,000	5,000,000
Balance per Statement of Financial Position	25,519,044	36,970,125
Less bank overdraft	-	-
Balance per Statement of Cash Flows	25,519,044	36,970,125

Council is exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio investing in a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed. All investments are required to have a minimum credit rating of "A-", the likelihood of the counterparty not having capacity to meet its financial commitments is low.

Cash and cash equivalents	25,519,044	36,970,125
Less: Externally imposed restrictions on cash	(i) (386,466)	(911,822)
Unrestricted cash	25,132,578	36,058,303

Council's cash and cash equivalents are subject to a number of external restrictions that limit the amount that is available for discretionary or future use. These include:

(i) Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:

Unspent government grants and subsidies	386,466	911,822
Total externally imposed restrictions on cash assets	386,466	911,822

Council did not have internal allocations of cash at the reporting date.

Trust funds held for outside parties

Monies collected or held on behalf of other entities yet to be paid out	66,833	65,721
Security deposits	57,220	40,960
	124,053	106,681

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account on behalf of outside parties include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance, refundable bond monies for venue and equipment hire and funds held in trust for inactive non profit community clubs. Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

10 Trade and other receivables

Current

Rateable revenue and utility charges	81,261	53,937
Other debtors	221,291	135,301
Less: loss allowance	(2,501)	(419)
GST recoverable	81,357	-
	381,408	188,819

Settlement of receivables is required within 30 days after the invoice is issued.

Receivables are measured at amortised cost which approximates fair value at reporting date.

Council applies normal business credit protection procedures prior to providing goods or services to minimise credit risk.

The Council does not require collateral in respect of trade and other receivables.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

10 Trade and other receivables (continued)

Accounting policies - Grouping

When Council has no reasonable expectation of recovering an amount owed by a debtor, and has ceased enforcement activity, the debt is written-off by directly reducing the receivable against the loss allowance. If the amount of debt written off exceeds the loss allowance, the excess is recognised as an impairment loss.

Council has identified 2 distinctive groupings of its receivables: Rates & Charges and Other Debtors.

Rates and Charges: Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts and therefore the expected credit loss is immaterial. Impairment of rates and charges will occur only if arrears are deemed to be greater than the proceeds Council would receive from the sale of the respective property.

Other Debtors: Council identifies other debtors as receivables which are not rates and charges, statutory charges or grants. Council has applied a simplified approach for trade receivables and the loss allowance is measured at an amount equal to lifetime expected credit losses.

	2024 \$	2023 \$
Movement in accumulated impairment losses (other debtors) is as follows:		
Opening balance at 1 July	419	543
Additional impairments recognised (impaired debts written off or reversed)	2,082	(124)
Closing Balance at 30 June	<u>2,501</u>	<u>419</u>

The impairment loss relates to other debtors and is not material.

Interest is charged on outstanding rates at 11.64% per annum. No interest is charged on other debtors.

11 Inventories

Inventories are valued at the lower of cost and net realisable value. Costs are assigned on the basis of weighted average cost.

Inventories held for distribution		
Plant & equipment stores and road materials	400,499	371,244
	<u>400,499</u>	<u>371,244</u>

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

12 Property, plant and equipment

30 June 2024

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2023

Additions

- Renewals

- Other additions

Transfers between classes

Disposals

Revaluation adjustment

Closing gross value as at 30 June 2024

Accumulated depreciation and impairment

Opening gross value as at 1 July 2023

Depreciation expense

Depreciation on disposals

Revaluation adjustment

Accumulated depreciation as at 30 June 2024

Carrying amount as at 30 June 2024

Range of estimated useful life in years

Note	Land and improvements	Buildings	Plant and equipment	Road, drainage and bridge network	Water	Sewerage	Work in progress (WIP)	Total
	Fair value	Fair value	Cost	Fair value	Fair value	Fair value	Cost	
	Level 2	Level 2 & 3		Level 3	Level 3	Level 3		
	\$	\$	\$	\$	\$	\$	\$	\$
	2,468,109	76,432,398	16,901,015	304,330,465	15,788,559	23,099,249	3,154,631	442,174,426
	-	-	1,171,120	-	-	-	5,683,485	6,854,605
	-	-	-	-	-	-	707,985	707,985
	-	407,696	-	2,964,921	8,551	357,905	(3,739,073)	-
5	(11,000)	(2,134,168)	(1,010,503)	(2,085,951)	-	(357,905)	-	(5,599,527)
18	-	7,322,854	-	15,875,662	1,531,490	2,200,438	-	26,930,444
	2,457,109	82,028,780	17,061,632	321,085,097	17,328,600	25,299,687	5,807,028	471,067,933

	79,099	24,357,160	6,973,776	89,480,009	3,876,729	6,427,815	-	131,194,588
	21,079	1,486,428	947,676	2,774,778	192,259	243,502	-	5,665,722
5	-	(470,430)	(676,864)	(757,068)	-	(233,125)	-	(2,137,487)
18	-	2,498,289	-	4,741,164	394,691	614,061	-	8,248,205
	100,178	27,871,447	7,244,588	96,238,883	4,463,679	7,052,253	-	142,971,028

	2,356,931	54,157,333	9,817,044	224,846,214	12,864,921	18,247,434	5,807,028	328,096,905
	Land: Not depreciated. Improvements: 15 - 50	5 - 195	2 - 20	8 - 171	15 - 120	23 - 166	-	-

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

12 Property, plant and equipment (continued)

30 June 2023

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2022

Additions

- Renewals

- Other additions

Transfers between classes

Disposals

Revaluation adjustment

Closing gross value as at 30 June 2023

Accumulated depreciation and impairment

Opening balance as at 1 July 2022

Depreciation expense

Depreciation on disposals

Revaluation adjustment

Accumulated depreciation as at 30 June 2023

Carrying amount as at 30 June 2023

Range of estimated useful life in years

Note	Land and improvements	Buildings	Plant and equipment	Road, drainage and bridge network	Water	Sewerage	Work in progress (WIP)	Total
	Fair value	Fair value	Cost	Fair value	Fair value	Fair value	Cost	
	Level 2	Level 2 & 3		Level 3	Level 3	Level 3		
	\$	\$	\$	\$	\$	\$	\$	\$
	2,513,065	67,805,692	16,567,882	279,823,088	14,349,322	20,744,724	3,289,971	405,093,744
	-	-	1,101,968	-	-	-	3,476,339	4,578,307
	16,235	-	-	-	-	-	306,906	323,141
	-	710,122	-	3,208,463	-	-	(3,918,585)	-
5	(61,191)	(128,175)	(768,835)	(685,699)	-	-	-	(1,643,900)
18	-	8,044,759	-	21,984,613	1,439,237	2,354,525	-	33,823,134
	2,468,109	76,432,398	16,901,015	304,330,465	15,788,559	23,099,249	3,154,631	442,174,426
	58,078	20,433,335	6,524,478	80,551,928	3,343,738	5,554,700	-	116,466,257
	21,021	1,359,932	921,720	2,480,396	179,600	217,922	-	5,180,591
5	-	(18,280)	(472,422)	(111,662)	-	-	-	(602,364)
18	-	2,582,173	-	6,559,347	353,391	655,193	-	10,150,104
	79,099	24,357,160	6,973,776	89,480,009	3,876,729	6,427,815	-	131,194,588
	2,389,010	52,075,238	9,927,239	214,850,456	11,911,830	16,671,434	3,154,631	310,979,838
	Land: Not depreciated. Improvements: 15 - 50	5 - 195	2 - 20	8 - 171	15 - 120	23 - 166	-	-

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

12 Property, plant and equipment (continued)

(a) Recognition

Land and improvements, buildings and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant & Equipment* and AASB 13 *Fair Value Measurement*. Plant and equipment and work in progress are measured at cost.

Purchases of property, plant and equipment are recognised as assets unless they are below the asset recognition threshold or maintenance expenditure.

The asset capitalisation threshold for Council is:

- Land \$0
- Plant and equipment \$10,000
- Infrastructure assets \$20,000

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

Individual assets valued below the asset recognition threshold are recognised as an asset if connected to a larger network, for example the component of parks.

Land under roads and reserve land under the *Land Act 1994* or *Land Title Act 1994* is controlled by the Queensland State Government and not recognised in the Council financial statements.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb to kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

(b) Measurement

Items of property, plant and equipment are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment losses.

(c) Depreciation

Assets are depreciated from the date of acquisition or, when an asset is ready for use.

Land, work in progress and road formation components are not depreciated.

Depreciation where applicable, is calculated on a straight-line basis. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Key judgements and estimates:

Management reviews its estimate of the useful lives of depreciable assets at each reporting date, based on the expected utility of the assets. Uncertainties in these estimates relate to technical or physical obsolescence that may change the utility of infrastructure assets.

(d) Impairment

Property, plant and equipment held at cost is assessed for indicators of impairment annually. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

An impairment loss is recognised immediately in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation surplus increase.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

12 Property, plant and equipment (continued)

(e) Valuation

Key judgements and estimates:

Some of the Council's assets and liabilities are measured at fair value for financial reporting purposes.

In estimating the fair value of an asset or a liability, the Council uses market-observable data to the extent it is available. Where market-observable data inputs are not available, the Council engages third party qualified valuers to perform the valuation. The Council works closely with the qualified external valuers to establish the appropriate valuation techniques and inputs to the model. Information about the valuation techniques and inputs used in determining the fair value of various assets and liabilities are disclosed within this note.

Council considers the carrying amount of its property, plant and equipment on an annual basis compared to fair value and makes adjustment where these are materially different. Every 5 years, Council performs a full comprehensive revaluation by engaging an external professionally qualified valuer.

In the intervening years, Council undertakes:

- A management valuation using internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets and an appropriate cost index for the region.
- A desktop valuation for assets involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

An analysis performed by management has indicated that, on average, the variance between an indexed asset value and the valuation by an independent valuer when performed is not significant and the indices used by Council are sound. Further details in relation to valuers, the methods of valuation and the key assumptions used in valuing each different asset class are disclosed below.

Revaluation increases are recognised in the asset revaluation surplus unless they are reversing a previous decrease which was taken through the income statement, in that case the increase is taken to the income statement to the extent of previous decrease.

Revaluation decreases are recognised in the asset revaluation surplus where there is sufficient amount available in the asset revaluation surplus relating to that class. Where the class of asset has previously decreased in value and this reduction was recognised as an expense, an increase in the value of the class is recognised in the statement of comprehensive income.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life. Separately identified components of assets are measured on the same basis as the assets to which they relate.

Fair value are classified into three levels as follows:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (level 1)
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (level 2)
- Fair value based on unobservable inputs for the asset and liability (level 3)

There were no transfers between levels 1 and 2. Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

The fair values of the assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council infrastructure assets, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

The summary below categorises fair value measurements as either level 2 or level 3 in accordance with AASB 13. Council does not have any assets or liabilities measured at fair value which meet the criteria for categorisation as level 1.

Council utilises AASB13 *Fair Value Measurement* and has reviewed each valuation to ensure compliance with the requirements of the standard. There have been no changes in valuation techniques as a result of this review.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

12 Property, plant and equipment (continued)

Valuation techniques used to derive fair values.

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Land and improvements (level 2)	Market value	30/06/2020	APV Valuers & Asset Management	Land - Current zoning and sales price of comparable properties per square meter, adjusted for differences in key attributes such as property size. Assumption that contaminants do not exist on these parcels. Waste Landfill Cells - Valued at current replacement cost by reference to cell area and volume. Accumulated depreciation determined through assessment of remaining cell space.	Nil	Nil
Buildings (level 2) 2024: \$7,579,635 2023: \$8,355,647	Market value	30/06/2020	APV Valuers & Asset Management	Sales prices of comparable properties in close proximity, adjusted for differences in key attributes such as property size.	10.48% Cumulative movement 1 July 2023 to 30 June 2024	Nil
Buildings (level 3) 2024: \$46,577,698 2023: \$43,719,591	Current replacement cost	30/06/2020	APV Valuers & Asset Management	Gross replacement cost, indexed for subsequent changes in construction costs. Unit rates for construction as at the comprehensive revaluation date: building and construction indices issued by the Australian Bureau of Statistics and project costs from recently completed buildings.	10.48% Cumulative movement 1 July 2023 to 30 June 2024	Nil
Road, drainage and bridge network (level 3)	Current replacement cost	30/06/2020	APV Valuers & Asset Management	Assumption that environmental factors such as soil type, climate, and topography are consistent across each segment. Also assumes that a segment is designed and constructed to the same standard using a consistent amount of labour and materials. Existing supply contract rates for raw materials appropriate for the asset based on age, size, location and condition. Labour rates based on Council's EBA, Average cost of outsourced projects, Remaining life of assets including existing conditions.	5.38% Cumulative movement 1 July 2023 to 30 June 2024	Nil
Water infrastructure assets (level 3)	Current replacement cost	30/06/2020	APV Valuers & Asset Management	Development, soil and depth factors taking into account to determine replacement cost. Gross replacement cost per m2 based on appropriate materials using schedule of rates for construction of similar assets, building price index tables and recent procurement data. Aged based approach to determining remaining useful lives with condition assessment undertaken by exception.	9.70% Cumulative movement 1 July 2023 to 30 June 2024	Nil
Sewerage infrastructure assets (level 3)	Current replacement cost	30/06/2020	APV Valuers & Asset Management	Development, soil and depth factors taking into account to determine replacement cost. Gross replacement cost per m2 based on appropriate materials using schedule of rates for construction of similar assets, building price index tables and recent procurement data. Aged based approach to determining remaining useful lives with condition assessment undertaken by exception.	9.78% Cumulative movement 1 July 2023 to 30 June 2024	Nil

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

12 Property, plant and equipment (continued)

All Council asset classes except for plant and equipment were subject to an indexation assessment as at 30 June 2024. Council's asset and services management policy requires a desktop revaluation adjustment where asset values have a cumulative change of 5% or greater. Other indicators of change in fair value of assets considered included condition, useful life, residual values, pattern of consumption and use. The valuation indices report supplied by APV Valuers showed cumulative change in index of greater than 5% as at 30th June 2024 for buildings, roads, water and sewerage asset classes.

There were no other changes that have a material impact on the value of the assets, such as impairment. Management resolved that cumulative indexation be applied for the 2023-24 year for all asset classes subject to indexation assessment given the materiality of change in values.

Changes in Fair Value Measurements using significant unobservable inputs (level 3)

Buildings disclosed in the notes comprise both level 2 and level 3 assets, the movement in level 3 buildings are detailed below.

	2024 \$	2023 \$
Changes in buildings (Level 3)		
Opening gross value as at 1 July	64,005,994	56,595,571
Transfers between Levels	-	-
Additions	335,545	710,122
Disposals	(537,802)	(22,973)
Revaluation adjustment	6,220,241	6,723,274
Closing gross value as at 30 June	70,023,978	64,005,994
Accumulated depreciation and impairment		
Opening balance as at 1 July	20,286,403	17,041,317
Transfers between levels	-	-
Depreciation provided in period	1,215,122	1,108,169
Depreciation on disposals	(136,995)	(12,351)
Revaluation adjustment	2,081,750	2,149,268
Accumulated depreciation as at 30 June	23,446,280	20,286,403
Carrying value as at 30 June	46,577,698	43,719,591

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

13 Intangible assets

	2024	2023
	\$	\$
Permit		
Opening gross value as at 1 July	225,000	225,000
Additions at cost	-	-
Disposals	225,000	-
Closing gross carrying value as at 30 June	-	225,000
Accumulated amortisation		
Opening balance as at 1 July	67,633	56,236
Amortisation in the period	7,099	11,397
Amortisation on disposals	(74,732)	-
Closing accumulated amortisation as at 30 June	-	67,633
Net carrying value as at 30 June	-	157,367

Intangible assets with a cost or other value exceeding \$10,000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

It has been determined that there is not an active market for any of the Council's intangible assets. Therefore, the assets are recognised and carried at cost less accumulated amortisation and accumulated impairment losses. Where an intangible asset has a finite life, the cost of the asset is amortised over that period on a straight line basis.

Council acquired a Sales Permit (No. 201304400) for \$225,000 in 2016-17 under which the State of Queensland agrees to sell and Council agree to purchase cypress sawlogs according to the terms of the permit. The permit allowed for the harvesting of 142,500 tonnes of cypress sawlogs over 20 years from 2017 to 2037. The permit was sold in 2023-24 in association with the sale of the sawmill assets.

14 Contract balances

Contract assets represents the excess of costs incurred in relation to a contract with a customer or construction of an asset over the amounts that Council has invoiced the customer or grantor. Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

a. Contract assets	6,185,514	1,015,350
b. Contract liabilities		
Grants received upfront to construct Council controlled assets*	366,397	203,625
Non-capital performance obligations not yet satisfied**	20,069	708,197
	386,466	911,822

Certain revenues are held as contract liabilities until performance obligations are met. Revenue is deferred and treated as a liability at year end.

* Capital grants received to construct Council controlled assets has been deferred where revenue is recognised in line with costs incurred and the construction of the asset.

** Includes grants received in advance with funding agreements which are enforceable and contains sufficiently specific performance obligations. Revenue is recognised as performance obligations are met.

Revenue recognised that was included in the contract liability balance at the beginning of the year.

Funds to construct Council controlled assets	178,164	1,192,624
Non-capital performance obligations (including deposits received in advance)	708,197	715,412
	886,361	1,908,036

Satisfaction of contract liabilities

The contract liabilities in relation to capital grants relate to funding received prior to the work being performed since revenue is recognised as Council constructs the assets. Council expects to recognise the contract liability as income in the next financial year.

Significant changes in contract balances

Contract assets include revenue receivable for projects completed or in progress as at year end:

- Local Roads and Community Infrastructure (LRCI) program -Phase 1 - \$404,173
- Local Roads and Community Infrastructure (LRCI) program -Phase 2 - \$294,001
- Local Roads and Community Infrastructure (LRCI) program -Phase 3 - \$808,346
- Queensland Reconstruction Authority (QRA) - Betterment projects - \$1,263,430
- Queensland Reconstruction Authority (QRA) - Flood damage restoration projects - \$2,373,590
- Department of Transport & Main Roads - Flood damage emergent works - \$178,312
- Work for Queensland Program - \$383,662
- Remote Roads Upgrade Pilot Program (RRUP) - \$480,000

Unspent capital grants received in advance to construct Council controlled assets as at 30 June 2024:

- Roads to Recovery Program - \$238,167
- Local Roads and Community Infrastructure (LRCI) program (Phase 4) - \$128,230

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

15 Leases

Council as a lessee

Council does not separate lease and non-lease components for any class of assets and has accounted for lease payments as a single component.

The right-of-use asset is measured using the cost model and is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Office Equipment Leases

Council enters into leases for photocopiers in use at administration offices. These leases are for low-value assets and are therefore not subject to lease accounting. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Council does not have any other agreements containing a lease and no right of use assets and lease liabilities were recognised.

Council as a lessor

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risk and rewards have been transferred, then the lease is classified as a finance lease, otherwise it is an operating lease.

If the lease contains lease and non-lease components, then the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contract with Customers*.

Operating Leases

Council leases residential properties consisting of private rentals and aged housing. Residential properties comprise of one, two and three bedroom units and houses available for community housing on an ongoing periodic agreement.

Rent from investment and other property is recognised as income on a periodic straight line basis over the lease term. These assets are included in the statement of financial position as property, plant and equipment as the rental property is only incidental or the asset is only held to meet Council's service delivery objectives.

	2024 \$	2023 \$
Rental income		
Commercial property rental	30,143	28,427
Accommodation rental	186,508	151,919
	<u>216,651</u>	<u>180,346</u>
 Assets classified as property, plant and equipment leased out by Council under operating leases:		
Buildings	3,846,281	3,440,311
Total property, plant and equipment leased out by Council under operating leases	<u>3,846,281</u>	<u>3,440,311</u>

Where Council retains the risks and rewards relating to a lease, the lease is classified as an operating lease. The assets are included in the statement of financial position as property, plant and equipment where the rental is incidental or the asset is held to meet Council's current service delivery objective.

Council residential properties are leased out on a periodic ongoing agreement that are cancellable with minimum notice. Commercial buildings and land paddocks are leased out on fixed term agreements.

The minimum lease receipts are as follows:

Not later than one year	254,222	233,762
Between one and two years	4,162	21,448
Between two and three years	290	2,161
	<u>258,674</u>	<u>257,371</u>

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

16 Trade and other payables

	2024	2023
	\$	\$
Current		
Creditors and accruals	3,338,658	2,942,922
Prepaid rates	191,232	242,494
GST payable	-	235,324
Other entitlements	207,466	202,010
	<u>3,737,356</u>	<u>3,622,750</u>

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

17 Provisions

Current		
Annual leave	1,404,791	1,316,123
Long service leave	1,139,291	1,218,536
	<u>2,544,082</u>	<u>2,534,659</u>
Non-current		
Long service leave	129,910	138,674
Waste landfill restoration	110,709	217,166
	<u>240,619</u>	<u>355,840</u>

Annual Leave

A liability for annual leave is recognised. Amounts are calculated on current wage and salary levels including leave loading and indexed for inflation. The annual leave provision also includes related employee cost of superannuation.

As Council does not have an unconditional right to defer settlement of the annual leave beyond twelve months after reporting date, all annual leave liabilities are classified as current.

Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in Council's employment or other associated employment which would result in Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The provision is discounted using the Commonwealth Bond yield rates published on the Department of State Development, Infrastructure, Local Government and Planning website.

Waste landfill restoration

A provision is made for the cost of restoring waste landfill sites where it is probable the Council will be liable, or required, to do this when the use of the facilities is complete. As waste landfill sites are situated on Council controlled/owned land the cost of the provision constitutes an asset.

The provision for waste landfill restoration is calculated as the present value of anticipated future costs associated with the closure of the landfill sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for landfill sites is reviewed at least annually and updated based on the facts and circumstances available at the time. Management estimates that the site will close in 2069 (45 years time) and will have aftercare costs for the subsequent 20 years.

A provision is made for the cost of restoring landfill sites where it is probable that Council will be liable or required to incur such costs on cessation of use of facilities.

The provision represents the present value of the anticipated future costs associated with the closure of the landfill sites, decontamination and monitoring of historical residues and leaching on these sites.

Details for movements in waste landfill restoration provision

Balance at beginning of financial year	217,166	225,291
Increase in provision due to unwinding of discount	8,036	7,886
(Decrease) in provision due to change in discount rates	(114,492)	(16,011)
Balance at end of financial year	<u>110,710</u>	<u>217,166</u>

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

18 Asset revaluation surplus

Movements in the asset revaluation surplus were as follows:

	2024 \$	2023 \$
Balance at beginning of financial year	212,156,450	188,467,406
Net adjustment to non-current assets at end of period to reflect a change in current fair value:		
Buildings	4,824,565	5,462,586
Road, drainage and bridge network	11,134,498	15,425,266
Water	1,136,799	1,085,846
Sewerage	1,586,377	1,699,333
	18,682,239	23,673,031
Net adjustment to landfill restoration provision to reflect change in discount rate - land and improvements	114,492	16,013
Balance at end of financial year	<u>230,953,181</u>	<u>212,156,450</u>
Net increase in asset revaluation surplus	<u>18,796,731</u>	<u>23,689,044</u>

Asset revaluation surplus analysis

The closing balance of the asset revaluation surplus comprises the following asset categories:

Land and improvements	2,181,161	2,066,670
Buildings	33,258,726	28,434,161
Road, drainage and bridge network	169,886,224	158,751,726
Water	11,367,133	10,230,333
Sewerage	14,259,937	12,673,560
	<u>230,953,181</u>	<u>212,156,450</u>

The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus. Increases and decreases on revaluation are offset within a class of assets.

19 Commitments for expenditure

Capital commitments

Commitments by assets class contracted at the reporting date but not recognised as liabilities:

Buildings and other structures	31,346	-
Road assets	1,443,119	-
Sewerage infrastructure assets	200,113	89,450
Plant and equipment	-	128,286
	<u>1,674,578</u>	<u>217,736</u>

Capital commitments include contracts for the purchase or construction of assets.
The capital commitment expenditures are payable within one year.

20 Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2024 the financial statements of LGM Queensland reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$533,073.

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

21 Superannuation

Council contributes to the Brighter Super Regional Defined Benefits Fund (the scheme), at the rate of 12% for each standard permanent employee who is a defined benefit member. This rate is set in accordance with the Brighter Super trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*. The scheme is managed by the Brighter Super trustee.

The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at the Council level.

Any amount by which the scheme is over or under funded may affect future contribution rate obligations, but has not been recognised as an asset or liability of the Council.

Council may be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the Brighter Super trust deed changes to Council's obligations will only be made on the advice of an actuary.

The last completed triennial actuarial assessment of the scheme as required under Superannuation Prudential Standard 160 was undertaken as at 1 July 2021. The actuary indicated that "At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The measure of vested benefits represents the value of benefit entitlements should all participating employees voluntarily exit the scheme. The Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee salary or wages and there are no known requirements to change the rate of contributions.

The next triennial actuarial review is not due until 1 July 2024.

The most significant risks that may result in Brighter Super increasing the contribution rate, on the advice of the actuary, are:

Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

		2024	2023
		\$	\$
Superannuation contributions made to the Regional Defined Benefits Fund		54,925	53,661
Other superannuation contributions		842,445	789,470
Total superannuation contributions paid by Council for employees	6	897,370	843,131

22 Reconciliation of net result for the year to net cash inflow from operating activities

Net result	(7,468,258)	7,186,134
Non-cash operating items:		
Depreciation and amortisation	5,672,821	5,191,988
	5,672,821	5,191,988
Investing and development activities (non cash):		
Net loss on disposal/write-off of non-current assets	2,778,384	395,680
Capital grants and contributions	(2,016,670)	(1,805,796)
	761,714	(1,410,116)
Changes in operating assets and liabilities:		
(Increase)/decrease in receivables	(192,589)	106,397
(Increase)/decrease in contract assets	(5,170,164)	1,054,948
(Increase)/decrease in other assets	(29,255)	(104,435)
(Increase)/decrease in inventory	88,702	(88,307)
Increase/(decrease) in payables	132,065	2,119,817
Increase/(decrease) in contract liabilities	(525,356)	(1,176,329)
Increase/(decrease) in other provisions	(8,764)	(34,231)
	(5,705,361)	1,877,860
Net cash inflow/(outflow) from operating activities	(6,739,084)	12,845,866

23 Events after the reporting period

There were no material adjusting events after the balance date.

**Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024**

24 Financial instruments and financial risk management

(a) Financial assets and financial liabilities

Blackall-Tambo Regional Council has exposure to the following risks arising from financial statements.

- credit risk
- liquidity risk, and
- market risk

Risk management framework

Blackall-Tambo Regional Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

The Council's internal audit and risk management committee approves policies for overall risk management, as well as specifically for managing credit, liquidity, and market risk.

The Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. The Council aims to manage volatility to minimise potential adverse effects on the financial performance of the Council.

The Council's internal audit and risk management committee oversees how management monitors compliance with the risk management policies and procedures, and reviews the adequacy of the risk management framework in relation to the risks faced by the Council. The committee is assisted in its oversight role by internal audit. Internal audit undertakes reviews of risk management controls and procedures as per audit plan, the results of which are reported to the internal audit and risk management committee.

Council does not invest in derivatives.

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the Council's investments and receivables.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar State/Commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

No collateral is held as security relating to the financial assets held by Council.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council.

Liquidity risk

Liquidity risk is the risk that the Council may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

Exposure to liquidity risk

Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposits and undrawn facilities, both short and long term, to cater for unexpected volatility in cash flows.

The following table sets out the liquidity risk of financial liabilities held by Council. It represents the remaining contractual cashflows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

24 Financial instruments and financial risk management (continued)

(a) Financial assets and financial liabilities (continued)

	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cashflows	Carrying amount
	\$	\$	\$	\$	\$
2024					
Trade and other payables	3,737,356	-	-	3,737,356	3,737,356
	<u>3,737,356</u>	<u>-</u>	<u>-</u>	<u>3,737,356</u>	<u>3,737,356</u>
2023					
Trade and other payables	3,622,750	-	-	3,622,750	3,622,750
	<u>3,622,750</u>	<u>-</u>	<u>-</u>	<u>3,622,750</u>	<u>3,622,750</u>

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Market Risk

Market risk is the risk that changes in market indices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

Council is exposed to interest rate risk through its investments and borrowings with Queensland Treasury Corporation and investments held with financial institutions.

Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

Sensitivity

Sensitivity to interest rate movements is shown for variable financial assets and liabilities based on carrying amount at reporting date.

The following interest rate sensitivity analysis depicts what effect a reasonably possible change in interest rates (assumed to be 1%) would have on profit and equity, based on carrying values at the end of the reporting period. The calculation assumes that the change in interest rates would be held constant over the period.

	Net Carrying Amount	Effect on Net Result		Effect on Equity	
	\$	1% increase	1% decrease	1% increase	1% decrease
	\$	\$	\$	\$	\$
2024					
Cash on Deposit	25,519,044	255,190	(255,190)	255,190	(255,190)
Net Total	<u>25,519,044</u>	<u>255,190</u>	<u>(255,190)</u>	<u>255,190</u>	<u>(255,190)</u>
2023					
Cash on Deposit	36,970,125	369,701	(369,701)	369,701	(369,701)
Net Total	<u>36,970,125</u>	<u>369,701</u>	<u>(369,701)</u>	<u>369,701</u>	<u>(369,701)</u>

(b) Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

Measurement of Fair Value

The valuation technique used in measuring financial liabilities is discounted cash flows. This valuation model considers the present value of expected payments, discounted using a risk-adjusted discount rate.

Blackall-Tambo Regional Council
Notes to the financial statements
For the year ended 30 June 2024

25 Transactions with related parties

(a) Transactions with key management personnel (KMP)

KMP are those persons having the authority and responsibility for planning, directing and controlling the activities of the Council. KMP include the Mayor, Councillors, Chief Executive Officer and senior management.

The compensation paid to KMP comprises:

	2024 \$	2023 \$
Short-term employee benefits	1,438,027	1,484,285
Post-employment benefits	104,245	85,828
Long-term benefits	21,193	18,234
Total	1,563,465	1,588,347

Detailed remuneration disclosures are provided in the annual report.

(b) Transactions with other related parties

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

The Council did not employ any close family members of key management personnel.

Details of transactions between Council and other related parties are disclosed below:

Details of Transaction	2024 \$	2023 \$
Purchase of materials and services from entities controlled by key management personnel - Note 25(b)(i)	15,165	11,954
Personnel services provided by a related parties to Council - Note 25(b)(ii)	113,292	30,144

(i) Council purchased materials and services from entities controlled by members of key management personnel. All purchases were at arm's length and were in the normal course of Council operations. The following table outlines the breakdown of goods and services acquired.

Goods and services acquired	2024 \$	2023 \$
Catering services and garden plants	12,319	7,811
Uniforms and protective clothing	1,460	4,143
Legal services	1,386	-

(ii) Personnel services provided by related parties to Council

Related parties and nature of engagement	2024 \$	2023 \$
Brendan Schluter - Blackall aquatic centre lessee	104,500	30,144
Duncan Scobie - Blackall saleyards casual employee	8,792	-

(c) Transactions with related parties that have not been disclosed

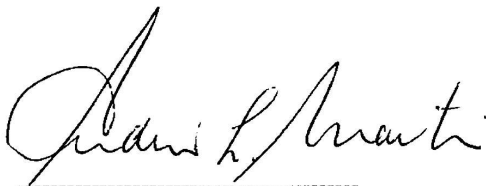
Most of the entities and people that are related parties of Council live and operate within the Blackall-Tambo region. Therefore, on a regular basis ordinary citizen transactions occur between Council and its related parties. Examples include payment of rates and animal registration. Council has not included these types of transaction in its disclosure, where they are made on the same terms and conditions available to the general public.

Blackall-Tambo Regional Council**Financial Statements****For the year ended 30 June 2024****Management Certificate****For the year ended 30 June 2024**

These general purpose financial statements have been prepared pursuant to Sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with Section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 26, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



Mayor
Andrew Martin

Date: 28 / 10 / 24



Chief Executive Officer
Michael Lollback

Date: 28 / 10 / 24



INDEPENDENT AUDITOR'S REPORT

To the councillors of Blackall-Tambo Regional Council

Report on the audit of the financial report

Opinion

I have audited the financial report of Blackall-Tambo Regional Council.

The financial report comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity and statement of cash flows or the year then ended, notes to the financial statements including material accounting policy information and the certificate given by the Mayor and Chief Executive Officer.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2024, and of its financial performance for the year then ended; and
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial report and our auditor's report thereon.

At the date of this auditor's report, the available other information in Blackall-Tambo Regional Council's annual report for the year ended 30 June 2024 was the audited current-year financial sustainability statement, unaudited current-year financial sustainability statement - contextual ratios and unaudited long-term financial sustainability statement.



My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of my responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

Report on other legal and regulatory requirements

In accordance with s.40 of the Auditor-General Act 2009, for the year ended 30 June 2024:

- (a) I received all the information and explanations I required, and
- (b) I consider that the entity complied with the prescribed requirements in relation to the establishment and keeping of accounts in all material respects.



Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the Local Government Regulation 2012. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.

A handwritten signature in black ink, appearing to read 'Sri Narasimhan'.

Sri Narasimhan
as delegate of the Auditor-General

29 October 2024

Queensland Audit Office
Brisbane

Blackall-Tambo Regional Council**Audited Current-Year Financial Sustainability Statement****For the year ended 30 June 2024**

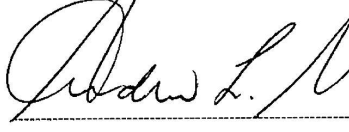
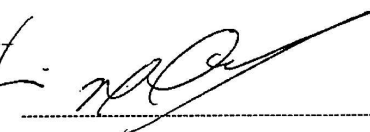
Type	Measure	Target (Tier7)	Actual Current Year	5-Year Average	Council Narrative
Audited Ratios					
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	11	N/A	Council's unrestricted cash cover ratio is in excess of its required target level.
Operating Performance	Operating Surplus Ratio	N/A	-40.6%	-8.3%	Council's current year operating surplus ratio is impacted as a result of Council not receiving advance of financial assistance grants as in prior years.
	Operating Cash Ratio	Greater than 0%	-16.2%	11.20%	Council's current year operating cash ratio is below the required target level which has been impacted as a result of Council not receiving advance of financial assistance grants as in prior years.
Asset Management	Asset Sustainability Ratio	Greater than 90%	120.5%	83.4%	Council's asset sustainability ratio is in excess of required target level for current year and below target level for the 5 year average.
	Asset Consumption Ratio	Greater than 60%	69.6%	71.2%	Council's asset consumption ratios are in excess of the required target level.

The audited current-year financial sustainability statement is prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2024*. The amounts used to calculate the 5 reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2024.

Certificate of Accuracy**For the audited current-year financial sustainability statement for the year ended 30 June 2024**

This audited current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this audited current-year financial sustainability statement has been accurately calculated.

Mayor
Andrew Martin

Chief Executive Officer
Michael Lollback

Date: 28 / 10 / 24

Date: 28 / 10 / 24



INDEPENDENT AUDITOR'S REPORT

To the councillors of Blackall-Tambo Regional Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of Blackall-Tambo Regional Council for the year ended 30 June 2024, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s.212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Blackall-Tambo Regional Council for the year ended 30 June 2024 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to the note to the statement which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2024 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial sustainability statement and our auditor's report thereon.

At the date of this auditor's report, the available other information Blackall-Tambo Regional Council annual report for the year ended 30 June 2024 was the general-purpose financial statements, unaudited current-year financial sustainability statement - contextual ratios, and the unaudited long-term financial sustainability statement.



My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general-purpose financial report.

In connection with my audit of the financial sustainability statement, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial sustainability statement and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.



I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

A handwritten signature in blue ink, appearing to read "Sri Narasimhan", with a long horizontal stroke extending to the right.

Sri Narasimhan
as delegate of the Auditor-General

29 October 2024

Queensland Audit Office
Brisbane

Blackall-Tambo Regional Council

Unaudited Current-Year Financial Sustainability Statement - Contextual Ratios

For the year ended 30 June 2024

Type	Measure	Target (Tier7)	Actual Current Year	5-Year Average	Council Narrative
Contextual Ratios (unaudited)					
Financial Capacity	Council-Controlled Revenue	N/A	31.2%	24.7%	Council controlled revenue is impacted as a result of Council not receiving advance of financial assistance grants as in prior years.
	Population Growth	N/A	0.8%	0.5%	Stable population

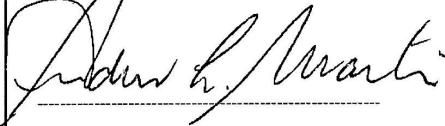
The unaudited current-year financial sustainability statement - contextual ratios is prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2024*. The amounts used to calculate the 2 reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2024.

Certificate of Accuracy

For the unaudited current-year financial sustainability statement - contextual ratios for the year ended 30 June 2024

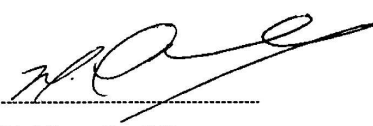
This unaudited current-year financial sustainability statement - contextual ratios has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this unaudited current-year financial sustainability statement - contextual ratios has been accurately calculated.



Mayor
Andrew Martin

Date: 28 / 10 / 24



Chief Executive Officer
Michael Lollback

Date: 28 / 10 / 24

Blackall-Tambo Regional Council

Unaudited Long-Term Financial Sustainability Statement

Prepared as at 30 June 2024

Type	Measure	Target (Tier 7)	Actuals as at 30 June 2024	Projected for the years ended								
				30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029	30 June 2030	30 June 2031	30 June 2032	30 June 2033
Financial Capacity	Council-Controlled Revenue	N/A	31.2%	19.2%	20.8%	20.8%	20.9%	20.9%	21.1%	21.3%	21.2%	21.3%
	Population Growth	N/A	0.8%	0.8%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%	-0.9%
Operating Performance	Operating Surplus Ratio	N/A	-40.6%	-1.5%	2.2%	3.4%	4.5%	4.3%	3.0%	3.1%	0.6%	0.7%
	Operating Cash Ratio	Greater than 0%	-16.2%	13.0%	18.5%	20.2%	19.8%	19.3%	19.0%	18.7%	18.1%	17.8%
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	11	N/A for long-term sustainability statement								
Asset Management	Asset Sustainability Ratio	Greater than 90%	120.5%	120.4%	139.2%	130.3%	152.0%	150.5%	135.7%	135.7%	115.2%	115.2%
	Asset Consumption Ratio	Greater than 60%	69.6%	70.4%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%

Blackall-Tambo Regional Council's Financial Management Strategy

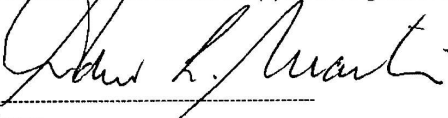
Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

Certificate of Accuracy

For the unaudited long-term financial sustainability statement prepared as at 30 June 2024

This unaudited long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this unaudited long-term financial sustainability statement has been accurately calculated.



Mayor

Andrew Martin

Date: 28 / 10 / 24



Chief Executive Officer

Michael Lollback

Date: 28 / 10 / 24

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 20 November 2024

ITEM NO:

7.1.1

SUBJECT TITLE:

Financial Report for the Month of October 2024

AUTHOR AND OFFICERS TITLE:

Shalveen Dayal Chief Financial Officer

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

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

Officer's Recommendation:**That Council receive the Financial Report for October 2024.****Background**

In accordance with section 204 of the *Local Government Regulation 2012* the financial report of Council must be presented at the monthly meeting of Council. This ensures adequate oversight of Council's financial position and performance against the latest approved budget.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Chief Operations Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

**FINANCE REPORT TO A MEETING OF THE
BLACKALL-TAMBO REGIONAL COUNCIL HELD
ON 20 NOVEMBER 2024**

Contents

- 1. Cash Position**
- 2. Monthly Cash Flow Estimate**
- 3. Comparative Data**
- 4. Capital Funding - budget V's actual**
- 5. Road Works - budget V's actual**
- 6. Rates Arrears Summary**
- 7. Capital Projects Detail**
- 8. Revenue and Expenditure Summary**

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL
HELD ON 20 NOVEMBER 2024**

1. Cash Position as at 31 October 2024

Cash at Bank

Operating Accounts	\$ 3,997,233
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Short Term Investments

Queensland Treasury Corporation - Cash Fund	\$ 21,000,000
Bank - Term Deposits	\$ 5,000,000
	\$ 29,997,233

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)	\$ 2,885,638
Unspent Grants (Restricted Cash)	\$ 267,181
	\$ 3,152,819

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable debtors - estimated creditors :	1,031,609	213,279	\$ 818,330
Plus cash surplus	29,997,233	3,152,819	\$ 26,844,414

Working Capital

\$ 27,662,744

2. Cashflow Estimates:

Nov. 2024

Dec. 2024

Jan. 2025

Total

Cash inflows

Rates & fees & charges	80,000	80,000	80,000	240,000
Rent & interest	110,000	110,000	110,000	330,000
Debtor receipts	400,000	400,000	400,000	1,200,000
Grants/subsidies	1,860,000	1,410,000	910,000	4,180,000
Cash outflows				
Employee benefits	(850,000)	(950,000)	(850,000)	(2,650,000)
Materials & services	(1,100,000)	(1,400,000)	(1,000,000)	(3,500,000)
Net Cash inflow/(outflow)	500,000	(350,000)	(350,000)	(200,000)

3. Comparative Data:

	October 2024	October 2023
Cash position	29,997,233	29,589,161
Working capital	27,662,744	26,717,343
Rate arrears	47,598	28,201
Outstanding debtors	1,031,609	218,988
Current creditors	213,279	130,853

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL
HELD ON 20 NOVEMBER 2024**

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

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	4,646,843	350,808	8%
Plant & Equipment	898,500	848,495	94%
Road Infrastructure	4,135,700	914,594	22%
Water Infrastructure	100,000	-	0%
Sewerage Infrastructure	600,000	-	0%
Total	10,381,043	2,113,897	20%

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

	Budget	Expended YTD Actual	% of Budget Expended
1. Rural Roads	13,500,000	3,710,123	27%
2. Town Streets	500,000	193,995	39%
3. RMPC Works	2,323,174	729,634	31%
Total Roads Expenditure	16,323,174	4,633,752	28%

6. Rate Arrears Summary

Total Rates Outstanding Balance \$ 147,992

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 100,394	67
1 Year	\$ 33,604	20
2 Years	\$ 12,365	11
3 Years and over	\$ 1,629	3

BTRC 2024-25 CAPITAL EXPENDITURE PROJECTS		1/07/24 to 30/06/25		SOURCES OF FUNDING		Degree of completion and relevant comments
Particulars (External Funding Source in brackets)	Budget	Expenditure YTD	% Expended	Capital Grants	(CC) Council Contribution	
BUILDINGS & OTHER STRUCTURES	4,646,843	350,808	8%	580,000	4,066,843	
Asbestos Pits Blackall & Tambo digging/fencing (LRCI P4)	70,000	3,136	4%	40,000	30,000	In progress
Blackall Airport - car park and line marking (PTAIP)	75,000	612	1%	-	75,000	
Blackall Rodeo and Campdraft Arena upgrade	96,000	15,086	16%	-	96,000	
Blackall Cultural Centre - macrosphere works (W4Q)	195,505	184,186	94%	195,505	-	Completed
Blackall Admin Office - wall matting (W4Q)	44,495	44,495	100%	44,495	-	Completed
Blackall Showgrounds - sound system	111,843	103,293	92%	-	111,843	Completed
Blackall Oval - replace faulty lights with LEDs	30,000	-	0%	-	30,000	
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	
Blackall Saleyards - 1 Loading Ramp Catwalk	90,000	-	0%	-	90,000	
Blackall Pool Lift	20,000	-	0%	-	20,000	
Red Ridge Precinct Stage One Contribution	3,000,000	-	0%	-	3,000,000	
Rosclare Station Repeater tower	75,000	-	0%	-	75,000	
Shade Structures Blackall Carpark, Tambo Hall and TMPC	150,000	-	0%	-	150,000	
Council Housing Renovations	50,000	-	0%	-	50,000	
Tambo Admin Building renovations (W4Q)	300,000	-	0%	300,000	-	
Tambo Airport - line marking	25,000	-	0%	-	25,000	
Tambo Courthouse -Library & VIC	100,000	-	0%	-	100,000	
Tambo LED Sign TMPC	24,000	-	0%	-	24,000	
Tambo Pool Heating	100,000	-	0%	-	100,000	
Tambo Scrubby Bend - Shed	20,000	-	0%	-	20,000	
Tambo Shire Hall - repairs and sanding to floor	20,000	-	0%	-	20,000	

Particulars (External Funding Source in brackets)	Budget	Expenditure YTD	% Expended	Capital Grants	(CC) Council Contribution	Degree of completion and relevant comments
PLANT & EQUIPMENT	898,500	848,495	94%	-	898,500	
Plant Replacement including committed orders	898,500	848,495	94%	-	898,500	In progress
ROAD INFRASTRUCTURE	4,135,700	914,594	22%	3,443,500	692,200	
Blackall & Tambo Main St Beautification (LRCI P4)	100,000	30,406	30%	100,000	-	Landscape design stage
Dahlia and Larkspur Streets stormwater - Drainage (W4Q)	520,000	-	0%	520,000	-	Design stage
Edward Street Kerb and Channeling (W4Q)	100,000	-	0%	100,000	-	
Footpaths, kerb and channelling - Tambo (W4Q)	100,000	-	0%	100,000	-	
QRA Betterment Program (QRA)	671,000	879,433	131%	597,200	73,800	In progress
Repair and Reseal (LRCI P4)	774,700	-	0%	466,300	308,400	
Ravensbourne Rd Reseals (LRCI P4)	270,000	-	0%	160,000	110,000	
Roads to Recovery	1,000,000	-	0%	1,000,000	-	Projects to be allocated
St Andrews St Kerb, Channel and Footpath (W4Q)	200,000	-	0%	200,000	-	
Tumbar & Neverfail Rd - floodways and resheeting (TIDS)	400,000	4,755	1%	200,000	200,000	
WATER INFRASTRUCTURE	100,000	-	0%	-	100,000	
Water Infrastructure Renewals	100,000	-	0%	-	100,000	
SEWERAGE INFRASTRUCTURE	600,000	-	0%	500,000	100,000	
Capital improvements as required	100,000	-	0%	-	100,000	
IMHOFF tank & clarifier (LGGSP -Unsuccessful)	500,000	-	0%	500,000	-	Funding application unsuccessful
TOTAL CAPITAL PROGRAM 23-24	10,381,043	2,113,897	20%	4,523,500	5,857,543	

General Ledger2023.6.13.1		Revenue and Expenditure Summary				Page - 1		
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 34% of year elapsed. To Level 2. Excludes committed costs)								
Blackall-Tambo Regional Council (Budget for full year)		Financial Year Ending 2025				Printed(SDAYAL): 10-11-2024 3:26:32 PM		
		REVENUE			EXPENDITURE			
		31 Oct 2024	AMENDED	ORIGINAL	31 Oct 2024	AMENDED	ORIGINAL	
		ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET	
1000-0001	ADMINISTRATION							
1000-0002	Administration	144,665	37%	389,500	1,531,400	38%	4,046,000	4,046,000
1100-0002	Finance	8,430,443	75%	11,245,000	20,922	2%	1,376,600	1,376,600
1200-0002	Oncosts	0	0%	0	537,285	---	0	0
1300-0002	Stores/Purchasing	0	0%	0	(3,132)	-71%	4,400	4,400
2000-0002	Corporate Governance	0	0%	0	226,311	28%	796,700	796,700
2100-0002	Business Activities	22,031	73%	30,000	16,265	21%	76,000	76,000
2150-0002	Saleyard Operations	500,778	56%	902,000	262,207	34%	780,700	780,700
2200-0002	Tambo Sawmill & Weighbridge	2,818	---	0	1,896	5%	37,900	37,900
2350-0002	Airports/Aerodromes	39,971	24%	167,100	108,274	31%	353,500	353,500
2450-0002	Tourism	28,604	64%	44,500	101,192	26%	396,600	396,600
2500-0002	Planning & Development	35,457	44%	80,000	39,099	34%	115,000	115,000
2580-0002	Grants Capital & Operating Other	(1,888,183)	-41%	4,563,500	3,774	11%	35,000	35,000
2600-0002	Environmental	32,017	12%	256,300	112,675	34%	329,200	329,200
2650-0002	Animal Control	15,825	69%	22,800	5,022	27%	18,900	18,900
2700-0002	Stock Routes	30,611	15%	198,000	184,071	38%	482,000	482,000
3000-0002	Work Scheme and Community	7,426	37%	20,000	47,732	34%	141,800	141,800
3100-0002	Council Housing	72,330	40%	180,000	113,255	33%	348,200	348,200
3300-0002	Child Care Services	0	0%	0	0	0%	18,300	18,300
3350-0002	Sport and Recreation	0	0%	0	16,470	29%	56,000	56,000
3400-0002	Youth Services	0	0%	0	3,275	7%	50,000	50,000
3415-0002	Tambo Multi-Purpose Centre	16,805	9%	189,400	112,125	32%	350,000	350,000
3445-0002	Disability	31,774	29%	110,000	21,608	31%	70,000	70,000
3460-0002	Community Services	192,697	68%	281,600	119,409	38%	312,600	312,600
3500-0002	Libraries, Education and Arts	31,569	263%	12,000	102,531	41%	253,000	253,000
3570-0002	RADF & Community Assistance	52,545	99%	53,300	89,660	19%	476,100	476,100
3600-0002	Halls and Cultural Centres	2,273	57%	4,000	216,179	41%	525,000	525,000
3700-0002	Showgrounds & Sports Facilities	7,450	35%	21,000	192,833	24%	788,200	788,200
3800-0002	Corporate Buildings	0	0%	0	40,546	28%	145,000	145,000
1000-0001	ADMINISTRATION	7,809,907	42%	18,770,000	4,222,882	34%	12,382,700	12,382,700
4000-0001	WORKS AND SERVICES							
4001-0002	Works Office and Depot	0	0%	0	94,091	3%	3,204,400	3,204,400
4100-0002	Town Street Maintenance	0	0%	0	193,995	39%	500,000	500,000
4200-0002	Rural Roads Maintenance	2,059,868	102%	2,025,400	613,533	61%	1,000,000	1,000,000
4500-0002	Recoverable Works	3,379,461	17%	20,147,000	4,178,492	21%	20,137,000	20,137,000
4550-0002	Plant Operations	1,596,771	44%	3,660,000	1,295,369	37%	3,511,500	3,511,500
4600-0002	SES - Disaster Mgmt	6,984	15%	47,400	67,602	48%	141,800	141,800
4700-0002	Cemeteries	2,435	10%	24,000	43,094	32%	133,500	133,500
4800-0002	Parks, Gardens and Reserves	0	0%	0	378,574	29%	1,306,100	1,306,100
4860-0002	Aquatic Centres	0	0%	0	239,349	41%	584,100	584,100
5000-0002	Cleansing	189,087	49%	387,400	89,266	26%	337,100	337,100
5100-0002	Water Supply	490,593	50%	976,100	89,818	17%	524,000	524,000
5200-0002	Sewerage Services	421,379	50%	846,600	112,060	30%	372,200	372,200
4000-0001	WORKS AND SERVICES	8,146,577	29%	28,113,900	7,395,242	23%	31,751,700	31,751,700
TOTAL REVENUE AND EXPENDITURE		15,956,485	34%	46,883,900	11,618,125	26%	44,134,400	44,134,400

Note: 1. Expenditure does not include depreciation on assets which will be processed in November accounts post finalisation of prior year audit.

Account/Function Specific Comments for Revenue and Expenditure Summary Report

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance	<i>Financial Assistance Grant Advance received in July 2024 instead of June 2024</i>	
1200-0002	Oncosts		<i>Annual insurance premiums paid in July for the financial year.</i>
1300-0002	Stores/Purchasing		
2000-0002	Corporate Governance		
2100-0002	Business Activities	<i>Includes lease of commercial property including Council paddocks.</i>	
2150-0002	Saleyard Operations		
2200-0002	Tambo Sawmill & Weighbridge		
2350-0002	Airports/Aerodromes		
2450-0002	Tourism		
2500-0002	Planning & Development		
2580-0002	Economic & Community	<i>Includes capital grants - State and Commonwealth - awaiting grant claim receipts to offset negative balance brought forward for receivables</i>	
2600-0002	Environmental		
2650-0002	Animal Control	<i>Animal registration fee levied for full year</i>	
2700-0002	Stock Routes		
3000-0002	Work Scheme and Community		
3100-0002	Council Housing		
3300-0002	Child Care Services		
3350-0002	Sport and Recreation		
3400-0002	Youth Services		
3415-0002	Tambo MPC		
3445-0002	Disability		
3460-0002	Community Services		
3470-0002	Miscellaneous Care		
3500-0002	Libraries, Education	<i>Increase in Library operating grant</i>	
3570-0002	RADF & Community Assistance	<i>RADF Grant annual allocation invoiced.</i>	
3600-0002	Halls and Cultural Centres		
3700-0002	Showgrounds & Sports		
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance	<i>Financial Assistance Grant (Roads Component) Advance received in July 2024 instead of June 2024</i>	
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management		
4700-0002	Cemeteries		
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing	<i>Rate Charges levied for 6 months to 31 December 2024</i>	
5100-0002	Water Supply		
5200-0002	Sewerage Services		

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 20 November 2024

ITEM NO:

7.1.2

SUBJECT TITLE:

Planning and Development Report

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

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

Officer's Recommendation:

That Council receives the Planning and Development Report for October 2024.

Background

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

DATE	NUMBER	DEVELOPMENT TYPE	LOCATION	DEVELOPMENT NATURE	APPROVAL DATE
01/10/2024	DA15-2024-2025	BUILDING PLUMBING	51 ARTHUR STREET, TAMBO – LOT 510 ON T1501	6 STAND ALONE CABINS	BUILDING-03/10/2024 PLUMBING-07/10/2024
03/10/2024	DA16-2024-2025	BUILDING	655 GLENUSK ROAD, BLACKALL – LOT 1 ON SP282154	EXTENSION TO SHEARING SHED FOR OUTDOOR CENTRE	24/10/2024
04/10/2024	DA17-2024-2025	BUILDING PLUMBING	122-126 ROSE STREET, BLACKALL – LOT 1 ON SP340139	RELOCATE CABIN TO BLOCK	28/10/2024
04/10/2024	DA18-2024-2025	BUILDING	30 BEDFORD STREET, BLACKALL – LOT 17B 13835	CAR PORT	06/09/2024

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

1. DEVELOPMENT ASSESSMENT

Three (3) new development applications have been lodged since the last monthly report. Four (4) applications are currently under assessment.

An application has been made by James A & Bronwyn J Beck, seeking a development permit for a Material change of use for Short-term Accommodation and a Food and Drink Outlet over land at 3A Arthur Street, Tambo, formally described as Lot 2 on RP619340.

The proposal includes a food business contained in a food trailer with a covered dining area and Short-term accommodation for up to ten (10) people in modern buildings with a covered patio and undercover parking.

The application required referral to the State Assessment and Referral Agency as the site adjoins a State-controlled road.

The application is currently in the referral stage.

1.1	Council reference:	DA 23-2024-2025
	Application:	Development Permit for a Material Change of Use for Short-term Accommodation and Food and Drink Outlet.
	Street address:	3A Arthur Street, Tambo
	Property description:	Lot 2 on RP619340
	Day application was made:	30 October 2024
	Category of assessment:	Impact
	Public notification required:	Yes
	Applicant:	James A & Bronwyn J Beck
	Status:	Referral Stage

1.1 An application has been made by Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeking a development permit for a Reconfiguring a lot (boundary realignment – 2 into 2 lots) over land at 53 and 57-61 Shamrock Street, Blackall, formally described as Lot 2 on SP142683 and Lot 2 on RP607008.

The purpose of the proposed boundary realignment is to create a useable lot behind the existing built form of the Universal Hotel Information Centre. Lot 2 on SP142683 has a large amount of vacant land behind the Universal Hotel Information Centre and Lot 2 on RP607008 is completely vacant as the width of the lot is such that a structure cannot be accommodated on the land. The boundary realignment seeks to rearrange the boundaries such that each lot has a configuration that results in a useable parcel of land.

The application is currently in the decision stage and will be presented for a decision at the November General Council Meeting.

1.2	Council reference:	DA 20-2024-2025
	Application:	Development Permit for Reconfiguring a Lot (boundary realignment – 2 into 2 lots)
	Street address:	53 and 57-61 Shamrock Street, Blackall
	Property description:	Lot 2 on SP142683 and Lot 2 on RP 607008
	Day application was made:	17 October 2024
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Blackall-Tambo Regional Council c/- Murray & Associates (QLD) Pty Ltd
	Status:	Decision Stage

1.2 An application has been made by Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeking a development permit for a Reconfiguring a lot (boundary realignment – 2 into 2 lots) over land at 67 and 69 Shamrock Street, Blackall, formally described as Lots 1 & 2 on RP602469.

The purpose of the proposed boundary realignment is to redesignate a shed from one lot to another. The shed is used by the hardware store (on Lot 2 on RP602469) but is currently located on Council land (on Lot 1 on RP602469). The reconfiguration will resolve this encroachment.

The application is currently in the decision stage and will be presented for a decision at the November General Council Meeting.

1.3	Council reference:	DA 21-2024-2025
	Application:	Development Permit for Reconfiguring a Lot (boundary realignment – 2 into 2 lots)
	Street address:	67 and 69 Shamrock Street, Blackall
	Property description:	Lots 1 & 2 on RP602469
	Day application was made:	17 October 2024
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Blackall-Tambo Regional Council c/- Murray & Associates (QLD) Pty Ltd
	Status:	Decision Stage

1.3 An application has been made by Red Ridge (Interior Queensland) Ltd, seeking a development permit for a Material change of use for Community activities (Community use) over land at 53, 57-61 and 63-67 Shamrock Street, Blackall, formally described as Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469.

The proposed development is for the Blackall Cultural Precinct which is a new cultural centre set in a garden and includes an external Museum which is experienced through the garden.

The application required referral to the State Assessment and Referral Agency (SARA) as the site adjoins a State-controlled road. SARA provided a referral agency response with a condition relating to access.

The application is currently in the decision stage and will be presented for a decision at the November General Council Meeting.

1.4	Council reference:	DA 14-2024-2025
	Application:	Development Permit for a Material Change of Use for Community activities (Community use)
	Street address:	53, 57-61 and 63-67 Shamrock Street, Blackall
	Property description:	Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469
	Day application was made:	08 October 2024
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Red Ridge (Interior Queensland) Ltd
	Status:	Decision Stage

2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

2.1 CUSTOMER REQUESTS

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

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
15/10/24	Landowner	<u>Proposal</u> <ul style="list-style-type: none"> General enquiry about Short-term accommodation. <u>Planning details</u> <ul style="list-style-type: none"> The site is in the Township zone The site contains an existing dwelling. <u>Advice</u> <ul style="list-style-type: none"> If the proposal involves 6 or less guests it will be Code assessable, if more than 6 guests it will be Impact assessable and require public notification Any application for Short-term accommodation should be accompanied by an Operational Management Plan which would detail how operational aspects of the proposal would be managed. 	Closed
15/10/24	Potential purchaser	<u>Proposal</u> <ul style="list-style-type: none"> Request regarding the changing a commercial use to a dwelling. <u>Planning details</u> <ul style="list-style-type: none"> The site is in the Township zone The site contains an existing commercial building The entire site is affected by the flood overlay. <u>Advice</u> <ul style="list-style-type: none"> Converting the existing building will be a Material change of use A Dwelling house where affected by the flood hazard overlay is Code assessable Code assessable means a development application is required to be lodged with Council If the proposal is limited to internal building work there is no need to raise the building, however if new extensions are proposed they will need to be set 300mm above the flood level 	Closed

		<ul style="list-style-type: none"> Subsequent building and plumbing approvals will be required. 	
24/10/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> Request regarding establishing several cabins for accommodation. <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Commercial precinct of the Township zone The site adjoins a State-controlled road The site is vacant. <p><u>Advice</u></p> <ul style="list-style-type: none"> Starting a new use is a Material change of use and a development application will be required Short-term accommodation or a Tourist park are subject to Impact assessment in the Commercial precinct of the Township zone where involving new buildings Impact assessment is the highest level of assessment and requires public notification and is subject to third appeal rights The application will also require referral to the State Assessment and Referral Agency (SARA) for proximity to the state-controlled road SARA has their own assessment criteria and fees. 	Closed
07/11/24	Landowner	<p><u>Proposal</u></p> <ul style="list-style-type: none"> General enquiry about the addition of a roof/shade structure. <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Industrial precinct of the Township zone The site contains an existing industrial use. <p><u>Advice</u></p> <ul style="list-style-type: none"> The shade structure is considered to be building work only The building work is not assessable against the planning and a planning approval is not required A separate building approval will be required. 	Closed
PLANNING AND DEVELOPMENT CERTIFICATES			

Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			
EXEMPTION CERTIFICATES			
Nil			

Link to Corporate Plan

Economic Development

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.1.3

SUBJECT TITLE:

**Internal Audit and Risk Management Committee
Minutes of Meeting**

AUTHOR AND OFFICERS TITLE:

Chloe Barnfield Finance Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Internal Audit and Risk Management Committee meeting was held on 28 October 2024.

Officer's Recommendation:

That Council receive the minutes of the Internal Audit and Risk Management Committee's meeting 28 October 2024.

Background

The role of the Audit and Risk Management Committee is to provide independent assurance and assistance to the Council on the risk, control and compliance frameworks and the Council's external accountability responsibilities as prescribed in the *Local Government Act 2009* and its Regulations.

A meeting of the Internal Audit and Risk Management Committee was held on 28 October 2024. In this meeting, the committee:

- Received the unsigned annual financial statements for the year ended 30 June 2024
- Received Grant Thornton's Closing Report for 2024, subject to amendments
- Adopted the Three-Year Internal Audit Plan (2023-2026), subject to amendments.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Internal Audit and Risk Management Committee

Policy Implications

Stat 8: Internal Audit Policy

Budget and Resource Implications

Nil

Attachments

1. Internal audit and risk management committee minutes 28 October 2024 [7.1.3.1 - 2 pages]



**Blackall-Tambo Regional Council
Minutes of the Internal Audit and Risk Management Committee
Meeting commencing 11am 28 October 2024
at the Blackall Boardroom**

Present:

Cr Boyd Johnstone (Committee Chairman)
Ms Megan Prow (Committee Member) - attendance via teleconference
Cr Peter Skewes (Committee Member)
Mr Craig Philp and Ms Karen Dang (External Auditor - Grant Thornton)
Ms Rachel Stevens (Queensland Audit Office)
Ms Alison Lamb (Director of Organisational Performance - BTRC)
Mr Shalveen Dayal (Chief Financial Officer - BTRC)
Mr Tony Walsh (Internal Auditor - Walsh Accounting)
Miss Chloe Barnfield (Minute Taker)

Agenda items:

1. Welcome

The Chairman opened the meeting at 11.03am.

2. Attendance/Apologies

Nil.

3. Receipt and approval of the 13 September 2024 Minutes

Recommendation: That the minutes of the Internal Audit and Risk Committee Meeting from 13 September 2024 be approved.

Approved 3/3

Moved: Peter Skewes

Seconded: Megan Prow

4. Business arising out of the minutes.

There was no business arising out of the minutes.

5. Annual Financial Statements for 2023-24

The unsigned Annual Financial Statements for 2023-24 were presented by the Chief Financial Officer.

Recommendation: That the Committee receive the unsigned annual financial statements for the year ended 30 June 2024 and recommend they be signed by the Mayor and the Chief Executive Officer and forwarded to the QAO.

Approved 3/3

Moved: Boyd Johnstone

Seconded: Peter Skewes

6. Grant Thornton - Closing Report 2024

Grant Thornton's Closing Report 2024 was presented by the Audit Manager.

Recommendation: *That the Committee receive Grant Thornton's Closing Report for 2024, subject to the amendment on page 9, with the deletion of significant difficulties/ line 2.*

Approved 3/3

Moved: Megan Prow

Seconded: Peter Skewes

7. Audit Plan

The Three-year Internal Audit Plan (2023-2026) was presented by the Internal Auditor (Tony Walsh of Walsh Accounting).

Recommendation: That the Three-Year Internal Audit Plan (2023-2026) be adopted, subject to the amendment on page 6, project 3, matters for review:

- Grant documentation and acquittals, and
- Attractives and small plant registers, and
- Business continuity planning (particular attention on the finance team).

Approved 3/3

Moved: Megan Prow

Seconded: Boyd Johnstone

Miss Prow left the meeting at 11.42am

11. The meeting closed at 11.43am

Cr. Boyd Johnstone
CHAIRMAN

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.1.4

SUBJECT TITLE:

**Development Application DA14-2023-2024 -
53,57-61 and 63-67 Shamrock Street, Blackall**

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer), Mike
Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Applicant, Red Ridge (Interior Queensland) Ltd, seeks a Development Permit for a Material Change of Use for Community activities (Community use) over land at 53, 57-61 and 63-67 Shamrock Street, Blackall, formally described as Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469.

The proposed development is for the Blackall Cultural Precinct which is a new a cultural centre set in a garden and includes an external museum which is experienced through the garden. The garden and museum are complimented by a new space for temporary exhibitions, library and local history room all set within a walled landscaped area. The project is expected to revitalise the Blackall town centre with new community infrastructure that will help establish the town as an arts and cultural hub of Western Queensland.

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

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

Officer's Recommendation:

That Council approves the application for a Development Permit for a Material Change of Use for Community activities (Community use) over land at 53, 57-61 and 63-67 Shamrock Street, Blackall, formally described as Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469, subject to the following conditions:

1.0 PARAMETERS OF APPROVAL

- 1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.**
- 1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.**
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, unless otherwise stated in a development condition.**

- 1.4** The cost of all works associated with the construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.
- 1.5** The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.
- 1.6** Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Proposed Site Plan	-	-	27 September 2024 (Received date)
Proposed Precinct Plan	-	-	27 September 2024 (Received date)
Proposed Site Elevations	-	-	27 September 2024 (Received date)
Proposed Sections	-	-	27 September 2024 (Received date)
Main Entry Elevations	-	-	27 September 2024 (Received date)

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

3.0 HOURS OF OPERATION

- 3.1** The use is permitted to operate from 6:00 am to 10:00pm 7 days a week.

4.0 ACCESS AND PARKING

- 4.1** Provide and maintain access a left in only access from Shamrock Street in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standard drawings, from the General Development Code of the Blackall-Tambo Region Planning Scheme.
- 4.2** Provide and maintain access from Thistle Street in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standard drawings, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

- 4.3 Provide a minimum nine (9) onsite car parking spaces. All car parking spaces must be clearly delineated by either line-marking or signage.
- 4.4 Install and maintain directional signage within the site to ensure the orderly and efficient movement of vehicles.
- 4.5 Design and construct and maintain all car parking, service vehicle parking and manoeuvring areas in accordance with the approved plans (see Condition 2.1) and *AS2890.1 – Parking Facilities* and *Austroads Publication AP-G34-13 – Austroads Design Vehicle and Turning Path Templates*
- 5.0 ROOF AND ALLOTMENT DRAINAGE
- 5.1 Discharge of all roof and allotment drainage such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.
- 6.0 STORMWATER WORKS
- 6.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the *Queensland Urban Drainage Manual*.
- 7.0 FINISHED FLOOR LEVEL
- 7.1 The finished floor level of habitable spaces must achieve a minimum 300mm freeboard above the defined flood level of 282 metres Australian Height Datum for Blackall.
- 8.0 LANDSCAPING
- 8.1 Establish and maintain landscaping generally in accordance with the approved plans.
- 8.2 The landscaping must predominantly contain species consisting of native, drought tolerant groundcovers, shrubs, small trees and trees.
- 9.0 SEWERAGE AND WATER
- 9.1 The premises must be connected to Council's reticulated water and sewerage network.
- 9.2 All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the *Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1* and *Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage*.
- 9.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.

10.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY

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

11.0 WASTE MANAGEMENT

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

- 11.1.1** Designed to not cause nuisance to neighbouring properties;
- 11.1.2** Screened from any road frontage or adjoining property;
- 11.1.3** Of a sufficient size to accommodate a waste bin/s suitable to service the use.

12.0 AMENITY AND ENVIRONMENTAL HEALTH

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

13.0 ASSET MANAGEMENT

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

14.0 CONSTRUCTION ACTIVITIES

- 14.1** All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.
- 14.2** Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

ADVISORY NOTES

- A.** Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.
- B.** This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition

to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.

- C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.
- D. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).

Background

1.0 DEVELOPMENT APPLICATION SUMMARY

TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION

PROPERTY DETAILS	
Site address	53, 57-61 and 63-67 Shamrock Street, Blackall, QLD 4472
RPD	Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469
Site Area	13,998m ²
Landowner	Blackall-Tambo Regional Council, FG & SA Russell Superannuation Pty Ltd
Existing use of land	Hotel and Theatre
Existing development approval	N/A
APPLICATION DETAILS	
Application No.	DA14-2024-2025
Applicant	Red Ridge (Interior Queensland) Ltd
Application description	Development Application for a Development Permit for Material Change of Use for Community activities (Community use)
Decision due date	22 November 2024
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Mapped matters of interest under PR 2017	Natural Hazards Risk and Resilience <ul style="list-style-type: none"> Flood hazard area – Level 1 – Queensland floodplain assessment overlay Bushfire prone area Transport Infrastructure <ul style="list-style-type: none"> State-controlled Road.
State agency referrals	SARA
State Planning Policy	State Planning Policy (July 2017)

Regional Plan	Central West Regional Plan (September 2009)
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Overlays	N/A
Zone	Township Zone
Precinct	Commercial Precinct
Land use definition	Community activities (Community Use)
Overlays	Flood Hazard Map
Category of Assessment	Code Assessment

2.0 PROPOSAL BACKGROUND

TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS

Application properly made	8 October 2024
Confirmation notice	9 October 2024
Application referred to SARA	11 October 2024
SARA referral agency response	18 October 2024
Decision due	22 November 2024

3.0 SITE AND SURROUNDS DESCRIPTION

The subject site (**Figure 1**) is located at 53, 57-61 and 63-67 Shamrock Street, Blackall, formally described as Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469. The subject site has an area of 13,998m² and has a 140m frontage to Shamrock Street.



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

The site is located in the commercial precinct of Blackall and is generally surrounded by commercial uses to the east and west and residential uses to the south.

4.0 DESCRIPTION OF PROPOSAL

The proposed development (see **Figure 2 and 3**) is for the Blackall Cultural Precinct which is a new a cultural centre set in a garden and includes an external museum which is experienced through the garden. The garden and museum are complimented by a new space for temporary exhibitions, library and local history room all set within a walled landscaped area. The project is expected to revitalise the Blackall town centre with new community infrastructure that will help establish the town as an arts and cultural hub of Western Queensland.

To facilitate the development the Prince of Wales Hotel will be demolished.

Access to the site is via a left in only access form Shamrock Street and a two-way access from Thistle Street. The proposal includes parking onsite for nine (9) cars.

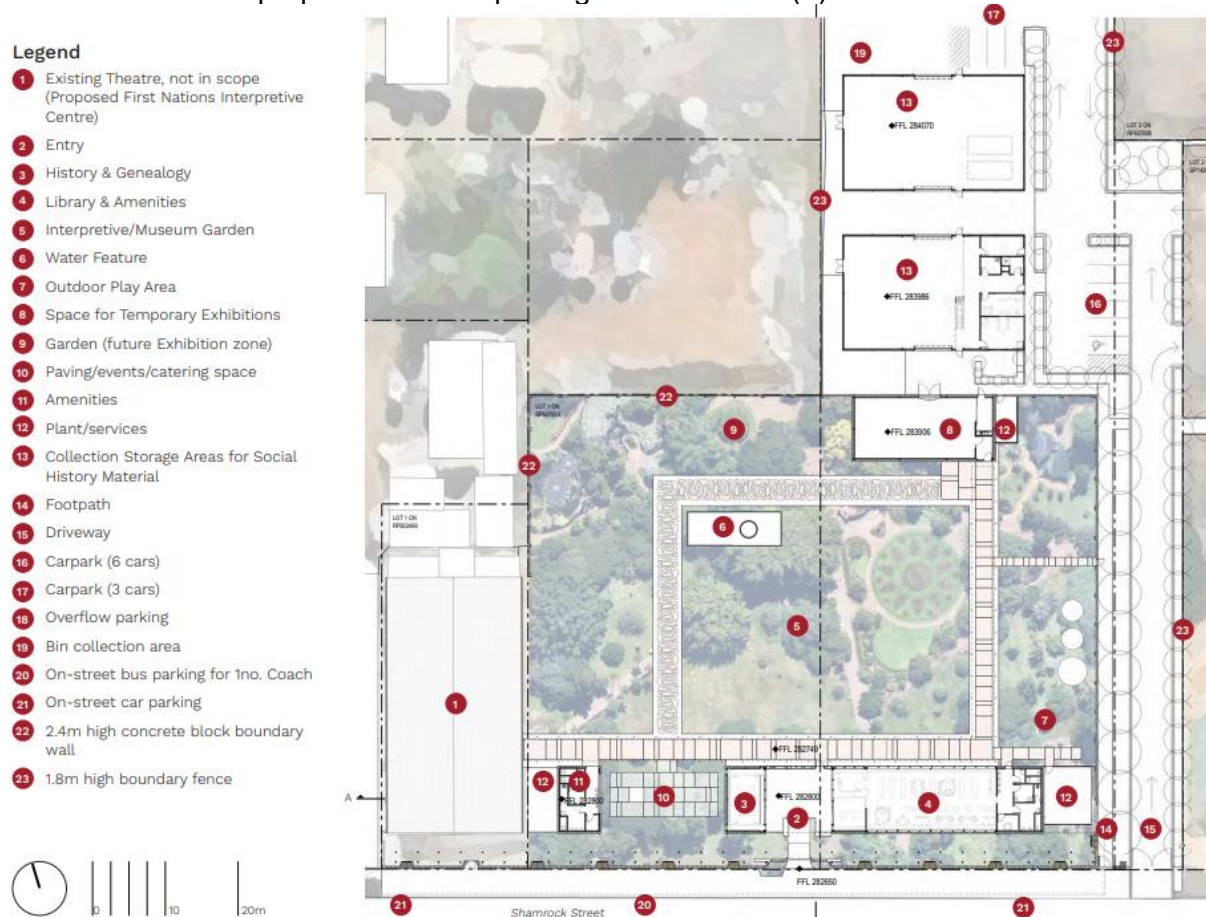




Figure 3 – Shamrock Street Perspective (Source: Brian Hooper Architect and M3 Architecture)

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

5.0 PLANNING ASSESSMENT

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

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

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

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

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

The Central West Regional Plan and the State Planning Policy

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

The Local Government Infrastructure Plan

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

Schedules 9 and 10 of the Planning Regulation

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

The application did require referral to the State Assessment and Referral Agency (SARA) under Schedule 10 of the *Planning Regulation 2017*, as the site is within 25m of a State-controlled Road. SARA provided its referral agency response on 18 October 2024 (**Attachment B**).

Approval history / lawful use of the premises and adjoining premises

There are no recent records of development approvals over the site. The site does have existing uses that are considered to have been lawfully established. The proposed use will be able to operate without impacting the operation of surrounding uses.

It is noted that the proposal requires the removal of the stairs and front deck from the Theatre, which is unlikely to impact the future operation of that building.

Common material

The application material and subsequent correspondence with Council officers and the applicant has been considered in the preparation of this recommendation.

The planning assessment of the development considers the above assessment benchmarks and matters to the extent that the assessment benchmark and matter is relevant to the development.

5.1.1 Internal Officer Comments

The application was not internally referred to Council.

5.2 BLACKALL-TAMBO REGION PLANNING SCHEME 2020

Under the Planning Scheme the development constitutes a Material Change of Use, which is defined in the Planning Act as:

- a) ***the start of a new use of the premises;***
- b) *the re-establishment on the premises of a use that has been abandoned;*
- c) *a material increase in the intensity or scale of the use of the premises.*

The commencement of a Community use will result in the start of a new use. Under the Planning Scheme, the defined use relevant to the proposal is Community use:

Community use means the use of premises for—

- (a) providing artistic, social or cultural facilities or community services to the public; or*
- (b) preparing and selling food and drink, if the use is ancillary to the use in paragraph (a).*

In accordance with Table 4.4.2 of the Planning Scheme, Community activities (Community use) in the Commercial precinct of the Township zone is subject to Code assessment.

5.2.1 Assessment of Codes

The following codes are relevant to the proposed development.

General Development Code

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

- The proposed site cover will not exceed 90% of the site
- Complaint boundary setbacks are provided in accordance with the QDC
- All buildings will be single storey and less than 8.5m in height
- The proposal includes a clear entry from Shamrock Street
- The proposal incorporates an awning along the full length of the Shamrock Street frontage
- The proposal includes openings to the Shamrock Street frontage that will allow for casual surveillance
- The proposal will not result in significant increases in traffic volume and will not have impacts on the traffic network
- Local streets are not required to be utilised for traffic as the site is located on the main street of Blackall
- The proposal incorporates nine (9) car spaces, there is also existing street parking and a set down area for a bus which will provide sufficient parking spaces for the use
- Vehicle crossovers, parking and manoeuvring areas will be provided in accordance with Council standards
- The site can be connected to all necessary urban services
- Stormwater can be appropriately managed and discharged to a lawful point of discharge
- The site is not subject to bushfire risk
- The site is subject to flood hazard (see **figure 4**); however the proposal has been designed to ensure habitable areas are a minimum 300mm above the defined flood level. A condition has been included to reinforce this requirement.

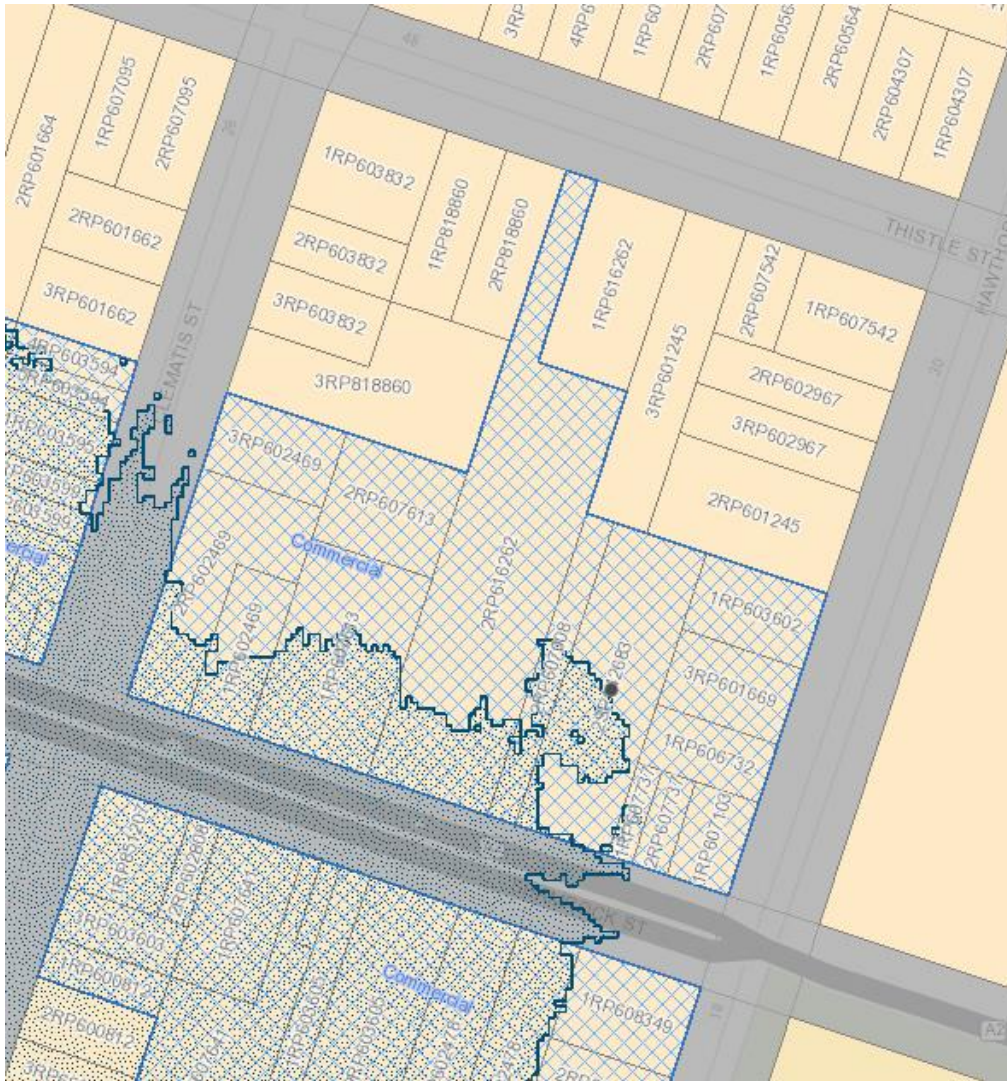


Figure 4 – Flood Hazard Area (Source: Blackall-Tambo Regional Planning Scheme)

Township Zone Code

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

- The site is located in the Commercial precinct of the Township zone and the use will be complementary to surrounding development, particularly along Shamrock Street
- The proposed use has been sited to ensure it does not overlook the living areas of adjoining residential uses to the north and east
- Hours of operation will be limited to 6am to 10pm
- An existing footpath is located on the Shamrock Street frontage and the footpath will be retained
- Bins will be stored at the rear of the site and generally out of sight to avoid adverse amenity impacts
- The development will be setback a minimum 3m from any boundary sharing a common boundary with residential use. Fencing and garden walls will be utilised to provide screening

- The proposal utilises a mix of materials and finishes that provides a positive contribution to the commercial precinct. The proposal will create a landmark destination that will add to the attraction of the commercial precinct.

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

6.0 CONCLUSION

The Development Permit for a Material Change of Use for Community activities (Community use) over land at 53, 57-61 and 63-67 Shamrock Street, Blackall, formally described as Lot 2 on SP142683, Lot 2 on RP616262, Lot 2 on RP607008, Lot 1 on RP607613 and Lot 1 on RP602469, is recommended for approval, subject to the conditions outlined in this report.

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

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

- a) Community activities (Community use) is an acceptable use in the Commercial Precinct of the Township Zone;
- b) The proposal includes a compliant height, setbacks and site cover;
- c) The proposal has been designed to ensure habitable areas are a minimum 300mm above the defined flood level;
- d) Conditions have been imposed to ensure the operation of the use is undertaken in way not to cause nuisance to surrounding land
- e) The proposal utilises a mix of materials and finishes that provides a positive contribution to the commercial precinct. The proposal will create a landmark destination that will add to the attraction of the commercial precinct;
- f) The site is sufficiently serviced and has access to telecommunications, electricity, reticulated water and sewer; and
- g) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

Attachment B – SARA Referral Agency Response

[Link to Corporate Plan](#)

Economic Development

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

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

Chief Executive Officer

Chief Financial Officer

Rates Officer

Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

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

Proposed Risk Treatment

Nil

Attachments

1. Attachment A - Proposal Plans [7.1.4.1 - 5 pages]
2. Attachment B - SARA Referral Agency Response [7.1.4.2 - 10 pages]

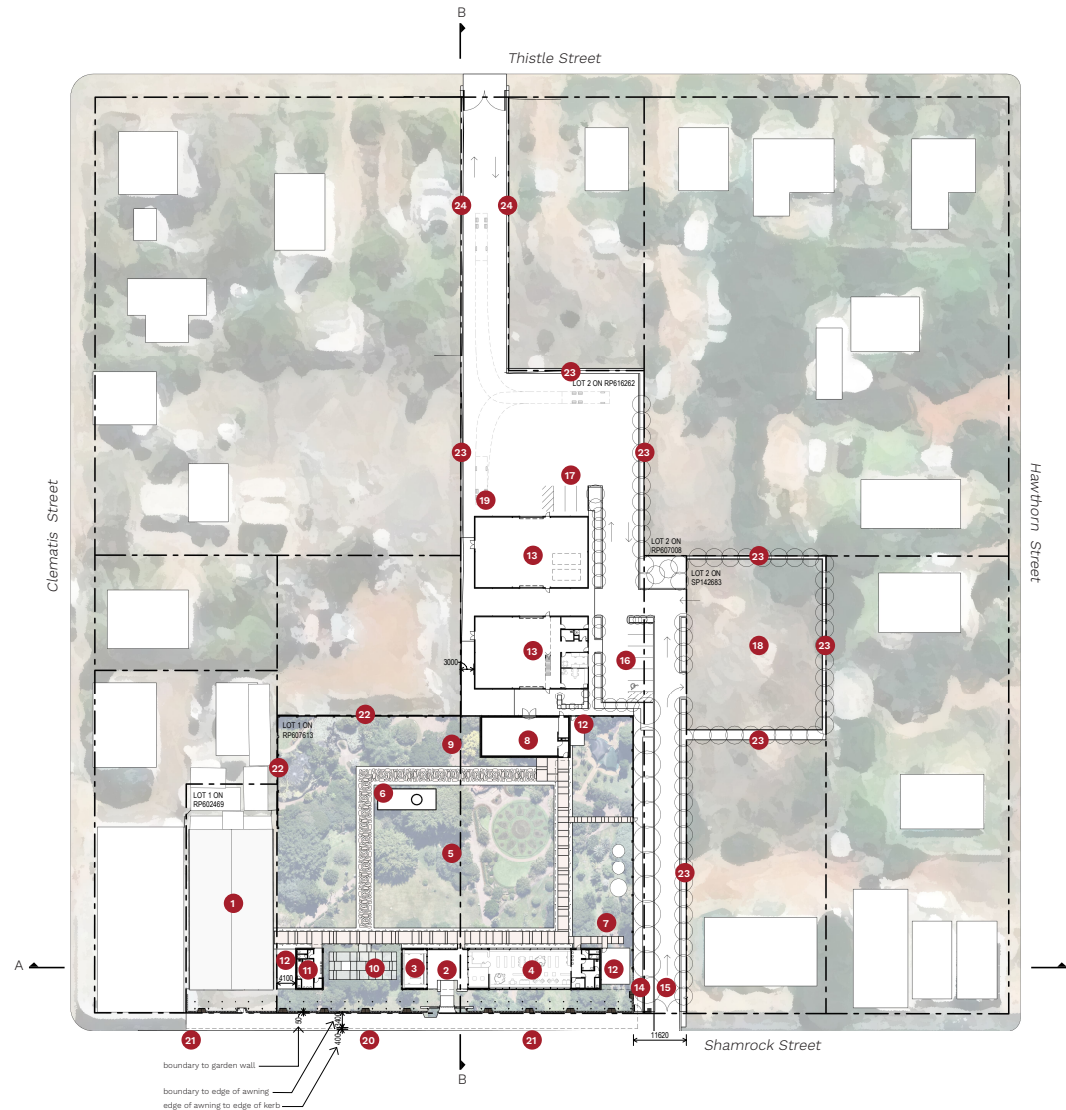
b. Proposed Site Plan

Legend

- 1 Existing Theatre, not in scope
(Proposed First Nations Interpretive Centre)
- 2 Entry
- 3 History & Genealogy
- 4 Library & Amenities
- 5 Interpretive/Museum Garden
- 6 Water Feature
- 7 Outdoor Play Area
- 8 Temporary Exhibition Space
- 9 Garden (future Exhibition zone)
- 10 Paving/events/catering space
- 11 Amenities
- 12 Plant/services
- 13 Collection Storage Areas for Social History Material
- 14 Footpath
- 15 Driveway
- 16 Carpark (6 cars)
- 17 Carpark (3 cars)
- 18 Overflow parking
- 19 Bin collection area
- 20 On-street bus parking for 1no. Coach
- 21 On-street car parking
- 22 2.4m high concrete block garden wall
- 23 1.8m high boundary fence
- 24 No fence



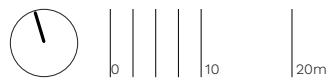
brian hooperarchitect
m3architecture Blackall Cultural Precinct



d. Proposed Precinct Plan

Legend

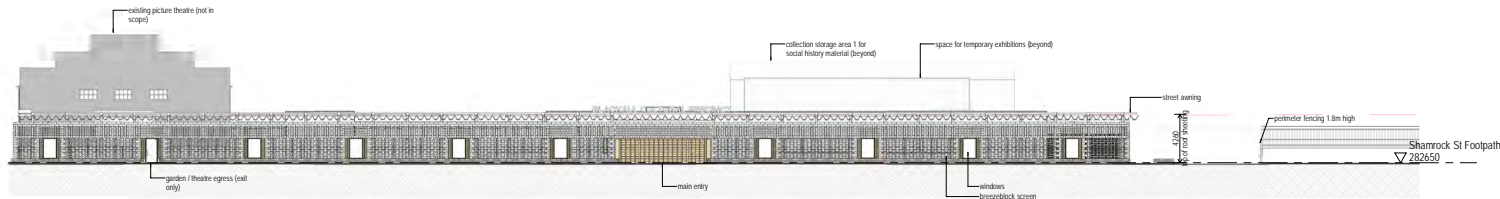
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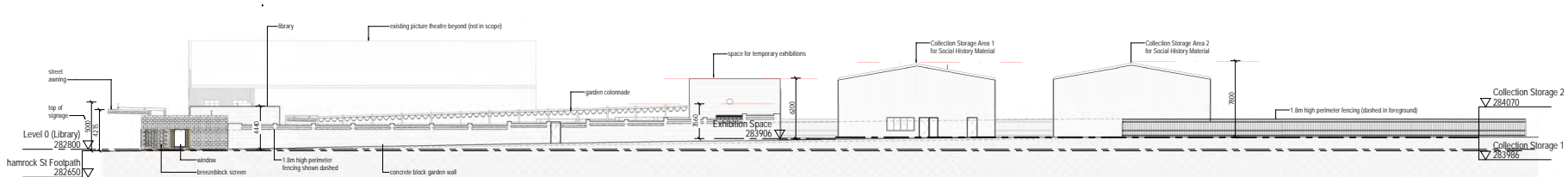
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m3architecture Blackall Cultural Precinct



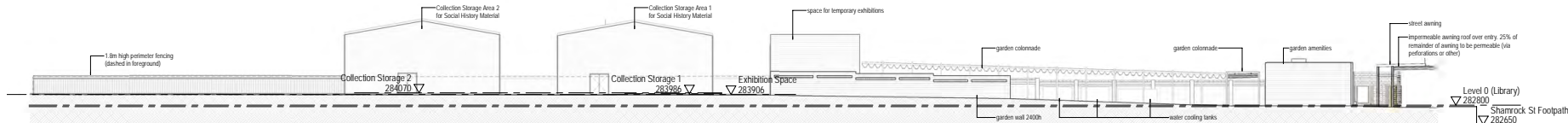
e. Proposed Site Elevations



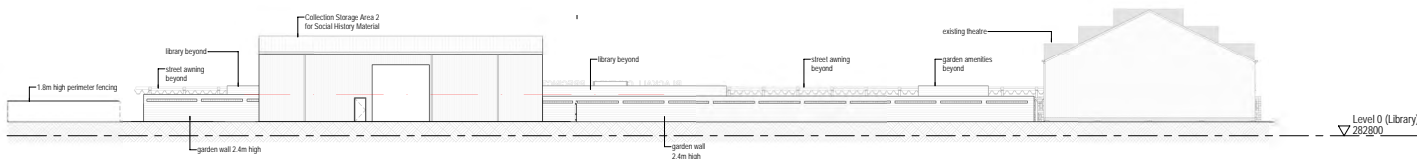
South Elevation



East Elevation



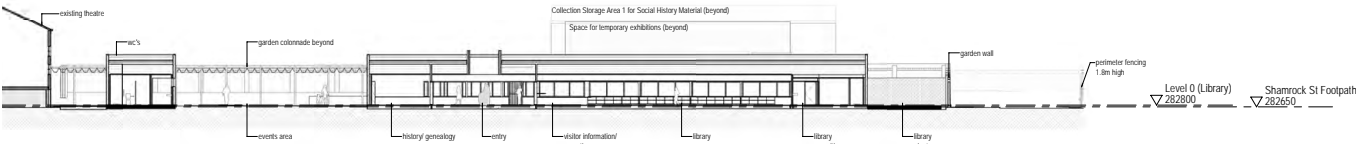
West Elevation



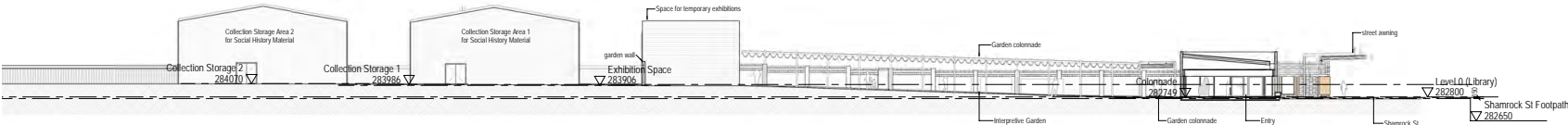
South Elevation



f. Proposed Sections

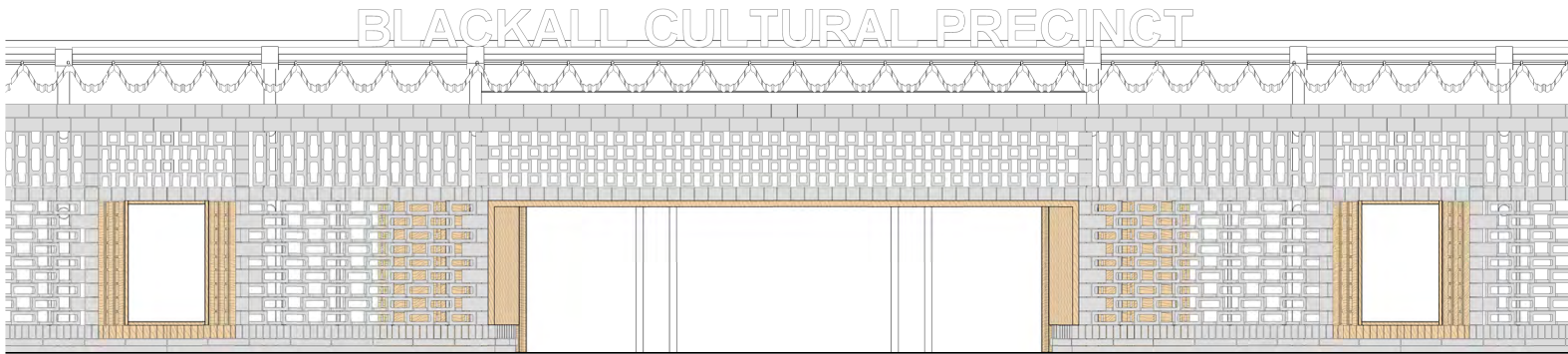


Site Section East - West

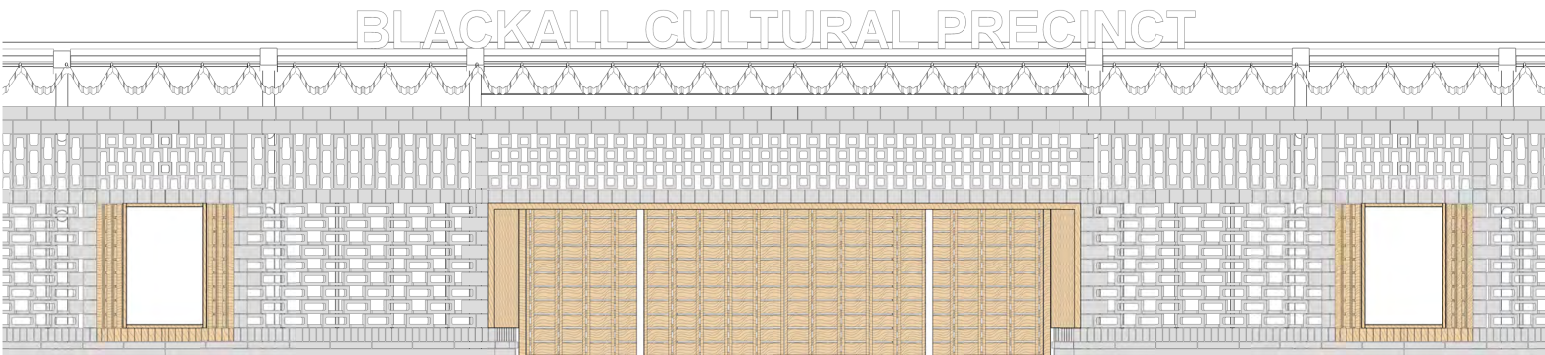


Site Section North - South

g. Main Entry Elevations



Shamrock Street Entry with Gates Open



Shamrock Street Entry with Gates Closed

RA6-N



SARA reference: 2410-42853 SRA
Council reference: DA14-2024-2025
Applicant reference: 24.2297

18 October 2024

Chief Executive Officer
Blackall Tambo Regional Council
PO Box 21
Blackall QLD 4472
ceo@btrc.qld.gov.au

Attention:

Dear Sir/Madam

**SARA referral agency response—53 Shamrock Street,
Blackall; 57-61 Shamrock Street, Blackall; 63 Shamrock
Street, Blackall; 67 Shamrock Street, Blackall; 57 Shamrock
Street, Blackall**

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 11 October 2024.

Response

Outcome:	Referral agency response – with conditions
Date of response:	18 October 2024
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

2410-42853 SRA

Development details

Description:	Development permit	Material change of use for community activities (community use)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (Planning Regulation 2017)	
	Development application for a material change of use within 25m of a state-controlled road	
SARA reference:	2410-42853 SRA	
Assessment manager:	Blackall Tambo Regional Council	
Street address:	53 Shamrock Street, Blackall; 57-61 Shamrock Street, Blackall; 63 Shamrock Street, Blackall; 67 Shamrock Street, Blackall; 57 Shamrock Street, Blackall	
Real property description:	2SP142683; 2RP607008; 1RP607613; 1RP602469; 2RP616262	
Applicant name:	Red Ridge (Interior Queensland) Ltd	
Applicant contact details:	PO Box 8103 Woolloongabba QLD 4102 luke@jgplan.com.au	
State-controlled road access permit:	<p>This referral included an application for a road access location, under section 62A(2) of <i>Transport Infrastructure Act 1994</i>. Below are the details of the decision:</p> <ul style="list-style-type: none"> • Approved • Reference: TMR24-043901 • Date: 18 October 2024 <p>If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at corridormanagement@tmr.qld.gov.au.</p>	
<i>Human Rights Act 2019</i> considerations:	Consideration of the <i>Human Rights Act 2019</i> sections 15 to 35 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.	

2410-42853 SRA

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Thomas Gardiner, Principal Planning Officer, on 0749242916 or via email RockhamptonSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Anthony Walsh
Manager Planning

cc Red Ridge (Interior Queensland) Ltd, luke@jgplan.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Documents referenced in conditions

2410-42853 SRA

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the documents referenced below are found at Attachment 5)

No.	Conditions	Condition timing
Material change of use		
10.9.4.2.4.1 – Material change of use near a state transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	The road access location is to be located at approximate chainage 101.3 kilometres and generally in accordance with Proposed Site Plan, prepared by brian hooper architect m3architecture, no reference, no date, as amended in red by SARA.	At all times.

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.0). If a word remains undefined it has its ordinary meaning.

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

- SARA assessed the development against the following code(s) of the State Development Assessment Provisions (SDAP), version 3.0:
 - o State code 1: Development in a state-controlled road environment.
- The development complies with the assessment benchmarks of State code 1 of SDAP (version 3.0) in that the development:
 - o does not adversely impact the structural integrity or physical condition of the state controlled road.
 - o does not adversely impact the function and efficiency of the state controlled road.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.0), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 of the *Human Rights Act 2019*

Attachment 4—Representations about a referral agency response provisions

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2410-42853 SRA

Attachment 5—Documents referenced in conditions

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b. Proposed Site Plan

Legend

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brian hooperarchitect
m3architecture Blackall Cultural Precinct

PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE

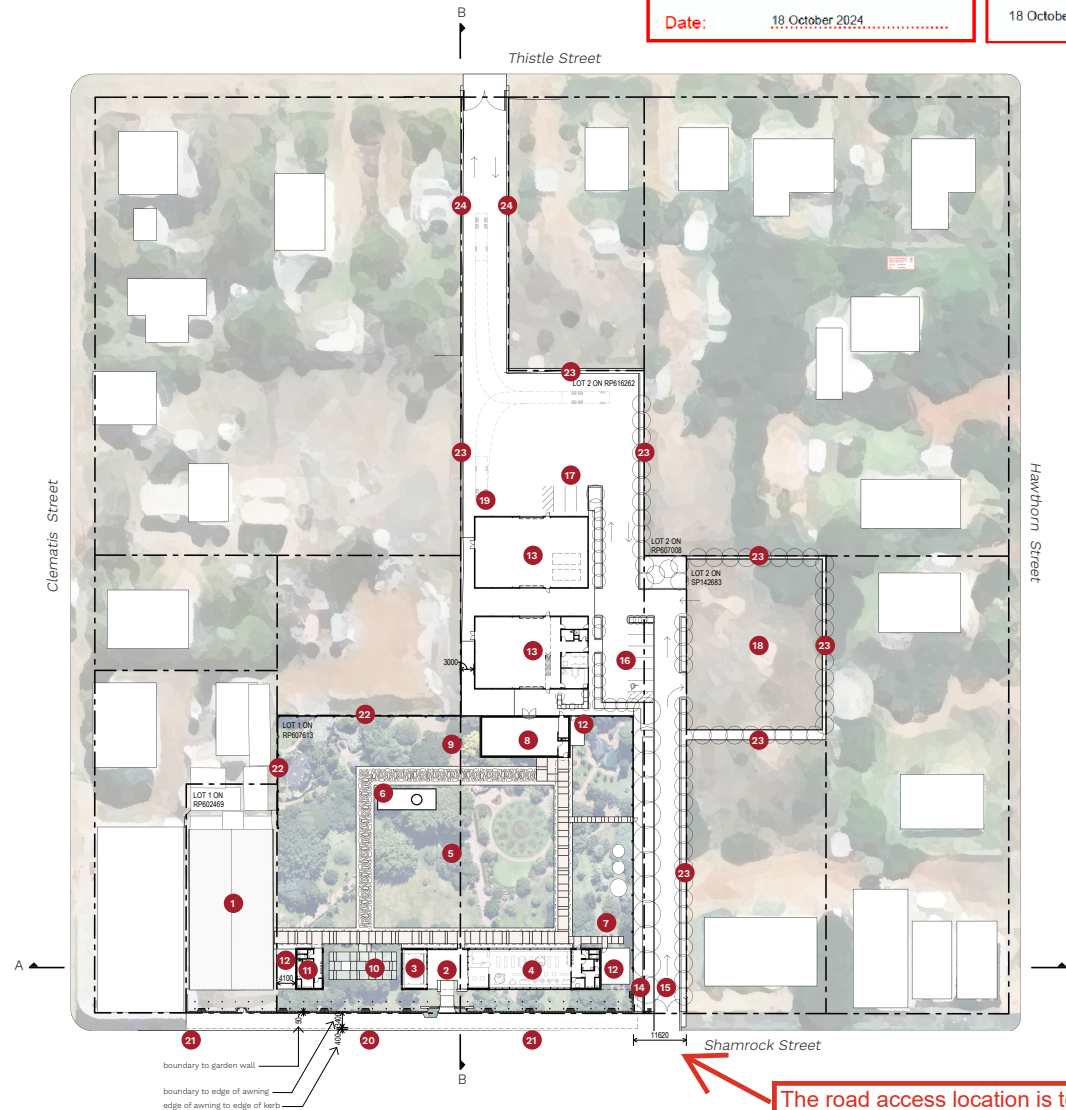
SARA ref: 2410-42853 SRA

Date: 18 October 2024



Amended in red by SARA on

18 October 2024



Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.1.5

SUBJECT TITLE:

Development Application DA20-2024-2025 - 53 and 57-61 Shamrock Street, Blackall

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The applicant, Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeks a Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 53 and 57-61 Shamrock Street, Blackall, formally described as Lot 2 on SP142683 and Lot 2 on RP607008.

The purpose of the proposed boundary realignment is to create a useable lot behind the existing built form of the Universal Hotel Information Centre. Lot 2 on SP142683 has a large amount of vacant land behind the Universal Hotel Information Centre and Lot 2 on RP607008 is completely vacant as the width of the lot is such that a structure cannot be accommodated on the land. The boundary realignment seeks to rearrange the boundaries such that each lot has a configuration that results in a useable parcel of land.

Under the Blackall-Tambo Region Planning Scheme 2020 ('the Planning Scheme'), the subject site is in the Commercial Precinct of the Township Zone, whereby Reconfiguring a Lot is subject to Code Assessment.

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

Officer's Recommendation:

That Council approves the application for a Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 53 and 57-61 Shamrock Street, Blackall, formally described as Lot 2 on SP142683 and Lot 2 on RP607008.

1.0 PARAMETERS OF APPROVAL

- 1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.**
- 1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.**
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, unless otherwise stated in a development condition.**
- 1.4 The cost of all works associated with the construction of the development including services, facilities and/or public utility alterations required are met at**

no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.

- 1.5 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.**
- 1.6 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.**

2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Proposed Boundary Realignment Proposed Lots 12 and 13	400878	-	08/10/24

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

3.0 ENDORSEMENT OF SURVEY PLAN

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

4.0 ASSET MANAGEMENT

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

5.0 EXISTING USES

- 5.1 All existing uses are to be fully contained on their own lot including, access, parking and services.**

ADVISORY NOTES

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

Background**1.0 DEVELOPMENT APPLICATION SUMMARY****TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

PROPERTY DETAILS	
Site address	53 and 57-61 Shamrock Street, Blackall
RPD	Lot 2 on SP142683 and Lot 2 on RP607008
Site Area	Lot 2 on SP142683: 3,108m ² Lot 2 on RP607008: 937m ²
Landowner	Lot 2 on SP142683: FG & SA Russell Superannuation Pty Ltd Lot 2 on RP607008 – Red Ridge (Interior Queensland) Ltd
Existing use of land	Lot 2 on SP142683: Universal Hotel Information Centre Lot 2 on RP607008: Vacant
APPLICATION DETAILS	
Application No.	DA20-2024-2025
Applicant	Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd
Application description	Development Application seeking Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots)

Date application was made	17 October 2024
Decision due date	05 December 2024
Proposal	Boundary realignment of two lots
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Mapped matters of interest under PR 2017	Natural Hazards Risk and Resilience <ul style="list-style-type: none"> Flood hazard area – Level 1 – Queensland floodplain assessment overlay Bushfire prone area Transport Infrastructure <ul style="list-style-type: none"> State-controlled road
State agency referrals	Nil
State Planning Policy	State Planning Policy (July 2017)
Regional Plan	Central West Regional Plan (September 2009)
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Zone	Township
Precinct	Commercial
Overlays	Flood Hazard Map
Level of Assessment	Code Assessment

2.0 PROPOSAL BACKGROUND

Application lodged	17 October 2024
Application properly made	17 October 2024
Decision Due	05 December 2024

3.0 SITE AND SURROUNDS DESCRIPTION

The subject site (**Figure 1**) is located at 53 and 57-61 Shamrock Street, Blackall, formally described as Lot 2 on SP142683 and Lot 2 on RP607008. The subject site has a combined area of 4,045m² and has a 42m frontage to Shamrock Street.

Lot 2 on RP607008 is currently vacant whilst Lot 2 on SP142683 contains the Universal Hotel Information Centre.



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

The site is located in the commercial precinct of Blackall and is adjoined by vacant land to the west, commercial and residential uses to the east and residential uses to the north.

4.0 DESCRIPTION OF PROPOSAL

The purpose of the proposed boundary realignment is to create a useable lot behind the existing built form of the Universal Hotel Information Centre. Lot 2 on SP142683 has a large amount of vacant land behind the Universal Hotel Information Centre and Lot 2 on RP607008 is completely vacant as the width of the lot is such that a structure cannot be accommodated on the land. The boundary realignment seeks to rearrange the boundaries such that each lot has a configuration that results in a useable parcel of land.

The proposal will result in the creation of proposed Lot 12 which will have an area of 2,137m² and proposed Lot 13 which will have an area of 1,906m² (**Figure 2**).



Figure 2 – Proposed Lot Layout (Source: Applicant supplied)

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

5.0 PLANNING ASSESSMENT

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

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

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

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

The categorising instrument for the development is the *Blackall-Tambo Region Planning Scheme 2020*, under which the applicable assessment benchmarks are Reconfiguring a Lot Code and the Township Zone Code.

The Central West Regional Plan and the State Planning Policy

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

The Local Government Infrastructure Plan

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

Schedules 9 and 10 of the Planning Regulation

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

The application did not require referral to the State Assessment and Referral Agency (SARA) under Schedule 10 of the *Planning Regulation 2017* even though the site is within 25m of a State-controlled road, as the proposal does not result in the creation of additional lots or new access to the State-controlled road.

Approval history / lawful use of the premises and adjoining premises

There are no recent records of development approvals over the site. The site does have an existing use that is considered to have been lawfully established.

Common material

The application material and subsequent correspondence with Council officers and the applicant has been considered in the preparation of this recommendation.

The planning assessment of the development considers the above assessment benchmarks and matters to the extent that the assessment benchmark and matter is relevant to the development.

5.1 BLACKALL-TAMBO REGION PLANNING SCHEME 2020**5.1.1 Reconfiguring a Lot**

Under the Planning Act 2016, the definition of Reconfiguring a Lot is as follows:

- a. Creating lots by subdividing another lot; or
- b. Amalgamating 2 or more lots;
- c. **Rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act;** or
- d. Dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is:
 - i. A lease for a term, including renewal options, not exceeding 10 years; or
 - ii. An agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or
- e. Creating an easement giving access to a lot from a constructed road.

In accordance with Table 4.5 of the Planning Scheme, Reconfiguring a Lot in the Commercial precinct of the Township zone is subject to Code assessment.

5.2.2 Assessment of Codes

The following sections provide an assessment of the proposed development against the relevant assessment benchmarks.

Reconfiguring a Lot Code

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

- The realignment of boundaries will result in lots that exceed the minimum lot size of 600m²
- Proposed lot 12 is connected to all necessary urban services and proposed lot 13 has access to all necessary urban services
- Each lot can be accessed from Shamrock Street
- Proposed lot 12 is already developed whilst proposed lot 13 has a significant area outside the flood hazard area
- The site is not subject to bushfire hazard.

In summary, this planning assessment has demonstrated the proposed development complies with the relevant assessment benchmarks of the Planning Scheme.

Township Zone Code

The development complies or can be conditioned to comply with the purpose, performance criteria and acceptable solutions of the Township Zone Code as the realignment creates two lots that are of a size that can support future urban uses.

6.0 CONCLUSION

The Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 53 and 57-61 Shamrock Street, Blackall, formally described as Lot 2 on SP142683 and Lot 2 on RP607008, is recommended for approval, subject to the conditions outlined in this report.

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

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

- a) The realignment results in the creation of two lots that meet the minimum lot size requirements.
- b) The realignment creates two lots that are of a size that can support future urban uses.
- c) Each site can be serviced by all necessary urban services.
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

[Link to Corporate Plan](#)

Economic Development

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

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

Chief Executive Officer
 Chief Financial Officer
 Rates Officer
 Town Planners

[Policy Implications](#)

Nil

[Budget and Resource Implications](#)

Nil

[Risk Management Assessment](#)

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

[Proposed Risk Treatment](#)

Nil

[Attachments](#)

1. Attachment A - Proposal Plan [7.1.5.1 - 1 page]



OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.1.6

SUBJECT TITLE:

Development Application DA21-2024-2025 - 67-69 Shamrock Street, Blackall

AUTHOR AND OFFICERS TITLE:

Kathy Dendle Rates Officer

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The applicant, Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeks a Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 67- 69 Shamrock Street, Blackall, formally described as Lot 1 & 2 RP602469.

The purpose of the proposed boundary realignment is to redesignate a shed from one lot to another. The shed is used by the hardware store (on Lot 2 on RP602469) but is currently located on Council land (on Lot 1 on RP602469). The reconfiguration will resolve this encroachment.

Under the Blackall-Tambo Region Planning Scheme 2020 ('the Planning Scheme'), the subject site is in the Commercial Precinct of the Township Zone, whereby Reconfiguring a Lot is subject to Code Assessment.

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

Officer's Recommendation:

That Council approves the application for a Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 67- 69 Shamrock Street, Blackall, formally described as Lot 1 & 2 RP602469.

1.0 PARAMETERS OF APPROVAL

- 1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.**
- 1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.**
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, unless otherwise stated in a development condition.**
- 1.4 The cost of all works associated with the construction of the development including services, facilities and/or public utility alterations required are met at**

no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.

- 1.5 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.**

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

2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Proposed Boundary Realignment Proposed Lots 11 and 12	400879	-	08/10/24

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

3.0 ENDORSEMENT OF SURVEY PLAN

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

4.0 ASSET MANAGEMENT

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

5.0 EXISTING USES

- 5.1 All existing uses are to be fully contained on their own lot including, access, parking and services.**

ADVISORY NOTES

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

Background**1.0 DEVELOPMENT APPLICATION SUMMARY****TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

PROPERTY DETAILS	
Site address	67- 69 Shamrock Street, Blackall
RPD	Lots 1 & 2 on RP602469
Site Area	Lot 1: 1,012m ² Lot 2: 2,023m ²
Landowner	Lot 1: Blackall Tambo Regional Council Lot 2: Francis George Russell and Shirley Ann Russell
Existing use of land	Lot 1: Theatre Lot 2: Hardware Store
APPLICATION DETAILS	
Application No.	DA21-2024-2025
Applicant	Blackall Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd
Application description	Development Application seeking Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots)
Date application was made	17 October 2024

Decision due date	05 December 2024
Proposal	Boundary realignment of two lots
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Mapped matters of interest under PR 2017	Natural Hazards Risk and Resilience <ul style="list-style-type: none"> Flood hazard area – Level 1 – Queensland floodplain assessment overlay Bushfire prone area Transport Infrastructure <ul style="list-style-type: none"> State-controlled road
State agency referrals	Nil
State Planning Policy	State Planning Policy (July 2017)
Regional Plan	Central West Regional Plan (September 2009)
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Zone	Township
Precinct	Commercial
Overlays	Flood Hazard Map
Level of Assessment	Code Assessment

2.0 PROPOSAL BACKGROUND

Application lodged	17 October 2024
Application properly made	17 October 2024
Decision Due	05 December 2024

3.0 SITE AND SURROUNDS DESCRIPTION

The subject site (**Figure 1**) is located at 67- 69 Shamrock Street, Blackall, formally described as Lot 1 & 2 RP602469. The subject site has a combined area of 4,045m² and has a 41m frontage to Shamrock Street.

Lot 1 contains the Blackall Theatre and Lot 2 contains an existing Hardware Store.



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

The site is located in the commercial precinct of Blackall and is adjoined by the Prince of Wales Hotel to east residential uses to the north. The western and southern boundaries are bound by Clematis Street and Shamrock Street respectively.

4.0 DESCRIPTION OF PROPOSAL

The purpose of the proposed boundary realignment is to redesignate a shed from one lot to another. The shed is used by the hardware store (on Lot 2 on RP602469) but is currently located on Council land (on Lot 1 on RP602469). The reconfiguration will resolve this encroachment.

The proposal will result in the creation of proposed Lot 11 which will have an area of 912m² and contain the Blackall Theatre whilst proposed Lot 12 will contain the Hardware store and will have an area of 2,123m² (**Figure 2**).



Figure 2 – Proposed Lot Layout (Source: Applicant supplied)

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

5.0 PLANNING ASSESSMENT

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

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

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

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

The categorising instrument for the development is the *Blackall-Tambo Region Planning Scheme 2020*, under which the applicable assessment benchmarks are Reconfiguring a Lot Code and the Township Zone Code.

The Central West Regional Plan and the State Planning Policy

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

The Local Government Infrastructure Plan

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

Schedules 9 and 10 of the Planning Regulation

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

The application did not require referral to the State Assessment and Referral Agency (SARA) under Schedule 10 of the *Planning Regulation 2017* even though the site is within 25m of a State-controlled road, as the proposal does not result in the creation of additional lots or new access to the State-controlled road.

Approval history / lawful use of the premises and adjoining premises

There are no recent records of development approvals over the site. The site does however contain two established uses being the Blackall Theatre and a Hardware store. The proposed reconfiguration will ensure both uses can operate whilst being wholly contained on their own lots.

Common material

The application material and subsequent correspondence with Council officers and the applicant has been considered in the preparation of this recommendation.

The planning assessment of the development considers the above assessment benchmarks and matters to the extent that the assessment benchmark and matter is relevant to the development.

5.1 BLACKALL-TAMBO REGION PLANNING SCHEME 2020

5.1.1 Reconfiguring a Lot

Under the Planning Act 2016, the definition of Reconfiguring a Lot is as follows:

- a. Creating lots by subdividing another lot; or
- b. Amalgamating 2 or more lots;
- c. **Rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act;** or
- d. Dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is:

- i. A lease for a term, including renewal options, not exceeding 10 years; or
 - ii. An agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or
- e. Creating an easement giving access to a lot from a constructed road.

In accordance with Table 4.5 of the Planning Scheme, reconfiguring a Lot in the Commercial precinct of the Township zone is subject to Code assessment.

5.2.2 Assessment of Codes

The following sections provide an assessment of the proposed development against the relevant assessment benchmarks.

Reconfiguring a Lot Code

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

- The realignment of boundaries will result in lots that exceed the minimum lot size of 600m²
- The proposed reconfiguration will ensure both uses can operate whilst being wholly contained on their own lots
- Both lots are connected to all necessary urban services
- Each lot has existing access
- The front of both lots is affected by the flood hazard, however both lots are already developed, and the proposal does not result in the addition of lots or result in further building work
- The site is not subject to bushfire hazard.

In summary, this planning assessment has demonstrated the proposed development complies with the relevant assessment benchmarks of the Planning Scheme.

Township Zone Code

The development complies or can be conditioned to comply with the purpose, performance criteria and acceptable solutions of the Township Zone Code as the realignment creates two lots that are of a size that can support future urban uses.

6.0 CONCLUSION

The Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 lots into 2 lots) over land at 67- 69 Shamrock Street, Blackall, formally described as Lot 1 & 2 RP602469, is recommended for approval, subject to the conditions outlined in this report.

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

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

- d) The realignment results in the creation of two lots that meet the minimum lot size requirements.
- d) The proposed reconfiguration will ensure both uses can operate whilst being wholly contained on their own lots
- d) Each site can be serviced by all necessary urban services.
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

Link to Corporate Plan

Economic Development

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

Consultation (internal/external)

Chief Executive Officer
Chief Financial Officer
Rates Officer
Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

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

Proposed Risk Treatment

Nil

Attachments

1. Attachment A - Proposal Plan (1) [7.1.6.1 - 1 page]



OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 7.2.1
SUBJECT TITLE: Chief Operations Officer's Report
 AUTHOR AND OFFICERS TITLE: Naomi Gruber, Engineering Assistant
 AUTHORISING OFFICER: Ajay Agwan (Chief Operations Officer), Mike Lollback (Chief Executive Officer)
 CLASSIFICATION (if Confidential) N/A

Summary:

The Chief of Operations report for October 2024 is presented to Council.

Officer's Recommendation:

That Council receive the Chief Operations Officer's report for October 2024.

Background

Projects

TMR Projects

CN 22216 Blackall Tambo Landsborough Highway

Project Budget: \$4,540,992.

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

Current Status: Project Completed including second coat of seal for Site 2 and Site 3

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

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

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

Current Status: Further maintenance works are being planned.

TIDS Project

Tumbar Road Re sheeting 24-25

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

Project Scope: 150 mm gravel re sheeting 16.81Km to 24.34 Km

Current Status: yet to Commence. Scope of work under review

W4Q24-27 Funding

Blackall Cultural Centre

Project Budget: \$ 240,000 (GST exclusive). W4Q funding.

Project Scope: Requires defects including foundation settlement in the kitchen and office area, and deterioration of the timber veranda.

Current Status: Works under engineering design

Tambo Administration Building

Project Budget: \$ 300,000 (GST exclusive). W4Q funding.

Project Scope: Repainting Exterior and refurbishing the exterior and Veranda area.

Current Status: Works being reviewed – to tender early 2025

Tambo Playground - Repairs

Project Budget: \$ 300,000 (GST exclusive). W4Q funding.

Project Scope: This Project involves the maintenance, repairs and upgrade of the tambo Playground to address safety and non-compliance issues, including improved park lighting.

Current Status: Under review and design

Dahlia and Larkspur Streets Stormwater - Drainage

Project Budget: \$ 530,000 (GST exclusive). W4Q funding.

Project Scope: Design and construction of new stormwater drainage Infrastructure to eliminate the persistent ponding in Blackall on Dahlia and “Ticklebelly” Creek outlet.

Current Status: under design

Footpath Kerb Channelling - Tambo

Project Budget: \$ 100,000 (GST exclusive). W4Q funding.

Project Scope: design and construction of new foot pathing and kerb in the township of Tambo

Current Status: Under review

Edward Street Tambo Footpaths, Kerb and Channeling

Project Budget: \$ 100,000 (GST exclusive). W4Q funding.

Project Scope: Design and construction of new foot pathing and kerb and channel to Edward St in Tambo township.

Current Status: Under review

St. Andrews Street Kerb, Channel and Footpath from Thistle St to Shamrock St (East)

Project Budget: \$ 200,000 (GST exclusive). W4Q funding.

Project Scope: Design and construction of new foot path and kerb and channel in Blackall along St. Andrew Street from the intersection of Thistle St to Shamrock St on the East side.

Current Status: Under review

RAUP

Airport Upgrade

Project Budget: \$Council \$72,450 TMR \$76,072 (GST exclusive)

Project Scope: Various upgrade works at Blackall Airport

Current Status: Works yet to commence.

Roads To Recovery 23-24

Salvia Street Kerb, Channel and Stormwater

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

Project Scope: Install underground drainage, agricultural pipe, kerb, and channel along the water ponding area on Salvia Street.

Current Status: Works nearing completion. Road works to be done by Council crew. Grates for remaining drain has been ordered. Scheduled installation first week of December 2024. Grates being processed in the fabrication workshop.

Roads To Recovery 24-25

Ravensbourne Road

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

Project Scope: Rehab and Widening Ch 0 to Ch 6

Current Status: Under Design

Reseal Programme 24-25

Project Budget: \$400,000 (GST exclusive) R2R and \$418,346 LRCI Phase 4

Project Scope: Duneria Raod, Lisgool Road, Mineeda Road, Mt. Macquarie Road, Ravensbourne Road, Ward Road, Woolga Road

Current Status: Under Tender

Queensland Reconstruction Authority (QRA)

QRA Betterment Projects Package 1-3

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

Project Scope: Various Road Works and Concrete floodway.

Current Status: All works under Packages 1 Package 2 and package 3 are completed. Road works on package 3 Emmet Road to be done by council crew. EOT until December 2024.

Flood Study

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

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

Current Status: Draft report submitted. Under review.

Town Projects

Shamrock Street Blackall 7 Arthur Street Tambo

Project Budget: \$200,000 (GST exclusive)

Project Scope: Beautification of above town street.

Current Status: Landscape Architect has finalised the design. To be presented to Council and community.

Cemetery Toilet Upgrade –Completed



Library Disable Ramp- Completed, Minor rectification required

Following funding applications have been submitted.

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

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

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

Funding Successful. Procurement in progress

Requests for Action

- A total of requests 3 (Roads) were received by the Works and Services Department for the month.

	Received	Actioned
Town Streets	3	2
Highways	0	0
Rural Roads	0	0

Workshop/Fleet

This month has consisted of preventative maintenance and minimal breakdowns. The major plant breakdown for the month has been the rubbish truck, with a couple of various problems due to wear and tear and age of unit.

Plant servicing has been completed on 8 pieces of plant and scheduled road worthies have still been carried out through this month as per our NHVR maintenance guidelines. The council has taken delivery of 2 ford ranger utilities that will replace aging units in the fleet.



[Link to Corporate Plan](#)

Environment & Heritage

Outcome 4 - Waste Management - Best practice waste management.

Infrastructure

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

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

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

Chief Executive Officer
Chief Operations Officer
Contracted Engineer
Fleet Supervisor
Works Supervisors

[Policy Implications](#)

Nil

[Budget and Resource Implications](#)

Nil

[Attachments](#)

Nil

OFFICER REPORTS**COUNCIL MEETING DATE**

Wednesday 20 November 2024

ITEM NO:**7.3.1****SUBJECT TITLE:****Director of Lifestyle and Community Operational Report****AUTHOR AND OFFICERS TITLE:**

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

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

Officer's Recommendation:

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

Background**Director Lifestyle & Community Services**

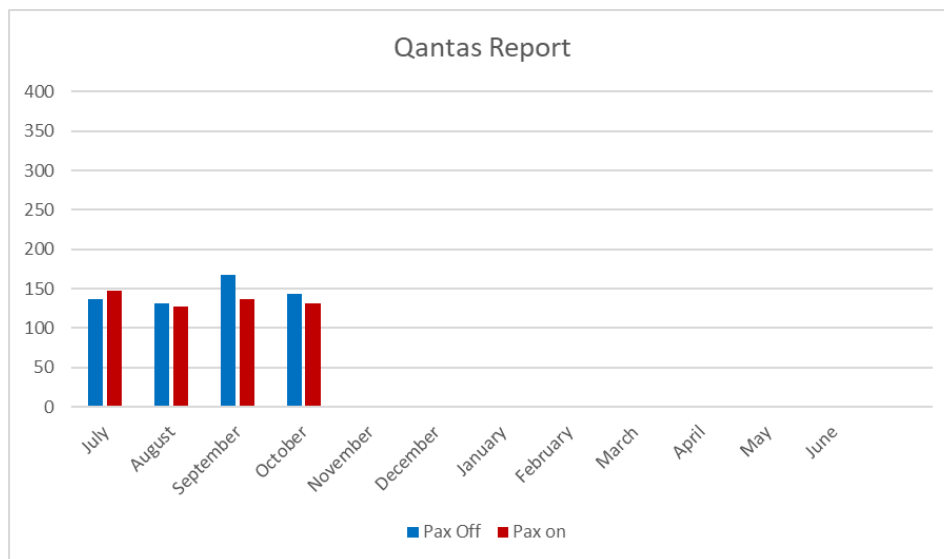
- October has been an extremely busy month for BTRC Lifestyle and Community services as it continues to coordinate and bolster key services to the region and build our community sector in both Blackall and Tambo, while promoting and facilitating events and activities through the Blackall Hub and Tambo MPC to support Queensland Mental Health Week and Senior's Month.
- Australia Day Awards, Buy Local Campaign and Annual Christmas Lights Competition media and promotions were launched this month, with details included in Council Catchup publication and BTRC social media. Flyers have also been distributed across town. Good support from local businesses was once again received for the Buy Local Campaign.
- DLCS submitted grants during the period including the Australia Day Grant (successful) and Micro Library Grant (still pending outcome).
- The initial planning and development phase involving the Social Prescribing Trial Neighbourhood Centre Link Worker Function Project kicked off with an online meeting with the Department. Youth, Sport and Recreation were key areas community flagged/identified at recent community consultation workshops facilitated by Rural Aid, that that they wanted to see reinvigorated after absence for quite some time. Council plans to revitalise these key community services through this project funding, and a suitable candidate with relevant and current qualifications required to fulfil this role to service Blackall and was appointed a part-time on a six (6) month contract to fulfil sport and recreation. Also, staff at Tambo MPC are planning and coordinating the delivery of more youth, sport and recreational activities to roll out across Tambo.
- Back in August (2024), the CEO and DLCS attended a meeting with Tambo Arts Council regarding the future of Tambo Arts Council funded role of one of the part-time employees who job shares with a BTRC part-time employed person (Tambo Arts Council received funding through Disaster Recovery to fund this position). The funding has since been exhausted, and BTRC committed to transferring this

employee over to BTRC employment to continue adequate and quality service of the Grasslands Gallery. This employee officially commenced as a BTRC employee from 1st November 2024.

- Management discussions with Tambo MPC identified the need for a permanent part-time cleaning contractor. To date, all cleaning tasks were expected to be performed by MPC staff. Due to the nature of Community Service work, alongside the high volume of linen/laundry attended to from allied health visits, and with the intention of increasing the delivery of youth sport, recreation and community activities and programs, justified the need for cleaning support. This role was advertised to public, with two (2) applications received. The successful candidate commences in early November.
- Casual NDIS support worker was negotiated for Tambo MPC to improve the current capacity of MPC staff to deliver more community programs and provide adequate coverage of staff leave/absences etc. A casual NDIS with appropriate qualifications was appointed and commences early November.
- After receiving resignation from the Administration Staff member that was anticipated to return from leave and job share the current role within the Blackall Lifestyle and Community Hub, the permanent part-time role was advertised across community. Shortlisting and interviews were conducted, with the successful candidate to commence November 2024.
- Communications and Media officer commenced in October.
- Rural Aid have sent through the first draft of the Community Action Plans determined at the July 'Community Opportunity Workshops' that were held in both Blackall and Tambo. Working Groups are to edit these drafts and then printed versions will be dispatched.
- It was planned to launch the Blackall-Tambo Youth Council in October, after finally receiving all the representative nominations from all the schools within the region. However, once date was determined to kick-off, unfortunately one of the involved primary schools was unable to commit to attending meetings due to it being late in the year, therefore launch has been postponed to 2025. Council strongly encouraged youth involvement and input in upcoming budget discussions, therefore a one-off working group consultation with the elected representatives will be scheduled for early December.
- QSTARS – Tenancy Advice and Advocacy Service held an information session at the Blackall Hub.
- Received correspondence from Longreach Rotary Club, whom once again are wanting to support Blackall-Tambo Christmas Community events, donating \$1500. As per usual, council has decided to utilise this support by organising hampers for the Christmas Party in the Park event in Blackall, and Tambo Christmas event.
- Attended virtual kick-off meeting of the Local Government Sun Safety Community of Practice Program.
- First Draft of the Tambo Truck Museum Panel Proofs were temporarily installed at site for community input and feedback, including consultation with Tambo Historical Society. DLCS also met with Tambo Handyman who has ordered the whirly birds for installation on shed roof. DLCS also engaged BTRC Assets and Major Projects Officer for landscaping design. Community callout pitched for more artifacts to be donated towards the museum. Signage ordered. Works on track to deliver Museum opening in conjunction with Australia Day activities.

Blackall Aerodrome

Month	Pax Off	Pax On	Total	YTD
July	137	148	285	285
August	132	127	259	544
September	167	137	304	848
October	144	132	276	1124
6 Monthly Average	144.67	133.5	278.17	278.17
YTD	580	544	1124	1124
Total for 2023/2024	1835	1728	3563	3563

**Blackall Neighbourhood Centre Program**

Month	Sep 24	Oct 24
Community Support/ Information or Referral Services	23	25
Emergency Relief Support	11	16
Food Vouchers	6	6
Emergency Relief Funds	0	0
Community Crisis Fund	1	0
Panel assessed/approved case	0	0
Community Development Officer assessed/approved case	1	0
Programs/Activities and Events – Hub Hosted	17	10
Programs/Activities and Events – Outside of Hub	2	15
Programs/Activities and Events Supported	5	3
Number of Attendees	296	875
Community Development Projects	1	3

Empowerment Projects	1	22
Network Meetings	15	19
Volunteers	6	21

Emergency Relief and Crisis Support

The Neighbourhood Centre provided emergency relief to two individuals and 3 families comprising of 16 individuals this month, primarily through food vouchers and material aid.

Meetings, Partnerships, and Community Engagements

October was an exceptionally active month at the Blackall Neighbourhood Centre, featuring numerous events, programs, and collaborations that fostered community engagement and strengthened our network of services:

- **Mental Health Month Initiatives:** The Centre hosted various successful events in support of Mental Health Month. These included a Mental Health Bowls Night with 44 attendees, a Mental Health Slime Run drawing 80 youth and families, and a Mental Health BBQ Breakfast with 25 community members joining for a supportive start to the day.
- **Youth Engagement Activities:** The Halloween Blue Light Movie Night drew a remarkable turnout of 150 children, offering a family-friendly experience with Council-provided BBQ and Halloween treats. Youth engagement was further supported through weekly Junior and Youth Hub Programs, maintaining strong participation with 38, 42, 30, and 32 attendees throughout the month. Yindyamarra Youth Centre is back operating every Wednesday afternoon and engaged a further 100-120 youth participants.
- **Blackall Bowls Club Partnership:** Our partnership with the Blackall Bowls Club included support for the Calcutta Night event, which gathered over 100 participants. We also hosted a 'Hoodle' Workshop for children, allowing them to create 'Hoodles' to race at the event, adding a creative and interactive element, this was supported by another 12 local children/families.
- **Seniors Programs and Support:** October featured dedicated senior activities, including a Seniors Botanical Tour with 30 attendees and regular Seniors Exercise Classes, which had ten participants in each session, contributing to improved physical well-being and social interaction.
- **Community Development and Engagement Projects:** Five community development projects were facilitated, including collaboration with local organisations like Outback Futures, assisting to get a local Men's Mental Health Group supported and established. We've also financially supported the Anglican Church in their tag-and-testing for the Christmas Tree Festival, another loved community event.

October 2024 was an eventful and impactful month for the Blackall Neighbourhood Centre, reflecting our commitment to delivering essential services, fostering social connections, and empowering community members through engaging activities and targeted support. With significant increases in volunteer participation and attendee numbers, the Centre continues to play a vital role in strengthening the community and fostering a supportive, inclusive environment. We look forward to building on this momentum in the coming month.

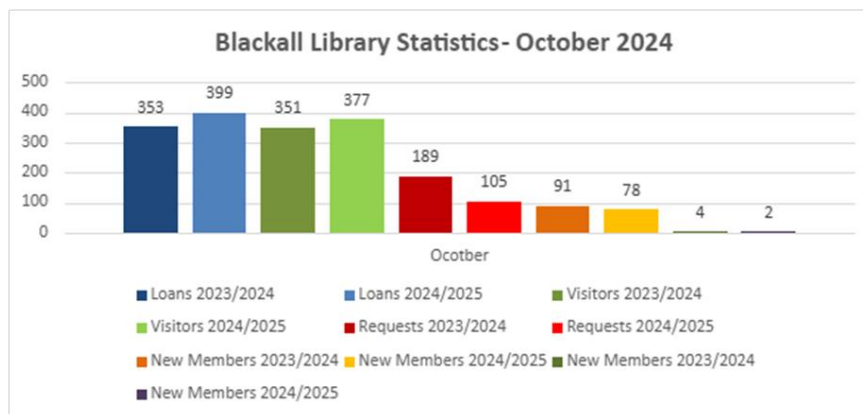
Hub Sport and Recreation

- Sport and Recreation Officer commenced mid-October
- Planning and promotion Touch Rugby League (TRL) Community Social nights. Sign on will feature special guest NRL Legend Brent Tate. Brent Tate will also be hosting

drills, community meet and greets in both Tambo and Blackall, and a Sportsman's Dinner while in the region.

- Community Engagement for prospective sports and recreation activities – Kidfit, Aqua Aerobics (including a senior's class), and Yoga – to commence in early 2025. Received overwhelming response from community to every activity proposed.
- Kicked off Walking Group Monday's and Wednesdays, every week in Blackall
- Planning & promotion Jake Pritchard Olympic Swimmer workshops and community meet and greets

Blackall Library

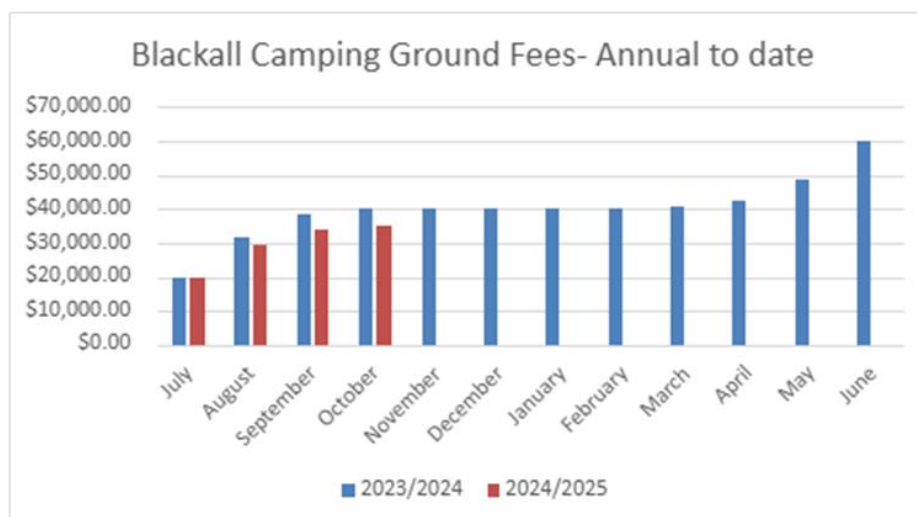
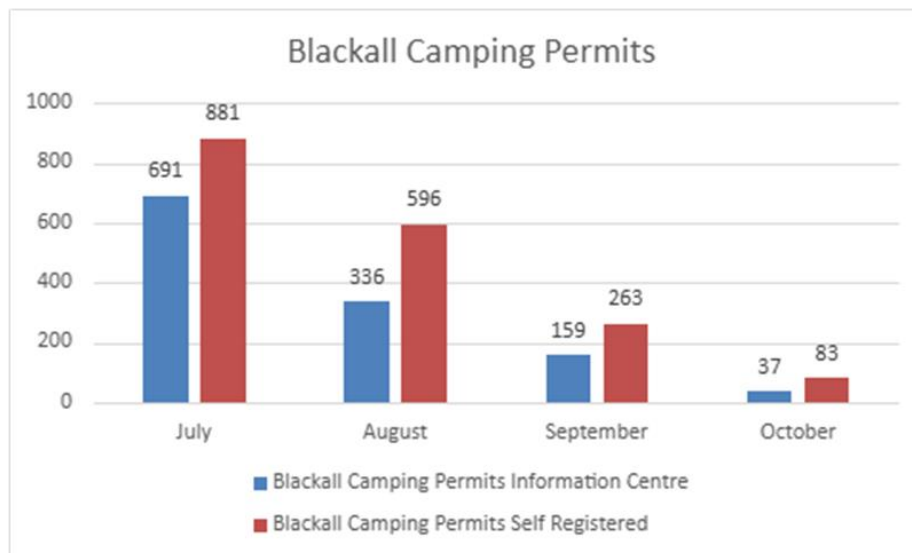
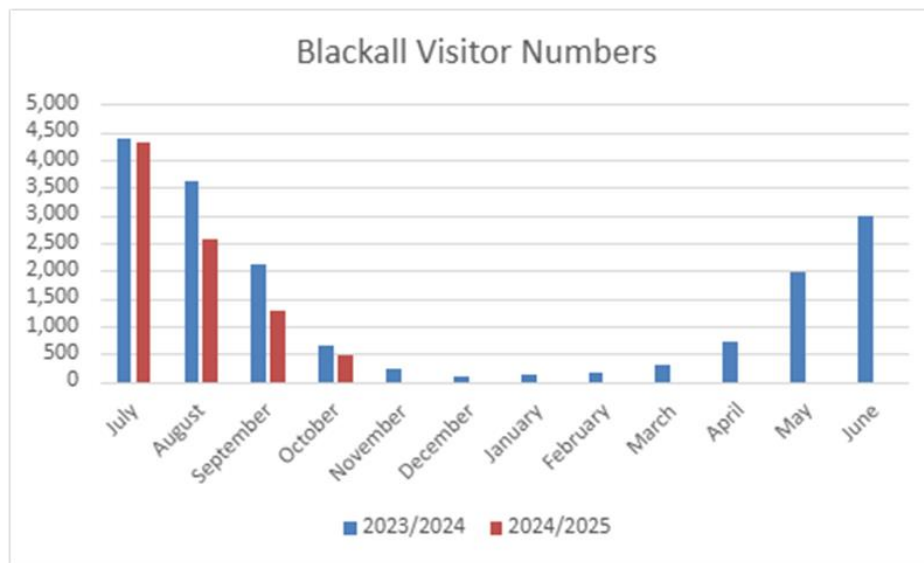


First 5 Forever

- Attendance numbers – 199 attendees to sessions with month
- Topics covered – Halloween
- Coming up in November –

Other Library Services

- Tech support - 26
- Program attendance numbers - 199
- Scanning and printing services - 35
- Research and material requests - 6
- Wi-fi access (Tracked visually, not a true representation) – 65

Blackall Visitor Information Centre/Tourism

Large local events promoted to tourists and locals in the Blackall Visitor Centre during October –

- Seniors Botanical Tour and High Tea
- Pasture Dieback Information Day – Blackall Saleyards
- Get Ready Program – Livestock Management Plan
- Hoodle Workshops
- Bowls Club Calcutta
- Beef Producers Race Day
- Halloween Movie Night
- Mental Health Month Activities
- Seniors Mental Health Check and Morning Tea
- Slime Run
- Breakfast BBQ
- Barefoot Bowls Night

Explore Blackall-Tambo Social Media Insights – Meta Insights 1st to 31st October 2024

- Reach – 26,992 from organic (Unpaid promotion or advertising)
- Content Interactions – 56
- Followers – 4,962
- Page Likes – 4,446
- Page visits – 281

Highest Performing Posts October 2024 –

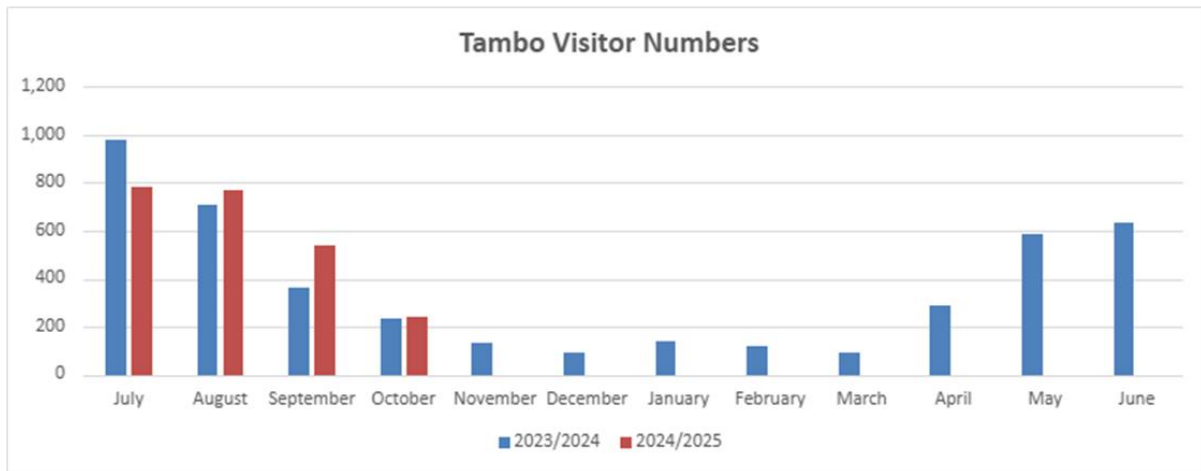
- 'B' is for #BetterinBlackall – 1,017 views, 53 interactions
- Barcoo Amateur Race Club Calcutta and Beef Producers Race Day – 456 views, 4 interactions

Coming up in Events November -

- TRL Sign-On Afternoon – Friday - 22nd of Nov
- Sportsman's Dinner (Brent Tate) – Friday 22nd of Nov
- Beach Races – Barcoo Amateur Race Club – Sat 23rd Nov
- St Patrick's Catholic Parish Christmas Fete – Sat 23rd Nov
- Recovery Breakfast and Meet & Greet with Brent Tate – Woolscour – Sun 24th Nov
- Seniors Christmas Luncheon – Thursday 28th Nov
- Jake Packard Swim Camp/Clinics – Friday 29th Nov and Barracuda's Swimming Carnival – Sat 30th Nov
- Jack Packard Dinner - Open to public (Pay your own) Woolshed Baa and Grill

Operational

- OQTA one page advertisement draft submitted
- Consultation meetings regarding rebranding Tourism

Tambo Visitor Information Centre/Tourism/Library**First 5 Forever**

- Attendance numbers– 48, this is now hosted off-site at the Day Care Centre to capture more numbers and suit the needs of the Tambo Community.
- Tambo Playgroup is also hosted every Wednesday morning in the Library Space, between 10 and 15 attendees.

Tambo Multipurpose Centre

- This month at the Tambo Multipurpose Centre, the following allied health services were provided: The podiatrist attended and treated 19 clients, Longreach Physiotherapy made two visits, seeing a total of 32 clients, and Remedial massage therapist visited four times, treating a total of 24 clients. These services are provided free to the Tambo community through funding received through the WPHN.
- Nine (9) people accessed the services at the Australia Access Point. RESQ visited once a month, providing an additional opportunity for community members to utilise these services.
- On October 17th, the MPC held its final Tea and Talk Senior's event for the year, which has been a wonderful success. The senior community has truly enjoyed this experience, with many highlighting the positive impact it has had on their well-being. These social outings provide valuable opportunities for connection, conversation, and companionship, helping to combat isolation and fostering a sense of belonging. Staff are now looking ahead to the annual Christmas gathering, which will take place on December 5th, offering yet another chance for our seniors to come together and celebrate the season.
- The centre is actively expanding community engagement with a range of new and ongoing community initiatives to service youth, sport, recreation and seniors. The Morning Motivational walking group is up and running, and aqua fitness classes have also kicked off. In addition, boxing classes and Qi Gong sessions continue to thrive, offering participants both physical and mental benefits. MPC is also planning more activities for children, with exciting new programs in the works.
- Appropriate staffing to support increased delivery of activities and programs has been implemented, with the appointment of a Casual NDIS Support Worker and Permanent part time cleaner, both commencing early November.

- The centre has been busy planning its annual Halloween event, set to take place on November 1st. This year's celebration will feature a fun-filled disco for the community's children to enjoy. Along with the dancing, a delicious dinner will be provided, creating an opportunity for families to come together, share a meal, and make lasting memories. The event is designed to foster community spirit, encourage social interaction, and give children a chance to express their creativity and have fun in a safe and supportive environment.
- The Christmas markets are in the works and will take place on November 30th, promising to be a vibrant, fun-filled community event. The day will feature a variety of market stalls, kids' entertainment, and much more, creating a festive atmosphere for all to enjoy.

Communications & Media

- Communications and Media Officer commenced in October, permanent part-time.
- Provided layout support and printing Barcoo Independent Newspaper.
- Press release topics for October included: Blackall Lifestyle & Community Hub Launch, Mental Health Week, NRL Great to visit Blackall and Sport & Recreation Officer introduction, Small Business Friendly Network Launch, Beneficial Enterprise Agreement between Red Ridge and BTRC regarding Blackall Cultural Precinct, Land release in Tambo, Blackall's CuC, BTRC Youth Council, negotiations about the BTRC's new bus, First 5 Forever
- Assisted with the graphic design of Tambo Truck Museum Timeline and installation of proofs.
- Consultation with DLCS and CEO regarding layout, content and design of Council Catch-Up. This will increase to a 4-page document to include: A message from the mayor, public works information, other important notices and BTRC community sector service across the whole region.

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

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

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

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

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

Governance

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

Infrastructure

Outcome 2 - Airports - Aerodrome facilities in both Blackall and Tambo are operationally safe and compliant with standards as determined by the civil aviation safety authority.

Consultation (internal/external)

Chief Executive Officer
Councillors
Mayor
Multi-Purpose Coordinator
Customer Service Officers
Library Officer
Neighbourhood Centre Coordinator
Tambo Library and Tourism Officer
Tourism Officer
Outback Futures
Blackall State School
St Joseph's Primary School
Tambo State School
WQPHN
Better in Blackall Festival Inc.

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.3.2

SUBJECT TITLE:

Social Prescribing Trial Neighbourhood Centres (Link Worker Function) Funding

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Blackall Lifestyle & Community Hub, through their Blackall Neighbourhood Centre Program, has been successful through application as one (1) of ten (10) selected centres across Queensland to deliver the 'Social Prescribing Trial in Neighbourhood Centres (Link Worker Function) Project. The Blackall Lifestyle & Community Hub will receive a total of \$448,400 over two (2) years to deliver this project.

Officer's Recommendation:

That Council receive the report on the 'Social Prescribing Trial in Neighbourhood Centres (Link Worker Function)' Project and acknowledge the funding of \$448,400 received from the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts.

Background

The Blackall Lifestyle and Community Hub (through their Neighbourhood Centre Program) has successfully obtained funding (\$448,400) to deliver the '*Social Prescribing Trial in Neighbourhood Centres (Link Worker Function) Project*' to the Blackall-Tambo Community. With the Hub being one (1) of ten (10) centres selected to deliver the trial in the State.

This Project was developed by the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and Arts Department in response to the findings from the 'Inquiry into Social Isolation and Loneliness in Queensland'. The inquiry acknowledged the potential of social prescribing as a proven, non-clinical prevention and early intervention approach to combating the physical and mental health impacts of isolation, loneliness and poor 'social health' by addressing the root causes of social and health inequalities and poor social connections, rather than treating the symptoms. They have since developed a model of social prescribing to be trialed in Queensland.

The purpose of the funding is to support families to enhance their wellbeing by strengthening connections with communities, social networks and services. The function is ultimately designed to engage families who are at heightened risk of social isolation and loneliness, and address these concerns within community, as a prevention/early intervention approach to broader negative health, wellbeing and social concerns.

The Blackall Lifestyle and Community Hub strategically plans to deliver this project across community by initiating, developing and delivering key community connectors and supports through targeted youth, sport and recreation activities, wellbeing programs, and community development and asset mapping. It will establish and strengthen key partnerships with external stakeholders to develop and broaden our referral pathways to support community members. This will ensure that Blackall-Tambo Regional Council is well positioned to achieve outcomes for individual families, but also facilitate community-building and stimulate

broader positive impact in the local system. The anticipated outcomes of this project also align with the 'wants and needs' of community that were highlighted a few months ago in the Rural Aid Community Opportunities Workshop consultation and surveys.

At the time of this report, the Team from BTRC Lifestyle and Community are in the planning and early initiation phase of this project. The Hub has recently welcomed a Sport and Recreation Officer (part-time 6-month contract) to implement and deliver some exciting new programs for our community to support wellbeing, and build/strengthen connections. These activities will begin to roll-out over the next couple of months, with lots of interest and positive feed-back to date. Tambo Multipurpose Centre are also developing more youth, sport and recreation activities and programs to be rolled out across Tambo also, as part of this initiative.

Link to Corporate Plan

Economic Development

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

Vibrant Communities

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

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

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

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

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

Governance

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

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

Consultation (internal/external)

Chief Executive Officer

Director of Lifestyle and Community

Neighbourhood Centre Coordinator

Policy Implications

Nil

Budget and Resource Implications

Funding \$448,400

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded Project	Low
Legal & Regulatory	Low	That delivery and scope of project complies with policy	Low
People	Low	Low	Low
Operational	Medium	Appropriate and qualified employees to fulfil the project objectives	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Must deliver the key deliverables that are outlined in the Funding Agreement	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Nil
Leadership	Low	Nil	Nil

Proposed Risk Treatment

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.3.3

SUBJECT TITLE:

Australia Day 2025 Community Events Grant Program

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Blackall-Tambo Regional Council Lifestyle and Community have been successful through application for ten thousand (\$10,000) as part of the National Australia Day Council (NADC) Community Events Grant Program to support communities to hold Australia Day celebrations and events.

Officer's Recommendation:

That Council receive the report on the 'National Australia Day Events Grant Program' and acknowledge the funding of \$10,000 exclusive GST, received from the National Australia Day Council.

Background

Australia Day provides an opportunity for all Australians to reflect, respect and celebrate. The National Australia Day Events Grant Program, delivered by the National Australia Day Council, is designed to support inclusive events that allow communities to come together to reflect, respect and celebrate the individual and collective efforts of Australians.

Blackall-Tambo Regional Council has successfully obtained ten thousand (\$10,000) to deliver Australia Day events in our region.

BTRC Lifestyle and Community are currently planning Australia Day activities for both Tambo and Blackall communities as part of this program.

It has been proposed to deliver an Australia Day Community Breakfast and Awards Ceremony to coincide with an official Community Opening of the much-anticipated Tambo Truck Museum, followed by a 'True Blue Aussie Arvo' Community Event and Awards Ceremony in Blackall.

More details regarding these two community events to be will emerge closer towards the end of the year.

Link to Corporate Plan

Vibrant Communities

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

Consultation (internal/external)

Chief Executive Officer
 Director of Lifestyle and Community
 Manager Community and Economic Policy and Programs

Policy Implications

Nil

Budget and Resource Implications

Funding \$10,000 obtained

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funded project	Low
Legal & Regulatory	Low	That the delivery of the events complies with relevant policy	Low
People	Low	Community Events that acknowledge and celebrate the achievements of community members	Low
Operational	Medium	Nil	Nil
Environmental	Medium	Nil	Nil
Strategic	Medium	Australia Day Community Events must deliver the key objectives of the grant program	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 7.3.4
SUBJECT TITLE: RADF Applications - Round 2
 AUTHOR AND OFFICERS TITLE: Glenys Einam CNC Coordinator
 AUTHORISING OFFICER: Jaimee-Lee Prow (Director of Lifestyle and Community), Mike Lollback (Chief Executive Officer)
 CLASSIFICATION (if Confidential) N/A

Summary:

The second round of the 2024/2025 RADF program closed for applications on October 25, and the RADF Committee held a meeting on 11 November to assess the submissions. The Committee recommended the three applications to be approved and an application from round one submitted from the Blackall Historical Society be approved. Minutes from 5 August had a discrepancy and the amendment was reflected on 11 November minutes.

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

1. **Receive the minutes from the RADF Committee meeting held 11 November 2024; and**
2. **Endorse the RADF Committee's recommendation to approve the following applications:**
 - **Tambo ICPA for the 2024 Tambo ICPA Swim and Art Camp for \$6600.00**
 - **Blackall Cultural Association for the Blackall Furniture Restoration Workshop for \$3100.00**
 - **Tambo Arts Council for the Our Region – Community Artwork and Torrent Exhibition for \$5559.00**
 - **Blackall Historical Society for the History of Perry Bros Circus (Round One) for \$1105.00**
 - **Bushman's Art Gallery – Encaustic art with encaustic workshop Australia with Mo Godbeer to be amended for \$1625.00.**

Background

The Committee met on 11 November in Tambo to assess the applications that were received for the second round of funding for the 2024-2025 year after applications closed on October 25.

Three applications were received, and the Committee elected to approve all three applications.

Tambo ICPA applied for funding to support the 2024 Tambo ICPA swim and art camp for \$6600.00

Blackall Cultural Association applied for funding to support the Blackall Furniture Restoration Workshop for \$3100.00

Tambo Arts Council applied for funding to support Our Region – Community artwork and Torrent exhibition for \$5559.00

Blackall Historical Society for funding to support History of Perry Bros Circus for \$1,105.00 (Round One)

Bushman's Art Gallery applied for funding in round one to support Encaustic art with encaustic workshops Australia with Mo Godbeer for \$1430.00. There was an error in the meeting minutes, and the amount should be amended to \$1,625.00.

Link to Corporate Plan

Vibrant Communities

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

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

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

Consultation (internal/external)

Director of Lifestyle and Community

Policy Implications

Nil

Budget and Resource Implications

\$15,259 – funded project.

\$1,105 – funded in round one.

\$1,625 – funded in round one.

Attachments

1. Rd 2 11 11 2024 [7.3.4.1 - 4 pages]



General Meeting RADF Meeting- Tambo Multipurpose Centre

Date: 11.11.2024

Time: 1354pm

Present:

Nadine Mcleod (RLO), Pip Fearon (Chair), Wendy Just, Lindy Hardie, Alina Hart, Pam Pullos, Jane Scobie, Glenys Einam

Apologies: Roz Wood, Alina Hart

Previous meeting minutes:

The minutes of the previous general meeting held

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

Moved: P Pullos

Seconded: K Sanderson

Business arising from previous minutes:

The amount for Bushman's Art Gallery needs to be amended to \$1,625.00.

Moved: J Scobie

Seconded: P Pullos

A recommendation needs to be submitted for Round 1 , as the Blackall Historical Society's "History of Perry Bros Circus" was overlooked.

Moved: K Sanderson

Seconded: P Fearon

Correspondence:

Inward:

Three applications were submitted for round 2 24/25.

The Keno Noir musical murder mystery western touring show will be performed in Blackall, with the date to be announced.

Outward:

Round 2 advertisement

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





Moved: K Sanderson

Seconded: W Just

Business arising from the correspondence: NIL

Financial Report:

Arts QLD - \$51,975.00

Council contribution - \$25,000.00

Funding Rounds / projects	Expenditure	Remaining funds
Touring shows	\$15,000.00	\$61,975.00
CI Project	\$12,000.00	\$49,975.00
Round 1	\$18522.00	\$31435.00
Round 2		
Round 3		
Round 4		
Round 5		

Remaining amount for 24/25 - \$49,975.00

Business arising from Financial Report:

That the financial report be received.

Moved: N McLeod

Seconded: P Pullos





Assessment of Applications:

Applications were received requesting

Tambo Arts Council	<i>Community Artwork & Torrent Exhibition \$5,559</i>
Tambo ICPA	<i>Tambo ICPA Swim & Arts Camp \$6,600</i>
Blackall Cultural Assoc.	<i>Blackall Furniture Restoration Workshop \$3,100</i>

Motion: That the RADF committee approves the application received from the Tambo Arts Council – *Community Artwork & Torrent Exhibition* for the amount of \$5,559

Moved: P Pullos

Seconded: J Scobie

All in favour

Motion: That the RADF committee approves the application received from the Tambo ICPA – *Tambo ICPA Swim and Arts Camp* for the amount of \$6,600

Pip Fearon and Kiralee Sanderson declare conflict.

Moved: L Hardie

Seconded: W Just

All in favour

Motion: That the RADF committee approves the application received from the Blackall Cultural Association – *Blackall Furniture Restoration Workshop* for the amount of \$3,100

The RADF committee has recommended that the Blackall Cultural Association ensure at least 10 people participate in the workshop and encourage 1-2 new participants to give it a try.

Moved: K Sanderson

Seconded: L Hardie

All in favour





General Business:

Retirement

Kiralee Sanderson has expressed her intention to retire from the RADF committee. Nadine will be advertising the position, and at the March meeting, the RADF committee will review the applications.

Council Initiative: Sculpture Trail

Pip has been in discussions with Bec Banham from Roma, who has been involved in the Roma Sculpture Trail. This initiative presents an exciting opportunity to attract both tourism and an arts focus to the community. The application process will span three months, with a formal review and assessment of submissions. Nadine will email CEO Mike to arrange a meeting with Pip and Pam at a mutually convenient time.

Round 3: will open January 2025, close 28/2/25

Next meeting: In Blackall, 3rd March 2025

Closure: 3:55pm



OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 20 November 2024

ITEM NO:

7.4.1

SUBJECT TITLE:

**Customer and Council Support Services'
Monthly Report - October 2024**

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager Customer
& Council Support

AUTHORISING OFFICER:

Alison Lamb (Director of Organisational
Performance)

CLASSIFICATION (if Confidential)

N/A

Summary:

This report provides Council with a brief overview/update of the Customer and Council Support Services' key activities and outcomes for the previous calendar month.

Officer's Recommendation:

That Council receive the Customer and Council Support Services' report for October 2024.

Background

Buildings

- The swimming pool starting blocks for the Tambo Aquatic Centre have been installed.
- Maintenance inspections of facilities will occur in 2025.

Housing

- A bathroom has been repaired at 29 Edward Street, Tambo, and various properties have had their decks painted.
- A bond inspection was conducted at one of the units at the Coolibah Village. It has been identified that the carpet needs removing. The carpet will be replaced with floating floors.
- Bathroom repairs have been conducted at another unit in the Coolibah Village.
- Tambo housing maintenance inspections are scheduled for November.
- Council officers inspected the Council housing stock in Blackall during the month of October. The inspections were conducted over a period of 4 days with maintenance being the primary objective. The Project Officer is in the process of compiling a maintenance schedule which will prioritise the maintenance work needed. During the inspections it was also noted that some properties require some significant work which will be identified as capital work projects.

The photos below are examples of some of the maintenance issues identified.



Corporate Communications/Marketing

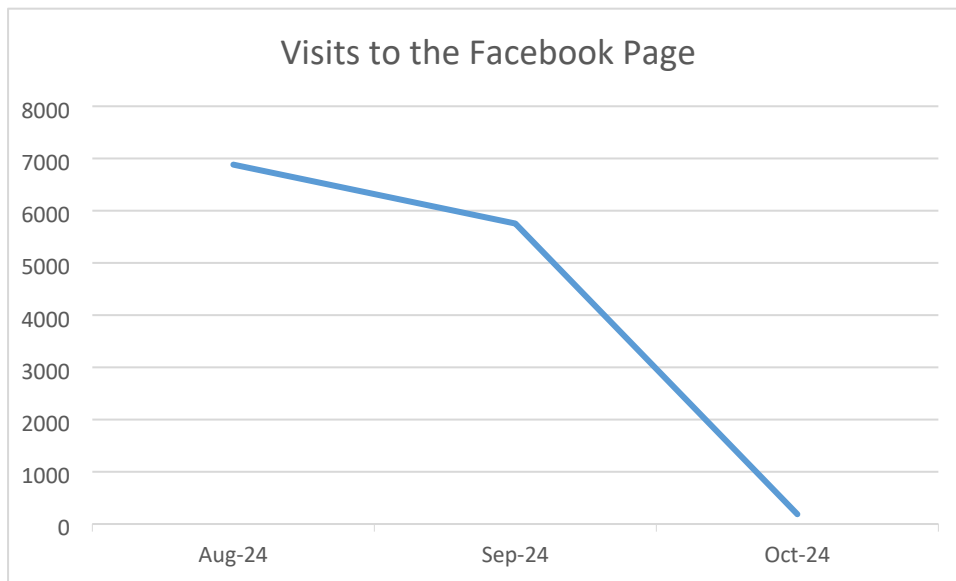
Blackall-Tambo Regional Council Website

- 5375 users as of 31 October 2024
- Most visited page – Tenders

Blackall-Tambo Regional Council Facebook Page

- Visits to the page – 187
- New followers – 4

The median Facebook engagement was down by 33.3%, content interactions were down by 42%, new contacts down by 50% for October.



Governance

- Ongoing review of policies, procedures, and related documentation. Three revised policies are before the Council for adoption at the November meeting.
- Ongoing support of Councillors and Executive Leadership Team.

Auction of Council Owned Land in Tambo

At the 18 September 2024 general meeting Council resolved to offer Lot 4 on SP276172, Lot 3 on SP276172, Lot 7 on SP136846, Lot 1 on SP282885, Lot 2 on SP282885 and Lot 3 on SP282885 for sale by auction. Minute No: GM 2024/09/177.

The lots consist of 3 industrial lots and 3 residential lots. Nasco has been engaged to conduct an online auction as conducting auctions this way has proven successful for Council previously.

The auction will commence at 12pm, Monday 25 November 2024 and end at 12pm, 28 November 2024. Advertising has commenced on Council's website and Facebook page. Information on the auction has also been given to members of the community who have expressed an interest in purchasing the land. The link for the auction is below.

<https://nasco.bidsonline.com.au/catalogue-group.aspx?chid=472&BID=>

Independent valuations have been obtained to assist the CEO with setting the reserve for each property.

Workforce Funded Programs

On behalf of the Director of Organisational Performance, the Group Manager for Customer and Council Support Services attended an online webinar for Workforce Funded Programs, hosted by the Local Government Association of Queensland (LGAQ).

LGAQ provided information on the three workforce programs available for Councils. These are as follows:

Indigenous Capacity Building Project

- Available to all 17 Indigenous councils. Aurukun, Cherbourg, Doomadgee, Hopevale, Kowanyama, Lockhart River, Mapoon, Mornington, Napranum, NPARD, Palm Island, Pormpuraaw, Torres, TSIRC, Woorabinda, Mujal Wujal, Yarrabah, Burke, Carpentaria, Cook, Croydon and Paroo councils.

Rural & Remote Capacity Building Project

- Available to 24 rural and remote councils, of which Blackall-Tambo is one.
- Training can be accredited and non-accredited courses, part qualification, tickets and micro-credentials delivered by Registered Training Organisations.

First Start Program

- Available to all 77 councils in Queensland.
- The program aims to provide young people and disadvantaged job seekers with the opportunity to gain a nationally recognised qualification and 12-24 months of paid employment.
- The program is coordinated by LGAQ with the Department of Employment, Small Business and Training as the funding partner.
- Councils bid for positions annually in June, LGAQ recommends allocations based on councils' past performance and the Department of Employment, Small Business and Training allocates funding.

Get Ready Queensland Week – Launch of the Livestock Severe Weather Emergency Plan

The Queensland Reconstruction Authority funds the Get Ready Queensland program. Get Ready Queensland week commenced on 8 October with the launch of the Get Ready Queensland's Livestock Severe Weather Emergency Plan at the Blackall Saleyards.

The Mayor, Andrew Martin officially launched the plan at the Saleyards. The launch was attended by representatives from the Queensland Reconstruction Authority, Get Ready Queensland, the Blackall Livestock Auction Assn, SES, Councillors, Council staff, Department of Agriculture and Fisheries, and Craig Neuendorf, Regional Recovery and Resilience Coordinator.

The Livestock Severe Weather Emergency Plan is a step-by-step solution to get producers, their property, livestock and business disaster ready. The plan has information, guidance and prompts on:

- Designing an individualised severe weather emergency plan
- Understanding the risk, preparing a property, and packing an emergency kit
- Emergency contacts, alerts and what to do during and after severe weather.

The catalyst for the development of a severe weather emergency plan tailored to local producers occurred after major floods in 2023.

A copy of the plan is attached to this report and the link for the WIN news story on the launch is below.

<https://www.facebook.com/share/v/mJzXzviB4wYgc4pL/?mibextid=WC7FNe>

Council also promoted Get Ready Queensland week through its Facebook page. A video of the 1990's flood in Blackall has been posted on Council's Facebook page.

Customer Service Charter

The Blackall-Tambo Regional Council Customer Service Charter has been revised.

A customer service charter outlines what customers can expect from customer service and how members of the public can help Council deliver professional, reliable, and consistent customer service.

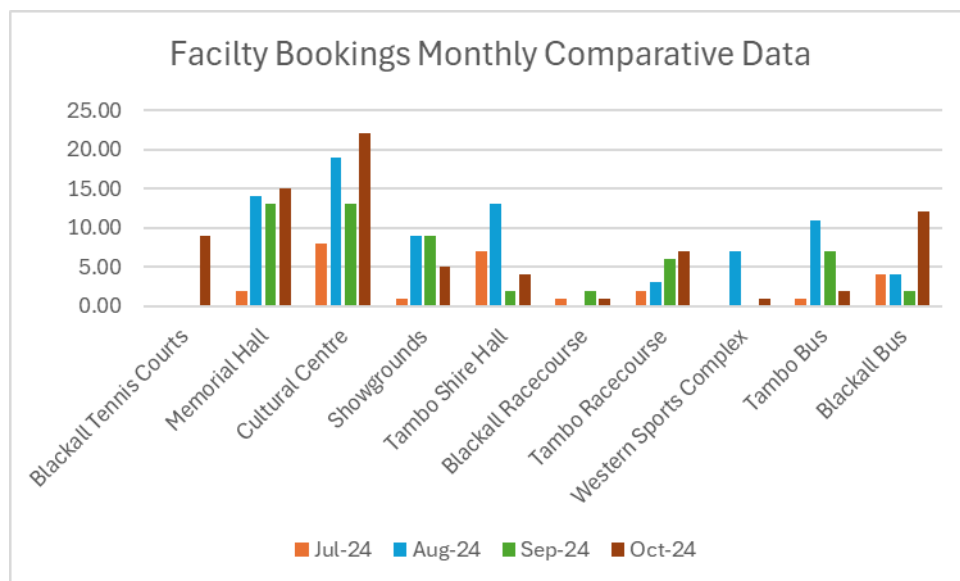
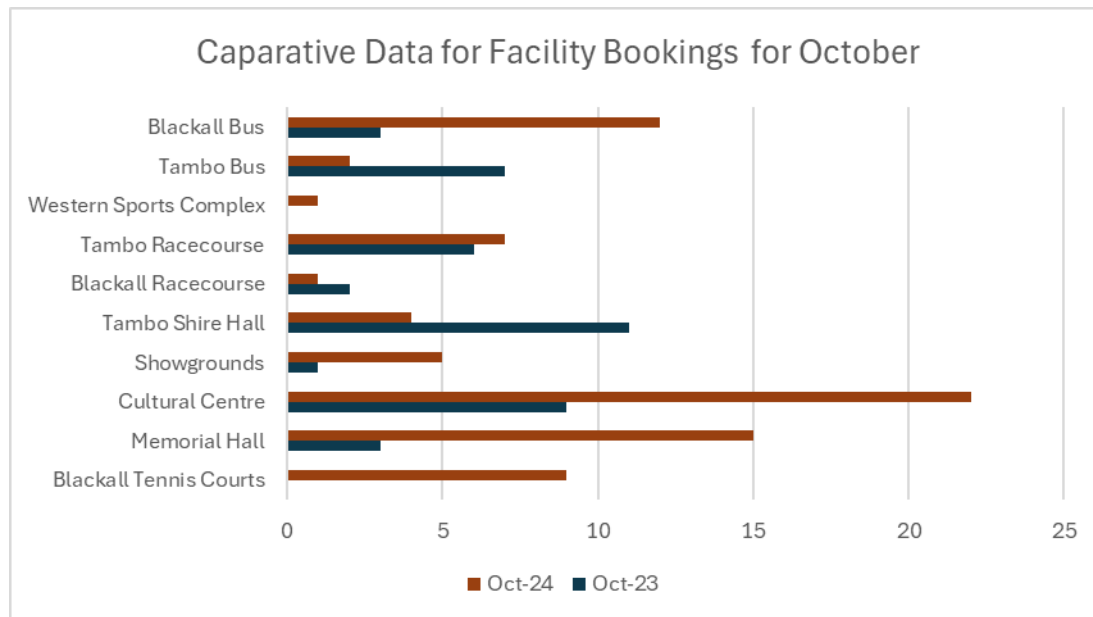
The document has been sent to all staff, loaded on the website, placed on our Facebook page and copies have been made available in all of Council's administration offices, libraries, Tambo MPC and Blackall Community Hub.

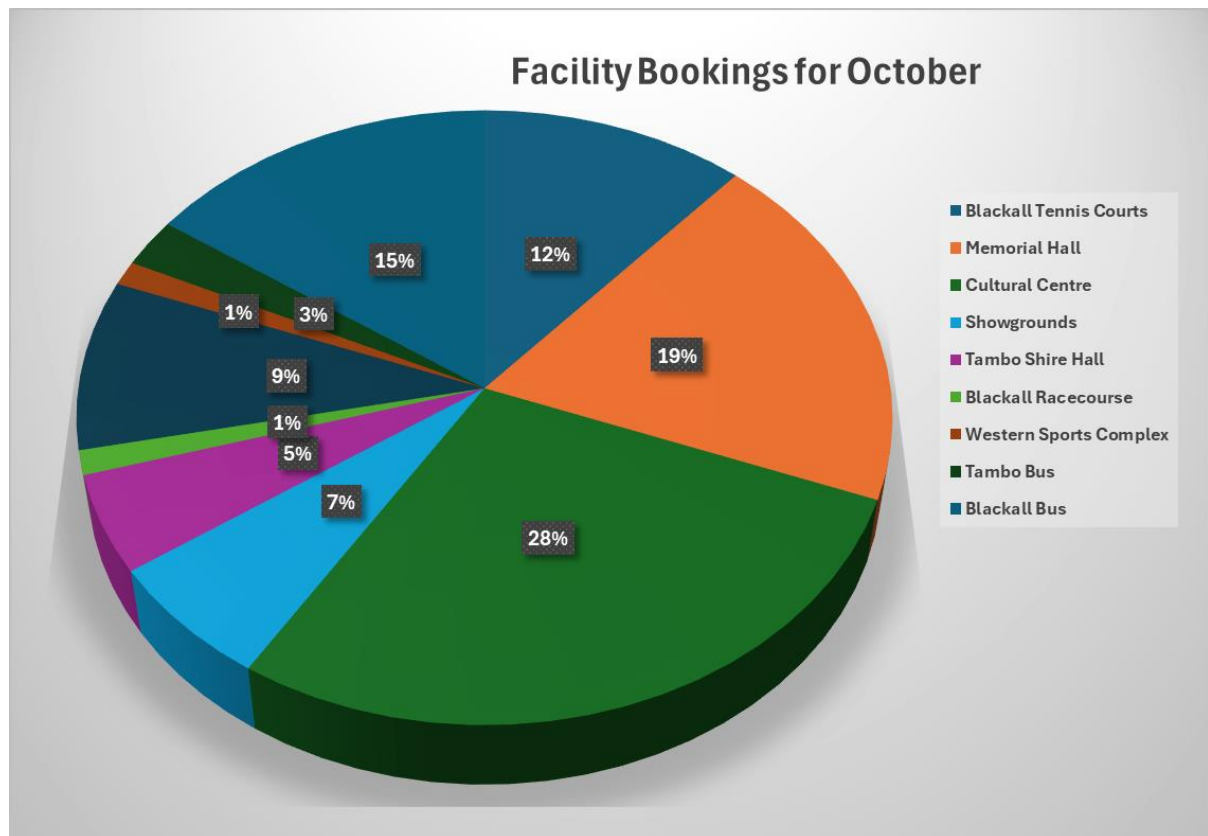
A copy of the Customer Service Charter is attached to this report.

Blackall Work Camp

- 7 requests for assistance were received for October.
 - Assisting the Tambo Outback Rodeo club with their event
 - Anglican Church Christmas Tree Festival
 - Minor work at the Blackall Community Hub
 - St Patrick's Christmas Fete
 - Renovation of horse drawn wagons
 - Fencing project
 - Installation of turf
- 4 annual updates have been received from the following organisations:
 - Blackall Bowls Club
 - Anglican Parish of Barcoo
 - St Joseph's Catholic Primary School
 - Blackall Senior Rugby League

Facility Bookings Information





Other

- The Blackall Town Manager is continuing to purchase Christmas decorations which will be installed at the beginning of December.
 - Council received 20 Snap Send Solve requests for October.
 - The details of representatives for the Blackall-Tambo Regional Council's Local Disaster Management Group (LDMG) were provided to the Longreach Disaster Management District. The following members were added or updated:
 - Andrew Martin – LDMG Chair
 - David Hardie – Deputy LDMG Chair
 - Mike Lollback – LDMG Local Disaster Coordinator
 - Alison Lamb – Deputy LDMG Local Disaster Coordinator
 - Peter Mann – Disaster Management Officer
- Council has experienced staff in the disaster field, which is an asset to the region and community.

[Link to Corporate Plan](#)

Vibrant Communities

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

Governance

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

making.

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

Consultation (internal/external)

Chief Executive Officer
Director Organisational Performance
Customer Service Officers

Policy Implications

Nil

Budget and Resource Implications

Nil



UNDERSTAND YOUR RISK

Knowing what weather happens where you live is key to preparing your property.



BUSHFIRE

Fires can happen anytime, with peak season from July – February. Your Rural Fire Service and council will have your local fire information.



FLOODING

Floods happen everywhere in Queensland. Think about the creeks, rivers, dams and low-lying areas on your property and on the roads you regularly use.



STORMS

Storms can happen anywhere, anytime. Assess what can be impacted by strong winds and hail and be prepared to secure property from damage.



HEATWAVE

Heatwaves can be deadly to people and stock. Track your dam levels and/or other water sources, and make sure stock have access to water and shade.



CYCLONE

Cyclones mainly impact northern and coastal areas, but all of Queensland can have wind and rain from cyclones. Secure equipment and loose items.

Important emergency contacts

Add these details into your mobile phone because you might need them quickly.

Police – Fire (RFS) – Ambulance
Download the EmergencyPlus app

000
[emergencyplus.com.au](https://www.emergencyplus.com.au)

SES (State Emergency Service)

13 25 00

Poisons Information Line

13 11 26

Department of Agriculture and Fisheries

13 25 23 (For displaced or stranded livestock)

Your local council

Phone number: _____

Your vet

Phone number: _____

Queensland Roads

[qldtraffic.qld.gov.au](https://www.qldtraffic.qld.gov.au)

Local Disaster Dashboard

URL: _____



Australian Government



Queensland Government

GET READY

SEVERE WEATHER EMERGENCY PLAN FOR:Property name
and/or address:

GPS long:

GPS lat:

Lot number:

Property/farm manager and phone number:

What will trigger an evacuation:

If required to leave the property, our people will evacuate to this location:

Property manager:

Staff *e.g. their homes*:Family *e.g. family or friends*:

Person who can enact your plan in your absence:

Phone number:

Do they have a copy of this plan: ☐ YES ☐ NO

Name and phone number of key persons who need to know if you are evacuating:

Updated on:

Livestock details

Type:

Number of head:

GET READY

My livestock will be stored safely at:	
There is _____ number of days of feed and water available at this location	
Another safe location is:	
Transport name and phone number (if required):	
Time required to move livestock:	
Vet supplies are stored:	
Gate instructions and/or codes:	
Gate key location (if applicable):	
Chemicals are securely stored at:	
Fuel is securely stored at:	
Sandbags are stored at:	

Farm vehicles and machinery:

Make and model:

Location:















Other equipment and assets:

Make and model:

Location:

PREPARE YOUR PROPERTY

Here are some tips to make sure your property is prepared for any severe weather.

	Item	Details
	Emergency communication devices	Have tools such as two-way radios or satellite phones to maintain communications, and make sure details are visible on your front gate for emergency services.
	Property maintenance	Keep property clear of debris and any potential hazards. Make sure buildings, fences and fire breaks are well maintained.
	Water services	Have alternative water stores for both animals and humans in case supply is compromised.
	Insurance	Check your insurance cover. Photograph and document existing condition of assets and equipment.
	Business data	Keep copies of important business documents safe.
	Back-up power supply	Have a generator or alternative power source for use during power outages.
	Feed and nutrition	Store extra feed stock in a dry, safe location.
	First aid and safety equipment	Keep safety gear, PPE, and basic first aid kits readily available.
	Veterinary supplies	Have medications, vaccines, wound care supplies, and parasite control products on hand. Make sure vaccinations are up to date.
	Identification and records	Use livestock identification tags, including NLIS devices, microchips, management tags and collars, branding materials, and accurate record-keeping systems. Consider any biosecurity concerns and prioritise the safety of your breeders.
	Livestock handling equipment	Have equipment on hand for safe and efficient livestock handling during and after an event. Utilise lawful methods and options to humanely destroy livestock if necessary.
	Shelter and shade structures	Have suitable shelter or shade available.
	Transport equipment	Practice using and have access to livestock trailers or trucks for transporting animals.
	Weather monitoring	Instruments like weather stations, thermometers or rain gauges to monitor environmental conditions. Sign up for BOM updates and your local disaster dashboard.

GET READY

PACK A KIT

Have emergency supplies ready for either staying on the property or evacuating.

- ☐ Generator and fuel
- ☐ Communications – Radio, Phone, EPIRBs, two-way radio, including spare batteries and chargers
- ☐ A first aid kit
- ☐ Emergency and recovery numbers – use this plan and have it handy
- ☐ Torches, spare batteries and power boards
- ☐ Sandbags, tie down straps and rope
- ☐ PPE/Safety equipment
- ☐ Long life food for at least 5 days for everyone staying on the property
- ☐ Drinking water for at least 5 days for everyone staying on the property
- ☐ Documents – identification, insurance, vaccination details
- ☐ Hygiene supplies – toilet paper, sanitary items, hand sanitiser
- ☐ Gas cooker and bottle – to boil water

Extras for evacuation

- ☐ Personal items (clothing, toiletries, medications, toilet paper)
- ☐ Important personal and business documents, copied, scanned and/or saved on a USB or online, including:
 - ☐ Driver's licence
 - ☐ Passports
 - ☐ Birth Certificates
 - ☐ ID cards
 - ☐ Medicare cards
 - ☐ Insurance policies
 - ☐ Contact details
 - ☐ Your Severe Weather Emergency Plan
- ☐ Cash
- ☐ Other: _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

KNOW THE SIGNS BEFORE DISASTER STRIKES

Australia has a national warning system to help you understand the risk and impact of severe weather.



Advice



Watch and Act



Emergency Warning



Find out more and see the full list of warnings: australianwarningsystem.com.au

WHAT TO DO WHEN SEVERE WEATHER STRIKES

When an Advice Warning is issued:

- ☐ Activate your plan – stay aware of weather and safety updates from authorities. Know your stay or leave plan and when the situation changes, stick to it.
- ☐ If needed, move your livestock, horses and other animals to a safe paddock that has high ground and/or a clear fire break. If you don't have the time to relocate all your stock, make sure to open any internal gates to allow them to find safety.
- ☐ Make sure your stock has access to water and feed.
- ☐ Plan out your evacuation routes according to current and predicted conditions and be aware of any usual spots where access may be cut.
- ☐ Relocate or secure large equipment and vehicles.
- ☐ Turn off power and water if instructed to by authorities.
- ☐ Contact your neighbours – check on their plans and stay in contact.
- ☐ Get your staff home safe and keep them updated.
- ☐ Leave early or have plans to shelter in place.

Stay informed

Where to get weather and safety updates

Local council disaster dashboard website:	
Weather warnings:	BOM mobile app bom.gov.au/app
Queensland Fire Department:	fire.qld.gov.au
Local ABC Radio station to tune radio to:	
Local community social media page:	
Current alerts and warnings:	disaster.qld.gov.au/warnings

DURING SEVERE WEATHER

AFTER SEVERE WEATHER

Once safe to do so, start your recovery plan to get back to work quickly.

- Check livestock and other animals for illness and injury and treat accordingly. Have adequate water and feed available.
- Notify local council of any missing animals and discuss the disposal of any carcasses.
- Check property for any debris, downed trees or dangers, like fallen powerlines and damaged fences and arrange for their safe repair or removal.
- Stay out of any floodwaters in case of unseen hazards or dangers.
- Photograph any damage or loss for insurance purposes prior to any clean up.
- Safety should always be the first priority.

Community help

Check on your neighbours and check in with your local community. Help where you can and put your hand up if you need assistance too.

Keep these details safe for anytime you may need them, during recovery or in preparation.

- Queensland Agriculture and Fisheries eHub – daf.engagementhub.com.au
Disaster assistance for primary producers
- Lifeline – 13 11 14
- Beyond Blue – 1300 22 46 36
- Small business disaster hub – getready.qld.gov.au/get-prepared/business
- Rural Aid – 1300 327 624
- Your local council: _____

Insurance information

Add insurance details here for quick access, should you need them and keep documents handy:

	Company	Phone	Policy number
Farm Insurance			
Equipment/Vehicle			
Other			
Other			
Other			
Other			



Notes

Add any additional information here that might be useful in an emergency and/or use this space to create a map of your property, showing key access points, structures, creeks and high areas and fire breaks.



ABOUT US

Our People:

We respect, care about, support and develop our people. We provide a safe workplace where people can explore opportunities, enjoy themselves and achieve high levels of personal job satisfaction.

Excellence:

We create an environment where people are clear about expectations and accountable for achieving excellent outcomes. We foster enquiry, innovation and creativity with a focus on continuous improvement.

Leadership:

We encourage leadership aligned to our values at all levels of our organisation. We work together to best use our skills and knowledge to pursue challenges and to deliver excellent services to our customers and our communities.

Integrity:

We are honest and open by saying what we believe, doing what we say and giving permission for others to do the same. We take responsibility, individually and as a team, for all that we do.

OUR MISSION

Blackall-Tambo Regional Council's mission is to provide excellent local government services to our community that contribute towards the achievement of council's vision for the communities of Blackall and Tambo.

We expect all of our staff to be committed to pursuing excellence in their roles and be proud ambassadors for the Council.

VISIT US

Our Customer Service Centres are open Monday to Friday
8.22am–4.45pm (Excl Public Holidays)

📍 BLACKALL

6 Coronation Drive

📍 TAMBO

21 Arthur Street

CONTACT US

📞 07 4621 6600

✉ admin@btrc.qld.gov.au

🌐 www.btrc.qld.gov.au

📍 PO Box 21, Blackall Qld 4472

COUNCILLOR CONTACTS

Contact details for the Mayor and Councillors are located on the Council's website.



CUSTOMER SERVICE CHARTER



Blackall-Tambo
Regional Council

OUR CUSTOMER SERVICE PROMISE

Blackall-Tambo Regional Council is committed to providing excellent local government services to our community. We expect all of our staff to be committed to pursuing excellence in their role and be proud ambassadors for the Council.

We will deliver consistent customer service with integrity, accountability and common sense.

We will monitor and evaluate our service to ensure the standards set out in this charter are achieved.

OUR SERVICE COMMITMENT TO YOU:

Greet and listen to you and treat you with respect, open mindedness, courtesy and understanding.

Provide you with clear, accurate and complete information that is easy to understand.

Respect your privacy and keep your information confidential in accordance with relevant legislation.

OUR SERVICE STANDARDS

Telephone	Within 5 rings Return your call by end of the next working day
Written or Electronic Correspondence	Reply to you within 10 working days
Service requests (website, email, phone, in person, Snap Send Solve)	Respond within 10 working days
Keeping you informed	Notify you if there is a delay in our service commitment within 10 working days.



SOMETHING NEED FIXING? SNAP, SEND, SOLVE IT.

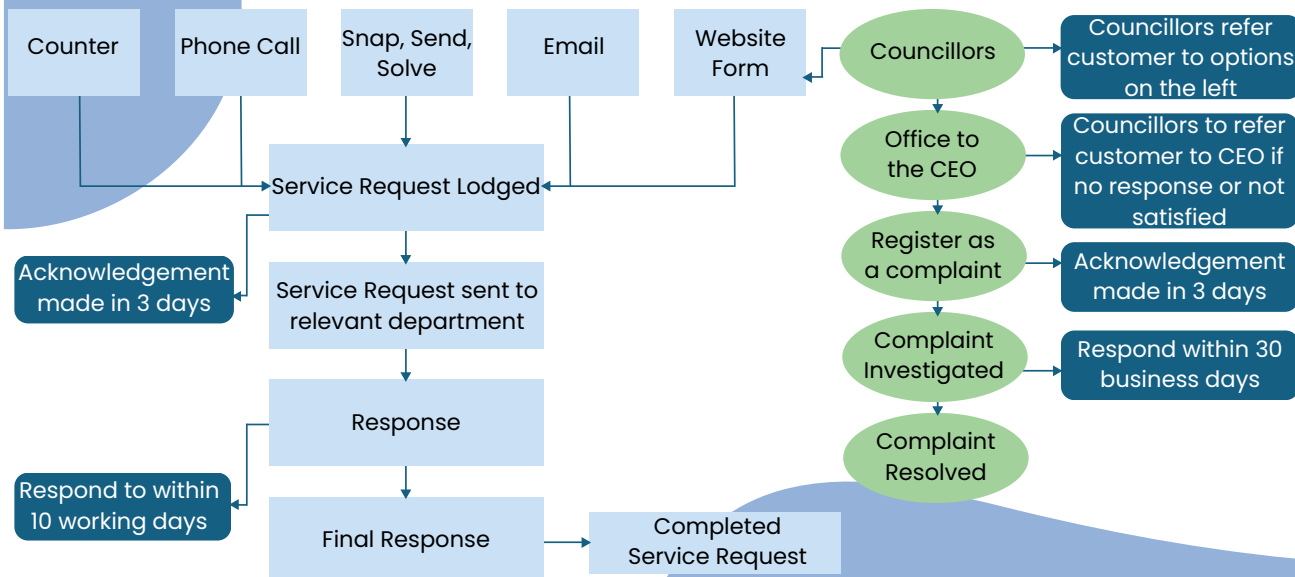
Scan the QR Code to tell Council what needs fixing in our community.



YOUR COMMITMENT TO US

To enable us to fulfil our Charter we require our community to work with us in a fair, reasonable, cooperative and courteous manner.

SERVICES REQUEST - FLOW CHART



Blackall-Tambo Regional Council

COMPLAINTS ARE DIFFERENT FROM REQUESTS FOR SERVICE

Service requests are a request for council to take action on a matter (i.e. barking dog, pothole or overgrown allotment) and should be made to our customer service team who will log your request and forward to the appropriate department for action. Our process for managing service requests begins with a triage of importance. Generally, routine service requests are concluded, or progressed, within 10 business days.

Some service requests require, and are given, immediate attention, while others are assessed as being important, but not immediate. These are usually progressed to conclude within three business days. A complaint may result if you are not satisfied with our standard of service or we've made a mistake. If this happens, please contact us directly so that we can resolve the issue, and improve our service for the future.

A complaint can be made by phone, in person, in writing or by email to ceo@btrc.qld.gov.au. If your complaint is a particularly serious or complex matter, please put it in writing address to the Chief Executive Officer who will personally arrange for the appropriate manager to review the matter and respond.

If you are still not satisfied with our response to your service request or complaint you can contact a review body such as the Queensland Ombudsman.

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 7.4.2
SUBJECT TITLE: Town and Rural Services Report
 AUTHOR AND OFFICERS TITLE: Peter Fry Projects
 AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
 CLASSIFICATION (if Confidential) N/A

Summary:

Overview of upkeep and maintenance of the townships of Blackall and Tambo.

Officer's Recommendation:

That Council receive the Town and Services Report

Background

Town upkeep and maintenance TAMBO inc. parks and gardens (Town Manager)

Tambo Town Entrances

- Mowing of grassed areas and poisoning of various garden beds across Tambo

Tambo Town Streets

- Mowing and whipper snipping & cleaning of gutters

Tambo Racecourse

- General maintenance of the grounds has continued

Western Sportsground

- General maintenance of the grounds has continued
- Watering & weeding of lawn hills

Tambo Dam

- General Maintenance by Parks and Gardens crew

E.E Parr Park

- General maintenance by Parks and Gardens crew

Town Hall Grounds

- General Maintenance by Parks and Gardens crew

Stubby Bend Camping Grounds

- All tourists are keeping the area in a tidy condition

Coolibah Walk

- Weed spraying, mowing and whipper snipping along pathway

Tambo Cemetery

- General Maintenance by Parks and Gardens crew

Tambo Aquatic Centre

- Hedging of shrubs
- Repairs to water system

Town upkeep and maintenance BLACKALL inc. parks and gardens (Town Manager)

Parks and Gardens

Blackall Nature Strip Maintenance Pathway to Health

Gardens have been maintained by our parks and gardens crew.

- Hedging of shrubs
- Repairs to sprays and pathway surface

Blackall Racecourse

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

Blackall Showgrounds

- General maintenance of the grounds has continued by the Showgrounds Caretaker.
- Installation of tap timers & sprays

Blackall Aquatic Centre

- Mowing and whipper snipping of Aquatic Centre
- Delivery of Chlorine & Acid

Banks Park

Albert Park

Memorial Park

- General Maintenance by Parks and Gardens crew

Cultural Centre

- Preparation for events

Blackall Town Entrances

- Mowing of grassed areas and repairs to garden sprays

Barcoo River Camping Grounds

- All tourists are keeping the area in a tidy condition

Blackall Airport

- Mowing and whipper snipping
- Line marking

Blackall Cemetery

- Mowing and whipper snipping of Lawn Section
- Slab poured for toilet
- Installation of plaques

Blackall Refuse Tip

- General Maintenance
- Commenced erection of fence for asbestos pit fence

Blackall Admin Office

- Mowing and whipper snipping

Blackall Town Streets

- Mowing and whipper snipping
- Slashing

Rural Services

- Nil

Snap Send Solve Requests

- 18 requests have been completed in October.

Water and Sewerage Services**Water testing for e-coli**

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

Blackall

Water consumption ML	16534
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	3
Private Works	0

Tambo

Water consumption ML	7707
Call outs - Water	0
Call outs - Sewer	1
Broken Mains/Services	2

Council housing maintenance

- 97 Thistle Street, Blackall
 - Cleaning of gutters
- 13 Myrtle Street
 - Repairs to clothesline and removal of tree

Private Works delivery

Work camp delivery

- Delivery table and chair trailer Blackall Races
- Delivery of horse drawn wagon from Tambo

Television retransmission and UHF repeaters

- Nil

[Link to Corporate Plan](#)

Infrastructure

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

Outcome 4 - Aquatic Centres - Provide functional, accessible aquatic centres in both communities.

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

Chief Executive Officer

Director Organisational Performance

Rural Lands Officer

[Policy Implications](#)

Nil

[Budget and Resource Implications](#)

Nil

[Attachments](#)

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.4.3

SUBJECT TITLE:

Prequalified Supplier Panels

AUTHOR AND OFFICERS TITLE:

Alison Lamb Director of Organisational Performance

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Council recently tendered for the Wet & Dry Plant Hire, Trade Services and Provision of Housing Maintenance Services.

Officer's Recommendation:

That the following compliant tenderers are added to Council's prequalified supplier panels:

Wet & Dry Plant Hire

- A.L and L.W. Ratcliffe trading as LA Dirt Rats
- A.P & T.M Johnson Transport
- Adams Machinery Hire
- AM Earthmoving Pty Ltd
- Ausroad Plant Services Pty Ltd
- B & M Plant Hire and Contracting Pty Ltd
- Bitu-Mill Pty Ltd
- Brooks Hire Services
- Brown Contractors
- Civkura Pty Ltd
- Clark Equipment Rentals Pty Ltd
- Conlan Contracting Pty Ltd
- CQ Mining Hire
- Dehennin Bulk Haulage
- Durack Civil
- Ellis Profiling QLD Pty Ltd
- Eziquip Hire Pty Ltd
- Flamsteed Equipment Pty Ltd
- Flexihire Pty Ltd
- G & G Markwell Pty Ltd
- Gudjala Pty Ltd
- Hamil Enterprise
- Hasting Deering (Australia) Limited
- Homack Pty Ltd (The Trustee for Home Creek Pastoral Trust)
- JT Cox Concrete & Precast Pty Ltd
- KD and EA Spinks
- Michael Horman Transport Pty Ltd
- Moore Civil & Plant Hire Pty Ltd
- NQES Industries Pty Ltd
- Peter M Williams Pty Ltd
- Picone Earthmoving
- Road Verge Trimming RVT Pty Ltd

- Rollers Queensland
- Rosmech Sales & Service Pty Ltd
- Schluter Pastoral
- Sherrin Rentals
- Stabilised Pavements of Australia Pty Ltd
- Terri-Jo Newman
- The Stabilising Pty Ltd
- The Trustee for The Andrew Moore Trust
- Tolbra Earthmovers & Haulage Pty Ltd
- Tutt Bryant Hire Pty Ltd
- Verax Hire
- Western Head Trading
- Wideland Group

Trade Services

- MF Plumbing & Contracting
- CA Hauff & Co Pty Ltd
- KD & EA Spinks
- KLB Hunt NJA Electrical
- Peter Shaw & Co Poolwerx
- WE2 Energy Sensortronic Weighing & Inspection Australasia
- Saunders RG & AJ
- Paul Shearwin Plumbing Pty Ltd
- Leech Carpentry

Provision of Housing Maintenance Services

- Saunders RG & AJ
- Paul Shearwin Plumbing Pty Ltd
- Floored by Ramsay Pty Ltd
- Kevin G & Suzanne Russell
- Stilly Carpentry & Bespoke Furniture

And that Council note the pre-qualified supplier panel contract commences on 1 January 2025 for a period of 2 years with an option to extend for an additional 12 months.

Background

Pursuant to section 232 (3) of the *Local Government Regulation 2012* a local government may establish a register of pre-qualified supplier of particular goods or services. The legislation has provisions on how a local government must invite suppliers to tender to be on a register of pre-qualified suppliers.

The invitation must-

- (a) Be published on the local government's website for at least 21 days; and
- (b) Allow written tenders to be given to the local government while the invitation is published on the website.

When selecting a supplier to be a pre-qualified supplier for the register, the local government must have regard to the sound contracting principles. Further to this a pre-qualified supplier is a supplier who has been assessed by the local government as having the technical,

financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

The current contract for pre-qualified suppliers expires on 1 January 2025. Council officers commenced the tendering process with submissions closing on Friday, 27 September 2024.

Council officers have conducted the assessment of all tenderers, and the following have been assessed as compliant:

Wet & Dry Plant Hire

- A.L and L.W. Ratcliffe trading as LA Dirt Rats
- A.P & T.M Johnson Transport
- Adams Machinery Hire
- AM Earthmoving Pty Ltd
- Ausroad Plant Services Pty Ltd
- B & M Plant Hire and Contracting Pty Ltd
- Bitu-Mill Pty Ltd
- Brooks Hire Services
- Brown Contractors
- Civkura Pty Ltd
- Clark Equipment Rentals Pty Ltd
- Conlan Contracting Pty Ltd
- CQ Mining Hire
- Dehennin Bulk Haulage
- Durack Civil
- Ellis Profiling QLD Pty Ltd
- Eziquip Hire Pty Ltd
- Flamsteed Equipment Pty Ltd
- Flexihire Pty Ltd
- G & G Markwell Pty Ltd
- Gudjala Pty Ltd
- Hamil Enterprise
- Hasting Deering (Australia) Limited
- Homack Pty Ltd (The Trustee for Home Creek Pastoral Trust)
- JT Cox Concrete & Precast Pty Ltd
- KD and EA Spinks
- Michael Horman Transport Pty Ltd
- Moore Civil & Plant Hire Pty Ltd
- NQES Industries Pty Ltd
- Peter M Williams Pty Ltd
- Picone Earthmoving
- Road Verge Trimming RVT Pty Ltd
- Rollers Queensland
- Rosmech Sales & Service Pty Ltd
- Schluter Pastoral
- Sherrin Rentals
- Stabilised Pavements of Australia Pty Ltd
- Terri-Jo Newman
- The Stabilising Pty Ltd
- The Trustee for The Andrew Moore Trust

- Tolbra Earthmovers & Haulage Pty Ltd
- Tutt Bryant Hire Pty Ltd
- Verax Hire
- Western Head Trading
- Wideland Group

Trade Services

- MF Plumbing & Contracting
- CA Hauff & Co Pty Ltd
- KD & EA Spinks
- KLB Hunt NJA Electrical
- Peter Shaw & Co Poolwerx
- WE2 Energy Sensortronic Weighing & Inspection Australasia
- Saunders RG & AJ
- Paul Shearwin Plumbing Pty Ltd

Provision of Housing Maintenance Services

- Saunders RG & AJ
- Paul Shearwin Plumbing Pty Ltd
- Floored by Ramsay Pty Ltd
- Kevin G & Suzanne Russell
- Stilly Carpentry & Bespoke Furniture

The new contract for the pre-qualified supplier panels will have a term of 2 years with an option to extend for an additional 12-month period.

Link to Corporate Plan

Economic Development

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

Governance

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

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

Infrastructure

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

Consultation (internal/external)

Chief Executive Officer
Director Organisational Performance

Policy Implications

Procurement and Disposal Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil.	Low
Legal & Regulatory	Low	Nil. The procurement of pre-qualified supplier panels was conducted in accordance with the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	
Operational	Medium	The pre-qualified supplier panels enables Council to procure services efficiently and suppliers are bound by the terms and conditions of the contract.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil. The pre-qualified supplier panels are in accordance with the requirement under the *Local Government Regulation 2012*.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 20 November 2024
ITEM NO:	7.4.4
SUBJECT TITLE:	Application to Connect, Town Water - 'Elsewhere' Landsborough Highway Tambo
AUTHOR AND OFFICERS TITLE:	Peter Mann, (Manager Environment, Health, and Compliance)
AUTHORISING OFFICER:	Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

Summary:

The owners of “Elsewhere,” Landsborough Highway, Tambo have requested Council approval for the property to be connected to the Tambo town water supply. The relevant property is outside of the defined water area shown in Appendix E of Council’s Revenue Statement.

Officer’s Recommendation:

That Council decline the request to connect “Elsewhere,” Landsborough Highway to the Tambo town water supply as the property is outside the defined water area, Council has a legislative requirement to ensure that users within the defined water area receive an adequate service.

Revised recommendation:**That Council:**

- 1. Approve a water connection to “Elsewhere” from water bore registered number 116498 located on property 46SP110074, located next to the Tambo Showgrounds off Landsborough Hwy.**
- 2. That an annual connection charge as specified in councils' fees and charges (private works) plus materials will be applied to allow 2400 kilolitres of water per annum. Any excess charges will be charged according to council's fees and charges. The connection be completed by council and include a water meter.**
- 3. That Council reserves the right to reduce the water supply to “Elsewhere” if water bore registered number 116498 is required to augment the Tambo township water supply.**

Background

The owners of “Elsewhere” Landsborough Highway Tambo have requested Council approval for the property to be connected to the Tambo town water supply. The relevant property is outside of the defined water area shown in Appendix E of Council’s Revenue Statement.

The address is vacant land, and Council does not hold applications for the construction of a dwelling on the property. The water would not be used for domestic purposes as there are no dwellings on the property.

Council has a legislative responsibility to ensure users within the defined water area are receiving an adequate service. There is currently a strain to provide adequate water pressure

during the warmer months and additional connections would increase the impact on infrastructure and reduce pressure to existing customers.

Council needs to consider the following facts:

1. The property is outside the defined water area; therefore, Council is under no obligation to provide water.
2. Council has a legislative requirement to ensure that users within the defined water area receive an adequate service. Additional connections would most likely affect the level of service to current users.
3. The water would not currently be used for domestic purposes as there are no dwellings on the property.

Having regard to the facts stated above, Council is not obliged to provide water at the property. Council officers recommend that the request to approve the connection of the property to the Tambo town water supply be declined.

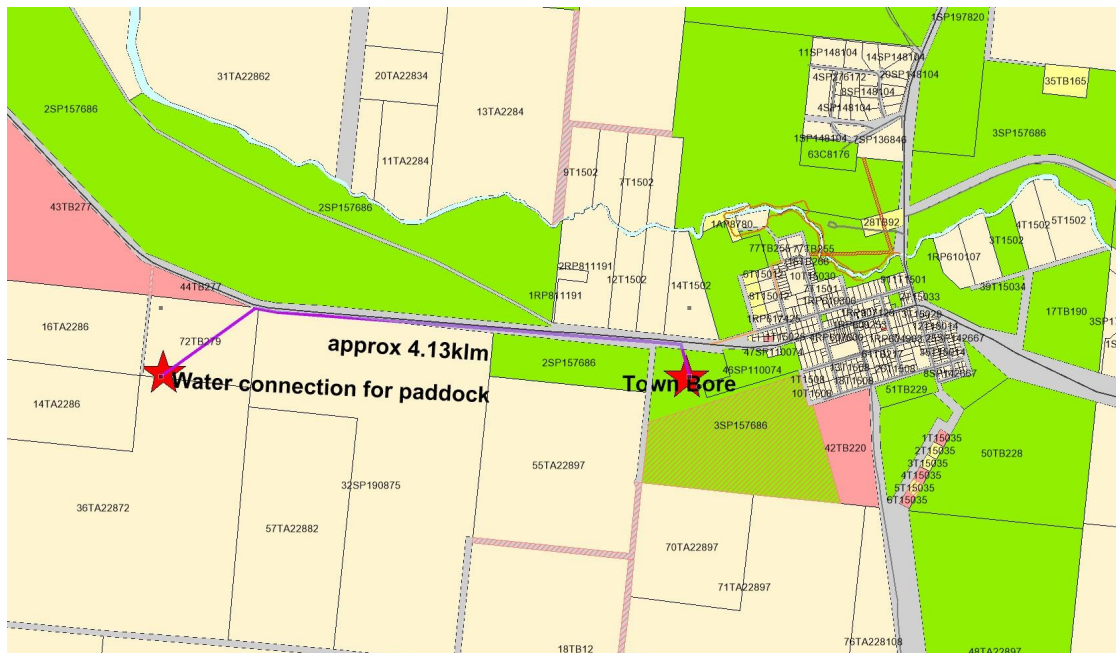


Council will recall that it was resolved that this matter lay on the table until a further investigation of the application is completed. That investigation has now been completed. This application has been assessed by the Manager Environment, Health and Compliance and the applicant has agreed to the conditions contained in the recommendation.

Water bore registered number 116498 is not part of the Tambo Water Supply but can be connected as a backup if needed. This bore is located next to the Tambo Western Sports Complex and adjacent to Landsborough Hwy on property 46SP110074. The bore is not in regular or high use.

The connection infrastructure will need to be installed on the road reserve of Landsborough Hwy. Main Roads have been consulted and no approval is required for the installation as it does not compromise the road reserve.

The applicant will be advised that on any occasion that water bore number 116498 may be required to augment the supply water to Tambo township then council may reduce the water supply to their property.



Link to Corporate Plan

Infrastructure

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 20 November 2024
ITEM NO:	7.4.5
SUBJECT TITLE:	Review of Governance Policies
AUTHOR AND OFFICERS TITLE:	Andrea Saunders Group Manager Customer & Council Support
AUTHORISING OFFICER:	Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

Summary:

Blackall-Tambo Regional Council has a process of reviewing policies to ensure that they are relevant and up to date. The Councillors' Expenses Reimbursement Policy and Meeting Procedures have been reviewed.

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

- 1. Adopt the revised Councillors' Expenses Reimbursement Policy; and**
- 2. Adopt the revised Meeting Procedures (Standing Orders); and**
- 3. Retire the Standing Orders Policy.**

Background

Blackall-Tambo Regional Council regularly review policies and procedures to ensure that they are compliant with any legislative changes, and they match Council's position on a matter. Outdated policies can leave Council exposed to risk, while old policies may not address current practices.

Policies are reviewed in several ways:

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

Councillors' Expenses Reimbursement Policy

Section 250 of the *Local Government Regulation 2012* has the provision stating that a local government must adopt an expensed reimbursement policy, and a local government may, by resolution, amend its expenses reimbursement policy at any time. The policy has been revised to ensure it meets the legislative requirements and Council's current processes.

The Councillors' Expenses Reimbursement Policy has been reviewed to ensure that Councillors are not financially disadvantaged when carrying out their duties.

Meeting Procedures (Standing Orders)

Council adopted the revised policy at the October 2024 general meeting. Minute No. GM 2024/10/214.

It was advised at that meeting that the Standing Orders Policy would be brought to Council for the November. The Chief Executive Officer requested that Council officers consider combining the Meeting Procedure and Standing Orders Policy into one document. When conducting the review, it was noted that there is a duplication of information in each document, therefore for efficiency the Meeting Procedures now including the Standing Orders.

Due to the incorporation of the Standing Orders into the Meeting Procedures, the Standing Order Policy is no longer required.

Link to Corporate Plan

Governance

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

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

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director Organisational Performance

Policy Implications

Councillors' Expenses Reimbursement Policy

Meeting Procedures

Standing Orders Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with the relevant legislation.	Low
People	Low	Nil	Low
Operational	Medium	Revised policies ensure Council is consistent with the changes required.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The policies are consistent with the example policies provided by the Department of Local Government.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Continuous policy review is a critical activity to ensure that Blackall-Tambo Regional Council is meeting legislative, efficiency and ethical requirements. Outdated policies may expose Council to risk.

Attachments

1. DRAFT Councillors Expenses Reimbursement Policy (1) [7.4.5.1 - 5 pages]
2. Stat 46 Meeting Procedures Standing Orders DRAFT (2) [7.4.5.2 - 23 pages]



Blackall-Tambo Regional Council

Councillors' Expenses Reimbursement Policy

1. BACKGROUND

This Policy applies to the Mayor and Councillors and is made pursuant to section 250 of the *Local Government Regulation 2012* which states:

- (1) A local government must adopt an expenses reimbursement policy.
- (2) A local government may, by resolution, amend its expenses reimbursement policy at any time.

2. PURPOSE

This policy aims to ensure accountability and transparency in the reimbursement of expenses incurred by the Mayor and Councillors.

3. SCOPE

This policy applies to all Councillors for the reimbursement of expenses incurred, or to be incurred, by them in undertaking their responsibilities. This policy does not provide for salaries or other forms of Councillor Remuneration. Councillor Remuneration limits are determined annually by the Queensland Local Government Remuneration Commission.

4. POLICY STATEMENT

4.1. Council's Position

Councillors should not be financially disadvantaged when carrying out their roles and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations.

Councillors should not receive a private benefit through their role as a Councillor and as such this policy provides for actual reimbursement of legitimate expenses and full disclosure through appropriate accountability requirements.

4.2. Reimbursement of Expenses

The Council will reimburse Councillors for expenses as set out in the policy.

Any expenses not provided for in this policy may be reimbursed only with approval from the Chief Executive Officer. When considering an application for approval of any matter related to this policy, the

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Blackall-Tambo
Regional Council

Councillors' Expenses Reimbursement Policy

Chief Executive Officer must have regard to any relevant principles as contained in the *Local Government Act 2009* and any applicable budget allocation.

a) Council business

The Council will reimburse expenses incurred in undertaking Council business, which is generally described in Chapter 2, Part 1 of the *Local Government Act 2009*. Council business should result in a benefit being achieved either for the local government and/or the local government area.

For clarity, participating in a community group event or being a representative on a board not associated with Council is not regarded as Council Business. Council business does include, but is not limited to:

- i. Preparing, attending and participating in Council meetings, committee meetings, workshops, strategic briefings, deputations and inspections
- ii. Attending civic functions or civic events to perform official duties or as an official Council representative
- iii. Attending public/community meetings, presentation dinners and annual general meetings as an official Council representative.

b) Professional development

The Council will pay upfront or reimburse expenses for Council approved professional development incurred for:

- i. Mandatory professional development
- ii. Discretionary professional development deemed beneficial (by the Chief Executive Officer or resolution of Council) for a Councillor's role.

c) Travel expenses

The Council will pay upfront or reimburse local, interstate and overseas travel expenses (e.g. flights, car, accommodation, meals) deemed necessary (by the Chief Executive Officer or resolution of Council) for undertaking Council business and approved professional development. Councillors are to travel via the most direct route, using the most economical and efficient mode of transport. The amount of the reimbursement will be the actual amount expended by the Councillor. Any fines incurred while travelling in Council owned vehicles, privately owned vehicles or rental vehicles when attending to Council business will be the responsibility of the Councillor incurring the fine.

d) Flight bookings

All Councillor travel approved by Council will be booked and paid for by Council.

Economy class is to be used where possible although business class may be approved (by the Chief Executive Officer or resolution of Council) in certain circumstances.

Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. They cannot be used to offset other unapproved expenses (e.g. cost of partner or spouse accompanying the Councillor).

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Blackall-Tambo
Regional Council

Councillors' Expenses Reimbursement Policy

e) Travel transfer costs

Any travel transfer expenses associated with Councillor travelling for approved business will be reimbursed on production of original receipts. Examples include, taxi, bus, ferry, train or uber fares.

f) Private vehicle usage

If a Council vehicle is not available, then a Councillor may use their own vehicle and be reimbursed at the rates determined by the Australian Taxation Office at the time that the expenses are incurred, if the:

- i. Travel is in accordance with this policy; and
- ii. Claim for reimbursement is substantiated with log book details.

g) Accommodation

All Councillor accommodation for Council business will be booked and paid for by Council. Where accommodation is recommended by conference organisers, Council will take advantage of the package deal that is most economical and convenient to the event.

h) Meals

Councillors will be reimbursed for the actual cost of meals when:

- i. The Councillor incurs the cost personally; and
- ii. The meal was not provided with the registration costs of the approved activity/event/travel; and
- iii. The Councillor can provide original documents sufficient to verify the actual meal cost.

If a Councillor cannot produce a receipt for a meal they have purchased, then a statutory declaration must be completed to claim for the reimbursement.

The actual and reasonable costs allowed for meals are not to exceed the Queensland Government Public Sector Domestic Travelling and Relieving Expenses Directive 01/23 (or as updated), equal to the allowance for an overnight stay in a capital city.

No alcohol will be paid for by Council.

i) Incidental expenses

Up to \$20 per day may be reimbursed to cover the actual costs of any incidentals incurred by Councillors required to travel, and who are away from home overnight for Council business.

j) Car parking amenities

Council will reimburse Councillor parking costs while attending official Council business, upon production of a tax invoice.

4.3. Provision of Facilities

a) Council vehicles

Councillors will have access to a suitable Council vehicle for Council business if required. A Councillor wishing to use a Council vehicle for Council business is to make the booking with the Group Manager Customer and Council Support Services at least 2 days prior to use, where possible. An induction may be required prior to a Councillor taking a Council vehicle.

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Blackall-Tambo
Regional Council

Councillors' Expenses Reimbursement Policy

A fully maintained Council fleet vehicle is available for use by the Mayor.

All Council vehicles will be operated in accordance with Council's Vehicle Policy.

b) Fuel costs

All fuel used in a Council owned vehicle on Council business will be provided or paid for by Council. Council will reimburse Councillors fuel costs when using a Council owned vehicle.

c) Administrative tools

Administrative tools should be provided to Councillors as required to assist Councillors in their role.

- Administrative tools include:
- office space and meeting rooms
- computers
- stationery
- access to photocopiers
- printers
- facsimile machines
- publications
- use of Council landline telephones and internet access in Council offices

Secretarial support may also be provided for Mayors and Councillors.

Council may provide a Councillor with home office equipment including computer, internet access if necessary.

d) Maintenance costs of Council owned equipment

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council-owned equipment that is supplied to Councillors for official business use.

This includes the replacement of any facilities which fall under Council's asset replacement program.

e) Name Badge and Safety Equipment for Councillors

A local government may provide Councillors with:

- a name badge;
- the necessary safety equipment for use on official business, e.g. safety helmet/boots;
- a dress shirt to wear at conferences/meetings.

f) Telecommunication needs - mobile devices and computers

Computers are supplied to Councillors for official use.

The Mayor has a mobile phone provided by Council.

g) Insurance cover

Councillors will be covered under relevant Council insurance policies while on Council business. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillor's liability and person accident, and domestic and overseas travel.

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Blackall-Tambo
Regional Council

Councillors' Expenses Reimbursement Policy

Council will pay the excess for injury claims made by a Councillor resulting from the conduct of official Council business and on any claim made under insurance cover.

5. REFERENCE DOCUMENTS

Local Government Act 2009

Local Government Regulation 2012

Queensland Government Public Sector Domestic Travelling and Relieving Expenses Directive 01/23

Blackall-Tambo Regional Council Entertainment and Hospitality Expenditure Policy

Blackall-Tambo Regional Council Councillor Code of Conduct Policy

Blackall-Tambo Regional Council Vehicle Policy

6. DEFINITIONS

CEO	Means the Chief Executive Officer of Blackall-Tambo Regional Council
Council	Means the Blackall-Tambo Regional Council, its elected Councillors, management and employees.
Council Employees	Means all permanent, casual, and temporary employees, contractors, volunteers, apprentices, trainees and work experience students.
Council Business	Means the official business of a Councillor as generally described in Chapter 2, Part 1 of the <i>Local Government Act 2009</i> . Council business should result in a benefit being achieved either for the local government and/or the local government area.
Councillors	Means the currently elected Mayor and Councillors of Blackall-Tambo Regional Council.
Expense	Means payments made by Council to reimburse Councillors for their reasonable expenses incurred or to be incurred when discharging their duties as Councillors. These payments are not regarded as remuneration. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge when on Council business.
Facility	Means the 'tools of trade' provided by Council, required to enable Councillors to perform their duties with relative ease and at a standard appropriate to fulfil their professional role for the community.
Professional Development	Means attendance by a Councillor at an event where the Councillor expects to develop further skills and knowledge relevant to their role as a Councillor.
Representation	Means attendance by a Councillor at various community and special interest representative group meetings and events, which are relevant to the role of Councillor.
Reasonable	Means the application of sound judgement and consideration of what is prudent, responsible and acceptable to the community when determining levels of facilities and expenditure.
Training	Means any facilitated learning activity which is considered by Council to be a requirement for Councillors to discharge their duties and responsibilities as Councillors.

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Blackall-Tambo Regional Council

Meeting Procedures (Standing Orders)

PURPOSE

The purpose of this policy is to set out certain procedures to ensure the local government principles are reflected in the conduct of Council meetings, standing and advisory committee meetings as defined in the *Local Government Act 2009* (LGA) and *Local Government Regulation 2012* (LGR).

REFERENCE

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- BTRC Councillor Code of Conduct Policy

MEETING PRINCIPLES

Local government meetings must adhere to the following principles:

- Transparent and effective processes and decision making in the public interest
- Sustainable development management and delivery of effective services
- Democratic representation, social inclusion and community engagement
- Good governance of, and by the local government
- Ethical and legal behaviour of Councillors, local government employees and Councillor advisors.

STANDING ORDERS

This policy applies to meetings of the Blackall-Tambo Regional Council, including standing committee meetings and represents the standing orders that Council will observe. This policy does not apply to meetings of the audit committee.

A provision of this policy is that standing orders may be suspended by resolution of any meeting of the Blackall-Tambo Regional Council, except those sections that are mandatory under the model meeting procedures. A separate resolution is required for any suspension and must specify the application and duration of each suspension.

Where a matter arises at any meeting of Blackall-Tambo Regional Council that is not provided for in this policy, the matters will be determined by resolution of the Council upon a motion which may be put without notice but otherwise conforms with the standing orders.

1. Presiding Officer

- 1.1. The Mayor will preside at a meeting of Council.
- 1.2. If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.

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Meeting Procedures (Standing Orders)

- 1.3. If both the Mayor and the Deputy Mayor, or the Mayors' delegate, are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.
- 1.4. Council will choose the Chairperson for a Committee meeting. This Chairperson will normally preside over meetings of the Committee.
- 1.5. If the Chairperson of a Committee is absent or unavailable to preside, a Councillor chosen by the Councillors present will preside over the Committee meeting.
- 1.6. Before proceeding with the business of the meeting the person presiding at the meeting will undertake the acknowledgement and/or greetings deemed appropriate by the local government.

2. Order of Business

- 2.1. The order of business shall be determined by resolution of Council from time to time. The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. A motion to alter the order of business may be moved without notice.

- 2.2. Unless otherwise altered, the order of business shall be as follows:

- Acknowledgement of Country
- Attendance
- Apologies and granting of leaves of absence
- Condolences
- Declaration of Conflicts of Interest
- Reception of Deputations
- Confirmation of Minutes of Previous Meeting
- Business Arising from the Minutes
- Petitions
- Mayor's Reports
- Councillor's Reports
- Chief Executive Officer's Reports
- Reports & Correspondence
 - Chief Financial Officer
 - Chief Operations Officer
 - Director of Lifestyle and Community
 - Director of Operational Performance
- Confidential Reports
- Close of Meeting

3. Agenda for Ordinary Meetings

- 3.1. The Chief Executive Officer must ensure that each statutory notice of meeting includes an agenda listing the items to be discussed at the meeting.
- 3.2. The agenda may include –
 - a) Notice of meeting
 - b) Minutes of the previous meetings
 - c) Business arising out of previous meetings

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- d) Business which the Mayor wishes to have considered at that meeting without notice
 - e) Matters of which notice has been given
 - f) Committees' reports referred to the meeting by the chief executive officer (CEO)
 - g) Officers' reports referred to the meeting by the CEO
 - h) Deputations and delegations from the community that are approved to attend
 - i) Any other business the Council determines by resolution to be included in the agenda.
- 3.3. The notice of the meeting and agenda must be given to each Councillor at least 2 days before the meeting.
- 3.4. A Councillor who wants an item of business included on the agenda for a particular meeting must give written notice of the nature of the business to the Chief Executive Officer at least seven days before the date of the meeting.
- 3.5. The Chief Executive Officer may include in the agenda a matter the Chief Executive Officer considers should be brought before the meeting.
- 3.6. The agenda for the local government must be made publicly available by 5pm on the business day after the notice of meeting is given to the Councillors. The related reports for the local government meeting must also be included and available to the public excluding confidential reports.
- 3.7. Matters on the agenda that will require the meeting to be in closed session will be clearly identified including the reasons why the session will be closed.
- 3.8. Business not on the Agenda or not fairly arising from the Agenda shall not be considered at any meeting unless permission for that purpose is given by Council at such meeting. Business must be in accordance with the adopted Terms of Reference for each Committee.
- 3.9. Business not on the agenda, or not fairly arising from the agenda, will not be considered at any Council meeting unless permission for that purpose is given by the local government at the meeting.
- 3.10. The order of business may be altered for a particular meeting where the Councillors at the meeting pass a motion to that effect.
- 3.11. A motion to alter the order of business may be moved without notice.
- 3.12. The minutes of a preceding meeting whether an ordinary or a special meeting, not previously confirmed shall be taken into consideration, at every ordinary meeting of Council, in order that such minutes may be confirmed, and no discussion shall be permitted with respect to such minutes except with respect to their accuracy as a record of the proceedings. Amendments to the minutes may be made prior to confirming the minutes. This must be done by moving a motion to amend the minutes that must be voted on and carried. Once the resolution is passed the minutes can be amended. All Councillors present at the meeting can vote to confirm the minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting. Once the minutes are confirmed by resolution of the meeting they cannot be changed.

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4. Quorum

- 4.1. A quorum at a Council meeting is a majority of the Councillors. If the number of Councillors is even then one half of the number is a quorum.
- 4.2. If a quorum is not present within 15 minutes after the time set for the meeting to begin, it may be adjourned to a late hour or a later day within 14 days after the day of the adjournment. The meeting may be adjourned by a majority of Councillors present, or if only one Councillor is present, then that Councillor, or if no Councillors are present then the Chief Executive Officer.
- 4.3. Loss of Quorum is dealt with in item 16 of Meeting Procedures.

5. Petitions

- 5.1. Any petition presented to a meeting of Council shall:
 - be in legible writing or typewritten and contain a minimum of ten (10) signatures
 - include the name and contact details of the Principal Petitioner (i.e. the key contact for the issue)
 - include the postcode of all petitioners, and
 - have the details of the specific request/matter appear on each page of the petition.
- 5.2. Where a Councillor presents a petition to a meeting of Council no debate on or in relation to it shall be allowed and the only motion which may be moved is:
 - that the petition be received;
 - that the petition be received and referred to a committee or CEO for consideration and a report to Council; or
 - not be received because it is deemed invalid.
- 5.3. Council will respond to the Principal Petitioner in relation to all petitions deemed valid.

6. Deputations

- 6.1. A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven (7) business days before the meeting.
- 6.2. The CEO, on receiving an application for a deputation shall notify the Chairperson who shall determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time shall be arranged for that purpose, and a maximum of 15 minutes will be allowed.
- 6.3. For deputations comprising three or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation, consistent with 2 above.

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- 6.4. If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chairperson may terminate the deputation.
- 6.5. The Chairperson may terminate an address by a person in a deputation at any time where:
- the Chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting
 - the time period allowed for a deputation has expired, or
 - the person uses insulting or offensive language or is derogatory towards Councillors or others.
- 6.6. The CEO is responsible for the deputation including that the appointed speaker/s are notified in writing of developments or future actions as appropriate.

7. Public Participation at Meetings

- 7.1. An area shall be made available at the place where any meeting of Council is to take place for members of the public and representatives of the media to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.
- 7.2. A member of the public may take part in the proceeding of a meeting only when invited to do so by the Chairperson.
- 7.3. In each Meeting, time may be required to permit members of the public to address the Council on matters of public interest related to local government. The time allotted shall not exceed fifteen minutes and no more than three speakers shall be permitted to speak at any one meeting. The right of any individual to address the Council during this period shall be at the absolute discretion of the meeting's Chairperson.
- 7.4. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
- 7.5. For any matter arising from such an address, Council may take the following actions:
- refer the matter to a committee
 - deal with the matter immediately
 - place the matter on notice for discussion at a future meeting
 - note the matter and take no further action.
- 7.6. Any person addressing the Council shall stand and act and speak with decorum and frame any remarks in respectful and courteous language.
- 7.7. Any person who is considered by the Council or the Mayor to be inappropriately presented may be directed by the Mayor or Chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

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8. Closed Session

- 8.1. Closed sessions will be conducted in accordance with section 18 of the Meeting Procedures.
- 8.2. When the Council is sitting in Closed Session, the public and representatives of the media shall be excluded.

9. Teleconferencing Of Meetings

- 9.1. If a Councillor wishes to be absent from a Council meeting place during a meeting, the Councillor must apply to the Chairperson to participate by teleconference, at least three business days prior to the meeting or as soon as practicable once the Councillor becomes aware of their intended absence. The Council may allow a Councillor to participate in a Council or committee meeting by teleconference.
- 9.2. A Councillor taking part by teleconference is taken to be present at the meeting if the Councillor was simultaneously in audio contact with each other person at the meeting. The attendance of the Councillor must be recorded in the minutes as present at the meeting.
- 9.3. The Councillor taking part by teleconference should have any video link activated where possible when attending a meeting of Council or a committee meeting.

Note: Teleconferencing includes the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in a discussion as it happens.

MEETING CONDUCT

10. Process for dealing with unsuitable meeting conduct by a Councillor in a meeting

The conduct of a Councillor is unsuitable meeting conduct if the conduct happens during a Council meeting and contravenes a behavioural standard of the code of conduct for Councillors. When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

- 10.1 The Chairperson must reasonably believe that unsuitable meeting conduct has been displayed by a Councillor at a meeting.
- 10.2 If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson may consider the severity of the conduct and whether the Councillor has had any previous warnings for unsuitable meeting conduct issued. If the Chairperson decides the conduct is of serious nature or another warning is unwarranted, proceed to step 10.7.
- 10.3 If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial action such as:
 - 10.3.1 Cease the unsuitable meeting conduct and refraining from exhibiting the conduct
 - 10.3.2 Apologising for their conduct
 - 10.3.3 Withdrawing their comments.

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- 10.4 If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
- 10.5 If the Councillor fails to comply with the Chairperson's request for remedial action, the Chairperson may warn the Councillor that failing to comply with the request could result in an order being issued.
- 10.6 If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.
- 10.7 If the Councillor continues to fail to comply with the Chairperson's request for remedial action or the Chairperson decides a warning was not appropriate under 10.5, the Chairperson may make one or more of the orders below:
 - 10.7.1 An order reprimanding the Councillor for the conduct
 - 10.7.2 An order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
- 10.8 If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting.
- 10.9 Any Councillor aggrieved with an order issued by the Chairperson can move a motion of dissent for section 10.1, 10.7 and 10.8 above.
- 10.10 Following the completion of the meeting, the Chairperson must ensure the minutes record the information about unsuitable meeting conduct (see note).

Note: Details of any order issued is recorded in the minutes of the meeting. If it is third or more order made within a 12-month period against a Councillor, or the Councillor has refused to comply with an order issued to leave the meeting, these matters are dealt with at the next Council meeting and treated as a suspected conduct breach. The Council is not required to notify the Independent Assessor (IA) about the conduct and may deal with the conduct under section 150AG of the LGA, as if an investigation has been conducted. The Council's chief executive officer is advised to ensure details of any order made is updated in the Council's Councillor conduct register.

11. Process for Dealing with Unsuitable Meeting Conduct by a Chairperson in a Meeting

- 11.1 If a Councillor at the meeting reasonably believes that the conduct of the Chairperson during the meeting is unsuitable meeting conduct, the Councillor will raise the matter in the meeting by point of order.
- 11.2 The Chairperson may correct their unsuitable meeting conduct or if they do not properly correct their behaviour, the Councillor may move a motion that the Chairperson has engaged in unsuitable meeting conduct (a seconder for the motion is required). Councillors present, excluding the Chairperson, must decide by resolution if the conduct is unsuitable meeting conduct.

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- 11.3 The Chairperson has a declarable conflict of interest in the matter and must leave the place where the meeting is being held, including any area set aside for the public, during the debate and vote on the matter. If the Chairperson wishes to remain in the meeting, the eligible Councillors must make a decision and follow the procedures set out in section 14.
- 11.4 For the debate and vote on the motion, a Councillor other than the Councillor that moved the motion, is to act as the Chairperson.
- 11.5 If the original Chairperson remains in the meeting, on the condition that they will not vote on the matter as determined by the eligible Councillors, they can put forward their reasoning about their conduct, and respond to questions, through the Chairperson from the eligible Councillors.
- 11.6 The acting Chairperson of the meeting will preside over the meeting while the Councillors present at the meeting vote on whether the Chairperson has engaged in unsuitable meeting conduct (the acting Chairperson will have a casting vote on the resolution if required).
- 11.7 If it is decided that the Chairperson has engaged in unsuitable meeting conduct the Councillors can make an order reprimanding the Chairperson for the conduct.
- 11.8 Once the Councillors make a decision, the Chairperson returns to the meeting (unless they have been permitted to remain in the meeting) and is informed of the decision by the acting Chairperson.
- 11.9 The Chairperson then resumes the role of Chairperson, and the meeting continues.

Note: Details of any reprimand order is recorded in the minutes of the meeting. The Council's chief executive officer is advised to ensure details of any order made is updated in the Councillor conduct register.

For conduct of a Chairperson, at Council meetings that is part of a course of conduct leading to a reprimand order for unsuitable meeting conduct being made against the Chairperson, on three occasions within a period of 12 months, the conduct that led to the orders being made, taken together, becomes a conduct breach.

If the conduct of a Councillor, including a Chairperson, at the meeting becomes a conduct breach; in accordance with section 150J of the LGA, and is a breach under section 150K(2)(b) and (3) of the LGA, the Council is not required to notify the Independent Assessor about the conduct; and may deal with the conduct under section 150AG as if an investigation had been conducted. It may be dealt with at the next Council meeting.

12. Meeting process for dealing with a suspected conduct breach which has been referred to the local government by the Independent Assessor

- 12.1 Under chapter 5A, part 3, division 3A of the LGA, the Independent Assessor (IA) must make a preliminary assessment and consider dismissing a complaint, notice or information before taking any other action if satisfied that particular circumstances apply. If the IA assesses that a matter is a suspected conduct breach it must refer the matter to the local government.

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The IA refers the Councillor's suspected conduct breach to the local government by giving a referral notice.

Note: Conduct breach is conduct that contravenes a behavioural standard of the code of conduct for Councillors, a policy, procedure or resolution of the local government; or the conduct contravenes an order of the Chairperson of a local government meeting for the Councillor to leave and stay away from the place at which the meeting is being held; or an instance of a suspected conduct breach that may arise from circumstances described in the Note above at end of clause 2. Process for Dealing with Unsuitable Meeting Conduct by a Chairperson in a Meeting, in this document.

- 12.2 In relation to matters referred by the IA to the local government, the local government may decide not to start or discontinue an investigation if the complainant withdraws the complaints, or consents to the investigation not starting or discontinuing, or the complainant does not provide extra information when requested, or there is insufficient information to investigate the complaint, or the Councillor vacates or has vacated their office as a Councillor.

Note: The Council investigation must be conducted in a way that is consistent with the local government's investigation policy. An investigation must be prepared to assist the Councillors in making a decision on the outcome under section 150AG of the LGA. Before debating a matter relating to making a decision, a summary investigation report (with redactions) must be prepared and made publicly available under section 150AFA of the LGA on or before the day and time prescribed by regulation.

- 12.3 The Council must decide in a Council meeting, whether the Councillor has engaged in inappropriate conduct, unless in accordance with section 150AG of the LGA it has delegated responsibility for this decision to the mayor under section 257 of the LGA.
- 12.4 When dealing with an instance of a suspected conduct breach which has been referred to a Council by the Independent Assessor:
- 12.4.1 The Council must be consistent with the local government principle of transparent and accountable decision making in the public interest by deciding the outcome of an investigation of a suspected conduct breach in an open meeting of the Council. However, where the matter requires a debate, a Council may close all or part of a meeting to the public, if considered necessary, to discuss an investigation report under the *Local Government Regulation* (LGR) section 254J.
- 12.4.2 No decision can be made in the closed session. The matter must be decided in an open session of the meeting or at a later meeting.
- 12.4.3 Where a Council makes a decision about a conduct breach matter at a Council meeting that is inconsistent with a recommendation made about that matter in an investigation report, a statement of the reasons for the inconsistency must be included in the minutes under the LGR section 254H.
- 12.4.4 The subject Councillor has a declarable conflict of interest in the matter must declare the conflict of interest. The eligible Councillors at the meeting can reside by resolution that the subject Council or may remain in the meeting (unless they decide otherwise), during the detail about the investigation report and may answer

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questions put the subject Councillor through the Chairperson in relation to the evidence or written submission provided by the Councillor to the Council.

- 12.4.5 The subject Councillor who has a declarable conflict must leave the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have engaged in a conduct breach and what, if any, penalty to impose if the Councillor is found to have engaged in a conduct breach.
- 12.4.6 Should the complainant be a Councillor, that Councillor may have a declarable conflict of interest in the matter and if so, must follow the declarable conflict of interest procedures in section 14. If the complainant Councillor who has a conflict of interest, wishes to remain in the meeting during the debate and vote on the matter, the other eligible Councillors (who do not have a COI in the matter) must decide on how to deal with the conflict of interest under section 14. The complainant Councillor can be ordered to leave the meeting place or conditions may be applied to allow that Councillor to participate in either the debate, the vote or the decision on any disciplinary action to be applied.
- 12.4.7 After making a decision under section 150AG of the LGA, the Council must make the full investigation report, publicly available within 10 business days after the decision is made, with redactions of the name of the complainant and any witnesses but including the name of a Councillor or the CEO of the Council if they were the complainants, or any Councillor who declared a COI in the matter.
- 12.5 If the Council has lost quorum due to the number of conflicted Councillors or another reason, the matter must be delegated consistent with section 257 of the LGA to the mayor; or decide by resolution to defer the matter to another date; or decide by resolution not to decide the matter and take no further action in relation to the matter unless this Act or another Act provides that the Council must decide the matter.

Note: Council cannot decide to take no further action on a decision about a conduct matter because it is required under the LGA. In order to reach a decision when a loss of quorum has occurred, the matter can be deferred to a later meeting when a quorum can be maintained, or the conflicted Councillors may apply to the Minister for permission to participate in the decision.

- 12.6 If a decision is reached that the subject Councillor has engaged in a conduct breach, then the Councillors must decide what penalty or penalties from the orders detailed in 12.7, if any, to impose on the Councillor. In deciding what penalty to impose, the Council may consider any previous inappropriate conduct of the Councillor and any allegation made in the investigation that was admitted, or not challenged, and that the Council is reasonably satisfied is true.
- 12.7 The Council may order that no action be taken against the Councillor or make one or more of the following:
 - 12.7.1 An order that the Councillor make a public apology, in the way decided by the Council
 - 12.7.2 An order reprimanding the Councillor for the conduct breach

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- 12.7.3 An order that the Councillor attend training or counselling to address the Councillor's conduct, including at the Councillor's expense
- 12.7.4 An order that the Councillor be excluded from a stated Council meeting
- 12.7.5 An order that the Councillor is removed, or must resign, from a position representing the local government, other than the office of Councillor, for example that the Councillor is ordered to resign from an appointment representing the local government on a state board or committee.
- 12.7.6 An order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct
- 12.7.7 An order that the Councillor reimburse the Council for all or some of the costs arising from the Councillor's conduct breach.
- 12.8 A local government may not make an order under 12.7 in relation to a person who has vacated their office as a Councillor.
- 12.9 The subject Councillor, and where relevant, the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the Chairperson must advise them of the details of the decision made by Council and if relevant any orders made by resolution.
- 12.10 The Chairperson must ensure the meeting minutes reflect the decision and any orders made. A notice must be given to the IA as soon as practicable about the decision and the reasons for the decision and if an order is made under section 150AH of the LGA, the details of the order.

13. Prescribed conflict of interest

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a Council meeting, standing or advisory committee meeting (other than ordinary business matters prescribed in section 150EF of the LGA). When dealing with a prescribed conflict of interest, Councillors must abide by the following procedures:

- 13.1 A Councillor who has notified the chief executive officer of a prescribed conflict of interest in a matter to be discussed in a Council meeting must also give notice during the meeting at the time when the matter is to be discussed
- 13.2 A Councillor who first becomes aware of a prescribed conflict of interest in a matter during a Council meeting must immediately inform the meeting of the conflict of interest.
- 13.3 When notifying the meeting of a prescribed conflict of interest, the following details must, at a minimum, be provided:
 - 13.3.1 If it arises because of a gift, loan or contract, the value of the gift, loan or contract

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- 13.3.2 If it arises because of an application or submission, the subject of the application or submission
- 13.3.3 The name of any entity, other than the Councillor, that has an interest in the matter
- 13.3.4 The nature of the Councillor's relationship with the entity mentioned in 13.3.3 that has an interest in a matter
- 13.3.5 Details of the Councillor's and any other entity's interest in the matter.
- 13.4 The Councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject Councillor has written notice from the Minister to participate in the matter.
- 13.5 Once the Councillor has left the area where the meeting is being conducted, the Council can continue discussing and deciding on the matter at hand.

14. Declarable conflict of interest

Councillors are ultimately responsible for informing any declarable conflict of interest on matters to be discussed at Council meetings, standing or advisory committee meetings that might lead to a decision that in contrary to the public interest (other than the interests prescribed under 150EO of the LGA, and ordinary business matters prescribed in 150EF of the LGA).

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the other Councillors may disclose their suspicion and the processes under section 150EW of the LGA apply.

When dealing with a declarable conflict of interest, Councillors must abide by the following procedure:

- 14.1 A Councillor who has notified the chief executive officer of a declarable conflict of interest in a matter to be discussed at a Council meeting must also give notice during the meeting.
- 14.2 A Councillor who first becomes aware of a declarable conflict of interest in a matter during a Council meeting must inform the meeting of the conflict of interest.
- 14.3 When notifying the meeting of a declarable conflict of interest, Councillor should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following minimum details must be provided:
 - 14.3.1 The nature of the declarable conflict of interest
 - 14.3.2 If it arises because of a Councillor's relationship with a related party:
 - 14.3.2.1 The name of the related party to the Councillor, and
 - 14.3.2.2 The nature of the relationship of the related party to the Councillor, and

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- 14.3.2.3 The nature of the related party's interest in the matter.
- 14.3.3 If it arises because of a gift or loan from another person to the Councillor or a related party:
 - 14.3.3.1 the name of the other person, and
 - 14.3.3.2 the nature of the relationship of the other person to the Councillor or related party, and
 - 14.3.3.3 the nature of the other person's interest in the matter, and
 - 14.3.3.4 the value of the gift or loan and the date the gift or loan was made.
- 14.4 After a Councillor has declared a conflict of interest, the Councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.
- 14.5 If the Councillor chooses not to leave the meeting, the Councillor may advise the other Councillors of their reasons for seeking permission to participate in making the decision.
- 14.6 The other Councillors at the meeting must then decide, by resolution, whether the Councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether they should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible Councillors.

The eligible Councillors may impose conditions on the Councillor under a decision to either participate or leave the meeting e.g. may stay for the debate but must leave for the vote. The Councillor must comply with any decision or condition imposed by the non-conflicted Councillors. The Councillor must not participate in the decision unless authorised in compliance with section 150ES of the LGA or under an approval by the Minister for local government under section 150EV of the LGA.
- 14.7 In deciding on whether a Councillor may participate in a decision about a matter in which the Councillor has a declarable conflict of interest, only Councillors who do not themselves have prescribed or declarable conflict of interest in the matter are eligible to participate in the decision making. The decision may be made even if the number of those Councillors is less than a majority or less than a quorum for the meeting consistent with section 150ET of the LGA.
- 14.8 The Councillor who is the subject of the decision may remain in the meeting while the debate is occurring and can participate by answering questions from the Chairperson to assist the other Councillors in making their decision. The subject Councillor must not vote or otherwise participate in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the Chairperson, on whether the Councillor may remain and participate in deciding the matter in which the Councillor has a declarable conflict of interest.

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- 14.9 When deciding whether a Councillor may participate in the decision making on a matter in which they have a declarable conflict of interest, the other Councillors should consider the circumstances of the matter including, but not limited to:
- 14.9.1 How does the inclusion of the Councillor in the deliberation affect the public trust
 - 14.9.2 How close or remote is the Councillor's relationship to the related party
 - 14.9.3 If the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received
 - 14.9.4 Will the benefit or detriment the subject Councillor or their related party stands to receive from the decision have major or minor impact on them
 - 14.9.5 How does the benefit or detriment the subject Councillor stands to receive compared to others in the community
 - 14.9.6 How does this compare with similar matters that Council has decided and have other Councillors with the same or similar interests decided to leave the meeting
 - 14.9.7 Whether the subject Councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest.
- 14.10 If the eligible Councillors cannot decide whether the subject Councillor has a declarable conflict of interest, then they are taken to have decided that the Councillor must leave and stay away from the meeting while the eligible Councillors discuss and vote on the matter.
- 14.11 A decision about a Councillor who has a declarable conflict of interest in a matter applies in relation to the Councillor for participating in the decision, and subsequent decisions, about the same matter unless there is change to the Councillor's personal interests and/or the nature of the matter being discussed. If the eligible Councillors decide that the Councillor can act in the public interest on the matter, then the Councillor may participate in the meeting and be involved in processes occurring outside of a Council meeting about the same matter e.g. briefing sessions or workshops.
- 14.12 In making the decision about the Councillor's conflict of interest, it is irrelevant how the subject Councillor intended to vote on the issue or any other issue (if known or suspected).
- 14.13 A Councillor does not contravene the above procedures if the Councillor participates in a decision under written approval from the Minister as prescribed in 150EV of the LGA.

15. Reporting a suspected conflict of interest

- 15.1 If a Councillor at a meeting reasonably believes or suspects that another Councillor has a personal interest in a matter that may be a prescribed or declarable conflict of interest, and that Councillor is participating in a decision on that matter, the Councillor who believes or suspects this, must immediately inform the Chairperson of the meeting of their belief or suspicion, and the facts and circumstances that led to their belief or suspicion.

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Meeting Procedures (Standing Orders)

- 15.2 The Chairperson should ask the relevant Councillor with the suspected personal interest of whether they have any prescribed or declarable conflict of interest in the matter. If the Councillor agrees they have a conflict of interest, the Councillor must follow the relevant procedures above.
- 15.3 If the Councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
- 15.4 The eligible Councillors must then decide whether the Councillor has a prescribed conflict of interest, a declarable conflict of interest or that the Councillor does not have a prescribed or declarable conflict of interest in the matter. If the meeting decides the Councillor has a conflict of interest, the Councillor must follow the relevant procedures above. If a Councillor with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible Councillors must make a decision about the Councillor's participation.
- 15.5 If the Councillors cannot reach a majority decision about the conflict of interest, or the subject Councillor's participation in the matter despite a declarable conflict of interest, then they are taken to have determined that the Councillor must leave and stay away from the place where the meeting is being held while the eligible Councillors discuss and vote on the matter. This decision will continue to apply in relation to all subsequent decisions about the same matter, where the conflict of interest remains unchanged.
- 15.6 If the belief of a COI relates to more than one Councillor. Section 14 of these procedures must be complied with in relation to each Councillor separately.

16. Loss of quorum

- 16.1 In the event where one or more Councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of quorum for deciding the matter, the Council must resolve to:
 - 16.1.1 Delegate the consideration and decision on the matter, pursuant to section 257 of the LGA unless the matter cannot be delegated; or
 - 16.1.2 Defer the matter to a later meeting
 - 16.1.3 Not to decide the matter and take no further action in relation to the matter unless the LGA or another Act provides that the local government must decide the matter.

All Councillors including the conflicted Councillors, may participate in deciding to delegate or defer a matter.

- 16.2 The Council must not delegate a decision to an entity if the entity, or a majority being at least half of its members, has a prescribed or declarable conflict of interest in the matter.
- 16.3 If the matter cannot be delegated under an Act says must be decided by resolution of the Council under section 257(3) of the LGA.

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Meeting Procedures (Standing Orders)

- 16.4 The Council may by resolution delegate a power under section 257 of the LGA to:
- 16.4.1 The mayor or chief executive officer; or
 - 16.4.2 A standing committee, or joint committee of Council; or
 - 16.4.3 The Chairperson of a standing committee or joint standing committee of Council.
- 16.5 The Council may only delegate a power to make a decision about a Councillor's conduct under section 150AE or 150AG of the LGA to pursuant to section 257(2) of the LGA:
- 16.5.1 The mayor; or
 - 16.5.2 A standing committee.
 - 16.5.3 If the decision about the conduct of the mayor, the decision must be delegated to a standing committee.
- 16.6 The Minister for Local Government may, by signed notice give approval for a conflicted Councillor to participate in deciding a matter in a meeting including being present for the discussion and vote on the matter, if there is a loss of quorum and deciding the matter cannot be delegated, subject to any conditions the Minister may impose.

17. Recording prescribed and declarable conflicts of interest

- 17.1 When a Councillor informs a meeting that they or another Councillor have a prescribed or declarable conflict of interest in a matter, the minutes of the meeting must record all of the relevant details of how the conflict of interest was dealt with, being;
- The name of any Councillor and any other Councillor who may have a prescribed or declarable conflict of interest
 - The particulars of the prescribed or declarable conflict of interest provided by the Councillor
 - The actions taken by a Councillor after informing the meeting that they have, or they reasonably suspect another Councillor has a prescribed or declarable conflict of interest
 - Any decision then made by the eligible Councillors
 - Whether the Councillor with a prescribed or declarable conflict of interest participated in or was present for the decision under ministerial approval
 - The Council's decision on what actions the Councillor with a declarable conflict of interest must take and the reasons for the decision
 - The name of each eligible Councillor who voted on the matter and how each voted.

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Meeting Procedures (Standing Orders)

17.2 If the Councillor has a declarable conflict of interest the following additional information must be recorded in the minutes of the meeting when the meeting is informed of a Councillor's personal interest by someone other than the Councillor.

- a) the name of each Councillor who voted in relation to whether the Councillor has a declarable conflict of interest, and how each of the Councillors voted.

17.3 Where a decision has been made under section 13 – the minutes must include:

- a) the decision and reasons for the decision, and
- b) the name of each eligible Councillor who voted and how each eligible Councillor voted.

18. Closed meetings

18.1 Council meetings, standing and advisory committee meetings may resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss any of the following matters pursuant to section 254(3) of the LGR:

- Appointment, dismissal or discipline of the CEO
- Industrial matters affecting employees
- The Council's budget, which does not include the monthly financial statements
- Rating concessions
- Legal advice obtained by the Council, including legal proceedings that may be taken by or against the Council
- Matters that may directly affect the health and safety of an individual or a group of individuals
- Negotiations relating to a commercial matter involving the Council for which a public discussion could prejudice the interests of the Council
- Negotiations relating to the taking of land by the Council under the *Acquisition of Land Act 1967*
- A matter that the Council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or State
- A matter relating to the consideration of an investigation report for an investigation of a conduct breach given to Council under the LGA chapter 5A, part 3, division 5.

18.2 A Council meeting, standing and advisory committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillor's personal interest in the matter by

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Meeting Procedures (Standing Orders)

another person and the eligible Councillors at the meeting must decide whether the Councillor has a declarable conflict of interest in the matter.

18.3 Further, the meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the Council meeting and the Council must:

- Delegate the consideration and decision on the matter pursuant to section 257 of the LGA, unless the matter cannot be delegated
- Decide by resolution to defer to a later meeting when a quorum may be available
- Decide by resolution to take no further action on the matter unless the LGA or another Act provides that the local government must decide the matter.

None of the above will be considered, discussed, voted on or made during a closed session.

18.4 If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in a closed meeting (a failure to do so could be a contravention of section 171(3) of the LGA).

18.5 To take a matter into a closed session the Council must abide by the following:

- Pass a resolution to close the meeting.
- The resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered.
- If the matter is known in advance, the agenda should clearly identify that the matter may be considered in closed session, and an explanation of why the Councillors at the meeting may consider it necessary to take the issue into closed session must be stated.
- Not make a resolution while in a closed meeting (other than a procedural resolution).

MOTIONS

19. Motion to be Moved

19.1 A Councillor is required to 'move' a motion and then another Councillor is required to 'second' the motion.

19.2 When a motion has been moved and seconded, it shall become subject to the control of Council and shall not be withdrawn without the consent of Council.

19.3 Other Councillors can propose amendments to the motion which must be voted on before voting on the final motion.

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Meeting Procedures (Standing Orders)

- A motion brought before a meeting of Council in accordance with the *Local Government Act 2009* or these Standing Orders shall be received and put to the meeting by the Chairperson.
 - The Chairperson may require a motion or amendment to a motion to be stated in full or be in writing before permitting it to be received.
 - The Chairperson may refuse to accept a motion if it is not within the meeting's jurisdiction and rule a motion out of order if necessary. Any motion that is vague, proposes unlawful action, is outside the scope of the meeting, is defamatory, vexatious or is unnecessary, may be ruled out of order.
- 19.4 The Chairperson may call the notices of motion in the order in which they appear on the agenda, and where no objection is taken to a motion being taken as a formal motion, and the motion is then seconded, the Chairperson may put the motion to the vote without discussion and the vote can occur.
- 19.5 Not more than one motion or one proposed amendment to a motion may be put before a meeting of Council at any one time.

20. Absence of Mover of Motion

Where a Councillor who has given notice of a motion is absent from the meeting of Council at which the motion is to be considered, the motion may be:

- moved by another Councillor at the meeting, or
- deferred to the next meeting.

21. Motion to be Seconded

A motion or an amendment to a motion shall not be debated at a meeting of Council unless or until the motion or the amendment is seconded, with the exception of procedural motions which do not need to be seconded.

22. Amendment of Motion

- 22.1 An amendment to a motion shall be in terms which maintain or further clarify the intent of the original motion and do not contradict the motion.
- 22.2 Where an amendment to a motion is before a meeting of Council, no other amendment to the motion shall be considered until after the first amendment has been voted on .
- 22.3 Where a motion is amended by another motion, the original motion cannot be reintroduced as a subsequent amendment for the first amended motion.

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Meeting Procedures (Standing Orders)

23. Speaking to Motions and Amendments

- 23.1 The mover of a motion or amendment shall read it and shall state that it is so moved but shall not speak to it until it is seconded.
- 23.2 The Chairperson will manage the debate by allowing the Councillor who proposed the motion the option of speaking first on the motion. The Chairperson will then call on any other Councillor who wishes to speak against the motion and then alternatively for and against the motion as available, until all Councillors who wish to speak have had the opportunity.
- 23.3 A Councillor may make a request to the Chairperson for further information before or after the motion or amendment is seconded.
- 23.4 The mover of a motion or amendment shall have the right to reply. Each Councillor shall speak no more than once to the same motion or same amendment except as a right of reply. Once the right of reply has been delivered the debate ends.
- 23.5 Each speaker shall be restricted to not more than five (5) minutes unless the Chairperson rules otherwise.
- 23.6 Where two or more Councillors indicate they may wish to speak at the same time, the Chairperson shall determine who is entitled to priority.
- 23.7 In accordance with Section 254H of the *Local Government Regulation 2012*, if a decision made at a meeting is inconsistent with a recommendation or advice given to Council by an advisor of the Council, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice.

Note: If a report contains distinct recommendations, the decision of the Council may be taken separately on each recommendation. If a decision by the meeting is contra to a recommendation in a report the minutes must give the reason for the decision.

24. Method of Taking Vote

- 24.1 The Chairperson will call for all Councillors in favour of the motion to indicate their support. The Chairperson will then call for all Councillors against the motion to indicate their objection.
- 24.2 A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. If a division is taken, the minutes of the meeting shall record the names of Councillors voting in the affirmative and of those voting in the negative. The Chairperson shall declare the result of a vote or a division as soon as it has been determined.
- 24.3 Councillors have the right to request that their names and how they voted be recorded in the minutes if they so request, for voting other than by Division.
- 24.4 Except upon a motion to repeal or amend it, the resolution shall not be discussed after the vote has been declared.

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Meeting Procedures (Standing Orders)

25. Withdrawing A Motion

A motion or amendment may be withdrawn by the mover with the consent of the Council, which will be without debate, and a Councillor will not speak to the motion or amendment after the mover has been granted permission by the Council for its withdrawal.

26. Repealing or Amending Resolutions

- 26.1 A resolution of Council may not be amended or repealed unless notice of motion is given in accordance with the requirements of legislation.
- 26.2 Councillors present at the meeting at which a motion to repeal or amend a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three (3) months.

27. Procedural Motions

- 27.1 A Councillor at a meeting of Council may, during the debate of a matter at the meeting, move, as a procedural motion, without the need for a seconder the following motions:
 - that the question/motion be now put before the meeting
 - that the motion or amendment now before the meeting be adjourned
 - that the meeting proceeds to the next item of business
 - that the question lie on the table
 - a point of order
 - a motion of dissent against the Chairperson's decision
 - that this report/document be tabled
 - to suspend the rule requiring that (insert requirement)
 - that the meeting stands adjourned.
- 27.2 A procedural motion, that the question be put, may be moved and where such a procedural motion is carried, the Chairperson will immediately put the question to the motion or amendment to that motion under consideration. Where such procedural motion is lost, debate on the motion or amendment to that motion shall resume.
- 27.3 The procedural motion, that the motion or amendment now before the meeting be adjourned, may specify a time or date, to which the debate shall be adjourned. Where no date or time is specified:
 - a further motion may be moved to specify such a time or date, or
 - the matter about which the debate is to be adjourned, shall be included in the business paper for the next meeting.
- 27.4 Where a procedural motion that the meeting proceed to the next item is carried, debate on the matter that is the subject of the motion will cease and may be considered again by Council on the giving of notice in accordance with these standing orders.
- 27.5 A procedural motion, that the question lie on the table, shall only be moved where the Chairperson or a Councillor requires additional information on the matter before the meeting

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(or the result of some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, the Council shall proceed with the next matter on the business paper. The motion, that the matter be taken from the table, may be moved at the meeting at which the procedural motion was carried or at any later meeting.

- 27.6 Any Councillor may ask the Chairperson to decide on a 'point of order' where it is believed that another Councillor:
- has failed to comply with proper procedures
 - is in contravention of the Local Government Act/Regulations, or
 - is beyond the jurisdiction power of Council.
- 27.7 Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking. Where a 'point of order' is moved, consideration of the matter to which the motion was moved shall be suspended. The Chairperson shall determine whether the point of order is upheld.
- 27.8 Upon the question of order suddenly arising during the process of a debate, a Councillor may raise a point of order, and thereupon the Councillor against whom the point of order is raised, shall immediately cease speaking. Notwithstanding anything contained in these standing orders to the contrary, all questions or points of order at any time arising shall, until decided, suspend the consideration and decision of every other question.
- 27.9 A Councillor may move 'a motion of dissent' in relation to a ruling of the Chairperson on a point of order. Where such motion is moved, further consideration of any matter shall be suspended until after a ruling is made. Where a motion of dissent is carried, the matter to which the ruling of the Chairperson was made shall proceed as though that ruling had not been made. Where, as a result of that ruling the matter was discharged as out of order, it shall be restored to the business paper and be dealt with in the normal course of business.
- 27.10 The motion, 'that this report/document be tabled', may be used by a Councillor to introduce a report or other document to the meeting, only if the report or other document is not otherwise protected under confidentiality or information privacy laws. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.
- 27.11 A procedural motion, "to suspend the rule requiring that", may be made by any Councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule shall specify the duration of such a suspension.
- 27.12 A procedural motion, that the meeting stands adjourned, may be moved by a Councillor at the conclusion of debate on any matter on the business paper or at the conclusion of a Councillors time for speaking to the matter, and shall be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting the Council shall continue with the business before the meeting at the point where it was discontinued on the adjournment.

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Meeting Procedures (Standing Orders)

28. Questions

- 28.1 A Councillor may at a Council meeting ask a question for reply by another Councillor or an officer regarding any matter under consideration at the meeting. A question shall be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question. A Councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next meeting.
- 28.2 A Councillor who asks a question at a meeting, whether or not upon notice, shall be deemed not to have spoken to the debate of the motion to which the question relates.
- 28.3 The Chairperson may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a Councillor may move a motion that the Chairperson's ruling be disagreed with, and if such motion be carried the Chairperson shall allow such question.

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OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 7.4.6
SUBJECT TITLE: **Environment, Health and Compliance Branch Report**
AUTHOR AND OFFICERS TITLE: Peter Mann Manager Environment, Health, and Compliance
AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential) N/A

Summary:

The Environment, Health, and Compliance branch is responsible for providing a number of services, including, Environmental Health, food hygiene, vector control, rural lands, pest control, wild dog control, local laws compliance.

Officer's Recommendation:

1. That Council receives and endorses the minutes of the Wild Dog Control meeting held on 25 October 2024
2. That Council endorses the Wild Dog Control group recommendations for the dispersal of funds
3. That Council receives the Environment, Health and Compliance branch report and endorses the actions taken.

Background**Branch activities.**

Both the manager and Environmental Health Officer will attend and complete their weapons safety course in Blackall on 30 November 2024.

The Blackall dog pound is being upgraded to an acceptable standard. This work is being undertaken by work camp.

A review of personal protection equipment found several items needed purchasing; this has been completed for all staff.

Assistance and advice has been provided to Barcaldine Council regarding dog attacks and dangerous dogs.

Draft Local Laws No 1 (Administration) 2024 and Subordinate Local Law No 1 (Administration) 2024 have been completed and awaiting approval to progress to the next stage.

Environmental Health Officer action report.**For all Council Areas:**

The draft food business application form has been sent to all councils for editing and approval. At this stage, some councils have adopted the form, and some are still waiting.

The draft temporary food business application form has been sent to all councils for editing and approval. Some Councils have adopted the form, and some are still waiting.

The draft caravan park inspection form has been developed and is awaiting approval.

The draft caravan park application form is in the final stages of development.

Inquiry has been sent to all Councils, regarding *Subordinate Local Laws 1, Prescribed Activity/s* Caravan Park Licensing, and inspections. This matter is ongoing.

The draft personal appearance services (PAS) application is in the final stage of approval.

The food business renewal form has been approved by Boulia and sent to all other councils.

Inquiry has been sent to all Councils, regarding Public Pool water testing. Referencing *Subordinate Local Laws 1, Prescribed Activity/s*

Other Actions / Tasks:

Compilation of the remaining food business inspections for all Council areas has been completed.

The Blackall – Tambo pool water testing kit has been delivered.

The EHO PPE equipment has been ordered and delivered.

Food Premises:

Blackall:

Mobile food business application assessments site Visits conducted in Tambo.

Food business inspections conducted.

Application search request have been completed.

Food Business Renewals.

Community Group meeting. Food Safety Information shared.

Community Group Contact information requested & received.

Developed Food Safety Training for Not-for-profit organisations

Community Group Expression of interest inquiry. Food Safety Training (Not-for-profit organisations)

Local Laws:

Blackall:

Commercial Use of Roads (CUR). Assessment & Approval.

Caravan Park Email & Phone consultation.

Foot Path Dining Application.

Pest Management:

All Councils:

Research undertaken into a Mosquito Management Plan for RAPAD Region. Mosquito Management Plan for RAPAD Region. With Blackall Admin for editing & Checks.

Quote for Mosquito Surveillance Equipment Costs.

Consulted with Rockhampton Public Health Unit.
Consulting with Arbovirus Sentinel Program - Metro North Public Health Unit.

Blackall:

Mosquito Surveillance equipment ordered batteries and CO2 has been delivered
Mosquito management product has been received.

Rangers report.

Animal Control

Cattle from garden street residence were relocated to the Town Common in Tambo, when inspected it was found the back gate was not shut properly.

An injured kangaroo was destroyed and removed from Edward Street Tambo residence.

A dead kangaroo was removed from Barcoo Street Tambo residence.

A dead kangaroo was removed from the Tambo main street in the vicinity of council offices.

A dead kangaroo was removed from the road in the Tambo industrial area.

Weed Control

Florestina, mimosa and other weed were growing in slashed areas of Landsborough Hwy in both Tambo and Blackall these were all treated.

Black wattle, mimosa, box and ironbark suckers were growing in slashed areas of Alpha/Springsure Road, all these were treated.

5 prickly acacia plants were treated.

Mexican poppies were located and treated at the Tambo air strip.

Wild Dog Control

There were 7 wild dog scalps surrendered in Tambo and 20 in Blackall.

1080

The 1080 campaign was completed on the 30/10/2024 with 1800 kg baited for wild dogs and 2,027 kg baited for feral pigs a total of 3,827 kg.

27 properties were baited for wild dogs, 14 properties were baited for feral pigs and 4 properties were baited for both.

General

The Tambo common muster was completed on the weekend of the 5th and 6th of October with 353 head of cows and heifers, 87 calves and 7 bulls returned to the common.

115 head were trucked to Roma sale, a further 15 head and 3 calves were taken off while another 15 head and 3 calves came on. There were 3 unregistered animals found on the common (1 steer from Tambo Station, 1 bull and 1 heifer from Laurita) and returned to their owners.

2 cows were left out with baby calves, and we were missing 1 bull (Charbray/Charolais) and 1 weaner heifer which are presumed deceased.

The leaking liner for the 2nd tank at Gum Holes facility was replaced on the 31/10/2024.

The old barb wire fence at the industrial water tank supply in Garden Street Tambo was replaced to prevent common cattle getting in town.

Link to Corporate Plan

Vibrant Communities

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

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

Environment & Heritage

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

Governance

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

Consultation (internal/external)

Director Organisational Performance

Environmental Health Officer

Rural Lands Officer

Policy Implications

Nil

Budget and Resource Implications

All activities have been conducted within approved budget

Attachments

1. W Dog Meeting Minutes 25 10 2024 [7.4.6.1 - 4 pages]

*Minutes of the WDOG Sub Committee Meeting
Held on Friday 25th October 2024*

**MINUTES OF THE
W-DOG SUB-COMMITTEE MEETING
FRIDAY 25th OCTOBER 2024
COMMENCING AT 2:30PM**

COMMENCEMENT:

The meeting commenced at 2.39pm in the Blackall Boardroom.

2 Members requested video conferencing from Tambo - Andrew Thomas and Peter Pullos from the Mt Enniskillen Syndicate

ATTENDANCE:

Ian Macdonald	-	Chair / Eastwood Wild Dog Syndicate
Bevan Hauff	-	Eastwood Wild Dog Syndicate
Tony Hauff	-	Eastwood Wild Dog Syndicate
Bruce Alexander	-	Terrick Terrick Dog Netting Trust
Andrew Thomas	-	Mt Enniskillen Syndicate
Peter Pullos	-	Mt Enniskillen Syndicate
Kelvin Hafey	-	Mt Enniskillen Syndicate
Peter Mann	-	Council Representative
Chloe Barnfield	-	Minute taker

APOLOGIES:

Nina Mayne
Barry Mayne

Moved: Bruce Alexander

2nd: Kelvin Hafey

CONFIRMATION OF MINUTES:

That the minutes from the previous meeting held on Friday 6th October 2023 be confirmed as a true and accurate record of the proceedings.

Moved: Andrew Thomas

2nd: Bevan Hauff

GENERAL BUSINESS:

Welcome:

- \$50,000 budget
- 4 applications were received
- All previous rounds were successfully acquitted
- No letter of acceptance received from Lilydale Wild Dog Syndicate, therefore no funding received by the syndicate
- There is no record of a letter sent from Council to Glanworth Cluster Group after their application last round
- Question raised if unspent funds from syndicates can be reallocated to other syndicates that have exhausted their funding- reallocation of unspent

*Minutes of the WDOG Sub Committee Meeting
Held on Friday 25th October 2024*

funds. End date and acquittal date moved to earlier to allow for reallocation if necessary. Mr Mann to investigate further.

- Request by syndicate members for information on returned funds- details to be emailed to all members after meeting
- Further information requested on what funding can be used on and what can be funded under the model. Last meeting it was noted that innovative initiatives and education and training was no longer supplied. Mr Mann to investigate further.
- Suggestion that Council to run an education and training program separate to the W-DOG Model funding, syndicates to approach Council with requests and best areas for training focus.

ACTION ITEMS:

Funding to remain at \$1000 per helicopter (6 at present) with any new helicopters/pilots to wait till next year's funding.

Motion: That the 6 (six) active helicopters be allocated \$1000.00 each for the full year.

Moved: Andrew Thomas

2nd: Tony Hauff

Goonadee Syndicate

- All forms complete
- Application is for ground baiting, trapping, shooting, innovative initiatives and scalp payments
- All previous rounds of funding successfully acquitted
- 36 Scalps (8 previous year)

Start date of project to be 28th October 2024

End date of project to be 30th May 2025

Acquittal due date to be 30th May 2025 (outcome report to be in)

Requested: \$8,000.00

Recommended: \$8,000.00 – BTRC Wild Dog Model

Motion: That \$8,000.00 be allocated from the BTRC W-Dog Model to the Goonadee Wild Dog Syndicate to go towards ground baiting, trapping, shooting, innovative initiatives and scalp payments

All in favour

Carried

Mt Enniskillen Wild Dog Syndicate

- All forms complete
- Application is for ground baiting, trapping, shooting, aerial baiting, training/education and scalp payments
- All previous rounds of funding successfully acquitted
- Returned \$5,316.00
- 73 Scalps (49 previous year)

*Minutes of the WDOG Sub Committee Meeting
Held on Friday 25th October 2024*

Start date of project to be 28th October 2024
End date of project to be 30th May 2025
Acquittal due date to be 30th May 2025 (outcome report to be in)

Requested: \$13,750.00

Recommended: \$13,750.00 – BTRC Wild Dog Model

Motion: That \$13,750.00 be allocated from the BTRC W-Dog Model to the Mt Enniskillen Wild Dog Syndicate to go towards ground baiting, trapping, shooting, aerial baiting, training/education and scalp payments.

All in favour

Carried

Terrick Terrick Dog Netting Trust

- All forms complete
- Application is for ground baiting, shooting, trapping, aerial baiting and scalp payments
- All previous rounds of funding successfully acquitted
- Returned \$5,840.25
- 41 Scalps (29 previous year)

Start date of project to be 28th October 2024
End date of project to be 30th May 2025
Acquittal due date to be 30th May 2025 (outcome report to be in)

Requested: \$12,000.00

Recommended: \$12,000.00 – BTRC Wild Dog Model

Motion: That \$12,000.00 be allocated from the BTRC W-Dog Model to the Terrick Terrick Dog Netting Trust to go towards ground baiting, shooting, trapping, aerial baiting and scalp payments.

All in favour

Carried

Eastwood Wild Dog Syndicate

- All forms complete
- Application is for trapping, shooting and scalp payments
- All previous rounds of funding successfully acquitted
- 71 Scalps (61 previous year)

Start date of project to be 28th October 2024
End date of project to be 30th May 2025
Acquittal due date to be 30th May 2025 (outcome report to be in)

Requested: \$10,000.00

Recommended: \$10,000.00 – BTRC Wild Dog Model

Motion: That \$10,000.00 be allocated from the BTRC W-Dog Model to the Eastwood Wild Dog Syndicate to go towards trapping and shooting.

All in favour

Carried

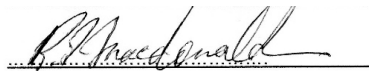
*Minutes of the WDOG Sub Committee Meeting
Held on Friday 25th October 2024*

Other

- Round of funding to start 28th October 2023, ending 30th May 2025 and acquittals due 30th May 2025.
- 23/24 financial year scalps received by Council were 177 scalps in Tambo and 183 scalps in Blackall
- 24/25 financial year (to 25.10.2024) 36 scalps in Blackall and 17 scalps in Tambo
- Allocation currently at \$49,750 total, with \$250 to be retained by Council

CLOSURE:

There being no further business, the meeting closed at 4:17pm.



Chairperson

25/10/2024

Date

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 20 November 2024
ITEM NO: 7.4.7
SUBJECT TITLE: People, Culture & Safety Report
AUTHOR AND OFFICERS TITLE: Jodie Richardson Group Manager People, Culture & Safety
AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential) N/A

Summary:

This report provides Council with an update of the People, Culture and Safety departments outcomes for the period of 1 October 2024 to 31 October 2024.

Officer's Recommendation:

That the People, Culture and Safety Monthly Report for October 2024 be received and noted by Council.

Background**PEOPLE**

The People Strategy focuses on the strategic theme of ORGANISATION and provides the framework for people and culture initiatives. Our approach is intended to support the efforts to RECRUIT, DEVELOP and RETAIN Council's most valuable asset, our STAFF.

Blackall-Tambo Regional Council:

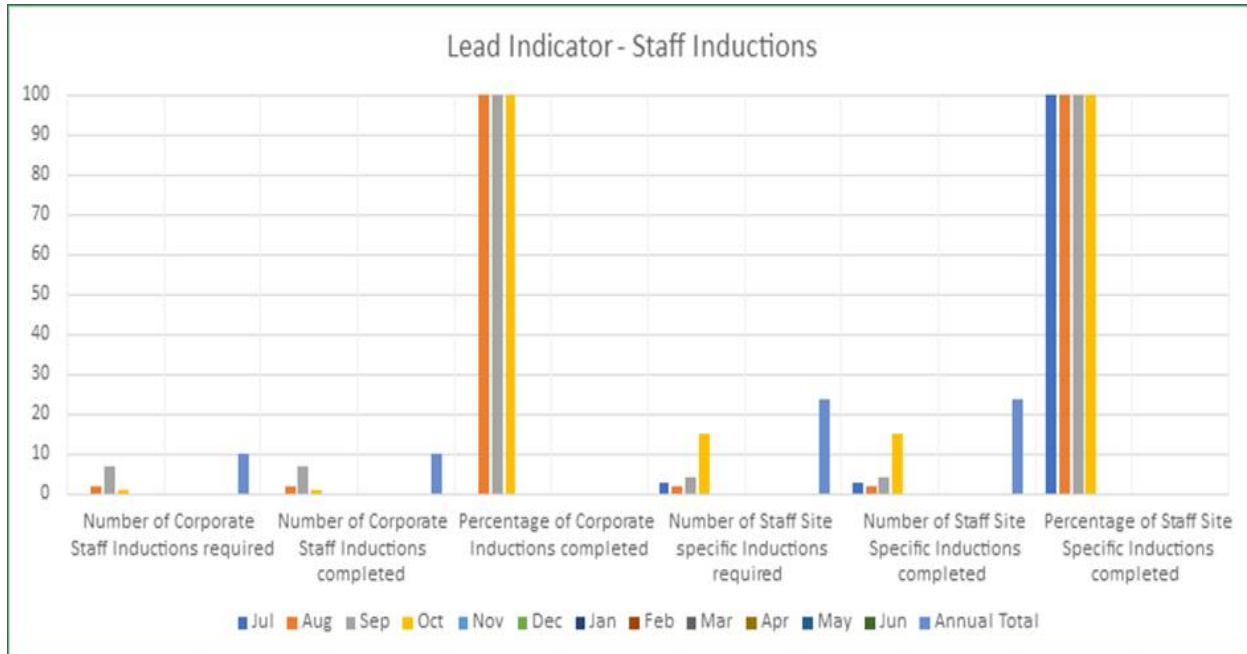
- is an equal opportunity employer.
- recruit staff on a best fit basis with the required qualifications.
- provides training opportunities for staff to increase their knowledge and to meet operational and mandatory requirements.
- aims to retain a skilled workforce with staff appointed from our local region in the first instance.
- recognises the value of providing employees with opportunities to advance through the ranks, to reward diligence and excellence and to motivate staff to continue living and working locally.

New Employees

- Youth, Sport & Recreation Officer - Permanent Part-Time
- 2 x Grasslands Gallery Officers – Permanent Part-Time
- Lifestyle & Community Administration Officer – Permanent Part-Time

Inductions Completed

- Contractors - 13
- Corporate - 2
- Site Specific - 15



Resignations

- Nil

Enterprise Bargaining Agreement (EBA)

- Agreed Draft EBA ready for Staff Distribution
 - Council and Unions agreed to all clauses with a full draft to be distributed to staff with the intention of a full vote on Tuesday 26th November 2024.
 - Emails to Council staff with the Draft EBA sent on Sunday 10.11.24
 - Supervisors and Managers sent a copy for distributing on all department noticeboards – Sunday 10.11.24.
 - Hard copies were provided to all Tambo Staff on Monday 11.11.24 by Staff Union Representatives.
 - Email to Saleyards Manager to ensure a copy is available to all workers attending the Blackall Saleyards – Tuesday 12.11.24.
 - Email to staff with attached copy of EBA provided on Tuesday 12.11.24.
 - Ballot boxes will be provided to all staff departments on the day of voting and the votes to be counted on the day and results provided to staff and Unions ready to send final Agreement to the Commission for Certification.

CULTURE

- The Blackall-Tambo Regional Council is an inclusive employer that aims to ensure that staff from Blackall and Tambo work in a cohesive manner and are seen and identified as a single unit. We embrace unity and safe working practices.
- The Blackall-Tambo Regional Council aims to provide excellent service and leadership for our residents.

These core values are fundamental to how Council carries out its activities and to the ultimate achievement of its long-term goals.

- **QUALITY SERVICE:** Highest levels of service provided by Council to residents.
 - **COMMUNITY ENGAGEMENT:** Initiation and maintenance of open lines and communication with all stakeholders.
 - **EQUITY:** Provision of equal opportunities, fairness in decision making and the equitable distribution of resources.
 - **COMMITMENT:** Dedication to the community and continuous organisational improvement.
- Council promotes staff access to the Employee Assistance Program (EAP) with Outback Futures.

Funky Shirt Fridays

Council Administration staff have been issued with a TRADEMUTT Shirt as an initiative designed to promote mental health in the workplace and to provide much needed donations to our local charities.

Following the success of this initiative and the positive feedback received by community members, it has been decided to further extend the Funky Shirt Fridays to the operational staff to wear a TRADEMUTT shirt on Fridays. All staff donations will be donated to a charity that supports our community and region- [The Royal Flying Doctors Service](#), [BTRC](#) [Community Crisis Fund](#) or [Breast Cancer Network Australia](#).



SAFETY

The most important responsibility of Council is the safety of our people.

Workplace Health and Safety promotion and practices are the RESPONSIBILITY OF ALL – Elected members, the Chief Executive Officer, Directors, Managers, Coordinators, Team Leaders, all staff including Contractors, Trainees, Apprentices and Volunteers.

- The Safety Team continues to work with staff and management to improve the overall safety of the Blackall-Tambo Regional Council and to identify areas for improvement so that we aim for compliance in all areas of safety.
- Hazards are identified and uploaded to the WHS task tracker with items tasked to staff for completion and closure. The task tracker is continuing and ongoing.
- The Safety Team has been steadily progressing through items listed in our WHS Audit that requires improvement with the aim of ensuring Council is compliant in all areas of safety.

WHS Audit – June 2023

- Lesley Harpeng from JLT, Council's Work Cover and Liability insurance provider visited Council during the first week of November to review progress and recommendations from the audit. Lesley will provide Council a report with her findings and will continue to work closely with Council on becoming compliant.

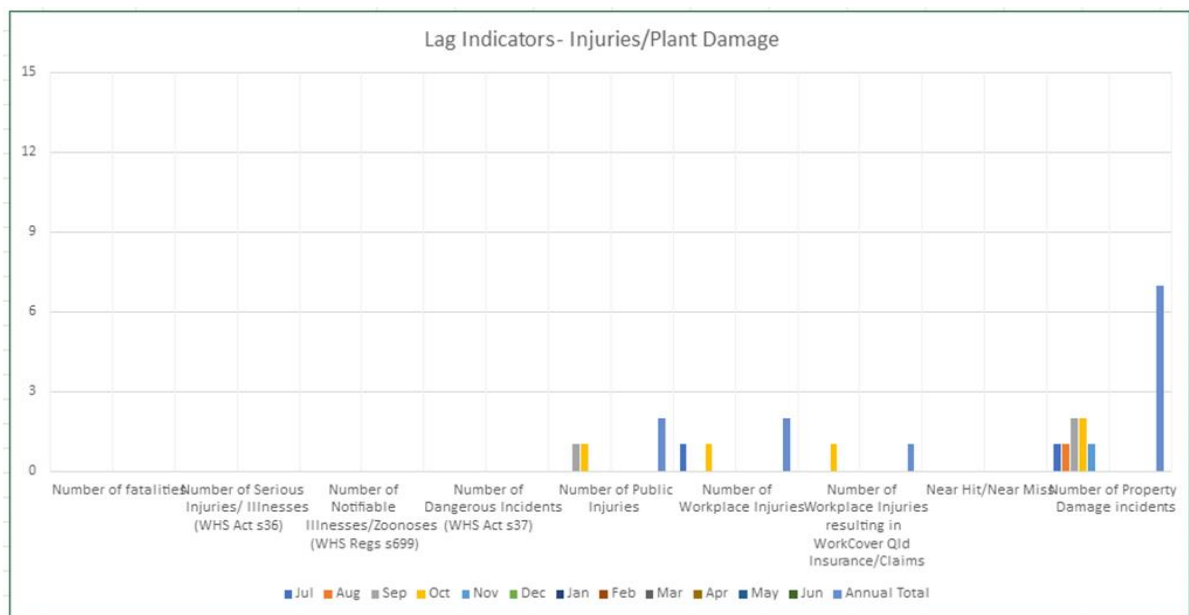
Sick Leave

- 100.98 days have been lost due to sick leave by staff for the month of October 2024. This number has increased by 7.91 days since the previous month.

Incidents Reported

- 01.10.24 - Staff member received an elbow injury caused by over extension whilst shovelling. This incident resulted in a Workers Compensation Claim with 5 days lost time. The employee has since returned to work on a suitable duties plan.
- 9.10.24 - Plant damage was sustained when the motor of a ride-on mower caught fire whilst mowing the Tambo Cricket Field. No employee injuries were reported.
- 25.10.24 - A member of the public tripped at the Blackall Airport prior to entering the terminal. Minor abrasions were sustained and treated by staff onsite. The incident occurred when a young family member rushed through the door, airside to greet the entering client.
- 31.10.24 - Plant damage to a Council grader occurred when a log was accidentally hit and flipped up towards the back window causing the glass to break.

During October of last year, 3 incident reports were submitted, 2 of which were personal injuries and 1 of plant damage.



Workers Compensation Claims

- Ongoing Workers Compensation Claim – Tree Lopping Event – 03.08.2023
- Elbow Injury sustained whilst shovelling – 25.10.24
- 25 days have been lost due to injury and incidents in the workplace.
- 28 days lost are from an ongoing injury claim and 5 days from a new Claim where the worker has now returned on a suitable duties program.

Link to Corporate Plan

Governance

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

Consultation (internal/external)

Director Organisational Performance
Workplace Health & Safety Advisors

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 20 November 2024

ITEM NO:

7.4.8

SUBJECT TITLE:

Policies for Review

AUTHOR AND OFFICERS TITLE:

Jodie Richardson Group Manager People, Culture & Safety

AUTHORISING OFFICER:

Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

A revision of Council Policies has necessitated the update of the Long Service Leave Policy to reflect current practices.

Officer's Recommendation:

That Council adopt the revised Long Service Leave Policy.

Background

Blackall-Tambo Regional Council regularly review policies and procedures to ensure that they are compliant with any legislative changes, and they match Council's position on a matter. Outdated policies can leave Council exposed to risk, while old policies may not address current practices.

Policies are reviewed in several ways:

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

The following policy has been reviewed and updated to ensure compliance and reflect current practices.

- Long Service Leave Policy.

Link to Corporate Plan

Governance

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

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

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

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director Organisational Performance

Group Manager People Culture and Safety

Policy Implications

Long Service Leave Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Allows Council to keep staff leave liabilities within operational standards.	Low
Legal & Regulatory	Low	Compliant with the relevant legislation.	Low
People	Low	Ensures that staff have access to leave entitlements.	Low
Operational	Medium	Revised policies ensure Council is consistent with current practices.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Continuous policy review is a critical activity to ensure that Blackall-Tambo Regional Council is meeting legislative, efficiency and ethical requirements. Outdated policies may expose Council to risk.

Attachments

1. DRAFT Admin 11 Long Service Leave Policy (1) [7.4.8.1 - 2 pages]



Blackall-Tambo Regional Council

Long Service Leave Policy

1. Purpose

The purpose of this policy is to outline employees' obligation to take Long Service Leave and to detail the accrual of Long Service Leave.

2. Scope

Includes all permanent, part-time, and casual employees of the Blackall-Tambo Regional Council.

3. Entitlement

- Entitlement to Long Service Leave is regulated by the Queensland Industrial Relations Act 2016 and the various awards and certified agreements to which the Council is respondent.
- All employees shall be entitled to thirteen (13) weeks' paid leave after ten (10) years of continuous service.
- Long Service Leave is accrued at 1.3 weeks per year.
- Employees who terminate their employment after seven (7) years' continuous service are entitled to a pro-rata long service leave payment; however,
- An employee who is terminated for disciplinary reasons shall not be entitled to a payout of long service leave entitlements prior to ten (10) years of service.

Long Service Leave was originally introduced by legislation for the purpose of allowing long serving employees a paid absence from work to rest and recuperate prior to beginning further service. Therefore, Long Service Leave entitlements are meant to be taken and not banked.

4. Taking Long Service Leave

- Employees may take Long Service Leave in more than one portion, provided that no less than one (1) week may be taken at any one time.

5. Application for Leave

All applications for Long Service Leave must be approved before leave commences by the departmental Manager or Director. Employees are requested to provide adequate notice when taking long service leave to ensure the continuance of Council maintaining the delivery of services to the Blackall-Tambo community.

Policy Number: Admin 11	Version number: 4	Adoption Date: 20.11.2024 Review Date: 20.11.2027	Page 1 of 2
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Blackall-Tambo Regional Council

Long Service Leave Policy

Refer to the following notice period required when requesting long service leave:

Period of Long Service Leave	Requested Notice Period
1 – 8 weeks leave	1- 4 weeks' notice
More than 8 weeks leave	8 weeks' notice

An employee may request to have leave paid for in advance. A leave application form indicating leave is to be paid in advance is required by payroll two (2) weeks in advance of the leave falling due.

6. Continuous Service

Continuous service is the aggregate of all continuous service with Local Governments in Queensland, except Brisbane City Council.

7. Absence Counted as Service

Absence from work for the following reasons is counted as service for the calculation of Long Service Leave and the absence does not constitute a break in continuous service:

- Annual Leave;
- Long Service Leave;
- Approved Leave of absence of less than one month's duration;
- Public Holidays;
- Special Holidays;
- Sick Leave;
- Workers' Compensation;
- Paid Maternity Leave;
- Paid Paternity Leave.

8. Absences Not Counted as Service

Whilst absences from work for the following reasons do not constitute a break in service, the period of absence is not counted as service for calculation of Long Service Leave:

- Unpaid Maternity Leave;
- Unpaid Paternity Leave; and
- Unapproved leave of absence.

9. Previous Employment

Employees who join Council with a substantial accrual from previous employment with another Local Government entity shall be required to indicate their intentions as to how the leave will be cleared, prior to Council making the appointment.

10. Annual Leave

Annual Leave may be taken in conjunction with Long Service Leave.

- Statutory holidays, which occur during an employee's Long Service Leave are in addition to that Long Service Leave.

11. Changes Since Last Revision

New Policy as of 10.11.2024 to reflect current procedures.

Policy Number: Admin 11	Version number: 4	Adoption Date: 20.11.2024 Review Date: 20.11.2027	Page 2 of 2
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8 Confidential Reports

Nil

9 Close of Meeting