



GENERAL MEETING

17 August 2022

NOTICE OF MEETING

Date: 17 August 2022

Cr AL Martin

Cr BP Johnstone

Cr PJ Pullos

Cr LP Russell

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Please find attached the Agenda for the General Meeting to be held at the Blackall-Tambo Regional Council Chambers in Blackall, 17 August 2022 commencing at 8.30am.

A handwritten signature in blue ink, appearing to read "DA Howard", is written over a light blue rectangular background.

DA Howard
Chief Executive Officer

CALENDAR OF EVENTS

August 2022

17 August 2022	Council Meeting – Blackall
19-28 August 2022	Circus Carnival

September 2022

21 September 2022	Council Meeting – Tambo
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October 2022

3 October 2022	Queen's Birthday Holiday
15 October 2022	Blackall Races
17-19 October 2022	LGAQ Conference – Cairns
22-23 October 2022	Tambo Outback Rodeo
26 October 2022	Council Meeting – Blackall

November 2022

1 November 2022	Melbourne Cup Holiday
11 November 2022	Remembrance Day
16 November 2022	Council Meeting – Tambo

December 2022

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

Held at Blackall Council Chambers
On Wednesday 17 August 2022
Commencing at 8.30am

Order of Business

Blue items are hyperlinked

Leave of absence/Signing of Attendance Book

Apologies: Nil

Condolences:

Declarations of Conflicts of Interest

Deputations: Nil

BUSINESS

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**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE TAMBO COUNCIL CHAMBERS
ON WEDNESDAY 20 JULY 2022
AT 8.30AM**

PRESENT:

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

OFFICERS:

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

Leave of Absence

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

That Cr Schluter be granted a leave of absence due to staff in his business having COVID.

Minute No. 01/07A/22

Carried 6/0

CONDOLENCES:

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

- James Jantke
-

DECLARATIONS OF INTEREST:

Nil declarations of interest were declared.

1.1 Confirmation of General Meeting Minutes

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

That the minutes of the General Meeting held on 15 June 2022 be taken as read and confirmed, and that the Mayor be authorised to sign same.

Minute No. 02/07A/22

Carried 6/0

1.2 Confirmation of Budget Meeting Minutes

MOTION: Moved: Cr LP Russell

Seconded: Cr PJ Pullos

That the minutes of the Budget Meeting held on 15 June 2022 be taken as read and confirmed, and that the Mayor be authorised to sign same.

Minute No. 03/07A/22

Carried 6/0

3.1 Petition – Development of 18 Leek Street, Blackall Qld 4472

A petition was received by Council on the 23 June 2022 and relates to further development of 18 Leek Street, Blackall Qld 4472.

MOTION: Moved: Cr LP Russell

Seconded: Cr DA Hardie

That Council receive the petition and refer it to the Town Planner for a report to be prepared for consideration by Council; and

That the principal petitioner be advised of Council's determination.

Minute No. 04/07A/22

Carried 6/0

4.1.1 Financial Report for the Month of June

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

MOTION: Moved: Cr JH Scobie

Seconded: Cr BP Johnstone

That Council receive the Financial Report for June 2022.

Minute No. 05/07A/22

Carried 6/0

4.1.2 DFCCS Operations Report – June 2022

The Director of Finance Corporate and Community Services operations report for June 2022 is presented to Council. The report includes housing and administration, community development program, Blackall aerodrome, libraries, visitor information centres, facility bookings, Tambo Multipurpose and Tambo Child Care Centre.

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

That Council receive the DFCCS Operations Report for June 2022.

Minute No. 06/07A/22

Carried 6/0

4.1.3 C and K Contract Renewal

The second C and K contract for 6 months has expired, and this renewal is for a further 6 months terminating on 31 December 2022. The contract is a further lead up to the discussion regarding the future management of the Tambo Childcare operation.

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

That Council authorise the Chief Executive Officer to execute the agreement when finalised.

Minute No. 07/07A/22

Carried 6/0

4.1.4 Policy and Procedure Review

The Entertainment and Hospitality Policy, Anti-Discrimination, Bullying and Sexual Harassment Policy, Vehicle Policy and the Harassment and Bullying Complaints Procedure have been reviewed.

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

That Council:

- 1. Adopt the reviewed Entertainment and Hospitality Policy; and**
- 2. Adopt the reviewed Discrimination, Bullying and Sexual Harassment Policy; and**
- 3. Adopt the reviewed Harassment and Bullying Complaints Procedure; and**
- 4. Adopt the reviewed Vehicle Policy.**

Minute No. 08/07A/22

Carried 6/0

4.1.5 Internal Audit and Risk Management Committee – Minutes of Meeting 1 July 2022

The Internal Audit and Risk Management Committee meeting was held on 1 July 2022 to receive the internal report for Store and Inventory Management, and to receive the QAO interim audit report to the Mayor.

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

That Council receive the minutes of the Internal Audit and Risk Management Committee’s meeting 1 July 2022.

Minute No. 09/07A/22

Carried 6/0

4.1.6 Proposal to Relocate the Tambo Library and Visitor Information Centre to the Grassland Building

Consideration has been made to move the Tambo Library and Visitor Information Centre to the Grassland building.

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

That Council continues consultation with the Tambo Arts Council regarding possible relocation of the Tambo Library and Visitor Information Centre to the Grassland Gallery building.

Minute No. 10/07A/22

Carried 6/0

MOTION: Moved Cr BP Johnstone Seconded: Cr DA Hardie

That matter 4.1.6, Proposal to Relocate the Tambo Library and Visitor Information Centre to the Grassland Building be held over until later in the meeting.

Minute No. 11/07A/22

Carried 6/0

4.2.1 Director of Works and Services Operations Report – June 2022

The Director of Works and Services report for June 2022 is presented to Council.

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

That Council receive the Director of Works and Services’ Operations Report for June 2022.

Minute No. 12/07A/22

Carried 6/0

At this point, 9.52am, Cr Johnstone left the meeting.

At this point, 9.55am, Cr Johnstone returned to the meeting.

At this point, 9.58am, the Director of Finance Corporate and Community Services left the meeting.

At this point, 10.01am the Director of Finance Corporate and Community Services returned to the meeting.

Adjournment

At this point, 10.06am, the meeting was adjourned for morning tea.

Resumption

At this point, 10.32am, the meeting was resumed.

4.2.2 Work Health and Safety Report

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

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

That Council receive the Work Health and Safety Report for June 2022.

Minute No. 13/07A/22

Carried 6/0

4.2.3 Purchase of Dual Cab Utility

Quotations were requested from 3 utility dealers for the purchase of 1 (one) dual cab utility to upgrade aging plant in the council fleet.

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

That Council accept the quotation from Longreach Toyota to supply one (1) Hilux SR dual cab 4x4 for \$67,280.94 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.

Minute No. 14/07A/22

Carried 6/0

4.2.4 Purchase of Prime Mover

Quotations were requested from 3 manufacturers for the purchase of 1 (one) prime mover to replace plant 5507.

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

That Council accept the quotation from VCV Rockhampton to supply 1 (one) Mack Superliner prime mover for \$369,989.00 (ex GST). This truck would be preferred as it will provide uniformity of plant, value for money / resale, flexibility of use and proven backup service. Local Buy (NPN 04-13) contract will apply.

Minute No. 15/07A/22

Carried 6/0

4.2.5 Purchase of Multi Tyre Roller

Quotations were requested from 6 machinery dealers for the purchase of a multi tyre roller to replace aging plant 2008 Ammann multi roller.

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

That Council accept the quotation from Hastings Deering to supply a new Caterpillar CW34NN for \$219,500.00 (ex GST). This machine is preferred as it will provide uniformity of plant, value for money / resale, high performance, proven backup service and warranty. Local Buy (NPN 2.15-2) contract will apply.

Minute No. 16/07A/22

Carried 6/0

4.2.6 Purchase of Zero Turn Mower

Quotations were requested from 4 mower dealers for the purchase of 1 (one) zero turn mower to upgrade aging plant in the council fleet.

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

That Council accept the quotation from Nowa Power Products to supply 1 (one) new Toro GM7210 zero turn mower for \$45,287.30 (ex GST). This mower is preferred as it will provide uniformity of plant, fit for purpose, value for money, resale and proven backup service. Local Buy (LB282) contract will apply.

Minute No. 17/07A/22

Carried 6/0

4.2.7 Purchase of Single Cab Utility

Quotations were requested from 3 utility dealers for the purchase of 1 (one) single cab utility to upgrade aging plant in the council fleet.

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

That Council accept the quotation from Longreach Toyota to supply 1 (one) Hilux Workmate single cab 4x2 for \$32,773.23 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.

Minute No. 18/07A/22

Carried 6/0

4.2.8 Purchase of Dual Cab Utility

Quotations were requested from 3 utility dealers for the purchase of 1 (one) dual cab utility to upgrade aging plant in the council fleet.

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

That Council accept the quotation from Emerald Isuzu to supply 1 (one) DMax SX dual cab 4x4 for \$59,354.89 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.

Minute No. 19/07A/22

Carried 6/0

4.2.9 Purchase of LR Tipper Truck

Quotations were requested from 3 truck dealers for the purchase of 2 (two) factory tipper trucks to upgrade smaller vehicles in the council fleet.

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

That Council accept the quotation from Central Isuzu to supply 2 (two) new Isuzu NPR 65/45-190 tipper trucks for \$144,174.18 (ex GST). These trucks are preferred as they will provide uniformity of plant, fit for purpose, value for money and proven backup service. Local Buy (NPN 04-13) contract will apply.

Minute No. 20/07A/22

Carried 6/0

5.1 Blackall Saleyards Monthly Report

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

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

That Council receive the Blackall Saleyards monthly report for June 2022.

Minute No. 21/07A/22

Carried 6/0

5.2 Planning and Development Report

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

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

That Council receive the Planning and Development Report for June 2022.

Minute No. 22/07A/22

Carried 6/0

5.3 Environmental Health/Local Laws Officer's Report

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

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

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

Minute No. 23/07A/22

Carried 6/0

5.4 Local Roads and Community Infrastructure Program Phase 3

Council received funding from the Australian Government through the Department of Infrastructure, Transport, Regional Development and Communications.

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

That Council accept the funding of \$1,616,692 for the Local Roads and Infrastructure Program Phase 3 provided by the Australian Government through the Department of Infrastructure, Transport, Regional Development and Communications.

Minute No. 24/07A/22

Carried 6/0

5.5 Sale of Council Land in Tambo

Council has several parcels of vacant land in Tambo.

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

That Council:

- 1. auctions Lot 2 on SP223550 (26 Mitchell Street, Tambo); and**
- 2. subject to costings for services, auctions Lot 1 on SP282885 (17 Charles Street, Tambo), Lot 2 on SP282885 (15 Charles Street, Tambo), and Lot 3 on SP282885 (13 Charles Street, Tambo) in accordance with section 227 (b) of the *Local Government Regulation 2012*.**

Minute No. 25/07A/22

Carried 6/0

5.6 Sale of Old Railway Building in Blackall

Council currently owns an old railway building in Blackall which is surplus to Council's requirements.

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

That Council, in accordance with section 227 of the *Local Government Regulation 2012*, offer the old railway building for sale by tender or auction.

That the sale of the building is conditional on the building being removed from the current location by the successful vendor.

Minute No. 26/07A/22

Carried 6/0

5.7 Special Holiday for 2023

Each year the Office of Industrial Relations invite local governments to request special and show holidays for the following year.

MOTION: **Moved: Cr BP Johnstone** **Seconded: Cr DA Hardie**

That Council request a special holiday for the Blackall-Tambo Regional Council area as Melbourne Cup Day, 7 November 2023.

Minute No. 27/07A/22

Carried 6/0

5.8 Work Camp Meeting – 20 June 2022

The Work Camp Community Advisory Committee held a meeting on 20 June 2022.

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

That Council receive the Blackall Work Camp Community Advisory Committee report for the 20 June 2022 meeting.

Minute No. 28/07A/22

Carried 6/0

5.9 Application for Funding – 2022-24 Local Government Grants and Subsidies Program

An application was made to the 2022-24 Local Government Grants and Subsidies Program.

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

That Council receive the letter from the Department of State Development, Infrastructure, Local Government and Planning and note that the Blackall-Tambo Regional Council's application submitted under the 2022-24 Local Government Grants and Subsidies Program was not successful.

Minute No. 29/07A/22

Carried 6/0

5.10 Councillor and Employee Contact with Lobbyists, Developers and Submitters Policy Review

The Blackall-Tambo Regional Council's Stat 19 – Councillor contact with Lobbyists, Developers, Submitters (Council Officers present at post-application meetings) Procedure and Stat 20 – Councillor contact with Lobbyists, Developers, Submitters (Council Officers not present at post-application meetings) Procedures have been revised.

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

That Council:

- 1. adopt the Councillor and Employee Contact with Lobbyists, Developers & Submitters Policy;**
- 2. retire the Councillor Contact with Lobbyists, Developers & Submitters (Council Officers not present at post-application meetings) Procedure.**

Minute No. 30/07A/22

Carried 6/0

5.12 RAPAD Board Meeting – May 24-25 & 4 July Communiques

The RAPAD Board meeting was held in Longreach for the fourth meeting of the year and the 4 July meeting was held via Zoom.

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

That Council receive the RAPAD Board Communiques for 24-25 May and 4 July 2022.

Minute No. 31/07A/22

Carried 6/0

5.13 Sale of 4 Albert Street Tambo – Lot 804 on T1501

Council owns several residential properties; some of which require upgrades. One of these residences is 4 Albert Street Tambo.

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

That Council, under section 227 (1) (b) of the *Local Government Regulation 2012*, sell 4 Albert Street, Tambo described as Lot 804 on T1501, by online auction.

Minute No. 32/07A/22

Carried 6/0

Adjournment

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

That Council adjourn the meeting to receive the delegation from the Tambo Arts Council.

Minute No. 33/07A/22

Carried 6/0

At this point, 11.18am, the meeting was adjourned.

Resumption

At 2.15pm, the meeting was resumed to discuss and vote on matter 4.1.6, Proposal to Relocate the Tambo Library and Visitor Information Centre to the Grassland Building.

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 2.19pm.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 17 August 2022.

Signed.....Mayor

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Minute No.	Report Number	Subject	Resolution	Action By	Result
07/07A/22	4.1.3	C and K Contract Renewal	That Council authorise the Chief Executive Officer to execute the agreement when finalised.	DFCCS	The signed contract has been provided to C & K.
08/07A/22	4.1.4	Policy and Procedure Review	That Council: <ol style="list-style-type: none"> 1. Adopt the reviewed Entertainment and Hospitality Policy; and 2. Adopt the reviewed Discrimination, Bullying and Sexual Harassment Policy; and 3. Adopt the reviewed Harassment and Bullying Complaints Procedure; and 4. Adopt the reviewed Vehicle Policy. 	DFCCS	The policies have been provided to the staff, updated on the website and in the register.
10/07A/22	4.1.6	Proposal to Relocate the Tambo Library and Visitor Information Centre to the Grassland Building.	That Council continues consultation with the Tambo Arts Council regarding possible relocation of the Tambo Library and Visitor Information Centre to the Grassland Gallery building.	CEO	Ongoing
14/07A/22	4.2.3	Purchase of Dual Cab Utility	That Council accept the quotation from Longreach Toyota to supply one (1) Hilux SR dual cab 4x4 for \$67,280.94 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.	DWS	The order has been placed with the supplier.
15/07A/22	4.2.4	Purchase of Prime Mover	That Council accept the quotation from VCV Rockhampton to supply 1 (one) Mack Superliner prime mover for \$369,989.00 (ex GST). This truck would be preferred as it will provide uniformity of plant, value for money / resale, flexibility of use and proven backup service. Local Buy (NPN 04-13) contract will apply.	DWS	The order has been placed with the supplier.

16/07A/22	4.2.5	Purchase of Multi Tyre Roller	That Council accept the quotation from Hastings Deering to supply a new Caterpillar CW34NN for \$219,500.00 (ex GST). This machine is preferred as it will provide uniformity of plant, value for money / resale, high performance, proven backup service and warranty. Local Buy (NPN 2.15-2) contract will apply.	DWS	The order has been placed with the supplier.
17/07A/22	4.2.6	Purchase of Zero Turn Mower	That Council accept the quotation from Nowa Power Products to supply 1 (one) new Toro GM7210 zero turn mower for \$45,287.30 (ex GST). This mower is preferred as it will provide uniformity of plant, fit for purpose, value for money, resale and proven backup service. Local Buy (LB282) contract will apply.	DWS	The order has been placed with the supplier.
18/07A/22	4.2.7	Purchase of Single Cab Utility	That Council accept the quotation from Longreach Toyota to supply 1 (one) Hilux Workmate single cab 4x2 for \$32,773.23 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.	DWS	The order has been placed with the supplier.
19/07A/22	4.2.8	Purchase of Dual Cab Utility	That Council accept the quotation from Emerald Isuzu to supply 1 (one) DMax SX dual cab 4x4 for \$59,354.89 (ex GST). This utility is preferred as it is fit for purpose, value for money and proven backup service.	DWS	The order has been placed with the supplier.
20/07A/22	4.2.9	Purchase of LR Tipper Truck	That Council accept the quotation from Central Isuzu to supply 2 (two) new Isuzu NPR 65/45-190 tipper trucks for \$144,174.18 (ex GST). These trucks are preferred as they will provide uniformity of plant, fit for purpose, value for money and proven backup service. Local Buy (NPN 04-013) contract will apply.	DWS	The order has been placed with the supplier.

25/07A/22	5.5	Sale of Council Land in Tambo	That Council: <ol style="list-style-type: none"> 1. Auctions Lot 2 on SP223550 (26 Mitchell Street, Tambo); and 2. Subject to costings for services, auctions Lot 1 on SP282885 (17 Charles Street, Tambo), Lot 2 on SP282885 (15 Charles Street, Tambo), and Lot 3 on SP282885 (13 Charles Street, Tambo) in accordance with section 227 (b) of the <i>Local Government Regulation 2012</i>. 	CEO	Lot 2 on SP223550 (26 Mitchell Street) sold at auction on 3 August 2022.
26/07A/22	5.6	Sale of Old Railway Building in Blackall	That Council, in accordance with section 227 of the <i>Local Government Regulation 2012</i> , offer the old railway building for sale by tender or auction. <p>That the sale of the building is conditional on the building being removed from the current location by the successful vendor.</p>	CEO	The old railway building was sold at auction on 3 August 2022.
27/07A/22	5.7	Special Holiday for 2023	That Council request a special holiday for the Blackall-Tambo Regional Council area as Melbourne Cup Day, 7 November 2023.	CEO	A request has been lodged with the Office of Industrial Relations for Ministerial approval.
30/07A/22	5.10	Councillor and Employee Contact with Lobbyists, Developers and Submitters Policy Review	That Council: <ol style="list-style-type: none"> 1. Adopt the Councillor and Employee Contact with Lobbyists, Developers & Submitters Policy; 2. Retire the Councillor Contact with Lobbyists, Developers & Submitters (Council Officers not present at post-application meetings) Procedure. 	CEO	Staff have been provided a copy of the policy and the website and register have been updated.
32/07A/22	5.13	Sale of 4 Albert Street Tambo – Lot 804 on T1501	That Council, under section 227 (1) (b) of the <i>Local Government Regulation 2012</i> , sell 4 Albert Street, Tambo described as Lot 804 on T1501, by online auction.	CEO	The house and land at 4 Albert Street Tambo was sold at auction on 3 August 2022.

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

COUNCIL MEETING DATE: 17 August 2022

Item No: **4.1.1****SUBJECT HEADING: Financial Report for the Month of July 2022**

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

CLASSIFICATION: (if confidential)

Summary: In accordance with s204 of the Local Government Regulation 2012 a monthly financial report is required to be presented to Council. The financial report for July 2022 details Council's current financial position and compares its performance against the adopted budget for 2022-2023.

Officer's Recommendation: That Council receive the Financial Report for July 2022.

Background

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

Link to Corporate Plan

Governance

Outcome 4 – Financial

Consultation (internal/external)

CEO

Director of Finance

Manager of Finance

Policy Implications

Nil

Budget and Resource Implications

Nil

FINANCE REPORT TO A MEETING OF THE BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 17 AUGUST 2022

Contents

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

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL

HELD ON 17 AUGUST 2022

1. Cash Position as at 31 July 2022

Cash at Bank

Operating Accounts \$ 3,677,065

Short Term Investments

Queensland Treasury Corporation - Cash Fund \$ 21,000,000

\$ 24,677,065

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) \$ 2,828,680

Unspent Grants (Restricted Cash) \$ 1,345,439

\$ 4,174,119

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable debtors - estimated creditors :	259,864	13,166	\$ 246,698

Plus cash surplus	24,677,065	4,174,119	\$ 20,502,946
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Working Capital **\$ 20,749,644**

2. Monthly Cashflow Estimate: August 2022

Receipts

Rates & Fees & Charges \$ 500,000

Debtors \$ 100,000

Grants/Subsidies/Loans QTC \$ -

Total \$ 600,000

Expenditure

Payroll \$ 800,000

Creditor Payments \$ 800,000

Loan Payments \$ -

Total \$ 1,600,000

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

3. Comparative Data:

	July 2022	July 2021
Cash position	24,677,065	21,720,990
Working capital	20,749,644	16,440,776
Rate arrears	70,026	156,066
Outstanding debtors	259,864	1,348,493
Current creditors	13,166	68,944

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL**HELD ON 17 AUGUST 2022****4. Capital Works Summary: 1 July 2022 to 30 June 2023**

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	2,109,600	4,183	0%
Plant & Equipment	813,000	-	0%
Road Infrastructure	4,853,065	115,873	2%
Water Infrastructure	930,000	-	0%
Sewerage Infrastructure	250,000	-	0%
Total	8,955,665	120,056	1%

5. Road Works Expenditure : 1 July 2022 to 30 June 2023

	Budget	Expended YTD Actual	% of Budget Expended
1. Rural Roads	9,847,300	188,518	2%
2. Town Streets	400,000	10,662	3%
3. RMPC Works	2,871,795	240,889	8%
Total Roads Expenditure	13,119,095	440,069	3%

6. Rate Arrears Summary

Total Rates Outstanding Balance \$ **73,150**

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 3,124	3
1 Year	\$ 46,001	41
2 Years	\$ 16,513	10
3 Years and over	\$ 7,512	5

BTRC 2022-23 CAPITAL EXPENDITURE PROJECTS		1/07/22 to 30/06/23		SOURCES OF FUNDING			Comments
Particulars	Budget 2021-22	Expenditure YTD	% Expended	Capital Grants	Contributions	Council Contribution	
BUILDINGS & OTHER STRUCTURES	2,109,600	4,183	0	878,600	-	1,231,000	
Tambo Dam Tree Lights	100,000	-	0%	-	-	100,000	In progress
Tambo Dam Beautification	100,000	-	0%	-	-	100,000	Planning stage
Tambo Truck Museum	200,000	-	0%	200,000	-	-	In progress
Tambo Racecourse Rock Removal	60,000	-	0%	-	-	60,000	Planning stage
Tambo Historic House Shed	40,000	4,183	10%	-	-	40,000	In progress
Blackall Admin Office South Wall	100,000	-	0%	-	-	100,000	Planning stage
Blackall Cultural Centre Lighting & Accoustic matting	100,000	-	0%	-	-	100,000	Planning stage
Banks Park snail structure, floor, tank and table	20,000	-	0%	-	-	20,000	Planning stage
Shade Structures - Blackall Carpark & TMPC	100,000	-	0%	-	-	100,000	Planning stage
LGA Entry Signs - Blackall & Tambo	40,000	-	0%	-	-	40,000	Planning stage
Four Mile Waterhole - culvert & grading	30,000	-	0%	-	-	30,000	Planning stage
Tambo TV Transmitters	35,000	-	0%	-	-	35,000	Planning stage
Blackall Campdraft Arena BBRF -subject to funding	392,600	-	0%	207,600	-	185,000	Subject to funding
Blackall Airport PAPI Lights - subject to funding	142,000	-	0%	71,000	-	71,000	Subject to funding
Tambo Childcare Building - subject to funding	100,000	-	0%	100,000	-	-	Subject to funding
Blackall Saleyards Upgrade - subject to funding	550,000	-	0%	300,000	-	250,000	Subject to funding
PLANT & EQUIPMENT	813,000	-	-	-	-	813,000	
Plant Replacement including committed orders	763,000	-	0%	-	-	763,000	As per plant replacement program
Plant New - Cherry Picker	50,000	-	0%	-	-	50,000	As per plant replacement program
ROAD INFRASTRUCTURE	4,853,065	115,873	2%	4,003,065	-	850,000	
R2R Emmet Road Works	808,300	-	0%	808,300	-	-	Planning Stage
LRCI Stage 3 Local Rd Reseals	1,200,000	-	0%	800,000	-	400,000	Planning Stage
LRCI Stage 3 Main Street Rehab	800,000	-	0%	800,000	-	-	Planning Stage
Remote Rds RRUP - Langlo Rd Resheet	600,000	-	0%	480,000	-	120,000	Planning Stage
TIDS Scrubby Creek Rd	400,000	12,224	3%	200,000	-	200,000	In Progress
Blackall Median Strip upgrade	100,000	-	0%	-	-	100,000	Planning Stage
Banks Park Footpath	30,000	-	0%	-	-	30,000	Planning Stage
Heavy Vehicle Bypass Stage 2 (LRCI & HVSP)	914,765	103,649	11%	914,765	-	-	In Progress
WATER INFRASTRUCTURE	930,000	-	0%	880,000	-	50,000	
Water infrastructure renewals and upgrades	930,000	-	0%	880,000	-	50,000	Planning stage
SEWERAGE INFRASTRUCTURE	250,000	-	0%	200,000	-	50,000	
Sewerage infrastructure renewals and upgrades	250,000	-	0%	200,000	-	50,000	Planning stage
TOTAL CAPITAL PROGRAM 22-23	8,955,665	120,056		5,961,665	-	2,994,000	

General Ledger 2022.7.5.1

Revenue and Expenditure Summary

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(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 9% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2023

Printed(SDAYAL): 08-08-2022 10:28:40 AM

		REVENUE			EXPENDITURE				
		31 Jul 2022	AMENDED	ORIGINAL	31 Jul 2022	AMENDED	ORIGINAL		
		ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET		
1000-0001	ADMINISTRATION								
1000-0002	Administration	17,911	8%	222,500	222,500	347,169	9%	3,671,800	3,671,800
1100-0002	Finance	8,975	0%	7,046,000	7,046,000	1,164	2%	74,000	74,000
1200-0002	Oncosts	0	0%	0	0	68,233	-15%	(447,900)	(447,900)
1300-0002	Stores/Purchasing	0	0%	0	0	(1,067)	-2%	52,800	52,800
2000-0002	Corporate Governance	0	0%	0	0	99,565	13%	751,200	751,200
2100-0002	Business Activities	839	2%	45,000	45,000	3,271	7%	49,700	49,700
2150-0002	Saleyard Operations	131,523	9%	1,451,000	1,451,000	50,421	5%	996,200	996,200
2200-0002	Tambo Sawmill	655	4%	18,000	18,000	6,712	45%	15,000	15,000
2350-0002	Airports/Aerodromes	12,122	12%	102,000	102,000	10,956	4%	306,500	306,500
2450-0002	Tourism	8,215	19%	42,500	42,500	22,862	6%	360,300	360,300
2500-0002	Planning & Development	2,520	6%	45,000	45,000	0	0%	65,000	65,000
2580-0002	Economic & Community Develop	0	0%	4,038,600	4,038,600	0	0%	82,500	82,500
2600-0002	Environmental	7,108	9%	83,100	83,100	12,951	8%	160,000	160,000
2650-0002	Animal Control	18,140	80%	22,800	22,800	12,279	21%	58,000	58,000
2700-0002	Stock Routes	5,437	5%	108,500	108,500	1,376	0%	320,000	320,000
3000-0002	Work Scheme and Community	1,804	11%	17,000	17,000	10,237	8%	125,000	125,000
3100-0002	Council Housing	10,245	5%	220,000	220,000	4,990	2%	279,500	279,500
3300-0002	Child Care Services	81,650	30%	273,200	273,200	17,623	4%	469,500	469,500
3350-0002	Sport and Recreation	13,312	21%	64,400	64,400	743	1%	112,000	112,000
3400-0002	Youth Services	0	0%	0	0	0	0%	80,000	80,000
3415-0002	Tambo Multi-Purpose Centre	40,720	14%	283,600	283,600	18,454	5%	381,100	381,100
3445-0002	Disability	0	0%	71,500	71,500	4,389	9%	50,000	50,000
3460-0002	Community Services	46,000	15%	315,300	315,300	1,829	1%	325,800	325,800
3470-0002	Miscellaneous Care Services	0	0%	0	0	0	0%	2,000	2,000
3500-0002	Libraries, Education and Arts	77	1%	9,600	9,600	14,499	6%	232,300	232,300
3570-0002	Regional Arts Development Fund	0	0%	51,000	51,000	2,104	1%	314,000	314,000
3600-0002	Halls and Cultural Centres	536	18%	3,000	3,000	1,018	0%	230,200	230,200
3700-0002	Showgrounds & Sports Facilities	6,025	67%	9,000	9,000	15,266	2%	662,000	662,000
3740-0002	Funerals	(3,182)	-6%	55,000	55,000	3,311	6%	55,000	55,000
3800-0002	Corporate Buildings	0	0%	0	0	5,194	3%	195,500	195,500
1000-0001	ADMINISTRATION	410,633	3%	14,597,600	14,597,600	735,551	7%	10,029,000	10,029,000
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0	0%	0	0	53,205	2%	3,074,000	3,074,000
4100-0002	Town Street Maintenance	0	0%	0	0	10,662	3%	400,000	400,000
4200-0002	Rural Roads Maintenance	0	0%	1,193,500	1,193,500	82,885	10%	800,000	800,000
4500-0002	Recoverable Works	2,670	0%	16,769,600	16,769,600	337,785	2%	15,684,300	15,684,300
4550-0002	Plant Operations	321,307	9%	3,590,000	3,590,000	292,188	10%	2,838,500	2,838,500
4600-0002	SES - Disaster Mgmt	0	0%	49,000	49,000	6,232	4%	157,500	157,500
4700-0002	Cemeteries	0	0%	1,000	1,000	2,678	4%	62,400	62,400
4800-0002	Parks, Gardens and Reserves	0	0%	0	0	61,335	6%	1,012,900	1,012,900
4860-0002	Aquatic Centres	0	0%	0	0	12,004	2%	506,700	506,700
5000-0002	Cleansing	56	0%	351,400	351,400	13,618	5%	286,500	286,500

General Ledger2022.7.5.1

Revenue and Expenditure Summary

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(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 9% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2023

Printed(SDAYAL): 08-08-2022 10:28:40 AM

		REVENUE			EXPENDITURE		
		31 Jul 2022	AMENDED	ORIGINAL	31 Jul 2022	AMENDED	ORIGINAL
		ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET
5100-0002	Water Supply	7,064	1%	893,600	21,275	4%	500,400
5200-0002	Sewerage Services	100	0%	767,100	17,006	5%	340,400
4000-0001	WORKS AND SERVICES	331,197	1%	23,615,200	910,874	4%	25,663,600
TOTAL REVENUE AND EXPENDITURE		741,830	2%	38,212,800	1,646,425	5%	35,692,600

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

COUNCIL MEETING DATE: 17 August 2022

Item No: **4.1.2****SUBJECT HEADING: DFCCS Operations Report – July 2022**

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

CLASSIFICATION: (if confidential)

Summary: The Director of Finance Corporate and Community Services operations report for July 2022 is presented to Council. The report includes housing and administration, Blackall aerodrome, libraries, visitor information centres, facility bookings, Tambo Multipurpose and Tambo Child Care Centre.

Officer's Recommendation: That Council receive the DFCCS Operations Report for July 2022.

Background**Blackall Buildings**

- Tender for painting part of the interior of the Blackall Admin Office is on Vendorpanel
- Pensioner unit vacant – hut 1/30 Bauhinia Lane
- Oven replaced and a bedroom and back screen doors fixed in unit 2/7 Bedford Street
- Smoke alarms in 87 Thistle Street repaired
- Shade sail repaired 62 Shamrock Street

Tambo Housing***Building Maintenance***

- Covid infecting both staff and tenants has resulted in little handyman repairs.
- Vendorpanel quotes are being sourced for the painting of two units in the Coolibah Village and the supply and laying of new lino in one unit and the house at 11 Mitchell Street
- The handyman is to replace the nails in the Tambo hall ramp with screws.

Aged Housing

- There are three two-bedroom units vacant at the Coolibah Village.

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

2021/2022	Visitor Numbers	2022/2023	Visitor Numbers
July	3794	July	3291
August	2628	August	
September	2100	September	
October	904	October	
November	185	November	

2021/2022	Visitor Numbers	2022/2023	Visitor Numbers
December	93	December	
January	101	January	
February	164	February	
March	367	March	
April	928	April	
May	1710	May	
June	3119	June	
Year to Date	16,093	Year to Date	3291

Issue of Camping Permits

Month	Information Centre	Self - Registration	Total for Month 2022/23
July	426	615	1041
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Year to Date	426	615	1041
2021/2022	2354	2100	4454

Camping Ground Fees

Month	\$ Amount	2022/2023 YTD \$
July	\$13,710.25	\$13,710.25
August		
September		
October		
November		
December		
January		
February		
March		
April		

Month	\$ Amount	2022/2023 YTD \$
May		
June		

Year ending 2021/2022 \$44,561.60

Blackall Library Report

Month	Loans 2021/22	Loans 2022/23	Visitors 2021/22	Visitors 2022/23	Requests 2021/22	Requests 2022/23	Members Added 2021/22	Members Added 2022/23
July	248	231	471	392	21	52	8	9
August	367		508		62		6	
September	346		479		27		9	
October	277		389		30		14	
November	300		415		41		10	
December	278		155		43		2	
January	273		278		111		4	
February	358		320		77		10	
March	368		360		59		8	
April	207		341		65		5	
May	305		356		20		8	
June	289		296		42		10	
Year to Date	3616	321	4628	392	598	52	94	9

Tambo Library and Tourist Report

	Loans 2021/22	Loans 2022/23	Visitors 2021/22	Visitors 2022/23	Requests 2021/22	Requests 2022/23	Members Added 2021/22	Members Added 2022/23
July	396	383	103	136	53	51	4	4
August	381		113		52		3	
September	425		115		58		9	
October	375		115		62		3	
November	400		122		70		1	
December	326		123		29		1	
January	363		95		55		8	
February	445		109		67		1	
March	521		145		57		11	
April	346		120		55		6	
May	435		183		58		3	
June	398		122		51		2	
Totals	4811	383	1465	136	616	51	52	4

	Visits 2021/22	Visits 2022/23
July	733	750
August	512	
September	511	
October	197	
November	126	
December	56	
January	85	
February	94	
March	203	
April	390	
May	609	
June	893	
Totals	4409	750

Council Facility Bookings

Blackall	Memorial Hall		Cultural Centre		Showgrounds		Racecourse		Bus	
	21/22	1	21/22	7	21/22	1	21/22	1	21/22	4
July	0		6		13		1		8	
August	2		5		15		1		8	
September	2		5		6		0		5	
October	2		9		3		2		7	
November	2		11		1		1		6	
December	1		2		0		0		1	
January	1		0		1		0		0	
February	1		7		1		1		1	
March	1		6		1		0		3	
April	1		8		2		1		2	
May	4		10		4		0		5	
June	3		6		6		1		1	
TOTAL	20	1	75	7	53	1	8	1	47	4

Tambo	Shire Hall		Racecourse		Western Sports		Bus	
	21/22	22/23	21/22	22/23	21/22	22/23	21/22	22/23
July	11	7	2	2	2	1	2	1
August	7		2		0		0	
September	7		4		0		0	
October	16		2		2		2	
November	20		1		2		3	
December	14		2		2		1	
January	2		2		0		0	
February	9		0		0		2	
March	8		0		3		2	

Tambo	Shire Hall		Racecourse		Western Sports		Bus	
April	5		2		0		0	
May	11		2		0		1	
June	8		1		2		7	
TOTAL	118	7	20	2	13	1	20	1

Tambo Childcare Centre

Attendance	Month 2021-2022	YTD 2021-2022	Month 2022-2023	YTD 2022-2023
July	255	255	111	111
August	262	517		
September	181	698		
October	191	889		
November	180	1073		
December	48	1121		
January	0	1121		
February	101	1222		
March	129	1351		
April	59	1410		
May	114	1524		
June	128	2165		

Finance	Month Receipts 2022-2023	YTD Receipts 2022-2023	Month Expenditure 2022-2023	YTD Expenditure 2022-2023
July	\$6,650.00	\$6,650.00	\$17,623.00	\$17,623.00
August				
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				

Qantas Report

Month	Pax OFF	Pax ON	Total	YTD
July	113	115	228	228
August				
September				

October				
November				
December				
January				
February				
March				
April				
May				
June				
6 Monthly Average	119.67	103.33	223	223
YTD	113	115	228	228
Total for 2021/2022	1069	888	1957	1957

- The roster has been distributed for airport employees.

Tambo Multi-Purpose Centre

- The transition of the Commonwealth Home Support Program to Churches of Christ is complete and has been a smooth process.
- The Centre is working with Western Queensland Primary Health Network to source a podiatrist.
- The DIY tote bag workshop was a great success, a total of 105 tote bags were made by the participants.
- Swimming lessons for children are starting up again which is funded by the WQPHN Sport and Recreation program.
- The fit and fab seven-week spring challenge program is commencing this month and is a free program for the community.
- The Centre’s Art and Craft group will be traveling to Charleville on the 2nd of September to complete in the Senior Games.
- Allied Health sessions for the month of July
 Physiotherapy – 28 sessions
 Podiatrist – nil sessions
 Remedial Massage – 26 sessions

Link to Corporate Plan

Economic Development
 Outcome 2 – Tourism

Vibrant Communities

Outcome 1 – Arts and culture
 Outcome 2 – Health and wellbeing
 Outcome 3 – Community Services
 Outcome 4 – Youth

Governance

Outcome 5 – Customer service

Infrastructure
Outcome 2 – Airports
Outcome 5 – Council buildings

Consultation (internal/external)

Neighbourhood Centre Coordinator
Tambo Library and Tourism Officer
Customer Service Officers
Multi-Purpose Coordinator
Child Care Coordinator
Library Officer
Tourism Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

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

COUNCIL MEETING DATE: 17 August 2022

Item No: 4.1.3

SUBJECT HEADING: Operating Plan Review 30 June 2022

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

CLASSIFICATION: (if confidential)

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

Officer's Recommendation: That Council receive the 30 June 2022 operational review.

Background

Council adopts an Operational Plan with the budget for each financial year. The Operational Plan provides a plan on how and what Council will do during the financial year to respond to Council and community long term priorities.

Section 174(3) of the *Local Government Regulation 2012* states that the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government.

The attached report provides an assessment of the organisation's progress toward the implementation of the actions, projects, initiatives and key performance indicators as identified in the 2021-2022 Operational Plan.

Link to Corporate Plan

Governance

Consultation (internal/external)

Chief Executive Officer
Director of Works and Services
Manager of Finance

Policy Implications

None

Budget and Resource Implications

None

Risk 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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Environmental	Medium	Nil	Low
Strategic	Medium	Sharing information beneficial to the community.	Low
Ethical	Low		Low
Reputation	Low		Low
Leadership	Low		Low

Proposed Risk Treatment

Nil

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Arts & Culture							
Blackall Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council	Computer literacy for seniors delivered April/May
Tambo Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council	Computer literacy for seniors delivered April/May
Disaster Management							
Blackall-Tambo Disaster Management Plan	CEO	Working group formed to review the plan and approve amendments periodically.	Ongoing	Group meetings continually reviewing and adjusting plans as required.	Ongoing	Council and QFES	Draft finalised at last Disaster Mgmt Meeting
Arrange emergency services training needs where necessary.	CEO	Funds available for continued training of SES Officers and maintenance of equipment.	Ongoing	Local Controllers to maintain SES membership and provide training in line with LG and EMQ requirements	Ongoing	Council and QFES	Complete for year
Economic Development							
Business							
Tambo Sawmill	CEO	Sawmill is not operating at this time.	2021-2022	Council to consider its options as more information becomes available	In the process of being sold	Council	One tender received - sale is progressing with assistance from Lawyers
Blackall Saleyards	CEO	Continue to enhance the facility through additional maintenance	2021-2022	Meets all WHS and regulatory requirements	Ongoing	Council	Profit to 30 June \$516,367
Tambo Childcare Centre	DFCCS	Staff development taking place through an arrangement with C and K. Staff to attend training sessions and have an excellent knowledge of the current legislation and regulations.	2021-2022	Develop good working relationships with parents and children. Continue to search for efficiencies in operations to reduce current level of subsidy.	Operating loss of \$170,000.	Council	Operating four days a week with under nine children per day and two staff on duty

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Tourism							
Collective approach to tourism	DFCCS	Work co-operatively with regional tourism groups and government agencies.	2021-2022	Monitor relationships with external organisations and register the grants being received.	Ongoing	Council	Ongoing
"Better in Blackall" Festival	Committee	Committee to develop a programme aimed at encouraging residents and visitors to celebrate this event in Blackall.	2021/2022	To provide an exciting and vibrant experience for residents and visitors to Blackall alike and to enjoy a get together along with the entertainment..	Donation \$80,000 In Kind Support \$20,000	Council	Complete
Tambo Truck Museum BOR	DWS	To support the preservation of the history of trucking in Tambo and to provide an additional item of attraction.	2021-2022	To provide an additional item of interest for visitors as another means of encouraging longer stays. Enable residents to reflect on this aspect of history.	\$494,400	\$444,400 State \$50,000 Council	Exp and commitments \$303,058 to 30 June. Carried over to 2023.
Tambo Dam Lights	DWS	A design of lights to bring the Tambo Dam to life at night.	2021-2022	Positive feedback from the public and meets all regulatory requirements	\$200,000	Grant Funding	Carried over to 2023
Tambo Dam - Sprinkler System - Second Stage	DWS	To install the pump and connect to electricity supply.	2021-2022	Positive feedback from visitors to the Centre.	\$20,000	Council	Complete
Tambo Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service provided to all visitors. Appropriate training made available through workshops and training sessions.	Ongoing	Positive feedback from visitors to the Centre.	Ongoing	Council	4,409 visitors 2022 4,089 visitors 2021
Blackall Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service to all visitors. Keeping RAM Park well maintained to attract additional visitors who wish to see how people in earlier times lived. Appropriate training made available through workshops and training sessions.	Ongoing	Positive feedback from tourists and those that take a tour through RAM Park..	Ongoing	Council	16,093 visitors 2022 14,650 visitors 2021

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Environmental Management							
Waste Management							
Maintain high quality of service to the public	DWS / EHO	Council to ensure collection and disposal of refuse in the region is efficient and cost effective.	Ongoing	Meet all regulatory requirements. Positive feedback from community with respect to the operation .	Ongoing	Council	Operation working well. No complaints
Stock Routes / Pest Management							
Land Protection Fund (Biosecurity Act 2014) Central West Region	EHO & Ranger Coord	The four components of the Land Protection Fund are: On-ground research, Wild dog Barrier fence, Darling downs-Morton rabbit board, Plague pest contingency fund.	2021-2022	The annual report for 2021 is now available.	Invoiced for \$83,431 2021-2022	Council	Complete for 2023
Stock Routes Annual Works Program	EHO & Ranger Coord	Apply for funding to maintain stock routes facilities in good working order.	2021-2022	Annual capital works program funded by the State Government.	\$60,000	DNR	Complete for 2023
Public Health							
High standards of public health and safety are maintained in the Region	EHO	EHO to conduct annual inspections for health related compliance as necessary	Ongoing	EHO to have undertaken all required inspections as per established program with reports provided to Council where appropriate. Minimum number of complaints from the public.	Ongoing	Council	All enquiries handled efficiently
	EHO	EHO to be available to provide expertise on environmental health matters through the year or on an as required basis.	Ongoing	Reports to CEO to address environmental health matters with the type and level of information provided and / or action taken.	Ongoing	Council	All requests for information provided promptly
Water supply quality monitored and maintained to Australian standards	EHO	Undertake water sampling to ensure water supplies are maintained for safe domestic use.	Ongoing	Samples undertaken as required and action taken immediately if sample indicates non conformance to Qld Health requirements.	Meeting conditions of grant	Council	Samples delivered on time. Grant of \$28,409 received for drinking water quality management.

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Water Reticulation							
Water Infrastructure - W4Q COVID19	DWS	Provide for upgrade of existing infrastructure - replacement of water mains, valves and service connections. Water saving initiatives.	2021-2024	To meet all current regulatory standards and address all WHS issues.	\$930,000	W4Q COVID19 Council \$50,000	Planning stage - project runs to 2024
Sewerage							
Sewerage Infrastructure - W4Q COVID19	DWS	Provide for upgrade of existing infrastructure - sewer relining of town network	2021/2024	To meet all current regulatory standards and address all WHS issues.	\$250,000	W4Q COVID19 Council \$50,000	Planning stage. Project runs to 2024
Infrastructure and Plant							
Aerodromes							
Blackall Airport	DFCCS & DWS	To maintain the airport to a high standard and to meet all regulatory requirements while considering new processes that reduce losses to Council.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Positive feedback from users of the airport.	The operating loss to 30 June \$197,913	Council	Airport fencing complete. ARO training complete
Tambo Airport	DWS	To maintain the airport to a high standard and to meet all regulatory requirements.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Positive feedback from users of the airport.	Costs to 30 June \$6,917	Council	An ARO is now available in Tambo
Plant and Equipment							
Plant replacement program	DWS	Annual review of Council's plant and machinery.	2021-2022	Purchases and sales budgeted for and consistent with Council's adopted purchasing policy.	\$1,800,000	Council	\$1,805,186 spent 30 June. Budget \$1.8M.

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Roads, Footpaths & Pavements							
Town streets (maintenance)	DWS	Council road / town maintenance program for 2021/2022	2021-2022	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$400,000	Council	\$434,814 spent to date
Rural Roads (maintenance) including Flood Damage repairs	DWS	Council rural road maintenance program for 2021/2022 and approved flood damage repairs	2021-2022	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$10.3M	Council	\$11.1M spent to date
Reseals	DWS	To be determined	2021-2022	To meet all current regulatory standards.	\$ 800,000	Council	\$376,466 spent to 30 June. Carried over to 2023
RMPC Maintenance Contracts	DWS	Improve road network.	2021-2022	To meet all current regulatory standards.	\$3.7M	State Gov	\$3.6M spent to 30 June. Barcoo river bridge to be completed early 2023
Road TIDS	DWS	Scrubby Creek concrete floodway's	2021-2022	To meet all current regulatory standards.	\$ 400,000	State Gov \$200,000 Council \$200,000	\$211,270 spent to 30 June. Carried over to 2023
Heavy By-pass Stage Two (Salvia Street)	DWS	Contract a by-pass route to the Blackall Saleyards	2021-2022	To meet all current regulatory standards.	\$ 950,000	HVSP \$950,000	Complete August. Exp to date \$35,235
Tambo Industrial Estate Roads	DWS	Second seal on roads around the estate	2021-2022	To meet all current regulatory standards.	\$ 50,000	LRCI \$50,000	Second seal October
Footpath Coolabah Village	DWS	Construct footpath between Mitchell and Garden streets	2021-2022	To meet all current regulatory standards.	\$ 60,000	Council	Complete
Roads to Recovery - (capital)	DWS	Not yet allocated	2021-2022	To meet all current regulatory standards and the terms and conditions of the R2R agreement.	\$ 808,300	Federal	Program complete. Exp to 30 June \$875,944

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Recreational Activities and Grounds							
Management and Operation of aquatic centres in both communities	DWS	Keep the swimming pools in Blackall and Tambo well maintained and safe for all users.	Ongoing	Pool operated in accordance with contracts. Patronage maintained with a view to increasing the number of visitors.	Operational cost \$516,503 to 30 June	Council	Meeting public expectations
Tambo Racecourse	DWS	Rock removal as a safety initiative	2021-2022	Meets the approval of the WHSO Officer	\$40,000	Council	Carried over to 2023.
Tambo Historic House	DWS	Construct shed at rear of the Tambo Historic House	2021-2022	Meets all regulatory requirements	\$40,000	Council	Painting complete. Storage shed required in 2023.
Blackall Administration Office	DWS	Repairs to the south wall required. Brick structure is unsound	2021-2022	Meets all regulatory requirements	\$100,000	Council	Carried over to 2023
Tambo Depot Fencing	DWS	Enhance security at the depot to prevent unauthorised people entering	2021-2022	Meets all regulatory requirements	\$70,000	Council	Complete
Blackall Rodeo and Campdraft Grounds upgrade	DWS	The grounds require to be upgraded so as to be safe for all participants.	2021-2022	Meets all regulatory and WHS requirements	\$150,000	Council	Exp to 30 June \$39,318. Carried over to 2023
Tambo Pool Maintenance W4Q COVID19	DWS	Maintenance plan to be completed	2021-2022	Meets all regulatory standards and positive feedback from the public.	\$60,000	100% COVID W4Q	Shade Structure complete
Television and Internet							
Fast Rural Internet Project BOR Stage 3	CEO	Construction of internet tower at Terrick Terrick South.	2021-2022	Provide a superior internet service to rural properties that meet all regulatory standards.	\$280,000	BOR \$80,000 Council \$200,000	Complete

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Town Halls, Cemeteries, Public Conveniences							
Town Halls							
Maintain and upgrade to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2021-2022	Repairs and maintenance undertaken in a timely fashion with safety standards being met as required. Positive feedback from the public.	Operational cost to 30 June \$227,082	Council	Further maintenance required in 2023.
Cemeteries & Memorials							
Cemeteries Blackall and Tambo	DWS	Maintain cemeteries in a very positive manner	2021-2022	Positive feedback by community on aesthetic appearance and condition of cemetery's. Positive feedback from the public.	Operational cost to 30 June \$47,948	Council	Certain areas of both cemeteries could be presented more favourably.
Public Conveniences							
Public Conveniences maintained to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2021-2022	Condition of public conveniences meeting health and safety standards at all times with only minimal complaints/requests received.	Operational cost to 30 June \$123,012	Council	Regular cleaning no complaints from the public
Council Buildings							
Aged Housing	DFCCS	Maintain the grounds and provide the best possible standard of accommodation for residents.	2021-2022	Maintenance undertaken in a timely fashion with safety aspects addressed. Tenant satisfaction received periodically with regards to condition of housing. Plan established for future repairs and cyclical maintenance.	Operational loss to 30 June \$63,905	Council	Rents have been increased only minor maintenance required in 2023.
Council housing	DFCCS	Council housing stock well maintained.	2021-2022	Satisfied tenants.	Operational loss to 30 June \$85,202	Council	Increased rents and sale of properties are being pursued.

Blackall-Tambo Regional Council

Operational Plan Review 30 June 2022

	Resp. Officer	Operational Plan Action for current year (outputs)	Duration	Performance Measures	Cost	Funding Source	Degree of Completion
Aged and Disability Services							
Tambo Multipurpose Centre	DFCCS	Commonwealth Home Support Program	2021-2022	The TMPC staff assist 23 elderly people to stay in their homes.	\$160,130	100% Federal	Fully funded program moved to Churches of Christ 1 July 2023
Western Queensland Primary Health Network (WQPHN)	DFCCS	This program is funded by the Federal Government and covers allied health and healthy ageing.	2021-2022	Covers the cost of Podiatry, Remedial Massage, Physiotherapy and Optometry. The remaining funds go the Healthy Ageing	\$160,000	100% Federal	Fully funded program. Same budget for 2023 no CPI increase
60's and Better	Transition to Churches of Christ	Awaiting advise from the newly reorganised state department of seniors and disability as to the parameters Council is to operate within.	2021-2022	Assists with maintaining the wellbeing of the over 60s through organised activities and involvement with the community. Contract expires 30/06/2022	\$60,750	100% State	Transitioned to Churches of Christ 1 July 2022
Community Development Program	DFCCS & CDO	The program is funded by the department of seniors and disability to support community activities.	2021-2022	Monitored through the successful interventions offered to the community.	\$185,300	100% State	Fully funded program. Budget increase to \$230,000 in 2023
Work Health and Safety							
Develop a system of WHS that is appropriate for BTRC	DWS & WHSO	Council officers to work in a co-operative manner with the WHS Officer together with officials from TMR to ensure that the WHS systems at Council are compliant at all times and pass the audit standards required by TMRs insurers Jardine Lloyd Thompson.	Ongoing	Council is successful in being awarded road contracts from TMR. Workplace Health and Safety incidents are reduced and kept to an absolute minimum. The provision of a safe working environment for all employees of Council.	Ongoing	Council	Since the WHSO resigned alternate arrangements are being made.

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

COUNCIL MEETING DATE: 17 August 2022

Item No: **4.1.4****SUBJECT HEADING: Employee Conflict of Interest Policy Review**

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

CLASSIFICATION: (if confidential)

*Summary: The Employee Conflict of Interest Policy – Stat 44 has been reviewed.***Officer's Recommendation: That Council adopt the revised Employee Conflict of Interest Policy.****Background**

The Stat 44 – Employee Conflict of Interest Policy was adopted in February 2019 and was due for review.

It is important that Council ensure all employees are conducting business in a way that is unbiased and impartial as conflicts of interest, whether real, perceived or potential have the ability to harm Council's reputation. The responsibility to set and maintain proper standards of conduct for staff maintains public confidence in the agency.

A copy of the full 'marked-up' policy is attached to this report.

Link to Corporate Plan

Governance

Outcome 2 – Accountability

Outcome 3 - Leadership

Consultation (internal/external)

Chief Executive Officer

Director of Finance Corporate and Community Services

Policy Implications

Amendments to Stat 44 – Employee Conflict of Interest Policy

Budget and Resource Implications

Nil

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Review maintains compliance with legislative requirements.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Review of the policy ensures that Council is conducting business honestly and ethically.	Low
Reputation	Low	Policy ensures Council's reputation is not damaged by actual, perceived or potential conflicts of interest.	Low
Leadership	Low	The revised policy provides guidance to employees on how to conduct business in a way that aligns with Council's fundamental ethics.	Low

Proposed Risk Treatment

Policy review ensures Council is up to date and compliant with legislative and regulatory changes.



Blackall-Tambo Regional Council

Employee Conflict of Interest Policy

Policy Number: Stat 44	Effective Date: 20 February 2019 17 August 2022
Version Number: Two One	Review Date: February 2024 17 August 2026
Policy Compiled by: Chief Executive Officer	
Procedure Approved by: Chief Executive Officer	

1. POLICY STATEMENT

~~This policy outlines Blackall Tambo Regional Council's (Council) requirements in relation to the disclosure of a perceived, potential or actual conflict of interest of an employee.~~

Council is committed to conducting its business in a way that aligns with the fundamental ethic principles. That is, being guided by behaviours that ensure integrity and impartiality; promotion of the public good; a commitment to the system of government; and accountability and transparency.

Conflicts of interest, whether actual, perceived or potential; may diminish the public's trust in the way Council does business. This policy provides guidance to ensure all workers undertake their duties and responsibilities in a manner which places the public interest above their personal interests.

2. SCOPE

This policy applies to all employees including senior staff, contractors, consultants and volunteers.

3. POLICY OBJECTIVES

This policy provides transparent procedures for identifying, disclosing and managing conflicts of interest which will enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

4. BACKGROUND AND/OR PRINCIPLES

A conflict of interest is a conflict between a person's official duties to Council and private interests which influence or may appear to influence the performance of those official duties.

A conflict of interest may be enough to undermine the public's confidence in Council, even where none actually exists or it has been identified and subsequently resolved.



5. GENERAL INFORMATION

5.1 *Identifying Conflicts of Interest*

A conflict of interest is defined by the Public Sector Ethics Act 1994 as a conflict between a person's private interests and person's official duties. It is therefore set out that:

"The established test is an objective one, namely whether a reasonable member of the public properly informed, would feel that the conflict was unacceptable. Essentially it means that such reasonable member of the public would conclude that inappropriate factors could influence an official action or decision".

There are three (3) types of conflicts of interest:

- 1) Actual conflict of interest;
- 2) Perceived (or apparent) conflict of interest; and
- 3) Potential conflict of interest.

5.2 *Areas of activity where conflicts may arise*

A conflict of interest may arise as a result of the Council's involvement in any number of matters including the following:

- a) Appointing and managing staff;
- b) Providing sponsorships;
- c) Giving and receiving gifts;
- d) Use of resources or assets that could be used for private gain;
- e) Entering into contracts to procure goods or services from the private sector or engaging in projects with the private sector;
- f) Collecting, retaining, accessing or using confidential information;
- g) Providing financial assistance and concessions;
- h) Performing a regulatory role in relation to the monitoring of standards;
- i) Disciplinary actions; and
- j) Providing advice.

5.3 *When conflicts of interest arise*

Primarily a conflict of interest will arise when there is a possibility or a perception that an employee could be influenced by a personal (private) interest when carrying out their duties.

For example, the following are some of the matters that may lead to a conflict of interest:

- a) financial interests of an employee;
- b) financial interest of an employee's spouse or family member;
- c) personal bias in relation to a particular topic;
- d) memberships of organisations held by the employee or affiliations with political, trade union or professional organisations; or
- e) personal or business relationships.

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5.4 Responsibilities of employees

All employees of Council must consider the public interest when carrying out their official duties and place this above their own private or personal interests.

This is achieved by:

- carrying out all official duties in accordance with Council and legislative ethical principles as documented in Council's Code of Conduct;
- assessing their own private and personal interest to identify any action, potential or perceived conflicts of interest;
- conflicts of interest;
- identifying and declaring all conflicts of interest;
- avoiding all situations which may give rise to conflicts of interest; and
- managing all conflicts of interest in accordance with agreed management strategies.

All levels of management will:

- encourage a culture of disclosure within Council;
- regularly remind employees of their obligation to identify and declare conflicts of interest;
- actively liaise with employees to resolve and manage conflicts of interest;
- monitor their employee's work to develop management strategies to minimise conflicts; and
- maintain confidentiality with regards to conflict of interest declarations.

If an employee believes there may be a conflict of interest, whether real or perceived, that person must tell their supervisor promptly. Until the matter is resolved, the employee must make sure they are not part of any decision-making processes related to the matter.

If the employee feels there may be a conflict of interest between professional and corporate values, they must discuss it with their supervisor. The CEO will make the ultimate determination of whether a conflict of interest exists or not.

All reported conflicts of interest must be recorded and retained in the Council's official files.

6. DEFINITIONS

Conflict of Interest involves a conflict between an employee's duties and responsibilities and the employee's private interests. Conflicts can be actual, perceived or potential depending on the circumstances. A conflict of interest can arise from avoiding personal losses as well as gaining personal advantage – whether financial or otherwise.

Corrupt Conduct has the meaning given to it for the purposes of the Crime and Corruption Act 2001.

- Is not honest or impartial, or
- Knowingly or recklessly breaches public trust, or
- Involves the misuse of agency-related information or material.

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- Collusive tendering, or
- Fraud relating to an application for a licence, permit or other authority relating to public health or safety; the environment; or the State's natural, cultural, mining or energy resources, or
- Dishonestly obtaining public funds or State assets, or
- Evading a State tax, levy or duty or fraudulently causing a loss of State revenue, or
- Fraudulently obtaining or retaining an appointment.

Employee refers to members of staff who are employed on a permanent, part-time, fixed term or casual basis under award and enterprise bargaining agreement conditions. It also includes senior staff, contractors, consultants and volunteers.

Family Member/Dependent includes any person you are in a relationship with (including but is not limited to) a spouse, partner, child, brother, sister, parent, stepchild, stepparent, as well as mother-, father-, son-, daughter-, brother-, or sister-in-law, and any other person living with you (except tenants).

Gifts or benefits includes but not limited to: conference/seminar costs, gratuity, remuneration, allowance, discount, fee, subsidy, hospitality, travel, entertainment, alcohol, raffle tickets, scratch card, lotto/casket tickets, books, equipment, goods or other services received.

Interests refers to the realistic expectation that the employee or an associate directly or indirectly stand to gain a benefit or suffer a loss, depending on the outcome of an issue. Interests may be financial or non-financial.

Material Personal Interest If the private interest is substantially affected by the outcome of a decision by Council, the private interest is likely to be "material".

Non-pecuniary interest is an interest that does not have a financial component but may arise from personal or family relationships or involvement in sporting, social or cultural activities.

Official Duties is the work done by an employee that may be defined by their position description or directions given by their supervisor.

Pecuniary Interest is an interest that involves an actual or potential financial gain or loss. They may result from the employee or a related party owning property, holding shares or a position in a company bidding for council work, accepting gifts or hospitality (see 'Material Personal Interest').

Perceived conflict of interest or apparent conflict of interest can exist where it could appear to others, that the employee's private interests could improperly influence the performance of their official duties and responsibilities, whether or not this is actually the case.

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Potential conflict of interest arises where an employee has private interests that could in the future conflict with your official duties and responsibilities at Council.

Private Interests are those personal, professional or business interests that can benefit or disadvantage an employee, or others an employee may wish to benefit or disadvantage. They also include the personal, professional or business interests of individuals or groups an employee associates with (e.g. relatives, friends, and non-profit associations).

7 LEGISLATIVE REFERENCE

- Crime and Corruption Act 2001*
- Local Government Act 2009*
- Local Government Regulation 2012*
- Public Sector Ethics Act 1994*
- Public Service Act 2008*
- Integrity Act 2009*

8 RELATED POLICIES/PROCEDURES

- ~~Conflict of Interest Procedure, associated forms and register~~
- Employee Code of Conduct
- ~~Fraud and Corruption Prevention Management Framework and Fraud Control~~ Policy
- Gifts and Benefits Policy
- ~~Information~~-Privacy Policy
- Procurement ~~and Disposals~~ Policy
- Recruitment and Selection Policy
- ~~Risk Management Policy~~ Enterprise Risk Management Strategy

9 NEXT REVIEW

~~February 2024~~ 17 August 2026

10 VERSION CONTROL

Version	Revision Description	Approval Date
1	Adoption of Policy	20 February 2019
<u>2</u>	<u>Review of Policy</u>	<u>17 August 2022</u>

Policy Number: Stat 44	Version number: 2022 One	Adopted by Blackall-Tambo Regional Council	Page 5 of 5
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COUNCIL MEETING DATE: 17 August 2022

Item No: **4.2.1****SUBJECT HEADING: Director of Works and Services' Operations Report – July 2022**

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

CLASSIFICATION: (if confidential)

*Summary: The Director of Works and Services report for July 2022 is presented to Council.***Officer's Recommendation: That Council receive the Director of Works and Services' Operation Report for July 2022.****Background****Construction**

- TMR – Barcoo River Bridge Project – pavement complete
- TIDS – Scrubby Creek Road Inverts – under construction
- TMR – Springsure Road Signage Replacement
- HVSP – Heavy Vehicle Bypass Blackall – subgrade and embankment works

Flood Damage Crews/Maintenance Grader Locations

- Flood Damage Crews:
 - Pentwyn Road
 - Neverfail Road
 - Mt Macquarie Road
 - Springs Road
 - Blackall Stock Route Road
 - Tralee Road

Maintenance Crews

- 13B Tambo-Augathella Road – Reseal prepworks and surface correction
- 13C Blackall-Tambo Road, 13D Blackall-Barcaldine Road - guidepost work
- 13C Blackall-Tambo Road and 716 Blackall-Isisford Road – tractor slashing

Upcoming Works

- Blackall Isisford Rehabilitation – Sidetrack commenced, Earthworks September 2022, completion December 2022
- Langlo Road Resheeting – October 2022, completion December 2022
- Springsure-Tambo Road Resheeting – January 2023, completion March 2023
- Blackall-Jericho Road Widening – Earthworks January 2023, completion June 2023

Water and Sewerage

Water Services

Number of interruptions to services	5
Water consumption total ML	37100
Number of customer requests received	5
Number of customer requests actioned	5

Sewerage Services

Number of interruptions to services	4
Number of customer requests received	4
Number of customer requests actioned	4

Parks and Gardens

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

Workshop/Fleet

- Preventative/Routine Maintenance
- Minor Breakdowns

Monthly Statistics

Number of plant items serviced	11
Number of plant breakdowns	4
Hours downtime due to servicing	30
Hours downtime due to breakdown	77
Hours downtime due to parts availability	16

Breakdown Register

Plant Number	Plant Description	DOM	Hrs Down	Breakdown description
2008	Ammann Multi roller	2012	38	Drive shaft bolts snapped causing loss of drive. Engine mount bolts broken; A/c mount broken.
5508	Isuzu Tipper	2015	18.5	Failed clutch, broken radiator overflow tube and shroud.
4411	Fieldquip slasher	2016	16	Failed gearbox bearings. Rebuild box
5022	Hino 700	2012	4.5	Bottom radiator hose rubbed through.
2054	Grid roller	2006		
			Total	77

Link to Corporate Plan

Infrastructure

Outcome 1 – Roads

Outcome 3 – Water and sewerage systems

Consultation (internal/external)

CEO

DWS

Works Supervisors

Parks & Garden Supervisors

Water Supervisors

Sewerage Supervisor
Fleet Manager

Policy Implications

Nil

Budget and Resource Implications

Nil

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: **4.2.2**

SUBJECT HEADING: Work Health and Safety Report

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

CLASSIFICATION: (if confidential)

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

Officer's Recommendation: That Council receive the Work Health and Safety report for July 2022.

Background

Incidents:

- There have been no reported incidents

Inductions:

- Employees: 1
- Contractors: 5
- WORK camp: 2

Immunisations:

- 1 new immunisation is continuing (Hepatitis)
-

Link to Corporate Plan

Governance

Outcome 1 – Workforce

Consultation (internal/external)

Work Health and Safety Advisor

Policy Implications

Workplace Health and Safety Policy

Budget and Resource Implications

Nil

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COUNCIL MEETING DATE: 17 August 2022

Item No: **4.2.3****SUBJECT HEADING: Purchase of Tractor Mower**

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

CLASSIFICATION: (if confidential)

Summary: Quotations were received from 5 mower dealers for the purchase of one (1) tractor mower.

Officer's Recommendation: That Council accept the quotation from Vanderfield/RDO Roma to supply one (1) new John Deere 2038R mower for \$37,000.00 (ex GST). This mower is preferred as it will provide like for like change out and value for money. Local Buy (LB282) contract will apply.

Background

Request for quotes were sought for a mid-mount tractor mower through Vendorpanel using the Tractors, Mowers & General Powered Equipment LB282 Pre-Qualified Supplier list.

The request opened on 14 July 2022 and closed on 29 July 2022 at 5.00pm. Quotes were sought from 5 suppliers with two responses received as per the table below.

Tenderer	Make	Model	Purchase Price Ex	Delivery
Milne Bros (Emerald)	Kubota	B3150HD	\$33,300.00	December 2022
Vanderfield (Roma)	John Deere	2038R	\$37,000.00	November 2022

Vehicle is to replace plant item 4106, John Deere 2720 tractor mower which will be sold by auction on delivery of the new equipment.

The assessment of quotations was conducted in accordance with the Procurement and Disposal Policy

Link to Corporate Plan

Governance

Outcome 4 - Financial

Consultation (internal/external)

CEO

Director of Works and Services

Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$37,000.00 excluding GST – included in the plant replacement budget

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Item is included in Plant Replacement Budget	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.1

SUBJECT HEADING: Blackall Saleyards Monthly Report

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

CLASSIFICATION: (if confidential)

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

Officer's Recommendation: That Council receive the Blackall Saleyards monthly report for July 2022.

Background

SALES	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD	2021/22 Totals
Spelling Cattle	5154												5154	69364
Spelling Sheep	-												-	-
Prime & Store Sales	7793												7793	47912
Weaner & Store Sales	2988												2988	43255
Private Weigh (Same Day)	370												370	18331
Private Weigh (Over-night)	725												725	11554
Private Scan	-												-	59
Bull Sales	-												-	331
TOTALS 2022/23	17030												17030	
TOTALS 2021/22	17473	23545	20141	19114	13704	6457	3048	11635	20602	15977	17979	21130	190806	

- Council has place posters around the facility to inform buyers, producers and agents about foot and mouth disease and lumpy skin disease. Flyers have also been printed as handouts.

Link to Corporate Plan

Economic Development

Outcome 1 – Business Investment

Outcome 2 – Tourism

Outcome 3 – Employment

Consultation (internal/external)

CEO

Saleyards Manager

Policy Implications

Nil

Budget and Resource Implications

Nil

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

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.2

SUBJECT HEADING: Planning and Development Report

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

CLASSIFICATION: (if confidential)

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 receive the Planning and Development Report for July 2022.

Background

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

1. DEVELOPMENT ASSESSMENT

No new development applications have been lodged since the last monthly report. There are three applications currently under assessment.

- 1.1 An application has been made by Louise Martin, seeking a development permit for Material Change of Use for Short-term accommodation at 35 Garden Street, Blackall. The use will be undertaken in an existing dwelling.

The subject site is in the Township Zone and is subject to Code Assessment where the combined total number of residing guests does not exceed six (6). As the application is subject to Code Assessment, public notification will not be required.

The application is properly made, and assessment of the application has now commenced. The application is in the decision stage and will be decided at the August General Meeting.

1.1	Council reference:	DA01-2022-2023
	Application:	Development Permit for a Material Change of Use for Short-term accommodation
	Street address:	35 Garden Street, Blackall
	Property description:	Lot 1 on RP817732
	Day application was made:	11 July 2022
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Louise Martin
	Status:	Decision Stage

- 1.2 An application has been made by Alison McNall, seeking a development permit for Material Change of Use for a Dwelling house at 24 Clematis Street, Blackall. The proposal includes a Dwelling house and an ancillary carport and shed.

The subject site is in the Commercial precinct of the Township Zone and is subject to Code Assessment, which means public notification will not be required.

The application is properly made, and assessment of the application has now commenced. The application is in the decision stage and will be decided at the August General Meeting.

1.2	Council reference:	DA42-2021-2022
	Application:	Development Permit for a Material Change of Use for a Dwelling House
	Street address:	24 Clematis Street, Blackall
	Property description:	Lot 4 on RP603594
	Day application was made:	5 July 2022
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Alison McNall
	Status:	Decision Stage

- 1.3 An application has been made by New Beginnings Church, seeking a development permit for Material Change of Use for a Caravan Park at 18 Leek Street, Blackall. The proposal includes 16 caravan sites with ensuites and a manager’s house. The Caravan Park will be adjacent to the existing church on site.

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

The application has been properly made and Council issued a Confirmation Notice on 27 April 2022. The application did not include adequate information. Council issued an information request on 10 May 2022 requesting an assessment against the assessment benchmarks, details relating to parking, operation of the site, how the site will be serviced and how flooding has been addressed. The applicant provided a response to the information request on 26 May 2022.

Public notification has now been completed. Council received seven (7) submissions and one (1) petition with twenty (20) signatures objecting to the submissions raised issues about the following matters:

- Provision of infrastructure
- Amenity and privacy
- Stormwater
- Need of the development.

The applicant has been contacted about the contents of the submissions and advised that Council will be requesting further information to address the matters raised in the submissions. The applicant is currently considering their options and the decision stage has been extended to 30 September 2022.

1.3	Council reference:	DA37-2021-2022
	Application:	Development Permit for a Material Change of Use for a Caravan Park
	Street address:	18 Leek Street, Blackall
	Property description:	Lot 1 on RP900484
	Day application was made:	8 April 2022
	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	New Beginnings Church
	Status:	Decision Stage (extended to 30 September 2022)

2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

2.1 CUSTOMER REQUESTS

The following customer request has been received and responded to over the past month:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
12/07/22	Potential purchaser	<p><u>Proposal</u> Enquiry about the use of an existing site.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> The site is in the Township zone The majority of the site is in the Flood hazard overlay The site contains an existing shed. <p><u>Advice</u></p> <ul style="list-style-type: none"> The existing shed cannot be used as dwelling house A dwelling house in the Township zone where in the Flood hazard overlay area is subject to code assessment Code assessment means a development application is required to be lodged with Council The development application will be assessed against the Township zone code and General development code The finished floor level of the dwelling will be required to be 300mm above the defined flood level A subsequent building approval and plumbing approval will be required for the dwelling house. 	Closed
15/07/22	Potential purchaser	<p><u>Proposal</u> Enquiry about establishing cabins for short term stays.</p> <p><u>Planning details</u></p>	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<ul style="list-style-type: none"> • The site is in the Township zone • The site is not affected by overlays • The site adjoins a state-controlled road. <p><u>Advice</u></p> <ul style="list-style-type: none"> • The use is likely to be considered Short-term accommodation • Short-term accommodation (where not in an existing building and limited to 6 guests) in the Township zone is subject to Impact assessment • Impact assessment is assessed against the entire planning scheme, and any application would need to demonstrate that it is a suitable use and will not impact on the amenity of the surrounding area • Any application would need to be referred to the State Assessment and Referral Agency due to the proximity to the State-controlled Road. 	
21/07/22	Landowner	<p><u>Proposal</u> Enquiry about establishing tourism accommodation.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> • The site is in the Rural zone • The site contains state government regulated native vegetation • The site contains an existing dwelling and ancillary buildings. <p><u>Advice</u></p> <ul style="list-style-type: none"> • The proposed use is most likely defined as Nature-based tourism • Nature-based tourism in the Rural zone is subject to Code assessment • Code assessment means a development application is required to be lodged and approved by Council before the use can commence • If no native vegetation is being removed there will be no requirements from a state perspective. 	Closed
04/08/22	Landowner	<p><u>Proposal</u> Enquiry about establishing short-term accommodation.</p> <p><u>Planning details</u></p> <ul style="list-style-type: none"> • The site is in the Township zone • The site adjoins a state-controlled road. 	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<p><u>Advice</u></p> <ul style="list-style-type: none"> • The proposed use is most likely defined as Short-term accommodation • Short-term accommodation (where not in an existing building and limited to 6 guests) is subject to Impact assessment in the Township zone • Impact assessment means a development application is required to be lodged and approved by Council before the use can commence • Impact assessment is the highest level of assessment and is subject to public notification and third party appeal rights • Impact assessable applications are assessed against the entire planning scheme including the strategic framework • Short-term accommodation is anticipated in the Township zone provided it is appropriate for the area it will be located in (i.e. does not impact surrounding amenity and is compatible in scale with residential uses) • The application will be required to be referred to the State Assessment and Referral Agency due to the site being within 25m of a state-controlled road. 	
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			

Link to Corporate Plan
 Economic Development
 Outcome 4 – Land development

Consultation (internal/external)
 CEO
 Rates Officer
 Town Planners

Policy Implications
 Nil

Budget and Resource Implications
 Nil

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

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.3

SUBJECT HEADING: Environmental Health/Local Laws Officer's Report – July 2022

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

CLASSIFICATION: (if confidential)

*Summary: The Environmental Health/Local Laws Officer's report is provided to Council.***Officer's Recommendation: That Council receive the Environmental Health/Local Laws Officer's report.****Background****Food premises**

- A food business license application was received and approved.
- A food business license application was received, pending site assessment for approval.
- Food safety assessments were carried, minor issues were noted and raised with operators.

Environmental Management/ Public Health

- EHO consulted with Department of Environment and Science (DES) regarding application to amend Environment Authority (EA).
- EHO conducted site monitoring landfill sites.
- EHO was tasked to assess Tambo sawmill site for compliance with DES requirements for surrendering the EA by CEO, provided response.
- EHO consulted with Qld WHS and DES regarding the removal of debris from fire at Shamrock St, and asbestos material stored at a commercial premises Coronation Drive.
- Correspondence was sent to owner of potential regulated waste to be removed from Tambo landfill site, waste to be tested by owner of product.
- EHO received complaint from Field Officer regarding the alleged discharge of sewage from a residents home, attended site with plumber, issue rectified in the meantime.
- Tendered annual waste data survey to Department Environment and Science.
- Tendered annual reporting under the *Food Act 2006* to Qld Health.

Local Laws

- LLO organised the rehoming of 8 dogs from a property in Blackall township to the Gold Coast area.
- LLO issued 2 notices to residents regarding unregistered dogs.
- LLO received a complaint about 8 chooks allegedly killed by dogs, investigated onsite. Complainant did not see any dogs. To be monitored.
- LLO consulted with Vet clinic Longreach, servicing Blackall once a week.
- LLO captured a goat, wandering at large in Blackall, returned to its owner.
- LLO received complaint from a resident about a 'blocked' driveway, referred to QPS.

- LLO consulted with RLO regarding stock route water facilities and travel permit application received.

Rural Lands Officer

- 16 Dingo scalps received
- Stock route travel permit issued, 1500 head cattle
- LLO attended water facility Benlidi Reserve
- Complaints received about noxious weeds.

Consultation (internal/external)

- CEO
 - Department of Environment and Science
 - Department of Natural Resources
 - Office of Industrial Relations (WHS Qld)
 - Veterinary
 - Residents
-

Link to Corporate Plan

Environment and Heritage

Outcome 3 – Pest Management

Outcome 4 – Waste Management

Consultation (internal/external)

Environmental Health / Local Laws Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.4

SUBJECT HEADING: Regional Arts Development Fund

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

CLASSIFICATION: (if confidential)

Summary: Arts Queensland have approved funding allocation for the 2022-23 Regional Arts Development Fund as \$49,500.00.

Officer's Recommendation: That Council receive the letter from the Department of Communities, Housing and Digital Economy advising that Arts Queensland has approved the funding allocation of \$49,500.00 for the 2022-23 Regional Arts Development Fund.

Background

Arts Queensland partners with local governments to support quality arts and cultural experiences across Queensland through the Regional Arts and Development Fund (RADF). Each year the Blackall-Tambo Regional Council allocate a portion of the yearly budget to enable leveraging of funding through Arts Queensland.

Council has budgeted \$25,000 for the 2022-23 financial year which leveraged funding from Arts Queensland of \$49,500 for the RADF program.

The Department of Communities, Housing and Digital Economy have advised Council that the funding through Arts Queensland has been approved.

Link to Corporate Plan

Vibrant Communities

Outcome 1 – Arts and Culture

Consultation (internal/external)

CEO

Director of Finance Corporate and Community Services

Arts Queensland

Policy Implications

Nil

Budget and Resource Implications

\$25,000 budgeted

\$49,500 funded

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council has made an allocation of \$25,000 in the 2022-23 budget.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Council administers the RADF program to distribute the funding to qualified projects.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	The RADF program is supported by Council's Corporate Plan.	Low
Ethical	Low	The applications are assessed by a designated committee and endorsement is sought from Council.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Risk Treatment

Council will continue to meet RADF grant program conditions.



Department of
Communities, Housing
and Digital Economy

Our reference: RADF202100031

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

REGIONAL ARTS DEVELOPMENT FUND VARIATION AGREEMENT

Dear Mr Howard

Thank you for your Council’s confirmation of its 2022-23 Regional Arts Development Fund (RADF) funding request and contribution.

I am pleased to advise that Arts Queensland has now approved the following funding allocation through the 2022-23 RADF:

- Arts Queensland Funding: \$49,500
- Council’s own contribution: \$25,000

Please find enclosed Deed of Variation (the Deed) for your consideration. If your Council agrees to the details within, please arrange for two (2) copies of the Deed to be printed, signed, and posted to Arts Queensland for countersigning.

Alternatively, you can provide an electronically signed copy of the Deed returned from your Council CEO’s email account, accompanied by the following statement in the body text of the email:

‘I, Des Howard, CEO, Blackall-Tambo Regional Council, on behalf of Blackall-Tambo Regional Council, ABN 42062968922, in accordance with Section 236 of the Local Government Act 2009, approve the Deed.’

Changes to reporting

As detailed within the Deed, Progress Reporting requirements have been removed and replaced with the following interim milestones:

Milestone	Due Date
Submission of 2022-23 Program Summary Report and Budget	2 September 2022
Submission of 2021-22 Outcome Report	17 October 2022
Submission of 2022-23 Outcome Report	16 October 2023

Submission of the above milestone requirements will be via your Council’s SmartyGrants application RADF202100031.

Your Council’s nominated RADF Liaison Officer will receive notification once these reports are available for completion.

GPO Box 1438 Brisbane
Queensland 4001 Australia
Telephone +61 7 3034 4016
Website www.arts.qld.gov.au
ABN 67 414 562 386

Invoicing

Upon Arts Queensland's endorsement of your Council's 2022-23 RADF Program and Budget, Council may invoice Arts Queensland for the approved funding amount listed above.

Tax invoices are to be submitted via SmartyGrants and must be accompanied by an updated EFT Vendor Maintenance Request Form. Please note that no GST is payable between Queensland Government entities.

Tax invoice templates and EFT Vendor Maintenance Request Forms are available from Arts Queensland if required.

RADF Reform

Arts Queensland is continuing its review of the RADF program and will be in contact with Councils over the coming months to discuss any proposed improvements.

In the meantime, we look forward to the delivery of RADF 2022-23 and our continued partnership with Blackall-Tambo Regional Council.

If you have any questions about the above or require any assistance in relation to this matter, please email regionalartsservices@arts.qld.gov.au.

Yours sincerely



Julie Tanner
Director Partnerships
Arts Queensland
21 July 2022
Encl. 1

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.5

SUBJECT HEADING: Outback Queensland Tourism Association

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

CLASSIFICATION: (if confidential)

Summary: Outback Queensland Tourism Association is a destination marketing organisation. They partner with local governments as Outback Queensland's peak leadership and advocacy body.

Officer's Recommendation: That Council receive the letter and report card from Outback Queensland Tourism Association and approve the membership for 2022-2023 and note the fee is \$23,430.00 (GST inclusive).

Background

Outback Queensland Tourism Association (OQTA) have written to Council advising the board has elected to increase the OQTA Council Partnership fees by 2%. The Blackall-Tambo Regional Council's partnership fee for 2022-2023 is \$23,430.00 (including GST).

By partnering with OQTA, Council receives the following benefits:

- Advocacy on tourism issues
- Access to OQTA marketing tools
- Social media and consumer eNews
- 2023 Outback Qld Traveller's Guide
- Consumer shows
- Media program
- Industry insights
- OQTA report card
- Localis
- OQ Assist
- "Always On" marketing activity
- Best of Queensland experiences program
- Voting rights

OQTA have also provided their report card for July 2022 which covers activity from January to June 2022. A copy of the report card is attached to this report.

Link to Corporate Plan

Economic Development

Outcome 2 - Tourism

Consultation (internal/external)

CEO

Policy Implications

Nil

Budget and Resource Implications

\$23,430.00 (including GST) - budgeted

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Council has made an allocation for the membership in the 2022-23 budget.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Risk Treatment

Nil



1 August 2022

Blackall-Tambo Regional Council
Cr Andrew Martin
PO Box 21
Blackall QLD 4772

Dear Cr Martin

Thank you for your ongoing commitment to Outback Queensland tourism through your partnership with the Outback Queensland Tourism Association (OQTA) during 2021/2022.

Your support has ensured that our marketing, consumer, and trade response continues to be inspiring and agile. Outback Queensland is in the spotlight like never before but we know there is still more work ahead to capitalise on this moment.

OQTA, industry, businesses and councils have stepped up to take advantage of the increasing appetite for travel to our region and it is heartening to reflect on what our united efforts have achieved during such a challenging time.

Following the highly successful, inaugural Outback Queensland Muster last year, OQTA brought together local tourism operators, trade, and media in February, combining the occasions of the Digital Accelerator Program, Muster, the 2022 Traveller's Guide launch and season launch. The event was a great success with terrific representation from across Outback Queensland's industry and council areas.

Our marketing campaigns have ensured we are positioning our region to take full advantage of the current travel environment. Outback Queensland has been in the spotlight with our targeted campaign activity gaining incredible coverage. Please see our attached report card for a snapshot of our most recent outcomes and achievements including campaign results.

OQTA has reintroduced the Council Partnerships Agreement (attached), which outlines the work that OQTA undertakes throughout the year. The agreement also highlights the importance of the partnership between our two organisations.

As previously advised via letter dated 26 April 2022, the OQTA Board took the decision during the 2020/2021 financial year to hold any increase to OQTA Council Partnership fees, acknowledging the impact of COVID to council operations. Once again, the board has sought to minimise the impacts of fees with only a small increase of 2% for the 2022/2023 financial year.

Your 2022/2023 partnership invoice is attached. We look forward to working with you to support our local communities and keep our sector viable, sustainable, and attractive to visitors seeking a memorable and authentic holiday experience.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Denise Brown', with a horizontal line underneath.

Denise Brown
Chief Executive Officer
Outback Queensland Tourism Association
Ph: 0438 394 492
Email: ceo@outbackqueensland.com.au

INTERNAL USE ONLY



OUTBACK QUEENSLAND TOURISM ASSOCIATION

REPORT CARD - JULY 2022

Covering activity January - June 2022

MEDIA & PR

OQTA remains focused on growing its relationships with industry, trade and travel writing professionals delivering a substantial increase in coverage and future opportunities.

OUTBACK MUSTER & SEASON LAUNCH - 24 FEBRUARY

OQTA launched the 2022 season and all-new Traveller's Guide at the Outback Muster in Brisbane in February.



Sabio (PR) have been appointed to do pre and post launch features and promotions to maximise exposure of the Muster, Outback product and itineraries, and the bumper new Traveller's Guide.

TRADE MEDIA BOOST

Since the Muster in February, Sabio have coordinated:



Key features have included: ABC Radio Sydney (syndicated nationally), Courier Mail and Gold Coast Bulletin (syndicated to all NewsCorp mastheads), RACQ's The Road Ahead, E-Global Travel Media, Open Road Magazine, Urban List Brisbane, and Australia Leisure Management.

Sabio continue to reach out to key travel writers and outlets – the media outreach plan aims to develop 2 x story angles per month and pitch these to targeted media.

TODAY SHOW BREAKFAST BROADCASTS - 21-24 MAY

OQTA contributed 50% in partnership with participating Councils to bring the Today Show breakfast broadcast to Longreach, Muttaborra, Blackall and Barcardine and also promoted the Winton-led broadcast. Reaching more than:

300,000
viewers each broadcast



OPERA QUEENSLAND

OQTA has cemented a solid partnership with Opera Queensland opening doors to strengthen the activity in 2023.

Results from 2022 have secured the destination and performance photography from all Opera events in the Outback for use in future promotions.

OQTA has supported a minimum of 10 freelance and visiting media on an ongoing basis – based on the suitability of the request.

DRIVE NORTH QUEENSLAND FAMIL

The Overland Travellers (travel influencers) visited Outback Queensland across 10 days in May. OQTA planned and confirmed the itinerary to cover: Hughenden, Richmond, Julia Creek, Cloncurry, Winton, Muttaborra, Aramac, and Torrens Creek. Unfortunately due to wet weather, Muttaborra and Aramac were cancelled last minute and they visited Longreach for a day instead.

This content will provide the DNQ with new images, as well as for OQTA's image library.

TRAVEL + LUXURY FEATURE

Travel writer Denise Cullen was in Outback Queensland (26-31 May) – commissioned to write an article for Travel + Luxury (The Australian). She visited Rangelands Outback Camp, Mitchell Grass Retreat and The Staging Post, as well as key local attractions in Winton and Longreach.

OQTA joined this fam at Rangelands, taking in the new horse and carriage ride, new caravan park, Australian Age of Dinosaurs and Royal Theatre.

ABC BRISBANE RADIO SEGMENTS

OQTA has worked with local ABC journalists and state program producers to identify and coordinate interviews with local 'characters' as part of an ongoing 'Meet an Outback Local' segment.



This has resulted in some incredible content, that has been shared and listened to across ABC platforms.

OQTA's most popular LinkedIn post in May 2022 was the Alan 'Smithy' Smith interview reaching 3,703 impressions and 109 reactions.

Ahead of the Winton Outback Gallery's National Portrait Gallery Exhibition opening, our CEO also connected the exhibit curator for an interview on state-wide ABC Radio (24 May 2022).

THE GETAWAY SHOW

Channel Nine's flagship travel show featured Outback Queensland on Saturday 28 May.



The 30min episode focused on Scenic Tour's 'Outback Queensland Land Journey' with David Whitehill as the host.

ROAD TO RODEO EVENT - LONGREACH - 15 APRIL

OQTA representatives, including our Chair and CEO, hosted Assistant Tourism Minister Mr Michael Healy and his advisor.

We also welcomed our newest Outback Queensland convert, Loretta Ryan from ABC Radio Brisbane, to the Longreach event. Loretta also helped us connect to the above Winton Gallery interview.

MARKETING Outback Queensland consumer marketing continues to make an impact as we push our 'extend the season' messaging & look forward to our 2023 campaign.

OQTA SEASON CAMPAIGN - 'THERE'S EVEN MORE TO EXPLORE IN QUEENSLAND'S BACKYARD'

Our season campaign included digital / social media and online native content with the *Courier-Mail*; as well as supporting PR provided via Sabio.

SOCIAL CAMPAIGNS

Ads linking to CM feature
31 March – 27 April 2022

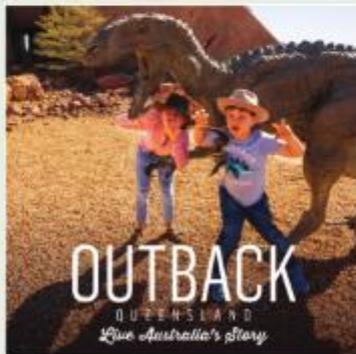
8.5 million impressions*
9,303 link clicks to OQ website

461,638 reach*

Ads linking to website
31 March – 23 April 2022

3.24 million impressions*

455,423 reach*



OQTA HOLIDAY COMPETITION

Coinciding with our season campaign, the win a holiday competition ran until 31 May with \$4,800 in prizes.

Competition wrapped up with a **fantastic result** receiving

35,336 entries.

Our consumer database has also received a significant boost with **30,065** entries ticking "Yes, I'd like to receive the newsletter"

COMPARISON 2022 VS 2021 COMPETITIONS

The percentage increase in entries is **almost double from the 2021 competition.**

2021 results: 22,022 entries and 17,549 of those ticked "Yes, I'd like to receive the newsletter".

DRIVE NORTH QUEENSLAND

OQTA activities with DNQ are ongoing with a social media campaign running from late 2021 until mid-2022.

NEWSLETTERS

57,273 Consumer subscribers

14,856 NEW subscribers (since 1 Jan 2022)

844 Industry subscribers

Consumer growth driven by OQTA Holiday competition & Caravan and Camping Show consumer sign-ups.



TOURISM AUSTRALIA'S NATIONAL EXPERIENCES CONTENT INITIATIVE (NECI)

OQTA has been working with Tourism Australia and Tourism and Events Queensland to develop a videography/ photography shoot itinerary for 16 locations across Outback Queensland.

The filming between June - July, starting in Injune, and finishing in Mount Isa. Approximate value \$150,00 worth of visual content.

The Outback locations are:

- The Staging Post, Longreach
- Australian Stockman's Hall of Fame, Longreach
- The Bigger Big Rig, Roma
- Wallaroo Outback Retreat, via Injune
- The Birdsville Hotel, Birdsville
- Rangelands Outback Camp, via Winton
- Australia Age of Dinosaurs, Winton
- Turraburra (Gracevale Station), via Barcardine
- Australian Workers Heritage Centre, Barcardine
- Outback at Isa, Mount Isa
- John Flynn Place / Museum, Cloncurry
- WWII Secrets Base, Charleville
- Eromanga Natural History Museum, Eromanga
- Cunnamulla All Aboard, Cunnamulla
- Nullawolhka First Nations Tours, Bollon
- Kronosaurus Korner, Richmond

OQTA | REPORT CARD - JULY 2022

INTERNAL USE ONLY

SOCIAL MEDIA & WEB OQTA's social media channels are a powerhouse connecting our experiences and product to more than 100,000 followers through engaging and unique content.

INSTAGRAM

53,531 followers

↑ 36% growth since 1 April 2020[^]

310,129 engagement*

FACEBOOK

110,120 followers

↑ 29% growth since 1 April 2020[^]

7.6 million engagement*

WEBSITE

1,502,486 page views ↑ 12.3%

34,796 leads to operators ↑ 55.3%

311,957 users ↑ 9.8%



HUGE growth up from 1 million last report card

← Top Facebook post for this reporting period.

OUTBACK QUEENSLAND TRAVELLER'S GUIDE

Since launch in February 2022

32,116 page views ↑ 45.7%

26,160 copies distributed

3,263 downloads ↑ 101.4%

OUTBACK QUEENSLAND DRIVE GUIDE

Since launch in February 2021

181,795 page views

18,633 downloads

80,000 copies distributed

TRAVEL TRADE Travel and Trade engagement keeping Outback Queensland on holiday itineraries and introducing new providers.

652 Trade Facebook group members - Travel Agents & Media

OQTA MEMBERSHIP

78 Membership sign up YTD Jan - June 2022

COWBOYS	36
STOCKMAN	22
DROVERS	13
EXPLORER EVENTS	4
PIONEER EVENTS	3

CONSUMER SHOWS

Brisbane Caravan and Camping Supershow 7 - 12 JUNE

Trade booth competition

728 unique entries

635 opted into our enews

Coming up

- 22-24 July National 4x4 Show - Sydney
- 29-31 July QLD Outdoor Adventure & Motoring Expo - Toowoomba

- CLIENT CALLS AND TRADE EVENTS INCLUDING:**
- Michelle Nickelson and Rangelands' Danella Perrins hosted a stand at Aveo Group Newstead as part of a Travel Partners Travel Expo
 - Client briefing with Helloworld Burnie Brae

[^] Reach: The number of people who see content. Impressions: The number of times your content is displayed. # Engagement: The number of interactions content received from users (likes, comments, shares, saves) [^] Connect Tourism began managing OQ social media accounts

LOBBYING & ADVOCACY

We continue to seek out opportunities to boost our activities, drive results for our industry and put Outback Queensland Tourism on the agenda.

36 formal letters of support, invitations to events & to visit the region, congratulations to incoming MPs, advocacy and lobbying.

1,197
LinkedIn
followers

↑ 32%
Growth since
1 Jan 2022

LISTENING TO OUR INDUSTRY

- 2022 Sentiment Survey complete
- Outback Queensland Celebrates: awards review including member-wide survey.

AUSTRALIAN TOURISM EXCHANGE 2022 - SYDNEY

More than **90** face to face meetings with followup underway.

Planning is already underway for ATE23 on the Gold Coast, with accommodation booked ready for our increased representation.



FUNDING

BUSINESS DEVELOPMENT

OQTA has again met with the Department to discuss Business Capability funding release to the RTO Network.

TEMP PROGRAM – TRANSFORMATIONAL EXPERIENCES PROGRAM

With support from TEQ, we have commenced the TEMP Program delivering in-region training workshops and mentorship for Outback operators.

OQTA secured places for **20** operators (was originally 10!)

IN-REGION WORKSHOPS

We had a great response to our workshops delivered in June:

Digital Workshops led by Susan Maynard in Roma, Mount Isa, Blackall and Longreach and Amanda Kruse in Biloela.

The workshops provided our attendees with key tips and knowledge to help them raise awareness and potential bookings for their businesses to their target markets.

Roma
Mount Isa
Biloela
Blackall
Longreach



INDUSTRY DEVELOPMENT & OPPORTUNITIES

\$90,000

Secured through a TEQ Contestable Grant - focusing on digital acceleration & partnership funding, helping deliver our Digital Round Up development workshop.

OUTBACK QUEENSLAND DIGITAL ROUND UP & MUSTER 2022

Following the highly successful, inaugural Outback Queensland Muster in February 2021, OQTA once again brought together local tourism operators, trade and media in Brisbane on 23 & 24 February.



DAY 1 - DIGITAL ROUND UP



Tailored professional & business development

Digital platforms & technology

Digital training

Packaging & promotion

Expertise & insight

DAY 2 - OUTBACK TOURISM MUSTER



Trade show

Publicity & media coverage

Agent & travel media networking
Product & itinerary promotion

2022 Tourism Season & Traveller's Guide Launch

REPRESENTATION & DELEGATIONS

- Brisbane 2032 Olympic and Paralympic Games sentiment feedback:
 - Ongoing negotiation to have dinosaurs, bilbies and uniforms from Outback Queensland
- Coordinated Sabio (PR) representation at Big Rig launch
- Attended National Portrait Gallery exhibition opening in Winton
- Attended ATE22 - included 90 face to face meetings

- Met with Localis preparing comms, support materials ahead of testing/release of platform
- Road to Rodeo event in Longreach
- QFOM Master Plan Launch
- ENHM funding milestone celebration
- WQAC Assembly, Charleville
- REX Airlines services inaugural flight (1 Jan)
- QTIC Tiny Towns Award

- Meetings and presentations to councils & regional organisations



OQTA CEO ELECTED ONTO THE EXECUTIVE FOR THE QRTN – REGIONAL TOURISM NETWORK

OQTA WORKING WITH STEWART MOORE - QUEENSLAND DECARBONISATION AND CLIMATE CHANGE STRATEGY



BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.6

SUBJECT HEADING: Disaster Management Coordinator Position

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

CLASSIFICATION: (if confidential)

Summary: The Disaster Management Coordinator has been funded with the Resilience and Risk Reduction Funding. The Coordinator is shared with five councils in the central western region.

Officer's Recommendation: That Council support the Disaster Management Coordinator position by providing an estimated contribution of \$28,000.00 towards the position.

Background

The Disaster Management Coordinator is a role that has been supported by funding received through the Queensland Reconstruction Authority. The position has been supporting disaster management for the Blackall-Tambo, Barcoo, Winton, Barcaldine and Longreach councils.

Blackall-Tambo Regional Council and Longreach Regional Council had successfully obtained funding for program 1 and 2 of this project however, this funding has now been expended leaving the five councils with an estimated contribution for each Council in the 2022/23 financial year of \$28,000.00.

This amount is needed to complete the contribution that was agreed under the original funding agreement with the Natural Disaster Resilience Program. Council officers will continue to pursue funding for this program.

The position of Disaster Management Coordinator has enabled the five participating councils to work together with a united focus and shared responsibility to improve disaster resilience. Projects achieved under the guidance of the Coordinator have been the 'Be Ready Central West' flip book, disaster dashboard for each local government and many other Get Ready Queensland projects.

The Disaster Management Coordinator provided extensive support during the initial stages of the COVID-19 pandemic, development of cohesive Local Disaster Management Plans for the RAPAD region, liaison with health services and emergency support agencies.

RAPAD (Remote Area Planning and Development Board) identified the potential of the regional Disaster Management Coordinator in 2017 as a method of ensuring collaborative local government service delivery through resourceful consultative partnerships. It had been identified that there was an increasing burden of disaster management on councils and the smaller councils would have to absorb this requirement utilising their current staffing resources.

Link to Corporate Plan

Environment & Heritage

Outcome 1 – Disaster Management

Consultation (internal/external)

CEO

Longreach Regional Council

Winton Shire Council

Barcoo Shire Council

Barcaldine Regional Council

Policy Implications

Nil

Budget and Resource Implications

Approximately \$28,000.00

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The amount has not been allocated in the 2022/23 budget.	Medium
Legal & Regulatory	Low	The Disaster Management Coordinator assists council to be complaint with the Disaster Management Act and Regulation.	Medium
People	Low	The coordinator assists council with disaster preparedness.	Medium
Operational	Medium	The coordinator undertakes duties that would have to be conducted by staff in addition to their current roles.	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	Sharing the costs with 4 additional councils better utilises the resource.	Medium
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	The coordinator assists council to work in accordance with its Corporate Plan	Low

Risk Treatment

The continuation of the position of Disaster Management Coordinator reduces the financial and resource implications to Council. The participating five councils have limited staff numbers and emergency management is usually provided by officers in addition to their normal duties and roles. A dedicated officer shared by councils in the same region unifies processes, messages and education to the community for disaster preparedness in the Central West region by providing consistent, collaborative support to the councils and their communities.

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COUNCIL MEETING DATE: 17 August 2022

Item No: 5.7

SUBJECT HEADING: Council Online Auction

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

CLASSIFICATION: (if confidential)

Summary: NASCO, on behalf of Council, held an online auction for the sale of a property for overdue rates, along with several non-current valuable assets.

Officer's Recommendation: That Council ratifies the Chief Executive Officer signing contracts for the sale of:

1. Lot 4 on RP608958, \$50,000.00; and
2. Lot 2 on SP223550, \$15,500.00; and
3. Lot 804 on T1501, \$177,500.00; and
4. The old railway building, for removal, \$21,250.00.

Background**Lot 4 on RP608958 – 9 Shamrock Street, Blackall**

At the 16 February 2022 general meeting Council resolved the following:

Moved: Cr GK Schluter

Seconded: Cr PJ Pullos

That under section 140(2) of the Local Government Regulation 2012, Council resolves to sell Lot 4 on RP608958 (dwelling at 9 Shamrock Street, Blackall), and Lot 10 & Lot 11 on T15030 (vacant land at 21-23 Garden Street, Tambo) for overdue rates and charges.

Minute No. 08/02A/22

Carried 7/0

Lot 10 and Lot 11 on T15030 (vacant land at 21-23 Garden Street, Tambo) had the overdue rates paid in full therefore Council did not proceed with the sale of these properties.

The owner of Lot 4 on RP608958 (9 Shamrock Street, Blackall) and bank who hold an interest, were issued with the following notices as required under legislation:

- Notice of Intention to Sell – issued 28 February 2022
- Auction Notice and letter dated 15 July 2022

In consultation with Council's solicitor, King & Company, Council officers decided to conduct an online auction and invited qualified auctioneers to submit a quotation. NASCO provided a conforming quote and were able to offer a service that was fit for purpose.

An auction notice for the Sale of Land for Overdue Rates was placed in the local paper from 22 July 2022 and on Council's website from 18 July 2022. NASCO also advertised the property on their website. The terms and conditions of the auction were provided.

The auction commenced at 10am Tuesday, 2 August 2022 and continued until 12noon Wednesday, 3 August 2022. The property sold for \$50,000.00.

The bidding history for the property shows bidders from Victoria, Tasmania, the South-East corner of Queensland as well as bidders within the region.

Valuable Non-Current Assets

At the 20 July 2022 general meeting Council resolved to sell the following non-current valuable assets:

- Lot 2 on SP223550 (26 Mitchell Street, Tambo) – Moved: Cr JH Scobie, Seconded: Cr DA Hardie, Minute No. 25/07A/22
- Lot 804 on T1501 (4 Albert Street, Tambo) – Moved Cr LP Russell, Seconded: Cr PJ Pullos, Minute No. 32/07A/22
- The old railway building located in Blackall – Moved Cr LP Russell, Seconded: Cr JH Scobie, Minute No. 26/07/22

It was decided to sell these items by online auction at the same time as the Sale of Land for Overdue Rates. The bidding history for the items shows interest was mainly local with one property receiving bids from South Australia.

The non-current valuable assets were advertised in the local papers, on Council's website and on the NASCO website.

The non-current valuable assets sold for the following amounts:

- Lot 2 on SP223550 \$15,500.00
- Lot 804 on T1501 \$177,500.00
- Old railway building \$21,250.00

The diverse locations in which bidders were bidding from indicates that an online auction obtains maximum coverage and enables Council to get the best price for each property or item.

All auction lots met their reserve and were sold at the auction. The Chief Executive Officer has signed all the sale contracts and at the time of the report the contracts were being processed.

Link to Corporate Plan

Governance

Outcome 2 – Accountability

Outcome 3 – Leadership

Outcome 4 – Financial

Consultation (internal/external)

CEO

Rates Officer

King & Company

NASCO

Policy Implications

Nil

Budget and Resource Implications

Increase in capital revenue and recovery of outstanding rates.

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Increase in capital revenue and Council will recover the amount due for overdue rates.	Low
Legal & Regulatory	Low	The auction was conducted in accordance with the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	The online auction provided the most efficient process.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Council conducted the auction in an open and transparent manner.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Risk Treatment

The public auction was conducted in consultation with Council's solicitors and in accordance with the legislation. The online auction increased the exposure of the available items enabling Council to obtain best prices for all the Lots.

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.8

SUBJECT HEADING: Community Drought Support Program - Events

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

CLASSIFICATION: (if confidential)

Summary: Blackall-Tambo Regional Council made an application for funding with the Department of Communities, Housing and Digital Economy for the delivery of the Community Drought Support Program – Event. The event is the Blackall-Tambo Circus Carnival.

Officer's Recommendation: That Council receive the letter from the Department of Communities, Housing and Digital Economy and acknowledges the funding of \$46,000.00 (ex GST) for the Community Drought Support Program, Blackall-Tambo Circus Carnival Event.

Background

Council had applied for funding through the Department of Communities, Housing and Digital Economy for funding for the Blackall-Tambo Circus Carnival event. The funding program is the Community Drought Support Program.

The Community Drought Support Program (the Program) is provided as part of the Queensland Government Drought Relief Assistance Package. The Program aims to provide community support measures that support the wellbeing of local communities.

The purpose of the event/activity is to enhance community connectedness. The Circus Carnival is being hosted by Red Ridge and Council is a major sponsor of the event which is being held from 19 August to 28 August 2022.

The application for funding has been successful for \$46,000.00 (ex GST). Council approved sponsorship, which includes in-kind support, for the event for an amount \$100,000.00 in the 2022/2023 budget. The budgeted figure is inclusive of the Community Drought Support Program funding amount.

A letter from the Director of State-wide Operations for the Department of Communities, Housing and Digital Economy has written to Council announcing the successful funding application.

Link to Corporate Plan

Vibrant Communities

Outcome 1 – Arts and Culture

Economic Development

Outcome 2 – Tourism

Governance

Outcome 4 - Financial

Consultation (internal/external)

CEO

Director of Finance Corporate and Community Services

Manager of Finance

Policy Implications

Nil

Budget and Resource Implications

\$46,000 (ex GST) – included in budget allocation of \$100,000

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The successful application for \$46,000 is part of the budgeted amount for the event during the 2022/23 financial year. Council's costs for the event are not yet accurately understood as this year is the inaugural event and the full cost to Council will not be determined until after the event.	Medium
Legal & Regulatory	Low	The funding will be used in accordance with the Funding Agreement.	Low
People	Low	Nil	Low
Operational	Medium	Council is providing in-kind assistance for the event, and this is included in the budget allocation. As the event is the inaugural event costings for the in-kind support will not be determined until after the event.	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	The Circus Carnival is unique to the region, and it is planned to continue on a biennial basis and become synonymous with the destination. The reputation of the region could be enhanced by the event.	Low
Leadership	Low	Nil	Low

Risk Treatment

The funding assists Council to meet its financial burden as there will be no cost recovery to Council for the event. Council needs to balance community need, positive local economic impact and social inclusion with the Enterprise Risk Management Strategy.



Department of
**Communities, Housing
and Digital Economy**

17 June 2022

Mr Des Howard
Chief Executive Officer
Blackall-Tambo Regional Council
PO Box 21
BLACKALL QLD 4472
ceo@btrc.qld.gov.au

Dear Mr Howard

Please find enclosed the short form Agreement ('Agreement') for Blackall-Tambo Regional Council Inc for CSDP – Blackall-Tambo Circus Carnivale (con_13097) for the delivery of the Community Drought Support Program - Events.

The Agreement comprises two parts, the:

- 'Particulars (Events, Products or Minor Assets)', and
- whole-of-government '(Short Form) Terms and Conditions' available at:
www.hpw.qld.gov.au/__data/assets/pdf_file/0011/3422/shortformtermsconditions.pdf.

The funding paid under the Agreement will be subject to the *Community Services Act 2007*.

The Particulars do not need to be executed (refer to clause 2.1(a) of the Terms and Conditions).

If you have any questions about the Agreement, please contact Deb Meier-Cuddy, Contract and Service Development Officer on 07 4839 8101 or Debbie.Meier-Cuddy@chde.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Annett Cummings".

Annett Cummings
Director
State-wide Operations

Enc (2)

State-wide Operations
Department of Communities, Housing and Digital Economy
Ground Floor, 55 Russell Street
South Brisbane QLD 4101

PO Box 3022
SOUTH BRISBANE QLD 4101

Website www.chde.qld.gov.au
ABN 86 504 771 740

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.9

**SUBJECT HEADING: Application for Domestic Water Connection – 11856
Isisford-Blackall Road, Blackall**

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

CLASSIFICATION: (if confidential)

Summary: The landowner of 11856 Isisford-Blackall Road, Blackall has written to Council requesting approval to connect the property to the Blackall town water supply. The property is outside the defined water area shown in Appendix C of Council's Revenue Statement.

Officer's Recommendation: That Council 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.

Background

The owners of 11856 Isisford-Blackall Road have requested Council approval for the property to be connected to the Blackall town water supply. The relevant property is outside of the defined water area shown in Appendix C 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 owners have requested access to the town water supply for domestic use.

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. Customers on this line have previously expressed concerns about the quantity of supplied water.

Council officers have been working, in consultation with Council's solicitors, on drafting water access agreements for the properties outside of the defined town area. The draft agreement has been provided to the existing users on this line.

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 jeopardize the level of service to current users.
3. Additional connections will continue to put pressure on Council's water infrastructure.
4. The water would not currently be used for domestic purposes as there are no dwellings on the property.
5. Part 14 of draft water access agreement, already provided to existing water properties on the line, addresses additional future users with the following:
 - 14.1 – Additional Persons or Properties – the addition of a property may only occur with the written agreement, by way of deed, executed by all of the Parties.

14.3 - Relevant Factors – In deciding whether to enter an agreement pursuant to Clause 14.1, the Parties must act reasonably and consider:

- (1) whether the water flow supplied:
 - (a) to, and from, the Delivery Point by Council; or
 - (b) to, and from, a Private Water Line, Is, or will be, sufficient to service the additional person or property; and
- (2) the effect, or likely effect, on the flow of water to the existing Water Access Properties.

Council is a Party to the Water Access Agreement and must consider the application taking into account section 14.1 and 14.3.

Having regard to the facts stated above, Council is not obliged to provide water at the property and approval must be provided by the other Water Parties. Council officers recommend that the request to approve the connection of the property to the Blackall town water supply be declined.

Link to Corporate Plan

Nil

Consultation (internal/external)

CEO

Rates Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil – connection fees and water infrastructure are the responsibility of the Water Properties	Low
Legal & Regulatory	Low	Council is under no obligation to provided water to properties outside the defined water area.	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

Risk Treatment

Council has a responsibility to provide water to the current users and is not obliged to provide water to properties outside the defined water area.

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

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.10

**SUBJECT HEADING: Development Application – DA 42-2021-2022 – 24
Clematis Street, Blackall**

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

CLASSIFICATION: (if confidential)

Summary: The Applicant, Alison McNall, seeks a Development Permit for Material Change of Use for a Dwelling house over land at 24 Clematis Street, Blackall, formally described as Lot 4 on RP603594. The subject site is vacant. The Applicant proposes to build a dwelling house with an ancillary storage shed and carport.

The dwelling house will have a floor area of approximately 72m² and a maximum height of 4.4m and will contain a single bedroom, bathroom and shared kitchen, dining and living area.

The storage shed will have a floor area of approximately 60m² whilst the open carport will have an area of approximately 36m².

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 'Dwelling house', is subject to Code Assessment in the Township Zone where in the Commercial Precinct.

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

Officer's Recommendation: That Council approves the application for a Development Permit for Material Change of Use for a Dwelling house over land at 24 Clematis Street, Blackall, formally described as Lot 4 on RP603594, subject to the following conditions:

1.0 PARAMETERS OF APPROVAL

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

1.5 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.

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

2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Site Plan and Elevations	DA-01	-	06/07/2022 (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 SEWER WORKS

3.1 At the time of submitting an application for a Development Permit for Building Work or Plumbing and Drainage Work Permit (whichever is lodged first) to Council provide an RPEQ certified plan demonstrating that the construction of the building will not cause impacts to Council’s sewer infrastructure. Alternatively submit a request to Council to shorten the sewer line. All works associated with the sewer are met at no expense to Council.

4.0 STORMWATER WORKS

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

5.0 ACCESS WORKS

5.1 Construct and maintain a single vehicle crossover from Clematis Street generally in accordance with the standard drawing, Figure 2 – Vehicle Crossover – Piped, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

6.0 SERVICES

6.1 The site must be connected to Council’s reticulated water and sewer networks.

6.2 Electricity and telecommunication services must be provided to the premises in accordance with the standards and requirements of the relevant service provider.

7.0 ASSET MANAGEMENT

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

8.0 CONSTRUCTION ACTIVITIES

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

8.2 Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.

8.3 The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the *Blackall-Tambo Region Planning Scheme*.

8.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.

8.5 Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

ADVISORY NOTES

A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.

B. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.

C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

D. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).

Background

1.0 DEVELOPMENT APPLICATION SUMMARY

TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION

PROPERTY DETAILS	
Site address	24 Clematis Street, Blackall QLD 4472
RPD	Lot 4 on RP603594
Site Area	405m ²
Landowners	Alison McNall
Existing use of land	Vacant
Existing development approval	N/A
APPLICATION DETAILS	
Application No.	DA42-2021-2022
Applicant	Alison McNall
Application description	Development Application for a Development Permit for Material Change of Use for a Dwelling house
Decision due date	28 April 2022
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Overlays	Blackall (and surrounds) Flood Hazard Map
Zone	Township Zone (Commercial Precinct)
Land use definition	Dwelling house
Category of Assessment	Code Assessment

2.0 PROPOSAL BACKGROUND

TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS

Application lodged	5 July 2022
Decision due	23 August 2022

3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 24 Clematis Street, Blackall, formally known as Lot 4 on RP603594. The subject site has an area of 450m², and has frontage to Clematis Street. The site is currently vacant.

The site is adjoined by dwelling houses to the north and south, Clematis Street to the east and parking and manoeuvring areas associated with commercial businesses to the west. The immediate vicinity is made up of predominantly residential uses and commercial uses further to the south.



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

4.0 DESCRIPTION OF PROPOSAL

The proposal involves a new dwelling house with an ancillary open carport and storage shed. The dwelling house will have a floor area of approximately 72m² and an overall height of 4.4m and will contain a single bedroom, bathroom and shared kitchen, dining and living area.

The storage shed will have a floor area of approximately 60m² whilst the open carport will have an area of approximately 36m².

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

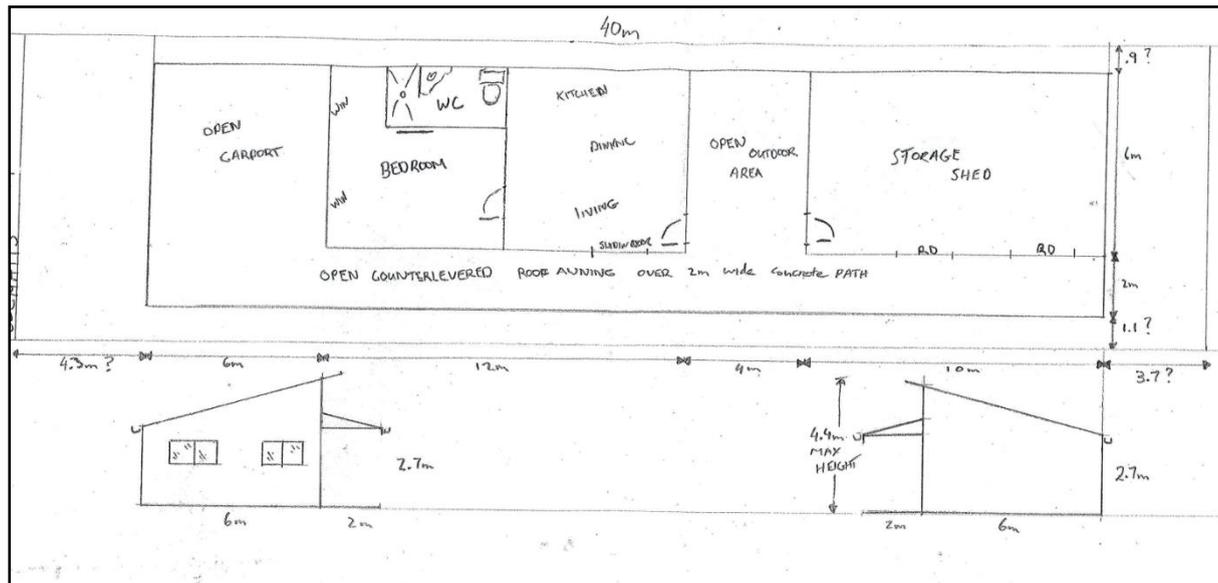


Figure 2 – Site layout (Source: Extract from proposal plan)

5.0 PLANNING ASSESSMENT

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

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

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

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

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

The Central West Regional Plan and the State Planning Policy

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

The Local Government Infrastructure Plan

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

Schedules 9 and 10 of the Planning Regulation

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

Approval history / lawful use of the premises and adjoining premises

The site is vacant.

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 referred to Council's Director of Works and Services as the proposed dwelling has the potential to impact an existing sewer line on site. The following advice was provided:

Option 1 – Build over sewer

This requires an RPEQ Engineered structural plan showing slab upgrades and loading so that no impact on the council infrastructure will occur. This would then need to be accepted by the Council Engineer.

Option 2 – Shorten Sewer Line

The proposed property is at the end of the line to which the building would be built on, the owner could propose as part of their plan to shorten the line and therefore not build over the line at all. This would remove the need for a structure plan so long as the line was far enough away from the structure to prevent loading. This option would have to be undertaken by Council at the property owners expense.

A condition has been included to ensure that an RPEQ certifies that the dwelling will not impact the sewer line or alternatively a request is made to shorten the sewer line. All works associated with the sewer will be at no expense 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 addition of a new dwelling house will result in the start of a new use. Under the Planning Scheme, the defined use relevant to the proposal is a Dwelling house:

- “Dwelling house means residential use of premises involving—**
- (a) 1 dwelling for a single household and any domestic outbuildings associated with the dwelling; or*
 - (b) 1 dwelling for a single household, a secondary dwelling, and any domestic outbuildings associated with either dwelling.*

In accordance with Table 4.4.1 of the Planning Scheme a Dwelling house in the Commercial Precinct of the Township Zone is subject to Code Assessment.

5.2.1 Assessment of Codes

The following code is relevant to the proposed development.

General Development Code

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

- At approximately 40% the site cover is well below the permitted 90% in the commercial precinct
- The proposal provides setbacks that generally comply with QDC requirements (QDC assessment below), where the setbacks do not comply, the building is limited to 4.4m in height and will not cause amenity impacts. An adjoining neighbour has provided a letter of support for the proposed setbacks

Setback	QDC Requirement	Proposed setback	Comments
Front/Road	6m	4.3m	Although the front setback is less than 6m, it is consistent with the setback of the open carport on the lot to the south. The proposed carport is open and will not impact outlook and views. The open carport is consistent in terms of built form and setbacks of other carports in the locality.
Side	1.5m (building height less than 4.5m) For rectangular or near rectangular narrow lot Table A2 of MP1.2 allows a lot with a 10.5m or less frontage to have a side setback of .75m.	0.9m to the south 1.1m to the north	Complies with Table A2.
Rear	1.5m (building height less than 4.5m) For rectangular or near rectangular narrow lot Table A2 of MP1.2 allows a lot with a 10.5m or	3.7m	Complies.

	less frontage to have a rear setback of .75m.		
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- Retains trees at the rear property and provide space for landscaping
- At one storey and 4.4m high the dwelling house will be below the permitted height of 2 storeys and 8.5m
- The dwelling house is designed to be consistent with surrounding residential buildings
- A condition has been included to provide a suitable access driveway
- The development will be able to connect to existing reticulated water and sewer as well as telecommunications and electricity services
- No habitable areas will be within the flood hazard area, only small sections of the storage shed will be contained within the flood hazard. As the flooding will only affect a non-habitable building it is not considered that people are not exposed to intolerable risk from flood hazards

Flood Hazard Area

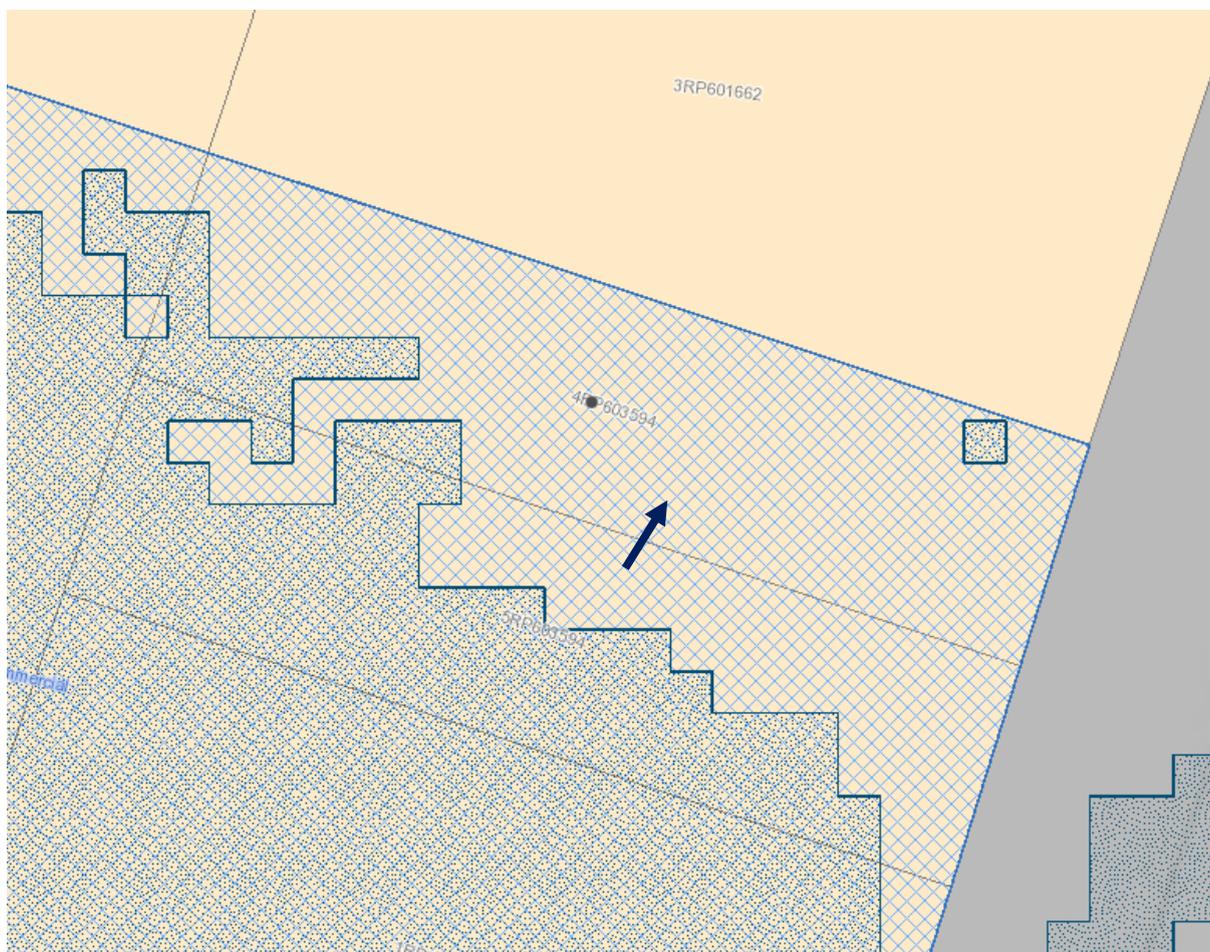


Figure 3: Site located in Flood Hazard Overlay (Source: Blackall-Tambo Regional Planning Scheme)

Small parts of the site are mapped as being subject to flooding as it is located within the Flood Hazard Overlay, as shown in Figure 3 above. The dwelling house has been sited to be outside the Flood Hazard Overlay. Small sections of the storage shed will be within the Flood Hazard

Overlay area, however as the shed is non-habitable it is considered that the siting of the shed will not expose people to intolerable flood risk.

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

6.0 CONCLUSION

Development Permit for Material Change of Use for a Dwelling house over land at 24 Clematis Street, Blackall, formally described as Lot 4 on RP603594, 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 Impact assessment, which demonstrates the proposal's consistency with the Planning Scheme and other relevant assessment matters.

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

- a) A dwelling house is an appropriate use in the Township Zone;
- b) The scale and character of the proposed built form is compatible with buildings in surrounding area;
- c) Development will be adequately serviced by vehicle access, reticulated infrastructure connections and electricity and telecommunications services;
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Link to Corporate Plan

Economic Development
Outcome 4 – Land Development

Consultation (internal/external)

CEO
Town Planners
Rates Officer

Policy Implications

The application was assessed against Council's Town Planning Scheme and the Planning Act.

Budget and Resource Implications

Nil

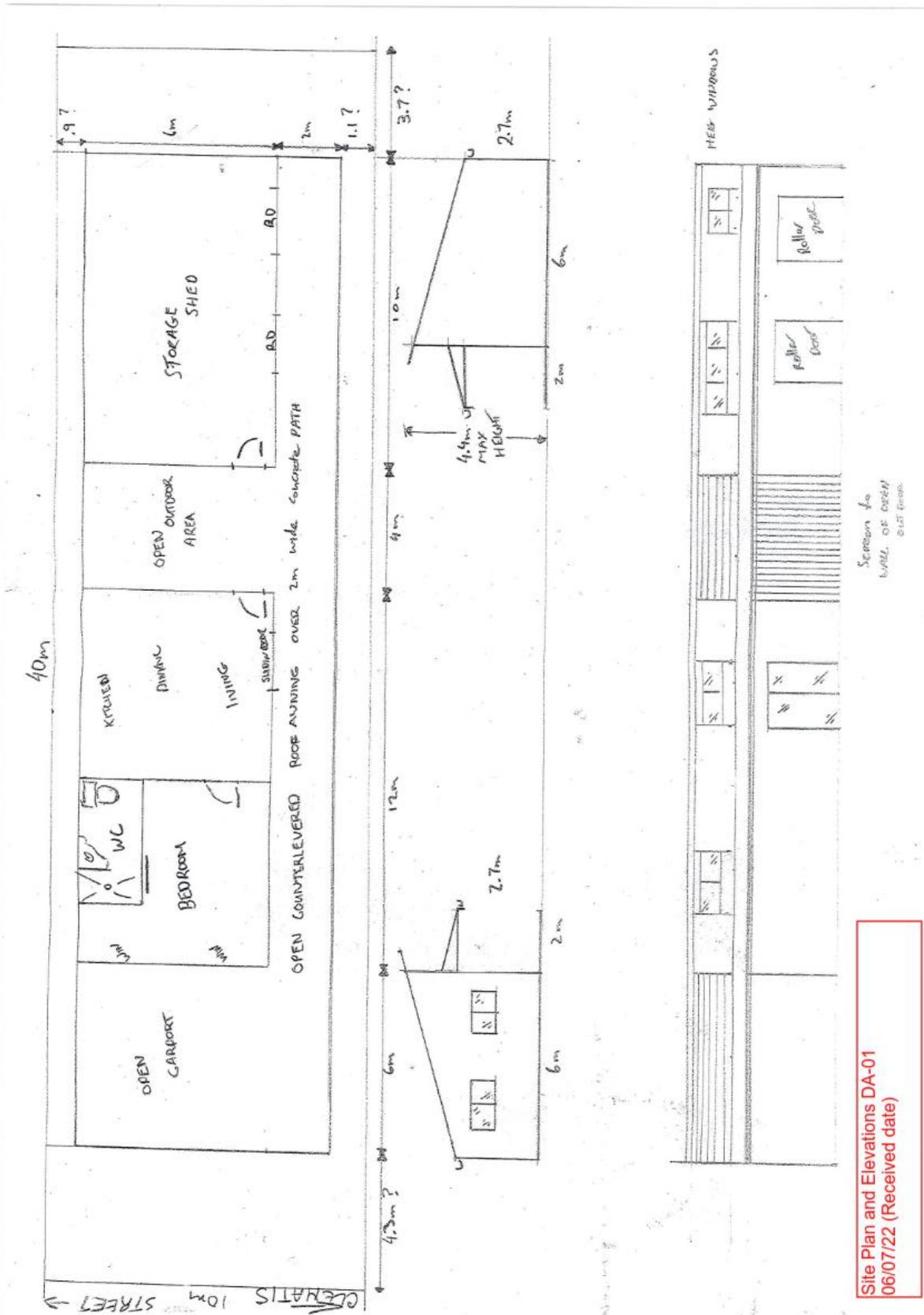
Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The assessment has been undertaken against Council's Town Plan.	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Council’s town planner has addressed any environmental concerns in the approval conditions.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Risk Treatment

Nil



Site Plan and Elevations DA-01
06/07/22 (Received date)

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

COUNCIL MEETING DATE: 17 August 2022

Item No: 5.11

**SUBJECT HEADING: Development Application – DA 01-2021-2022 – 35
Garden Street, Blackall**

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

CLASSIFICATION: (if confidential)

Summary: The Applicant, Louise Martin, seeks a Development Permit for Material Change of Use for Short-term accommodation over land at 35 Garden Street, Blackall, formally described as Lot 1 on RP817732. The subject site contains an existing dwelling house that will be used to provide accommodation.

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

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

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

Officer's Recommendation: That Council approves the application for a Development Permit for Material Change of Use for Short-term accommodation over land at 35 Garden Street, Blackall, formally described as Lot 1 on RP17732, subject to the following conditions:

3.0 PARAMETERS OF APPROVAL

- 3.1 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.**
- 3.2 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.**
- 3.3 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.**
- 3.4 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.**

3.5 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.

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

4.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Site Plan	DA-01	-	09/08/2022

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

3.0 LIMITATIONS OF USE

3.1 The total number of guests at any one time must not exceed six (6).

3.2 One onsite car space is to be available at all times to guests.

4.0 ENVIRONMENTAL HEALTH

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

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

5.0 ASSET MANAGEMENT

5.1 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.

6.0 CONSTRUCTION ACTIVITIES

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

ADVISORY NOTES

- E. 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.**
 - F. 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.**
 - G. 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.**
 - H. 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	35 Garden Street, Blackall QLD 4472
RPD	Lot 1 on RP817732
Site Area	1,174m ²
Landowners	Louise Martin
Existing use of land	Dwelling house
Existing development approval	N/A
APPLICATION DETAILS	
Application No.	DA01-2022-2023
Applicant	Louise Martin
Application description	Development Application for a Development Permit for Material Change of Use for Short-term accommodation
Decision due date	28 April 2022
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Overlays	Blackall (and surrounds) Flood Hazard Map
Zone	Township Zone
Land use definition	Short-term accommodation
Category of Assessment	Code Assessment

2.0 PROPOSAL BACKGROUND

TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS

Application lodged	11 July 2022
Decision due	29 August 2022

3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 35 Garden Street, Blackall, formally known as Lot1 on RP817723. The subject site has an area of 1,174m², and has frontage to both Garden Street and Daisy Street. The site contains an existing dwelling house.

The site is adjoined by dwelling houses to the north and east, Garden Street to the south and Daisy Street to the west. The immediate vicinity is made up of predominantly residential uses.



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

4.0 DESCRIPTION OF PROPOSAL

The proposal involves the reuse of the existing dwelling to provide Short-term accommodation. The dwelling house contains three bedrooms and one bathroom, and it is intended to provide accommodation to a single family or group at a time. The site contains an existing carport that can be utilised for parking.

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



Figure 2 – Existing house (Source: Applicant supplied)

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 –

- (c) Against the **assessment benchmarks in a categorising instrument** for the development; and
- (d) 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 Township Zone Code and General Development Code.

The Central West Regional Plan and the State Planning Policy

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

The Local Government Infrastructure Plan

By Council resolution, there is no Local Government Infrastructure Plan in place for the Council Area and Council ceases to charge Adopted Infrastructure Charges for any new development.

In turn, this assessment benchmark does not apply to the development and an Infrastructure Charges Notice does not form part of this recommendation.

Schedules 9 and 10 of the Planning Regulation

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

Approval history / lawful use of the premises and adjoining premises

The site contains an existing dwelling that has existing use rights.

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 referred to any internal Council officers as the proposal results in the reuse of an existing building with no external works or infrastructure works required.

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:

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

The proposal for Short-term accommodation will result in the start of a new use. Under the Planning Scheme, the defined use relevant to the use is:

“Short-term accommodation

- (a) means the use of premises for—
 - (i) providing accommodation of less than 3 consecutive months to tourists or travellers; or
 - (ii) a manager’s residence, office, or recreation facilities for the exclusive use of guests, if the use is ancillary to the use in subparagraph (i); but
- (b) does not include a hotel, nature-based tourism, resort complex or tourist park.

In accordance with Table 4.4.1 of the Planning Scheme Short-term accommodation in the Township Zone is subject to Code Assessment where contained within an existing building and with a maximum of six guests.

5.2.1 Assessment of Codes

The following codes are relevant to the proposed development.

Township Zone Code

The site is in the Township Zone, as shown on the Zone Map for Blackall in Figure 3.



Figure 3: Site (denoted in blue) located within Township Zone (Source: Blackall-Tambo Regional Planning Scheme)

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 Short-term accommodation will be carried out in an existing dwelling house which is serviced by reticulated services as well as all other necessary services
- The proposal involves the reuse of an existing building which is consistent in form and scale of surrounding buildings
- With the imposition of conditions, the development will not cause adverse impacts on residential amenity in terms of privacy, safety, noise, odour and fumes, lighting and traffic generation
- The development will provide accommodation that is of a good standard
- The proposal includes onsite parking in the form of a carport, a condition has been included to ensure that onsite parking is provided for guests

- Conditions have been included to manage any impacts.

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 proposal involves the reuse of an existing building which is one storey and provides complaint setbacks and site cover
- The existing dwelling house which will be reused is consistent in terms of character, built form and scale of nearby buildings
- The development is connected to existing reticulated water and sewer as well as telecommunications and electricity services
- The site is within the flood hazard area, however the proposal does not involve any external building work.

Flood Hazard Area

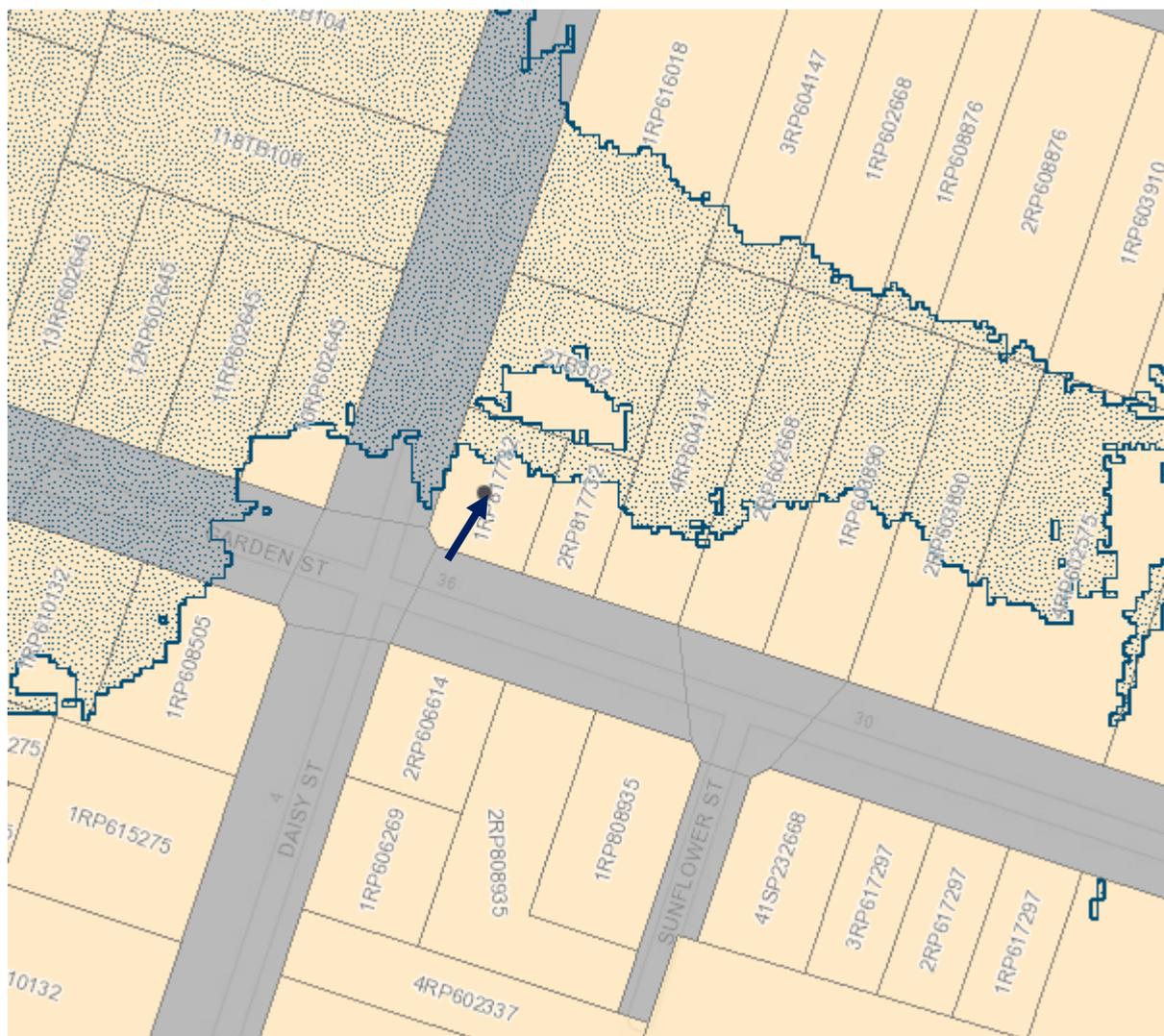


Figure 4: Site located in Flood Hazard Overlay (Source: Blackall-Tambo Regional Planning Scheme)

Small parts of the site are mapped as being subject to flooding as it is located within the Flood Hazard Overlay, as shown in Figure 4 above. The existing dwelling house is outside the flood hazard area and the proposal does not involve and external building work.

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

6.0 CONCLUSION

Development Permit for Material Change of Use for Short-term accommodation over land at 35 Garden Street, Blackall, formally described as Lot 1 on RP817732, 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 Impact 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) Short-term accommodation is an appropriate use in the Township Zone;
- b) The proposal involves the reuse of an existing building which is of a scale and character that is compatible with buildings in surrounding area;
- c) The development is adequately serviced by vehicle access, reticulated infrastructure connections and electricity and telecommunications services;
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Link to Corporate Plan

Economic Development
Outcome 4 – Land Development

Consultation (internal/external)

CEO
Town Planners
Rates Officer

Policy Implications

The application was assessed against Council’s Town Planning Scheme and the Planning Act.

Budget and Resource Implications

Nil

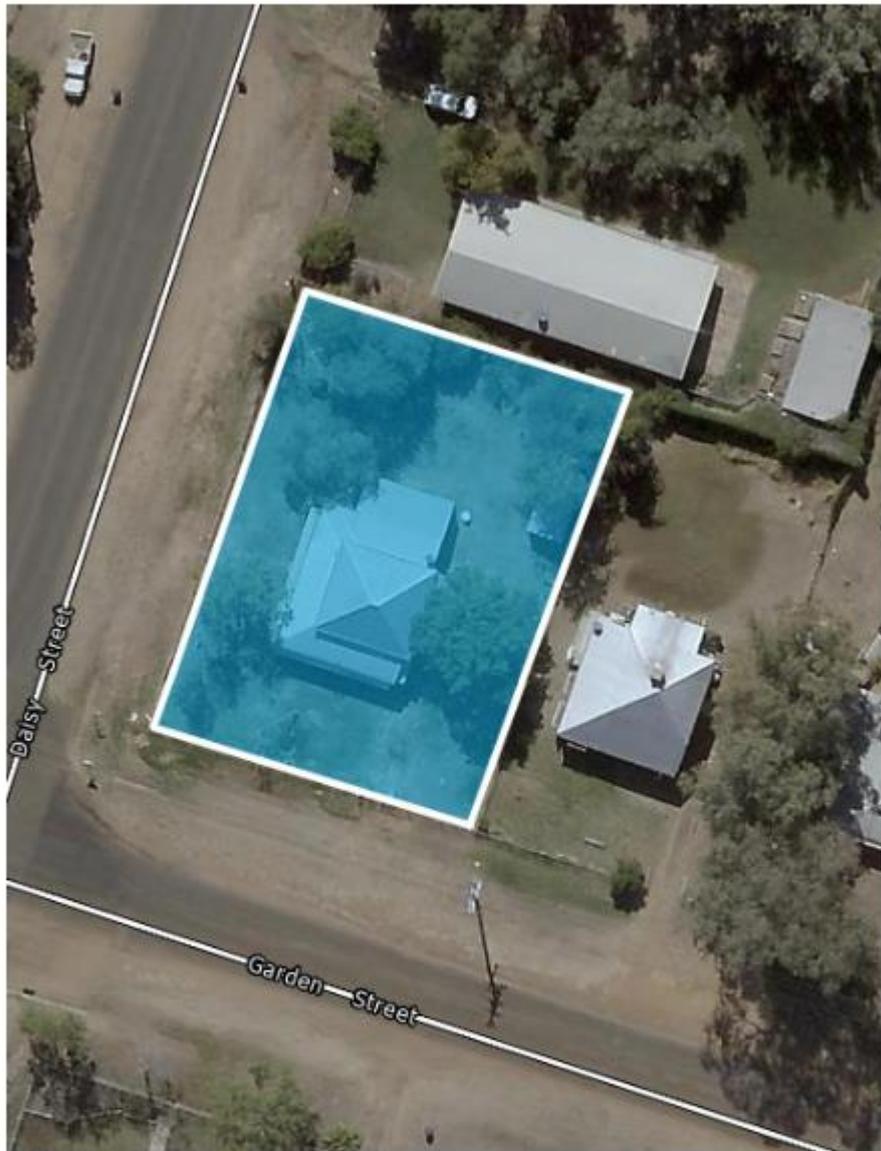
Risk Assessment

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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Legal & Regulatory	Low	The assessment has been undertaken against Council's Town Plan.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Council's town planner has addressed any environmental concerns in the approval conditions.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Risk Treatment

Nil



Site Plan

DA-01

09/08/2022