



# **GENERAL MEETING**

**15 February 2023**

## **NOTICE OF MEETING**

Date: 15 February 2023

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, 15 February 2023 commencing at 8.30am.

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

**DA Howard**  
**Chief Executive Officer**

**CALENDAR OF EVENTS****February 2023**

15 February 2023	Council Meeting – Blackall
28 February 2023	RAPAD – F2F Winton

**March 2023**

1-2 March 2023	RAPAD – F2F Winton
15 March 2023	Council Meeting – Tambo
18 March 2023	Box Cars Rally – Tambo
24-26 March 2023	Ladies in the Field - Tambo

**April 2023**

1 April 2023	Tambo Outback Rodeo
7 April 2023	Good Friday
8 April 2023	Easter Sunday
10 April 2023	Easter Monday
19 April 2023	Council Meeting – Blackall
21 April 2023	Queensland Music Trails - Tambo
25 April 2023	ANZAC Day
29 April 2023	Tambo Stock Show

**May 2023**

1 May 2023	Labour Day
13-14 May 2023	Tambo Polocrosse – 60 years
14 May 2023	Opera Queensland's Tambo Concert
14 May 2023	Opera Queensland – Sing Sing Sing (The Lodge on Hawthorn)
17 May 2023	Council Meeting – Tambo
19-21 May 2023	Tambo Campdraft
23-24 May 2023	RAPAD – F2F Longreach
24 May 2023	Opera Queensland – Lady Sings the Maroons (Blackall Woolscour)
27 May 2023	Tambo Races – Tambo Cup

**June 2023**

21 June 2023	Council Meeting – Blackall
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**July 2023**

19 July 2023	Council Meeting – Tambo
24-27 July 2023	Bush Councils Convention - Goondiwindi
29 July 2023	Tambo Races – Ladies Day

**August 2023**

16 August 2023	Council Meeting – Blackall
22-23 August 2023	RAPAD Board – F2F Boulia

**September 2023**

20 September 2023	Council Meeting – Tambo
26-28 September 2023	WQAC - Winton

**October 2023**

2 October 2023	Queen's Birthday
11 October 2023	Council Meeting – Blackall
16-18 October 2023	LGAQ Annual Conference - Gladstone

**November 2023**

2 November 2023

Melbourne Cup Day – Bank Holiday for BTRC

11 November 2023

Remembrance Day

15 November 2023

Council Meeting – Tambo

28-30 November 2023

RAPAD Board and Friends of RAPAD – F2F Brisbane

**December 2023**

20 December 2023

Council Meeting - Blackall

**Held at Blackall Council Chambers**  
**On Wednesday 15 February 2023**  
**Commencing at 8.30am**

## Order of Business

### Blue items are hyperlinked

Leave of absence/Signing of Attendance Book

Apologies:

Condolences:

- Gladys Hayward
- William Henry Rogers

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 25<sup>th</sup> JANUARY 2023  
AT 8.30AM**

**PRESENT:**

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

**OFFICERS:**

Mr Des Howard, Chief Executive Officer, Mr Alastair Rutherford, Director of Finance Corporate and Community Services, Mr Garth Kath Director of Works and Services, Mrs Andrea Saunders, Governance Coordinator, Ms Piper Hansen, Minute Taker

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**CONDOLENCES:**

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

- Catherine Nellie McCulloch
- Vaughan Gregory Johnson
- John Suthers
- Kenneth Dent

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**DECLARATIONS OF INTEREST:**

No conflicts have been declared at this point.

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**1.1 Confirmation of General Meeting Minutes**

**MOTION:**      Moved: Cr PJ Pullos

Seconded: Cr DA Hardie

That the minutes of the General Meeting held on 14 December 2022 be taken as read and confirmed, and that the Mayor be authorised to sign same.

**Minute No. 01/01A/23**

**Carried 7/0**

**4.1.1. Financial Report for the Month of December 2022**

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

**MOTION:**     **Moved: Cr GK Schluter****Seconded: Cr LP Russell****That Council receive the Financial Report for December 2022.****Minute No. 02/01A/23****Carried 7/0**

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**4.1.2. DFCCS Operations Report – December 2022**

The Director of Finance Corporate and Community Services operations report for December 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 DA Hardie****Seconded: Cr JH Scobie****That Council receive the DFCCS Operations Report for December 2022.****Minute No. 03/01A/23****Carried 7/0**

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**4.1.3. Scriptures Union Outback Chaplaincy Program – Funding Request**

The Scriptures Union program centres on the youth in Blackall and Tambo and complements other youth activities taking place and those starting in the future.

To provide certainty of continuation of the National Schools Chaplain Program in both Blackall and Tambo it is proposed Council provide funding of \$10,000 every six months, for the 2023 calendar year, from funds available in the youth program.

**MOTION:**     **Moved: Cr GK Schluter****Seconded: Cr PJ Pullos****That Council approve of \$10,000 being paid, from the Youth Program budget every six months in the 2023 calendar year to the Local Chaplaincy Committee to support the service with the funds being applied for the benefit of the entire Blackall and Tambo communities.****Minute No. 04/01A/23****Carried 7/0**

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

**That Council approves of the cemetery fees and charges as per the table below:**

<b>Cemeteries</b>	<b>GST</b>	<b>Price Including GST</b>
<b>Internment Fees</b>		
Preparation of Grave – working day	Inclusive	990.00
Preparation of Grave – weekends and public holidays	Inclusive	1,280.00
Exhumation of human remains	Inclusive	Actual cost + GST
Other works/requests to be dealt with on a case-by-case basis and upon application	Inclusive	Actual cost + GST
<b>Ancillary Charges (Regulatory)</b>		
Permit to erect headstone	Inclusive	50.00
<b>Plaques (Commercial)</b>		
Plaque and installation	Inclusive	Actual cost + 10% + GST
<b>Plot Fees</b>		
Reservation of a Plot	Exempt	40.00
<b>Interment of Ashes</b>		
Interment of ashes – working day	Inclusive	150.00
Interment of ashes – weekends and public holidays (This fee does not include shade or chairs for graveside service.)	Inclusive	230.00

**Minute No. 08/01A/23****Carried 7/0**

**Cr AL Martin for item 4.1.8-** I, Councillor Martin, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 Bush Beatz Program- Funding Request. The nature of my interest is as follows:

- I am the Chair of Red Ridge.

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

At this point, 9.20am, Cr AL Martin left the meeting.

Cr LP Russell assumed the chair.

**Cr GK Schluter for item 4.1.8-** I, Councillor Schluter, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 Bush Beatz Program- Funding Request. The nature of my interest is as follows:

- I am a sponsor of Red Ridge.

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

**Cr JH Scobie for item 4.1.8-** I, Councillor Scobie, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 Bush Beatz Program- Funding Request. The nature of my interest is as follows:

- I am a sponsor of Red Ridge.

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

**Cr DA Hardie for item 4.1.8-** I, Councillor Hardie, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 Bush Beatz Program- Funding Request. The nature of my interest is as follows:

- I am a sponsor of Red Ridge.

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

**Cr BP Johnstone for item 4.1.8-** I, Councillor Johnstone, inform the meeting that I have a prescribed conflict of interest in item 4.1.8 Bush Beatz Program- Funding Request.

The nature of my interest is as follows:

- I am a sponsor of Red Ridge.

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

At this point, 9.25am, Cr BP Johnstone left the meeting.

At this point, 9.26am, Cr BP Johnstone returned to the meeting.

#### **4.1.8. Bush Beatz Program – Funding Request**

Bush Beatz is a youth dance program that provides opportunities for people to follow their dancing passions or learn new dancing skills at regular workshops.

To provide certainty of continuation of the program Red Ridge (Interior Queensland) Ltd is seeking funding from Council of \$23,000.00.

**MOTION:**      **Moved: Cr PJ Pullos**

**Seconded: Cr LP Russell**

**That Council refers the decision to the Chief Executive Officer due to a lack of quorum.**

**Minute No. 09/01A/23**

**Carried 6/0**

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At this point, 9.30am Cr AL Martin returned to the meeting.  
Cr AL Martin resumed the chair.

#### **4.1.9. Operational Plan Review**

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

**MOTION:**      **Moved: Cr GK Schluter**

**Seconded: Cr DA Hardie**

**That Council receive the December 2022 report.**

**Minute No. 10/01A/23**

**Carried 7/0**

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**4.2.1 Director of Works and Services' Operations Report – December 2022**

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

**MOTION:**     **Moved: Cr GK Schluter**

**Seconded: Cr JH Scobie**

**That Council receive the Director of Works and Services' Operation Report for December 2022.**

**Minute No. 11/01A/23**

**Carried 7/0**

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**4.2.2 Work Health and Safety Report**

The Work Health and Safety report is provided to Council.

**MOTION:**     **Moved: Cr PJ Pullos**

**Seconded: Cr BP Johnstone**

**That Council receive the Work Health and Safety report for December 2022.**

**Minute No. 12/01A/23**

**Carried 7/0**

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**4.2.3 Blackall Aquatic Centre Report**

The Blackall Aquatic Centre report is provided to Council.

**MOTION:**     **Moved: Cr DA Hardie**

**Seconded: Cr JH Scobie**

**That Council receive the Blackall Aquatic Centre report.**

**Minute No. 13/01A/23**

**Carried 7/0**

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**5.1 Blackall Saleyards Monthly Report**

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

**MOTION:**     **Moved: Cr LP Russell**

**Seconded: Cr DA Hardie**

**That Council receive the Blackall Saleyards monthly report for December 2022.**

**Minute No. 14/01A/23**

**Carried 7/0**

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## **5.2 Planning and Development Report**

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

**MOTION:**     **Moved: Cr JH Scobie**

**Seconded: Cr GK Schluter**

**That Council receive the Planning and Development Report for December 2022.**

**Minute No. 15/01A/23**

**Carried 7/0**

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## **5.3 Environmental Health/Local Laws Officer's Report – December 2022**

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

**MOTION:**     **Moved: Cr GK Schluter**

**Seconded: Cr PJ Pullos**

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

**Minute No. 16/01A/23**

**Carried 7/0**

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## **5.4 Development Application – DA11-2022-2023 – 87 Thistle Street, Blackall**

The Applicant, Blackall-Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeks a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 87 Thistle Street, Blackall, formally described as Lot 2 on RP611230.

The proposal involves the creation of two new lots. The existing house will be retained on a lot that gains access from Thistle Street and will have an area of 1,003m<sup>2</sup>. The lot with a frontage to Petunia Street will have an area of 1,308m<sup>2</sup>.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Township Zone. Reconfiguring a lot in the Township is subject to Code assessment.

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

**MOTION:**     **Moved: Cr JH Scobie**

**Seconded: Cr PJ Pullos**

**That Council approves the application for a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 87 Thistle**



**Street, Blackall, formally described as Lot 2 on RP611230 subject to the following conditions:**

**1.0 ENDORSEMENT OF SURVEY PLAN**

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

**2.0 APPROVED PLANS AND DOCUMENTS**

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plan of development Proposed Reconfiguration of a Lot with reference ROL-01 and dated 18 January 2023 (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 ACCESS**

- 3.1 A crossover must be installed to Council's satisfaction for Proposed Lot 2, between Petunia Street and the approved lot.**
- 3.2 The crossover to Proposed Lot 1 from Thistle Street must be maintained.**

**4.0 SEWERAGE AND WATER**

- 4.1 Proposed Lot 2 must be connected to Council's reticulated water and sewerage network.**
- 4.2 All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the *Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1* and *Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage*.**

- 4.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.**

## **5.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY**

- 5.1 Proposed Lot 2 must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.**
- 5.2 Maintain the electricity and telecommunication services to Proposed Lot 1.**

## **6.0 STORMWATER WORKS**

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

## **7.0 FLOODING**

- 7.1 Any future dwelling constructed on Proposed Lot 2 is to be located a minimum 300mm above the defined flood level of Blackall (282m AHD).**

## **8.0 PUBLIC UTILITIES**

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

## **ADVISORY NOTES**

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

- C. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, as required under relevant legislation for this work.**
- D. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.**
- E. General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odor or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.**

**Minute No. 17/01A/23**

**Carried 7/0**

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**5.5 Development Application – DA13-2022-2023 – 655 Glenusk Road, Blackall**

The Applicant, Lifespring Outdoor Centre Pty Ltd, seeks a Development Permit for a Material Change of Use for Nature-based tourism over land at 655 Glenusk Road, Blackall, formally described as Lot 18 on EV42.

The proposal involves the reuse of existing building on site for hosting groups of up to 25 people for camps and similar activities. Outdoor education will be offered through outdoor activities like initiatives, orienteering, raft building, geocaching and archery.

Under the Blackall-Tambo Region Planning Scheme 202 (the Planning Scheme), the subject sit is in the Rural Zone. The defined use that has been applied for, being 'Nature-based Tourism', is subject to Code Assessment in the Rural Zone.

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

**MOTION: Moved: Cr BP Johnstone**

**Seconded: Cr LP Russell**

**That Council approves the application for a Development Permit for Material Change of Use for Nature-based tourism over land at 655 Glenusk Road, Blackall, formally described as Lot 18 on EV42, 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:**

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision Number</b>	<b>Date</b>
<b>Site Plan</b>	<b>DA-01</b>	<b>-</b>	<b>30/11/2022 (Received date)</b>

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

### **3.0 PARAMETERS OF USE**

**3.1 The use is permitted to accommodate a maximum of 25 occupants at any one time.**

**3.2 Guest must be accommodated within the existing buildings onsite.**

### **4.0 SERVICES**

**4.1 Existing onsite water supply and onsite sewerage system must be maintained to ensure it is suitable to service the development.**

**4.2 Maintain the existing telecommunications service and electricity supply to the development.**

### **5.0 STORMWATER WORKS**

**5.1 Stormwater from the approved development must drain to a lawful point of discharge. 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.**

### **6.0 ACCESS**

**6.1 Maintain the existing crossover to the Glenusk Road.**

**6.2 Internal access tracks from the main access road to the development must be maintained (flat graded).**

**6.3 Install and maintain directional signage within the site to ensure the orderly and efficient movement of vehicles.**

### **7.0 AMENITY**

**7.1 The development site must be maintained in a clean, safe and tidy condition.**

**7.2 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 water-borne contaminants, noise, dust, lighting, odor, wastewater, waste products, oil or otherwise.**

### **8.0 WASTE MANAGEMENT**

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

- 8.1.1 Designed to not cause nuisance to neighboring properties;**
- 8.1.2 Screened from any road frontage or adjoining property;**
- 8.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the development.**

## **9.0 ASSET MANAGEMENT**

- 9.1 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.**

## **10.0 CONSTRUCTION ACTIVITIES**

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

## **ADVISORY NOTES**

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

**section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).**

**Minute No. 18/01A/23**

**Carried 7/0**

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**5.6 Development Application – DA08-2022-2023– Extension to a Tourism Park– 58 Arthur Street, Tambo**

The Applicants, Clifford and Tanya Reid, seek a Development Permit for Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074. The subject site contains the Tambo Caravan Park. The Applicant is proposing the addition of six (6) standalone cabins to complement the existing Tambo Caravan Park.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Recreation and Open Space Zone. The defined use that has been applied for, being a ‘Tourist Park’, is subject to Impact Assessment in the Recreation and Open Space Zone.

A development application that is subject to Impact Assessment is assessed against the entire Planning Scheme and is required to be publicly notified for a minimum of 15 business days. During the public notification period, no submissions were received.

As the site adjoins a state-controlled road, the application was required to be referred to the State Assessment and Referral Agency (SARA). SARA has provided a referral agency response with conditions which relate to maintaining the access in its current location and not causing stormwater nuisance to the state-controlled road.

The proposal has been assessed against the entire Planning Scheme and is consistent with the intent of the zone and all other relevant assessment benchmarks.

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

**MOTION:     Moved: Cr LP Russell**

**Seconded: Cr GK Schluter**

**That Council approves the application for a Development Permit for Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074, subject to the following 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	DA-01	-	20/10/2022 (Received date)
Floor Plan & Typical Section	A.001	A	02/06/2021
Elevations	A.002	A	02/06/2021



- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.**
- 3.0 ROOF AND ALLOTMENT DRAINAGE**
- 3.1 Discharge of all roof and allotment drainage such that it does not restrict, impair, or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.**
- 4.0 STORMWATER WORKS**
- 4.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed, and maintained in accordance with the *Queensland Urban Drainage Manual*.**
- 5.0 AMENITY AND ENVIRONMENTAL HEALTH**
- 5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odor, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise**
- 5.2 Install (where proposed) and operate all outdoor lighting to comply with AS4282 – 1997 “*Control of the Obtrusive Effects of Outdoor Lighting*”.**
- 6.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL**
- 6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.**
- 6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* (as amended).**
- 6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).**

## **7.0 ASSET MANAGEMENT**

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

### **ADVISORY NOTES**

- A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.**
- B. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.**
- C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odor 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 authorize 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”).**

**Minute No. 19/01A/23**

**Carried 7/0**

### **CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 9.59am.

### **CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 15 February 2023.

Signed.....Mayor

[Return to Agenda](#)[Next Item](#)

Minute No.	Report Number	Subject	Resolution	Action By	Result
12/12A/22	5.6	Sale of Tambo Sawmill and Council's Sales Permit to Get Cypress Sawlogs	That Council under section 227 of the <i>Local Government Regulation 2012</i> : a) Invites written tenders for the Tambo Sawmill, Lot 6 on SP276172 and Sales Permit 20130440. b) Invites written tenders for the Sales Permit 20130440.	CEO	The invitation to tender has been sent out and is advertised on Council's website.
17/12A/22	5.11	Relocation of the Tambo Library and Visitor Information Centre to the Grassland Building	That Council: 1. Approves of the relocation of the Tambo Library and Visitor Information Centre to the Grassland building; and 2. Authorised the Chief Executive Officer to commence the process of the relocation of the Tambo Library and Visitor Information Centre.	CEO	Discussions are continuing with the Tambo Arts Council.
04/01A/23	4.1.3	Scriptures Union Outback Chaplaincy Program-Funding Request	That Council approve of \$10,000.00 being paid, from the Youth Program budget every six months in the 2023 calendar year to the Local Chaplaincy Committee to support the service with the funds being applied for the benefit of the entire Blackall and Tambo communities.	DFFCS	The applicant was advised of Council's decision.
05/01A/23	4.1.4	Operations of Cemeteries	That Council adopt the revised Operation of Cemeteries Policy.	DFFCS	The Policy was updated on

Minute No.	Report Number	Subject	Resolution	Action By	Result																		
		Policy Review			the website and register and provided to staff.																		
06/01A/23	4.1.5	Review of Human Resources Policies	That Council adopt: 1. The reviewed Admin 32- Drug and Alcohol Policy; and 2. The reviewed Admin 38- Absenteeism and Abandonment of Employment Policy; and 3. The reviewed Admin 47- Recruitment and Selection Policy; and 4. The reviewed Admin 48- Redundancy Policy.	DFFCS	The Policy was updated on the website and register and provided to staff.																		
07/01A/23	4.1.6	Funeral Director to Operate in the Blackall-Tambo Local Government Area	That Southwest Funeral Directors are the preferred funeral director for the Blackall-Tambo Council area.	DFCCS	Completed.																		
08/01A/23	4.1.7	Cemetery Fees	<div>That Council approves of the cemetery fees and charges as per the table below:</div> <table><tr><th>Cemeteries</th><th>GST</th><th>Price Including GST</th></tr><tr><td colspan="3">Internment Fees</td></tr><tr><td>Preparation of Grave – working day</td><td>Inclusive</td><td>990.00</td></tr><tr><td>Preparation of Grave – weekends and public holidays</td><td>Inclusive</td><td>1,280.00</td></tr><tr><td>Exhumation of human remains</td><td>Inclusive</td><td>Actual cost + GST</td></tr><tr><td>Other works/requests to be dealt with on a case by case basis and upon application</td><td>Inclusive</td><td>Actual cost + GST</td></tr></table>	Cemeteries	GST	Price Including GST	Internment Fees			Preparation of Grave – working day	Inclusive	990.00	Preparation of Grave – weekends and public holidays	Inclusive	1,280.00	Exhumation of human remains	Inclusive	Actual cost + GST	Other works/requests to be dealt with on a case by case basis and upon application	Inclusive	Actual cost + GST	DFFCS	The website has been updated and Council staff have been notified.
Cemeteries	GST	Price Including GST																					
Internment Fees																							
Preparation of Grave – working day	Inclusive	990.00																					
Preparation of Grave – weekends and public holidays	Inclusive	1,280.00																					
Exhumation of human remains	Inclusive	Actual cost + GST																					
Other works/requests to be dealt with on a case by case basis and upon application	Inclusive	Actual cost + GST																					

Minute No.	Report Number	Subject	Resolution			Action By	Result
			<b>Ancillary Charges (Regulatory)</b>				
			Permit to erect headstone	Inclusive	50.00		
			<b>Plaques (Commercial)</b>				
			Plaque and installation	Inclusive	Actual cost + 10% + GST		
			<b>Plot Fees</b>				
			Reservation of a Plot	Exempt	40.00		
			<b>Interment of Ashes</b>				
			Internment of ashes – working day	Inclusive	150.00		
			Internment of ashes – weekends and public holidays (This fee does not include shade or chairs for graveside service.)	Inclusive	230.00		
09/01A/23	4.1.8	Bush Beatz Program-Funding Request	That Council refers the decision to the Chief Executive Officer due to lack of quorum.			DFCCS	Red Ridge have been advised of Council’s decision.

Minute No.	Report Number	Subject	Resolution	Action By	Result
17/01A/23	5.4	Development Application – DA11-2022-2023 – 87 Thistle Street, Blackall	<p>That Council approves the application for a Development Permit for Reconfiguring a Lot (one lot into two lots) involving land at 87 Thistle Street, Blackall, formally described as Lot 2 on RP611230 subject to the following conditions:</p> <p>1.0 ENDORSEMENT OF SURVEY PLAN</p> <p>1.1 Council will not endorse or release the survey plan for this development until such time as:</p> <p>(a) All conditions attached to this development approval for Reconfiguring a Lot have been fully satisfied;</p> <p>(b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council; and</p> <p>(c) All outstanding rates and charges relating to the site have been paid.</p> <p>2.0 APPROVED PLANS AND DOCUMENTS</p> <p>2.1 The approved development must be completed and maintained generally in accordance with the approved plan of development Proposed Reconfiguration of a Lot with reference ROL-01 and dated 18 January 2023 (received date).</p> <p>2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.</p> <p>3.0 ACCESS</p>	CEO	The applicant has been notified of Council's decision.

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>3.1 A crossover must be installed to Council's satisfaction for Proposed Lot 2, between Petunia Street and the approved lot.</p> <p>3.2 The crossover to Proposed Lot 1 from Thistle Street must be maintained.</p> <p>4.0 SEWERAGE AND WATER</p> <p>4.1 Proposed Lot 2 must be connected to Council's reticulated water and sewerage network.</p> <p>4.2 All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1 and Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage.</p> <p>4.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.</p> <p>5.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY</p> <p>5.1 Proposed Lot 2 must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.</p> <p>5.2 Maintain the electricity and telecommunication services to Proposed Lot 1.</p> <p>6.0 STORMWATER WORKS</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>6.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the Queensland Urban Drainage Manual.</p> <p>7.0 FLOODING</p> <p>7.1 Any future dwelling constructed on Proposed Lot 2 is to be located a minimum 300mm above the defined flood level of Blackall (282m AHD).</p> <p>8.0 PUBLIC UTILITIES</p> <p>8.1 The applicant is responsible for the cost of any alteration to public utilities as a result of complying with conditions of this Development Permit.</p> <p>8.2 Any alteration of any public utility or other facilities necessitated by the development of the land or associated construction works external to the site shall be at no cost to Council.</p> <p>8.3 Any damage caused to any public utility during the course of construction shall be repaired to the satisfaction of Council's Delegated Officer and at no cost to Council prior to the sealing of the Survey Plan.</p> <p>ADVISORY NOTES</p> <p>A. The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.</p>		



Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>B. Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.</p> <p>C. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, as required under relevant legislation for this work.</p> <p>D. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.</p> <p>E. General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.</p>		
18/01A/23	5.5	Development Application – DA13-2022-2023 – 655 Glenusk Road, Blackall	<p>That Council approves the application for a Development Permit for Material Change of Use for Nature-based tourism over land at 655 Glenusk Road, Blackall, formally described as Lot 18 on EV42, subject to the following conditions:</p> <p>1.0 PARAMETERS OF APPROVAL</p>	CEO	The applicant has been notified of Council’s decision.

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>1.6 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p> <p>2.0 APPROVED PLANS AND DOCUMENTS</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result								
			<div>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:</div> <table><tr><th>Plan/Document Name</th><th>Plan/Document Number</th><th>Revision Number</th><th>Date</th></tr><tr><td>Site Plan</td><td>DA-01</td><td>-</td><td>30/11/2022 (Received date)</td></tr></table> <div>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.</div> <div>3.0 PARAMETERS OF USE</div> <div>3.1 The use is permitted to accommodate a maximum of 25 occupants at any one time.</div> <div>3.2 Guest must be accommodated within the existing buildings onsite.</div> <div>4.0 SERVICES</div> <div>4.1 Existing onsite water supply and onsite sewerage system must be maintained to ensure it is suitable to service the development.</div> <div>4.2 Maintain the existing telecommunications service and electricity supply to the development.</div> <div>5.0 STORMWATER WORKS</div>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Site Plan	DA-01	-	30/11/2022 (Received date)		
Plan/Document Name	Plan/Document Number	Revision Number	Date										
Site Plan	DA-01	-	30/11/2022 (Received date)										

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>5.1 Stormwater from the approved development must drain to a lawful point of discharge. 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.</p> <p>6.0 ACCESS</p> <p>6.1 Maintain the existing crossover to the Glenusk Road.</p> <p>6.2 Internal access tracks from the main access road to the development must be maintained (flat graded).</p> <p>6.3 Install and maintain directional signage within the site to ensure the orderly and efficient movement of vehicles.</p> <p>7.0 AMENITY</p> <p>7.1 The development site must be maintained in a clean, safe and tidy condition.</p> <p>7.2 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 water-borne contaminants, noise, dust, lighting, odour, wastewater, waste products, oil or otherwise.</p> <p>8.0 WASTE MANAGEMENT</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>8.1 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:</p> <p>8.1.1 Designed to not cause nuisance to neighbouring properties;</p> <p>8.1.2 Screened from any road frontage or adjoining property;</p> <p>8.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the development.</p> <p>9.0 ASSET MANAGEMENT</p> <p>9.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.</p> <p>10.0 CONSTRUCTION ACTIVITIES</p> <p>10.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.</p> <p>10.2 Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.</p> <p>ADVISORY NOTES</p> <p>A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.</p> <p>B. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.</p> <p>C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.</p> <p>D. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
19/01A/23	5.6	Development Application – DA08-2022-2023 – Extension to a Tourism Park – 58 Arthur Street, Tambo	<p>That Council approves the application for a Development Permit for Material Change of Use for an Extension to a Tourist Park (6 units) over land at 58 Arthur Street, Tambo, formally described as Lot 47 on SP110074, subject to the following conditions:</p> <p>1.0 PARAMETERS OF APPROVAL</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>1.5 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for</p>	CEO	The applicant has been notified of Council’s decision.

Minute No.	Report Number	Subject	Resolution	Action By	Result																
			<p>the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.</p> <p>1.6 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p> <p>2.0 APPROVED PLANS AND DOCUMENTS</p> <p>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:</p> <table><tr><th>Plan/Document Name</th><th>Plan/Document Number</th><th>Revision Number</th><th>Date</th></tr><tr><td>Site Plan</td><td>DA-01</td><td>-</td><td>20/10/2022 (Received date)</td></tr><tr><td>Floor Plan &amp; Typical Section</td><td>A.001</td><td>A</td><td>02/06/2021</td></tr><tr><td>Elevations</td><td>A.002</td><td>A</td><td>02/06/2021</td></tr></table> <p>2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.</p> <p>3.0 ROOF AND ALLOTMENT DRAINAGE</p> <p>3.1 Discharge of all roof and allotment drainage such that it does not restrict, impair or change the natural flow of runoff water or cause a</p>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Site Plan	DA-01	-	20/10/2022 (Received date)	Floor Plan & Typical Section	A.001	A	02/06/2021	Elevations	A.002	A	02/06/2021		
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Site Plan	DA-01	-	20/10/2022 (Received date)																		
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Elevations	A.002	A	02/06/2021																		



Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>nuisance to adjoining properties or infrastructure from the pre to the post-development condition.</p> <p>4.0 STORMWATER WORKS</p> <p>4.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the Queensland Urban Drainage Manual.</p> <p>5.0 AMENITY AND ENVIRONMENTAL HEALTH</p> <p>5.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise</p> <p>5.2 Install (where proposed) and operate all outdoor lighting to comply with AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”.</p> <p>6.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL</p> <p>6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>cause a nuisance or worsening to adjoining properties or infrastructure.</p> <p>6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the IECA 2008 Best Practice Erosion and Sediment Control (as amended).</p> <p>6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).</p> <p>7.0 ASSET MANAGEMENT</p> <p>7.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.</p> <p>ADVISORY NOTES</p> <p>A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.</p> <p>B. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice,</p>		

Minute No.	Report Number	Subject	Resolution	Action By	Result
			<p>affect or otherwise derogate or limit these rights, powers and privileges of the Council.</p> <p>C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.</p> <p>D. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).</p>		

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 4.1.1

**SUBJECT HEADING: Financial Report for the Month of January 2023**

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

CLASSIFICATION: (if confidential)

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*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 January 2023 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 January 2023.**

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**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.

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**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 15 FEBRUARY 2023**

## **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 15 FEBRUARY 2023

### 1. Cash Position as at 31 January 2023

#### Cash at Bank

Operating Accounts \$ 1,321,875

#### Short Term Investments

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

Bank - Term Deposits \$ 5,000,000

**\$ 21,321,875**

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) \$ 2,550,183

Unspent Grants (Restricted Cash) \$ 1,429,783

**\$ 3,979,966**

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable <b>debtors</b> - estimated <b>creditors</b> :	330,602	19,423	\$ 311,179

Plus cash surplus	21,321,875	3,979,966	\$ 17,341,909
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**Working Capital** **\$ 17,653,088**

### 2. Monthly Cashflow Estimate: February 2023

#### Receipts

Rates & Fees & Charges \$ 300,000

Debtors \$ 181,022

Grants/Subsidies \$ 581,837

Total \$ 1,062,859

#### Expenditure

Payroll \$ 800,000

Creditor Payments \$ 800,000

Loan Payments \$ -

Total \$ 1,600,000

Therefore cash is expected to decrease by -\$ 537,141 in the period.

### 3. Comparative Data:

	January 2023	January 2022
Cash position	21,321,875	19,154,606
Working capital	17,653,088	15,310,094
Rate arrears	21,416	50,337
Outstanding debtors	330,602	170,790
Current creditors	19,423	243,530

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL****HELD ON 15 FEBRUARY 2023****4. Capital Works Summary: 1 July 2022 to 30 June 2023**

	<b>Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>
Buildings & Other Structures	2,109,600	177,249	8%
Plant & Equipment	995,000	812,525	82%
Road Infrastructure	4,928,065	1,207,231	24%
Water Infrastructure	50,000	7,907	16%
Sewerage Infrastructure	1,055,000	-	0%
<b>Total</b>	<b>9,137,665</b>	<b>2,204,912</b>	<b>24%</b>

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

	<b>Budget</b>	<b>Expended YTD Actual</b>	<b>% of Budget Expended</b>
1. Rural Roads	9,847,300	4,077,331	41%
2. Town Streets	400,000	286,122	72%
3. RMPC Works	2,871,795	1,160,141	40%
<b>Total Roads Expenditure</b>	<b>13,119,095</b>	<b>5,523,594</b>	<b>42%</b>

**6. Rate Arrears Summary**

**Total Rates Outstanding Balance**      \$      **43,391**

<b>Rates Outstanding Breakdown</b>	<b>Total</b>	<b>No. of Assessments</b>
Current	\$ 21,975	<b>32</b>
1 Year	\$ 12,358	<b>9</b>
2 Years	\$ 7,913	<b>4</b>
3 Years and over	\$ 1,145	<b>2</b>

BTRC 2022-23 CAPITAL EXPENDITURE PROJECTS		1/07/22 to 30/06/23		SOURCES OF FUNDING			Comments
Particulars	Budget 2022-23	Expenditure YTD	% Expended	Capital Grants	Contributions	Council Contribution	
<b>BUILDINGS &amp; OTHER STRUCTURES</b>	<b>2,109,600</b>	<b>177,249</b>	<b>8%</b>	<b>878,600</b>	<b>-</b>	<b>1,231,000</b>	
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	133,943	67%	200,000	-	-	In progress
Tambo Racecourse Rock Removal	60,000	-	0%	-	-	60,000	Complete
Tambo Historic House Shed	40,000	14,160	35%	-	-	40,000	In progress
Blackall Admin Office South Wall	100,000	-	0%	-	-	100,000	In progress
Blackall Cultural Centre Lighting & Accoustic matting	100,000	-	0%	-	-	100,000	Tender out
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	In progress
Four Mile Waterhole - Shed	30,000	29,146	97%	-	-	30,000	Complete
Tambo TV Transmitters	35,000	-	0%	-	-	35,000	Provision only - subject to need
Blackall Campdraft Arena BBRF -subject to funding	392,600	-	0%	207,600	-	185,000	funding unsuccessful/amend scope
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	funding unsuccessful
<b>PLANT &amp; EQUIPMENT</b>	<b>995,000</b>	<b>812,525</b>	<b>82%</b>	<b>-</b>	<b>-</b>	<b>995,000</b>	
Plant Replacement including committed orders	763,000	630,525	83%	-	-	763,000	As per plant replacement program
Plant New - Tractor	182,000	182,000	100%	-	-	182,000	New Plant
Plant New - Cherry Picker	50,000	-	0%	-	-	50,000	As per plant replacement program
<b>ROAD INFRASTRUCTURE</b>	<b>4,928,065</b>	<b>1,207,231</b>	<b>24%</b>	<b>4,078,065</b>	<b>-</b>	<b>850,000</b>	
R2R Emmet Road Works	808,300	116,584	14%	808,300	-	-	In Progress
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	-	-	Complete
Remote Rds RRUP - Langlo Rd Resheet	600,000	-	0%	480,000	-	120,000	In Progress
TIDS Scrubby Creek Rd	400,000	175,992	44%	200,000	-	200,000	In Progress
Blackall Median Strip upgrade	100,000	-	0%	-	-	100,000	In Progress
Banks Park Footpath	30,000	20,970	70%	-	-	30,000	Complete
Heavy Vehicle Bypass Stage 2 (LRCI & HVSP)	914,765	893,685	98%	914,765	-	-	In Progress
Tambo Streets upgrade - Queen Elizabeth St & Charles St	75,000	-	0%	75,000	-	-	Planning Stage
<b>WATER INFRASTRUCTURE</b>	<b>50,000</b>	<b>7,907</b>	<b>16%</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	
Water infrastructure renewals and upgrades	50,000	7,907	16%	-	-	50,000	In progress
<b>SEWERAGE INFRASTRUCTURE</b>	<b>1,055,000</b>	<b>-</b>	<b>0%</b>	<b>1,005,000</b>	<b>-</b>	<b>50,000</b>	
Blackall Treatment Works Rehab	705,000	-	0%	705,000	-	-	Planning stage
Blackall Town Sewer Relining	250,000	-	0%	200,000	-	50,000	Tender awarded
Tambo Sewer Upgrades - New lots	100,000	-	0%	100,000	-	-	Planning stage
<b>TOTAL CAPITAL PROGRAM 22-23</b>	<b>9,137,665</b>	<b>2,204,912</b>	<b>24%</b>	<b>5,961,665</b>	<b>-</b>	<b>3,176,000</b>	



		REVENUE			EXPENDITURE		
		31 Jan 2023		AMENDED	31 Jan 2023		AMENDED
		ACTUAL		BUDGET	ACTUAL		BUDGET
				ORIGINAL			ORIGINAL
				BUDGET			BUDGET
1000-0001	ADMINISTRATION						
1000-0002	Administration	220,565	99%	222,500	2,319,842	63%	3,701,800
1100-0002	Finance	2,769,726	39%	7,046,000	20,700	28%	74,000
1200-0002	Oncosts	0	0%	0	164,390	-37%	(447,900)
1300-0002	Stores/Purchasing	0	0%	0	8,450	16%	52,800
2000-0002	Corporate Governance	50,590	---	0	447,777	60%	751,200
2100-0002	Business Activities	21,997	49%	45,000	74,549	150%	49,700
2150-0002	Saleyard Operations	729,620	47%	1,561,000	501,030	48%	1,036,200
2200-0002	Tambo Sawmill	3,382	19%	18,000	35,986	240%	15,000
2350-0002	Airports/Aerodromes	87,746	86%	102,000	171,552	56%	306,500
2450-0002	Tourism	25,569	60%	42,500	203,732	57%	360,300
2500-0002	Planning & Development	22,914	51%	45,000	34,936	54%	65,000
2580-0002	Economic & Community Develop	2,056,464	51%	4,038,600	86	0%	82,500
2600-0002	Environmental	58,547	70%	83,100	139,468	87%	160,000
2650-0002	Animal Control	18,432	81%	22,800	10,139	17%	58,000
2700-0002	Stock Routes	43,629	40%	108,500	211,273	62%	340,000
3000-0002	Work Scheme and Community	11,728	69%	17,000	85,099	68%	125,000
3100-0002	Council Housing	86,619	39%	220,000	151,976	51%	299,500
3300-0002	Child Care Services	224,854	82%	273,200	166,364	35%	469,500
3350-0002	Sport and Recreation	47,808	74%	64,400	25,273	23%	112,000
3400-0002	Youth Services	0	0%	0	0	0%	80,000
3415-0002	Tambo Multi-Purpose Centre	125,040	74%	168,600	192,791	71%	271,100
3445-0002	Disability	83,759	117%	71,500	54,584	109%	50,000
3460-0002	Community Services	141,636	45%	315,300	30,748	9%	325,800
3470-0002	Miscellaneous Care Services	0	0%	0	0	0%	2,000
3500-0002	Libraries, Education and Arts	14,294	149%	9,600	133,887	58%	232,300
3570-0002	Regional Arts Development Fund	49,990	98%	51,000	86,880	28%	314,000
3600-0002	Halls and Cultural Centres	827	28%	3,000	121,927	53%	230,200
3700-0002	Showgrounds & Sports Facilities	10,519	117%	9,000	343,029	50%	692,000
3740-0002	Funerals	47,533	86%	55,000	45,331	82%	55,000
3800-0002	Corporate Buildings	0	0%	0	82,615	42%	195,500
1000-0001	ADMINISTRATION	6,953,788	48%	14,592,600	5,864,415	58%	10,059,000
4000-0001	WORKS AND SERVICES						
4001-0002	Works Office and Depot	0	0%	0	1,715,055	56%	3,074,000
4100-0002	Town Street Maintenance	0	0%	0	286,122	72%	400,000
4200-0002	Rural Roads Maintenance	301,341	25%	1,193,500	312,802	39%	800,000
4500-0002	Recoverable Works	4,089,077	24%	16,769,600	5,918,167	38%	15,684,300
4550-0002	Plant Operations	1,757,027	49%	3,590,000	1,873,533	66%	2,838,500
4600-0002	SES - Disaster Mgmt	48,082	98%	49,000	35,635	23%	157,500
4700-0002	Cemeteries	0	0%	1,000	39,332	63%	62,400
4800-0002	Parks, Gardens and Reserves	0	0%	0	670,143	66%	1,012,900
4860-0002	Aquatic Centres	0	0%	0	328,405	65%	506,700
5000-0002	Cleansing	170,018	48%	351,400	166,888	58%	286,500
5100-0002	Water Supply	455,323	51%	893,600	291,318	58%	500,400
5200-0002	Sewerage Services	385,791	50%	767,100	253,421	74%	340,400
4000-0001	WORKS AND SERVICES	7,206,659	31%	23,615,200	11,890,821	46%	25,663,600
TOTAL REVENUE AND EXPENDITURE		14,160,447	37%	38,207,800	17,755,235	50%	35,722,600

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

Account	Description	Revenue	Expenditure
1000-0002	Administration	<i>Includes revenue from sale of railway building \$18,318, Insurance claims \$ 7,800, Employment Subsidies \$ 67,662</i>	
1100-0002	Finance	<i>Financial Assistance Grant - Annual advance due in June</i>	
1200-0002	Oncosts		<i>Includes 1 - Insurance premiums paid for 12 months. 2 - Sick leave expense recognition on 1 July to bring to account liability provision.</i>
1300-0002	Stores/Purchasing		
2000-0002	Corporate Governance	<i>Includes circus grant \$46,000</i>	<i>Includes circus carnivale contribution exp \$80,829</i>
2100-0002	Business Activities		<i>Includes condition report and maintenance expenditure on commerical buildings</i>
2150-0002	Saleyard Operations		
2200-0002	Tambo Sawmill & Weighbridge		<i>Includes rates and annual environmental permit fees</i>
2350-0002	Airports/Aerodromes		
2450-0002	Tourism		
2500-0002	Planning & Development		
2580-0002	Economic & Community	<i>Includes State and Federal capital grants</i>	
2600-0002	Environmental		
2650-0002	Animal Control	<i>Annual animal registration fees issued in July</i>	
2700-0002	Stock Routes		
3000-0002	Work Scheme and Community		
3100-0002	Council Housing		
3300-0002	Child Care Services	<i>Includes sustainability grant received \$150,000</i>	
3350-0002	Sport and Recreation		
3400-0002	Youth Services		<i>\$10,000 approved for Chaplaincy program.</i>
3415-0002	Tambo MPC		
3445-0002	Disability		
3460-0002	Community Services		<i>Increase in program activities planned for 3rd &amp; 4th quarter</i>
3470-0002	Miscellaneous Care		
3500-0002	Libraries, Education	<i>Increase in State subsidy</i>	
3570-0002	Regional Arts Dev. Fund	<i>Annual funding received</i>	
3600-0002	Halls and Cultural Centres		
3700-0002	Showgrounds & Sports	<i>Additional revenue from camping permits</i>	
3740-0002	Funerals	<i>Funeral Service discontinued</i>	<i>Funeral Service discontinued</i>
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance	<i>Financial Assistance Grants (Roads component)</i>	
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management	<i>Annual SES &amp; Get Ready grants received</i>	
4700-0002	Cemeteries		
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing	<i>Rate charges levied for 6 months</i>	
5100-0002	Water Supply	<i>Rate charges levied for 6 months</i>	
5200-0002	Sewerage Services	<i>Rate charges levied for 6 months</i>	

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

COUNCIL MEETING DATE: 15 February 2023

Item No: **4.1.2****SUBJECT HEADING: DFCCS Operations Report – January 2023**

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 January 2023 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 January 2023.**

**Background****Blackall Buildings*****Buildings Maintenance***

- Monthly fire alarm system inspection at Cultural Centre complete.
- Hut 1 of Bauhinia Lane is now tenanted.
- 1 pensioner unit vacant- 3/26 Bauhinia Lane.
- 3 Bedroom House vacant- 22 Mimosa Street (maintenance).
- Aircons at Cultural Centre inspected/repaired.
- Aircon at Library/Visitor Information Centre repaired.
- Water Damage at Cultural Centre inspected.

**Tambo Buildings*****Buildings Maintenance***

- Painting of the Tambo MPC interior is complete.
- The ramp at the Tambo Hall is being replaced.

***Aged Housing***

- There are no vacancies at 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	3697
September	2100	September	1901

<b>2021/2022</b>	<b>Visitor Numbers</b>	<b>2022/2023</b>	<b>Visitor Numbers</b>
October	904	October	<b>720</b>
November	185	November	<b>345</b>
December	93	December	<b>188</b>
January	101	January	343
February	164	February	
March	367	March	
April	928	April	
May	1710	May	
June	3119	June	
Year to Date	16,093	<b>Year to Date</b>	<b>10,485</b>

### Issue of Camping Permits

<b>Month</b>	<b>Information Centre</b>	<b>Self - Registration</b>	<b>Total for Month 2022/23</b>
July	426	615	<b>1041</b>
August	378	621	<b>999</b>
September	108	235	<b>343</b>
October	41	83	<b>124</b>
November	25	21	<b>46</b>
December	3	5	<b>8</b>
January	0	0	<b>0</b>
February			
March			
April			
May			
June			
<b>Year to Date</b>	<b>981</b>	<b>1580</b>	<b>2561</b>
<i>2021/2022</i>	<i>2354</i>	<i>2100</i>	<i>4454</i>

### Camping Ground Fees

<b>Month</b>	<b>\$ Amount</b>	<b>2022/2023 YTD \$</b>
July	\$13,710.25	\$13,710.25
August	\$10,613.00	\$24,323.24
September	\$4,060.68	\$29,503.75
October	\$1,309.00	\$30,812.74
November	\$559.75	\$31,372.48
December	\$102.05	\$31,554.54

Month	\$ Amount	2022/2023 YTD \$
January	\$0.00	\$31,554.54
February		
March		
April		
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	<b>231</b>	471	<b>392</b>	21	<b>52</b>	8	<b>9</b>
August	367	<b>336</b>	508	<b>412</b>	62	<b>34</b>	6	<b>15</b>
September	346	<b>318</b>	479	<b>426</b>	27	<b>58</b>	9	<b>9</b>
October	277	<b>376</b>	389	<b>415</b>	30	<b>46</b>	14	<b>6</b>
November	300	<b>389</b>	415	<b>372</b>	41	<b>31</b>	10	<b>8</b>
December	278	<b>359</b>	155	<b>281</b>	43	<b>37</b>	2	<b>5</b>
January	273	<b>359</b>	278	<b>327</b>	111	<b>63</b>	4	<b>4</b>
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	
<b>Year to Date</b>	3616	<b>2458</b>	4628	<b>2625</b>	598	<b>321</b>	94	<b>56</b>

### Tambo Library

	Loans 2021/22	Loans 2022/23	Visitors 2021/22	Visitors 2022/23	Requests 2021/22	Request s 2022/23	Members Added 2021/22	Member s Added 2022/23
July	396	<b>383</b>	103	<b>136</b>	53	<b>51</b>	4	<b>4</b>
August	381	<b>435</b>	113	<b>160</b>	52	<b>63</b>	3	<b>4</b>
September	425	<b>364</b>	115	<b>107</b>	58	<b>48</b>	9	<b>3</b>
October	375	<b>362</b>	115	<b>144</b>	62	<b>48</b>	3	<b>3</b>
November	400	<b>340</b>	122	<b>186</b>	70	<b>36</b>	1	<b>2</b>
December	326	<b>267</b>	123	<b>108</b>	29	<b>34</b>	1	<b>0</b>

January	363	<b>369</b>	95	<b>115</b>	55	<b>19</b>	8	<b>3</b>
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	
<b>Totals</b>	4811	<b>2520</b>	1465	<b>956</b>	616	<b>299</b>	52	<b>19</b>

<b>Tambo Tourism</b>	Visits 2021/22	Visits 2022/23
July	733	<b>750</b>
August	512	<b>754</b>
September	511	<b>432</b>
October	197	<b>240</b>
November	126	<b>161</b>
December	56	<b>74</b>
January	85	<b>128</b>
February	94	
March	203	
April	390	
May	609	
June	893	
<b>Totals</b>	4409	<b>2539</b>

### Council Facility Bookings

<b>Blackall</b>	<b>Memorial Hall</b>		<b>Cultural Centre</b>		<b>Showgrounds</b>		<b>Racecourse</b>		<b>Bus</b>	
	21/22	<b>22/23</b>	21/22	<b>22/23</b>	21/22	<b>22/23</b>	21/22	<b>22/23</b>	21/22	<b>22/23</b>
July	0	<b>1</b>	6	<b>7</b>	13	<b>1</b>	1	<b>1</b>	8	<b>4</b>
August	2	<b>1</b>	5	<b>11</b>	15	<b>3</b>	1	<b>0</b>	8	<b>4</b>
September	2	<b>2</b>	5	<b>8</b>	6	<b>6</b>	0	<b>0</b>	5	<b>4</b>
October	2	<b>1</b>	9	<b>8</b>	3	<b>5</b>	2	<b>3</b>	7	<b>11</b>
November	2	<b>1</b>	11	<b>8</b>	1	<b>3</b>	1	<b>1</b>	6	<b>7</b>
December	1	<b>0</b>	2	<b>4</b>	0	<b>1</b>	0	<b>0</b>	1	<b>1</b>
January	1	<b>1</b>	0	<b>3</b>	1	<b>0</b>	0	<b>0</b>	0	<b>3</b>
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	
<b>TOTAL</b>	20	<b>7</b>	75	<b>49</b>	53	<b>19</b>	8	<b>5</b>	47	<b>34</b>

<b>Tambo</b>	<b>Shire Hall</b>		<b>Racecourse</b>		<b>Western Sports</b>		<b>Bus</b>	
	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	13	2	1	0	4	0	2
September	7	2	4	4	0	1	0	2
October	16	7	2	1	2	2	2	4
November	20	10	1	1	2	0	3	4
December	14	7	2	1	2	1	1	3
January	2	2	2	0	0	0	0	2
February	9		0		0		2	
March	8		0		3		2	
April	5		2		0		0	
May	11		2		0		1	
June	8		1		2		7	
<b>TOTAL</b>	118	48	20	10	13	9	20	18

### Tambo Childcare Centre

<b>Attendance</b>	<b>Month 2021-2022</b>	<b>YTD 2021-2022</b>	<b>Month 2022-2023</b>	<b>YTD 2022-2023</b>
July	255	255	111	111
August	262	517	161	272
September	185	702	116	388
October	191	889	172	560
November	180	1073	208	768
December	48	1121	80	848
January	0	1121	56	904
February	101	1222		
March	129	1351		
April	59	1410		
May	114	1524		
June	128	2165		

<b>Finance</b>	<b>Month Receipts 2022-2023</b>	<b>YTD Receipts 2022-2023</b>	<b>Month Expenditure 2022-2023</b>	<b>YTD Expenditure 2022-2023</b>
July	\$6,650.00	\$6,650.00	\$17,623.00	\$17,623.00
August	\$16,603.00	\$23,253.00	\$23,955.00	\$41,678.00
September	\$8,423.40	\$31,676.47	\$19,487.31	\$61,283.97
October	\$10,189.13	\$41,865.60	\$19,798.53	\$81,082.50
November	\$20,464.51	\$62,813.80	\$29,416.84	\$114,237.74
December	\$9,355.21	\$72,169.01	\$32,296.54	\$146,534.28
January	\$2,685.27	\$74,854.28	\$12,955.63	\$159,489.91
February				
March				
April				

<b>Finance</b>	<b>Month Receipts 2022-2023</b>	<b>YTD Receipts 2022-2023</b>	<b>Month Expenditure 2022-2023</b>	<b>YTD Expenditure 2022-2023</b>
<b>May</b>				
<b>June</b>				

### Qantas Report

<b>Month</b>	<b>Pax OFF</b>	<b>Pax ON</b>	<b>Total</b>	<b>YTD</b>
<b>July</b>	113	115	228	228
<b>August</b>	115	99	214	442
<b>September</b>	133	97	230	672
<b>October</b>	145	140	285	957
<b>November</b>	111	100	211	1168
<b>December</b>	136	106	242	1410
<b>January</b>	99	89	188	1598
<b>February</b>				
<b>March</b>				
<b>April</b>				
<b>May</b>				
<b>June</b>				
<b>6 Monthly Average</b>	123.17	105.17	228.34	228.34
<b>YTD</b>	<b>852</b>	<b>746</b>	<b>1598</b>	<b>1598</b>
<b>Total for 2021/2022</b>	1069	888	1957	1957

- The roster has been distributed for airport employees.

### Tambo Multi-Purpose Centre

- A community garden has been placed behind the Tambo MPC, with a variety of vegetables being available for the community.
- As part of our NDIS social plan, trips to Blackall are scheduled so Tambo's clients can meet with those in Blackall.
- Allied Health sessions for the month of January.  
Physiotherapy- 24 sessions  
Remedial Massages- 15 sessions  
Podiatry- nil sessions.

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### 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: 15 February 2023

Item No: 4.1.3

**SUBJECT HEADING: Domestic and Family Violence Leave Policy**

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

CLASSIFICATION: (if confidential)

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*Summary: The Fair Work Amendment (Paid Family and Domestic Violence Leave) Act 2022 came into force on 1 February 2023. Paid leave is now 10 days a year and the Act sets out a range of procedural matters.*

**Officer's Recommendation: That Council adopt the amended Domestic and Family Violence Leave Policy.**

---

**Background**

The Domestic and Family Violence Policy was previously approved by Council 19 January 2019.

The Australian Government amended the Fair Work Act by passing the *Fair Work Amendment (Paid Family and Domestic Violence Leave) Act 2022* which came into force on 1 February 2023.

The new entitlement of 10 days paid family and domestic violence leave will replace the existing entitlement of 5 days unpaid family and domestic violence leave under the National Employment Standards (NES).

The entitlement is available to full-time, part-time, and casual employees in a 12-month period and is not pro-rated for part-time and casual employees.

The full 10-day leave entitlement will be available upfront from 1 February 2023 and won't accumulate from year to year if it's not used.

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**Link to Corporate Plan**

Governance

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

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

**Consultation (internal/external)**

Director of Finance Corporate and Community Services

Human Resources Officer

**Policy Implications**

Update of Policy

**Budget and Resource Implications**

Nil

**Risk Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Nil	
Legal & Regulatory	Low	Review maintains compliance with legislative requirements and Council processes.	
People	Low	Nil	
Operational	Medium	Nil	
Environmental	Medium	Nil	
Strategic	Medium	Nil	
Ethical	Low	Policy complies with the legislative requirements.	
Reputation	Low	Provides transparency by continual revision.	
Leadership	Low	Maintains high standards of corporate governance.	

**Proposed Risk Treatment**

Update and review of policies ensure Council is up to date and compliant with legislative and regulatory changes.



# **Blackall-Tambo** Regional Council

## **Domestic and Family Violence Leave Policy**

Policy Number: Stat 43	Effective Date: 15.02.2023
Version Number: 2	Review Date: 15.02.2026
Policy Compiled by: Director of Finance Corporate and Community Services	
Policy Approved by: Chief Executive Officer	

### **1. PURPOSE**

Council is committed to providing a safe workplace for all employees. Council aims to support employees who are impacted by domestic and family violence.

Council commits to the following principles when assisting impacted employees:

- Confidentiality of employee details.
- Safety planning strategies to ensure protection for employees.
- Support for employees affected by family and domestic violence by providing access to the Royal Flying Doctor Service as well as Outback Futures which provides free confidential counselling (face to face, telephone and online) and access to a wide range of information and support resources.
- Support for employees to access relevant leave/flexible work arrangements.
- Protection against adverse action, discrimination, harassment or bullying because of any disclosure, experience or perceived experience relating to domestic and family violence.

### **2. SCOPE**

Under the new provisions the new definition of family and domestic violence means violent, threatening, or other abusive behaviour by an employee's close relative, a current or former intimate partner, or a member of their household that both:

- seeks to coerce or control the employee.
- causes them harm or fear.

Policy Number: Stat 43	Version number: Two Initial Date of Adoption – 15.02.2023	Adopted by Blackall-Tambo Regional Council	Page 1 of 5
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## Domestic and Family Violence Leave Policy

A close relative is:

- an employee's
  - spouse or former spouse
  - de facto partner or former de facto partner
  - child
  - parent
  - grandparent
  - grandchild
  - sibling
- a child, parent, grandparent, grandchild or sibling of an employee's current or former spouse or de fact partner, or
- a person related to the employee according to Aboriginal or Torres Strait Islander kinship rules.

### 3. NEW ENTITLEMENTS

The Australian Government has amended paid family and domestic violence leave by passing the Fair Work Amendment (Paid Family and Domestic Violence Leave) Act 2022 which came into effect on the 1 February 2023.

The new entitlement of 10 days paid family and domestic violence leave will replace the existing entitlement of 5 days unpaid family and domestic violence leave under the National Employment Standards (NES).

The entitlement is available to full-time, part-time, and casual employees in a 12-month period and is not pro-rated for part-time and casual employees.

The full 10-day leave entitlement will be available upfront from 1 February 2023 and won't accumulate from year to year if it's not used.

### 4. ENTITLEMENTS IN AGREEMENTS OR WORKPLACE POLICES

Some workplaces may provide employees with paid family and domestic violence leave entitlements in registered agreements, employment contracts or workplace policies.

If the entitlement to paid family and domestic violence leave in any of these instruments is less than the minimum entitlement under the National Employment Standards, the National Employment Standards entitlement applies.

The Council's current Enterprise Bargaining Agreement provides for 10 days paid domestic violence leave.

### 5. HOW THE LEAVE RENEWS

The leave renews every year on each employee's work anniversary. It doesn't accumulate from year to year if it isn't used.

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## Domestic and Family Violence Leave Policy

Employees who start on or after the date that the paid leave entitlement becomes available at their new workplace can access the full 10 days from their first day. The leave will renew on their work anniversary.

Employees who are already employed when the paid leave entitlement starts in their workplace can access the full 10 days on the 1 February 2023. The leave then renews on the anniversary of when they started working for that employer.

### 6. TAKING FAMILY AND DOMESTIC VIOLENCE LEAVE

All family and domestic violence leave applications must be approved by the Chief Executive Officer.

Employees (including part-time and casual employees) can take this paid leave if they need to do something to deal with the impact of family and domestic violence and it's not practical to do that outside their hours of work.

This could include, for example, the employee:

- making arrangements for their safety, or the safety of a close relative (including relocation)
- attending court hearings
- accessing police services
- attending counselling
- attending appointments with medical, financial, or legal professionals.

### 7. PAYMENT FOR LEAVE

Full-time and part-time employees can take paid family and domestic violence leave at their full pay rate for the hours they would have worked if they weren't on leave.

Casual employees will be paid at their full pay rate for the hours they were rostered to work in the period they took leave.

An employee's full pay rate is their base rate plus any:

- incentive-based payments and bonuses
- loadings
- monetary allowances
- overtime or penalty rates
- any other separately identifiable amounts.

### 8. INTERACTION WITH OTHER PAID LEAVE

An employee can use paid family and domestic violence leave during a period of paid personal or annual leave. If this happens, the employee is no longer on the other form of paid leave and is taking paid family and domestic violence leave instead and will have their personal or annual leave reccredited to them. The employee needs to give their employer the required notice and evidence.

Policy Number: Stat 43	Version number: Two Initial Date of Adoption – 15.02.2023	Adopted by Blackall-Tambo Regional Council	Page 3 of 5
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## Domestic and Family Violence Leave Policy

### 9. PAYSHEET REQUIREMENTS

From 1 February 2023, employers need to keep a record of leave balances and any leave taken by employees. Payslips must not mention details of any family and domestic violence leave paid, including any leave taken and leave balances.

### 10. NOTICE AND EVIDENCE REQUIREMENTS

An employee must let their employer know as soon as possible. This could be after the leave has started. An employer can ask their employee for evidence to show that the employee needs to do something to deal with family and domestic violence and it's not practical to do that outside their hours of work.

If the employee doesn't provide the requested evidence, they may not get family and domestic violence leave.

The evidence must convince a reasonable person that the employee took the leave to deal with the impact of family and domestic violence.

### 11. TYPES OF EVIDENCE

Types of evidence can include:

- documents issued by the police service.
- documents issued by a court.
- family violence support service documents, or
- a statutory declaration.

Employers can ask employees to provide evidence for as little as 1 day or less off work.

### 12. CONFIDENTIALITY

Employers must take reasonably practicable steps to keep any information about an employee's situation confidential when they receive it as part of an application for leave. This includes information about the employee giving notice that they're taking the leave and any evidence they provide.

Employers need to be aware that any information about an employee's experience of family and domestic violence is sensitive.

If information is mishandled, it could have adverse consequences for their employee. Employers should work with their employee to discuss and agree on how this information will be handled.

An employer can only use this information to satisfy themselves that the employee is entitled to family and domestic violence leave, unless:

- the employee consents.
- the employer is required to deal with the information by law, or
- it's necessary to protect the life, health or safety of the employee or another person.

Policy Number: Stat 43	Version number: Two Initial Date of Adoption – 15.02.2023	Adopted by Blackall-Tambo Regional Council	Page 4 of 5
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**Blackall-Tambo**  
Regional Council

## **Domestic and Family Violence Leave Policy**

The employer can't use the information for other purposes, including to take adverse action against the employee.

### **13. MISCELLANEOUS**

If an employee has exhausted the entitlement to domestic and family violence leave, the employee may, with the Chief Executive Officer's agreement, take additional days of unpaid leave.

In the event an employee requires assistance with making an application for domestic and family violence leave, Council's HR Officer will be available to provide support to the employee making an application to the Chief Executive Officer.

### **14. RELEVANT LEGISLATION**

*Fair Work Amendment (Paid Family and Domestic Violence Leave) Act 2022*  
National Employment Standards

Policy Number: Stat 43	Version number: Two Initial Date of Adoption – 15.02.2023	Adopted by Blackall-Tambo Regional Council	Page 5 of 5
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**BLACKALL-TAMBO REGIONAL COUNCIL**[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 15 February 2023

Item No: **4.1.4****SUBJECT HEADING: Gifts and Benefits Policy**

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

CLASSIFICATION: (if confidential)

*Summary: The Gifts and Benefits Policy was revised by Council officers.***Officer's Recommendation: That Council adopt the revised Gifts and Benefits Policy.****Background**

This policy was last adopted by Council on the 21 August 2019. A review has been carried out resulting in minor amendments to the wording and assembling the policy into the latest format.

**Link to Corporate Plan**

Governance

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

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

**Consultation (internal/external)**

Director of Finance Corporate and Community Services

Human Resources Officer

Governance Coordinator

**Policy Implications**

Review of policy- minor amendments made.

**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 and Council processes.	Low
People	Low	Nil	Low
Operational	Medium	Policy review provides more guidance to staff.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Reputation	Low	Provides transparency by continual revision of policies.	Low
Leadership	Low	Maintains high standards of governance.	Low

**Proposed Risk Treatment**

There is no risk associated with the adoption of the amended policy.



# Blackall-Tambo Regional Council

## Gifts and Benefits Policy

Policy Number: <a href="#">Admin 43</a>	Effective Date:
Version Number: <del>Two</del> <del>One</del> <del>One</del>	Review Date:
Policy Compiled by: Director of Finance Corporate and Community Services	
Policy Approved by: Director of Finance Corporate and Community Services	

### 1. POLICY BACKGROUND

Councillors and Council employees hold positions of public trust and must carry out their duties impartially and with integrity. The provision of gifts and benefits to Councillors and employees can create perceptions of a conflict of interest and it is appropriate to question why they are offered and whether they should be accepted.

The *Public Sector Ethics Act 1994*, identifies the following four ethics principles as fundamental to the good public administration:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency

This policy supports the Blackall-Tambo Regional Council's commitment to the above principles, and the following local government principles as provided under section 4 of the *Local Government Act 2009*:

- Transparent and effective processes, and decision-making in the public interest;
- Good governance of, and by, local government; and
- Ethical and legal behaviour of Councillors and local government employees and councillor advisors.

Policy Number: Admin 43	Version number: <del>Two</del> <del>One</del> Initial Date of Adoption – 21.8.2019	Adopted by Blackall-Tambo Regional Council	Page 1 of 6
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## Gifts and Benefits Policy

This policy aims to minimize the risk of Councillors and employees being exposed to an actual or perceived conflict of interest associated with benefits or gifts offered in the course of their official duties.

The requirements of this policy are in addition to the legislative obligations of Councillors and Senior Executives with respect to individual register of interests as prescribed in Part 5 of Chapter 8 of the *Local Government Regulation 2012* and the legislative obligations of Councillors prescribed by the *Local Government Electoral Act-20042011*.

### 2. COUNCIL POLICY

It is not appropriate for Councillors or employees to be offered or to accept gift or benefits that affect, may be likely to affect or could reasonably be perceived to affect, the independent and impartial performance of their official duties.

Councillors and employees must not ask for or encourage the giving of any form of gift or benefit in connection with the performance of official duties.

### 3. ACCEPTANCE OF GIFTS OR BENEFITS

As a general guide, if a Councillor or employee is offered a gift, he/she should put themselves in the position of the person offering the gift and consider why the gift is being given and whether acceptance is appropriate.

Each type of gift or benefit carries with it different risks that should be considered when deciding whether or not acceptance is appropriate. It is important to consider the following:

1. Relevant legislation;
2. Why the offer of a gift or benefit was made;
3. The value and type of the gift/benefit (with higher value gifts/benefits warranting increased scrutiny); and
4. The likely public perception of acceptance.

#### **Circumstances where the acceptance of a gift or benefit is not appropriate.**

Pursuant to s199(2) of the *Local Government Act 2009*, a local government employee must not ask for, or accept, a fee or other benefit for doing something as a local government employee. However this provision does not apply to a benefit of nominal value.

Councillors and employees must not accept a gift and/or benefit irrespective of its value, if any of the following apply:

- If is considered as a gift of influence – ie that it is seen, or may be seen, to affect the performance of the recipient's official duties, or otherwise influence, or be seen to influence, the decision-making or behaviour of the recipient;

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## Gifts and Benefits Policy

- The donor or any reasonable observer would interpret that the recipient may be under an obligation to the donor as a result of receiving the gift;
- It is not offered openly; or
- It is an offer of money.

**Note: Cash is excluded and should not be accepted under any circumstances.**

Any gifts or benefits offered in the above circumstances must be reported immediately:

- To the CEO for employees
- To the Mayor for Councillors and CEO

If unsure, Councillors and employees should decline offers of gifts or benefits courteously by explaining the acceptance would be against Council policy.

### **Circumstances where it may be appropriate to accept a gift.**

Acceptance of a gift or benefit may be considered appropriate if it complies with the following principles:

- It does not influence, or have the potential or perceived potential to influence, in any way so as to compromise, or appear to compromise, the integrity and impartiality of the percipient, or to create a conflict of interest, or perception of a conflict of interest.
- It is not related to advice or decisions about (but not limited to):
  - Granting licences;
  - Inspecting and regulating businesses;
  - Granting of approvals;
  - Letting of contracts;
  - The provision of Council services;
  - The provision of a Council grant.

The following gifts are considered low risk and can generally be accepted:

- Gifts of nominal value made in gratitude for specific tasks or performance e.g. a small personal gift to an employee or Councillor for speaking at an official function;
- Low value corporate gifts made as a marketing/sponsor initiative e.g. mass-produced mementoes at a professional development conference;
- Ceremonial/symbolic gifts from visiting organisation provided to Council as an organisation (as opposed to an individual employee or Councillor) to be retained by the organisation e.g. plaque of appreciation or memento from place of origin.

Appropriate gifts offered to employees can only be accepted and utilised by the individual recipient if it is not contrary to the public interest and further, if it is approved by the employee's relevant Director/Manager or the CEO. Other available options for recipients to consider

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## Gifts and Benefits Policy

include surrendering the gift for disposal (donation to a charity) or for the use of the wider organisation.

Gifts made to the organisation remain the property of the organisation and not individual Councillors or employees.

#### 4. DECLARING AND REPORTING OF GIFTS AND BENEFITS ON COUNCIL'S GIFT REGISTER

##### Gifts and Benefits Register

Council's Gift and Benefits Register is maintained by staff from the Office of the CEO. The Register will record the following details of all reportable gifts and benefits under this Policy:

- The date the gift was offered;
- The date the notification was made;
- The recipient and donor;
- Estimated fair market value;
- Determination on how the gift was dealt with – e.g. disposal by donation to charity, use by the organisation, retention of the gift for personal use by the individual recipient, or non-acceptance, and who authorised that decision.

##### Recording threshold for employees and the organisation

Any appropriate gift and/or benefit received by employees or the organisation that has an estimated value of \$100 or more must be recorded in Council's Gifts and Benefits Register via the Office of the CEO within 30 days of acceptance.

~~In addition to the above, the CEO and Senior Executive Employees have obligations to disclose gifts received exceeding \$500 on their Register of Interests under Part 5, Chapter 8 of the Local Government Regulation 2012.~~

##### Recording threshold for Councillors

Any gift received by a Councillor that is required to be recorded on a Councillor's individual Register of Interest pursuant to ~~section 291 of~~ the *Local Government Regulation 2012* (gifts totaling more than \$500 or more), must also be noted on Council's Gifts and Benefits Register. Upon updating their Register of Interests, Councillors are requested to notify the Office of the CEO so that the Council's Gifts and Benefits Register can be updated.

##### Register of Interests

In accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*, Councillors and Senior Contract Employees must also ensure that any gifts and/or sponsored hospitality benefits received are included in their individual Register of Interests.

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## Gifts and Benefits Policy

### Multiple gifts and/or benefits and cumulative value

If multiple gifts and/or benefits are accepted from the same provider or on behalf of the same organisation and the cumulative value is more than \$100 (for employees) or \$500 (for Councillors), then each gift and/or benefit must be reported on the register once the relevant threshold is reached or is considered likely to be reached in the future.

### Recording of gifts and or benefits received below the value thresholds and gifts not accepted

Whilst not required under this Policy, a Councillor or employee may record the acceptance of a gift and/or benefit estimated below the aforementioned value recording thresholds on Council's Gifts and Benefits Register should they wish to do so, or if instructed by the CEO or relevant Director/Manager.

Offers of gifts and/or benefits that are not accepted may also be entered on the register for transparency and record keeping purposes.

## 5. DEFINITIONS

**Conflict of Interest** occurs when a Councillor or employee's private interests interfere, or appear to interfere, with the duty to act impartially and in the public interest.

**Actual conflict of interest** involves a direct conflict between a Councillor or employee current duties and responsibilities and their existing private interests.

**Perceived (or apparent) conflict of interests** occur where it could be perceived by others that a public official's private interests could improperly influence the performance of their public duties – whether or not this is in fact the case.

**Donor** refers to the person or organisation making the offer of a gift/benefit to Council, a Councillor or Council Employee.

**Gifts and benefits** refer to items given and received in the course of official duties and include tangible (of lasting value) and intangible (of no lasting value) items. The *Local Government Regulation 2012* defines a gift as:

- (a) The transfer of money, the property or other benefit –
  - (i) Without consideration; or
  - (ii) For a consideration substantially less than full consideration; or
- (b) A loan of money or other property made on a permanent or indefinite basis.

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## Gifts and Benefits Policy

Examples of a gift include – a gift voucher, entertainment, hospitality (such as meals), travel, goods, event tickets, lucky door prizes at events paid for by Council, and prizes/awards received in connection with Council duties.

Examples of a benefit include – a non-tangible item of value such as a new job or promotion, preferential treatment or access to confidential information.

**Nominal** value for the purpose of this policy is considered to be anything up to \$100.

**Public perception** means the perception of a fair-minded person in possession of the relevant facts.

**Recipient** means the Councillor or Employee who has been offered the gift/benefit.

**Value** refers to the estimated reasonable retail value of a gift/benefit.

### 6. RELEVANT LEGISLATION AND POLICIES

*Local Government Act 2009*

*Local Government Regulation 2012*

*Public Sector Ethics Act 1994*

*Crime and Corruption Act 2001*

*Local Government Electoral Act 2011*

Councillors Code of Conduct Procedure

Employee Code of Conduct

Fraud Control Policy

### 7. RECORDS

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

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

### 8. REVIEW TRIGGER

This Policy is to be reviewed on changes to legislation.



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

COUNCIL MEETING DATE: 15 February 2023

Item No: **4.1.5****SUBJECT HEADING: Tambo Outback Rodeo - Request for Sponsorship**

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

CLASSIFICATION: (if confidential)

*Summary: Sponsorship is requested for the Tambo Outback Rodeo to be held on 1 April 2023.*

**Officer's Recommendation: That Council determine the level of sponsorship to provide to the Tambo Outback Rodeo for the annual rodeo to be held on 1 April 2023.**

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**Background**

The Tambo Outback Rodeo committee is holding its annual rodeo on Saturday 1 April 2023. They are requesting sponsorship for the following:

Open Bareback Bronc	\$1000.00
Junior Bull	\$ 500.00
Novice Bull Ride	\$1000.00
Bullock Ride	\$ 300.00
Ladies Barrel Race	\$1200.00
Junior Barrel Race	\$ 300.00

During the budget process for this financial year Council approved in kind support of \$4,000 for the April 2023 rodeo but declined to subsidize gate entry fees of \$3,000.

The Request for Council Assistance Under \$10,000 Policy states:

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

Although the request for sponsorship was not lodged on the appropriate form, and the application could have been made during the relevant application period; the rodeo does benefit the wider community and there are funds available in the budget to support the event through sponsorship.

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**Link to Corporate Plan**

Vibrant Communities

Outcome 2- Sport and Recreation

**Consultation (internal/external)**

Chief Executive Officer

Director of Finance, Corporate and Community Services.

### Policy Implications

Request for Council Assistance Under \$10,000.00

### Budget and Resource Implications

Funds are available.

### Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Funds are available	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil. Council has approved in-kind support.	Low
Ethical	Low	Nil	Low
Reputation	Low	The request will be considered against the relevant policy.	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

The request needs to be considered against Council's policy.

## BLACKALL-TAMBO REGIONAL COUNCIL

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### OFFICER REPORTS

COUNCIL MEETING DATE: 15 February 2023

Item No: 4.1.6

SUBJECT HEADING: **Asset Management Plans**

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

CLASSIFICATION: (if confidential)

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

**Officer's Recommendation: That Council adopt the revised:**

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

### Background

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

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### Link to Corporate Plan

Governance

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

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

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

Infrastructure

Outcome 1 – Roads – Council's road network is well maintained, and Council's town streets are sealed with kerb, channeling, and drainage.

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

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

### Consultation (internal/external)

Director of finance Corporate Community Services

Manager of Finance

Asset Manager

### Policy Implications

Update of Asset Management Policy

### Budget and Resource Implications

Nil

**Risk Assessment**

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

**Proposed Risk Treatment**

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



# Blackall-Tambo Regional Council

## Buildings Asset Management Plan

Policy Number: P27	Effective Date: 15/02/2023
Version Number: Five	Review Date: 15/02/2024
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

### EXECUTIVE SUMMARY

This Asset Management plan was developed using data from the 2023 indexation data as at the 30/6/2022 and Council's future works programs.

### Purpose of the Plan

Council's Goal is to:

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

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

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

### Asset Description

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

Building assets as at the 30/6/2022 have a gross replacement cost of \$67,805,693 and a fair value of \$47,372,358. This asset class makes up 16.97% of the total asset stock of Councils.

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

### Levels of Service

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

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## Buildings Asset Management Plan

### Future Demand

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

### Asset Management Practices

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

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

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

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

### BACKGROUND

#### Physical parameters

The assets included within this Asset Management Plan are:

CATEGORY	SUBCATEGORY2	Qty	Area
Buildings	Type 2	43	10023
Buildings	Type 3	172	16,901

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

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## Buildings Asset Management Plan

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

### LEVELS OF SERVICE

Key specific buildings related service goals include:

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

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

Table 4.1 Community and Technical Levels of Service

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

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**Blackall-Tambo**  
Regional Council

## Buildings Asset Management Plan

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

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

## LIFECYCLE MANAGEMENT PLAN

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

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

Projected Valuation Maintenance/renewals Data											
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Grand Total
<b>Buildings</b>	93,679	19,774	82,910	380,194	539,626	265,020	226,307	731,406	210,915	750,000	<b>3,299,830</b>
<b>Other Structures</b>	450,000	370,000	65,000	443,800	63,000	37,520	67,200	31,100	1,176,720	1,500,000	<b>4,204,340</b>
<b>Grand Total</b>	<b>543,679</b>	<b>389,774</b>	<b>147,910</b>	<b>823,994</b>	<b>602,626</b>	<b>302,540</b>	<b>293,507</b>	<b>762,506</b>	<b>1,387,635</b>	<b>2,250,000</b>	<b>7,504,170</b>
<b>Council budget</b>	<b>3,079,300</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,600,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>17,679,300</b>

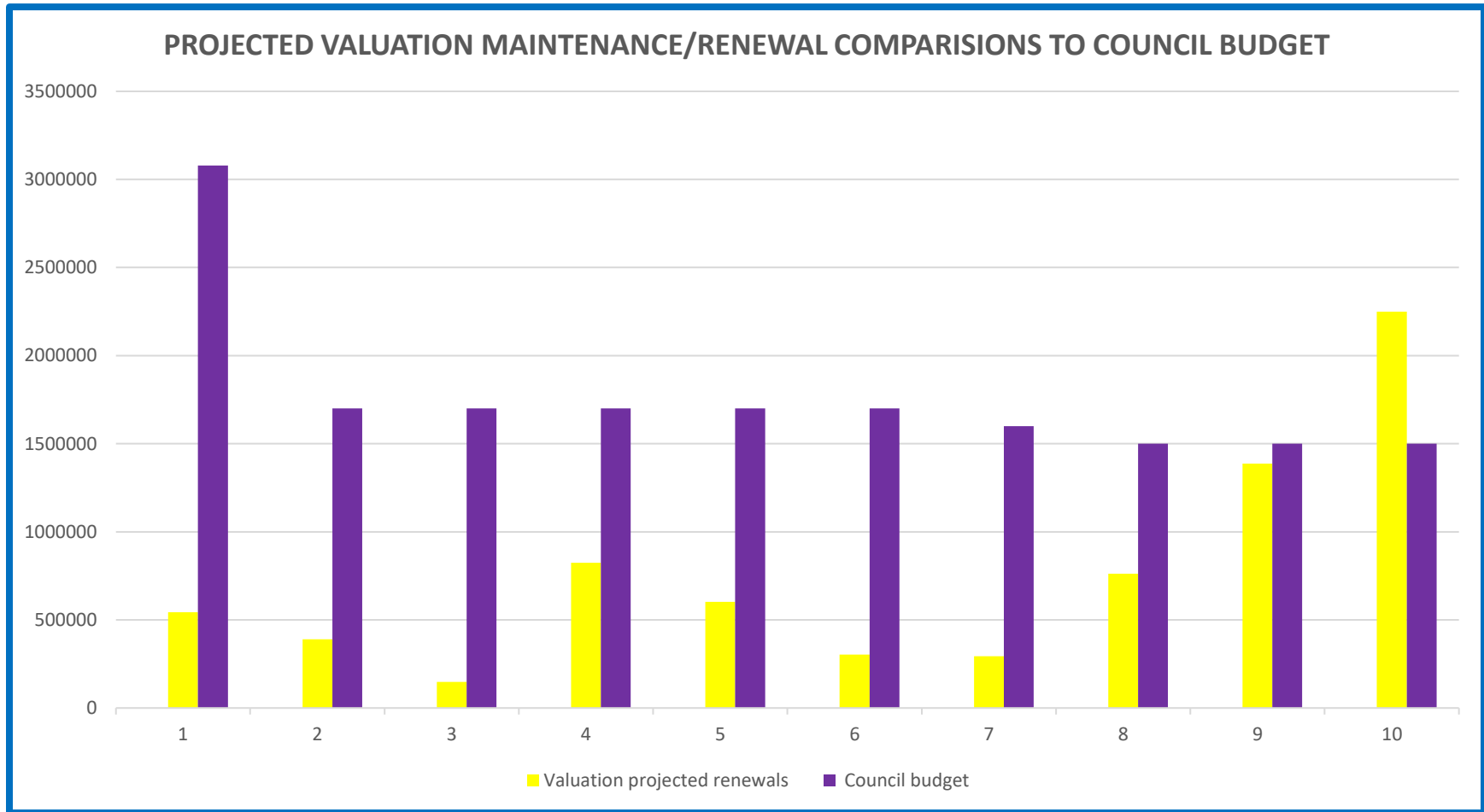
Based on this index, Council is adequately funding the required service levels projections within the next 10 years.

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**Blackall-Tambo**  
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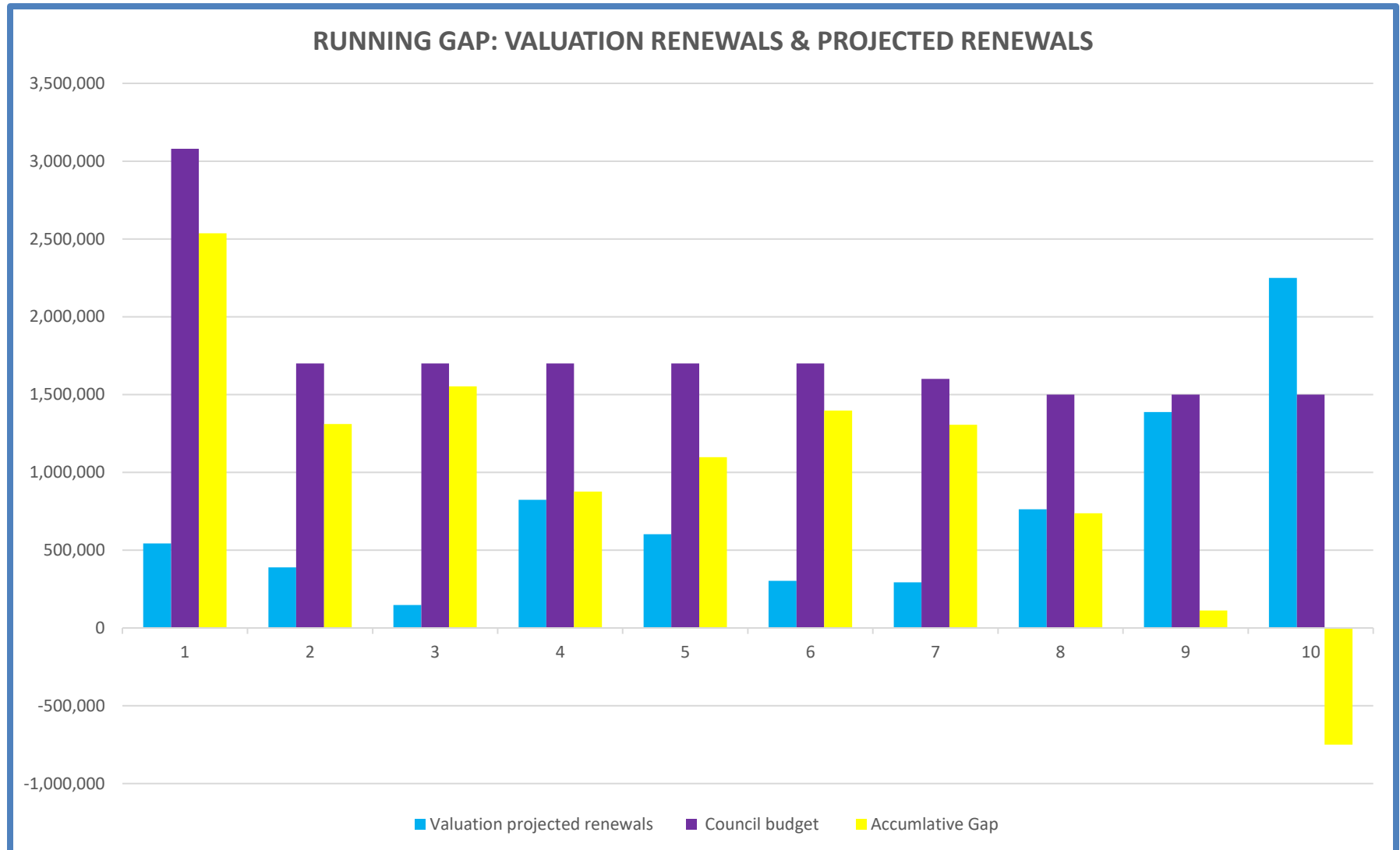
## Buildings Asset Management Plan





**Blackall-Tambo**  
Regional Council

## Buildings Asset Management Plan





## Buildings Asset Management Plan

### ASSET DISPOSAL & RATIONALISATION

Considerations Prior to the Disposal of or Rationalise an Asset

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

### Methods of Disposal

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

### RISK MANAGEMENT

#### Risk Categorisation and Assessment

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

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## Buildings Asset Management Plan

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

### Risk Treatment Strategies

Service or Asset at Risk	1.1.6.1.1 What Can Happen	1.1.6.1.2 Cause	Likelihood	(VH, to Low)	1.1.6.1.2.1 Risk Treatment Plan
Buildings & structures	Major damage	Storms or flood/ Fire	Possible	VH	<ul style="list-style-type: none"> <li>• Maintain adequate insurance</li> <li>• Disaster Management Plan updated &amp; current</li> <li>• Offsite storage of data backups</li> </ul>
	Increased injury risk to users due to age and condition	Inadequate maintenance program	Unlikely	Moderate	<ul style="list-style-type: none"> <li>• Capital works &amp; maintenance program in place</li> <li>• Communication with Clubs and Lease holders</li> </ul>
Parks & Gardens	Damage to structures in parks & playgrounds due to age & condition	Inadequate maintenance program	Unlikely	Moderate	<ul style="list-style-type: none"> <li>• Capital works &amp; maintenance program in place</li> <li>• Routine maintenance inspections.</li> </ul>

### FINANCIAL SUMMARY

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

Capital budget	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
	3,079,300	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	1,600,000	1,500,000	1,500,000	1,500,000

### Capital Works Program

4 Mile Waterhole shade structures	30,000
Banks Park Play Equipment	35,000

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**Blackall-Tambo**  
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## Buildings Asset Management Plan

Tambo Truck Museum	200,000
Tambo Dam Lights	100,000
Tambo Dam beautification	100,000
Tambo TV Transmitters	35,000
Tambo Racecourse Rock Removal	60,000
Tambo Historic House Shed	40,000
Tambo Childcare Building	100,000
LGA Entry Signs Blackall & Tambo	40,000
Shade Structures Blackall carpark & TMPC	100,000
Blackall Airport Fencing	218,800
Tambo Truck Museum	504,900
Magpies club house	150,000
Tambo pool shade structure & disability chair	70,000
Cultural Centre Lighting & Acoustic Matting	100,000
Banks park Concrete Floor, Water Tank & Table	20,000
Blackall Admin Office – plaster brick wall	100,000
<b>TOTAL</b>	<b>2,003,700</b>



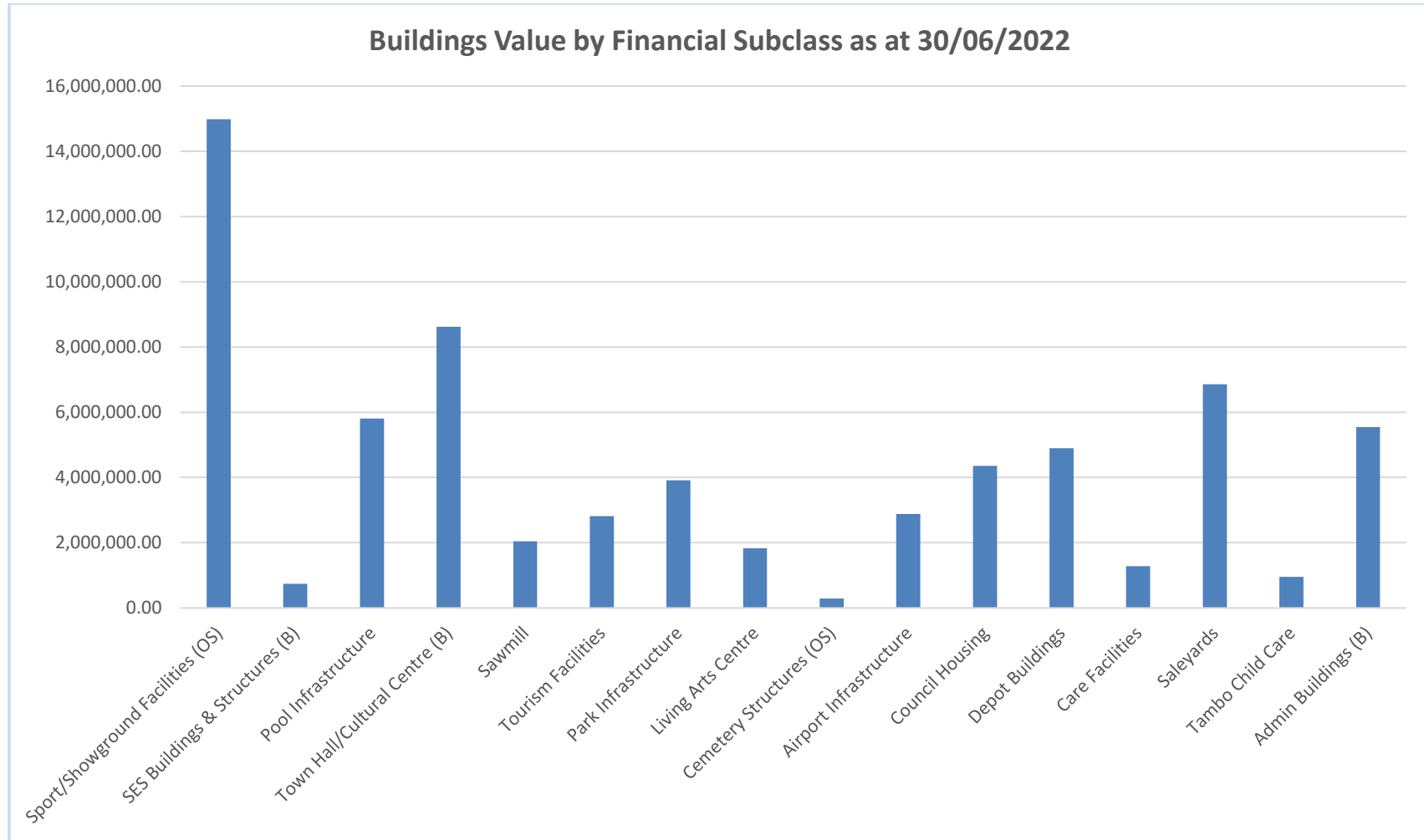
## Buildings Asset Management Plan

### Asset Valuations as at 30/06/2022

Financial Class	Financial Subclass	Replacement V As at 30/06/2022	Accum Dep As at 30/06/2022	WDV As at 30/06/2022
<b>Buildings</b>	<b>Sport/Showground Facilities (OS)</b>	14,984,419.75	4,882,234.49	10,102,185.26
	<b>SES Buildings &amp; Structures (B)</b>	741,543.27	177,924.19	563,619.08
	<b>Pool Infrastructure</b>	5,805,221.17	1,836,847.60	3,968,373.57
	<b>Town Hall/Cultural Centre (B)</b>	8,619,496.49	3,237,229.08	5,382,267.41
	<b>Sawmill</b>	2,044,818.68	445,196.09	1,599,622.59
	<b>Tourism Facilities</b>	2,813,518.68	1,301,860.35	1,511,658.33
	<b>Park Infrastructure</b>	3,917,722.57	952,519.64	2,965,202.93
	<b>Living Arts Centre</b>	1,830,639.60	766,191.25	1,064,448.35
	<b>Cemetery Structures (OS)</b>	288,771.50	88,892.99	199,878.51
	<b>Airport Infrastructure</b>	2,879,207.58	627,741.74	2,251,465.84
	<b>Council Housing</b>	4,353,128.38	969,989.77	3,277,935.61
	<b>Depot Buildings</b>	4,895,852.66	1,330,609.12	3,619,312.00
	<b>Care Facilities</b>	1,280,470.80	372,443.77	908,027.03
	<b>Saleyards</b>	6,854,103.08	1,909,289.91	4,944,813.17
	<b>Tambo Child Care</b>	950,584.25	277,215.83	673,368.42
	<b>Admin Buildings (B)</b>	5,546,194.81	1,905,580.96	3,640,613.85
<b>Buildings Total</b>		<b>67,805,693.27</b>	<b>20,433,335.40</b>	<b>47,372,357.87</b>



## Buildings Asset Management Plan







## Buildings Asset Management Plan

### PLAN IMPROVEMENT AND MONITORING

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

#### Improvement Programme

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

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

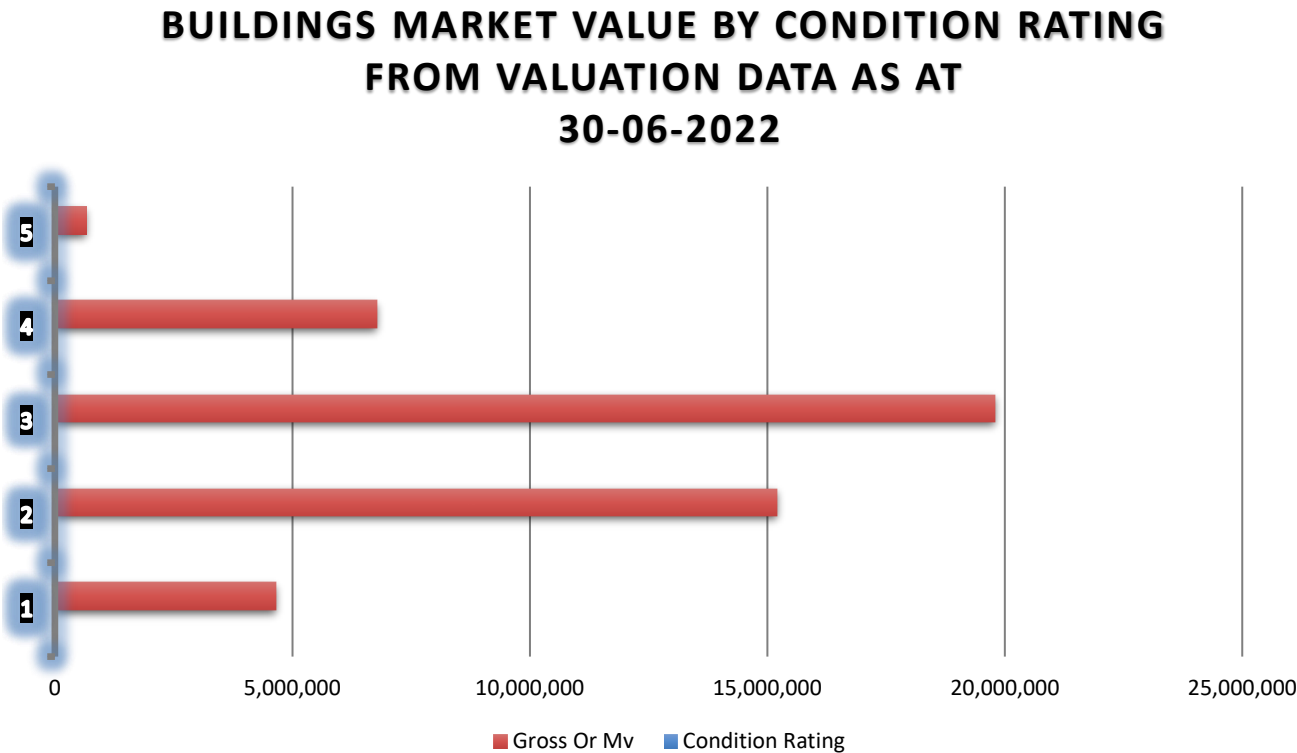
### CONDITION DATA

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

#### Condition Ratings Table

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

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**RECORDS**

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



# **Blackall-Tambo** Regional Council

## **Sewerage Asset Management Plan**

Policy Number: P25	Effective Date: 15/02/2023
Version Number: Nine	Review Date: 15/02/2024
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

### **EXECUTIVE SUMMARY**

This Asset Management plan was developed using data from the recent indexation valuation data as at the 30/6/20 and Council's future works programs.

### **Purpose of the Plan**

Council's Goal is:

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

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

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

### **Asset Description**

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

Sewer assets as at the 30/6/2022 have a gross replacement cost of \$ 20,744,723 and a fair value of \$15,190,022. This asset class makes up 6.3% of Councils total asset stock.

### **Levels of Service**

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

### **Future Demand**

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

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## Sewerage Asset Management Plan

### Lifecycle Management Plan

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

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

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

### BACKGROUND

#### Physical Parameters

The assets included within this Asset Management Plan are:

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

### LEVELS OF SERVICE

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

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



**Blackall-Tambo**  
Regional Council

## Sewerage Asset Management Plan

### Community and Technical Levels of Service

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

### Statistics 2021-2022

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



## Sewerage Asset Management Plan

### FUTURE DEMAND

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

### RISK MANAGEMENT

#### Risk Categorisation and Assessment

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

#### Risk Treatment Strategies

Service or Asset at Risk	What Can Happen	Cause	Likelihood	(VH, H)	Risk Treatment Plan
Sewerage Mains	Blockage & or breakage in mains, which can also become a health hazard.	<ul style="list-style-type: none"> <li>• Maybe be various causes eg. – foreign object causing blockage of line, or break in line</li> </ul>	Likely	VH	<ul style="list-style-type: none"> <li>• On call staff to repair</li> <li>• Capital works &amp; maintenance program in place</li> </ul>

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## Sewerage Asset Management Plan

		<ul style="list-style-type: none"> <li>Contractor/staff error, heavy vehicles</li> </ul>			
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### ASSET RATIONALISATION AND DISPOSAL

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

### RECORDS

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**Blackall-Tambo**  
Regional Council

## Sewerage Asset Management Plan

### LIFECYCLE

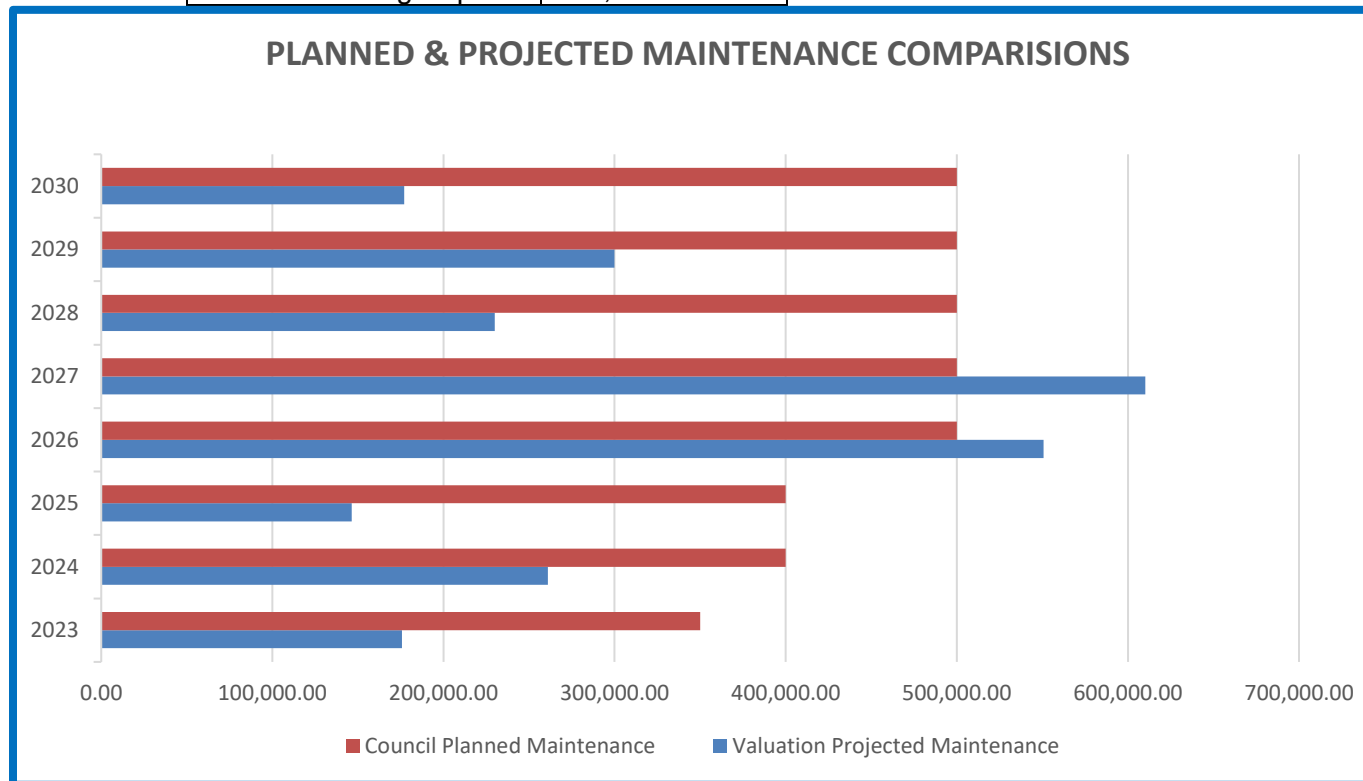
	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
<b>Renewal (Forward Works Program) FWP Existing assets only</b>	350,000	400,000	400,000	500,000	500,000	500,000	500,000

### MANAGEMENT PLAN

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

### Capital Budget 2022/2023

Sewerage Relining	250,000
Tambo Sewerage Up	100,000



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**Blackall-Tambo**  
Regional Council

## Sewerage Asset Management Plan

### FINANCIAL SUMMARY – ASSET VALUES AS AT 30/06/2022

Financial Reconciliation Report: (1/07/2021-30/06/2022)

Financial Class	Component Name	Replacement Value	Accumulated Depreciation	Written Down Value
Sewerage	Sewer Mains	12,799,291.35	2,920,582.25	9,878,709.10
	Sewer Nodes	1,828,871.22	748,000.08	1,080,871.14
	Sewer Plant and Equipment	6,116,560.56	1,886,118.77	4,230,441.79
<b>Sewerage Total</b>		<b>20,744,723.13</b>	<b>5,554,701.11</b>	<b>15,190,022.03</b>

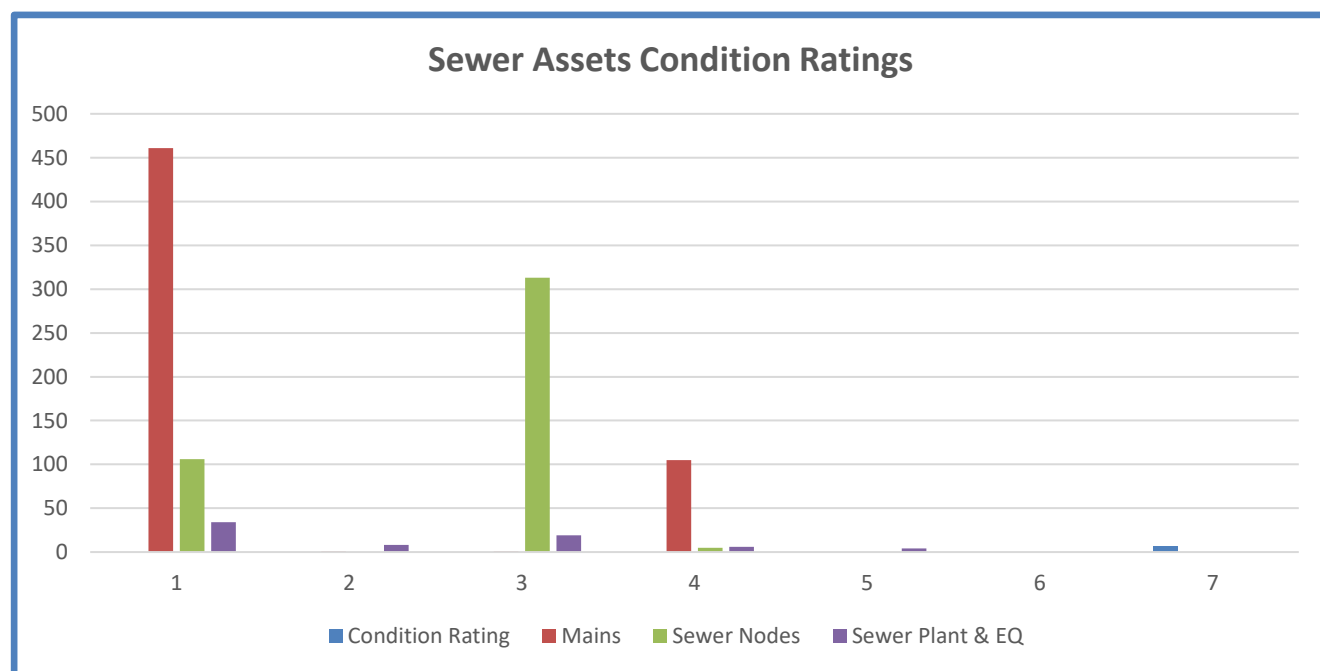
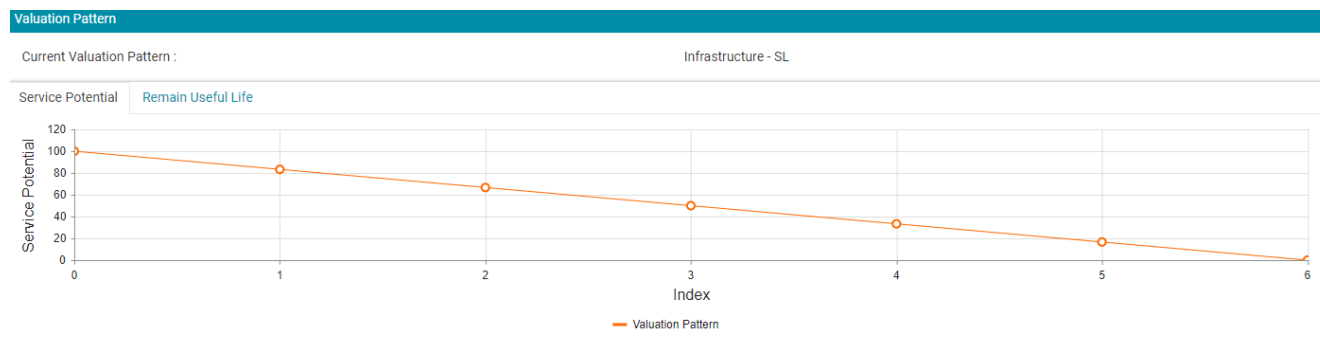
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# Sewerage Asset Management Plan

## CONDITION DATA

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



## PLAN IMPROVEMENT AND MONITORING

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

### Improvement Programme

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

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**Blackall-Tambo**  
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## Sewerage Asset Management Plan

Task	Timeframe	Responsibility	Resources Required
The plan will be reviewed annually during budget preparations and amended in need to recognise any changes in levels of service and resources as a result of the budget decision process	Every 12 months	Finance Manager/Asset Manager	Budget documents and asset data



# Blackall-Tambo Regional Council

## Roads Infrastructure Asset Management Plan

Policy Number: P28	Effective Date: 15/02/2023
Version Number: Seven	Review Date: 15/02/2024
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

### EXECUTIVE SUMMARY

#### Overview

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

- Objectives
  - The key asset management objectives to be achieved by Council are:  
To ensure that the road and footpath network meets agreed levels of service, safety and function.
  - To provide and maintain assets to community, business and visitor requirements within the resources available and
  - To manage Council owned or vested assets to statutory requirements and community business and visitor needs.
- Purpose
- The purpose of this asset management plan is to provide Council with an appropriate road and footpath network that is maintained to an overall serviceable condition in partnership with other level of government and stakeholders with emphasis on achieving the goals, outcomes and strategies defined in the Corporate Plan.
- Major flood damage repairs which have been completed in the past two years, has resulted in the road network being at a higher level of standard than Council can maintain. This means that the rate payers can expect that the current condition of the roads will not be maintained, but will be maintained at a much lower level. Council also has also reached a stage where the amount of sealed roads that can be maintained is at the level where it has had to extend life of the reseals from 10 to 14 years, based on broader industry experience and new endeavours to achieve the extended useful lives.

#### Summary

- Findings / conclusions from plan

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## Blackall-Tambo Regional Council

# Roads Infrastructure Asset Management Plan

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

### Inputs to Long Term Financial Plan

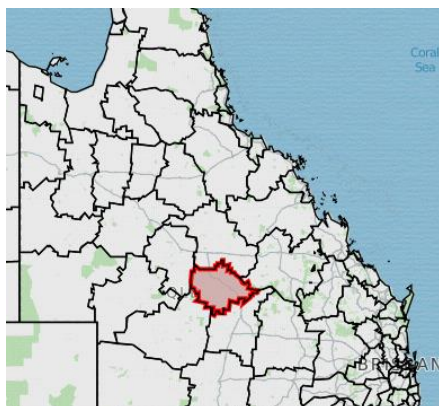
- Ten Year Forecasts for Long Term Financial Plan.
- These figures represent the budget for the next ten years but may vary from year to year as road conditions are assessed.

### Road Infrastructure 10 year budget

Financial Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2029-2030
	2,700,000	4,853,065	2,700,000	2,700,000	2,900,000	3,100,000	3,200,000	3,200,000	3,200,000	3,200,000

## INTRODUCTION

### Background



Blackall-Tambo Region is located in Central West Queensland and has a total Local Government area of 30,453.6 KM<sup>2</sup> or 1.8% of the total area of Queensland approximately 900 kilometres north west of Brisbane. The Region is comprised of two towns, Blackall and Tambo both of which lie along the historic Barcoo River and are positioned on the Landsborough Highway. Blackall is an attractive town and is classed as a remote community with a population of approximately 1560 people. Tambo is a rural community with a population of around 620 people.

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

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

### Corporate and Strategic Directions

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## Roads Infrastructure Asset Management Plan

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

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

### Blackall-Tambo's Corporate Plan and Operational Plan

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

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

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

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

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

### Asset and Services- Description and Current Status

Assets are componentised as below –

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

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## Roads Infrastructure Asset Management Plan

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

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

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

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

### LEVELS OF SERVICE

#### Level of Service Framework- Needs Basis

Class 3 Rural Arterial Roads:

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

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

Class 4A Rural Collector High Order:

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

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

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## Roads Infrastructure Asset Management Plan

Class 4B Rural Collector Lower Order:

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

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

Class 4A Rural Local Roads:

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

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

Class 4B Rural Collector Low Order :

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

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

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

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

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

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

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

Unplanned maintenance:

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

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**Complaints and response times for 2020-2021**

<b>ROADS CUSTOMER COMPLAINTS</b>	<b>Jul-19</b>	<b>Aug-19</b>	<b>Sep-19</b>	<b>Oct-19</b>	<b>Nov-19</b>	<b>Dec-19</b>	<b>Jan-20</b>	<b>Feb-20</b>	<b>Mar-20</b>	<b>Apr-20</b>	<b>May-20</b>	<b>Jun-20</b>
Driveways and property access	0	0	0	1	1	0	1	1	1	1	1	0
Drainage	0	1	0	1	0	0	1	0	0	2	0	0
Footpaths	1	0	1	1	1	0	1	1	2	0	0	1
Gutters	0	1	0	0	0	0	1	0	0	1	0	0
Potholes		1	1		1							
Road signage	1	0	0	0	0	0	0	0	2	0	0	0
Road maintenance	0	0	0	0	0	1	1	0	4	2	4	0
Town streets	1	0	0	0	0	1	0	1	1	2	0	0
<b>Average response time to customer request - hrs.</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>	<b>same/ next day</b>



## Roads Infrastructure Asset Management Plan

### Road Hierarchy

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

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## Roads Infrastructure Asset Management Plan

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



## Roads Infrastructure Asset Management Plan

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



## Roads Infrastructure Asset Management Plan

Road Hierarchy Design Criteria (Urban & Industrial)							
Location Category	Urban Arterial / Bypass	Major Urban Collector	Urban Collector	Urban Feeder	Urban Access	Industrial Collector	Industrial Access
Group	Urban Arterial Roads		Urban Local Roads			Industrial Roads	
Class	7	8A	8B	9A	9B	10A	10B
Reserve Width (W)	30	30	30	20	18	25	20
Formation Width (F)	21	21	21	10	8	12	10
Bitumen Surfacing	Yes	Yes	Part	Yes	Yes	Yes	Yes
Kerb Type	Barrier	Layback	Mixed	Layback	Layback	Barrier	Barrier
Cul De Sac / Radii	No	No	No	No	Yes / 9.0	No	Yes / 12.5
Floodway Inverts / Width	Piped Drainage Where Applicable and Appropriate						
Target Speed Environment	50	50	50	50	40	50	50
Target Average Annual Daily Traffic (AADT)	>360	181 - 360	91 - 180	45 - 90	<45	25 - 250	<25
Max Allotments Served	>80	41 - 80	21 - 40	11 - 20	<10	>5	5
Pavement Design (ESA) (20 years)	1.5 x 10^6	7.5 x 10^5	5 x 10^5	2.5 x 10^5	1.5 x 10^4	1.5 x 10^6	1.0 x 10^6
Surfacing	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10	Bit. 14/10
Min. Pavement (Thickness/Type)	150/2.2 150/2.4	125/2.2 150/2.4	125/2.2 150/2.4	100/2.2 125/2.4	100/2.2 100/2.4	150/2.2 150/2.4	150/2.2 150/2.4
Cycleway/Footpath	1x2.1 + 1x1.2	1x1.2	1x1.2	No	No	No	No
Line Marking	Edge + Centre	At Intersections with Arterial /Bypass Only					
1. Design requirements are subject to state and federal design criteria							
2. Widths are nominal and may not accurately represent the true width at any particular location along a road length							
3. Max number of allotments served is based on 4.5 vehicle trips per day for Urban areas.							
4. Pavement width is Formation Width (W) plus 1.8m (0.9m beyond nominal kerb line each side)							
5. Pavement Depths are minimum and subject to soil testing							
6. Industrial Roads include Parking Lanes and Service Roads.							
7. Formation Width for Urban is nominal face of kerb to nominal face of kerb							
8. Urban Arterial Roads include heavy/oversize vehicle bypass routes							



**Blackall-Tambo**  
Regional Council

## Roads Infrastructure Asset Management Plan

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

### Service Targets

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

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## **FUTURE DEMAND**

### **Demand Forecast**

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

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

### **Population Projections**

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

### **Demand Planning**

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

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

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

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

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

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

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

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# Roads Infrastructure Asset Management Plan

## RISK MANAGEMENT

### Risk Categorisation and Assessment

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

### Risk Treatment Strategies

Service or asset at risk	1 What Can Happen	1.2 Cause	Likelihood	(VH, H)	Risk Treatment Plan
Sealed Roads	Pavement failure and potholes causing vehicle damage and increasing risk of traffic accidents	*Extreme weather conditions  *Lack Of maintenance and reseal program	Possible	H	- Immediate response to damage created by major storm events - Make road safe & repair as soon as possible - Regular inspections and ongoing capital wks/reseal/maintenance program





## Roads Infrastructure Asset Management Plan

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

### Asset Useful Life

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

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

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



# Roads Infrastructure Asset Management Plan

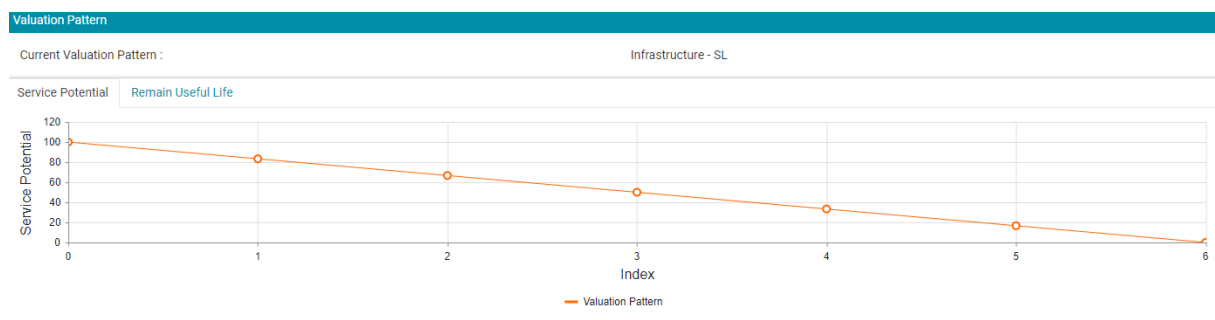
## Current Condition of Assets

### Current Condition Profile for Asset Type / Component

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

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

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



### Condition Rating as a Factor of Levels of Service

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

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

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

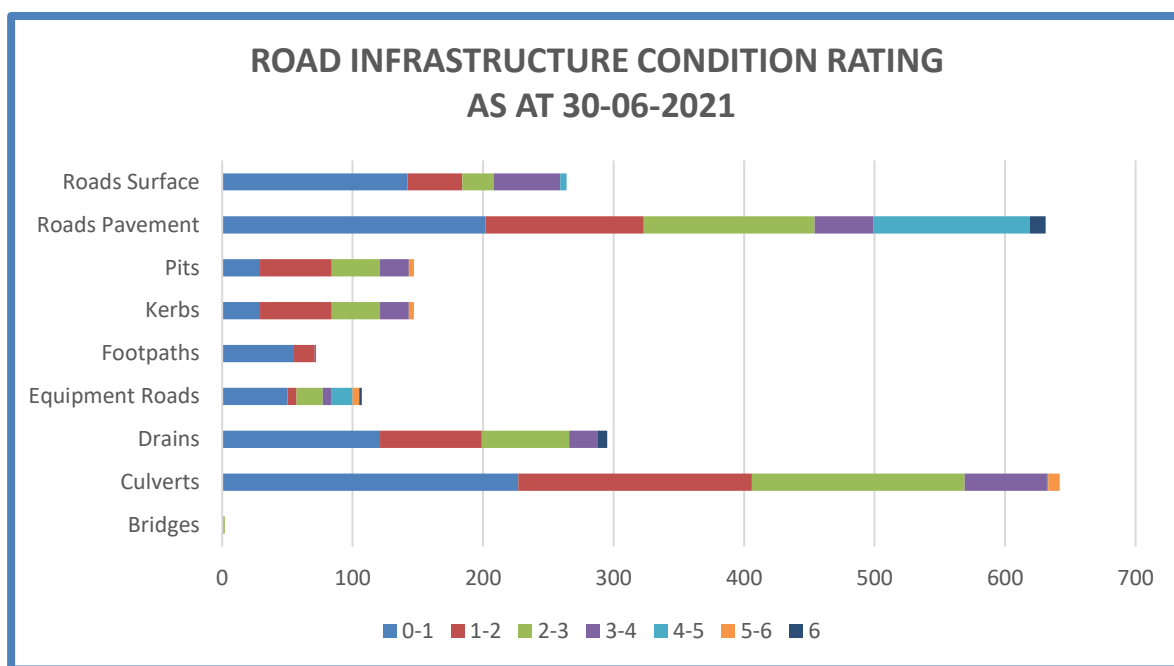


## Roads Infrastructure Asset Management Plan

Limited Access Roads	No periodic inspections – inspections are discretionary only
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The type and frequency of occurrence of defects does impact on maintenance trends and can be used as an indicator of asset consumption.

### Road Condition Ratings as at 30/06/2021



## Maintenance and Operations Programs

### Service Summary

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

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

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

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

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

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

### Service Targets

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## Roads Infrastructure Asset Management Plan

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

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

### Asset Renewal Program

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

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

### Asset Acquisition

#### New, Additional or Upgrade Asset Program / Costs

Text The following definitions are also relevant to this plan:

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

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

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

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

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

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

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

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## Roads Infrastructure Asset Management Plan

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

### Minimising Lifecycle Costs

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

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

### ASSET RATIONALISATION AND DISPOSAL

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

### FINANCIAL CONSIDERATIONS

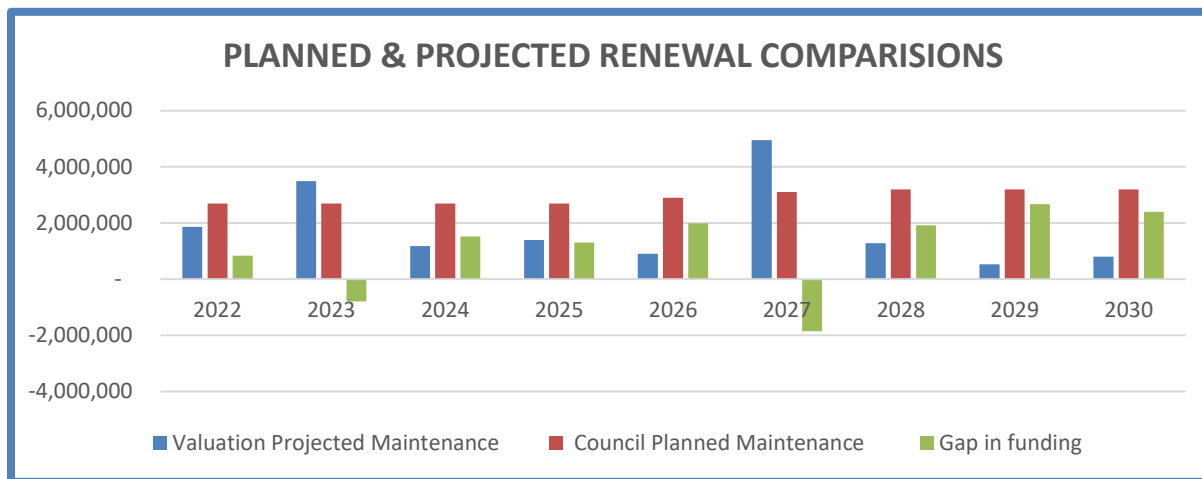
#### Current Financial Position – Asset and Services Management

#### 2021-22 Capital Works Budget

ROAD INFRASTRUCTURE	
Banks Park Footpath	30,000
LRCI State Three – Blk & Tbo Main streets seals	800,000
TIDS Scrubby Creek Road	400,000
Blackall Median Strip Upgrade	100,000
Heavy Vehicle Bypass	914,765
Stage Three Local Roads Reseals	1,200,000
Remote Roads RRUP – Langlo Rd Resheet	600,000
Blackall Emmet Rd Repairs R2R	808,300
<b>Total</b>	<b>4,853,065</b>



## Roads Infrastructure Asset Management Plan



### Financial Reconciliation Report as at 30-06-2021

Asset Category	Cost	Acc Dep	WDV
Bridges	542,077.54	192,207.59	349,869.96
Culverts	15,249,058.06	5,991,453.20	9,257,604.86
Stormwater Drains	14,348,814.79	3,678,107.49	10,670,707.30
Roads Equipment	1,285,780.03	417,206.58	868,573.46
Kerbs	3,284,436.37	1,007,133.21	2,277,303.15
Roads	240,218,240.09	67,502,221.16	172,716,018.93
Pathways	3,359,240.09	665,527.74	2,694,163.14
Stormwater Pits	1,534,991.10	1,098,071.24	436,919.86
	<b>279,823,088.85</b>	<b>80,551,928.20</b>	<b>199,271,160.65</b>

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## ASSET MANAGEMENT PRACTICES

### Accounting Financial System

Council currently uses Practical+ financial program for everyday operations.

### Asset Management System(s)

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

## Performance Measures

### Service Standards

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

### Service Targets

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

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

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

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

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## Roads Infrastructure Asset Management Plan

### PLAN IMPROVEMENT AND MONITORING

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

#### Improvement Programme

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

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

### RECORDS

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





# Blackall-Tambo Regional Council

## Water Asset Management Plan

Policy Number: P25	Effective Date: 15/02/2023
Version Number: Ten	Review Date: 15/02/2024
Policy Compiled by: Asset Officer	
Policy Approved by: Chief Executive Officer	

### EXECUTIVE SUMMARY

This Asset Management Plan was developed using data from the recent indexation valuation data as at the 30/6/2021 and Council's future works programs.

### Purpose of the Plan

Council's Goal is:

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

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

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

### Asset Description

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

Water assets as at the 30/6/2022 have a gross replacement cost of \$ 14,349,322 and a fair value of \$11,005,582. This asset class makes up 4.4% of Councils total asset stock.

### Levels of Service

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

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## Water Asset Management Plan

### Future Demand

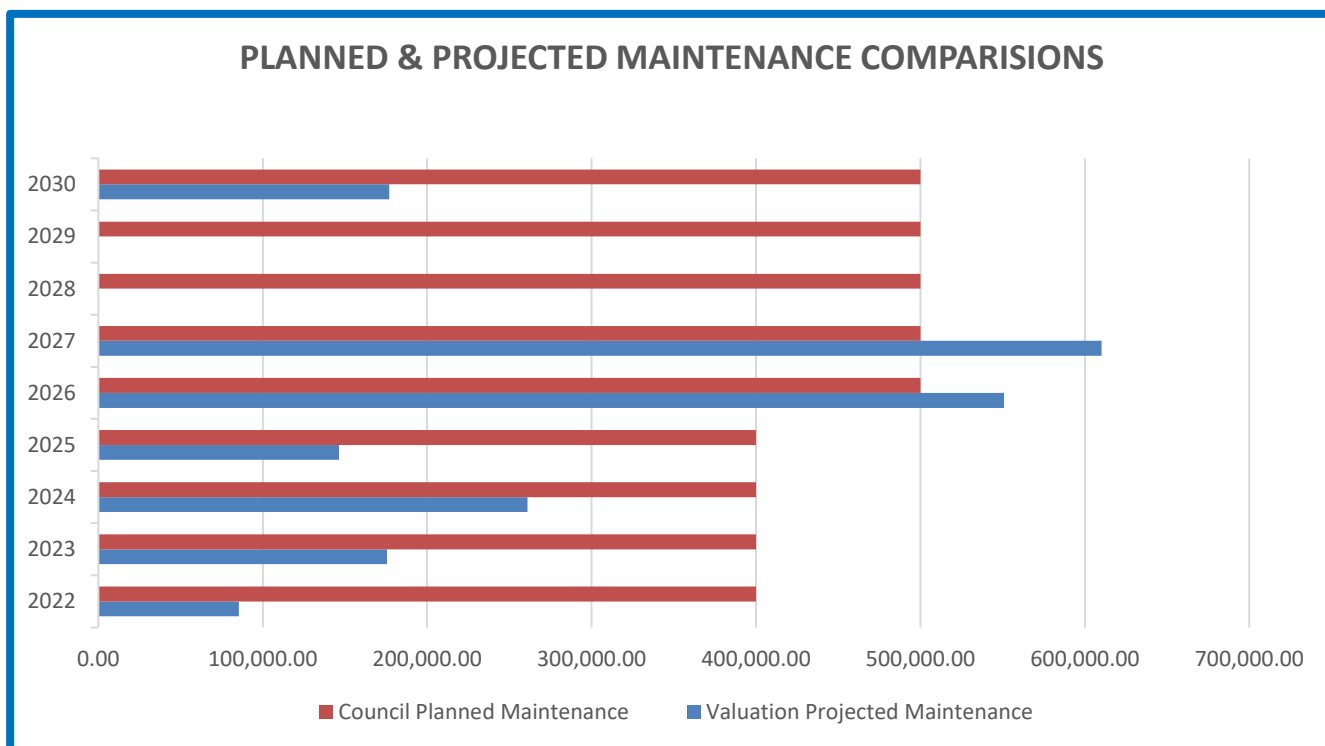
Blackall, Tambo and the surrounding region has a population of 1,783 in 2016 with a flat growth rate. We see that demand will not influence this class of assets.

### Lifecycle Management Plan

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

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

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



### Financial Summary (Council Forward Works Programs)

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



# Water Asset Management Plan

## BACKGROUND

### Physical Parameters

The assets included within this Asset Management Plan are:

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

## LEVELS OF SERVICE

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

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

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## Water Asset Management Plan

**Table 3.1 Community and Technical Levels of Service**

Key Performance Measure	Level of Service	Performance Measure	Performance Target	Current Performance
<b>COMMUNITY LEVELS OF SERVICE</b>				
Water Incidents	Deliver quality potable water as per the Australian Drinking Water Guidelines.	Customer request process	Attend to reported incidents within 2 hours of formal notification 95% of the time.  Maintain infrastructure to achieve less than: ~ 20 water quality incidents per year	Response times have been between 1 -24 hours  Number of interruptions for 2019-2020 was 60

**Statistics 2021-2022**

WATER	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Number of interruptions to services	35	28	10	30	30	4	10	12	3	5	5	3
Number of customers impacted by the interruptions to services	0	119	14	34	0	0	0	0	0	0	0	0
Water consumption total ML	15040	18570	21940	24783	14562	0	24812	19041	22848	14853	12838	16222
Number of customer requests received	5	8	2	2	2	0	4	8	3	5	5	3
Number of customer requests actioned	5	8	2	2	2	0	4	8	3	5	5	3
Average response time to customer request - hrs.	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs	1-24hrs
Number of incidents	0	0	0	0	0	0	0	0	0	0	0	0
Lost Time Injury (LTI) resulting from incidents	0	0	0	0	0	0	0	0	0	0	0	0

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## Water Asset Management Plan

### FINANCIAL SUMMARY

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

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
<b>Renewal (Forward Works Program) FWP Existing assets only</b>	705,000	400,000	400,000	500,000	500,000	500,000	500,000	500,000

Capital Works Program 2021-2022

<b>WATER INFRASTRUCTURE</b>	<b>705,000</b>
Water Infrastructure renewals	705,000

Asset Valuations as at 30/06/2022

Financial Class	Category Name	Replacement Value	Accumulated Depreciation	Written Down Value
<b>Water</b>	<b>Water Mains</b>	9,471,005.07	2,284,374.02	7,186,631.05
	<b>Water Nodes</b>	775,557.21	285,942.22	489,614.99
	<b>Bores &amp; Equipment</b>	4,102,759.63	773,423.24	3,329,336.40
<b>Water Total</b>		<b>14,349,321.91</b>	<b>3,343,739.48</b>	<b>11,005,582.43</b>



## RISK MANAGEMENT

### Risk Categorisation and Assessment

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

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# Water Asset Management Plan

## Risk Treatment Strategies

Service or Asset at risk	Incident	Cause	Likelihood	(VH, to Low)	Risk Treatment Plan
Water mains breakage Service or Asset at risk	Earth movement, contractor or staff error	Storms or flood/ Fire	Possible	Moderate to high	<ul style="list-style-type: none"> <li>Staff to shut down line to minimise water loss.</li> <li>Staff to inspect and replace main if necessary.</li> <li>Capital works &amp; maintenance program in place</li> </ul>
Bore Breakdown	Blockage in bore casing	Inadequate maintenance program	Unlikely	Moderate to high	<ul style="list-style-type: none"> <li>Clear blockage if possible</li> <li>Maintenance program in place</li> </ul>

## ASSET RATIONALISATION AND DISPOSAL

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

## PLAN IMPROVEMENT AND MONITORING

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

### Improvement Programme

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

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

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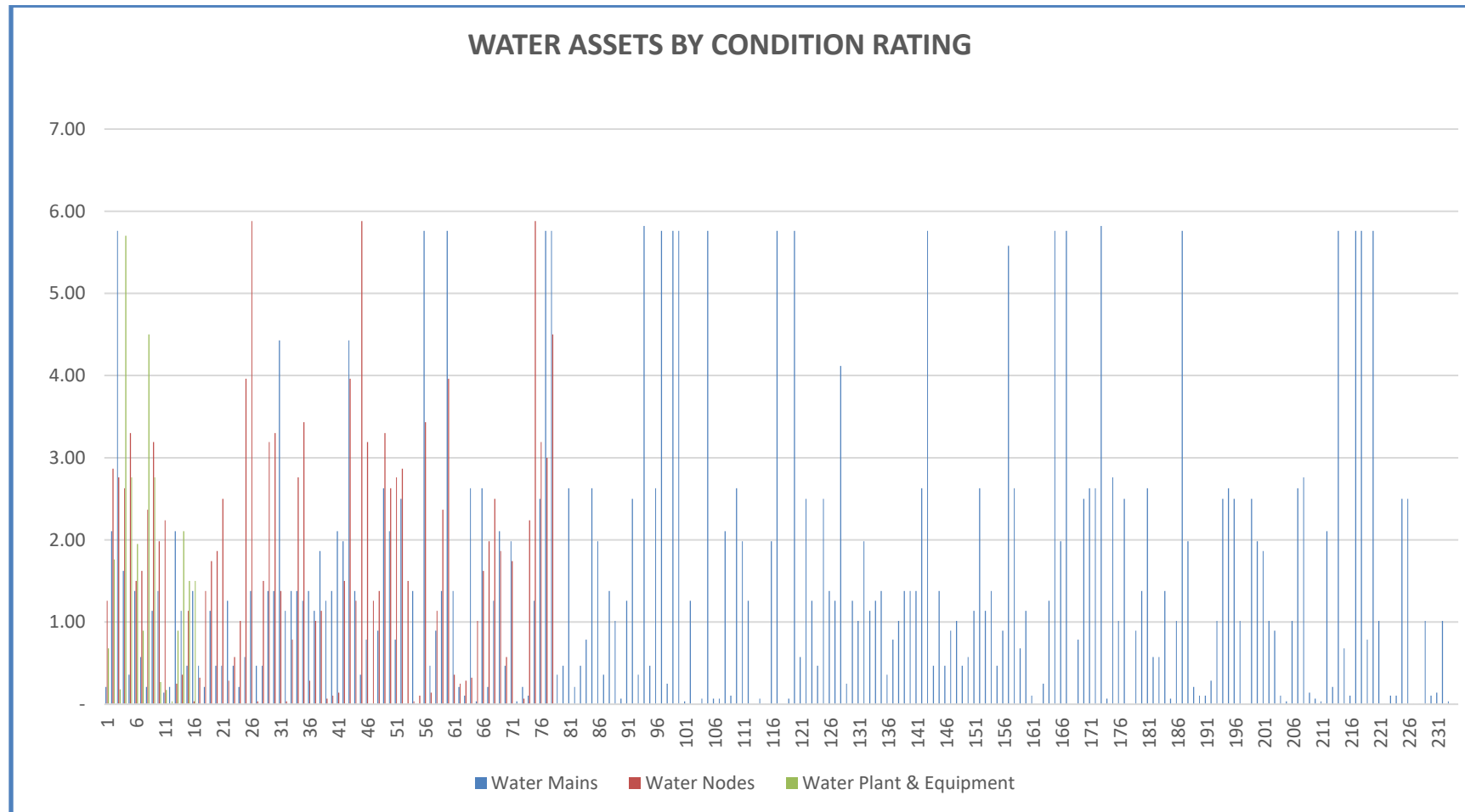


## Water Asset Management Plan

### ASSET CONDITION DATA

Below is a summary of the current condition data for 2021-2022 financial year.

Condition ratings table







## Water Asset Management Plan

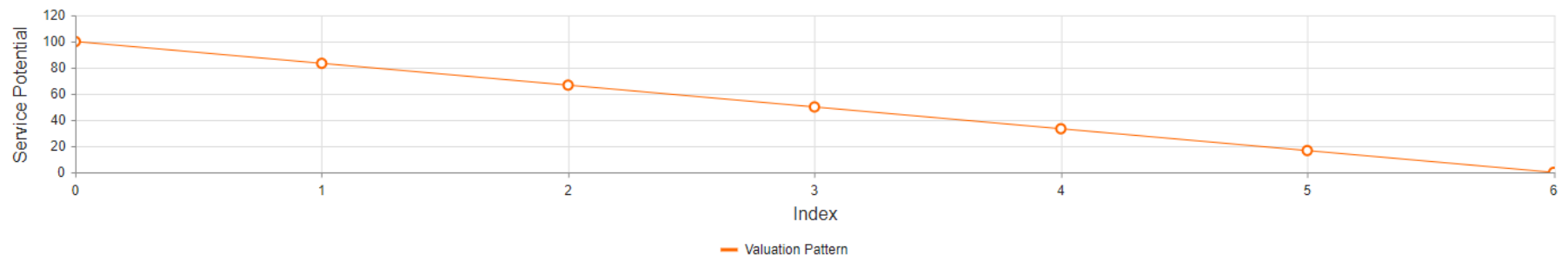
### Valuation Pattern

Current Valuation Pattern :

Infrastructure - SL

Service Potential

Remain Useful Life



### RECORDS

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

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

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

COUNCIL MEETING DATE: 15 February 2023

Item No: **4.1.7****SUBJECT HEADING: Appointment of Internal Auditor**

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

CLASSIFICATION: (if confidential)

*Summary: Walsh Accounting has provided a productive service to Council; and the Chairman of the Internal Audit and Risk Management Committee is fully supportive of Council renewing Walsh Accounting's contract for a further three years.*

**Officer's Recommendation: That Council appoint Walsh Accounting as Council's internal auditor for a further three years.**

**Background**

The contract with Council's internal auditor Walsh Accounting has expired. Walsh Accounting have emailed the Chief Executive Officer advising of this and have offered their services again.

The Internal Audit and Risk Management Committee has been functioning in a positive and efficient manner with significant contributions from the internal auditor.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Director of Finance Corporate and Community Services

Manager of Finance

**Policy Implications**

Compliance

**Budget and Resource Implications**

Nil

**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
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 4.1.8

**SUBJECT HEADING: Transfer of the Tambo Childcare Centre to Lady Gowrie**

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

CLASSIFICATION: (if confidential)

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*Summary: Council has been working with industry specialists to provide an improved service to the users of the Tambo Child Care Centre.*

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

- 1. The transfer of the Tambo Child Care Centre to Lady Gowrie as the approved provider subject to approval from the State Department of Early Childhood Care; and**
  - 2. The transfer of the CCCF funding from Council to Lady Gowrie with a novation approved by the Federal Department of Social Services; and**
  - 3. The preparation of a lease between Council and Lady Gowrie for the Tambo Child Care Centre building ; and**
  - 4. The maintenance of the building and grounds, and the cost of building insurance and electricity remain the responsibility of Blackall-Tambo Regional Council.**
- 

**Background**

The contractual arrangement between Blackall-Tambo Regional Council and C & K ended at the end of 2022. Council officers commenced discussions with Lady Gowrie to gauge their interest in being the approved provider for the service.

On 7 February the CEO of Lady Gowrie advised that their Board approved of Lady Gowrie becoming the Approved Provider subject to a novation transferring the CCCF funding from Council to Lady Gowrie.

A request for the novation has been made to the Federal Department of Social Services and it has been indicated approval will be provided. Similarly, a request has been made to the State Department of Early Childhood Care to change the Approved Provider to Lady Gowrie, with an indication this will be approved.

Negotiations between Council officers and Lady Gowrie included the responsibility of the maintenance of the building and grounds remaining with Council.

The official transfer of the service to Lady Gowrie is planned for 3 April. Lady Gowrie will be conducting engagement activities with the community during the week commencing 27 March to ensure a seamless transition.

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**Link to Corporate Plan**

Vibrant Communities

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

### Consultation (internal/external)

Councillors  
Chief Executive Officer  
Director of Finance Corporate and Community Services  
CEO of Lady Gowrie

### Policy Implications

Nil

### Budget and Resource Implications

Transfer of CCCF funding from Council to Lady Gowrie

### 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	Improved training and support for staff.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Parents and children will benefit from a service provided by an industry specialist.	Low
Ethical	Low	Lady Gowrie is a reputable organization.	Low
Reputation	Low	The reputation of the TCCC will be enhanced.	Low
Leadership	Low	Will benefit the operation.	Low

### Proposed Risk Treatment

Nil

## BLACKALL-TAMBO REGIONAL COUNCIL

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### OFFICER REPORTS

COUNCIL MEETING DATE: 15 February 2023

Item No: 4.2.1

**SUBJECT HEADING: Director of Works and Services' Operations Report – January 2023**

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

CLASSIFICATION: (if confidential)

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*Summary: The Director of Works and Services report for January 2023 is presented to Council.*

**Officer's Recommendation: That Council receive the Director of Works and Services' Operation Report for January 2023.**

---

### Background

#### Construction

- TMR – Barcoo River Bridge Project – Complete
- TIDS – Scrubby Creek Road Inverts – Under construction
- TMR – Blackall Isisford Road Rehabilitation – Culverts completed, awaiting consistent weather prior to commencing pavement
- HVSP – Heavy Vehicle Bypass Blackall – Signage works, shoulder repair and Woodbine truck stop to be completed

#### Flood Damage Crews/Maintenance Grader Locations

- Flood Damage Crews
  - Tumbar Road
  - Blackall-Adavale Road
  - Avington Road
  - Malta-Caldervale Road
  - Lisgool Road
  - Scrubby Creek Road

#### Maintenance Crews

- Town streets – Slashing and pavement repairs
- Blackall-Barcaldine Road – Slashing
- Blackall-Tambo Road – Slashing
- Langlo Road – Slashing
- Jericho Road – Pavement repairs
- Ravensbourne Road – Concrete works on floodway

#### Capital Works

- Blackall Median Strip Refurbishment – Materials ordered works scheduled to commence in February 2023, subject to weather conditions
- Blackall Campdraft Upgrade – Minor works to be scheduled after wet weather has passed, capital project schedule later this year

**Upcoming Works**

- Blackall Isisford Rehabilitation – Side track commenced, Concrete Works complete, completion April 2023
- Blackall Emmet Road – Concrete Works – June 2023
- Charles and Queen Elizabeth Street Pavement and Sealing Works, Tambo – April 2023
- Petunia Lane, Blackall – February 2023, Completion April 2023
- East Walter Street, Blackall - February 2023, Completion April 2023
- Saleyards Ramp C Access Road, Blackall – February 2023
- Violet Street Rehabilitation, Blackall – February 2023
- Langlo Road Resheeting Chainage 72km to 82km – March 2023
- Springsure-Tambo Road Resheeting – June 2023
- Blackall-Jericho Road Widening – June 2023

**Water and Sewerage****Water Services**

Number of interruptions to services	6
Water consumption total ML	17224
Number of customer requests received	6
Number of customer requests actioned	6

**Sewerage Services**

Number of interruptions to services	3
Number of customer requests received	3
Number of customer requests actioned	3

**Parks and Gardens**

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

**Workshop/Fleet**

- Preventative/Routine maintenance
- Brake relines - Tippers
- Scheduled/planned maintenance
- No Break downs – Roadwork only commenced late in the month

**Monthly Statistics**

Number of plant items serviced	8
Number of plant breakdowns	0
Hours downtime due to servicing	34
Hours downtime due to breakdown	0
Hours downtime due to parts availability	0

**Link to Corporate Plan**

Infrastructure

Outcome 1- Roads

Outcome 3- Water and sewerage systems

Environment and Heritage

Outcome 4- Waste Management

**Consultation (internal/external)**

Director of Works and Services

Chief Executive Officer

Works Supervisor

Fleet Supervisor

Services Supervisor

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil



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

COUNCIL MEETING DATE: 15 February 2023

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 is provided to Council.***Officer's Recommendation: That Council receive the Work Health and Safety report for January 2023.****Background**

The incident statistic provides a summary of the safety incident performance. Blackall-Tambo Regional Council aspires to achieve zero harm and zero injuries.

There were 0 incidents and 0 loss time injuries for the month of January.

**January 2023 Summary**

- 0 safety interactions were undertaken
- 0 safety inspections were undertaken

**Inductions**

Month	Employees	Contractors	Work Camp	Total	Accumulated Total
July 2022	1	5	2	8	8
August 2022	0	0	1	1	9
September 2022	2	2	2	6	15
October 2022	1	2	4	7	22
November 2022	0	2	0	2	24
December 2022	0	1	4	5	29
January 2023	3	2	3	8	37

**Link to Corporate Plan**

Governance

Outcome 1- Workforce

**Consultation (internal/external)**

Work Health and Safety Advisor

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 15 February 2023

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 January is provided to Council.*

**Officer's Recommendation: That Council receive the Blackall Saleyards monthly report for January 2023.**

**Background**

SALES	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD	2021/22 Totals
Spelling Cattle	5154	3839	3893	4534	4285	3878	180						25763	69364
Spelling Sheep	-	-	-	-	-	-	-						-	-
Prime & Store Sales	7793	2565	1857	3201	4992	1312	-						21720	47912
Weaner & Store Sales	2988	2312	6152	2885	4734	-	-						19070	43255
Private Weigh (Same Day)	370	1917	3971	1361	2693	802	329						11443	18331
Private Weigh (Over-night)	725	1152	1014	701	3098	1041	-						7731	11554
Private Scan	-	-	-	-	-	-	-						-	59
Bull Sales	-	-	54	218	-	-	-						272	331
<b>TOTALS 2022/23</b>	17030	11785	16941	12899	19802	7033	509						85490	
<b>TOTALS 2021/22</b>	17473	23545	20141	19114	13704	6457	3048	11635	20602	15977	17979	21130	190806	

- Cr Russell, the Saleyards Manager and the CEO visited other facilities to inspect workplace health and safety procedures.

**Link to Corporate Plan**  
 Economic Development

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

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

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

**Consultation (internal/external**

CEO

Saleyards Manager

**Budget and Resource Implications**

Nil



**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 15 February 2023

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 January 2023.**

**Background**

The table below provides the approved development applications for January 2023.

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
27.01.2023	DA-14-2022-2023	Building	New deck	Tambo
09.01.2023	DA-18-2022-2023	Building	Replace roof cladding on dwelling house	Blackall
24.01.2023	DA-19-2022-2023	Building	Storage container	Blackall

**1. DEVELOPMENT ASSESSMENT**

No new development applications have been lodged since the last monthly report. There is one application currently under assessment and three applications in the appeal period. The applicant for a decided application has sought change representations to negotiate a condition.

1.1: An application has been made by Joshua and Danae Phelps, seeking a Development permit for a Material Change of Use for a Warehouse at 65 Arthur Street, Tambo. The proposal involves the construction of a 360m<sup>2</sup> shed that will be used for storage purposes.

The site adjoins a state-controlled road and required referral to the State Assessment and Referral Agency (SARA).

The subject site is in the Mixed Used Precinct of The Township Zone and is subject to Code Assessment. As the application is subject to Code Assessment, public notification will not be required.

The applicant has referred the application to SARA, and SARA has provided a referral agency response with conditions regarding stormwater and access.

The application is in the decision stage and will be decided at the General meeting on 15 February 2023.

1.1	Council reference:	DA12-2022-2023
	Application:	Development Permit for a Material Change of Use for a Warehouse
	Street address:	65 Arthur Street, Tambo
	Property description:	Lots 8 & 10 on T15032
	Day application was made:	1 December 2022
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Joshua and Denae Phelps
	Status:	Decision Stage

1.2, 1.3, 1.4: The following applications were approved on 25 January 2023 and the decision notices were issued to the applicants soon thereafter. The applicants have a 20 business day Appeal Period within which they can request to negotiate conditions or file an appeal. At this stage, there has been no indication that any of the applicants will pursue this course. The Appeal Period for the applications is expected to finish around 27 February 2023.

1.2	Council reference:	DA11-2022-2023
	Application:	Development Permit for a Reconfiguring a Lot (1 lot into 2 lots)
	Street address:	87 Thistle Street, Blackall
	Property description:	Lot 2 on RP611230
	Day application was made:	22 November 2022
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Blackall-Tambo Regional Council C/- Murray & Associates Pty Ltd
	Decision date:	25 January 2023
	Status:	Appeal Period

1.3	Council reference:	DA13-2022-2023
	Application:	Development Permit for a Material Change of Use for Nature Based Tourism
	Street address:	655 Glenusk Road, Blackall
	Property description:	Lot 18 on EV42
	Day application was made:	30 November 2022
	Category of assessment:	Code Assessment
	Public notification required:	No
	Applicant:	Lifespring Outdoor Centre Pty Ltd
	Decision date:	25 January 2023
	Status:	Appeal Period

1.4	Council reference:	DA08-2022-2023
	Application:	Development Permit for a Material Change of Use for an Extension to a Tourist Park
	Street address:	58 Arthur Street, Tambo
	Property description:	Lot 47 on SP110074
	Day application was made:	21 October 2022

	Category of assessment:	Impact Assessment
	Public notification required:	Yes
	Applicant:	Clifford and Tanya Reid
	Decision date:	25 January 2023
	Status:	Appeal Period

1.5: The following application was approved on 14 December 2022 and the decision notice was issued to the applicant soon thereafter. The applicant has sought change representations to negotiate a condition relating to hours of operation. Council has considered the request and a decision on the change representations will be made at the General meeting on 15 February 2023.

1.5	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
	Decision date:	14 December 2022
	Status:	Appeal Period

## 2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

### CUSTOMER REQUESTS

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

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
20/01/23	Landowner	<u>Proposal</u> Enquiry about establishing a new dwelling house. <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Township zone</li> <li>The entire site is affected by the Flood hazard area</li> <li>The site is currently vacant.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>A dwelling house on a vacant lot is a material change of use</li> <li>A material change of use for a dwelling house in the Township zone where affected by the Flood hazard area is subject to Code assessment</li> <li>Code assessment is the lowest level of assessment and requires the</li> </ul>	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		lodgement of a development application to Council <ul style="list-style-type: none"> <li>As the site is affected by flooding, habitable areas will need to be set a minimum 300mm above the Blackall flood level of 282m AHD</li> <li>Subsequent building and plumbing approvals will also be required.</li> </ul>	
23/01/23	Landowner	<u>Proposal</u> <ul style="list-style-type: none"> <li>Enquiry about establishing a new dwelling house.</li> </ul> <u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Rural zone</li> <li>The site is outside the Flood hazard area</li> <li>The site is mapped as containing State government native vegetation</li> <li>The site is currently vacant.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>A dwelling house where not exceeding 8.5m in height is accepted development</li> <li>Accepted development means no planning development application is required</li> <li>Building and plumbing requirements will still be required.</li> <li>There are no requirements from a State perspective for native vegetation as the site area is less than 5 hectares.</li> </ul>	Closed
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			
EXEMPTION CERTIFICATES			
Nil			

**Link to Corporate Plan**  
 Economic Development  
 Outcome 4 – Land development

**Consultation (internal/external)**  
 CEO  
 Rates Officer  
 Town Planners

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil



## BLACKALL-TAMBO REGIONAL COUNCIL

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### OFFICER REPORTS

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.3

**SUBJECT HEADING: Environmental Health/Local Laws Officer's Report – January 2023**

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

CLASSIFICATION: (if confidential)

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*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

- Food safety assessments were carried out, minor issues were noted and raised with operators.
- A food business license application was received for a mobile business. License was granted to the applicant.

#### Environmental Management/ Public Health

- Draft form for asbestos disposal was compiled.
- A complaint was received about the limited pedestrian corridor in front of a food business, EHO consulted with operator and provided advice.
- Annual notice was reviewed.
- Consulted with operator about potential asbestos disposal at Tambo.

#### Local Laws

- 3 feral cats were euthanized.
- LLO received a complaint about 2 horses kept on Council land without Council permission, LLO consulted with animal owner.
- A complaint was received about a dog wandering at large, LLO consulted with the animal owner and provided education about adequate fencing.
- A complaint was received about dogs entering neighbor's property. LLO consulted with animal owner (dogs not registered at the time), LLO provided education, dogs registered, fencing improved.
- LLO consulted with residents regarding their overgrown allotments.
- A dog escaped a fenced property. A resident allegedly got bitten by the dog while trying to place it back into the property. Investigation carried out. Education provided.

#### LLO assisted Rural Lands Officer

- Pest management undertaken for Parthenium, Mother of Millions and sticky Florestina.

### Rangers Report

#### Complaints

3 dog complaints.

## **Weed Control**

### **Spray:**

- Cemetery depot.
- Parthenium plants. Malta/Caldervale mail road in Caldervale.
- One Parthenium plant- Langlo Road in Prospect.
- Florestina plants Mt Playfair Road in Tambo Station, Ward Road (Tambo to 3 Mile Creek), Langlo Road along bitumen (east side) in Minnie Downs
- Sides of Tambo air strip and around lights.

## **Wild Dog Control**

Blackall Scalps (01/01/2023 to 31/01/2023) - Nil

Tambo Scalps (01/01/2023 to 31/01/2023 )- 14

## **General**

Set up trough aprons at three troughs on Tambo Common (Golf Course, Jabinda and Joe's Bog).

---

## **Link to Corporate Plan**

Environment and Heritage

Outcome 3 – Pest Management

Outcome 4 – Waste Management

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

Environmental Health / Local Laws Officer

RLO

Department of Environment and Science

Residents

Chief Executive Officer

## **Policy Implications**

Nil

## **Budget and Resource Implications**

N/A

## BLACKALL-TAMBO REGIONAL COUNCIL

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### OFFICER REPORTS

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.4

**SUBJECT HEADING: Queensland Housing Strategy 2021-2025 Local Housing Action Plan**

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

CLASSIFICATION: (if confidential)

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*Summary: Western Queensland Alliance of Councils engaged a company to conduct studies on housing in the region. The final draft for the Blackall-Tambo region has been completed.*

**Officer's Recommendation: That Council endorse the Queensland Housing Strategy 2021-2025 Local Housing Action Plan.**

---

### Background

The Local Housing Action Plan is a joint initiative involving the Queensland Government, Blackall-Tambo Regional Council and the Western Queensland Alliance of Councils (WQAC) to respond to housing challenges in the Blackall-Tambo region. Similar studies have been conducted in neighbouring councils.

A consultant engaged by WQAC visited the region in 2022 and spent a few days speaking with Council officers, local real estate agents and accommodation providers such as the Barcoo Retirement Village Association and Churches of Christ to gain a better understanding of accommodation requirements in our towns.

The Action Plan outlines current housing stocks, identifies the shortages and provides response actions for addressing future needs.

A copy of the final draft is attached for Council's endorsement.

---

### Link to Corporate Plan

Economic Development

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

### Consultation (internal/external)

Mayor

WQAC

RAPAD

Chief Executive Officer

GenEng

### Policy Implications

Nil

**Budget and Resource Implications**

Nil

**Risk Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Nil	Medium
Legal & Regulatory	Low	Nil	Low
People	Low	Ensuring housing stock is adequate for the retention of staff.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	The report identifies opportunities in the local community and how to respond.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Complements the 2020-2025 Corporate Plan.	Low

**Risk Treatment**

There is no risk treatment required for Council's endorsement of the Action Plan.



# Queensland Housing Strategy 2021–2025 Local Housing Action Plan (Final Draft)

**Blackall–Tambo Regional Council**

[www.btrc.qld.gov.au](http://www.btrc.qld.gov.au)

November 2022





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# Introduction

## Introduction

This Local Housing Action Plan (the Plan) is developed through a joint initiative involving the Queensland Government\*, Blackall-Tambo Regional Council (Council) and the Western Queensland Alliance of Councils (WQAC) to respond to a range of immediate, emerging and longer-term housing challenges in the Blackall-Tambo region.

This is an iterative process that does not intend to duplicate existing actions of Council or the actions under The Queensland Housing Strategy Action Plan 2021-2025. It seeks to identify opportunities, consider an agreed response, develop targeted actions on key priorities and enable ongoing review of effort to adapt and respond to changing need.

### The Plan aims to:

1. **develop agreed priority actions** to respond to housing need,
2. **establish strong foundations for longer-term housing responses** to assist housing and homelessness outcomes in the Blackall-Tambo region into the future.
3. **incorporate existing information and plans** that assist with developing responses to housing need and acknowledge work already completed by the Council, State Agencies, private and not-for-profit organisations.
4. **facilitate targeted interaction between all parties through agreed actions** to ensure a focus on deliverables and projects that can improve housing responses in the short and longer-term.



## Approach and methodology

The plan provides an overview of key community and housing characteristics, and emerging issues related to housing in the community and identifies a targeted initial set of priority actions to respond to housing need. It has been developed through a review of a range of supporting documentation including:

- Regional Infrastructure plans
- Blackall-Tambo Regional Council Planning Scheme
- Relevant Council strategy reports and plans
- Statistical data via the Queensland Government Statisticians Office, including Census and other data sets such as building approvals, rental market data, housing approvals
- Housing needs data from the Department of Communities, Housing and Digital Economy and other state agencies as required
- *The Queensland Housing Strategy 2017-2027* and the *Housing and Homelessness Action Plan 2021-2025*.
- Other local data and information such as RAI reports

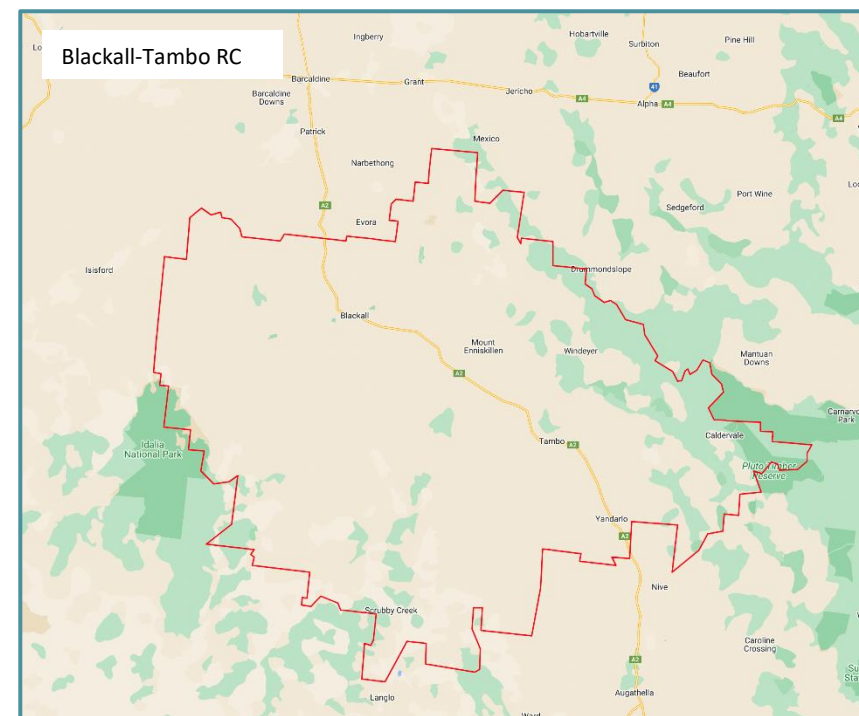
Emerging issues and opportunities, key challenges, and potential responses have been developed from review of a range of data sets, anecdotal feedback and preceding engagement opportunities with Council and other stakeholders.

\* The Queensland Housing Strategy Action Plan 2021-2025



## Blackall-Tambo Regional Council key details

- Blackall-Tambo Local Government Area (LGA) has a total land area of 30,502 km<sup>2</sup>.
- Blackall is the main population centre and is located approximately 962km, or 10.5-hours' drive, north-west of Brisbane Central Business District.
- Tambo is a smaller community centre to the south of Blackall.
- The community supports a mix of industries with agriculture being a primary focus through beef and sheep/wool production.
- The region also has a growing tourism trade, with visitors drawn to National Parks, scenic landscapes, historic sites and cultural experiences.





## Key Community Characteristics

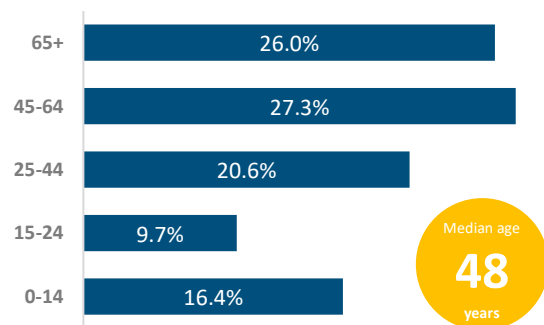


# Key Demographic Characteristics

Estimated resident population is **1,905** and is projected to reduce to **1,816** by 2041 (-4.67%)

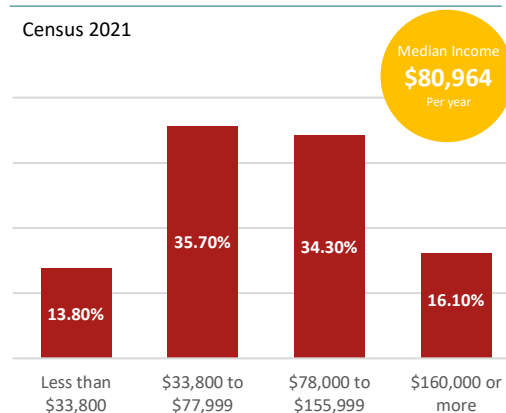
## Age

Census 2021



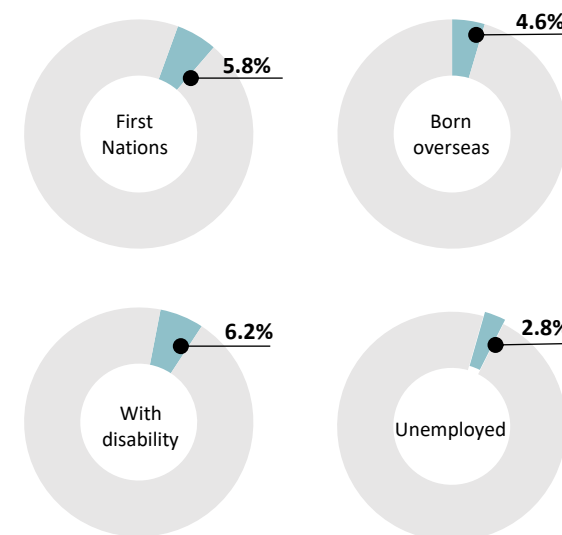
## Family Income

Census 2021



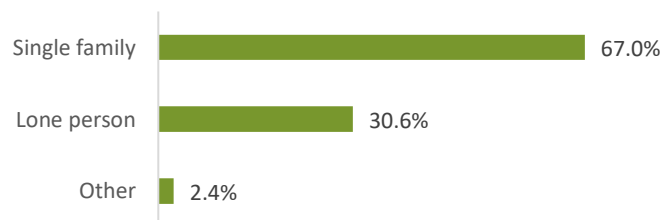
## Other characteristics

Census 2021



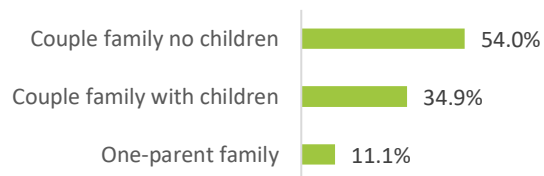
## Household composition

Census 2021



## Family composition

Census 2021

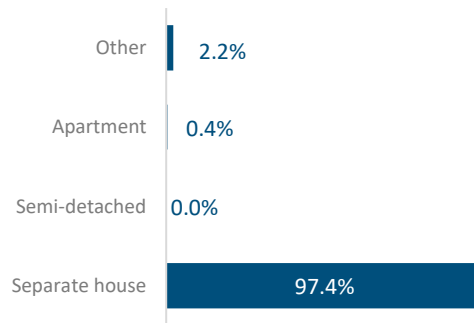


# Key Housing Characteristics

## Total Occupied dwellings (2021) 759

### Dwellings by Structure

Census 2021



### Median rent

Census 2021



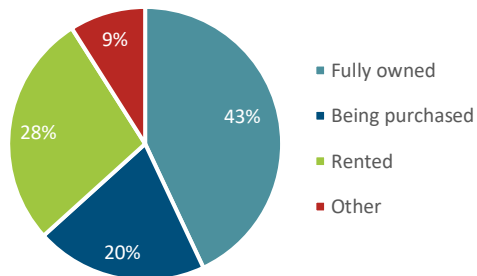
### Building approvals

12 months to 30/06/22 - ABS



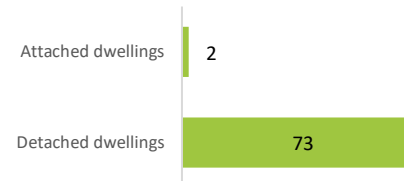
### Dwellings by Tenure

Census 2021



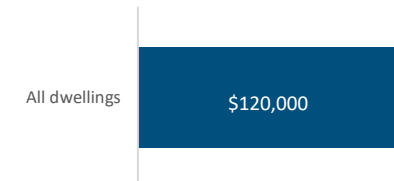
### Number of sales

12 months to 30/06/22



### Median Sales Price

12 months to 30/06/22







## Key focus areas identified

Areas of emerging concern have been determined through a review of existing data and engagement with stakeholders as identified in the methodology. These concerns will be considered when identifying and prioritising shared actions.

# 1. Housing Availability

Housing demand in Blackall Tambo is based on growth of government and Council employees as well as social and affordable housing. Blackall is the centre for a large, aged pensioner independent housing facility which supports its growth. In the region 62.1% of private occupied dwellings are owned compared to 63.5% in Queensland and of these properties 19.9% are owned with a mortgage.

Occupied dwellings at the 2021 census represented 76.9% of the housing stock while unoccupied dwellings were 23.4% (ABS). While this represents a single point of time it may continue to be representative of the current position, however, the percentage of unoccupied dwellings is likely to be lower. This figure needs to be further investigated as it is not the experience on the ground.

The breakdown of the housing situation in terms of detail of utilisation and supply in 2021 was as follows:

- Households with families represented 67.6% of the households
- Single-person households made up 30.9%
- Detached houses made up 97% of the dwellings
- There were no semi-detached dwellings
- Units were only 0.4%
- The average number of bedrooms per dwelling was 3.1
- The average number of people per household was 2.3.

The ratio of availability of beds to persons per dwelling indicates sufficient capacity if the dwelling mix aligns with the demand structure. This situation would indicate a focus on the provision of smaller two-bed semi-detached dwellings and units for future housing stock supply.

Dwellings for sale in Blackall are limited and there are currently in the order of 20 properties available for purchase. Tambo has very limited available properties for sale and currently there are only four (4) houses for sale with one (1) under offer. Annual house sales over the past decade have been typically between 20 and 30 houses, with median sale prices ranging between \$70,000 and \$160,000(RAI). Current house sale prices in Blackall vary from \$60,000 to \$460,000.

Real estate agents in the region suggest the market is driven by two (2) types of buyers. The first is younger buyers who have saved during the pandemic and want to establish themselves in the region, while the other type is aged between 55 to 65 years old who are relocating from Brisbane or Toowoomba. Sale numbers in Blackall during the financial year 2021/22 totalled 76 properties and in the same period five (5) properties were sold in Tambo.

There are four (4) residential lots for sale in Blackall with prices ranging from \$20,000 to \$75,000. Both Council and State government have vacant lots available to develop for residential purposes. There are larger lots available to suit semi-detached dwellings which would meet current needs.

Unlike the rest of Queensland in the current economic climate, the Blackall-Tambo region has not experienced anywhere near the same levels of house price rises. There have been two (2) price spikes in the last five (5) years. The more recent may have been influenced by the COVID pandemic which has seen persons relocating who are prepared to pay a higher price in a tighter market.

Housing stock has aged, and standards have not been maintained to attract investment and/or capital return other than from rental income. While land prices are very low, costs of construction are substantial due to material supply logistics. There are three (3) local house construction contractors available in the region, and they all have significant waiting lists. There has only been a total of seven (7) houses constructed between 2016 and 2021.

## Response opportunities

Focus on immediate housing responses to the current housing shortage through:

- Identification and repurposing of underutilised properties for accommodation
- Construction of temporary accommodation
- Leasing properties as they may come available; while developing longer-term resilient and sustainable housing options that can underpin the economic development of the region.
- Review demand for dwelling type to match the population mix.

---

## 2. Rental Market

Almost all Local Government Areas (LGAs) in Queensland are considered to have 'tight' rental markets (characterised by a vacancy rate under 2.5%). Over three (3) quarters of Queensland LGAs (77%) have vacancy rates under 1% as at December 2021. The current vacancy rate (as at August 2022) in the region is 0.0%. Rented dwellings represent 27.1% of the total dwellings which compares with Queensland's figure of 33% in 2021 (ABS).

There are a total of 127 rental properties managed by real estate agents in Blackall and nine (9) rental properties in Tambo. It is estimated by agents that there may be another ten (10) dwellings privately rented in Blackall. Three (3) construction companies have purchased six (6) houses in Blackall for rental to their employees.

Blackall's rental market has collapsed with only two (2) private rentals available, and Tambo has no current rental availability.

Renovation of existing rental stock to improve standards is costly and may not be financially viable for private investors given the lower rental return on investment. Concern was expressed by agents regarding changes to tenancy laws which appears to have influenced decisions on property management and may influence investment decisions.

Rental prices vary from \$120 per week for a one-bed unit to \$400 per week for a four-bed house. Low income and supported individuals and families are limited entry into the private rental market. Their only option is to seek access to social housing alternatives. Social housing development increases options for those most susceptible to private market challenges and reduces demand on lower-priced properties..

Vacant disused commercial buildings may also provide opportunities to repurpose into managed single bed accommodation with shared facilities. There are a limited number of these opportunities in Blackall and none in Tambo, however, Council is looking at these as possibilities.

As the demand for employee rentals increases for transient fixed contract staff, local community demand is also challenged. Anecdotally, it was noted that this situation results in increased rental prices for houses with reasonable liveability quality.

## Response opportunities

- Consideration be made to bringing forward any proposed social housing projects to increase rental stock and free up lower cost rentals for market availability.
- Investigation of the current rental supply market and the currently unoccupied dwellings in the region to look at opportunities that bring additional rental supply into the market could also be considered.
- Investigation of vacant disused commercial buildings could also be considered to repurpose their use for single bed facilities reducing the instances of single renters utilising multi bed dwellings.
- Provision of support to service provider employers for the construction of employee housing in order to free up transient employees monopolising higher quality housing at higher rental prices.

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## 3. Social Housing Supply

It is understood that the social housing demand in Blackall and Tambo is low compared to other towns in Western Queensland. The State government supplies 15 social housing dwellings made up of 4 x 1-bed, 6 x 2-bed, and 5 x 3-bed dwellings. Eight (8) are located in Blackall and three (3) are in Tambo. Emerald Housing Service Centre manages 11 of these dwellings and Barcoo Retirement Village manage four (4) of the Blackall dwellings. There appears to be low demand for social housing in the region. This situation could be influenced by supply levels of aged housing.

However, regardless of the lack of demand, the transferal of low-cost rental demand in the private housing market to social housing, may open up access for more competition in the private sector and therefore, offer an improvement in the quality of housing in the region.

The Churches of Christ which operates the aged care facility is looking to provide additional social housing in Blackall subject to negotiations on available land.

## Response opportunities

- Consideration be given to investigating the demand for social housing in both Blackall and Tambo to provide the basis for discussions with the State government about its proposals for investment in the current round of social housing funding.
- Consideration be given to expanding social housing provision through partnering with community housing providers involving the provision of council land.



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## 4. Aged Housing and Care

The Churches of Christ currently operates a 38-bed residential aged care facility in Blackall. The site has limitations for expansion, and there are no immediate plans for any additional beds.

Barcoo Retirement Village has 34 units consisting of one (1) and two (2)-bed detached dwellings. The village is operated by a not-for-profit organisation which employs two (2) full time and three (3) casual staff members. There are no plans for expansion due to site limitations and funding which was used to assist establishment of the residential care facility. Observation was made at the interviews that services for aged at home seems to have also lessened the demand for additional dwellings.

Council manages six (6) 1-bedroom detached dwellings in Blackall and seven (7) 2-bedroom and two (2) 1-bedroom detached dwellings in Tambo, which are generally rented to aged pensioners but may also allow other tenants on a case-by-case basis in accordance with Council's Housing Policy. There is currently one (1) available for rent in Tambo with only one (1) application pending. Council has no plans to expand the current aged housing supply.

### Response opportunities

- Continue to monitor demand for aged pensioner housing needs.

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## 5. Employee Housing

In order to employ appropriately skilled and suitable job applicants, employers are required to prioritise attraction and retention incentives such as housing when housing stock is limited, and standards do not match accommodation expectations from where they are relocating.

Relocating employee families away from more populated areas creates stress and, therefore availability of a good standard of housing assists in this transition and performance. Council has six (6) houses in Blackall and five (5) houses in Tambo used by staff in either employment arrangements or leased. Currently, there are no vacant positions with Council which would require any additional housing.

The State Government supplies housing for its employees under two (2) schemes. The Government Employee Housing arrangement (GEH) provides a range of housing types for government employees in government owned dwellings. The majority are provided to Police, Health and Education. In addition, these departments provide "Operational Housing" for staff where located on operational sites e.g., police stations, hospitals, and schools. They also rent houses in the private market

GEH have advised Council that it has 15 residences in Blackall and five (5) residences in Tambo. With additional funding released in the recent budget, it is anticipated that up to 11 new residences will be delivered in Blackall-Tambo LGA (consisting of eight (8) in Blackall and three (3) in Tambo).

The Churches of Christ which operates the residential aged care facility is looking for land to build staff accommodation and they intend to provide seven (7) 2-bedroom dwellings for current and future staff. As with other employers, they have experience in renting existing houses and will soon need additional staff and associated housing.

Catholic Education recently constructed a multi-unit development on one of the larger lots in Blackall for its teaching staff residing in the area. These facilities provide an example of construction that may fit with the amenity of the region.

## Response opportunities

- GEH be encouraged to fast track delivery of employee housing in the region for early release of the private rental housing which is currently being utilised by government staff.
- Churches of Christ to be encouraged to also fast track the provision of staff accommodation in Blackall.

---

## 6. Cohort Specific Housing

The following cohort specific housing has been identified as requiring to be addressed in Blackall and Tambo:

- Domestic and family violence
- Disability
- Youth homelessness
- Family homelessness
- Sleeping rough

Currently, there is no specific crisis housing available in Blackall for any of the above cohorts. One of the higher demands areas for crisis housing is domestic and family violence victims and perpetrators. These persons are currently housed with family or friends; in motels; or transported to other towns, such as Longreach. None of these options provide suitable outcomes. There are examples in other Western Queensland towns where crisis housing is supplied and managed by a non-for-profit organisation which is mainly funded by the Federal Government.

There is one State Government house in Tambo that is controlled by the Queensland Police for a range of emergency needs and there appears to be no additional demand for crisis housing.

Homelessness does not appear to be a factor impacting on Blackall and Tambo communities, nor has there been any evidence raised in regard to sleeping rough however, this should be monitored over time.

## Response opportunities

- Investigation to be undertaken into crisis housing in Blackall for cohorts of domestic and family violence in order to identify the need for such housing. Additionally, ongoing monitoring of homelessness within the towns need to be undertaken.

## 7. Future Housing Demand

Queensland Wool Processors Pty Ltd are proposing to establish a wool processing plant in Blackall to value add to the current wool industry. When operational, the plant will deliver 812 FTE jobs (270 directly), and \$116 million Gross Regional Product (\$35.6 million directly). This investment will have a considerable impact on the region's housing situation.

This proposal will require a separate management process given its development size and potential impact on the region's social and economic structures. State Government support through the approval process should be provided to Council.

## Response opportunities

- The proposed development of a wool scour near Blackall will have significant social and economic impact on the region and State Government support will be required in managing the process. Housing requirements to service this development should be subject to special development approval process.



Image: Tourism and Events Queensland

## Response Opportunities

A local housing action plan enables engagement across all levels of government, and benefits from partnerships between private and not-for-profit organisations.

An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses then can be determined that provide flexibility in delivery and support each of the broad areas identified.

# Response opportunities

A local housing action plan enables engagement across all levels of government, and benefits from partnerships between private and not-for-profit organisations.

An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses can then be determined that provide flexibility in delivery and support each of the broad areas identified.



## Actions

Blackall-Tambo Regional Council, with the support of the Queensland Government through the Queensland Housing and Homelessness Action Plan 2021-2025, is committed to engage in the delivery of its initial Local Housing Action Plan through this set of actions, developed to target immediate to longer term housing responses. This is an iterative process, and these actions and target outcomes will seek to either create immediate benefit or to establish foundations that help respond to ongoing housing need.

①	Land and Development	Timeline Starting in March 2023 (months)
1.1	Conduct detailed assessment of current residential land and buildings to support immediate development of temporary housing provision including repurposing of existing buildings to address the present housing crisis.	6
1.2	Review land holdings (vacant or disused buildings) to identify lots that would be suitable for development and/or redevelopment/repurposing to support short and longer-term housing outcomes.	12
1.3	Subject to the progress of the proposed construction of Queensland Wool Processing Pty. Ltd.'s wool processing facility near Blackall, Council requests the State Government to provide support to investigate land requirements to meet the housing needs for the proposed 270-direct jobs and the supporting service jobs yet to be defined in Blackall.	12
②	Planning	
2.1	Undertake, in conjunction with the Queensland Treasury Corporation (QTC) and WQAC, an analysis of the LHAP Data Collection for Blackall-Tambo Region to assist in the assessment of housing needs and the identification of opportunities for regional collaboration in addressing housing needs across both public and private sectors.	6
2.2	Review regional and local planning schemes to meet housing needs objectives while acknowledging the town character, through review of local density aspirations, opportunities for secondary dwellings on existing blocks, mixed use development options, repurposing unused commercial space, types of construction permitted, and any other specific initiatives to address future housing needs.	12
2.3	Investigate partnerships approaches with not-for-profit social housing providers to plan for future social housing.	12-24
2.4	Prepare a draft Blackall-Tambo Regional Council Housing Strategy with targeted action for the next 10 years in consultation with the community, business sector and government agencies and informed by other policy settings such as infrastructure and servicing, transport, economic development and environmental management.	12

3	Optimisation	
3.1	Council and the State Government to investigate and coordinate the options for development of under-utilised sites in partnership with the not-for-profit sector, private sector (including employer housing providers), and Federal Government assistance having regard to the assessment of underutilised land and buildings and the housing needs assessment.	12
3.2	Assess use of possible lease, purchase, new for old land exchange, redevelopment, change of use or renovation of existing buildings to optimise community outcomes that support housing need.	12
3.3	Council to consider innovative means to repurpose unused commercial space for dwelling conversion.	12
4	Master planning	
4.1	Consider master planning of identified options to ensure resilient development meets community expectations of how each town acknowledges its heritage. The planning may be at allotment, street or locality level.	12-24
4.2	Subject to the progress of the proposal of Queensland Wool Processing Pty. Ltd. to construct a wool processing facility near Blackall, undertake master planning for the expansion of the township boundaries to allow for the potential growth in population. Secure land where necessary to achieve managed approach to any future town expansion.	12-24
5	Supports	
5.1	The State Government provide support to the Council should the proposal of Queensland Wool Processing Pty. Ltd progress to approval stages.	6-24
5.2	Federal Government introduce programs/funding/incentives to encourage and assist local youth to take on trades in the local building industry.	12-24
5.3	WQAC make representations to the State and Federal Governments for financial assistance in grants for rural and remote LGA's to support delivery of employee housing to reduce the financial burden on communities in funding these additional costs and obtaining equitable access to essential service roles.	6-24
5.4	State Government to ensure there is sufficient housing of an acceptable standard in rural and remote LGA's for State Government agency and service staff to minimise the impact to the general housing markets.	5 years



6	People in need	
6.1	Consider how Specialist Disability Accommodation (SDA) can be incorporated into existing where required and future developments.	12-24
6.2	Undertake a detailed needs assessment and necessary actions of any specific identified cohorts such young people, rough sleepers and individuals and households in response to domestic and family violence situations requiring immediate support for crisis housing on a temporary or more permanent basis.	12-24

7	Construction	
7.1	Identify opportunities to enable housing construction in private market and social housing including the use of non-traditional housing options in response to emergent need. However, in the longer-term the built form needs to be reflective of the traditional housing character in the towns but using more sustainable and resilient materials.	12-24
7.2	Encourage housing development which may repurpose existing commercial properties for specific cohorts to address emerging needs.	12

8	Capital solutions	
8.1	Develop capital solutions in partnership with the State and Federal Governments through land provision and funding partnerships to construct and manage delivery of current and future housing needs.	12-24
8.2	Develop funding partnerships with not-for-profit social housing providers to deliver short term outcomes for specific cohorts in the interim with longer term plans being incorporated in the arrangements.	12-24
8.3	Engage with private land owners and developers with land opportunities to maximise the use of existing underutilised land without having to develop costly green field sites and promoting a gradual improvement of the housing stock quality.	12-24



## Next steps

Establish a Local Housing Action Plan Working Group of key representatives from Council, relevant State agencies and community organisations, to oversee and progress actions, review findings, report quarterly on progress and further develop the LHAP in an open partnership to address and ultimately resolve the housing challenge.

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.5

**SUBJECT HEADING: Tambo Town Common Advisory Group Meeting - 31 January 2023**

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

CLASSIFICATION: (if confidential)

*Summary: The Tambo Town Common Advisory Group held a meeting on 31 January 2023.***Officer's Recommendation: That Council receive the minutes of the Tambo Town Common Advisory Group's meeting held on 31 January 2023 and note the Chairperson is Kerry Russell.**

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**Background**

The role of the Tambo Town Common Advisory Group is to provide advice and work with the Blackall-Tambo Regional Council on best practice methods including grazing management techniques, animal husbandry practices and stock carrying capacity of the Tambo Town Common.

In accordance with the Terms of Reference in the Tambo Town Common Management Plan the Advisory Group is required to meet twice a year. A meeting was held on 31 January 2023. The following items were discussed at the meeting:

- Chairperson
- Common muster date
- Stock numbers

The minutes from the meeting are attached to this report.

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**Link to Corporate Plan**

Environment and Heritage

Outcome 3 – Rural Land – Council controlled lands are well managed.

**Consultation (internal/external)**

Chief Executive Officer

Tambo Town Common Advisory Group

**Policy Implications**

Tambo Town Common Management Plan

**Budget and Resource Implications**

Nil

**Risk Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Nil	Low
Legal & Regulatory	Low	Complies with the Tambo Town Common Management Plan.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Complies with the Corporate Plan.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Risk Treatment**

There is no risk to Council to receive the minutes of the meeting.



# **Blackall-Tambo**

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# **Regional Council**

Tambo Town Common Meeting 31<sup>st</sup> January 2023

Tambo Council Boardroom 6.00pm

## **Chairperson**

Nominations for Chairperson are being called at this meeting.

## **Minute Taker**

Bronwyn Beck

Welcomed: 6.05pm

**Apologies:** Cr Lindsay Russell, Maxine Johnson, Kevin, Malcom and Gidgee Johnson, Pat Nay, Richard Graczyk, James Webber, Taylor Smith, Ralph McLeod, Joanne Cooper, Jimmy Hafey, Merl and Kevin Hafey, Johnno Holmes, Sheryl West, and Jude Taylor.

**Apologies to be moved and seconded:**

**Moved: Nadine McLeod**

**Seconded: Karen Johnson**

**Attendance:** Karen Johnson, Liza Nay, Leon Russell, Kerry Russell, Teresa Johnston, Leonie May, Nadine McLeod, Orleen McKellar, Jason Rogers, Errol Rogers, and Kelvin Hafey as Council Representative.

All nominations are called for the position of Chairperson.

Names put forward are:

Kerry Russell - 4

Jason Rogers - 3

Teresa Johnston - 2

Kevin Johnson –1

Kelvin Hafey cannot vote as he is a council representative.

Kerry Russell accepted the position of Tambo Town Common Advisory Committee Chairperson.

**Chairperson – Kerry Russell has taken over the meeting as new chairperson.**

**Previous Minutes:**

The minutes from the previous meeting held 16<sup>th</sup> August 2022 Meeting were handed around the table to be read.

Motion: The Tambo Common Committee confirms the minutes from the previous meeting are true and correct.

**Moved:** Nadine McLeod

**Seconded:** Karen Johnson

Business arising from previous minutes.

- Town Common roads have been graded.
- DPI contaminated blocks, DPI have responded with not releasing those blocks.
- Letter to council regarding maintenance of the yards, Committee still has not heard back from council regarding this matter.

#### **General Business: Common Muster Date**

Motion: The Tambo Town Common Muster date 18<sup>th</sup> and 19<sup>th</sup> of March 2021. Muster to start Wednesday 15<sup>th</sup> of March 2021.

**Moved:** Liza Nay

**Seconded:** Teresa Johnston

#### **Stock Numbers on the Tambo Common:**

**2 New Applications and 2 New enquiries for the Tambo Town Common to agist cattle. All new application cattle will have to wait until the second muster to come onto the Tambo Town Common.**

We now have 27 Owners of cattle on the common

393 Cattle in total on the common

224 Cows

75 Heifers

1 Steer

93 Calves

Motion: That the Cattle numbers to be capped at 16 per household and that new applications for cattle will have to wait until the second muster to put cattle on the town common.

**Moved:** Leonie May

**Seconded:** Jason Rogers

General Business:

All accounts will be issued by Council, all monies will be held in trust at Council. Muster bills will be sent out after the common muster.

Bull account at 31/01/2023 - \$2,800.00. Committee are wanting to sell one bull and replace the bull. Kelvin and Jason will go and look at the bull to buy.

No further general business.

Motion that general business be accepted.

Moved: Leonie May

Seconded: Orleen McKellar

Meeting closed at 6.45pm

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.6

**SUBJECT HEADING: Sale of Land for Overdue Rates**

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

CLASSIFICATION: (if confidential)

*Summary: Rate assessment has overdue rates or charges which have been overdue for at least 3 years. As per Council's Rates Recovery Policy reminder notices have been issued by Council and Council's Solicitor. Despite the reminder notices and correspondence from our Solicitor, no commitment has been made to reduce the outstanding amounts.*

**Officer's Recommendation: That under section 140(2) of the *Local Government Regulation 2012*, Council resolves to sell Lot 506 on T1501 (dwelling at 43 Arthur Street, Tambo) for overdue rates and charges.**

**Background**

Section 140(1)(c)(i) of the *Local Government Regulation 2012* allows local governments to sell land for overdue rates and charges if some or all of the overdue rates and charges have been overdue for at least generally, 3 years.

The rate assessment in the table below has overdue rates or charges which have been overdue for at least 3 years. As per Council's Rates Recovery Policy, reminder notices have been issued by Council and Council's solicitor. Despite reminder notices and correspondence from our solicitor no commitment has been made to reduce the outstanding amounts.

Property Description	1 year	2 years	3 years	Current	Interest	Balance
L506 on T1501 – Dwelling at 43 Arthur Street Tambo	\$2214.90	\$2181.60	\$967.42	\$1150.90	\$896.53	\$7411.35

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Rates Officer

**Policy Implications**

Rates Recovery Policy

**Budget and Resource Implications**

\$7,411.35

**Risk Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Rates recovered with settlement sales.	Low
Legal & Regulatory	Low	Compliant with section 140 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	As per Council's Rates Recovery Policy.	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Nil.



## BLACKALL-TAMBO REGIONAL COUNCIL

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### OFFICER REPORTS

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.7

**SUBJECT HEADING: Proposed Shed for the Tambo Sports Facility**

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

CLASSIFICATION: (if confidential)

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*Summary: Council has received a proposal from a community member for a shed to be built over one netball court and adjacent tennis court at the Tambo Sports Facility.*

**Officer's Recommendation: That Council consider all options for a shade structure and support an application for funding through the Queensland Government's Minor Infrastructure Program.**

---

### Background

Council received correspondence from a member of the Tambo community who has proposed the construction of a permanent open sided shed structure at the Tambo Sports Facility. The plan for the project is to cover one netball court and the adjacent tennis court.

The applicant is seeking Council's endorsement of a grant application for funding from the Queensland Government's Minor Infrastructure Program. Applications close 5pm, 2 March 2023 and approved projects are to be completed December 2024.

The Program provides funding for infrastructure projects that enhance community participation opportunities through the provision of spaces that are:

- Safe – reduce exposure to health and safety risk
- Quality – meeting standard required for community level participation
- Efficient – more efficient use of the places and spaces (can be used by more people, cater for more activities, be used for longer hours)
- Inclusive and accessible – enhancing usability of places and spaces and ensuring no one is excluded from participation.

The shade structure could be considered to meet all of the above criteria's. It has also been indicated in the letter that a shade structure would:

- improve the facility
- increase the range of age groups who could use the facility
- increase of available sports – cricket, tennis and netball
- increased viability of all year use
- provide a sun safe environment.

The minimum applicant financial contribution for projects located within remote and very remote local government areas is 10%. Blackall-Tambo Region is categorized as very remote as per appendix D of the Program guidelines. The maximum amount of funding is \$370,000 therefore the applying organisation would have to contribute \$37,000. The applying organisation has not been identified in the letter to Council however, discussions have been held with Cr Martin on the possibility of Council providing the funding.

Applicants are required to provide evidence that all contributions are secured and some of the eligible organisations are:

- Incorporated not-for-profit, regional or multi activity sport or active recreation organisations (with a main objective of sport or active recreation); or
- Queensland local governments.

More details are provided in the program guidelines which are available at [www.qld.gov.au/ data/assets/pdf file/0020/336455/minor-infrastructure-program-guidelines.pdf](http://www.qld.gov.au/data/assets/pdf_file/0020/336455/minor-infrastructure-program-guidelines.pdf)

The proposed project would include the requirement to relocate the current lighting for the tennis courts. The correspondent has advised that should funding be successful the cost of repositioning/replacing the lights would be included. Council officers have consulted with the builder of the courts and have been advised that it would not be possible to put a shed over the courts because of the lighting as the lights have to be at the current height to create the correct lighting pattern without shadows.

Letters of support for the project have also been provided by the Tambo QCWA and the Tambo ICPA. Council has a Memorandum of Understanding with the Tambo Sports Club and the following is stated in the MOU:

*“Council recognises the Tambo Sports Club Executive Committee will act as the Management Committee for the facility and will deal with management and operational matters relative to the subject land and facilities.”*

The Tambo Sports Club have not yet provided support for the project.

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### **Link to Corporate Plan**

Vibrant Communities

Outcome 2- Health & Wellbeing

Sport and Recreation- Council promotes a healthy lifestyle and provided quality sport and recreation facilities.

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

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

Mayor

Chief Executive Officer

Director of Finance Corporate and Community Services

Tambo Sports Club

### **Policy Implications**

Nil

### **Budget and Resource Implications**

\$37,000 maximum contribution - to be considered in the 2023-2024 budget.

**Risk Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Maximum contribution could be \$37,000. This would be considered when preparing the 2023-2024 budget as funding is not available in the current financial year.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Support for the project would be sought from the Tambo Sports Club.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Consideration should be given to the impact on all members of the Tambo community including the Tambo Sports Club as the Club has had an MOU with Council which commenced prior to amalgamation. Should Council be the applicant the funding would have to be considered when preparing the 2023-2024 budget as there is not any funding available in the current financial year.

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.8

**SUBJECT HEADING: WH Rogers Memorial**

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

CLASSIFICATION: (if confidential)

*Summary: Mr William Henry Rogers contributed to the community in Tambo for many years. In recognition of his contributions Council would like to name a building in his memory.*

**Officer's Recommendation: That Council consider an appropriate Council building to be named in memory of Mr William Henry Rogers.**

**Background**

William Rogers (Bill), moved to the region in his early teenage years where he first worked on Mt Macquarie. He had a long history in the area where he worked on several properties. He went on to do a lot of volunteer work and spent fifty years giving his time and energy to the Queensland Ambulance Service.

Bill received 5 Australia Day awards and held executive positions in many committees.

Cr Martin has spoken to the president of the Tambo Race Club regarding the possibility of naming the jockey's building/pavilion after Bill.

**Link to Corporate Plan**

Nil

**Consultation (internal/external)**

Chief Executive Officer

Mayor

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**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
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Reputation	Low	Mr Rogers made significant contributions to the community therefore it is justifiable to name something in his memory.	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Nil

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.9

**SUBJECT HEADING: RAPAD Board Communique**

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

CLASSIFICATION: (if confidential)

*Summary: The RAPAD Board Meeting Communique provides information on the matters being dealt with at the monthly meetings.*

**Officer's Recommendation: That Council receive the RAPAD Board Meeting Communique for the last quarter of 2022.**

**Background**

The RAPAD Board Members are made up of the mayors from Barcaldine, Barcoo, Blackall-Tambo, Boulia, Diamantina, Longreach and Winton Councils. Board meetings are held monthly with the communiques being provided on a quarterly basis.

The communique addresses topics discussed at the October, November and December 2022 meetings and included the AGM. A brief outline of discussed topics is included in the attached communique.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Mayor

RAPAD

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**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	Participation in the RAPAD Board meetings ensure BTRC is considered in any decisions relating to the region.	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Environmental	Medium	Nil	Low
Strategic	Medium	Board meeting participation enables Council to stay ahead of matter affecting the region.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Council is part of the RAPAD group.	Low

**Risk Treatment**

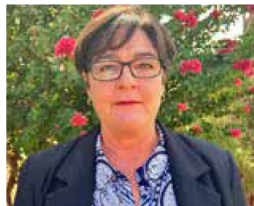
Nil



## RAPAD Board Meetings Last Quarter 2022 October, November December meetings Communiqué



**CR SEAN DILLON**  
Mayor Barcaldine  
Regional Council



**CR SALLY O'NEIL**  
Mayor Barcoo Shire  
Council



**CR ANDREW MARTIN**  
Mayor Blackall-Tambo  
Regional Council



**CR RICK BRITTON**  
Mayor Boulia Shire  
Council



**CR ROBBIE DARE**  
Mayor Diamantina Shire  
Council



**CR TONY RAYNER**  
Mayor Longreach  
Regional Council



**CR GAVIN BASKETT**  
Mayor Winton Shire  
Council



**DAVID ARNOLD**  
CEO RAPAD

### **Objects of RAPAD**

*The objects for which the Company is established are:*

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

Source: RAPAD constitution

For the last quarter of the 2022 calendar year the Board met three times for general meetings and for the annual general meeting on December 16.

 (07) 4652 5600

 [info@rapad.com.au](mailto:info@rapad.com.au)

 100 Galah Street | PO Box 592  
Longreach Q 4730



#RAPADCWQ



- **Annual General Meeting**

- The Board met on 16 December 2022 to conduct the annual general meeting for the 21-22 period. This was postponed from the scheduled 24 November date, due to the Qld Audit Office not providing audited financial statements in time, this now over three consecutive years,
- The Treasurer and CEO reported on the financial statements, along with the auditors Closing Report. The Board noted there were no non-compliance matters, and that the Board remained in a sound financial position. The audited financial statements are provided at the rear of this communique.
- There were no changes to the Board executive positions with Cr Rayner and Cr Martin remaining as Chair and Deputy Chair respectively.

**General meeting matters included:**

- **Finance, Legal, Risk**

- Apart from receiving audited financial statements at the AGM, the Board received monthly YTD operating financial statements at the October 7, November 4, and December 16 general meetings, with no extraordinary operational or strategic budget matters to report.
- The Board also received and endorsed:
  - a sponsorship request from Opera Qld,
  - the QDAF contract relating to the Business Wellness Coaching Program, which will be delivered through RFCSNQ – <https://www.rfcsnq.com.au/business-wellness-coaching>
  - the USQ\_RAPAD contract relating to the administration of the Adoption and Innovation role,
  - the 21-22 independent audit for Rural Financial Counselling Service Nth Qld,
  - the RFCSNQs PMC draft November 16, 2022, meeting minutes
  - the Department of Environment and Science (DES)\_RAPAD contract relating to the regional waste management plan, and,
  - the CEOs recommendation to appoint A Price Consulting to undertake the RAPAD Regional Waste Plan
- The Board received a sponsor request from the Beefbank Charity Cattle Drive but declined the request, but provided a letter of support, and, referring the organisers to councils for any of their council region specific requests.
- The Board also noted a range of other operational, financial, legal and risk matters, such as:
  - annual staff wage increases and its consistency with the existing Board policy,
  - renewal of the CEO contract,
  - the execution of the QDAF RAPAD contract relating to the small business support service fund and the execution of the State Remote Area Board (RAB) project funding for the water economic study and the second stage of the FarOut campaign. There was recognition for the financial support from Regional Development Australia Central and Western Qld, towards the FarOut campaign,
  - the CEOs monthly risk update.
- The Board noted the ASIC director ID requirement closing on 14 December and reaffirmed that all directors and proxies must have a director ID with this to be enforced by the first meeting in 2023.
- RAPAD Skilling's [www.rapadskilling.com.au](http://www.rapadskilling.com.au) monthly managers' reports were tabled at several of the meetings

**Other:**

- The Board considered a preliminary report and update on the potential for bulk fuel purchasing,

- Regional University Centre: The Board heard again from Duncan Taylor from Country University's Centra on the RUC concept and there was strong agreement that RAPAD and the CUC would progress a business case for a RUC in and across the RAPAD region. Councils were sent a survey on soft and hard infrastructure support they were prepared to offer the RUC, as the first stage in collecting business case information. Directors were also asked to consider a potential governance model for a new entity, and advisory groups at the local level.
- Home Affairs / Immigration. A visit to the region from Home Affairs was supported operationally. Investigations into the potential of a Designated Area Migration Agreement were continuing.
- The RAPAD team hosted the first meeting Council staff Community Services Forum, following a request from WSC,
- QRA funded Flood Gauge Training which RAPAD has the contract for, is being progressed by GBA as the secretariat for the RAPAD Water and Sewerage Alliance,
- CWQ Brewing – The investment memorandum is to be launched around mid-November,
- Housing – all 7 RAPAD councils action planning data collection to be completed week of 13 & 20 November. Through the WQAC, a brief was provided to the state opposition recently, at which the CEO and G.Hoffman provided an update,
- Regional Drought Resilience Planning – A planning meeting with CQU and contractors was held 8,9/11, and this project will move into progression in 2023,
- Overseas shearers – discussions continuing with relevant parties such as Austrade, embassies, Dept of Home Affairs and industry. M.Gronold provide a more detailed verbal update and this remained ongoing,
- WQAC leadership meeting – A Leadership group meeting was held 17/10. Crs Rayner, Martin and Baskett, CEO, were in attendance,
- The WQAC EOs were planning a meeting with Minister Kings office regarding the guidelines currently in development for the new regional programs – Regional Precincts and Partnerships Program, Growing Regions Program, Investing in our Communities Program, and Priority Community Infrastructure Program,
- A meeting occurred between the 3 WQAC EOs to discuss the Olympics 2032. This is consistent with RAPADs strategic plan and it is an action from the WQAC leadership group meeting. CEO advised he was devoting a small funding contribution to a SWQROC led project investigating tourism and supply chain potential, noting the project was very small in nature at this stage,
- NexGen – PEAK, Glen Duff visited the November meeting and the CEO provided an update on the progress of the regional instance,
- A number of digital projects were closed due to a lack of interest, these being the digital / ICT inventory; Offering to review councils cyber and IT related systems stemming from the Auditor General's Report and an Asset maintenance machine learning proof of concept which was provided to the roads alliance for review,
- RFCSNQ – That team and the Project Management Committee met in November, and the CEO provided on CWQ specific activities,
- Cluster Fencing – The CEO reported all was on track with this projects milestones,
- Creative Industries, Education & Social Justice Faculty School of Creative Practice ARC Linkage Proposal – RAPAD has been asked to partner in kind in a project, with more information to come,
- The CEO advised an application was progressed to FRRR,
- An update from Ally Murray from Southern Qld Northern NSW Innovation Hub,

**30 Yrs of RAPAD**

2022 marked the 30<sup>th</sup> anniversary of RAPAD, which the board celebrated at its annual 'Friends of RAPAD' an event held to recognise RAPADs many partners and funders



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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.10

**SUBJECT HEADING: Change Representations – DA 37-2021-2022 – Tourist Park – 18 Leek Street, Blackall**

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

CLASSIFICATION: (if confidential)

*Summary: The Applicant, New Beginnings Church Blackall, sought a Development Permit for a Material Change of Use for a Tourist Park and Reconfiguring a Lot (1 lot into 2 lots) over land at 18 Leek Street, Blackall. The Development Permit was granted on 14 December 2022 by Council, subject to conditions; however, the Applicant requests that a condition (Condition 3.1) relating to hours of operation, be amended to allow for an additional two hours. Therefore, the Applicant is requesting that a Negotiated Decision Notice reflecting the requested change be issued.*

*Condition 3.1 was included to manage the hours guests can check in and check out of the Tourist Park. The change representations request that Condition 3.1 be amended to change the hours of operation from 7:00am to 6:00pm Monday to Sunday to 6:00am to 7:00pm Monday to Sunday.*

*Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Mixed Use Precinct of the Township Zone. The defined use that has been applied for, being a 'Tourist Park', is subject to Impact Assessment in the Township Zone. Reconfiguring a lot in the Township zone is subject to Code Assessment. The overall level of assessment for the application is Impact Assessment.*

*In accordance with section 76 (1) of Planning Act 2016 (the Act), Council as assessment manager must assess the change representations against and having regard to the matters that must be considered when assessing a development application, to the extent those matters are relevant. In this instance, the requested change relates to a provision in the Township Zone Code (AO20/PO20). The requested change has been assessed against the relevant criteria and the request is considered reasonable and therefore the change representations should be approved by Council.*

**Officer's Recommendation: That Council approves the change representations relating to Decision Notice DA 37-2021-2022 for a Development Permit a Material Change of Use for a Tourist Park and Reconfiguring a Lot (1 lot into 2 lots) over land at 18 Leek Street, Blackall, formally described as Lot 1 on CP900484, 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:**

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision Number</b>	<b>Date</b>
<b>Thistle Street Aspect</b>	<b>Page 1</b>	<b>-</b>	<b>25/05/2022</b>
<b>Layout Proposed Site Plan</b>	<b>Page 3</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Caravan Park Proposed Site Plan</b>	<b>Page 4</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Type A &amp; Shower-WC-Vanity &amp; Elevations</b>	<b>Page 5</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Type B &amp; C &amp; Shower-WC-Vanity &amp; Elevations</b>	<b>Page 6</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Type D &amp; Laundry-WC-Shower &amp; Elevations</b>	<b>Page 7</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Proposed Dwelling – Lower and Upper Floor</b>	<b>Page 8</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Proposed Dwelling Aspects</b>	<b>Page 9</b>	<b>-</b>	<b>26/05/2022 (Received date)</b>
<b>Site Layout</b>	<b>DWG-S01</b>	<b>A</b>	<b>26/09/2022</b>
<b>General Arrangement</b>	<b>CE22056-301-GA</b>	<b>A</b>	<b>19/10/2022</b>
<b>Landscape Plan Planting Plan</b>	<b>IY-666-18LE</b>	<b>-</b>	<b>19/10/2022</b>

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

## **3.0 LIMITATIONS OF OPERATION**

- 3.1 Hours of operation are limited from ~~7:00am to 6:00pm~~ 6:00am to 7:00pm Monday to Sunday. No new guests are to be accepted into the Tourist Park outside these hours.

***Advisory note: This relates to office hours and when guests may be accepted into the Tourist Park. It is accepted the use is an accommodation activity and guests (already checked in) will be staying 24 hours a day.***

- 3.2 The Tourist Park is limited to a maximum of 16 caravan sites.

#### 4.0 ENGINEERING CERTIFICATION

- 4.1 Prior to commencement of any engineering works, a Development Permit for Operational Work must be obtained, where required, for the following engineering works:

- 4.1.1 Road works and access and parking works
- 4.1.2 Reticulated water supply connection
- 4.1.3 Reticulated sewer supply
- 4.1.4 Earthworks
- 4.1.5 Stormwater works

- 4.2 For the submission, detailed design documentation must be provided and a Registered Professional Engineer of Queensland (RPEQ) must certify the engineering drawings and specifications for the engineering work.

- 4.3 An Engineer's Certificate of Construction must be signed and submitted to Council by a RPEQ verifying that all works have been carried out in accordance with the relevant standards, drawings, the development permit for operational works, and any specifications that result from the submission for engineering certification.

#### 5.0 ACCESS AND PARKING WORKS

- 5.1 Design, construct and maintain the Thistle Street crossover in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standard drawing, Figure 2 – Vehicle Crossover – Piped, from the General Development Code of the Blackall-Tambo Region Planning Scheme.

- 5.2 Design and construct the upgrade to Thistle Street and the intersection of Leek and Thistle Street, at no cost to Council, in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standards detailed in the Capricorn Municipal Development Guidelines (including Standard Drawings and Specifications, Construction Specifications and Procedures, Design Specifications and Purchase Specifications).

- 5.3 Provide and maintain a minimum of eighteen (18) car parking spaces on-site for guests, four (4) car parking on-site for guests and two (2) car parking spaces for the caretaker's residence. All car parking spaces must be clearly delineated by either line-marking or signage.

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

- 5.5 All car parking, caravan sites and vehicle manoeuvring areas must be either compacted gravel or concrete.
- 5.6 Install and maintain directional signage within the site to ensure the orderly and efficient movement of vehicles.
- 5.7 Provide dedicated visitor car parking areas generally in accordance with the approved plans (Condition 2.1).
- 6.0 FLOOD
- 6.1 Maintain and implement a current Flood Evacuation Plan for the approved use.
- 6.2 The Flood Evacuation Plan must consider:
  - 5.2.1 Trigger conditions for evacuation;
  - 5.2.2 Flood free or low flood hazard access, by way of trafficable roads to facilitate evacuation or provision of supplies;
  - 5.2.3 Location of local evacuation centres; and
  - 5.2.4 Roles and responsibilities of the manager/employees in implementing the Flood Evacuation Plan.
- 6.3 Make available a copy of the Flood Evacuation Plan on site at all times.
- 7.0 SITE MANAGEMENT PLAN
- 7.1 Maintain and implement a site management plan for the Tourist Park. The site management plan is to include measures to manage operational aspects of the development including, but not limited to, hours of operation, noise management, site care and maintenance, complaints management and refuse management.
- 8.0 ROOF AND ALLOTMENT DRAINAGE
- 8.1 Discharge of all roof and allotment drainage such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.
- 9.0 STORMWATER WORKS
- 9.1 Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the *Queensland Urban Drainage Manual*.
- 10.0 SEWERAGE AND WATER
- 10.1 The premises must be connected to Council's reticulated water and sewerage network.
- 10.2 All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the *Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1 and Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage*.

- 10.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.**

## **11.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY**

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

## **12.0 WASTE MANAGEMENT**

- 12.1 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:**
  - 12.1.1 Designed to not cause nuisance to neighbouring properties;**
  - 12.1.2 Screened from any road frontage or adjoining property;**
  - 12.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the Tourist Park.**

## **13.0 AMENITY AND ENVIRONMENTAL HEALTH**

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

## **5.0 LANDSCAPING**

- 5.1 Establish and maintain landscaping generally in accordance with the approved plans.**
- 5.2 The landscaping must predominantly contain species consisting of native, drought tolerant groundcovers, shrubs, small trees and trees.**

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

- 6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.**
- 6.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the IECA 2008 Best Practice Erosion and Sediment Control (as amended).**
- 6.3 Implement the ESCS for the duration of the construction phase and until such time all exposed soils areas are permanently stabilised (for example, turfed, hydro mulched, concreted or landscaped).**

## **7.0 ASSET MANAGEMENT**



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

#### **ADDITIONAL CONDITIONS FOR RECONFIGURING OF A LOT (1 LOT INTO 2 LOTS)**

##### **8.0 ENDORSEMENT OF SURVEY PLAN**

- 8.1 Council will not endorse or release the survey plan for this development until such time as:**

- (a) All conditions attached to this development approval for Reconfiguring a Lot have been fully satisfied;**
- (b) A statement demonstrating compliance with all conditions attached to this development approval has been submitted to Council; and**
- (c) All outstanding rates and charges relating to the site have been paid.**

##### **9.0 APPROVED PLANS AND DOCUMENTS**

- 9.1 The approved reconfiguration of a lot must be completed and maintained generally in accordance with the lot layout shown on Layout Proposed Site Plan with reference Page 3 and dated 26/05/2022 (received date).**
- 9.2 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.**

##### **10.0 ACCESS**

- 10.1 The existing access to Leek Street for the Church must be maintained.**

##### **11.0 SERVICES**

- 11.1 Each proposed lot must have separate services.**

##### **12.0 PUBLIC UTILITIES**

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

#### **ADVISORY NOTES**

- A. 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”).
- E. The Tourist Park will require approval to operate under Schedule 14 of the Blackall-Tambo Regional Council Subordinate Local Law No.1 (Administration) 2010.

## Background

### 1.0 DEVELOPMENT APPLICATION SUMMARY

**TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

PROPERTY DETAILS	
Site address	18 Leek Street, Blackall QLD 4472
RPD	Lot 1 on CP900484
Site Area	10,020m <sup>2</sup>
Landowners	New Beginnings Church
Existing use of land	Church
Existing development approval	<p>The site has been subject to previous applications.</p> <ul style="list-style-type: none"> <li>IPA 10 – 1999/2000 – George Borne &amp; Associates as Private Certifier approved a development application for building works for Future Building Pads</li> <li>001018-1 – T.T Building Consultants Pty Ltd as Private Certifier approved a development application for building works for a Proposed Place of Worship (Church)</li> </ul>
APPLICATION DETAILS	
Application No.	DA37-2021-2022
Applicant	New Beginnings Church
Application description	Development Permit for Material Change of Use for a Tourist Park and Reconfiguring a Lot (1 lot into 2 lots)
Decision due date	18 November 2022

<b>Main Issues/Resolution</b>	Sewer and water connections and upgrading of Thistle Street/Infrastructure Report provided that demonstrates that suitable services can be provided to the site without impacting on surrounding infrastructure. The Infrastructure Report also details how Thistle Street can be upgraded.
<b>STATUTORY DETAILS</b>	
<b>Planning Scheme</b>	Blackall-Tambo Region Planning Scheme 2020
<b>Overlays</b>	Blackall (and surrounds) Flood Hazard Map
<b>Zone</b>	Township Zone
<b>Precinct</b>	Mixed use
<b>Land use definition</b>	Tourist Park and reconfiguring a lot
<b>Category of Assessment</b>	Impact Assessment

## 2.0 PROPOSAL BACKGROUND

**TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS**

Application lodged	8 April 2022
Application properly made	26 April 2022
Confirmation Notice issued	27 April 2022
Public Notification Period	3 June to 24 June 2022
Decision Due (Decision Stage)	16 December 2022

## 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 18 Leek Street, Blackall, formally known as Lot 1 on CP900484. The subject site has an area of 10,020m<sup>2</sup>, and has a 100m frontage to both Leek Street and Thistle Street. Thistle Street is currently unformed.

The site contains an established Church that has been in operation for approximately 20 years. The site is adjoined by vacant land to the west and south, Leek Street to the east and residential dwellings to the north. The immediate vicinity is made up of predominantly residential uses.

## 4.0 DESCRIPTION OF ORIGINAL PROPOSAL

The proposal involves two components:

### Material change of use for a Tourist Park

This component involves the establishment of a Tourist Park on the western half of the lot. The proposal includes the provision of 16 caravan sites with ensuite facilities for each site. Each caravan site has parking for a vehicle and a caravan.

The proposal also includes an ancillary caretaker's residence. The caretaker's residence includes a foyer and office on the ground floor in addition to bedrooms, a living area, kitchen and bathrooms over two levels. The

The proposal will provide a total of 24 car spaces, 18 for guests, 4 for visitors and 2 for the caretaker's residence. Extensive landscaping is proposed, particularly to the northern boundary where it adjoins residential dwellings.

#### Reconfiguring a Lot (1 lot into 2 lots)

The component involves subdividing the land into two lots and will ensure the existing church and its parking and landscaping areas are fully contained within its lot.

Proposed lot 1 (Tourist Park) will have an area of 4,246.9m<sup>2</sup> and proposed lot 2 (Church site) will have an area of 5,128.96m<sup>2</sup>.

### **5.0 PROPOSED CHANGE TO DECISION NOTICE**

The Applicant seeks to amend Condition 3.1 from the decision notice:

- 3.1 *Hours of operation are limited from 7:00am to 6:00pm Monday to Sunday. No new guests are to be accepted into the Tourist Park outside these hours.*

**Advisory note:** *This relates to office hours and when guests may be accepted into the Tourist Park. It is accepted the use is an accommodation activity and guests (already checked in) will be staying 24 hours a day.*

The applicant has provided the following reasons for the change:

*I cite the following reasons to request a change*

1. *In the outback travelling distances are great and a flat tyre or road works can quickly change your estimated travel time. Also when leaving the tourist park often retirees are wanting to get away early with often a long distance to travel that day.*
2. *The proposed tourist park has one close adjoining neighbour and the park was designed with no van closer than 10 meters to their property.*
3. *The race course situated behind the proposed tourist park often operates with functions late into the night and then a stream of departing cars and trucks that generates more noise than vans arriving or departing.*
4. *On the corner of Bedford St and Leek St is the horse stables and often early in the morning they are loading horses and the clanging of hooves on the metal floor create a commotion especially when a horse doesn't want to go on. Often after the events they have travelled to, the horses are unloaded after 6:00pm.*
5. *On the corner of Thistle St and Leek St is a large shed that houses merchandise for Betta Electrical with forklifts loading and unloading gear.*
6. *Leek Street already has trucks and tractors and other machinery using this road outside the time frames you have proposed*
7. *I have made contact with Blackall Caravan Park and they have no restrictions for caravans arriving or departing. That seems discriminatory as they are in a greater built up area in Blackall than the site we have proposed.*
8. *The majority of vans will set their vans up in daylight to be settled for the night*

*We are requesting that the time frames be pushed out an hour each end and becomes 6:00am to 7:00pm. Something that is workable, we believe, for a country van park.*

### **6.0 PLANNING ASSESSMENT**

In accordance with section 76 (1) of the Act, the assessment manager (i.e., Council), must assess the change representations against and having regard to the matters that must be

considered when assessing a development application, to the extent those matters are relevant.

We defer to the planning assessment contained in the original decision report for the development application in outlining the matters Council is required to have regard to under section 45 (3) of the Act when assessing a development application. The only matters relevant to the change representations include a single provision under the Township Zone Code of the Planning Scheme.

Performance Outcome PO20 and the corresponding Acceptable Solution AO20 of the Township Zone Code relates to hours of operation. A development should first seek to demonstrate compliance with the Acceptable Outcome, where compliance cannot be met, compliance should then be demonstrated with the corresponding Performance Criteria.

Condition 3.1 was imposed in accordance with the Acceptable Solution as no alternative was proposed as part of the application. As the requested hours of operation vary to those included in the Acceptable Outcome, assessment is required to be undertaken against the Performance Outcome, listed below:

***PO20 For non-residential uses, hours of operation are consistent with maintaining a reasonable level of amenity for nearby residential uses and does not prejudice the future use of other land in the Mixed Use precinct for residential use.***

As part of the original assessment, it was determined that the proposal was not expected to generate excessive noise. A condition was included that requires the preparation of site management plan that includes measures to manage operational aspects of the development including noise generation.

An advisory note was also included that notified the operator that the Tourist Park requires approval to operate under Schedule 14 of the Blackall-Tambo Regional Council Subordinate Local Law No.1 (Administration) 2010. Of note, the Local Law requires that caravan parks are operated in a way which will not cause nuisance, inconvenience or annoyance to the occupiers of adjoining land.

As part of the change representations request the applicant included reasons for the change to the condition which are considered valid and reasonable. It is noted that the site is in the Mixed Use Precinct and various uses are anticipated in the precinct. The proposed Tourist Park is also setback a considerable distance from residential dwellings.

It is considered that the addition of an hour in the morning and evening to the hours of operation will still allow the Tourist Park to maintain a reasonable level of amenity for nearby uses and is unlikely to prejudice the future use of other land in the Mixed Use precinct. In particular:

- The Site Management Plan will include measures to manage noise
- Extensive landscaping and fencing has been proposed to help manage noise and maintain amenity
- The Local Law requires that caravan parks are operated in a way which will not cause nuisance, inconvenience or annoyance to the occupiers of adjoining land
- Various uses exist in the locality that generate noise at similar times.

## 7.0 REFERRALS

The proposed development did not require referral to any other public or State entity for assessment in accordance with Schedule 10 of the *Planning Regulation 2017*.

## 8.0 CONCLUSION

This change of representation relating to Decision Notice DA 37-2021-2022 for a Development Permit a Material Change of Use for a Tourist Park and Reconfiguring a Lot (1 lot into 2 lots) over land at 18 Leek Street, Blackall, formally described as Lot 1 on CP900484, 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 2016* for change representations, which demonstrates the proposal's consistency with relevant matters and assessment benchmarks.

### Link to Corporate Plan

Chief Executive Officer  
Council Town Planners  
Rates Officer

### Consultation (internal/external)

Nil

### Policy Implications

Nil

### 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 application has been assessed in accordance with the Planning Act and Blackall-Tambo Planning Scheme.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	The approval contains requirements relating to the environment which must be adhered to by the applicant.	Low
Strategic	Medium	Nil	Low
Ethical	Low	The application has been assessed against the relevant legislation and requirements.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Risk Treatment

The development application has been assessed against all relevant legislation and has been properly made.

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.11

**SUBJECT HEADING: Development Application – DA 12-2022-2023 – 65 Arthur Street, Tambo**

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

CLASSIFICATION: (if confidential)

*Summary: The Applicants, Joshua and Denae Phelps, seek a Development Permit for a Material Change of Use for a Warehouse over land 65 Arthur Street, Tambo formally described as Lots 8 and 10 on T15032.*

*The proposal involves the construction of a 360m<sup>2</sup> shed that will be used for storage purposes, in particular the storage of hay.*

*The site adjoins a state-controlled road and required referral to the State Assessment and Referral Agency (SARA). SARA has provided a referral agency response.*

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

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

**Officer's Recommendation: That Council approves the application for a Development Permit for Material Change of Use for a Warehouse over land at 65 Arthur Street, Tambo, formally described as Lots 8 and 10 on T115032, 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:**

<b>Plan/Document Name</b>	<b>Plan/Document Number</b>	<b>Revision Number</b>	<b>Date</b>
<b>Site Plan</b>	<b>DA12-2022-2023</b>	<b>-</b>	<b>07/02/2023</b>

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

## **3.0 PARAMETERS OF USE**

**3.1 The wholesale of goods is permitted, provided it remains ancillary to the Warehouse use.**

## **4.0 ROOF AND ALLOTMENT DRAINAGE**

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

## **5.0 STORMWATER WORKS**

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

## **6.0 ACCESS AND PARKING WORKS**

**6.1 Design, construct and maintain the Albert Street crossover in accordance with the approved plans (see Condition 2.1) and generally in accordance with the standard drawing, Figure 1 or 2, from the General Development Code of the Blackall-Tambo Region Planning Scheme.**

**6.2 Maintain a minimum of four (4) car parking spaces on-site. All car parking spaces must be clearly delineated by either line-marking or signage.**

## **7.0 SEWERAGE AND WATER**



- 7.1 The premises must be connected to Council's reticulated water and sewerage network.
- 7.2 All works must be designed, constructed and maintained in accordance with the approved plans (refer to Condition 2.1), the *Plumbing and Drainage Act, Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1* and *Queensland Department of Energy and Water Supply, 2010, Planning Guidelines for Water Supply and Sewerage*.
- 7.3 Remove all redundant water supply and sewerage infrastructure, including but not limited to pipes and connection points.
- 8.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY
- 8.1 The premises must be connected to electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.
- 9.0 WASTE MANAGEMENT
- 9.1 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:
  - 9.1.1 Designed to not cause nuisance to neighbouring properties;
  - 9.1.2 Screened from any road frontage or adjoining property;
  - 9.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the Short-term accommodation.
- 10.0 AMENITY AND ENVIRONMENTAL HEALTH
- 10.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise
- 10.2 Install and operate all outdoor lighting to comply with AS4282 – 1997 "Control of the Obtrusive Effects of Outdoor Lighting".
- 11.0 LANDSCAPING
- 11.1 Establish and maintain landscaping throughout the site.
- 11.2 The landscaping must predominantly contain species consisting of native, drought tolerant groundcovers, shrubs, small trees and trees.
- 12.0 SITE WORKS AND EROSION AND SEDIMENT CONTROL
- 12.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.
- 12.2 Prepare and implement an Erosion and Sediment Control Strategy (ESCS) in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* (as amended).

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

**13.0 ASSET MANAGEMENT**

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

**14.0 CONSTRUCTION ACTIVITIES**

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

**ADVISORY NOTES**

- F. 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.**
- G. 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.**
- H. 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.**
- I. 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	65 Arthur Street, Tambo QLD 4478
RPD	Lots 8 and 10 on T15032
Site Area	2,092m <sup>2</sup>
Landowners	Joshua and Denae Phelps
Existing use of land	Storage
Existing development approval	N/A
APPLICATION DETAILS	
Application No.	DA12-2022-2023
Applicant	Joshua and Denae Phelps
Application description	Development Application for a Development Permit for Material Change of Use for a Warehouse
Decision due date	17 February 2023
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Overlays	N/A
Zone	Township zone (Mixed use precinct)
Land use definition	Warehouse
Category of Assessment	Code Assessment

### 2.0 PROPOSAL BACKGROUND

**TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS**

Application lodged	1 December 2022
SARA referral confirmation	3 January 2023
SARA referral agency response	4 January 2023
Decision due	17 February 2023

### 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 65 Arthur Street, Tambo, formally described as Lots 8 and 10 on T15032. The subject site has an area of 2,092m<sup>2</sup> and has a 43m frontage to Albert Street. The site also adjoins the road reserve of Arthur Street (Landsborough Highway), however there is no formed access to Arthur Street.

The site is on the western edge of the Tambo township.

The site is adjoined to the:

- North by Albert Street
- South by road reserve
- East by an industrial type uses
- West by vacant land.



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

#### **4.0 DESCRIPTION OF PROPOSAL**

The proposal involves the construction of a warehouse for storage purpose, specifically for the storage of hay. The shed will be a 360m<sup>2</sup> and have the following dimensions:

- 24m in length
- 15m in width
- 4m eaves height.

Wholesale sale of goods are permitted provided they are ancillary to the warehouse use.

There is currently no formed access to the site. Access will be required from Albert Street.

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

## 5.0 PLANNING ASSESSMENT

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

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

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

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

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

The site is located within 25m of a state-controlled road being Albert Street (Landsborough Highway) and therefore required referral to the State Assessment and Referral Agency (SARA). SARA provided a Referral Agency Response on 4 January 2023 with two conditions relating to not causing stormwater nuisance to the Landsborough Highway (Arthur Street) and that no direct access is permitted to the Landsborough Highway (Arthur Street).

### Approval history / lawful use of the premises and adjoining premises

The site contains an existing shed and carport. Both buildings are considered to have been lawfully established. The carport will be used for parking.

### 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 internally referred to Council to confirm whether the site has existing services. Council advised that the site is connected to water and can be connected to sewer. The site also has existing access from Lot 10. Conditions have been included to ensure that services are either maintained or provided in accordance with Council standards.

## 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 warehouse will result in the start of a new use. Under the Planning Scheme, the defined use relevant to the proposal is Warehouse:

**Warehouse** means the use of premises for—

- (a) storing or distributing goods, whether or not carried out in a building; or*
- (b) the wholesale of goods, if the use is ancillary to the use in paragraph (a).*

In accordance with Table 4.4.2 of the Planning Scheme a Warehouse in the Mixed use precinct of the Township Zone is subject to Code Assessment.

### 5.2.1 Assessment of Codes

The following codes are relevant to the proposed development.

#### **General Development Code**

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

- The proposed warehouse building will result in a site cover less than 50%
- The proposed warehouse will provide setbacks that comply with Building Code and QDC
- A condition has been included to ensure landscaping is provided
- The height of the proposed warehouse will not exceed 8.5m
- The proposal will not lead to unmanageable increases in local traffic
- The site contains an existing carport that will be utilised for parking
- Conditions have been included to manage any amenity impacts
- The site has access to telecommunications and power supply
- The site contains an existing water supply and is able to be connected to the Tambo reticulated sewer network
- Conditions have been included to manage stormwater, in particular that it does not cause nuisance and is piped to a lawful point of discharge
- The site is not affected by bushfire or flooding impacts
- No vegetation will be removed as part of the proposal.

#### **Township Zone Code**

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

- The proposal is located on the western edge of the Tambo township and will not impact on surrounding residential uses further to the east
- Conditions have been included to ensure the proposal will not have adverse impacts on residential amenity. It is noted that the closest dwelling house to the site is approximately 80m to the east
- The proposal involves the storage of hay only and hours of operation are not applicable
- Caretakers' accommodation is not proposed
- A condition has been included to ensure waste storage is screened.

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 a Material Change of Use for a Warehouse over land 65 Arthur Street, Tambo formally described as Lots 8 and 10 on T15032, 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) The design of the proposed warehouse will be sympathetic to surrounding development;
- b) The proposal incorporates compliant site cover and boundary setbacks;
- c) The site is sufficiently serviced and has existing access, telecommunications, electricity, reticulated water and access to reticulated sewer;
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

Attachment B – SARA Referral Agency Response

### Link to Corporate Plan

Governance

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

### Consultation (internal/external)

Chief Executive Officer

Mayor

RAPAD

### Policy Implications

Nil

**Budget and Resource Implications**

Nil

**Risk Assessment**

<b>Risk Category</b>	<b>Risk Tolerance</b>	<b>Summary of Risks Involved</b>	<b>Risk Rating</b>
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Participation in the RAPAD Board meetings ensure BTRC is considered in any decisions relating to the region.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Board meeting participation enables Council to stay ahead of matter affecting the region.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Council is part of the RAPAD group.	Low

**Risk Treatment**

Nil





Site Plan

DA12-2022- 2023

07/02/2023

Source: Queensland  
Globe

RA6-N



SARA reference: 2212-32676 SRA  
Council reference: DA12-2022-2023  
Applicant reference: -

4 January 2023

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

Attention: Kathy Dendle

Dear Sir/Madam

## SARA response—65 Arthur Street, Tambo

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 23 December 2022.

### Response

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Outcome:	Referral agency response – with conditions.
Date of response:	4 January 2023
Conditions:	The conditions in <b>Attachment 1</b> must be attached to any development approval.
Advice:	Advice to the applicant is in <b>Attachment 2</b> .
Reasons:	The reasons for the referral agency response are in <b>Attachment 3</b> .

### Development details

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Description:	Development permit	Material change of use for Development of a storage shed and/or warehouse.
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, division 4, subdivision 2, table 4 (Planning Regulation 2017) Development application for a material change of use within 25m of a state-controlled road	

SARA reference: 2212-32676 SRA

Assessment Manager: Blackall Tambo Regional Council

Street address: 65 Arthur Street, Tambo; 65 Arthur Street, Tambo

Real property description: 8T15032; 10T15032

Applicant name: Joshua and Denae Phelps

Applicant contact details: Jynoomali, Langlo Rd  
Tambo QLD 4478  
jdpgrazing@gmail.com

State-controlled road access permit: This referral included an application for a road access location, under section 62A(2) of *Transport Infrastructure Act 1994*. Below are the details of the decision:

- Refused
- Reference: TMR23-038294
- Date: 3 January 2023

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at [gerard.j.arthur@tmr.qld.gov.au](mailto:gerard.j.arthur@tmr.qld.gov.au)

## Representations

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

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

For further information please contact Carl Porter, Principal Planning Officer, on 07 4924 2918 or via email [RockhamptonSARA@dsdilgp.qld.gov.au](mailto:RockhamptonSARA@dsdilgp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Luke Lankowski  
Manager, Planning – Wide Bay Burnett

cc Joshua and Denae Phelps, [jdpgrazing@gmail.com](mailto:jdpgrazing@gmail.com)

enc Attachment 1 - Referral agency conditions  
Attachment 2 - Advice to the applicant  
Attachment 3 - Reasons for referral agency response  
Attachment 4 - Representations provisions

## Attachment 1—Referral agency conditions

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

No.	Conditions	Condition timing
<b>Material change of use</b>		
Schedule 10, Part 9, division 4, subdivision 2, table 4 (Planning Regulation 2017)—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road. (b) Any works on the land must not: <ul style="list-style-type: none"> <li>(i) create any new discharge points for stormwater runoff onto the state-controlled road;</li> <li>(ii) interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road;</li> <li>(iii) surcharge any existing culvert or drain on the state-controlled road;</li> <li>(iv) reduce the quality of stormwater discharge onto the state-controlled road.</li> </ul>	At all times.
2.	Direct access is not permitted between the Landsborough Highway (Arthur Street) and the subject site.	At all times.

## Attachment 2—Advice to the applicant

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General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v3.0. If a word remains undefined it has its ordinary meaning.

## Attachment 3—Reasons for referral agency response

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

### **The reasons for SARA's decision are:**

- The proposed development is for a shed or warehouse
- The site adjoins a State-controlled road (Arthur Street) and also a local road (Albert Street).
- Access can be gained from the local road.
- Likely stormwater impact of the proposed development is minimal and can be addressed by a condition.
- The proposed development complies with the relevant parts of State Code 1 of the SDAP with the application of conditions.

### **Material used in the assessment of the application:**

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 3.0)
- The Development Assessment Rules
- SARA DA Mapping system

## **Attachment 4—Change representation provisions**

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

COUNCIL MEETING DATE: 15 February 2023

Item No: **5.12****SUBJECT HEADING: Scrubby Creek Sports Club**

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

CLASSIFICATION: (if confidential)

*Summary: Council has received a proposal from the Scrubby Creek Sports Club. They wish to construct a shed at the sports ground which would contain a new kitchen, bar and office facility while providing an undercover area to facilitate sporting activities in a sun safe environment.*

**Officer's Recommendation: That Council supports the application by the Scrubby Creek Sports Club for funding through the Queensland Government's Minor Infrastructure Program for a shed at the Scrubby Creek Sports Facility.**

**Background**

Council received correspondence from the Scrubby Creek Sports Club. They are applying for funding for a new shed through the Queensland Government's Minor Infrastructure Program. The club is planning for a kitchen, bar and office to be incorporated in the shed which will also allow for sporting activities to be undertaken in a sun safe environment.

The applicant is seeking Council's endorsement of a grant application for funding from the Queensland Government's Minor Infrastructure Program. Applications close 5pm, 2 March 2023 and approved projects are to be completed December 2024.

The Program provides funding for infrastructure projects that enhance community participation opportunities through the provision of spaces that are:

- Safe – reduce exposure to health and safety risk
- Quality – meeting standard required for community level participation
- Efficient – more efficient use of the places and spaces (can be used by more people, cater for more activities, be used for longer hours)
- Inclusive and accessible – enhancing usability of places and spaces and ensuring no one is excluded from participation.

The shade structure could be considered to meet all of the above criteria. It has also been indicated in the letter that a shade structure would:

- improve the facility
- increase the range of age groups who could use the facility
- increase of available sports
- provide a sun safe environment.

The Scrubby Creek Sports Club fall within the guidelines as an eligible entity for this funding stream.

**Link to Corporate Plan**

Vibrant Communities

Outcome 2 – Health &amp; Wellbeing



Sport and Recreation – Council promotes a healthy lifestyle and provided quality sport and recreation facilities.

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

### Consultation (internal/external)

Mayor

Chief Executive Officer

Director of Finance Corporate and Community Services

Tambo Sports Club

### Policy Implications

Nil

### Budget and Resource Implications

\$37,000 maximum contribution – to be considered in the 2023-2024 budget.

### 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
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	The project aligns with the BTRC Corporate Plan	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

There is no risk to Council as the Scrubby Creek Sports Club are only seeking endorsement of their plan and application. They have not requested any contribution from Council.

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

COUNCIL MEETING DATE: 15 February 2023

Item No: 5.13

**SUBJECT HEADING: Blackall Aquatic Centre Lease**

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

CLASSIFICATION: (if confidential)

*Summary: The lease for the Blackall Aquatic Centre was advertised.***Officer's Recommendation: That Council endorse the decision of the Chief Executive Officer to award the lease for the Blackall Aquatic Centre to Brendan Schluter.****Background**

The lease for the Blackall Aquatic Centre became available in January 2023 and Council advertised for a new lessee. Two applications were received and the Chief Executive Officer and Director of Works and Services interviewed both applicants. Both applicants need to upgrade their qualifications.

Under the new lease Council will be responsible for maintenance of the grounds and the Lessee will continue to be responsible for the water quality, cleaning and upkeep of the pool, toilets and the facilities.

It was decided to award the lease to Brendan Schluter as he provided the best value for money and has a lifetime community connection with Blackall.

**Link to Corporate Plan**

Infrastructure

Outcome 4 – Aquatic Centre – Provide functional, accessible aquatic centres in both communities.

**Consultation (internal/external)**

Chief Executive Officer

Director of Works and Services

**Policy Implications**

Procurement and Disposal Policy.

**Budget and Resource Implications**

An allocation is provided in the budget.

**Risk Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Budgeted allocation.	Medium
Legal & Regulatory	Low	Compliant with the legislation and the Procurement and Disposal Policy.	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	The lessee has the appropriate qualifications.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The lease was advertised publicly.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Nil

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

COUNCIL MEETING DATE: 15 February 2023

Item No: **5.14****SUBJECT HEADING: Remuneration Commission**

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

CLASSIFICATION: (if confidential)

*Summary: As required by section 177(c) of the Local Government Act 2009 and Chapter 8, Division 1 of the Local Government Regulation 2012 the Local Government Remuneration Commission is to decide the maximum amount of remuneration payable to the councillors of each category of local government. The Remuneration Commission has concluded their determination and provided a report.*

**Officer's Recommendation: That Council receive the Local Government Remuneration Commission Annual Report 2021-2022.**

**Background**

The Remuneration Commission (the Commission) has provided the report for the 2021-2022 year. The report includes the remuneration schedule for the 2023-2024 financial year, outlining the maximum amounts of remuneration payable to mayors, deputy mayors and councillors commencing 1 July 2023.

There are 8 categories of local government in the remuneration schedule and the Commission under section 177 of the *Local Government Act 2009* is to decide the category for each local government. Blackall-Tambo Regional Council is a category 1 local government.

In the 2021-22 report the Commission decided to increase the maximum remuneration level for mayors, deputy mayors and councillors in category 1 councils by 4%.

The report outlines the reasoning behind the decision.

At the June 2020 general meeting Council resolved the following:

*That Council adopt the revised Remuneration Policy and it become effective from 1 July 2022.*

*Moved: Cr LP Russell**Seconded: Cr JH Scobie**Minute No: 18/06B/20**Carried 7/0*

The Remuneration Policy states:

“Pursuant to section 247 of the *Local Government Regulation 2012*, the remuneration rates for Councillors of Blackall-Tambo Regional Council will be set as per the annual remuneration schedule provided by the Local Government Remuneration Commission report for Category 1 Councils and will be applicable from 1 July 2020.”

The remuneration schedule to apply from 1 July 2023 for category 1 local governments as per the 2021-2022 annual report is as follows:

Mayor	\$114,801
Deputy Mayor	\$ 66,231
Councillors	\$ 57,400

Note 2 to the remuneration schedule states:

*For councillors in category 1 councils, a base payment of \$38,266.67 is payable for the 12 months commencing on 1 July 2023. A meeting fee of \$1,594.44 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.*

A copy of the Local Government Remuneration Commission Annual Report 2021-22 is attached.

### Link to Corporate Plan

Governance

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

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

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

### Consultation (internal/external)

Director of Finance Corporate and Community Services

### Policy Implications

Councillor Remuneration Policy

### Budget and Resource Implications

\$468,032.00 to be budgeted for the 2023-2024 financial year.

### Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Councillor remuneration will be budgeted for in the 2023-24 financial year.	Medium
Legal & Regulatory	Low	Under section 247(2) of the <i>Local Government Regulation 2012</i> the maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Council is required to pay no more than the maximum amount shown in the remuneration schedule for a category 1 council.	Low
Reputation	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Leadership	Low	Budgeting for remuneration reduces risk.	Low

**Proposed Risk Treatment**

Council will continue to abide by the determined remuneration payable to councillors as provided in the annual report from the Remuneration Commission and outlined in the Councillor Remuneration Policy.

# Local Government Remuneration Commission

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## Annual Report 2021-22

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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not consider individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available at [www.statedevelopment.qld.gov.au](http://www.statedevelopment.qld.gov.au).



## Local Government Remuneration Commission

12 December 2022

The Honourable Steven Miles MP  
Deputy Premier  
Minister for State Development, Infrastructure, Local Government and Planning  
1 William Street  
Brisbane QLD 4000

Dear Minister

On 30 November 2022, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012*.

Our determinations on these matters, together with the Remuneration Schedule to apply from 1 July 2023 are included in the enclosed Report, which we commend to you.

Yours sincerely



Robert (Bob) Abbot OAM  
Chair Commissioner



Andrea Ranson  
Commissioner



Reimen Hii  
Commissioner



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## 2022 Report key determinations

### Determination of maximum remuneration levels

The Commission has decided to increase the maximum remuneration levels for mayors, deputy mayors and councillors as follows:

Categories 1, 2 and 3	increase by 4% from 1 July 2023
Categories 4, 5, 6, 7 and 8	increase by 3% from 1 July 2023

In making its determination, the Commission considered the following:

- Increase in the Consumer Price Index (CPI)<sup>1</sup>:
  - for the period September 2022 Quarter:
    - Weighted average of the eight capital cities: 1.8%; Brisbane: 1.8%
  - for the 12 months to the September quarter 2022:
    - Weighted average of the eight capital cities: 7.3%; Brisbane: 7.9%
  - for the period June 2022 Quarter:
    - Weighted average of the eight capital cities: 1.8% per cent; Brisbane: 2.1%
  - for the 12 months to the June quarter 2022:
    - Weighted average of the eight capital cities: 6.1%; Brisbane: 7.3%
- Increases in the Wage Price Index (WPI) for the financial year ended 30 June 2022 as compared to the financial year ending 30 June 2021<sup>2</sup>:
  - (All Industries) Australia: 2.6%; Queensland: 2.9%
  - (Public Sector) Australia: 2.1%; Queensland: 2.7%
- Average Weekly Earnings for the period of May 2021 to May 2022<sup>3</sup>:
  - (All Industries) Australia: 2.0%; Queensland: 3.5%
  - (Public Sector) Australia: 3.0% Queensland: 5.6%
- As in previous years, the Commission considered the Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT) remuneration determination as a potentially relevant factor. In March 2022, the ICRT determined that the base rate for a Brisbane City Council Councillor be increased by 2.5% effective from 1 June 2022.

<sup>1</sup> Source: *Consumer Price Index (report), September quarter 2022, Consumer Price Index (report), March quarter 2022*, Queensland Government Statisticians Office, Queensland Treasury.

<sup>2</sup> Source: *Wage Price Index, Australia, June 2022*, Australian Bureau of Statistics (previously cat 6345.0)

<sup>3</sup> Source: *Average Weekly Earnings, Australia, May 2022*, Australian Bureau of Statistics (previously cat 6302.0); *Average weekly earnings, Queensland and Australia, 1981–82 to 2021–22 (table)*, 19 August 2022, Queensland Government Statisticians Office, Queensland Treasury.

- The determination of the Queensland Independent Remuneration Tribunal (QIRT) on 31 May 2021 to increase the Base and Additional Salary rates for members of the legislative assembly by:
  - 0% with effect on and from 1 September 2019;
  - 2.0% with effect on and from 1 September 2021;
  - 2.25% with effect on and from 1 March 2022; and
  - 2.5% with effect on and from 1 September 2022.
- On 1 March 2021, the Queensland Industrial Relations Commission (QIRC) made Wages Determination: Certification of Salary Schedules (Wages Determination) which varied the State Government Entities Certified Agreement 2019 (the 2019 Certified Agreement) to:
  - set the salary rate for public service employees under the core agreement at 1 September 2021 as the award rate current at that time (this will be the rate upon which annual increases will be made);
  - align the salary increase dates for public service employees as follows:
    - 2.5% wage increase from 1 September 2019;
    - 2.5% wage increase from 1 September 2021;
    - 2.5% wage increase from 1 March 2022; and
    - 2.5% wage increase from 1 September 2022.
- Determination of the Salaries and Allowances Tribunal of Western Australia dated 7 April 2022: that remuneration, fees, and annual allowance ranges provided to CEOs and elected members be increased by 2.5%.
- Decision of the New South Wales Local Government Remuneration Tribunal Determination and Annual Report dated 20 April 2022: to apply a 2.0% increase in the minimum and maximum fees applicable in each category and that the current allocation of councils into the current categories of councils is appropriate.
- Decision of the Victorian Independent Remuneration Tribunal dated 7 March 2022: new base levels and increases for 5 years from 18 December 2021, for mayors, deputy mayors and councillors, as set out in tables 1-13 of Allowance payable to Mayors, Deputy Mayors, and Councillors (Victoria) Determination No. 01/2022.
- In Tasmania, the remuneration for local government councillors is automatically increased under the provisions of the Local Government (General) Regulations 2015. The increase, effective 1 November 2022, is an automatic indexation of local government allowances provided for under the Local Government Act 1993 (Tas) by multiplying the allowances for the previous year by the inflationary factor (determined by calculating the current year's June quarter Wage Price Index divided by the previous years' June Wage Price Index).
- In the Northern Territory, the allowances for local government council members are indexed by CPI (Darwin) at 1 July each year.



- The Commission also considered the impact of inflation and relative volatility of CPI in the past twelve (12) months, along with:
  - the Commission's inability to predict changes in CPI in the short or long term;
  - the potential differential impact of CPI changes across various parts of Queensland (including rural and remote regions); and
  - whether in a significantly inflationary environment remuneration should match inflation, and the potentially differential impact on sustainability in different parts of the State.
- The application of principles of consistency and austerity, when reviewing wages in the public sector.
- The continued impact of the COVID-19 pandemic, global trade tensions, and the ongoing impact and disruption caused by extreme or natural weather events impacting many parts of the State.
- The impact on communities of global supply chain shortages and disruption.
- The impact on communities of global transition to renewable energy sources, climate change and sustainability.
- Anecdotal evidence of:
  - 'communities in transition', changing demographics and population movement, resilience and sustainability challenges and opportunities;
  - rapid trade and infrastructure diversification, and the potential for disproportionate impact throughout communities;
  - uncertainty and the cost to communities of ensuring sustainability, trade diversification and investment in infrastructure and innovation; and
  - the Commission's observation of a generally increasing call for role recognition through remuneration, particularly with regard to attracting and retaining reasonable and diverse mayoral and councillor candidates, along with the desire to foster and keep local talent, by creating competitive career path opportunities.
- The disparity in actual dollar terms between the remuneration paid to Mayors and councillors from the smaller rural, regional, and remote communities versus those residing in the larger or more metropolitan communities as was highlighted for the Commission through written and oral depositions this year.
- The gap between the remuneration (in real dollar/wage terms) payable to Mayors and Councillors in Categories 1 to 3, compared to those Mayors and Councillors in Categories 4 to 8, notwithstanding the work being carried out by local governments generally in Categories 1 to 3 is no less important as those in Categories 4 to 8. This is an issue the Commission will continue to consider as part of its general and category review in 2023.

- The impact of the unforeseen significant rise in inflation, interest rates and CPI, and the disproportionately greater impact it has had on the communities in rural, remote, and regional areas since the start of the 2022 calendar year, as observed and reported to the Commission.
- The current observed volatility and uncertainty regarding inflation, and the impact of this on councils and their constituents.
- The importance of maintaining wages growth in a sustainable and fiscally responsible manner, while measures are being taken by other government authorities to combat inflation.
- The need to ensure financial sustainability of local governments and the diverse communities they serve.
- Local governments' role in Queensland's economic development and innovation.

The Commission gratefully acknowledges the increased number of submissions it received this year which have assisted in its discharge of its statutory obligations.

### **Councillor advisors**

The Commission did not receive any direction or request to make recommendations relating to councillor advisors in the period between 1 December 2021 to 30 November 2022.

### **Category review and future actions**

The Act requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election. The next review of the categories is due in 2023.

In its 2019 report, the Commission determined not to make any category changes to the categories of local government.

In its 2019 and subsequent reports, the Commission stated its intention to undertake an analysis of the categories and category system in the period 2021-2023, with the intention of commencing after the 2021 quadrennial Queensland Local Government Elections. This anticipated analysis was delayed due to the impact of the COVID-19 global pandemic. COVID-19 inevitably resulted in an increased focus on other priorities for Queensland local government. The Commission commends all local government members for their on-going contribution to their communities and the State of Queensland in the recent and consecutively challenging years,

The Commission has advised of its intention to proceed with a general review of categories and the category system during 2023, and will engage with, and invite submissions from, councils and stakeholders commencing in early 2023. The

Commission expects that in addition to the category review due in December 2023, that the Commission will conduct a general review of its methodology in determining its maximum remuneration and categories in early 2023. After the scope of the general review has been formulated, the Commission will also invite submissions from councils and stakeholders to assist it in its general review.

To that end, the Commission intends to issue practice directions to assist councils and stakeholders to engage with, and make relevant submissions, to the Commission to inform and assist in the discharge of the Commission's statutory functions.



## 2. The Commission

### Formation and composition

The Local Government Remuneration Commission (the Commission) is an independent entity established under the *Local Government Act 2009* (the Act). On 1 October 2019, His Excellency the Governor, acting by and with the advice of the Executive Council, approved three new appointees to the Commission for a term of four years.

This is the fourth report of the new Commission, and the sixteenth report including the reports of the former Local Government Remuneration and Discipline Tribunal and the Local Government Remuneration Tribunal.

The current Chair and Commissioners of the Commission are:

#### Mr. Robert (Bob) Abbot OAM

##### Chair

Mr. Abbot has extensive experience in the local government sector with 32 years as an elected councillor and mayor. Mr. Abbot has experience working at state and national local government organizations and has held board and panel positions, including Deputy Chair of the South East Queensland Council of Mayors, Director of the Local Government Association of Queensland (LGAQ), and Director of the Australian Local Government Association. Mr. Abbot has been a mentor for newly elected mayors on behalf of the LGAQ, with a particular focus on mentoring Queensland Indigenous mayors.

In the Australia Day 2021 Honours List, Mr. Abbot was the recipient of an Order of Australia (OAM) for his service to local government and to the communities of Noosa and the Sunshine Coast.

#### Ms. Andrea Ranson

##### Commissioner

Ms. Ranson is a lawyer experienced in public and private sector business and governance. Ms. Ranson brings substantial legal experience in business and commercial law, industrial relations, dispute resolution, justice, and ethics. Ms Ranson is also passionate about regional development, communities, and sustainability. Ms. Ranson is a Nationally Accredited Mediator currently working with the Queensland Civil and Administrative Tribunal (QCAT) and is a member of the Queensland Department of Justice & Attorney-General Dispute Resolution Panel. Ms. Ranson is also now in her second term as a Non-Executive Director appointed to the Board of North Queensland Bulk Ports Corporation, a government owned corporation. Ms. Ranson is Chair of the Corporate Governance & Planning Committee and a Member of the Audit & Financial Risk Management Committee of that Board. Ms. Ranson holds a Master of Laws (LLM), Bachelor of Laws (Hons) and Bachelor of Arts from Monash University. She is a Graduate of the Australian Institute of Directors (GAICD) and a Fellow of the Governance Institute of Australia (FGIA).

## Mr. Reimen Hii

### Commissioner

Mr. Hii is a barrister and Nationally Accredited Mediator. He holds the degrees of Bachelor of Laws and Bachelor of Arts. He is a practicing lawyer with extensive knowledge in public administration and community affairs, and a particular interest in civil and commercial law. Mr. Hii is experienced in professional discipline matters, including investigations, public administration, corporate and public governance, public sector ethics and finance. Mr. Hii has a culturally and linguistically diverse background and experience working with diverse communities. Mr. Hii has previously been recognized as Australian Young Lawyer of the Year by the Law Council of Australia, in recognition of his significant contribution to access to justice and diversity advocacy. Mr Hii provides a deep understanding of diversity and brings well respected analytic skill, together with legal and business acumen to the role.

## Remuneration responsibilities

Chapter 6, Part 3 of the Act, proclaimed into force on 3 December 2018, established the Local Government Remuneration Commission to assume the remuneration functions of the former Local Government Remuneration and Discipline Tribunal which ceased to exist on 3 December 2018.

Section 177 of the Act provides the functions of the Commission are:

- to establish the categories of local governments, and
- to decide the category to which each local government belongs, and
- to decide the maximum amount of remuneration payable to the councillors in each of the categories, and
- to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
  - (i) whether or not to prescribe a local government under section 197D(1)(a);
  - (ii) the number of councillor advisors each councillor of a local government may appoint;
  - (iii) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
- another function related to the remuneration of councillors if directed, in writing, by the Minister.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the processes of the Commission in deciding the remuneration that is payable to councillors.

The Regulation requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment.

After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Commission to vary the remuneration for a councillor, or councillors, to a level higher than that stated in the remuneration schedule where the local government considers exceptional circumstances apply. The Commission may, but is not required to, consider any such submission. If the Commission is satisfied that exceptional circumstances exist, the Commission may approve payment of a higher amount of remuneration.

On 12 October 2021, the *Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2021* and section 197A of the *Local Government Act 2009* came into force. These changes formed part of the Queensland Government rolling reform agenda in the local government sector to further strengthen transparency, accountability and integrity measures that apply to the system of local government in Queensland.

Section 197A of the Act established requirements for councils that wish to employ councillor advisors and councillor administrative support staff to assist councillors complete their duties. The role of councillor advisors is currently restricted to Brisbane City Council and to those councils within category 4 to 8 as prescribed by this Commission.

The requirements in relation to the appointment of councillor advisors include the following:

- must vote to pass a resolution to create councillor advisor positions (except Brisbane City Council)
- appoint advisor, at the discretion of councillors and only until the councillor's term ends, unless re-appointed by a new councillor
- must report the costs of councillor advisors to the community, for example through the council's annual report.

Requirements for councillor advisors include the following:

- they must submit registers of interests and keep them up-to-date
- they must follow a new Code of conduct for councillor advisors in Queensland
- they must comply with the local government principles and can be found guilty of integrity offences.

A dedicated telephone hotline (07 3452 6747) has been established by the Department of State Development, Infrastructure, Local Government and Planning to respond to any questions regarding councillor advisors. The hotline is available between the hours of 8.30am to 5.00pm, Monday to Friday.

Alternatively, email enquiries can be forwarded to [lgreforms@dsdilp.qld.gov.au](mailto:lgreforms@dsdilp.qld.gov.au).

The Commission is yet to receive any submissions or enquiries in relation to councillor advisors as at the date of its determination.

## 3. Remuneration determination

### Remuneration determination for councillors

As required by section 246 of the Regulation the Commission has prepared a remuneration schedule for the 2022-2023 financial year, applicable from 1 July 2023 (the Schedule), which appears below.

Arrangements have been made to publish the Schedule in the Queensland Government Gazette and for this Report to be printed and presented to the Minister for Local Government.

### Methodology

The Commission had regard to the matters in section 244 and 247 (2), (5) of the Regulation in determining the Schedule. The Commission also noted and had regard to the matters listed on pages 6 to 10 of this Report to determine the appropriate maximum remuneration in each category of local government.

### Matters not included in the remuneration schedule

During the 2022 consultation period, the Whitsunday Regional Council sought clarification in relation to whether a mechanism may be implemented to ensure that Mayors and Councillors remuneration is suspended when campaigning for Federal political office, similar to the provisions which are provided for in s.160B of the Act for Mayors and Councillors campaigning for State political office.

Whitsunday Regional Council also requested the introduction of additional remuneration rates for Acting Mayors and Acting Deputy Mayors for prolonged relief arrangements (e.g., paid at 80% of the scheduled rate for periods in excess of a four-week vacancy or absence).

The Commission notes that the submission is not a request for approval for a specific councillor to remunerated at a level more than the maximum amount payable under the Schedule, or in relation to categories of local government generally. The Commission considers that it is unable to issue any determination about the remuneration payable to sitting Mayors or Councillors who are running for office in Federal elections as this is a matter that is outside the Commission's statutory functions. The Commission also does not have the power to approve remuneration at an amount lower than in the Schedule.

The Commission nevertheless notes the submission regarding potential inconsistency between candidates for State elections and Federal elections, and will refer this matter back to the Department for further consideration.

The Commission has informed Whitsunday Regional Council of this determination.

## Pro rata payment

Should an elected representative hold a councillor position for only part of a financial year, they are only entitled to remuneration to reflect the portion of the year served.

## Remuneration schedule to apply from 1 July 2023

		Remuneration determined (from 1 July 2023)		
		(\$ per annum; see Note 1)		
Category	Local governments assigned to categories	Mayor	Deputy mayor	Councillor
<b>Category 1</b> (see Note 2)	Aurukun Shire Council Balonne Shire Council Banana Shire Council Barcaldine Regional Council Barcoo Shire Council Blackall-Tambo Regional Council Boulia Shire Council Bulloo Shire Council Burdekin Shire Council Burke Shire Council Carpentaria Shire Council Charters Towers Regional Council Cherbourg Aboriginal Shire Council Cloncurry Shire Council Cook Shire Council Croydon Shire Council Diamantina Shire Council Doomadgee Aboriginal Shire Council Douglas Shire Council Etheridge Shire Council Flinders Shire Council Goondiwindi Regional Council Hinchinbrook Shire Council Hope Vale Aboriginal Shire Council Kowanyama Aboriginal Shire Council Lockhart River Aboriginal Shire Council Longreach Regional Council Mapoon Aboriginal Shire Council McKinlay Shire Council Mornington Shire Council Murweh Shire Council Napranum Aboriginal Shire Council North Burnett Regional Council Northern Peninsula Area Regional Council Palm Island Aboriginal Shire Council Paroo Shire Council	\$114,801	\$66,231	\$57,400

	Pormpuraaw Aboriginal Shire Council Quilpie Shire Council Richmond Shire Council Torres Shire Council Torres Strait Island Regional Council Winton Shire Council Woorabinda Aboriginal Shire Council Wujal Wujal Aboriginal Shire Council Yarrabah Aboriginal Shire Council			
<b>Category 2</b>	Mareeba Shire Council Mount Isa City Council Somerset Regional Council	\$132,461	\$79,478	\$66,231
<b>Category 3</b>	Cassowary Coast Regional Council Central Highlands Regional Council Gympie Regional Council Isaac Regional Council Livingstone Shire Council Lockyer Valley Regional Council Maranoa Regional Council Noosa Shire Council Scenic Rim Regional Council South Burnett Regional Council Southern Downs Regional Council Tablelands Regional Council Western Downs Regional Council Whitsunday Regional Council	\$141,294	\$88,308	\$75,061
<b>Category 4</b>	Bundaberg Regional Council Fraser Coast Regional Council Gladstone Regional Council Rockhampton Regional Council	\$166,171	\$109,324	\$96,204
<b>Category 5</b>	Cairns Regional Council Mackay Regional Council Redland City Council Toowoomba Regional Council	\$192,410	\$131,187	\$113,698
<b>Category 6</b>	Ipswich City Council Townsville City Council	\$218,647	\$148,681	\$131,187
<b>Category 7</b>	Logan City Council Moreton Bay Regional Council Sunshine Coast Regional Council	\$244,886	\$169,671	\$148,681
<b>Category 8</b>	Gold Coast City Council	\$271,124	\$188,038	\$161,799

#### Notes to the remuneration schedule

In its 2014 report the then Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

Note 1 The monetary amounts shown are the per annum figures to apply from 1 July 2023. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are only entitled to a pro rata payment to reflect the portion of the year served.

Note 2 For councillors in category 1 councils, a base payment of \$38,266.67 is payable for the 12 months commencing on 1 July 2023. A meeting fee of \$1,594.44 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.

## 4. Matters raised with the Commission during the remuneration review program

A summary table of submissions made to the Commission during the review period and the Commission's determination is provided below.

### Meetings and deputations

Local governments were provided with the opportunity to engage with the Commission at the Annual Conference of the LGAQ at the Cairns Convention Centre held from 17 to 19 October 2022.

Central Highlands, Gladstone, Isaac, Somerset, Western Downs and Whitsunday Regional Councils, and Douglas Shire Council, provided the Commission with oral deputations during the 2022 LGAQ Conference in Cairns.

Local governments were also given an opportunity to provide written submissions to the Commission. The Commission determined and advised councils that the date for written submissions would close on 4 November 2022.

Nine written submissions were received by 4 November 2022: from the Northern Peninsula Area Regional Council, Toowoomba Regional Council, Whitsunday Regional Council, Western Downs Regional Council, Fraser Coast Regional Council, Mackay Regional Council, Central Highlands Regional Council, and Somerset Regional Council.

In making its determination, the Commission had regard to all submissions it received, together with the matters on pages 6 to 10 of this report.

Key points raised with the Commission during the 2022 review period included:

- increasing demands on councils in relation to innovation and sustainability;
- increasing demands on councils in relation to trade diversification and industry engagement, particularly in light of the global move towards renewable energy sources;
- role and career recognition, through remuneration, particularly in attracting and retaining diverse and reasonable mayoral and councillor candidates;
- role and career recognition, through remuneration, in order to attract greater diversity in age, and to support regional communities in developing and keeping local talent
- potential recognition of innovation;
- the impact of the sudden increase in inflation over the last 12 months on all local governments, and the disproportionate effect on those on lower wages, as well as those from rural, regional and remote communities.
- the current observed volatility and uncertainty regarding inflation, and the impact of this on councils and their constituents.
- continuing concerns for the future and sustainability of their communities and community constituents, economic growth, development, and sustainability.



especially with global transition to renewables in mind and significant uncertainty around future large infrastructure changes required to meet new demands.

## Table – Summary of 2022 submissions

1	
Date received	<p><b>Written Submission</b> on 10 October 2022</p> <p>Oral Submission on 17 October 2022 LGAQ Conference</p>
Received from	<p><b>Western Downs Regional Council:</b></p> <p>CEO Jodie Taylor</p> <p>Councillor Paul McVeigh</p> <p>Deputy Mayor Andrew Smith</p>
Summary of submission	<p>Council is currently identified by the LGRC as a category 3 council. Council submitted that it be elevated to Category 4. The following factors were relied upon in Council's submission:</p> <ol style="list-style-type: none"> <li><b>Size, Geographical &amp; Environmental terrain</b> of Western Downs RC is extensive and Council covers 38,000km<sup>2</sup> and comprises six principal towns – Chinchilla, Dalby, Jandowae, Miles, Tara and Wandoan – with 23 smaller towns and 99 communities. Significant travel is required in order for Councillors to fulfill their duties, and provide Representation across the region, particularly at community and business events.</li> <li><b>Councillors hold additional portfolio responsibilities</b> linked to key council business functions and the corporate plan, carrying additional responsibilities and constraints on Councillor's time.</li> <li><b>Population, demographics, spread of population &amp; extent of services provided</b> are important considerations for Council. Council submitted that its population unlike many other regional areas, has expanded rapidly with 56% growth in migration from urban areas in last 12 months. The Region was one of top 5 LGAs in Australia (and only LGA in Qld) achieving this level of migration increase. Managing 6 principle towns, 23 smaller towns and 99 communities creates significant challenges in service delivery, additional budget and financial management complexity, as well as significant asset and infrastructure management outside of the scope of a Category 3 Council, in particularly highlighting that Council has the Largest road network in Qld – 7,500km of local roads and 2,500km of state/federal roads managed by council; 20 water schemes; 7 sewerage schemes; 18 transfer stations and landfills; gas reticulation network; over 1000 buildings; 116,000 hectares of stock routes; large network of parks &amp; open spaces; 8 airport facilities; saleyards business - throughput over 230,000 head per annum. Council submitted these factors require significant time spent on strategic development, building skills, knowledge and understanding the diversity of</li> </ol>

	<p>services delivered by council in region. Diverse range of business activities unique for council size.</p> <p><b>4. Strong regional economic growth, investment and consistently high employment</b> - GRP (region) grown 34% in 5 years - \$4.31B.</p> <p><b>5. High confidence in regional development</b> having approval for 23 solar farms (6 operational and 1 under construction), 3 wind farms (1 operational and 3 approved), approved renewable-based hydrogen plant; and the largest battery plant in Qld (more proposed).</p> <p><b>6. Existing and growing trade</b> –coal mines, gas or coal powered plants, strong and growing gas resources sector; intensive agriculture growth (42% of national feed lot capacity; 57 feedlots operating; highly developed and productive agricultural base); 123 manufacturing businesses with total sales volume of \$696M in 2021 = 100% increase in 5 years. Council submitted that continued economic growth places greater responsibilities upon mayor and councillors to understand and manage the diverse development occurring withing region and strategic needs of community.</p> <p><b>7. Financial sustainability</b> - Council operates on a financially sustainable basis despite five (5) significant flooding events expected to equate to \$170M in regional flood damage funding to be delivered in 18 months.</p>
<b>Request</b>	Change from category 3 to Category 4.
<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.</p> <p>The matters raised specifically in the submissions have also been considered by the Commission as part of the 2022 annual review of the maximum remuneration payable to mayors and councillors.</p>
<b>2 Date received</b>	<b><u>Written Submission</u></b> on 10 October 2022
<b>Received from</b>	<b><u>Individual submission:</u></b> Cr Tim McMahon, Toowoomba Regional Council
<b>Summary of submission</b>	Council is currently identified by the LGRC as a category 5 council. Council submitted that it be elevated to Category 6. The following factors were relied upon in Council's submission:

	<ol style="list-style-type: none"> <li><b>Competitive remuneration terms:</b> Councillor McMahon submitted that as a Councillor in his first term, the role has significant challenges, stress, responsibility, and a lack of job security. Councillor McMahon highlighted that the 2022 Queensland Education EBA resulted in there being greater earning capacity in his previous role as a teacher, together with greater job security than as a Councillor.</li> <li><b>Council doesn't have divisions</b> and therefore Councillor's have significant travel across Toowoomba's large and diverse LGA. Commitments are often 7 days per week, exceeding regular full time job responsibilities.</li> <li><b>Comparison to other LGA</b> – for example Ipswich Council which has divisions, with Councillor responsibility for 30,000 constituents vs. 100,000 for Toowoomba. Ipswich is Category 6.</li> </ol>
<b>Request</b>	Change from Category 5 to Category 6.
<b>Determination</b>	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.
<b>3</b>	<b>Date received</b> <u>Written Submission</u> on 10 October 2022
	<b>Received from</b> <u>Individual submission:</u> Cr Alison Jones, Mackay Regional Council
	<b>Summary of submission</b> Local Government councillors are the closest to the community and put in long hours that are no different to a state or federal politician. As a third term councillor, concern that the true value of councillors' work is not being considered. The factors relied upon in Councillor Jones' submission included: <ol style="list-style-type: none"> <li><b>Councillor income</b> of \$108,000, while performing an average of 50-80 hours per week. Average 50 hour per week post-tax salary equates to approximately \$66,000 per annum or \$24 per hour. Councillor roles are 24/7, with evening calls, weekend work and no overtime to recompense Councillors for their time.</li> <li><b>Remuneration should fairly reflect role and responsibilities</b> – using the analogy of Council as a company, Councillors are effectively members of a company board with responsibility for budgets exceeding \$100 million per year.</li> </ol>

	<b>Request</b>	Consideration be given to these matters when considering Councillor remuneration.
	<b>Determination</b>	The Commission will give consideration to the matters raised when it commences its review of categories and the category system in 2023. The Council is invited to participate in the 2023 review. The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
4	<b>Date received</b>	<b><u>Written Submission</u></b> on 13 October 2022
	<b>Received from</b>	<b><u>Individual submission:</u></b> Cr Jade Wellings, Fraser Coast Regional Council
	<b>Summary of submission</b>	Remuneration for a category 4 Deputy Mayor does not fairly compensate or incentivise Councillors for the additional workload of a Deputy Mayor. Category 4 Mayoral roles have full time assistant support, while Councillors (including the Deputy Mayor) share one assistant.
	<b>Request</b>	An increase in the remuneration for the role of Deputy Mayor.
	<b>Determination</b>	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.  The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
5	<b>Date received</b>	<b><u>Written Submission</u></b> on 14 October 2022 <b><u>Oral Submission</u></b> on 17 October 2022 LGAQ conference
	<b>Received from</b>	<b><u>Central Highlands Regional Council:</u></b> Deputy Mayor Christine Rolfe CEO Sharon Houlihan
	<b>Summary of submission</b>	Remuneration is considered too low to attract high calibre councillor candidates, this ultimately limits the pool of councillor candidates.  Query whether remuneration should be based on council categories - mayor and councillors of small councils have just

	<p>as complex a job and similar workload as those in medium councils.</p> <p>Remuneration is not the complete picture for explaining what a councillor role entails and other aspects for example leave entitlements should be taken into consideration.</p> <p>Taxation treatment differs depending on how the role of Councillor is defined.</p> <p>The impact of taking leaves of absence is not currently addressed in setting remuneration, this is a complex area for councils.</p> <p>Councillor roles / criteria should be defined in a similar way to a normal position description, including duties description, remuneration, skills required to undertake role and conditions (for example, leave entitlements, coverage of expenses, access to child-care, vehicle and so on).</p>
<b>Request</b>	Consideration be given by the Commission to the matters raised.
<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review.</p> <p>The matters raised specifically in the submission have also been considered by the Commission as part of the 2022 annual review of the maximum remuneration payable to mayors and councillors.</p>
<b>6</b>	<p><b>Date received</b>      <u><b>Written Submission</b></u> on 14 October 2022  <u><b>Oral Submission</b></u> on 17 October 2022 LGAQ conference</p> <p><b>Received from</b>      <u><b>Somerset Regional Council:</b></u>  Mayor Graeme Lehmann  Cr Bob Whalley, Cr Sean Choat, Cr Cheryl Gaedtke,  Cr Jason Wendt</p> <p><b>Summary of submission</b>      Pre amalgamation Somerset RC was a Category 3 Council. Somerset RC is now a Category 2 Council and should be reinstated to Category 3.</p> <p>The following factors were relied upon:</p> <ol style="list-style-type: none"> <li><b>1. Membership to SEQ Council of Mayors</b> - Somerset is the only Local Government in the South East Queensland (SEQ) area which is also a member of the SEQ Council of Mayors, and categorised as a category two (2) Council.</li> </ol>

		<ol style="list-style-type: none"> <li><b>Comparison to neighbouring LGR</b> – Councillor participation and workload in fulfilling SEQ duties are the same as neighbouring rural-based councils, for example, Scenic Rim and Lockyer Valley Regional Councils, each of which are category three (3).</li> <li><b>Existing remuneration metrics</b> require change to reflect effort and participation.</li> <li><b>Community expectation</b> - there is a high level of community expectation as communities benchmark Council against adjoining densely populated communities, resulting in an increased workload.</li> <li><b>Councillor remuneration in Somerset has reduced</b> since amalgamation, while Somerset continues to grow, is located in SEQ, and the representation (and workload increased),</li> <li><b>Changes in legislation</b> have increased scrutiny and burden on elected members. This increased burden needs to be considered.</li> </ol>
	<b>Request</b>	Reinstate Council from Category two (2) to Category (3).
	<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.</p> <p>The matters raised specifically in the submissions have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.</p>
7	<b>Date received</b>	<p><b><u>Written Submission</u></b> on 14 October 2022</p> <p><b><u>Oral Submission</u></b> on 17 October 2022 LGAQ Conference</p>
	<b>Received from</b>	<p><b><u>Whitsunday Regional Council:</u></b></p> <p>CEO Rod Ferguson</p> <p>Mayor Julie Hall, Deputy Mayor Gary Simpson</p>
	<b>Summary of submission</b>	<p>Consideration is requested to introducing additional remuneration rates for Acting Mayor and Acting Deputy Mayor for prolonged relief arrangements (e.g., paid at 80% of the scheduled rate for periods in excess of a four-week vacancy or absence).</p> <p>Council identified discrepancy in current pay structures with reliance upon the following factors:</p> <ol style="list-style-type: none"> <li><b>Acting Mayoral or Acting Deputy Mayoral roles</b> do not currently receive compensation for the higher duties. Acting roles have been for extended periods of time to cover leave of absence, for example, a former Deputy</li> </ol>

	<p>Mayor recently performed duties as Acting Mayor for period of four (4) months without additional remuneration.</p> <ol style="list-style-type: none"> <li><b>2. Retention</b> former Mayor and Deputy Mayor resigned to contest Federal and State roles.</li> <li><b>3. Local Government Act 2009</b> – drafted in a way to cater for acting periods of short duration and does not adequately consider longer term acting roles. The current remuneration structure requires flexibility to allow for unplanned and prolonged vacancies and absences.</li> <li><b>4. Remuneration consistency during Federal and State election campaigns</b> – there is currently no mechanism to suspend Mayoral or Deputy Mayor remuneration when contesting Federal elections. This appears to be an anomaly. There should be a mechanism that allows for the removal of access to remuneration as per section 16oB of the Act that relates to candidates running for office at a State election.</li> </ol>
<b>Request</b>	Council seeks clarification as to the remuneration payable to Councillors running Federal election campaigns, and that consideration be given to these matters in the Commission's review.
<b>Determination</b>	<p>The Commission notes that the submission is not a request for approval for a specific councillor to remunerated at a level more than the maximum amount payable under the Schedule, or in relation to categories of local government generally. The Commission considers that it is unable to issue any determination about the remuneration payable to sitting Mayors or Councillors who are running for office in Federal elections as this is a matter that is outside the Commission's statutory functions. The Commission also does not have the power to approve remuneration at an amount lower than in the Schedule.</p> <p>The Commission nevertheless notes the submission regarding potential inconsistency between candidates for State elections and Federal elections and will refer this matter back to the Department for consideration.</p> <p>As to increasing the amount of compensation payable to councillors in acting Mayoral and Acting Deputy Mayoral roles and long term acting roles generally, the Commission notes that it has the power to consider specific request to remunerate a specific councillor at an amount more than the maximum payable under the Schedule if there are exceptional circumstances that exist in relation to such request.</p>
<b>8 Date received</b>	<b><u>Oral Submission</u></b> on 17 October 2022 LGAQ Conference



	<b>Received from</b>	<b><u>Gladstone Regional Council:</u></b> Mayor Matt Burnett Deputy Mayor Kahn Goodluck Councillor Natalia Muszkat CEO Leisa Dowling
	<b>Summary of submission</b>	<p>The focus of council’s oral submission was recognition of Council roles as full-time, and fair remuneration for full time workload and responsibilities.</p> <p>Councillors advocated the importance of fair remuneration for full time councillor roles and consider there is no long term financial security, including in relation to superannuation or long-service benefits.</p>
	<b>Request</b>	Council seeks consideration be given to how remuneration best supports matters such as progression, career recognition and longevity; as well as arrangements for unpaid leave, sick leave, which at the moment it is at the discretion of councillors by resolution
	<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review.</p> <p>The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.</p>
9	<b>Date received</b>	<b><u>Oral Submission</u></b> on 17 October 2022 LGAQ Conference
	<b>Received from</b>	<b><u>Isaac Regional Council:</u></b> Deputy Mayor Kellie Vea Vea Mary-Anne Uren CEO Jeff Stewart-Harris
	<b>Summary of submission</b>	Council provided suggestions for changes to the remuneration categories which would explore innovation or amendments. Council representatives relayed the current experience of serving in a councillor role in their local government area. This includes high expectations from the community, industry and other tiers of government to carry out the role. Councillors play a key role in local economic development and yet the role is neither remunerated as a full time role nor at a competitive level with local industry. Added to this is the pressures of lengthy travel time in a dispersed area and the pressures and time commitment of social media as a public figure. There is a distinct lack of incentive for younger community members to enter local government and it is not perceived as a viable career path.

	<b>Request</b>	Council requests the Commission instigate change to remuneration categories with new criteria that encourage councillor role as career path and recognise that the role is no longer a part-time vocation.
	<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review.</p> <p>The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.</p>
10	<b>Date received</b>	<u><b>Oral Submission</b></u> on 17 October 2022 LGAQ Conference
	<b>Received from</b>	<u><b>Douglas Shire Council:</b></u> Mayor Michael Kerr
	<b>Summary of submission</b>	<p>Council advocated that category 1 is not the appropriate classification for council.</p> <p>There are a number of reasons why council feels that the role can no longer be treated or remunerated as part-time:</p> <ol style="list-style-type: none"><li>1. COVID era resulted in council having to manage vaccinations, requirements for businesses, council operations/arrangements.</li><li>2. Tackling the increased crime rates in the local government area.</li><li>3. The population is increasing to above 13,000 and growing rapidly.</li><li>4. Impact of social media and digital access and scrutiny on the role of local government.</li><li>5. Increasing threat of legal implications on the role of local government.</li><li>6. Increasingly broad skill set required for role in modern local government.</li></ol>
	<b>Request</b>	The Mayor requested that Council be reclassified as category 3 rather than category 1.
	<b>Determination</b>	<p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission’s 2023 review.</p> <p>The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.</p>

<b>11</b>	<b>Date received</b>	<b><u>Written Submission</u></b> on 31 October 2022
	<b>Received from</b>	<b><u>Toowoomba Regional Council:</u></b> CEO Brian Pidgeon
	<b>Summary of submission</b>	<p>Toowoomba Regional Council is currently a Category 5 Council and Council observes that the characteristics of Toowoomba RC are currently deemed consistent with Cairns, Mackay and Redland Regional / City councils. Council proposes that Toowoomba is in fact more closely aligned to Ipswich and Townsville City Councils which are both in Category 6.</p> <p>Council relied upon the following factors:</p> <ol style="list-style-type: none"> <li>1. <b>Principal Regional Activity Centre</b> - Toowoomba City is vibrant regional capital and regional hub; designated in the South East Queensland Regional Plan 2017 as a Principal Regional Activity Centre.</li> <li>2. <b>Population Growth</b> - In the next 30 years the population is anticipated to grow by 55,000 with 36,000 new jobs expected to be created.</li> <li>3. <b>Western Gateway</b> - Toowoomba also functions as the western gateway – with inland port services trade in and out of agricultural areas of Darling Down and South West QLD.</li> <li>4. <b>Supply Chain significance</b> - Council submitted that the Wellcamp Airport &amp; Toowoomba Bypass has a unique character, role &amp; function. These both service freight to Asian markets; and in the future Melbourne to Brisbane Inland Rail connections to Port of Brisbane.</li> <li>5. <b>Geographical Area</b> – large area with dispersed population – specifically one city, and 31 independent towns spread across 12,937km<sup>2</sup>.</li> <li>6. <b>Longer than Average Road Network</b> - Council maintains a road network which is 3 times longer than the average road network compared to other category 5 and 6 councils.</li> <li>7. <b>Councillor Travel</b> - Councillors are expected to travel extensive distances to meet community expectation. Within its local government area there is approximately 3,350km sealed roads, 3,248km unsealed roads, 162 major structures including 54 ridges; 644km stormwater network, 5,225 cross drains; and 577km of footpaths.</li> <li>8. <b>Contribution to State Economy</b> - Its work is also diverse and has a significant impact on the State economy.</li> <li>9. <b>Inland Rail Project</b> - Toowoomba RC will be reviewing many large infrastructure projects in the coming decade (of about \$15M - \$200M). While the full impacts of the Inland Rail project are yet to be determined, it is anticipated to be significant.</li> <li>10. <b>Annual Capital Expenditure</b> - Council's average annual capital expenditure over the past five years approximately \$163.2M per annum.</li> </ol>

	<p>11. <b>Financial Responsibility</b> - it has a significant comparative level of financial responsibility compared to other category 6 councils. Details are contained within Council's written submission.</p> <p>12. <b>Spillway Improvements</b> - Two of Council's three dams have been identified as requiring a large investment over the coming years at projected cost of over \$200M to improve spillways.</p> <p>Council advocated that these comparisons warrant the Commission's favourable consideration as factors relevant to reclassification of the currently allocated Category 5 level of remuneration. Considerable information and provided comparative data is available in Council's written submission.</p> <p><b>Request</b></p> <p>Toowoomba Regional Council be reclassified from category 5 to a category 6 council.</p> <p><b>Determination</b></p> <p>The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.</p>
<p>12</p> <p><b>Date received</b></p> <p><b>Received from</b></p> <p><b>Summary of submission</b></p>	<p><b><u>Written Submission</u></b> on 31 October 2022</p> <p><b><u>Northern Peninsula Area Regional Council:</u></b> Acting Chief Executive Officer Kate Gallaway</p> <p>The current remuneration structure does not recognise the additional responsibilities of divisional councillors of amalgamated indigenous councils.</p> <p>Council observed that in 2008, five (5) surrounding Indigenous Community Councils, Seisia Island Council, New Mapoon Aboriginal Shire Council, Bamaga Island Council, Umagico Aboriginal Shire Council and Injinoo Aboriginal Shire council, were amalgamated to form Northern Peninsula Area Regional Council (NPARC), with NPARC being only one of two councils in the region to be amalgamated <u>and</u> hold Deed of Grant in Trust (DOGIT) land.</p> <p>Council submitted that prior to amalgamation, each of the five (5) community councils had a council structure where they had their own chair, deputy and 3 councillors (with the exception of Seisia Island Council, which had a chair and 2 councillors), to make trust and council decisions.</p>

Council advocated that the structure has been reduced to 1 person to hold the responsibility of these previous 5 communities, leading to a high workload and pressure.

Council stated that under the *Local Government Act 2009*, divisional councillors hold veto rights for decisions relating to trust matters, as the trustee of DOGIT Land. While community forums are established in the legislation for the governance of veto, this has not been practical as it would require a secretary to be funded by NPARC and community members would need to be compensated for their time if expected to be involved in community forums, leading an increased workload on divisional councillors compared to councillors within other Indigenous shire councils.

Additionally, Council stated that the current remuneration structure does not empower community members into career pathways into the stream of elected members. Further that there are limited opportunities for the younger population to have career pathways in the space of governance of local government. Council argued that the community used to look forward to the leadership and opportunities that were available.

#### **Request**

The Commission review the current remuneration structure to ensure that:

- (a) Local Government can remain a viable career pathway for the future sustainability of our councils; and
- (b) the remuneration structure recognises the additional responsibilities of divisional councillors of amalgamated indigenous councils.

#### **Determination**

The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.

The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.

## 5. Other activities of the Commission

Exceptional circumstances submissions (matters raised under Local Government Regulation 2012, section 248):

Nil.

## 6. Commission's future priorities

The Commission will invite further submissions from all Councils in early 2023 as part of its general review of categories and the category system. The Commission encourages local government to participate and looks forward to engaging with local government and its stakeholders over the next 12 months.

Further information about the Commission can be located at [www.statedevelopment.qld.gov.au](http://www.statedevelopment.qld.gov.au).

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