



# **GENERAL MEETING**

**20 September 2023**

## **NOTICE OF MEETING**

Date: 20 September 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 Tambo, 20 September 2023 commencing at 8.30am.

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

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

## CALENDAR OF EVENTS

### September 2023

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

### October 2023

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

### November 2023

7 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
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**Held at Tambo Council Chambers**  
**On Wednesday 20 September 2023**  
**Commencing at 8.30am**

## Order of Business

### Blue items are hyperlinked

Leave of absence/Signing of Attendance Book

Apologies:

Condolences:

- Helen Elizabeth Dendle

Declarations of Conflicts of Interest

Deputations: Nil

## **BUSINESS**

### **1. CONFIRMATION OF THE MEETING MINUTES**

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#### **BUSINESS ARISING FROM THE MINUTES**

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### **2. PETITIONS**

### **3. REPORTS & CORRESPONDENCE**

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#### **4.1 Director of Works and Services**

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<b>5.11</b>	<b>Development Application – DA 03-2023-2024 – Retirement Facility- 80 Thistle Street, Blackall</b>	<b>158</b>
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**MINUTES OF THE GENERAL MEETING OF  
 BLACKALL-TAMBO REGIONAL COUNCIL  
 HELD AT THE BLACKALL COUNCIL CHAMBERS  
 ON WEDNESDAY 16<sup>th</sup> AUGUST 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 Ajay Agwan, Director of Works and Services, Piper Hansen, Minute Taker.

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**CONDOLENCES:**

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

- Colin Michael Ross
- Keith John Dendle
- Brady William Charles Prow
- Angus John Bradley

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**DECLARATIONS OF INTEREST:**

**Cr Russell for item 5.2 – I**, Councillor Russel, inform the meeting that I have declarable conflict of interest in item 5.2 – Planning and Development Report. The nature of interest is as follows:

- I am an executive member of the Barcoo Retirement Village Incorporated.

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

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**1.1 Confirmation of General Meeting Minutes**

**MOTION:**

**Moved: Cr LP Russell**

**Seconded: Cr JH Scobie**

**That the minutes of the General Meeting held on 19 July 2023 be taken as read and confirmed, and that the Mayor be authorised to sign same.**

**Minute No.01/08A/23**

**Carried 7/0**

**4.1.1. Financial Report for the Month of July 2023**

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

**MOTION:**      **Moved: Cr GK Schluter****Seconded: Cr DA Hardie****That Council receive the Financial Report for July 2023.****Minute No. 02/08A/23****Carried 7/0**

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**4.1.2. DFCCS Operations Report – July 2023**

The Director of Finance Corporate and Community Services operations report for July 2023 is presented to Council. The report includes housing and administration, community development program, Blackall aerodrome, libraries, visitor information centres, facility bookings, and Tambo Multipurpose.

**MOTION:**      **Moved: Cr PJ Pullos****Seconded: Cr JH Scobie****That Council receive the DFCCS Operations Report for July 2023.****Minute No. 03/08A/23****Carried 7/0**

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**4.1.3. Blackall Cultural Association – Request for Sponsorship**

The Blackall Cultural Association is requesting sponsorship for its annual art exhibition to be held at the same time as the Better in Blackall Festival.

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

**That Council decline the request by the Blackall Cultural Association to provide sponsorship towards the annual art exhibition as the request was received after the 2023-2024 budget was adopted.**

**Minute No. 04/08A/23****Carried 7/0**

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**4.2.1. Director of Works and Services' Operations Report - July 2023**

The Director of Works and Services report for July 2023 is presented to Council.

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

**That Council receive the Director of Works and Services' Operation Report for July 2023.**

**Minute No. 05/08A/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 July 2023.**

**Minute No. 06/08A/23****Carried 7/0**

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**4.2.3 Purchase of Motor Vehicle – Ute**

Quotations were requested from 3 Automotive dealers for the purchase of a dual cab ute to replace 1 (one) ageing vehicle in Council's fleet.

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

**That Council accept the quotation from Black Truck Sales to supply one (1) new Isuzu Dmax ute for \$60,432.03 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.**

**Minute No. 07/08A/23****Carried 7/0**

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**4.2.3 Purchase of Motor Vehicle – Nissan X-Trail**

Quotations were requested from 4 Automotive dealers for the purchase of a small wagon to replace 1 (one) ageing vehicle in Council's fleet.

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

**That Council accept the quotation from South West Ford to supply one (1) new Nissan X-Trail STL for \$47,428.18 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.**

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

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**4.2.4 Purchase of Factory Tipper**

Quotations were requested from 3 truck dealers for the purchase of one (1) dual cab tipper truck to upgrade smaller vehicles in the Council fleet.

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

**That Council accept the quotation from Central Isuzu Rockhampton to supply one (1) new Isuzu NQR 87/80-190 dual cab tipper truck for \$130,355.51 (ex GST). This truck is preferred as they will provide uniformity of plant, fit for purpose, value for money and proven backup service. Local Buy (NPN 04-13) contract will supply.**

**Minute No. 09/08A/23**

**Carried 7/0**

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#### **4.2.5 Purchase of Zero Turn Mowers**

Quotations were requested from 5 mower dealers for the purchase of two (2) zero turn mowers to upgrade ageing plant in the Council fleet.

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

**Seconded: Cr GK Schluter**

**That Council accept the quotation from Nowa Power Products to supply two (2) new Walker MT27i-H Hi-Dump zero turn mowers for \$90,232.60 (ex GST). These mowers are preferred as it will provide fit for purpose plant, value for money, resale and proven backup service. Local Buy (LB282) contract will apply.**

**Minute No. 10/08A/23**

**Carried 7/0**

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#### **4.2.6 Purchase of Skid Steer Loaders**

Quotations were requested from 4 machinery dealers for the purchase of two (2) skid steer loaders and slasher attachment.

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

**Seconded: Cr LP Russell**

**That Council accept the quotation from Hastings Deering to supply two (2) new Caterpillar skid steer loaders and slasher attachment for \$154,065.05 and \$104,500.00 (ex GST) respectively. These machines are preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty. Local Buy (NPN 2.15) contract will apply.**

**Minute No. 11/08A/23**

**Carried 7/0**

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#### **5.1 Blackall Saleyards Monthly Report**

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

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

**Seconded: Cr JH Scobie**

**That Council receive the Blackall Saleyards monthly report for July 2023.**

**Minute No. 12/08A/23**

**Carried 7/0**

At this point, 9.07am Cr Russell left the meeting.

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

**That Council receive the Planning and Development Report for July 2023.**

**Minute No. 13/08A/23**

**Carried 6/0**

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At this point, 9.08am Cr Russell returned to meeting.

## **5.3 Local Government Association of Queensland 2023-2024 Membership Renewal**

The Local Government Association of Queensland provides support and advocacy for 77 Queensland local governments.

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

**That Council receive the letter from the Local Government Association of Queensland and note the membership for 2023-2024 is \$69,917.00.**

**Minute No. 14/08A/23**

**Carried 7/0**

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## **5.4 Heart of Australia**

The Heart of Australia is a mobile medical program that delivers specialist services to regional and remote communities in Queensland.

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

**That Council support the Heart of Australia's visits to Blackall by providing assistance with accommodation expenses for up to six visits per year.**

**Minute No. 15/08A/23**

**Carried 7/0**

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## **5.5 Outback Futures**

Outback Futures provide a mental health and wellbeing service to the community.

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

**That Council support Outback Futures by providing financial assistance towards their accommodation expenses during their visits to the Blackall-Tambo region.**

**Minute No. 16/08A/23**

**Carried 7/0**

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## **5.6 2024 Quadrennial Local Government Election**

The Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning, Minister Assisting the Premier of Olympic and Paralympic

Games Infrastructure, Steven Miles MP has written to Council regarding the 2024 quadrennial local government election.

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

**Seconded: Cr BP Johnstone**

**That Council:**

- 1. Receive the letter dated 1 August 2023 from the Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning, Minister Assisting the Premier of Olympic and Paralympic Games Infrastructure, Steven Miles MP; and**
- 2. Note that a full postal ballot has been approved for Blackall-Tambo region for the 2024 quadrennial local government election.**

**Minute No. 17/08A/23**

**Carried 7/0**

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**5.7      Development Application – DA 43-2022-2023 – 5810 Scrubby Creek Road, Scrubby Creek**

The Applicant, Scrubby Creek Sport Club Inc, seeks a Development Permit for a Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56.

Scrubby Creek Sports Club intends to build a new facility with a completely lockable, level concrete floor, all new electrical wiring and mains power board, all new plumbing within the phone service area which incorporates the bar, kitchen and office under one roof.

The new facility will be contained in a 240m<sup>2</sup> building and is associated with the existing Outdoor sport and recreation use of the land.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Rural Zone. The defined use that has been applied for, being Outdoor Sport and Recreation, 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 JH Scobie**

**Seconded: Cr GK Schluter**

**That Council approves the application for a Development Permit for Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56, 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
Floor Plan	-	-	20/10/2022
Front and Back Elevation	-	-	20/10/2022
Left and Right Elevation	-	-	20/10/2022
Perspectives	-	-	27/03/2022

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

## 3.0 STORMWATER WORKS

- 3.1 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*.

## 4.0 AMENITY AND ENVIRONMENTAL HEALTH

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

**5.0 ASSET MANAGEMENT**

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

**6.0 CONSTRUCTION ACTIVITIES**

- 6.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.**
- 6.2 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. 18/08A/23****Carried 7/0****5.8 Asbestos Management Procedure**

Asbestos Management Plans have been obtained for all Council owned buildings. The procedure provides guidelines on how the plans are to be used.

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

**That Council adopt the Asbestos Management Procedure.**



**Minute No. 19/08A/23****Carried 7/0****5.9 Western Queensland Alliance of Councils – 2023 Review of Local Government Council Categorisation, Submission to the Consultation Paper**

The Local Government Regulation Remuneration Commission is conducting a review on categories of Council's for mayor and councillor remuneration. The Western Queensland Alliance of Council has provided a submission to the consultation paper.

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

**That Council receive the Western Queensland Alliance of Council's submission to the consultation paper for the 2023 review of local government council categorisation.**

**Minute No. 20/08A/23****Carried 7/0****5.10 Work Health and Safety Strategic Plan 2023-2026 and Work Health and Safety Policy – Policy Statement**

Council is currently undertaking a review of its Work Health and Safety system.

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

**That Council:**

- 1. Adopt the Work Health and Safety Strategic Plan 2023-2026; and**
- 2. Work Health and Safety Policy – Policy Statement**

**Minute No. 21/08A/23****Carried 7/0****CLOSURE:**

There being no further business to consider, the Mayor declared the Meeting closed at 9.22am.

**CONFIRMATION OF MINUTES:**

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 20 September 2023.

Signed.....Mayor

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<b><u>Minute No.</u></b>	<b><u>Report Number</u></b>	<b><u>Subject</u></b>	<b><u>Resolution</u></b>	<b><u>Action By</u></b>	<b><u>Result</u></b>
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. Authorises the Chief Executive Officer to commence the process of the relocation of the Tambo Library and Visitor Information Centre.	CEO	Work underway.
16/05A/23	5.4	Tender of Council's Sales Permit to Get Cypress Sawlogs and Tambo Sawmill	That Council, subject to approval from the Department of Agriculture and Fisheries, accept the tender for the Sales Permit 201304400 and Tambo Sawmill, Lot 6 on SP276172 for the tendered amount of \$220,000.00 (plus GST and stamp duty) from Webster's Select Timbers Trust.	CEO	The Contracts has been signed and invoices has been issued.
19/05A/23	5.7	Council Owned Buildings at 63 and 67 Shamrock Street, Blackall	That Council: 1. Make the necessary applications to demolish the buildings located on 63 and 67 Shamrock Street, Blackall; and 2. Engage a suitable contractor to undertake the demolition work.	CEO	Tender document is being drafted.
22/05A/23	5.10	Outback Queensland Masters	a. That Council will provide the requested in-kind support with a cap of \$5,000.00; and b. The fee associated with hosting a 2x Junior clinics for children in the community not exceeding \$3,000 plus GST.	CEO	Council is awaiting response from Golf Australia.
06/07A/23	4.1.3	Outback Futures Proposed Contract – Managing the Risk of Psychosocial Hazards in the Workplace	That Council contracts Outback Futures for twelve months to assist with the implementation of the WHS Code of Practice and that the Chief Executive Officer be authorised to negotiate and sign the contract with funding to be \$25,000 from the Community Development Fund.	DFCCS	MOU has been signed by all parties.

<b>Minute No.</b>	<b>Report Number</b>	<b>Subject</b>	<b>Resolution</b>	<b>Action By</b>	<b>Result</b>
07/08A/23	4.2.3	Purchase of Motor Vehicle - Ute	That Council accept the quotation from Black Truck Sales to supply one (1) new Isuzu Dmax ute for \$60,432.03 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.	DWS	A purchase order has been issued.
08/08A/23	4.2.3	Purchase of Motor Vehicle – Nissan X-Trail	That Council accept the quotation from South West Ford to supply one (1) new Nissan X-Trail STL for \$47,428.18 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.	DWS	A purchase order has been issued.
09/08A/23	4.2.4	Purchase of Factory Tipper	That Council accept the quotation from Central Isuzu Rockhampton to supply one (1) new Isuzu NQR 87/80-190 dual cab tipper truck for \$130,355.51 (ex GST). This truck is preferred as they will provide uniformity of plant, fit for purpose, value for money and proven backup service. Local Buy (NPN 04-13) contract will supply.	DWS	A purchase order has been issued.
10/08A/23	4.2.5	Purchase of Zero Turn Mowers	That Council accept the quotation from Nowa Power Products to supply two (2) new Walker MT27i-H Hi-Dump zero turn mowers for \$90,232.60 (ex GST). These mowers are preferred as it will provide fit for purpose plant, value for money, resale and proven backup service. Local Buy (LB282) contract will apply.	DWS	A purchase order has been issued.
11/08A/23	4.2.6	Purchase of Ski Steer Loaders	That Council accept the quotation from Hastings Deering to supply two (2) new Caterpillar skid steer loaders and slasher attachment for \$154,065.05 and \$104,500.00 (ex GST) respectively. These machines are preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty. Local Buy (NPN 2.15) contract will apply.	DWS	A purchase order has been issued.
18/08A/23	5.7	Development Application – DA 43-2022-2023 – 5810 Scrubby Creek Road, Scrubby Creek	That Council approves the application for a Development Permit for Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56, subject to the following conditions:  1.0 PARAMETERS OF APPROVAL	CEO	The applicant has been notified of Council's decision and has been provided the

<b><u>Minute No.</u></b>	<b>Report Number</b>	<b>Subject</b>	<b>Resolution</b>	<b>Action By</b>	<b>Result</b>
			<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>		terms of the approval.

Minute No.	Report Number	Subject	Resolution	Action By	Result																				
			<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>Floor Plan</td><td>-</td><td>-</td><td>20/10/2022</td></tr><tr><td>Front and Back Elevation</td><td>-</td><td>-</td><td>20/10/2022</td></tr><tr><td>Left and Right Elevation</td><td>-</td><td>-</td><td>20/10/2022</td></tr><tr><td>Perspectives</td><td>-</td><td>-</td><td>27/03/2022</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 STORMWATER WORKS</p> <p>3.1 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>4.0 AMENITY AND ENVIRONMENTAL HEALTH</p> <p>4.1 Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise</p>	Plan/Document Name	Plan/Document Number	Revision Number	Date	Floor Plan	-	-	20/10/2022	Front and Back Elevation	-	-	20/10/2022	Left and Right Elevation	-	-	20/10/2022	Perspectives	-	-	27/03/2022		
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Floor Plan	-	-	20/10/2022																						
Front and Back Elevation	-	-	20/10/2022																						
Left and Right Elevation	-	-	20/10/2022																						
Perspectives	-	-	27/03/2022																						

<b><u>Minute No.</u></b>	<b>Report Number</b>	<b>Subject</b>	<b>Resolution</b>	<b>Action By</b>	<b>Result</b>
			<p>4.2 Any proposed outdoor lighting must comply with AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”.</p> <p>5.0 ASSET MANAGEMENT</p> <p>5.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.</p> <p>6.0 CONSTRUCTION ACTIVITIES</p> <p>6.1 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>6.2 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 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>		

<b><u>Minute No.</u></b>	<b>Report Number</b>	<b>Subject</b>	<b>Resolution</b>	<b>Action By</b>	<b>Result</b>
			<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>		
21/08A/23	5.10	Work Health and Safety Strategic Plan 2023-2026 and Work Health and Safety Policy – Policy Statement	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopt the Work Health and Safety Strategic Plan 2023-2026; and</li> <li>2. Work Health and Safety Policy – Policy Statement</li> </ol>	CEO	Council adopted the Work Health and Safety Strategic Plan 2023-2026 and Work Health and Safety Policy – Policy Statement. Copies were distributed to staff.

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

COUNCIL MEETING DATE: 20 September 2023

Item No: **3.1.1****SUBJECT HEADING: Financial Report for the Month of August 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 August 2023 details Council's current financial position and compares its performance against the adopted budget for 2023-2024.*

**Officer's Recommendation: That Council receive the Financial Report for August 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 – Manage Council's finances responsibly and sustainably.

**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 20 SEPTEMBER 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 20 SEPTEMBER 2023

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

#### Cash at Bank

Operating Accounts \$ 2,625,602

#### Short Term Investments

Queensland Treasury Corporation - Cash Fund \$ 24,000,000

Bank - Term Deposits \$ 5,000,000

**\$ 31,625,602**

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) \$ 2,753,490

Unspent Grants (Restricted Cash) \$ 180,115

**\$ 2,933,605**

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable <b>debtors</b> - estimated <b>creditors</b> :	27,798	397,971	-\$ 370,173

Plus cash surplus	31,625,602	2,933,605	\$ 28,691,997
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**Working Capital** **\$ 28,321,824**

### 2. Monthly Cashflow Estimate: September 2023

#### Receipts

Rates & Fees & Charges \$ 1,300,000

Debtors \$ 15,000

Grants/Subsidies \$ -

Total \$ 1,315,000

#### Expenditure

Payroll \$ 800,000

Creditor Payments \$ 800,000

Loan Payments \$ -

Total \$ 1,600,000

Therefore cash is expected to decrease by **-\$ 285,000** in the period.

### 3. Comparative Data:

	August 2023	August 2022
Cash position	31,625,602	24,274,629
Working capital	28,321,824	20,706,084
Rate arrears	32,691	50,966
Outstanding debtors	27,798	745,775
Current creditors	397,971	139,262

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL****HELD ON 20 SEPTEMBER 2023****4. Capital Works Summary: 1 July 2023 to 30 June 2024**

	<b>Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>
Buildings & Other Structures	1,736,600	22,199	1%
Plant & Equipment	1,039,000	567,652	55%
Road Infrastructure	4,899,900	168,553	3%
Water Infrastructure	200,000	-	0%
Sewerage Infrastructure	900,000	-	0%
<b>Total</b>	<b>8,775,500</b>	<b>758,404</b>	<b>9%</b>

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

	<b>Budget</b>	<b>Expended YTD Actual</b>	<b>% of Budget Expended</b>
1. Rural Roads	30,800,000	1,633,034	5%
2. Town Streets	415,000	55,862	13%
3. RMPC Works	2,343,700	254,556	11%
<b>Total Roads Expenditure</b>	<b>33,558,700</b>	<b>1,943,452</b>	<b>6%</b>

**6. Rate Arrears Summary**

**Total Rates Outstanding Balance**      \$      **1,756,129**

<b>Rates Outstanding Breakdown</b>	<b>Total</b>	<b>No. of Assessments</b>
Current	\$ 1,723,438	<b>613</b>
1 Year	\$ 26,462	<b>24</b>
2 Years	\$ 5,347	<b>6</b>
3 Years and over	\$ 882	<b>1</b>

BTRC 2023-24 CAPITAL EXPENDITURE PROJECTS		1/07/23 to 30/06/24		SOURCES OF FUNDING		Degree of completion and relevant comments
Particulars	Budget 2023-24	Expenditure YTD	% Expended	Capital Grants	Council Contribution	
<b>BUILDINGS &amp; OTHER STRUCTURES</b>	<b>1,736,600</b>	<b>22,199</b>	<b>1%</b>	<b>747,000</b>	<b>989,600</b>	
Tambo Race Club Building - Internal Repairs	30,000	-	0%	-	30,000	
Tambo Dam Beautification - carry over	29,600	-	0%	-	29,600	
Tambo TV Transmitters as required	35,000	-	0%	-	35,000	
Grasslands - renovations for library and VIC LRCI P4	60,000	-	0%	60,000	-	
Tambo Race Club - Access ramp & cement path LRCI P4	30,000	-	0%	30,000	-	
Tambo Race Club - Upgrade Jockey's Change Room	30,000	-	0%	-	30,000	
Tambo Courthouse (formally library & VIC) - LRCI P4	100,000	-	0%	100,000	-	
Tambo Pool Disability Steps	10,000	-	0%	-	10,000	
Shade Structures Blackall Carpark, Tambo Hall and TMPC	60,000	5,299	9%	-	60,000	Design stage
Cultural Centre Lighting & Acoustic Matting Upgrade	100,000	-	0%	-	100,000	
Tambo Admin Bldg - Repair and Paint External Areas	100,000	-	0%	-	100,000	
Blackall Admin Bldg - Brick Walls	20,000	-	0%	-	20,000	
Blackall Rodeo and Campdraft Arena upgrade LRCI P4	200,000	16,900	8%	200,000	-	In progress
POW & Cinema Clearing LRCI P4	300,000	-	0%	300,000	-	
Foundation Greta Towner Statue	50,000	-	0%	-	50,000	
Blackall Saleyards - Backup Power plant for office & scales	20,000	-	0%	-	20,000	
Blackall Saleyards - Loading Ramp Catwalks	150,000	-	0%	-	150,000	
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000	
Blackall Saleyards - Two washdown Bays repairs	30,000	-	0%	-	30,000	
Blackall - LED Sign for Shamrock Street	15,000	-	0%	-	15,000	
Tambo Airport - Expansion of the RFDS to Tambo	200,000	-	0%	-	200,000	
Tambo Pound Yards	60,000	-	0%	-	60,000	
Stock Route Glenusk - New Tank	20,000	-	0%	20,000	-	
Stock Route Rodds Bore solar panels and pump - DNR	16,000	-	0%	16,000	-	
Stock Route Gumholes New 22,000 gal tank - DNR	21,000	-	0%	21,000	-	

Particulars	Budget 2023-24	Expenditure YTD	% Expended	Capital Grants	Council Contribution	Degree of completion and relevant comments
<b>PLANT &amp; EQUIPMENT</b>	<b>1,039,000</b>	<b>567,652</b>	<b>55%</b>	<b>-</b>	<b>1,039,000</b>	
Plant Replacement including committed orders	1,039,000	567,652	55%	-	1,039,000	As per replacement program
<b>ROAD INFRASTRUCTURE</b>	<b>4,899,900</b>	<b>168,553</b>	<b>3%</b>	<b>3,964,600</b>	<b>935,300</b>	
Salvia Street Kerb & Chanel & Widening	458,300	8,000	2%	458,300	-	Design stage
Ward Road Rehabilitation Rehab	750,000	-	0%	550,000	200,000	
TIDS Scrubby Creek TMR/Council	215,300	761	0%	200,000	15,300	In progress
Remote Roads RRUP - Langlo Road Resheet (FEDS)	600,000	-	0%	480,000	120,000	
Blackall Main Street Beautification LRCI Phase 4	100,000	95,644	96%	100,000	-	In progress
Reseals - LRCI Phase 3	1,616,700	-	0%	1,616,700	-	
Reseals - LRCI Phase 4 \$484,600; Council \$400,000	884,600	29,310	3%	484,600	400,000	In progress
Petunia Lane Pave and Seal	80,000	-	0%	-	80,000	
East Walter Lane Pave and Seal	120,000	-	0%	-	120,000	
Pave & Seal Q Elizabeth St & Charles St, Tambo	75,000	34,838	46%	75,000	-	In progress
<b>WATER INFRASTRUCTURE</b>	<b>200,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>200,000</b>	
Water Infrastructure Renewals	200,000	-	0%	-	200,000	
<b>SEWERAGE INFRASTRUCTURE</b>	<b>900,000</b>	<b>-</b>	<b>0%</b>	<b>700,000</b>	<b>200,000</b>	
Treatment Works - upgrade Imhof Tank & Clarifier W4Q	600,000	-	0%	600,000	-	
Sewerage infrastructure renewals	200,000	-	0%	-	200,000	
Tambo New Housing lots Charles & QE Streets W4Q	100,000	-	0%	100,000	-	
<b>TOTAL CAPITAL PROGRAM 23-24</b>	<b>8,775,500</b>	<b>758,404</b>	<b>9%</b>	<b>5,411,600</b>	<b>3,363,900</b>	

General Ledger 2023.6.13.1

Revenue and Expenditure Summary

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(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 17% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2024

Printed(SDAYAL): 13-09-2023 11:53:45 AM

		REVENUE			EXPENDITURE		
		31 Aug 2023		AMENDED	31 Aug 2023		AMENDED
		ACTUAL		BUDGET	ACTUAL		BUDGET
				ORIGINAL			ORIGINAL
				BUDGET			BUDGET
1000-0001	ADMINISTRATION						
1000-0002	Administration	36,488	13%	279,500	742,376	18%	4,146,200
1100-0002	Finance	2,225,270	22%	10,214,000	18,065	26%	70,000
1200-0002	Oncosts	0	0%	0	575,833	-150%	(383,400)
1300-0002	Stores/Purchasing	0	0%	0	(8,118)	-26%	30,800
2000-0002	Corporate Governance	0	0%	0	176,272	20%	863,100
2100-0002	Business Activities	15,399	44%	35,000	11,153	6%	176,000
2150-0002	Saleyard Operations	119,622	16%	751,000	70,722	7%	958,100
2200-0002	Tambo Sawmill & Weighbridge	1,418	35%	4,000	2,734	4%	64,800
2350-0002	Airports/Aerodromes	7,336	5%	138,000	43,288	12%	353,900
2450-0002	Tourism	21,925	52%	42,500	74,145	18%	402,500
2500-0002	Planning & Development	14,790	33%	45,000	16,765	24%	70,000
2580-0002	Economic & Community Develop	0	0%	8,630,200	0	0%	60,000
2600-0002	Environmental	12,097	15%	83,100	11,088	5%	230,000
2650-0002	Animal Control	16,639	73%	22,800	8,034	60%	13,500
2700-0002	Stock Routes	8,195	9%	94,000	27,733	8%	331,000
3000-0002	Work Scheme and Community	1,804	11%	17,000	22,960	15%	152,000
3100-0002	Council Housing	28,425	20%	145,000	40,273	11%	357,800
3300-0002	Child Care Services	0	0%	0	143	0%	30,300
3350-0002	Sport and Recreation	3,055	17%	18,000	3,016	5%	60,000
3400-0002	Youth Services	0	0%	0	0	0%	80,000
3415-0002	Tambo Multi-Purpose Centre	1,483	1%	108,600	39,707	12%	324,300
3445-0002	Disability	0	0%	140,000	15,403	14%	110,000
3460-0002	Community Services	18,318	7%	269,800	35,834	13%	275,300
3470-0002	Miscellaneous Care Services	0	0%	0	0	0%	2,000
3500-0002	Libraries, Education and Arts	1,419	10%	14,000	35,618	14%	258,500
3570-0002	RADF & Community Assistance	0	0%	51,000	20,143	6%	355,300
3600-0002	Halls and Cultural Centres	155	5%	3,000	13,163	5%	245,400
3700-0002	Showgrounds & Sports Facilities	8,864	63%	14,000	65,849	9%	746,000
3800-0002	Corporate Buildings	0	0%	0	36,229	23%	155,500
1000-0001	ADMINISTRATION	2,542,701	12%	21,119,500	2,098,426	20%	10,538,900
4000-0001	WORKS AND SERVICES						
4001-0002	Works Office and Depot	0	0%	0	24,480	1%	3,305,200
4100-0002	Town Street Maintenance	0	0%	0	55,862	13%	415,000
4200-0002	Rural Roads Maintenance	19,435	1%	2,025,400	311,490	39%	800,000
4500-0002	Recoverable Works	952,334	3%	32,620,200	2,346,541	7%	32,543,200
4550-0002	Plant Operations	783,852	22%	3,545,000	555,998	18%	3,054,800
4600-0002	SES - Disaster Mgmt	437	1%	75,500	14,757	9%	164,800
4700-0002	Cemeteries	1,157	8%	15,000	18,282	13%	141,700
4800-0002	Parks, Gardens and Reserves	0	0%	0	177,314	14%	1,313,300
4860-0002	Aquatic Centres	0	0%	0	62,203	11%	587,100
5000-0002	Cleansing	181,033	48%	374,300	69,502	16%	425,100
5100-0002	Water Supply	477,580	51%	942,600	40,201	7%	546,200
5200-0002	Sewerage Services	411,670	51%	807,600	22,860	5%	458,300
4000-0001	WORKS AND SERVICES	2,827,497	7%	40,405,600	3,699,488	8%	43,754,700
TOTAL REVENUE AND EXPENDITURE		5,370,198	9%	61,525,100	5,797,914	11%	54,293,600

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

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance	<i>Includes general rates levied for 6 months</i>	
1200-0002	Oncosts		<i>Includes annual insurance premiums paid in July</i>
1300-0002	Stores/Purchasing		
2000-0002	Corporate Governance		
2100-0002	Business Activities	<i>Annual paddock leases invoiced</i>	
2150-0002	Saleyard Operations		
2200-0002	Tambo Sawmill & Weighbridge		
2350-0002	Airports/Aerodromes		
2450-0002	Tourism	<i>Peak season tourism revenue</i>	
2500-0002	Planning & Development	<i>Increase in planning and development applications</i>	
2580-0002	Economic & Community		
2600-0002	Environmental		
2650-0002	Animal Control	<i>Annual animal registration notices issued</i>	
2700-0002	Stock Routes		
3000-0002	Work Scheme and Community		
3100-0002	Council Housing		
3300-0002	Child Care Services		
3350-0002	Sport and Recreation		
3400-0002	Youth Services		
3415-0002	Tambo MPC		
3445-0002	Disability		
3460-0002	Community Services		
3470-0002	Miscellaneous Care		
3500-0002	Libraries, Education		
3570-0002	RADF & Community Assistance		
3600-0002	Halls and Cultural Centres		
3700-0002	Showgrounds & Sports	<i>Revenue from camping permits during peak tourist season</i>	
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance		
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management		
4700-0002	Cemeteries		
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing	<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**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 August 2023

Item No: **3.1.2****SUBJECT HEADING: DFCCS Operations Report – August 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 August 2023 is presented to Council. The report includes housing and administration, Blackall aerodrome, libraries, visitor information centres, facility bookings, and Tambo Multipurpose.*

**Officer's Recommendation: That Council receive the DFCCS Operations Report for August 2023.**

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

- Monthly fire alarm system inspection at Cultural Centre complete.
- Doors repaired at Bauhinia Lane unit.
- Downpipe repaired at Bauhinia Lane unit.
- Tender for RCD testing awarded.
- TV Antenna at Bedford St unit repaired.

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

- General maintenance carried out on buildings as required.
- Protruding nails of the hall deck have been rectified.

***Aged Housing***

- Two vacant units available in the Coolibah Village have been advertised.
- New flooring has arrived and will be installed as soon as possible.

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

<b>2022/2023</b>	<b>Visitor Numbers</b>	<b>2023/2024</b>	<b>Visitor Numbers</b>
July	3291	July	<b>4,385</b>
August	3697	August	<b>3,610</b>
September	1901	September	
October	720	October	
November	345	November	
December	188	December	
January	343	January	



<b>2022/2023</b>	<b>Visitor Numbers</b>	<b>2023/2024</b>	<b>Visitor Numbers</b>
February	286	February	
March	543	March	
April	1,001	April	
May	2,030	May	
June	3,728	June	
<b>Total</b>	<b>18,073</b>	<b>Year to Date</b>	<b>7,995</b>

**Issue of Camping Permits**

<b>Month</b>	<b>Information Centre</b>	<b>Self - Registration</b>	<b>Total for Month 2022/23</b>
July	569	842	1,411
August	420	600	<b>2,431</b>
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>Year to Date</b>	<b>989</b>	<b>1,442</b>	<b>2,431</b>
<b>2022/2023</b>	<b>1,748</b>	<b>2,702</b>	<b>4,450</b>

**Camping Ground Fees**

<b>Camping Ground Fees</b>	<b>July 2022 to June 2023</b>	<b>July 2023 to June 2024</b>
<b>Month</b>	<b>2022/2023 YTD \$ Amount</b>	<b>2023/2024 YTD \$ Amount</b>
July	\$13,710.25	<b>\$19,896.00</b>
August	\$25,443.07	<b>\$11,669.85</b>
September	\$29,503.75	
October	\$30,812.75	
November	\$31,372.50	
December	\$31,474.55	
January	\$31,474.55	
February	\$31,875.54	
March	\$32,760.54	
April	\$35,017.24	
May	\$41,017.69	
June	\$52,270.75	<b>\$31,565.85</b>

**Year ending 2022/2023      \$52,270.75**

## Blackall Library Report

Month	Loans 2022/23	Loans 2023/24	Visitors 2022/23	Visitors 2023/24	Requests 2022/23	Requests 2023/24	Members Added 2022/23	Members Added 2023/24
July	231	<b>452</b>	392	<b>357</b>	52	<b>65</b>	9	<b>10</b>
August	336	<b>417</b>	412	<b>368</b>	34	<b>59</b>	15	<b>6</b>
September	318		426		58		9	
October	376		415		46		6	
November	389		372		31		8	
December	359		281		37		5	
January	359		327		63		4	
February	352		318		59		6	
March	465		114		114		4	
April	356		341		40		6	
May	295		275		76		6	
June	562		382		83		12	
<b>Year to Date</b>	4488	<b>869</b>	4055	<b>725</b>	693	<b>124</b>	90	<b>16</b>

## Tambo Library Report

	Loans 2022/23	Loans 2023/24	Visitors 2022/23	Visitors 2023/24	Requests 2022/23	Requests 2023/24	Members Added 2022/23	Members Added 2023/24
July	383	<b>316</b>	136	<b>108</b>	51	<b>53</b>	4	<b>3</b>
August	435	<b>282</b>	160	<b>170</b>	63	<b>23</b>	4	<b>3</b>
September	364		107		48		3	
October	362		144		48		3	
November	340		186		36		2	
December	267		108		34		0	
January	369		115		19		3	
February	302		132		45		5	
March	407		108		52		8	
April	341		114		67		0	
May	322		139		55		2	
June	339		156		42		4	
<b>Totals</b>	4231	<b>598</b>	1605	<b>278</b>	560	<b>76</b>	38	<b>6</b>

<b>Tambo Tourism</b>	Visits 2022/23	Visits 2023/24
July	750	978
August	754	707
September	432	
October	240	
November	161	

December	74	
January	128	
February	75	
March	113	
April	311	
May	535	
June	818	
<b>Totals</b>	<b>4391</b>	<b>1685</b>

**Council Facility Bookings**

<b>Blackall</b>	<b>Memorial Hall</b>		<b>Cultural Centre</b>		<b>Showgrounds</b>		<b>Racecourse</b>		<b>Bus</b>	
	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24
July	1	2	7	8	1	1	1	1	4	4
August	1	3	11	12	3	6	0	1	4	4
September	2		8		6		0		4	
October	1		8		5		3		11	
November	1		8		3		1		7	
December	0		4		1		0		1	
January	1		3		0		0		3	
February	1		6		2		1		2	
March	1		5		5		1		4	
April	2		4		4		1		3	
May	1		8		6		0		7	
June	2		7		2		1		4	
<b>TOTAL</b>	<b>14</b>	<b>5</b>	<b>79</b>	<b>20</b>	<b>38</b>	<b>7</b>	<b>9</b>	<b>2</b>	<b>54</b>	<b>8</b>

<b>Tambo</b>	<b>Shire Hall</b>		<b>Racecourse</b>		<b>Western Sports</b>		<b>Bus</b>	
	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24
July	7	7	2	2	1	0	1	1
August	13	15	1	1	4	2	2	0
September	2		4		1		2	
October	7		1		2		4	
November	10		1		0		4	
December	7		1		1		3	
January	2		0		0		2	
February	4		2		2		0	
March	6		2		0		2	
April	8		3		1		1	
May	11		4		4		3	
June	10		1		1		2	
<b>TOTAL</b>	<b>87</b>	<b>22</b>	<b>22</b>	<b>3</b>	<b>17</b>	<b>2</b>	<b>26</b>	<b>1</b>

**Qantas Report**

<b>Month</b>	<b>Pax OFF</b>	<b>Pax ON</b>	<b>Total</b>	<b>YTD</b>
<b>July</b>	142	130	272	272
<b>August</b>	176	185	361	633

<b>September</b>				
<b>October</b>				
<b>November</b>				
<b>December</b>				
<b>January</b>				
<b>February</b>				
<b>March</b>				
<b>April</b>				
<b>May</b>				
<b>June</b>				
<b>6 Monthly Average</b>	162.83	145.83	308.66	308.66
<b>YTD</b>	318	315	633	633
<b>Total for 2022/2023</b>	1639	1416	3055	3055

- The roster has been distributed for airport employees.

#### **Tambo Multi-Purpose Centre**

- Term three of mini sports, cooking, and breakfast club is complete with positive feedback received from parents.
- A calendar flyer drop off was initiated to promote allied health services, events, and craft mornings.
- The Multipurpose Centre has been working with the Royal Flying Doctor Service to host a teenage mental health workshop.
- The Healthy Collaborative Program will commence in term 4 with subsidised swimming lessons for the community. As part of this program a skincare workshop for teenagers has also been arranged.
- The spring fitness classes are commencing with the help of local personal trainer Rachael Sargood.
- Allied Health sessions for the month of August:  
Physiotherapy – 25  
Remedial Massage – 16

#### **IT Report**

##### ***Incidents***

- 30/08/2023 fire in Tambo caused Ergon to turn off power, network was down in Tambo, except during work hours due to the diesel generator. Ergon restored power late on the 1st of September.

##### ***Updates***

- All servers and user devices are on auto updates.

##### ***Server Downtime***

- Nil, except for restarts to install updates.

**Security**

- Daily report analysis from M365 Security Admin Centre by the IT Officer.
- External Security Operations Centre – provided by PinnacleIT and SentinelOne.

**Risk Mitigation Activities**

- User Access/Permissions – Monthly report to review users.
- All users enrolled to use Multi-Factor Authentication for secondary authentication.  
User Changes – 1                      New User Additions – 0

**Hardware**

- Annual replacement program in progress.
- Installed new Epson POS printers for both Blackall and Tambo.

**Software**

- All software installs, changes, and updates are restricted to only administrative permissions.

**Training**

- Ongoing Awareness Training, Attack Simulation Training completed.

**Data**

- Daily back-ups to Cloud, weekly back-ups of critical datasets which are stored off-site.

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**Link to Corporate Plan**

Economic Development

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

Vibrant Communities

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

Outcome 2- Health and wellbeing – The community has access to health services that meet their needs.

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

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

Governance

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

Infrastructure

Outcome 2- Airports – Aerodrome facilities in both Blackall and Tambo are Operationally safe and compliant with standards as determined by the civil aviation safety authority.

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

**Consultation (internal/external)**

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

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 2023

Item No: 3.1.3

**SUBJECT HEADING: Debt Write-Offs**

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

CLASSIFICATION: (if confidential)

*Summary: A review of outstanding debtors has been undertaken prior to the external auditor's visit in September. As a result of this review fifteen invoices for two debtors were identified to seek write off authority from Council.*

**Officer's Recommendation: That Council write-off the debts contained in the table and totalling \$369.20:**

Invoice Number	Amount
10076	\$40.00
10232	\$70.00
10355	\$60.00
10287	\$14.80
10462	\$18.50
10678	\$14.80
10816	\$18.50
10919	\$15.60
11112	\$15.60
11286	\$19.50
11383	\$15.60
11450	\$15.60
11571	\$15.60
11723	\$19.50
11852	\$15.60

**Background**

Invoices 10076, 10232 and 10355 totalling \$170.00 were issued for the supply of Meals on Wheels by the Tambo Multipurpose Centre from 8 June. Council officers have made attempts to recover the debts, however, it is unlikely they will be recovered.

Invoices 10287, 10462, 10678, 10816, 10919, 11112, 11286, 11383, 11450, 11571, 11723 and 11852 totalling \$199.20 were issued for Blackall Town Common agistment fees. Unfortunately, the debtor has since passed away.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Director of Finance Corporate and Community Services  
Tambo Administration Manager

### Policy Implications

Nil

### Budget and Resource Implications

Loss of revenue.

### Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Loss of revenue.	Low
Legal & Regulatory	Low	Council attempted to recover the debt.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil



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

COUNCIL MEETING DATE: 20 September 2023

Item No: 3.1.4

**SUBJECT HEADING: Internal Audit and Risk Management Committee- Minutes of meeting 7 September 2023**

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

CLASSIFICATION: (if confidential)

*Summary: The Internal Audit and Risk Management Committee meeting was held on 7 September 2023 and the minutes of this meeting are attached.***Officer's Recommendation: That Council receive the minutes of the Internal Audit and Risk Management Committee's meeting 7 September 2023.****Background**

The Internal Audit and Risk Management Committee meeting was held to receive the draft annual financial statements for the year ended 30 June 2023. The Committee resolved that the draft annual financial statements be forwarded to Council's external auditors for auditing.

**Link to Corporate Plan**

Governance

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

**Consultation (internal/external)**

Chief Executive Officer

Internal Audit and Risk Management Committee members

Director of Finance Corporate and Community Services

Manager of Finance

External Auditors

Internal Auditor

**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

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil



**Blackall-Tambo Regional Council  
Minutes of the Internal Audit and Risk Management  
Committee Meeting held Thursday 7 September 2023 at  
the Blackall Boardroom**

Cr Lindsay Russell (Chairman)  
Ms Megan Prow (Member)  
Mr Tony Walsh (Internal Auditor)  
Ms. Helen Wilkes (ASP Engagement Partner)  
Mr. David Moore (QAO Audit Manager)  
Mr. Kelly Graham (External Auditor)  
Mr Alastair Rutherford (Director of Finance)  
Mr Shalveen Dayal (MOF)

**Agenda items:**

**1/. Welcome**

The meeting opened at 10.00am

**2/. Apologies**

Cr Boyd Johnstone (Member)

**3/. Minutes of meeting 21 April 2023**

Business arising out of the minutes.

There was no business arising out of the minutes.

Approval of the 21 April 2023 minutes

***Recommendation:*** *That the minutes of the meeting 21 April 2023 be approved.*

Approved

Moved: Megan Prow

Seconded: Cr. Lindsay Russell

**4/. Receive the draft annual financial statements for the year ended 30 June 2023**

Presented by the Manager of Finance.

***Recommendation:*** *That the Committee receive the draft annual financial statements for the year ended 30 June 2023 and recommends they be forwarded to Council's external auditors for auditing.*

Approved

Moved: Lindsay Russell

Seconded: Cr. Megan Prow

## **5/. Any other business**

The internal auditor advised that when the external audit is complete, he will schedule his next internal audit visit.

The external auditor advised that a QAO briefing paper will be tabled for discussion at the next meeting along with the closing report.

## **6/.Closing comments**

The Chairman thanked the Manager of Finance for again providing excellent service to the internal audit and risk management committee and thanked all those in attendance.

## **7/. Close**

The Chairman closed the meeting at 1.36pm.

**Cr. Lindsay Russell**  
**CHAIRMAN**

**BLACKALL-TAMBO REGIONAL COUNCIL**[Return to Agenda](#)  
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COUNCIL MEETING DATE: 20 September 2023

Item No: 3.1.5

**SUBJECT HEADING: Operating Plan Review**

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

CLASSIFICATION: (if confidential)

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

**Officer's Recommendation: That Council receive the June 2023 Operational Plan review.**

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**Background**

Council adopted its 2022-2023 Annual Operational Plan on 15 June 2022. The Operational Plan provides a plan on how and what Council will do during the financial year to respond to Council and community long-term priorities.

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

The attached report provides an assessment of the organisation's progress toward the implementation of the actions, projects, initiatives, and key performance indicators as identified in the 2022-2023 Operational Plan.

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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.

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

**Consultation (internal/external)**

Chief Executive Officer

Director of Works and Services

Director of Finance Corporate and Community Services

**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	Compliant with section 174 (3) of the Local Government Regulation.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Strategic information is beneficial to the community.	Low
Ethical	Low	Nil	Low
Reputation	Low	Keeping the community informed of Council's operational processes.	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Arts &amp; Culture</b>							
Blackall Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council	Ongoing
Tambo Library	DFCCS	Appropriate training given to staff so they are competent in all aspects of library administration.	Ongoing	Visitors to the library increase and there is positive feedback from the public. Book issues increase.	Ongoing	Council	In process of moving to the Grasslands Building
<b>Disaster Management</b>							
Blackall-Tambo Disaster Management Plan	CEO	Working group formed to review the plan and approve amendments periodically.	Ongoing	Group meetings continually reviewing and adjusting plans as required.	Ongoing	Council and QFES	Complete for 2022/2023
Arrange emergency services training needs where necessary.	CEO	Funds available for continued training of SES Officers and maintenance of equipment.	Ongoing	Local Controllers to maintain SES membership and provide training in line with LG and EMQ requirements	Ongoing	Council and QFES	Ongoing
<b>Economic Development</b>							
<b>Business</b>							
Blackall Saleyards	CEO	Continue to enhance the facility and increase profitability through additional maintenance	2022-2023	Meets all WHS and regulatory requirements	Ongoing	Council	Cash profit to 30 June \$201,781
Blackall Saleyards Upgrade LGSSP Project - Subject to Funding	DWS	Back up power, lighting, loading ramp catwalks, wash down pumps, second scanner, six hay feeders, new mower	2022-2023	Meets all WHS and regulatory requirements	\$550,000	LGSSP \$300,000 Council \$250,000	Funding was unsuccessful
Blackall Saleyards Ramp C Access Roads		Construct Access Road to Ramp C	2022-2023	Meets all WHS and regulatory requirements	Heavy Vehicle Bypass Stage 2	Included in HVSSP Funded Project..	Pave and seal complete apart from seal on one road.
Tambo Childcare Building Upgrade	DFCCS / DWS	Repairs and renovations as requested by C&K Pty Ltd	2022-2023	Meets all WHS and regulatory requirements	\$100,000	CCCF Funds being used	Painting and Asbestos inspection complete
Tambo Childcare Centre	DFCCS	Staff development taking place through an arrangement with C and K. Staff to attend training sessions and have an excellent knowledge of the current legislation and regulations.	2022-2023	Contract with C&K expired 31 Dec 2022. The Coordinator continues to develop good working relationships with parents and children. Continue to search for efficiencies in operations to reduce current level of subsidy.	Ongoing	Council	Transferred to Lady Gowrie 3 April 2023. Deficit to 30 June \$198,222

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Tourism</b>							
Collective approach to tourism	Council	Work co-operatively with regional tourism groups and government agencies.	2022-2023	Monitor relationships with external organisations and register the grants being received.	Ongoing	Council	Ongoing
"Circus" Festival in Blackall and Tambo	Mayor	Committee to develop a programme aimed at encouraging residents and visitors to celebrate this event in Blackall.	2022-2023	To provide an exciting and vibrant experience for residents and visitors to Blackall alike and to enjoy a get together along with the entertainment..	\$100,000	Council	Complete
Tambo Truck Museum BOR	DWS	To support the preservation of the history of trucking in Tambo and to provide an additional item of attraction.	2022-2023	To provide an additional item of interest for visitors as another means of encouraging longer stays. Enable residents to reflect on this aspect of history.	\$200,000	\$200,000 State	Completion November 2023
Tambo Dam Lights	DWS	A design of lights to bring the Tambo Dam to life at night.	2022-2023	Positive feedback from the public and meets all regulatory requirements	\$100,000	Grant Funding	No further action
Tambo Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service provided to all visitors. Appropriate training made available through workshops and training sessions.	Ongoing	Positive feedback from visitors to the Centre.	Ongoing	Council	Good reports from the public
Blackall Visitor Information Centre	DFCCS	Providing an easy to find location with friendly service to all visitors. Keeping RAM Park well maintained to attract additional visitors who wish to see how people in earlier times lived. Appropriate training made available through workshops and training sessions.	Ongoing	Positive feedback from tourists and those that take a tour through RAM Park.	Ongoing	Council	Good reports from the public



**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Environmental Management</b>							
<b>Waste Management</b>							
Maintain high quality of service to the public	DWS / EHO	Council to ensure collection and disposal of refuse in the region is efficient and cost effective.	Ongoing	Meet all regulatory requirements. Positive feedback from community with respect to the operation.	Dump Maintenance Blackall \$60,000 Tambo \$20,000	Council	Collection operation efficient. Dump operation in Blackall needs improvement
<b>Stock Routes / Pest Management</b>							
Land Protection Fund (Biosecurity Act 2014) Central West Region	EHO / Ranger Coord	The four components of the Land Protection Fund are: On-ground research, Wild dog Barrier fence, Darling Downs-Moreton Rabbit Board, Plague pest contingency fund.	2022-2023	The annual report for 2022 is now available.	Precept \$88,437 for 2022-2023	Council	Ongoing
Stock Routes Annual Works Program	EHO / Ranger Coord	Apply for funding to maintain stock routes facilities in good working order.	2022-2023	Annual capital works program funded by DNR	\$92,200	DNR	Glenusk - still to complete concrete base and fencing waiting for delivery of new tank.
<b>Public Health</b>							
High standards of public health and safety are maintained in the Region	EHO	EHO to conduct annual inspections for health related compliance as necessary.	Ongoing	EHO to have undertaken all required inspections as per established program with reports provided to Council where appropriate. Minimum number of complaints from the public.		Council	While EHO has not been replaced as yet there have been no complaints
	EHO	EHO to be available to provide expertise on environmental health matters through the year or on an as required basis.	Ongoing	Reports to CEO to address environmental health matters with the type and level of information provided and / or action taken.		Council	While EHO has not been replaced as yet there have been no complaints
Water supply quality monitored and maintained to Australian standards	EHO	Undertake water sampling to ensure water supplies are maintained for safe domestic use.	Ongoing	Samples undertaken as required and action taken immediately if sample indicates non conformance to Qld Health requirements.		Council	Water has been tested. No issues

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Water Reticulation</b>							
Tambo Infrastructure Service Expansion Project	DWS	Upgrade water, sewer, road infrastructure in Garden and Charles Streets provide services for Lots 1 to 16 SP 282885	2022-2024	To meet all current regulatory standards and address all WHS issues.	\$50,000	Council \$50,000	Ongoing
<b>Sewerage</b>							
Blackall Sewerage Treatment Works Rehabilitation	DWS	Upgrading existing infrastructure - clarifier and Imhoff tank past their design life	2022-2024	To meet all current regulatory standards and address all WHS issues.	\$705,000	W4Q \$705,000	Planning Stage
Blackall Sewer Relining	DWS	Provide for upgrade of existing infrastructure - sewer relining of town network	2022-2024	To meet all current regulatory standards and address all WHS issues.	\$250,000	W4Q \$200,000 Council \$50,000	Completed
Tambo Sewer Upgrades - new lots	DWS	Provide sewer connections for new houses being placed in Tambo Charles Street	2023-2024	To meet all current regulatory standards and address all WHS issues.	\$100,000	W4Q	Ongoing
<b>Infrastructure and Plant</b>							
<b>Aerodromes</b>							
Blackall Airport	DWS / DFCCS	To maintain the airport to a high standard and to meet all regulatory requirements while considering new processes that reduce losses to Council.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Positive feedback from users of the airport.		Council	Qantas planes arriving Monday, Wednesday and Friday. Operation running smoothly .
Blackall Airport PAPI Lights Subject to Funding	DFCCS	Installation of precision approach pathfinder lights	2022-2023	To meet all current regulatory standards	\$142,000	50% Regional funding 50% Council	Funding was unsuccessful
Tambo Airport	DWS	To maintain the airport to a high standard and to meet all regulatory requirements.	Ongoing	Regular programs implemented to maintain the highest safety and security standards. Positive feedback from users of the airport.		Council	Inspection by Jasko 23 Aug re RFDS access.
<b>Plant and Equipment</b>							
Plant replacement program	DWS	Annual review of Council's plant and machinery.	2022-2023	Purchases and sales budgeted for and consistent with Council's adopted purchasing policy.	\$813,000	Council	Complete apart from 2 utes ordered but not delivered by 30 June

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Roads, Footpaths &amp; Pavements</b>							
Town streets (maintenance)	DWS	Council road / town maintenance program for 2022/2023	2022-2023	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$400,000	Council	Complete
Rural Roads (maintenance) including Flood Damage repairs	DWS	Council rural road maintenance program for 2022/2023 and approved flood damage repairs	2022-2023	Schedule undertaken and roads maintained within budget limitations. Monthly report to council on works undertaken.	\$9.8M	Flood Damage \$9.0M Council \$800,000	\$9,344,646 spent to 30 June
Heavy Vehicle Bypass Stage 2 LRCI and HVSP	DWS	Provide dedicated roads for road trains to enter Blackall access the saleyards and leave town.	2022-2023	To meet all current regulatory standards.	\$ 914,765	LRCI and HVSP	Complete
Local Roads Reseals - LRCI Stage Three	DWS	To be determined	2022-2023	To meet all current regulatory standards.	\$ 1,200,000	LRCI \$800,000 Council \$400,000	Complete
Local Roads Main Street Rehab - LRCI Stage Three	DWS	Blackall and Tambo seal of main streets	2022-2023	To meet all current regulatory standards.	\$ 800,000	LRCI \$800,000	Complete
RMPC Maintenance Contracts.	DWS	Includes Jericho Road widening, Isisford Road, Springsure Road resheet, other MWPC, State roads and Highways and other RMPC contracts	2022-2023	To meet all current regulatory standards.	\$ 4,969,500	State Gov Recoverable Works	Complete
Road TIDS	DWS	Scrubby Creek Road upgrades	2022-2023	To meet all current regulatory standards.	\$ 800,000	State Gov \$400,000 Council \$400,000	Ongoing
Blackall Shamrock Street	DWS	Upgrade of Shamrock Street Median strip	2022-2023	To meet all current regulatory standards.	\$ 100,000	Council	Carry over
Banks Park Footpath	DWS	Linking the facilities available	2022-2023	Meets the Council's WHS requirements	\$ 30,000	Council	Complete
Banks Park Building	DWS	Concrete floor, water tank and table used by parents with young children	2022-2023	Meets the Council's WHS requirements	\$ 20,000	Council	Planning Stage
Springsure Road	DWS	Gravel resheeting	2022-2023	Meets the Council's WHS requirements	\$ 574,000	TMR	Complete
Blackall-Jericho Road	DWS	Widen, build up existing pavement and seal	2022-2023	To meet all current regulatory standards.	\$ 3,490,900	TMR	Complete August
Roads to Recovery - Emmet Road	DWS	Emmet Road Rehab and repairs	2022-2023	To meet all current regulatory standards and the terms and conditions of the R2R agreement.	\$ 808,300	Federal	Complete

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Recreational Activities and Grounds</b>							
Management and Operation of aquatic centres in both communities	DWS	Keep the swimming pools in Blackall and Tambo well maintained and safe for all users.	Ongoing	Pool operated in accordance with contracts. Patronage maintained with a view to increasing the number of visitors.	Ongoing	Council	Complete
Tambo Racecourse	DWS	Rock removal as a safety initiative	2022-2023	Meets the approval of the WHSO Officer	\$60,000	Council	Complete
Tambo Historic House	DWS	Construct shed at rear of the Tambo Historic House (includes painting)	2022-2023	Meets all regulatory requirements	\$40,000	Council	Complete
Cultural Centre upgrade	DWS	Lights and acoustic matting	2022-2023	Meets all regulatory requirements	\$100,000	Council	Works tendered
LGA Entry Signs	Council	Replace the entry signs to advertise the BTRC as a desirable and positive destination	2022-2023	Meets all regulatory requirements	\$40,000	Council	Two LGA signs to be painted on sight.
Blackall Campdraft Arena upgrade - BBRF subject to funding	DWS	The grounds require to be upgraded so as to be safe for all participants.	2022-2023	Meets all regulatory and WHS requirements	\$625,000	BBRF \$500,000 Council \$125,000	Funding was unsuccessful
Fourmile Waterhole	DWS	Installation of culvert and grading required to allow for safe entry and exit	2022-2023	Meets all regulatory and WHS requirements	\$30,000	Council	Complete
Tambo Dam Beautification Project	DWS	Beautification of the grounds surrounding the Tambo Dam	2022-2023	Will make the area more attractive to tourists and the general public.	\$100,000	Council	70% complete
<b>Television and Internet</b>							
Tambo TV Transmitters	DWS	An allocation set aside in case the transmitters need repairs urgently	2022-2023	Meets all regulatory and WHS requirements	\$35,000	Council	No call on these funds to date

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Town Halls, Cemeteries, Public Conveniences</b>							
<b>Town Halls</b>							
Maintain and upgrade to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2022-2023	Repairs and maintenance undertaken in a timely fashion with safety standards being met as required. Positive feedback from the public.	Ongoing	Council	Maintenance as required. Shade structure for Tambo Hall 2024
<b>Cemeteries &amp; Memorials</b>							
Cemeteries Blackall and Tambo	DWS	Maintain cemeteries in a very positive manner	2022-2023	Positive feedback by community on aesthetic appearance and condition of cemeteries. Positive feedback from the public.	Ongoing	Council	Funeral Director appointed - well received
Tambo Cemetery Upgrade	DWS	Supply of water and plants	2022-2023	Improve the visual surroundings	\$15,000	Council	Work Camp to assist with pavers
<b>Public Conveniences</b>							
Public Conveniences maintained to community expectations	DWS	Continued maintenance and renewal of facilities to ensure a safe standard is maintained for public access.	2022-2023	Condition of public conveniences meeting health and safety standards at all times with only minimal complaints/requests received.	Ongoing	Council	No complaints
<b>Council Buildings</b>							
Aged Housing	DFCCS	Maintain the grounds and provide the best possible standard of accommodation for residents.	2022-2023	Maintenance undertaken in a timely fashion with safety aspects addressed.	Ongoing	Council	Minor repairs
Shade Structures - TMPC, Blackall car park, Tambo Hall	DWS	Provide shade for staff and clients of the TMPC. Shade for vehicles at Blackall Admin Building	2022-2023	Meets all regulatory and WHS standards	\$100,000	Council	carry over
Blackall Admin Building	DWS	The poor condition of the brick exterior requires attention as does the phone and ITC wiring inside	2022-2023	Meets all regulatory and WHS standards	\$100,000	Council	Ongoing
Council housing	DFCCS	Council housing stock well maintained.	2022-2023	Satisfied tenants.	Ongoing	Council	Ongoing

**Blackall-Tambo Regional Council****Review of Operational Plan for the quarter ending 30 June 2023**

	Resp. Officer	Operational Plan 2022/2023	Duration	Performance Measures	Costs	Funding Source	Degree of Completion
<b>Aged and Disability Services</b>							
Western Queensland Primary Health Network (WQPHN)	DFCCS	This program is funded by the Federal Government and covers allied health and healthy ageing.	2022-2023	Covers the cost of Podiatry, Remedial Massage, Physiotherapy and Optometry. The remaining funds go the Healthy Ageing	\$160,000	100% Federal	Fully spent for year
Community Development Program	DFCCS	The program is funded by the department of seniors and disability to support community activities.	2022-2023	Monitored through the successful interventions offered to the community.	\$162,900	100% State	Fully spent for year
<b>Work Health and Safety</b>							
Develop a system of WHS that is appropriate for BTRC	DWS	Council officers to work in a co-operative manner with the WHS Officer together with officials from TMR to ensure that the WHS systems at Council are compliant at all times and pass the audit standards required by TMRs insurers Jardine Lloyd Thompson.	Ongoing	Council is successful in being awarded road contracts from TMR. Workplace Health and Safety incidents are reduced and kept to an absolute minimum. The provision of a safe working environment for all employees of Council.		Council	Major emphasis on improving Councils WHS compliance

**BLACKALL-TAMBO REGIONAL COUNCIL**[Return to Agenda](#)  
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COUNCIL MEETING DATE: 20 September 2023

Item No: **3.1.6****SUBJECT HEADING: Ranger's Report**

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

CLASSIFICATION: (if confidential)

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*Summary: The Ranger's report for August 2023 is provided to Council.***Officer's Recommendation: That Council receive the Ranger's report for August 2023.**

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**Background****Animal Control**

- Injured kangaroo in Tambo destroyed.
- Dog found wandering was reunited with owner.

**Complaints**

Nil

**Call Outs**

Nil

**Weed Control**

Spray – Florestina – Ward Road (18-mile tank area).  
Spray – Mexican poppy – Alpha/Springsure Road.  
Spray – Mother of millions – End of bitumen of Ward Road.  
Spray – Mother of millions – Barcoo River adjacent to Cemetery gully.

**Wild Dog Control**

Scalps for Tambo – Nil  
Blackall – 30 (1/07/2023 to 31/08/2023).

**Agistment**

Nil

**1080**

- La Plata baited with 162 kg of pig meat.
- Highlands baited with 100 kg of dog meat.

**General**

Tambo Common muster is scheduled for the weekend of the 30th of September and 1st of October 2023.

**Operational**

- Trough cleaned at Tambo facility.
- Chatham bore has broken down, both Chatham and Greendale bore are waiting to be pulled.
- Manning bore – New control box was installed and in good working order.

- Rodds bore – the 4” casing and pump rods have been removed for spare parts (2 lengths of casing are good).
  - 10 new lengths of red band galvanized rods have been ordered.
  - Maintenance repairs are planned for Boree, Greenwood and Yalleroi bores.
  - Desilting required at the Greenwood bore ‘Turkey Nest’.
  - 1800 ACC steers left the Council area at Chatham boundary on the 22/08/2023.
- 

### **Link to Corporate Plan**

Environment and Heritage

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

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

Chief Executive Officer

Residents

Department of Environment and Science

RLO

### **Policy Implications**

Nil

### **Budget and Resource Implications**

Nil



**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.1

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

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

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

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

**Background****Projects****Blackall-Jericho Road Rehab and Widen**

**Project Budget:** \$3,490,899.00 (GST exclusive)

**Project Scope:** Increase of width from 4m to 8m sealed, build-up of material where required and full rehabilitation of existing pavement to 150mm, Chainage 0.760km to Chainage 6.800km

**Current Status:** Road fully sealed as of the 14<sup>th</sup> of August. Signage, side track rehabilitation and all other sites works fully complete. Second seal is planned in November 2023.

**Shamrock Street Median Strip**

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

**Project Scope:** Replace existing kerb with 200mm x 200mm kerbing to increase to a consistent height on all four sections of median.

**Current Status:** Kerb and footpaths completed on the 15<sup>th</sup> of August. This stage of the project is now fully completed. Planting of trees etc under discussion.

**Snail Structure Banks Park**

**Project Budget:** \$20,000 (GST exclusive)

**Project Scope:** Install a change table facility adjacent to the playground to allow users of the park to supervise children whilst caring for babies.

**Current Status:** Concrete slab and structure in place. Roofing installed. Cladding and plumbing completion October 2023. Delay due to lack of trade skilled staff.

**Scrubby Creek Floodways**

**Project Budget:** \$800,000 (GST exclusive)

**Project Scope:** Upgrade from gravel to concrete floodway at four locations along the Scrubby Creek Road.

**Current Status:** All the flood ways are complete. A box culvert and rock protection scheduled to be completed by the first week of October 2023.

**General RMPC (Road Maintenance Performance Contract) FY 2324**

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

**Project Scope:** General maintenance as required of the National Highway and State-Controlled Network without the Blackall-Tambo Regional Council boundary.

**Current Status:** Reseal preparation works on the Blackall-Tambo Road completed. Further maintenance works scheduled.

**Charles and Queen Elizabeth Street**

**Project Budget:** \$75,000 (GST exclusive)

**Project Scope:** Upgrade of gravel road to bitumen.

**Current Status:** Some procurement complete, works proposed to commence after sewerage works are undertaken.

**Petunia Lane**

**Project Budget:** \$80,000 (GST exclusive)

**Project Scope:** Installation of road, water and sewer for the housing blocks on Petunia Street.

**Current Status:** All water and sewer complete. Roadworks scheduled for November 2023.

**East Walter Street**

**Project Budget:** \$120,000 (GST exclusive)

**Project Scope:** Installation of road and water for the government housing blocks on Thistle Street and St Andrews Street.

**Current Status:** Water main installation on East Walter underway, Roadworks scheduled for November 2023.

**Local Government Area Entry Signs**

**Project Budget:** \$40,000 (GST exclusive)

**Project Scope:** Installation of five boundary signs on State Controlled Roads and two boundary signs on National Highway.

**Current Status:** All signs have been installed. The five state-controlled signs (Adavale, Isisford, Jericho, Alpha, Springsure Boundaries) were all pre-painted to allow smooth installation. Due to the size of the National Highway signage they have been installed as blank signs and will be painted onsite.

**Ward Road Pave and Seal**

**Project Budget:** \$750,000 (GST exclusive)

**Project Scope:** 4 metre double/double seal on 6m pavement from Chainage 58.56km to 63.56km.

**Current Status:** Works currently in early stages of commencement with plant and gravel being scheduled. Completion December 2023.

**Langlo Road Resheeting**

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

**Project Scope:** 150mm Gravel Resheet from Chainage 68.7km to 78.7km (Start at Mt Edinburgh turnoff).

**Current Status:** Works scheduled after the completion of the Ward Road Pave and Seal.

**Salvia Street Kerb, Channel and Stormwater****Project Budget:** \$458,300 (GST exclusive)**Project Scope:** Install underground drainage, agricultural pipe, kerb, and channel along the water ponding area on Salvia Street.**Current Status:** Works scheduled early 2024**Requests for Action**

- A total of 16 Request for Actions were received and actioned by the Works and Services Department for the month.

Water	1
Sewerage	3
Parks and Gardens	2
Town Streets	2
Rural Roads	0
Local Laws	4
Building Maintenance	4

**Water and Sewerage****Water Testing**

- Weekly water testing for e-coli in Blackall (no specimens detected)
- Monthly water testing for e-coli in Tambo (no specimens detected)

**Blackall**

Water consumption ML	15199
Call outs - Water	2
Call outs - Sewer	2
Broken Mains/Services	4
Private Works	0

**Tambo**

Water consumption ML	5297
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	0
Private Works	0

**Parks and Gardens****Tambo Town Streets**

- Mowing and whipper snipping.

**Tambo Town Entrances**

- Mowing of grassed areas.

**Tambo Racecourse**

- General maintenance of the grounds has continued.

**Western Sportsground**

- General maintenance of the grounds has continued.

**Tambo Dam**

- General Maintenance by Parks and Gardens crew.

**E.E Parr Park**

- Footpath maintenance by Parks and Gardens crew.

**Town Hall Grounds**

- General Maintenance by Parks and Gardens crew.

**Stubby Bend Camping Grounds**

- All tourists are keeping the area in a tidy condition.

**Coolibah Walk**

- Mowing and whipper snipping along pathway.

**Tambo Cemetery**

- General Maintenance by Parks and Gardens crew.

**Blackall Nature Strip Maintenance**

- Gardens have been maintained by our parks and gardens crew.

**Blackall Racecourse**

- General maintenance of the grounds has continued by the Racecourse Caretaker.

**Blackall Showgrounds**

- General maintenance of the grounds has continued by the Showgrounds Caretaker.

**Blackall Aquatic Centre**

- Mowing and whipper snipping of Aquatic Centre.

**Banks Park**

- General Maintenance by Parks and Gardens crew.

**Albert Park**

- General Maintenance by Parks and Gardens crew.

**Memorial Park**

- General Maintenance by Parks and Gardens crew.

**Cultural Centre**

- Preparation for events.
- Repairs to rear kitchen steps and handrails.

**Blackall Town Entrances**

- Mowing of grassed areas.

**Barcoo River Camping Grounds**

- All tourists are keeping the area in a tidy condition.
- Mowing grassed areas.

**Pathway to Health**

- Crack Sealing.

**Blackall Airport**

- Runway line marking.
- Mowing and whipper snipping.

**Blackall Cemetery**

- Mowing and whipper snipping of Lawn Section.

**Blackall Refuse Tip**

- Dig Asbestos pit.

**Blackall Admin Office**

- Mowing and whipper snipping.

**Blackall Town Streets**

- Mowing and whipper snipping.

**In Kind Support**

- Delivery/pick up of hire items for community functions.

**Workshop/Fleet**

This month has comprised of regular and preventative maintenance on various plant. Had a major electrical break down with the garbage truck. After rigorous testing and liaising with Bucher techs it was diagnosed as the main computer being faulty. Received, fitted and programed new controller and operated ok. Four pieces of excess plant was successfully sold via Nasco auction. Workshop took delivery of four new wireless trucks hoists, replacing old, outdated hoists.

**QRA Flood Damage Works****Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022**

- Neverfail Road – AM Earthmoving – Medium Formation Grading 100% complete
- Helenvale Road – AM Earthmoving – Medium Formation Grading 20% complete
- Tarves Road – PC & SL Picone – Heavy Formation Grading 100% complete
- Four Mile Road – PC & SL Picone – Heavy Formation Grading 100% complete
- Woodbine Road – PC & SL Picone – Heavy Formation Grading 30% complete
- Mt Enniskillen Road – Peter M Williams - Medium Formation Grading 100% complete
- Tralee Road – Peter M Williams - Medium Formation Grading 50% complete
- Springleigh Road – Picone Earthmoving – Medium Formation Grading 100% complete
- Rivington Road – Picone Earthmoving – Medium Formation Grading 100% complete
- Juray Road – Picone Earthmoving – Medium Formation Grading 100% complete

- Wooroolah Road – Picone Earthmoving – Medium Formation Grading 100% complete
- Alva Road – Picone Earthmoving – Medium Formation Grading 20% complete
- Scrubby Creek Road – Rogers Grader Hire – Heavy Formation Grading 50% complete



#### **Scheduled Works Yet to Commence**

- Narbethong Road – AM Earthmoving
- Ravensbourne Road – PC & SL Picone
- Colart Road – Peter M Williams
- Romulas Road – Peter M Williams
- Forest Hill Road – Picone Earthmoving
- Brides Creek Road – Picone Earthmoving
- Langlo Road – Rogers Grader Hire

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#### **Link to Corporate Plan**

##### **Infrastructure**

Outcome 1 – Roads- Council's roads network is well maintained, and council's town streets are sealed with kerb, channelling, and drainage.

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

##### **Environment and Heritage**

Outcome 4 – Waste Management- Best practice waste management.

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

CEO

DWS

Works Supervisors

Services Supervisor

Fleet Supervisor

Contracted Engineer

#### **Policy Implications**

Nil

#### **Budget and Resource Implications**

Nil

**Blackall-Tambo Regional Council**  
**Flood Damage Events - Detailed Summary (4/9/2023)**

<b>QRA Event</b>	<b>Activation</b>	<b>Status</b>	<b>Type</b>	<b>Approved Submission Value (excluding GST)</b>	<b>Progress Claim Value (excluding GST)</b>	<b>Comments</b>
Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019	Apr-19	Complete	REPA	\$16,114,356.35	\$14,593,631.93	REPA submission fully complete, closed out and acquitted
South West Queensland Flood, 20-26 February 2020	Mar-20	Complete	REPA	\$7,987,795.88	\$3,900,018.82	REPA submission fully complete, closed out and in final stages of acquittal
Central, Southern and Western Queensland Rainfall and Flooding, 10 November - 3 December 2021	Jan-21	Active	FMRP	\$138,000.00	\$0.00	Flood Study awaiting LIDAR prior to commencement
Western Queensland Thunderstorms, 21 - 30 December 2020	Jan-21	Complete	REPA	\$4,047,277.07	\$3,281,836.68	REPA Submission 100% complete, now entering close-out and acquittal
Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022	May-22	Active	REPA	\$22,689,566.94	\$6,806,870.08	Event Recently approved, accrued expenditure to be claimed.
Northern and Central Queensland Monsoon and Flooding, 21 April - 12 May 2023	Feb-23	Active	REPA	\$0.00	\$0.00	No submission at this stage. Many sites overlapping with current events.

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

COUNCIL MEETING DATE: 20 September 2023

Item No: **4.2.3****SUBJECT HEADING: QRA Betterment**

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

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*Summary: Blackall-Tambo Regional Council have been working with Queensland Reconstruction Authority (QRA) for 11 proposed betterment projects. The list of 11 has now been shortlisted to 5 projects that represent the greatest value for money.*

**Officer's Recommendation: That Council accept the five projects (E1, BE1, BE3, BE and C5) and contribute \$370,000.00 for a total betterment project value of \$2,770,006.21.**

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**Background**

Eleven (11) proposed projects are located on the Evora (E), Emmet (BE), Coolatai(C) and Gartmore (G) Roads.

Below is a summary from QRA and a brief description of scope for each betterment project. Projects with a lower % Value Contribution offer the most value to Council.

Highlighted in green are the top 5 projects based on the best value to Council. Completing these 5 projects would result in Council contributing \$370,000.00 for a total betterment project value of \$2,770,006.21, which as a % Value Contribution is 13.36% for the five projects.



Betterment Project	Total Value of Betterment Project	REPA Component	Cat D Value	BTRC Contribution	% Value Contribution	Project Scope
E1	\$418,680.71	\$129,867.95	\$205,812.76	\$83,000.00	19.82%	40m concrete floodway with concrete batters & rock protection
BE1	\$324,212.58	\$64,011.51	\$185,201.07	\$75,000.00	23.13%	Stabilised pavement with batter protection
BE2	\$466,738.24	\$19,725.25	\$197,012.99	\$250,000.00	53.56%	Stabilised pavement with batter protection & installation of new box culvert
BE3	\$280,613.14	\$18,848.23	\$187,764.91	\$74,000.00	26.37%	Stabilised pavement with batter protection
BE4	\$1,435,606.12	\$236,780.20	\$1,111,825.92	\$87,000.00	6.06%	Stabilised pavement with batter protection & installation of new box culverts
C1	\$160,568.64	\$8,426.20	\$115,142.44	\$37,000.00	23.04%	Concrete Floodway with rock protection
C2	\$160,486.03	\$8,343.57	\$115,142.46	\$37,000.00	23.05%	Concrete Floodway with rock protection
C3	\$382,822.37	\$13,382.78	\$255,439.59	\$114,000.00	29.78%	Concrete Floodway with rock protection & batter protection
C4	\$159,659.92	\$7,517.48	\$115,142.44	\$37,000.00	23.17%	Concrete Floodway with rock protection
C5	\$310,893.66	\$12,414.53	\$247,479.13	\$51,000.00	16.40%	Concrete Floodway with rock protection
G1	\$193,322.77	\$6,237.84	\$124,084.93	\$63,000.00	32.59%	Concrete Floodway with rock protection

- Evora Road (E1) – Ch 10025-10064
- Blackall-Emmet Road (BE1, BE2, BE3 & BE4) – Ch18127-18248, Ch27246-27389, Ch35142-35231 & Ch42621-42753
- Coolatai Road (C1, C2, C3, C4 & C5) – Ch2737-2792, Ch9877-9926, Ch13117-13220, Ch13571-13626 & Ch15762-15889
- Gartmore Road (G1) – Ch2111-2191

**Link to Corporate Plan**

Infrastructure

Outcome 1 – Roads- Council's roads network is well maintained, and Council's town streets are sealed with kerb, channelling, and drainage

**Consultation (internal/external)**

Chief Executive Officer

Director of Works and Services

George Bourne Associates

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 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 August is provided to Council.*

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

**Background**

<b>SALES</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>	<b>YTD</b>	<b>2022 2023 Totals</b>
Spelling Cattle	8108	6094											14202	43825
Spelling Sheep	-----	-----											-----	-----
Prime & Store Sales	-----	1620											1620	26466
Weaner & Store Sales	4608	4721											9329	38817
Private Weigh (Same Day)	412	535											947	20881
Private Weigh (Overnight )	1014	2304											3318	13697
Private Scan	1008	-----											1008	276
Bull Sales	-----	-----											-----	349
<b>TOTALS 2023/2024</b>	<b>15150</b>	<b>15274</b>											<b>30424</b>	
<b>TOTALS 2022/2023</b>	<b>17030</b>	<b>11785</b>	<b>16941</b>	<b>12899</b>	<b>19802</b>	<b>7033</b>	<b>509</b>	<b>5056</b>	<b>9243</b>	<b>12160</b>	<b>15398</b>	<b>16446</b>	<b>144311</b>	

**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: 20 September 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 August 2023.**

**Background**

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

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
2/08/2023	06-2023-2024	PLUMBING	23932 DAWSON DEVELOPMENT ROAD – ONSITE PLUMBING WORK FOR NEW DWELLING	TAMBO
3/08/2023	07-2023-2024	BUILDING	126 THISTLE STREET - BACK DECK EXTENSION ON EXISTING DWELLING	BLACKALL
18/08/2023	08-2023-2024	BUILDING	4 FRAMES LANE - SHED	BLACKALL
25/08/2023	10-2023-2024	PLUMBING	6 QUEEN ELIZABETH STREET - PLUMBING WORKS FOR NEW DWELLING	TAMBO
25/08/2023	11-2023-2024	PLUMBING	5 QUEEN ELIZABETH STREET - PLUMBING WORKS FOR NEW DWELLING	TAMBO
25/08/2023	12-2023-2024	PLUMBING	3 QUEEN ELIZABETH STREET - PLUMBING WORKS FOR NEW DWELLING	TAMBO
29/08/2023	13-2023-2024	BUILDING	'LISBURNE' LISBURNE RD - DEMOLITION OF DWELLING	BLACKALL
29/08/2023	14-2023-2024	BUILDING	'BELLE' 11856 ISISFORD - REMOVAL OF DWELLING	BLACKALL
29/08/2023	15-2023-2024	BUILDING	GLENCOE RD BLACKALL - REMOVAL OF DWELLING	TAMBO

## 1. DEVELOPMENT ASSESSMENT

No new development applications have been lodged since the last monthly report. Two applications are currently under assessment. One application is in its appeal period.

1.1 An application has been made by Barcoo Retirement Village Incorporated, seeking a Development permit for a Material Change for a Retirement Facility at 80 Thistle Street, Blackall formally described as Lot 4 on SP159849 & Lot 1 on RP608399.

The application involves the construction of up to six (6) new independent living units on the site of the existing Retirement Facility. The units will be of a similar scale and built form of other existing units in the facility. The units will be accessed from the existing driveway off Violet Street.

The subject site is in the Township zone and is affected by the Flood hazard area. Due to the site being affected by the Flood hazard area the application is subject to Impact assessment.

As the application is subject to Impact assessment the application was required to be publicly notified. Public notification finished on 25 August 2023 and no submissions were received. The application is now in the decision stage and will be considered at the September General meeting.

1.1	<b>Council reference:</b>	DA03-2023-2024
	<b>Application:</b>	Development Permit for a Material Change of Use for a Retirement Facility
	<b>Street address:</b>	80 Thistle Street, Blackall
	<b>Property description:</b>	Lot 4 on SP159849 & Lot 1 on RP608399
	<b>Day application was made:</b>	14 July 2023
	<b>Category of assessment:</b>	Impact assessment
	<b>Public notification required:</b>	Yes
	<b>Applicant:</b>	Barcoo Retirement Village Incorporated
	<b>Status:</b>	Decision stage

1.2 An application has been made by Longhorn Transport Pty Ltd, seeking a Development permit for a Material Change for a Transport Depot at 80 Davidson Road, Tambo formally described as Lot 17 on SP148104.

The application includes two sheds, an existing 13m x 9m shed and the construction of a new 27m x 13m shed, and a staff and truck parking area. It is proposed to operate the use 24 hours a day, 7 days a week. The operation will include three (3) prime-move trucks and 15 semi-trailers and associated dollies. Access to the site is from Davidson Road.

The subject site is in the Industrial precinct of the Township zone whereby a Transport Depot is subject to Code Assessment.

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

SARA provided its referral agency response with no requirements. The application is now in the decision stage and will be considered at the September General meeting.

1.2	<b>Council reference:</b>	DA05-2023-2024
	<b>Application:</b>	Development Permit for a Material Change of Use for a Transport Depot
	<b>Street address:</b>	Davidson Road, Tambo

<b>Property description:</b>	Lot 17 on SP148104
<b>Day application was made:</b>	21 July 2023
<b>Category of assessment:</b>	Code assessment
<b>Public notification required:</b>	No
<b>Applicant:</b>	Longhorn Transport Pty Ltd
<b>Status:</b>	Decision stage

1.3 The following application was approved on 16 August 2023 and the decision notice was issued to the applicant soon thereafter. The applicant has a 20 business day Appeal Period within which they can request to negotiate conditions or file an appeal. At this stage, there has been no indication that the applicant will pursue this course. The Appeal Period for the application is expected to finish around 21 September 2023.

<b>1.3</b>	<b>Council reference:</b>	DA43-2022-2023
	<b>Application:</b>	Development Permit for a Material Change of Use for Outdoor Sport and Recreation
	<b>Street address:</b>	5810 Scrubby Creek Road, Scrubby Creek
	<b>Property description:</b>	Lot 1 on GW56
	<b>Day application was made:</b>	21 July 2023
	<b>Category of assessment:</b>	Code assessment
	<b>Public notification required:</b>	No
	<b>Applicant:</b>	Scrubby Creek Sports Club Inc
	<b>Decision date:</b>	16 August 2023
	<b>Status:</b>	Appeal period

## 2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

### 2.1 CUSTOMER REQUESTS

The following customer request has been received and responded to since the last monthly report:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
28/08/23	Government entity	<u>Meeting</u> <ul style="list-style-type: none"> <li>Council met with representatives of the State government regarding the Blackall Hospital. The State government is considering building additional staff accommodation on the hospital site. The staff accommodation is exempt development under the Planning Regulation 2017 and there is no requirement to lodge a development application for the proposal.</li> </ul>	Closed
06/09/23	Potential purchaser	<u>Proposal</u> <ul style="list-style-type: none"> <li>Request regarding the construction of a secondary dwelling.</li> </ul>	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<u>Planning details</u> <ul style="list-style-type: none"> <li>The site is in the Mixed use precinct of the Township zone.</li> <li>The entire site is included in the flood hazard area.</li> </ul> <u>Advice</u> <ul style="list-style-type: none"> <li>A secondary dwelling is considered to be an extension to a Dwelling house.</li> <li>A secondary dwelling is not a material change of use and is only considered to be building work.</li> <li>The building works would not be assessable against the planning scheme.</li> <li>The secondary dwelling should be designed to be a minimum 300mm above the Blackall flood level.</li> </ul>	
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			
EXEMPTION CERTIFICATES			
Nil			

**Link to Corporate Plan**

Economic Development

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

**Consultation (internal/external)**

CEO

Rates Officer

Town Planners

**Policy Implications**

Nil



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

COUNCIL MEETING DATE: 20 September 2023

Item No: **5.3****SUBJECT HEADING: Blackall Town Common Management Plan**

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

CLASSIFICATION: (if confidential)

*Summary: The Blackall Town Common Management Plan has been reviewed.***Officer's Recommendation: That Council adopt the revised Blackall Town Common Management Plan.**

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**Background**

The Blackall Town Common Management 2015-2020 has been revised by Council officers. The revised Plan aligns with the Tambo Town Common Management Plan which was adopted in 2021.

Expressions of interest were called for people wishing to agist horses and cattle on the Common and these closed on 28 July 2023. Twelve responses were received with one response ineligible as per the criteria outlined in the Plan.

Council has written to the interested parties and advised of the numbers that will be permitted on the Common which are a maximum of 20 horses and no more than 4 horses per household, 40 cattle with no more than 5 per household. The maximum of 80 units can be agisted on the Town Common (1 cow = 1 unit | 1 horse = 2 units).

The Blackall Town Common Management Plan provides guidelines on stock management, criteria for agisting, processes and terms of reference for the Advisory Committee.

A copy of the revised Plan is attached to this report.

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**Link to Corporate Plan**

Environment &amp; Heritage

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

**Consultation (internal/external)**

Chief Executive Officer

Cr Russell

Cr Schluter

DPI Representative

**Policy Implications**

Update of the Blackall 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	Nil	Low
People	Low	Nil	Low
Operational	Medium	The Plan provide clear guidelines on management of the Town Common.	Low
Environmental	Medium	Environmental factors have been addressed in the Plan.	Low
Strategic	Medium	Demands for agisting of the Town Common necessitated a review of the Plan.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Undertaking regular reviews of Council's plan ensure they are suitable for the current use and comply with any relevant legislation.

## Blackall Town Common



**Blackall-Tambo**  
Regional Council

Management Plan

**BLACKALL-TAMBO REGIONAL COUNCIL MISSION STATEMENT**

The Blackall-Tambo Regional Council aims to provide excellent service and leadership for our residents.

**BLACKALL-TAMBO REGIONAL COUNCIL VALUES**

The Blackall-Tambo Regional Council will provide strong community leadership underpinned by the core values, quality service, community engagement, equity, integrity and commitment. These core values are fundamental to how Council carries out its activities and to the ultimate achievement of its long-term goals.

**BLACKALL-TAMBO REGIONAL COUNCIL CORPORATE PLAN 2020-2025**

Rural lands – Council controlled lands are well managed.

**CONSULTATION**

The Town Common Plan has been developed with the intention of documenting all of the agreed strategies between Council and stakeholders focusing on best practice management of both stock and the environment. Its intention is to ensure the continued viability of the Blackall Town Common.

**PURPOSE**

The purpose of this plan is to provide direction, operational information and framework for the development, management and maintenance of the Blackall Town Common identifying the community needs and matching them to Council resources in an effort to provide services in a cost efficient and effective way.

**INTRODUCTION**

The intent of this Management Plan is to provide a guiding living document that has been developed

through consultation with the community and the Town Common Advisory Committee which has identified issues, provided forward planning, incorporated an action plan and budget that can be used in the daily management of this natural resource.

**REFERRAL DOCUMENTATION**

Blackall-Tambo Regional Council – Corporate Plan 2020-2025

Local Government Act 2009

Stock Route Management Act 2002

Blackall-Tambo Regional Council Local Laws & Subordinate Local Laws

Blackall-Tambo Regional Council Pest Management Plan.

**ABBREVIATIONS**

BTC Blackall Town Common  
PMP Pest Management Plan  
BTCAG Blackall Town Common Advisory Group  
BTRC Blackall-Tambo Regional Council  
BTCM Blackall Town Common Management

**LAND PROFILE**

The Blackall Town Common has an area of approximately 1660 ha (4,101 acres). This consists of two parcels north of town along Evora Road.

Mitchell grass and Gidgee timber can be found on the plains to the front of the Common with buffel grass, Box, Coolibah and Gidgee timber to the back.

Generations of townspeople living in the community of Blackall have enjoyed the opportunity of agisting stock on the Town Common.

In partnership with council they participate and assist in best practice management of the environment, fodder, infrastructure, resources and advise on the day to day management. This engagement ensures positive outcomes and legacy for future generations.

## TENURE OF THE BLACKALL TOWN COMMON

The property description of the Blackall Town Common is listed below:

Lot	Plan	Description
6	SP293539	Town Reserve
158	TB240	Reserve for Pasture

## INFRASTRUCTURE

### WATER INFRASTRUCTURE/FACILITIES

This provides a snapshot of existing infrastructure on the Blackall Town Common, providing an analysis of their current status and location.

Generally the infrastructure is in good condition. A planned, budgeted and documented maintenance plan will be developed in consultation with the Blackall Town Common Advisory Committee.

Water infrastructure and facilities consist of:

- Town water;
- 5.5km of 50mm poly pipe;
- Two cup and saucer concrete tanks (3,500 gallons);
- One 30,000 gallon poly tank feeding cement troughs in the Common and Butcher's Paddock;
- One water hole; and
- Douglas Ponds.

These facilities replaced an open bore drain in approximately 1996.

Water is supplied via this infrastructure to the following users:

- Common livestock;
- Native fauna;
- Travelling livestock;
- Blackall community for leisure activities;

### Blackall Saleyards

The Blackall Saleyards are used as holding yards for the muster of the Town Common.

### Fencing

Under the Stock Route Management Act 2002, the local government may give adjoining landowners notice to build a stock-proof fence of the boundary of the land.

### Roads

BTRC is responsible for maintaining the following:

- fire breaks
- Stock Route/Council Roads

A grid, which is the responsibility of Council for maintenance, is located on the Evora Road near the Woolscour.

### Vegetation

Timber covers 70% of the Town Common with 40% of timber being Gidgee. Box and Coolibah trees cover the remaining 30%.

Mitchell grass is predominate on the grass plains with Buffel grass in the timber.

Native grasses such as Button, River Couch and herbages in season are scatter on the Town Common.

All areas are well grassed with the exception of the clay pans areas which has little to no grass.

### Environmental Management

The Blackall-Tambo Regional Council Pest Management Plan (PMP) was developed for the benefit of the whole community and is prepared in accordance with the requirements of the Stock Route Management Act 2002 Queensland.

With the implementation of the Stock Route Management Act 2002 responsibilities are identified for local government and landowners. Blackall-Tambo Regional Council has recognised its responsibilities and roles within the Act and has put forward a Pest Management Plan that not only addresses current legislation but also endeavors to raise community awareness of pest management issues.

Resourcing pest management continues to be an inhibiting factor to achieving desired goals, however it is anticipated that this plan will become an aid not only

for pest management planning but for gaining external funding to achieve set objects.



## IDENTIFIED WEEDS ON TOWN COMMON

### MOTHER OF MILLIONS (*Bryophyllum delagoense*)

Mother of Millions is a perennial herb to 1m high. Mother of Millions are escaped ornamental plants originating from Madagascar.

Five species are commonly naturalized in Queensland with one species and a hybrid increasing over substantial areas. Mother of Millions is highly toxic to stock and because of its succulent features is well adapted to dry areas.

As the name suggests one plant can reproduce a new general from masses of embryoids (plantlets) that are formed on the leaf edges.

This makes these plants hard to eradicate. Mother of Millions are erect, smooth, fleshy succulent plants growing to one metre or more in height. All species form tall flower spikes in winter with clusters of bell-shaped flowers. Each species has a distinctive leaf-shape, but all produce small plantlets along the edges of the leaves. These plantlets drop readily, develop roots, and establish quickly to form a new colony.

Firebreaks are in place to burn and spray Mother of Millions.

Mother of Millions is a category 3 restricted invasive plant in Queensland.



### PARKINSONIA (*Parkinsonia aculeata*)

Parkinsonia is a thorny shrub native to South and Central America which has been named a Weed of National Significance (WONS) in Australia.

In Queensland parkinsonia is found in at least 35 local government areas and covers over 80,000 hectares.

Heavy infestations are present in the Fitzroy, Lake Eyre and Gulf river catchments. The catchment areas of the Balonne and Maranoa rivers that flow into the Murray-Darling system and the rivers that flow into the Gulf of Carpentaria are mostly free, but isolated infestations in central and western Queensland have the potential to spread across large areas.

Under favorable conditions it can form dense thickets along creeks and rivers and around dams, replacing any pasture grasses and hindering stock movement. Complete eradication from Queensland is not practical given the size and remoteness of infestations; possible and desirable, however is reducing its rate of spread and adverse effects and protecting areas at risk through enforced management and control.

Parkinsonia is a Weed of National Significance (WONS).



**NOOGOORA BURR (*Xanthium pungens*)**

Noogoora Burr is found along river and creek flats, on roadsides and in pastureland following seasonal rain or floods. The burrs readily contaminate wool, significantly reducing the value of the wool due to increased processing costs. Thick patches of Noogoora Burr may deny sheep access to watering points. This plant is also a serious competitor in pastures and summer crops.

Seedlings are poisonous to domestic stock, causing death if eaten in sufficient quantities.

Noogoora Burr is not a declared weed in Queensland.

**BATHURST BURR (*Xanthium spinosum*)**

Bathurst Burr was first introduced into Australia in the early 1800s from South America, as a result of contaminated grain or livestock imports. It is common weed in many parts of the world and reduces agriculture productivity.

Bathurst Burr is a declared weed in Queensland.

**MEXICAN POPPY (*Argemone ochroleuca*)**

A glaucous (blue-green) erect single to several stemmed annual with yellow sap, reproducing only by seed and with a central taproot.

It grows from 60 to 120cm in height. It has leafy stems that grow up to 60cm, with prickly lobed leaves. The flowers are showy and have a dark red 3 to 6 lobed stigma (glandular region at the tip of the style).

Commonly found as a weed of roadsides, mining dumps, rabbit warrens, recently cultivated paddocks, waste places and over grazed pastures. It often occurs as dense stands in sandy stream beds and alluvial flats associated with intermittent inland streams.

Mexican Poppy is a declared weed in Queensland.





## ENVIRONMENTAL CONTROL

### Illegal Dumping

Dumping of liquid or soil waste in a location other than approved waste disposal facility is illegal under the Waste Reduction and Recycling Act 2011. This illegal practice will be policed, and offender reported to the relevant authorities.

### Litter

Litter is an offence under the Waste Reduction and Recycling Act 2011. Any reports of this illegal practice will be reported to the legal authorities.

### Fire Breaks & Trails

The implementation of bush fire mitigation measures is essential to minimize the potential for fires to start upon or cross into surrounding properties.

These breaks are also used for the containment and back burning to control fires.

Firebreaks work as a physical barrier, preventing or slowing the passage of a fire front. Accordingly, for firebreaks to be effective they must be free of all combustible or vegetative debris. These fire breaks must also be easily passable.

Annual maintenance grading ensures the removal of vegetative debris from the fire breaks. This grading is done in a way that reduces environmental damage during the construction phase and minimal environmental impact during maintenance operations.

The firebreaks are graded annually.



### Wild Dogs

The term wild dogs refers collectively to purebred dingoes, dingo hybrids and domestic dogs that have escaped or been deliberately released.

Early management strategies focused on eradication of wild dogs. The effectiveness of control campaigns was usually based on circumstantial evidence.

The development of radio-tracking technology provided the opportunity to study wild dog movement and allowed better assessment of the effectiveness of control operations.

Wild dog control methods include trapping, shooting, fencing, and the use of guard dogs to protect valuable stock. A planned strategy using a combination of these methods that also considers wild dog behavior will enable effective management of population.



## BLACKALL TOWN COMMON ADVISORY COMMITTEE

Objectives of this Advisory Committee was to provide a consultative forum that could effectively address the Blackall Town Common Stock Management issues arising from operational processes and procedures with a view to developing and implements best practice animal husbandry practices.

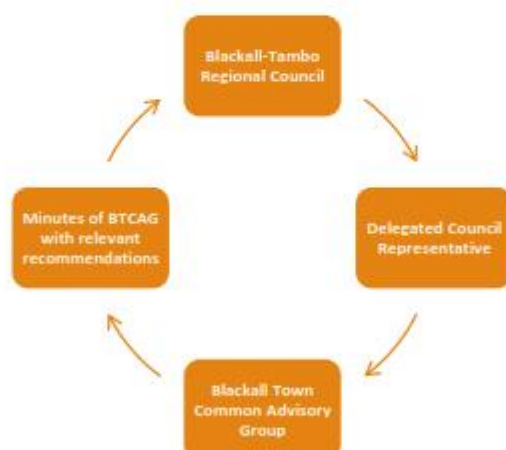
Appendix – Terms of Reference

### COMMUNICATION STRATEGY

Council will communicate directly with the Advisory Committee to ensure concerns and aspirations are consistently understood and considered.

Scheduled meetings with delegated Council officers, delegated BTRC Councillors and the BTCAG will be the main source of communication and engagement.

Minutes of these meetings will be included in the agenda of the BTRC for Council's consideration of any recommendations and for general information.



## STOCK MANAGEMENT

### STOCK NUMBERS

In consultation with the Rural Land Officer the committee may make recommendations to Council concerning the number of stock to be agisted on the Town Common.

These recommendations will be made after consideration of the following:

- Assessment of fodder on the Common;
- Seasonal conditions;
- Community demand.

A maximum of 80 units of stock can be agisted on the Town Common. (1 cow = 1 unit | 1 horse = 2 units.)

A maximum of 20 horses only can be agisted on the Town Common. No more than 4 horses per household are permitted.

A maximum of 40 cattle only can be agisted on the Town Common. No more than 5 cattle per household are permitted.

### BULLS ON COMMON

The Blackall Town Common Advisory Group shall be responsible for the purchase of bulls acceptable to the cattle owners and replaced as and when the Committee deems appropriate.

If required by the Committee an annual bull fee will be levied by Council and will be applied per joined females. The fee will be agreed to by the Committee. The fees will be held in trust for the purpose of procuring additional bulls for the common.

The purchase of bulls will be the discretion of the Committee and the sale of common bulls will be credited to the bull levy account.

### CLASS OF ANIMAL PERMITTED ON THE TOWN COMMON

Class of animals permitted on the Town Common and definition of same are:

- Horses;

- Foals – under 6 months – no payment;
- Cows;
- Heifers;
- Steers – Common bred only up to 12mths;
- Un-weaned calves; and
- Committee approved bulls only.

### CLASS OF ANIMAL NOT PERMITTED ON THE TOWN COMMON

Class of animal not permitted on the Town Common:

- **NO** – entires (horses)
- Donkeys
- Goats
- Camels
- Sheep

### STOCK ON COMMON

Stock owners must:

- have their own registered brand; and
- horses must be identifiable;
- be a Registered Biosecurity Entity.

### CRITERIA FOR AGISTING STOCK ON TOWN COMMON

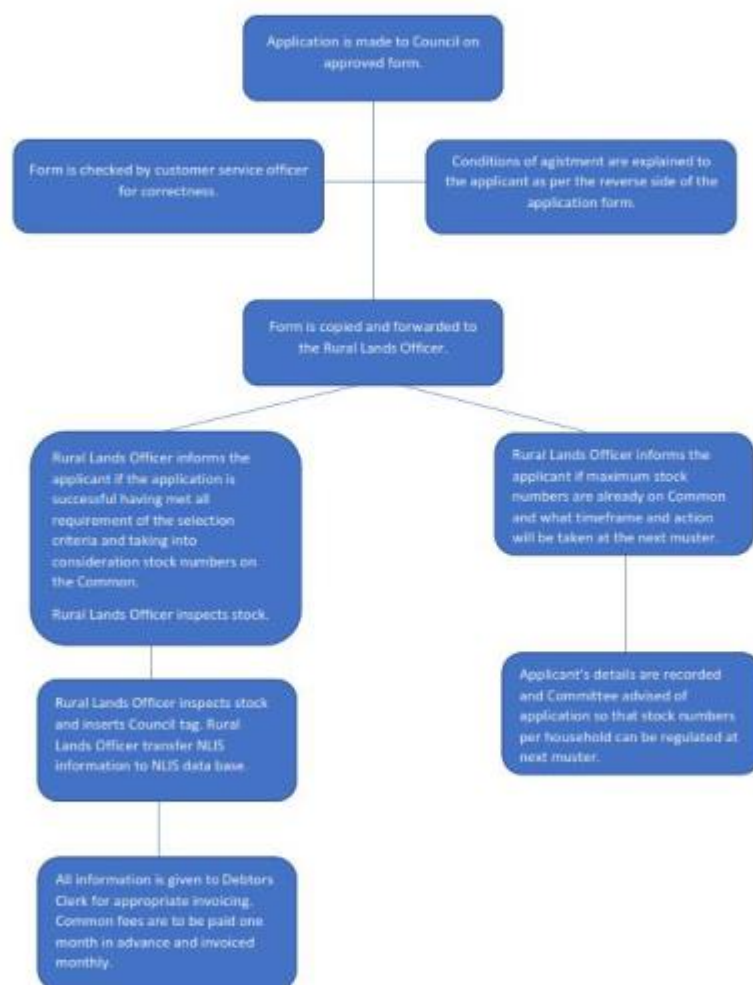
The criteria for agisting stock on the Town Common are as follows:

- Stock agisted is per household in the township of Blackall;
- Maximum number of stock per household is determined by recommendation to Council taking into consideration seasonal conditions and grass count;
- Stock number per household may vary due to demand for agistment; i.e. Council approves a maximum number of stock per household however a person meeting the set criteria requests agistment after a common muster, must wait until the next muster. Other users under supervision of the Rural Lands Officer decreases their numbers to accommodate the new request;
- Must be a resident (own or rent premises) in the township of Blackall (as per the Blackall Planning Scheme map at appendix 2) for a minimum of 6 months;
- 18 years of age;

- Must have own brand registered in agistee's name;
- Must not own more than 10ha of land;
- Must be the bona fide owner of the stock;
- All stock weaned are deemed as adult stock.
- Stock owners must have their own registered brand;
- Stock owners must be a Registered Biosecurity Entity.

## PROCESS FOR AGISTING STOCK

- Application to Council on approved form;
- Total number of stock allowed on Town Common at time of application will influence the number of head agisted;
- All stock inspected by Rural Lands Officer prior to depasture.





#### CONDITION OF USE

Owners must notify the Rural Lands Officer before depasturing stock or removing stock under special circumstances from the Town Common.

Any stock removed permanently without notifying the Rural Lands Officer will be invoiced until notification of the removal is made to the Rural Lands Officer.

Animals are depastured at the owner's own risk.

Compulsory weaning of all calves 6 months and over going back onto the Common – owners' responsibility.

Administration to be advised of any stock removed or depastured so that appropriate invoices can be distributed.

Any removal of stock off Town Common – Council tags to be returned to Blackall-Tambo Regional Council Rural Lands Officer.

All weaned cattle introduced to the Town Common must pay agistment and carry a Town Common tag.

Rogue cattle will be removed on recommendation of Advisory Committee and Rural Lands Officer.

Common fees are paid one month in advance when agisting stock.

Debtor invoices are dispatched monthly.

The branding of calves on the Common may only occur during the musters or approved musters.

Owners are responsible for the payment of NLIS tags.

Owners agree to pay all agistment and applicable bull levy fees and charges as set down by Council in the annual schedule of Fees and Charges.

#### BLACKALL TOWN COMMON MUSTERS

The Common is mustered, the first muster being March and the second muster being September. These months are preferred however, due to seasonal conditions they may vary from time to time to accommodate the weather and market.

The coordination of the muster is the responsibility of the Rural Lands Officer and BTCAG:

- Cattle removed only at time of musters;
- Employment of contract musters is the responsibility of the committee.
- All yard work is done by volunteer/contractor labour at their own risk;
- Work Health and Safety procedures are observed and practiced at all times;
- Rural Lands Officer records all stock movement on and off the Common.
- Council may muster at any time for management, biosecurity reasons or animal welfare.
- Horses may be taken off the Common for work or sports if the animal can be caught in the paddock without the need to muster other horses. Horses removed from the Common for these purposes will still pay agistment if they are to be returned to the Common.

#### CHEMICAL REGISTER

A chemical register will be maintained by the Rural Lands Officer specifying:

- What chemical rate;
- Spray rate;
- Dosage per animal;
- Withholding period;
- Expiry date of chemical; and
- Date of application.

## RISK MANAGEMENT

Consequences Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (4)
Probable (A)	L	M	S	H	H
Possible (B)	L	M	M	S	H
Improbable (C)	L	L	M	S	S

Risk Level	(H) (S) (M) (L)	High – must be dealt with immediately Significant – must be dealt with urgently Moderate – apply routine procedures Low – may be accepted and managed
Likelihood	A B C	Probable – can be expected to occur during the activity Possible – not expected to occur during the activity Improbable – conceivable but highly unlikely to occur during the activity
Consequences	5 4 3 2 1	Catastrophic – death or huge financial loss Major – extensive injuries or major financial loss Moderate – medical treatment required or high financial loss Minor – first aid treatment or medium financial loss Insignificant – no injuries or low financial loss



ID	Identified Risk	Existing Controls	Likelihood	Consequences	Risk Level	Priority
1	WH&S Stock handling	Volunteers with previous stock experienced to work cattle.	B	3	M	1
2	WH&S Maintenance	Rural Lands Officers inspect and repair yards regularly.	B	3	M	1
3	Unfenced roads	Appropriate signage is installed.	B	2	M	
4	Noxious weeds	Spraying and monitoring.	A	3	M	
5	Overstocking	Grass check and monitoring.	C	1	L	
6	Fires	Grading of fire breaks and burn offs.	B (seasonal)	4	H	
7	Erosion	Grading, land fill and drainage.	C	1	L	
8	Disease outbreak	Monitor movement of cattle and regular inspections of stock.	C	5	L	
9	Water infrastructure break down	Piping water from bores and town water.	B	2	L	
10	Animal health and welfare	Spraying of stock and treatment of dehorning.	C	1	L	

#### LOCAL LAWS

Subordinate Local Law No. 2 (Animal Management) 2010 – Schedule 1 – Prohibition on keeping animals – Section 5(4)(5).

#### Schedule 1 Prohibition on keeping animals

5	Stallions & Bulls	Stallions and Bulls in a designated town area, except where the bull is kept within a "town common" designated by the local government for grazing cattle under "common rights".
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## Appendix 1

**BLACKALL TOWN COMMON  
ADVISORY COMMITTEE****1. TITLE**

The name of the Committee shall be the Blackall Town Common Advisory Committee.

**2. PURPOSE**

To provide a consultative forum that can effectively address the Blackall Town Common Stock Management issues arising from operational processes and procedures with a view to developing and implementing best practice animal husbandry practices.

**3. MEMBERSHIP**

- Blackall-Tambo Regional Council will appoint management representatives.
- This committee must not be appointed as a standing committee of Council.
- Membership will be made up of stock owners who have stock agisted on the Blackall Town Common and paid agistment fees.
- A member of the advisory committee (whether or not they are a Councillor) may vote on business before the committee.
- There is only one (1) vote per household.

**4. CHAIRPERSON OF COMMITTEE**

- The committee may appoint one of its members as Chairperson.
- Duties of the Chairperson in liaison with the management representative of council will include the following:
  - Scheduling meetings and notifying committee members;
  - Inviting specialists to attend meetings when required by the committee;
  - Guiding the meeting according to the agenda and time available;
  - Ensuring all discussion items end with a decision, action or definite outcome;
  - Review and approve the draft minutes before distribution;
  - Ensure minutes are forwarded to Council for inclusion in the Council agenda with all recommendations documented.

**5. MINUTE TAKER**

The role of the minute taker is to:

- Prepare agendas and issuing notices for meetings and ensuring all necessary documents requiring discussion or comment are attached to the agenda;
- Distributing the agenda one week prior to the meeting;
- Taking notes of proceedings and preparing minutes of meeting;
- Distributing the minutes to all committee members one week after the meeting; and
- The minutes shall be checked by the Chairperson and accepted by committee members as a true and accurate record at the commencement of the next meeting.

**6. FREQUENCY OF MEETINGS:**

Meetings of the Committee will be held twice per year as a minimum at the time and place decided by the committee.

**7. QUORUM**

A quorum will be six (6).

**8. VOTING RIGHTS**

- All members have equal voting rights.
- Invited guests and management representatives appointed by Council will have no voting rights.

**9. PROCEDURE AT MEETINGS**

- Business may be conducted at a meeting of a committee only if a quorum is present.
- At a meeting of a committee:
  - (a) Voting must be open; and
  - (b) A question is decided by a majority of the votes of the members present; and
  - (c) Each member present has a vote on each question to be decided and, if the votes are equal, the member presiding also has a cast vote; and
  - (d) If a member present fails to vote, the member is taken to have voted in the negative.

## Appendix 1

## 10. INVITED GUESTS

Internal or external persons may be invited to attend the meetings at the request of the Chairperson, on behalf of the committee, to provide advice and assistance where necessary.

They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

## 11. COMMITTEE MEMBERS WILL CEASE TO BE A MEMBER OF THE COMMITTEE IF THEY:

- Have no stock agisted on the Blackall Town Common.
- Have unpaid agistment fees.

## 12. FUNCTIONS

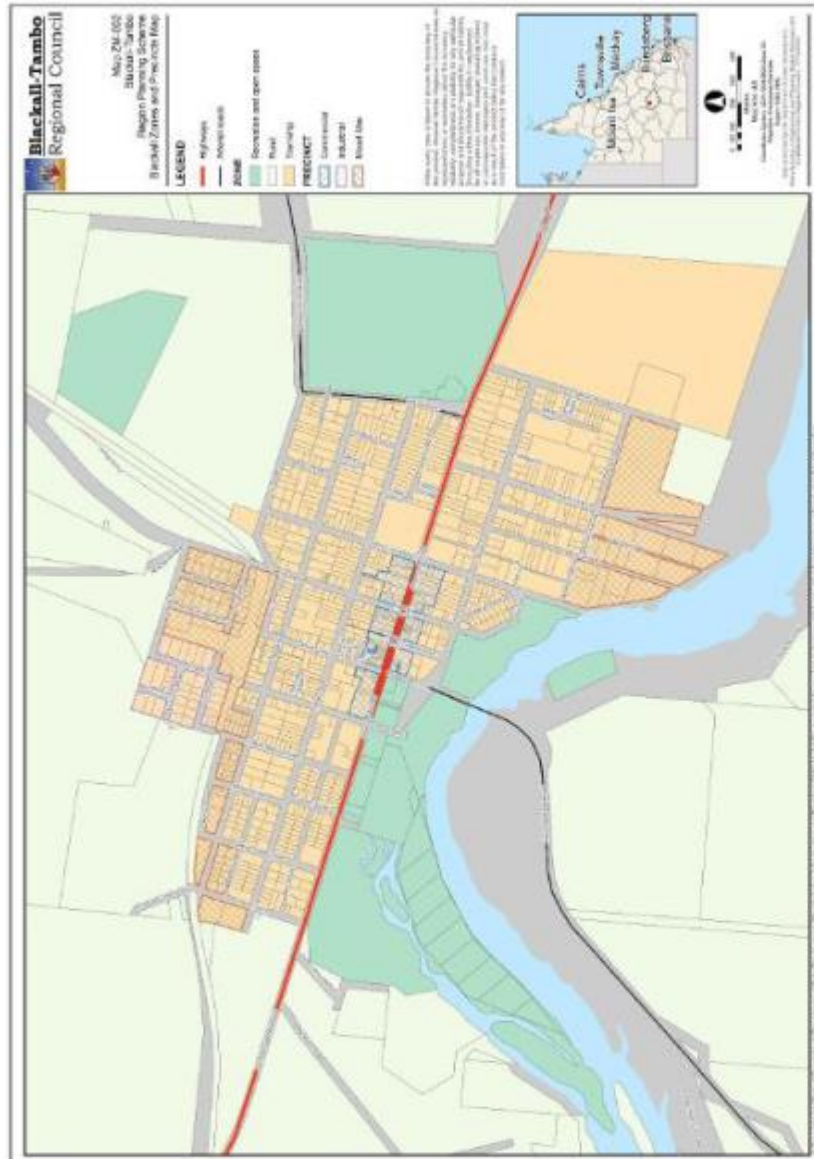
The functions of the Blackall Town Common Advisory Committee are:

- To provide advice to Council on best practice management of the Blackall Town Common;
- In consultation with the Rural Lands Officer, the committee may make recommendations to Council concerning the number of stock to be agisted on the Town Common;
- The committee will by consensus at the committee meeting identify the breed of bull to be purchased;
- The committee will assist with the implementation of the Blackall Town Common Management Plan as adopted by Council;
- Consultation on infrastructure, development and maintenance.

## DEFINITIONS

<b>Resident:</b>	a person who owns or leases a residence in Blackall and resides in the town permanently or on a continuous long-term basis.
<b>Council:</b>	Blackall-Tambo Regional Council, a delegated officer or representative of Council.
<b>RBE:</b>	Registered Biosecurity Entity – if you own or keep 1 or more cattle, sheep, pigs, bison, buffalo, deer, alpacas, llamas, or other animals from the Camelidae family, horses, ponies, donkeys, mules, zebras other animals from the Equidae family you must be registered as a biosecurity entity.
<b>Household:</b>	a house located on an allotment located within the designated town area.
<b>Rural Lands Officer:</b>	Council appointed officer including a Local Laws officer.

Appendix 2



**BLACKALL-TAMBO REGIONAL COUNCIL**

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

**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.4

SUBJECT HEADING: **Central West Regional Biosecurity Strategy 2024-2029**

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

CLASSIFICATION: (if confidential)

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*Summary: The goal of the Central West Regional Biosecurity Strategy is to involve and ensure all community members are aware of and are responsibly managing their biosecurity obligations.*

**Officer's Recommendation: That Council endorse the Central West Regional Biosecurity Strategy 2024-2029.**

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**Background**

The Central West Queensland (CWQ) Remote Area Planning and Development Board (RAPAD) is the Regional Organisation of Councils for the seven shires of CWQ, Barcaldine Regional Council, Barcoo Shire Council, Blackall-Tambo Regional Council, Boulia Shire Council, Diamantina Shire Council, Longreach Regional Council and Winton Shire Council.

The RAPAD Councils agreed in 2010 to work together for regional pest management in partnership with other regional stakeholders and formed the Central West Regional Pest Management Group (CWRPMG).

The Central West Regional Biosecurity Strategy 2024-2029 was developed in accordance with the *Biosecurity Act 2024*.

Biosecurity is everyone's responsibility and as a community we take a role to ensure we minimise biosecurity risks to protect Queensland's lifestyle, industries and environment from pests and diseases. This means everyone is responsible for managing biosecurity risks that are under their control and to do so to the best of their ability.

The guiding principles of the Strategy are:

1. Integration, collaboration and coordination
2. Strategic risk-based planning
3. Shared responsibility and commitment
4. Capability building through education and awareness
5. Prevention and early intervention
6. Best practice and research
7. Monitoring and evaluation

A copy of the Central West Regional Biosecurity Strategy 2024-2029 is attached to this report.

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**Link to Corporate Plan**

Environment &amp; Heritage

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

**Consultation (internal/external)**

Chief Executive Officer

Cr Martin

CWRPMG

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	The Strategy provide clear guidelines on management of biosecurity requirements.	Low
Environmental	Medium	Environmental factors have been addressed in the Strategy.	Low
Strategic	Medium	RAPAD councils working jointly increases the awareness and response to biosecurity matters.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil



# **Central West Regional Biosecurity Strategy 2024-2029**



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## Foreword

*I am pleased to present the Central West Regional Biosecurity Strategy 2024-2029.*

*This plan is a vital community tool, as it provides a strategic regional approach to improving the coordination and delivery of on ground, nil tenure pest animal management activities for terrestrial vertebrate and freshwater aquatic pest species, and invasive pest weeds in Western Queensland.*

*The Central West Regional Biosecurity Strategy 2024-2029 supported by the RAPAD Group of Councils is an excellent example how we can think regionally and act locally to achieve positive outcomes through combining resources. It supports local communities with the tools so they can work together to protect the environment, community and economy from the negative impacts of pest animals and weeds, and to support positive outcomes for our landscapes and ensure we maintain a bio-secure environment.*

*The Central West Regional Biosecurity Strategy 2024-2029 represents the importance of using our valuable resource and its relevant economic, environment and community benefit for each region. The Central West Regional Pest Management Group delivers a collaborative approach to setting regional priorities and is integral to the ongoing effective delivery of pest animal and weed management outcomes in the region.*

*This strategy is a product of extensive collaboration and engagement across numerous stakeholders involved in pest animal and weed management. It will continue to grow and evolve with the changing environment and is an excellent framework to contribute to the delivery of improved coordinated pest species management in Western Queensland.*

*We are justifiably proud of our ability for several very different councils to be able to work collaboratively together in the interests of protecting our unique environment for future generations.*



Mr Eric (Rick) Britton  
Mayor  
Boulia Shire Council.



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### Executive Summary

- The Central West Queensland (CWQ) Remote Area Planning and Development Board (RAPAD) is the Regional Organisation of Councils for the seven shires of CWQ. They form the Central West Regional Pest Management Group (CWRPMG) and work together for regional pest management.
- RAPAD as the regional group of seven council areas, has this Key Priority in its 2022-2025 Strategic Plan – *RAPAD will enhance environmental outcomes and regional biosecurity through supporting innovation and leading the collaboration with federal, state and local governments, key stakeholder groups and landowners.*
- The CWRPMG established the Central West Regional Pest Partnership Group (CWRPPG) as the regional action group. The operational arm of CWQ local governments is the Shire Rural Lands Officers Group (SRLOG).
- This Central West Regional Biosecurity (CWRB) Strategy (2024-2029) was developed in accordance with the *Biosecurity Act 2014* (the Act). By doing so the Strategy contributes to a consistent, modern, risk-based and less prescriptive approach to the region's biosecurity.
- The goal of the Central West Regional Biosecurity Strategy (CWRBS) is to involve and ensure all community members are aware of and are responsibly managing their biosecurity obligations. This Strategy encourages the community to act in accordance with the Act.
- Achieving the goal of the CWRB Strategy involves using the seven (7) principles of weed management in Australia to guide planning, investment and actions (Page 7).
- The General Biosecurity Obligations (Page 8) and the CWRB Strategy recognise biosecurity is everyone's responsibility, and all in the community can take a role to ensure we minimise biosecurity risks.
- Individuals must recognise and minimise biosecurity risks within their industry, home, or places they are visiting. As well, individuals and organisations whose activities pose a biosecurity risk must take all reasonable and practical steps to prevent or minimise each biosecurity risk.
- The Act provides steps as the means to prevent or minimise biosecurity risks (Page 8).
- Table 1 shows the potential and often experienced impacts of invasive plants and animal on key environments in the Central West (Page 9).
- Risk-based decision-making for invasive species focuses on managing agreed outcomes, shared responsibility and keeping the number of prescribed requirements to a minimum. The benefit is flexibility in the application of the legislation and supports proportionate and rapid responses when required.
- Table 2 shows the management goals for each stage. They align to the management stages of the Generalised Invasion Curve. As well as highlighting the management goals, Table 2 also shows the challenges for success in each stage (Page 11).
- The successful application of the CWRB Strategy requires Local Government Officers who are trained for their roles.
- The Strategy will commence from the time that the Strategy is adopted by CWRPMG and endorsed by member councils. A 2026 review will ensure that the CWRPMG is aware of any changes in the nature of biosecurity risks.

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## Introduction

The Central West Queensland (CWQ) Remote Area Planning and Development Board (RAPAD) is the Regional Organisation of Councils for the seven shires of CWQ. Member councils, agreed in late 2010 to work together for regional pest management in partnership with other regional stakeholders and formed the Central West Regional Pest Management Group (CWRPMG).

The CWRPMG:

- Provides opportunities for more effective strategic control of pest animals and invasive plants through setting regionally agreed priorities, providing effective coordination and lobbying for resources.
- Established the Central West Regional Pest Partnership Group (CWRPPG) as the regional action group. It is made up of Rural Lands Officers (RLOs) from partner Councils, technical support from Department of Agriculture and Fisheries (DAF) and Desert Channels Queensland (DCQ) as well as partners AgForce and Lake Eyre Basin Rangers.

## Regional Profile

The CWQ Region:

- Includes the seven local government areas of Barcaldine, Blackall-Tambo and Longreach Regional Councils and the Winton, Barcoo, Boulia and Diamantina Shire Councils. Total area is 396,609 km<sup>2</sup> which is 22.9% of the land area of Queensland.
- Has diverse landscapes
  - Open woodlands, spinifexes and escarpments of the Desert Uplands along the Great Dividing Range
  - Mitchell Grass Downs
  - Channel Country floodplains
  - Simpson-Strzelecki Dunefields – the driest part of Queensland
  - Mulga and Brigalow lands.
- Contains wetlands of international significance and national importance.
- Lies mostly within the Lake Eyre Basin catchment with smaller areas to the south-east in the Murray Darling catchment and to the east in the Burdekin and Fitzroy catchments.

## The Strategy

The first Central West Regional Biosecurity Strategy (Plan) was for the years 2015-2022.

This Central West Regional Biosecurity (CWRB) Strategy (2024-2029) was developed in accordance with the *Biosecurity Act 2014* (the Act). The Act provides comprehensive biosecurity measures to safeguard the economy, agricultural and tourism industries, environment and way of life. The Act sets out how the Act is implemented and applied. Developed in accordance with The Act, the Strategy for CWQ contributes to a consistent, modern, risk-based and less prescriptive approach to the region's biosecurity.

Stakeholders involved in the CWRB Strategy (2024-2027) preparation included:

- Commonwealth Government
- Regional NRM Groups – Desert Channels Queensland (DCQ), Southern Queensland Landscapes (SQL), NQ Dry Tropics, Desert Uplands Committee and Lake Eyre Basin Rangers (LEBR),

- 
- Queensland State Government agencies with responsibilities in pest and land management – Biosecurity Queensland and the Department of Resources (DoR).
  - Other partners are State agencies active in weed and pest control – the Department of National Parks, Recreation Sport and Racing (DNPRSR), Department of Transport and Main Roads (DTMR) and Queensland Rail (QR).
  - Additional partners are AgForce, the peak body representing many Queensland beef, sheep and wool, sugarcane and grains primary producers, as well as the region's Landcare and local pest management groups.

The operational arm of local governments is their respective Rural Lands Officers which are responsible for local government-controlled lands and pest management in their regions.

The Chief Executive Officer (CEO) of each local government is responsible for delivery of the outcomes in the Central West Regional Biosecurity Strategy specific to their local government area. This is achieved by each local government developing individual biosecurity plans, as is required in the Act.

RAPAD as the regional group of seven council areas, has the following as a Key Priority in its 2022-2025 Strategic Plan:

- RAPAD will enhance environmental outcomes and regional biosecurity through supporting innovation and leading the collaboration with federal, state and local governments, key stakeholder groups and landowners.
- Link to RAPAD strategic documents: RAPAD Strategic Plan  
<https://rapad.com.au/publications/strategic-plan/>

### Scope

The Strategy considers biosecurity matters under the *Biosecurity Act 2014* (Qld), as well as identified region-specific threats within the following local government areas:

- Barcaldine Regional Council (BRC)
- Barcoo Shire Council (BaSC)
- Blackall-Tambo Regional Council (BTRC)
- Boulia Shire Council (BSC)
- Diamantina Shire Council (DSC)
- Longreach Regional Council (LRC)
- Winton Shire Council (WSC).

### Goal of Central West Regional Biosecurity Strategy

The Strategy recognises the uniqueness of the regional landscape and the need to protect its ecosystems from plant and animal pests.

The goal of the Strategy is to involve all community members, ensuring they are aware of and responsibly managing their biosecurity obligations, having special regard for the region's biodiversity, its agricultural and economic base, and cultural values.

This Strategy encourages the community to act in accordance with the Act through measures such as:

- Targeted communication and education activities



- 
- Timely provision of information and advice
  - Encourage voluntary compliance, cooperative assistance and collaboration
  - Raising awareness of the benefits of complying with the Act, and the potential consequences of non-compliance

Achieving the goal of the Strategy involves the application of key pest control activities, most effective when partners within the biosecurity system utilise similar principles to guide planning and investment. The *Queensland Invasive Plants and Animal Strategy 2019-2024* "embodies seven fundamental principles that underpin effective management of invasive plants and animals. The principles provide a common basis for all of Queensland, and should be incorporated into strategies, plans and actions across all management levels".

The guiding principles are:

**1. Integration, collaboration and coordination**

Managing invasive species is an integral part of managing natural resources, biodiversity in our environment, and agricultural systems. It is best when integrated at every level by land managers, the community, industry and government. To achieve a collaborative and coordinated approach to management, we need to establish long-term consultation and partnership arrangements, including the consistent reporting and sharing of agreed datasets between land managers, local communities, industry groups, NRM groups, and federal, state and local governments.

**2. Strategic risk-based planning**

Planning for management of invasive species is most effective when guided by the latest research and best practice, and when focused on risk-based decisions and greatest return on investment. This will ensure that resources target the priorities identified at local, regional, state and national levels.

**3. Shared responsibility and commitment**

To effectively manage invasive species, we need shared responsibility and long-term commitment by everyone in the biosecurity network, including land managers, the community, industry groups and government. Everybody should play their part to minimise the impacts of invasive species on the economy, the environment, health and social amenity. Those who create biosecurity risks and those who benefit from management activities will be called upon to contribute to the costs.

**4. Capability building through education and awareness**

Public education and awareness campaigns on invasive species will increase the community's capability and willingness to participate in management and control. For long-term best practice management, we need ongoing, targeted capability and capacity building within industry, NRM groups, and local, state and federal governments.

**5. Prevention and early intervention**

Risk-based prevention and early intervention is generally the most cost-effective approach for managing invasive species. This approach can be assisted by:

- developing and implementing early detection, diagnostics and monitoring systems
- preventing spread, especially human-assisted spread.

**6. Best practice and research**

Management is most effective when following evidence-based practices that protect the environment and the productive capacity of natural resources while minimising impacts on the

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community. Ongoing research and extension programs will inform the development of best practice management and policies.

#### 7. Monitoring and evaluation

We need regular monitoring and evaluation of control activities, including establishment of baselines and reporting on agreed shared datasets against baselines, to make evidence-based decisions and improve management practices.

Source: [Queensland Invasive Plants and Animals Strategy 2019-2024](#)

### General Biosecurity Obligations

The *Biosecurity Act 2014* provides advice on how an individual's obligations can be met. In doing so it provides steps to prevent or minimise biosecurity risks<sup>1</sup>.

Biosecurity is everyone's responsibility, and all in the community can take a role to ensure we minimise biosecurity risks to protect Queensland's lifestyle, industries and environment from pests and diseases.

All Queenslanders have a general biosecurity obligation (GBO) under Queensland's *Biosecurity Act 2014* to ensure you do not spread a pest, disease or a contaminant.

This means everyone is responsible for managing biosecurity risks that are under their control and to do so to the best of their ability. Individuals must recognise and minimise biosecurity risks within their industry, home, or places they are visiting.

Under the GBO, individuals and organisations whose activities pose a biosecurity risk must:

- Take all reasonable and practical steps to prevent or minimise each biosecurity risk.
- Minimise the likelihood of causing a 'biosecurity event' and limit the consequences if such an event is caused.
- Prevent or minimise the harmful effects a risk could have and not do anything that might make any harmful effects worse.

### Steps to Prevent or Minimise a Biosecurity Risk

The Act provides these steps as the means to prevent or minimise biosecurity risks:

- **Come clean, go clean** - before entering and leaving agricultural properties, parks or forests, ensure your shoes, clothing, vehicles or equipment are free from weed seeds, dirt, soil or debris.
- **Check for and follow biosecurity zones and other movement restrictions** - before moving certain plant material, animals, food products, soil and related equipment, ensure you are aware of and comply with any requirements in your area.
- **Spot and report anything unusual** - if this is the first time you have noticed a pest or disease, and you think it may have an impact on human health, social amenity, the economy or the environment, report it immediately to Biosecurity Queensland on 13 25 23.
- **Know the property**—Before entering someone's property, make sure you are aware of what their biosecurity management plan requires, if there is one in place.
- **Take reasonable steps to be informed about pests and diseases** visit your local government websites for more information on specific risks to your area.

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<sup>1</sup> The State of Queensland Department of Agriculture and Fisheries 2010–2022.

## Impacts and Risks

Table 1 shows the potential and often experienced impacts of invasive plants and animal on key environments in the Central West.

	Terrestrial biodiversity and conservation environments	Agricultural production areas	Community and residential areas
<b>Invasive plant impacts</b>	<ul style="list-style-type: none"> <li>• Smother and transform ecosystems</li> <li>• Outcompete native species</li> <li>• Reduce the ecological values of natural areas</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce productivity by outcompeting desirable pasture species</li> <li>• Increase costs of production</li> <li>• Contribute to loss of production/ income</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce access to, amenity and scenic values of natural areas</li> <li>• Cause health issues</li> <li>• Reduce function and values of open space areas</li> </ul>
<b>Invasive animal impacts</b>	<ul style="list-style-type: none"> <li>• Displace and prey on native species</li> <li>• Degrade natural bushlands and ecosystems</li> </ul>	<ul style="list-style-type: none"> <li>• Outcompete livestock</li> <li>• Contribute to loss of production</li> <li>• Prey on and threaten livestock</li> <li>• Carry diseases and parasites that can impact on livestock</li> </ul>	<ul style="list-style-type: none"> <li>• Destroy infrastructure</li> <li>• Cause traffic hazards</li> <li>• Prey on native and domestic animal species</li> </ul>

Table 1 - Potential impacts of invasive plants and animals on key environments (Adapted from North Burnett Local Government Area Biosecurity Plan 2019-2024)

## Risk Assessment

Risk-based decision-making for invasive species now focuses on managing agreed outcomes, shared responsibility and keeping the number of prescribed requirements to a minimum. The benefit is flexibility in the application of the legislation and supports proportionate and rapid responses when required.

A risk-based approach to the management of invasive plants and animals is now being trialled in the RAPAD group of Councils to achieve its goals to manage any invasive species. The risk-based approach means a reasonable and practical response is matched to the degree of risk posed by the invasive species. What is considered reasonable and practical will depend on the seriousness of the risk, what the consequences could be and how likely they are to occur.

All Councils within the RAPAD footprint will develop individual Biosecurity Plans. They will however utilise a standard approach to analyse risk and determine management outcomes for their area.



The standard approach is the use of the Invasive Species Assessment Framework (ISAF) and involves the 4 steps shown in the Figure 1.

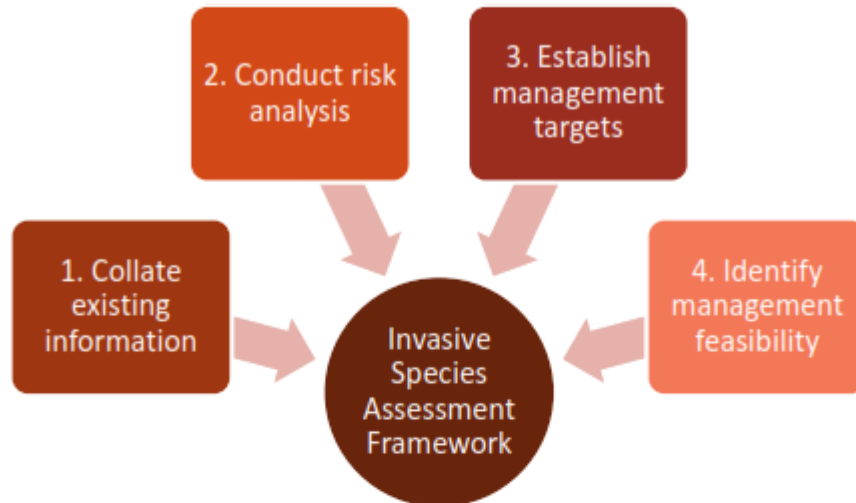


Figure 1 - Invasive Species Assessment Framework (Drawn from the North Burnett Regional Council (NBRC) Biosecurity Plan 2019-2024)

### Locally Significant Pests and Management Actions

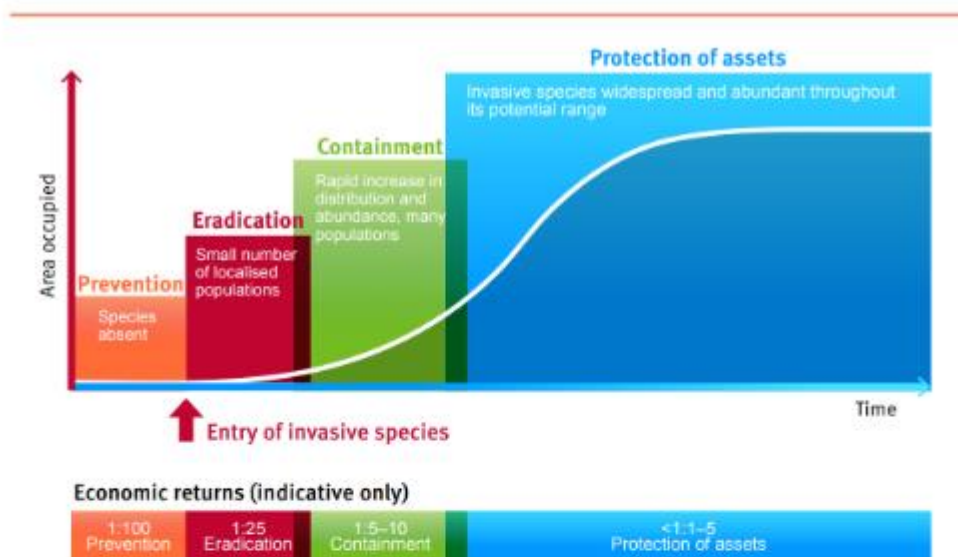
The Generalised Invasion Curve in Figure 2 demonstrates the invasion continuum and the associated gradient in return on investment at any point along the continuum and is based on the stages of invasion of a high-risk species.

The role of government, the responsibilities of industries/communities and the scale of industry/community benefits that accrue from government investment also vary depending on the stage of 'invasion'<sup>2</sup>.

The invasion curve highlights the most appropriate approach to the management of invasive species, based on the area occupied as well as the indicative economic returns for each management option. The approach needed to prevent the entry of, or to eradicate an invasive species is very different to that of containment or asset protection.

There are Weeds of National Significance (WONS) in CWQ and these are shown in Appendix 2. National management strategies have been published for all WoNS species. As well, national management groups have been established to oversee the implementation of the respective national strategic plans.

<sup>2</sup> (National framework for the management of established pests and diseases of national significance – National Biosecurity Committee 2016)



### Generalised invasion curve showing actions appropriate to each stage

Source: Biosecurity strategy for Victoria (2009)

Figure 2 - Generalised Invasion Curve

Table 2 shows the management goals for each stage. They align to the management stages of the Generalised Invasion Curve. As well as highlighting the management goals, Table 2 also shows the challenges for success in each stage, and how achievement will be measured.

<b>Management Goal 1</b> Stage: Prevention	<b>Prevent the establishment of new invasive species in the Central West</b> The challenge is to: <ul style="list-style-type: none"> <li>identify high risk invasive species early in their appearance and before they establish.</li> <li>speedily assess potential invasiveness.</li> <li>speedily implement effective barriers to prevent their entry.</li> </ul> <p><b>How will we know if we have achieved this goal?</b></p> <ul style="list-style-type: none"> <li>No new invasive species are found in the region.</li> </ul> <p><b>How will achievement be measured?</b></p> <ul style="list-style-type: none"> <li>The number of new invasive species identified as having potential impact on the Central West is stable.</li> </ul>
<b>Management Goal 2</b> Stage: Eradication	<b>Eliminate new establishments of invasive species in the Central West</b> The challenge in this stage is to develop and deploy effective and efficient ways to eradicate a new infestation of an introduced invasive species before it spreads. <p><b>How will we know if when have achieved this goal?</b></p> <ul style="list-style-type: none"> <li>New invasive species are effectively managed to prevent establishment in the region through the application of efficient control responses.</li> </ul>



	<ul style="list-style-type: none"> <li>Established invasive species that have potential to be eradicated due to isolation are effectively removed, with future monitoring identifying no further establishments.</li> </ul> <p><b>How will achievement be measured?</b></p> <ul style="list-style-type: none"> <li>The number of new invasive species that are prevented from establishment in the Central West due to effective management is stable since previous assessment.</li> <li>The number of invasive species that have moved from the eradication stage to another stage (prevention, containment, asset protection).</li> <li>The number of invasive species eradication activities undertaken, with increasing participation and engagement from stakeholders.</li> </ul>
<b>Management Goal 3</b> Stage: Containment	<p><b>Contain the spread of existing invasive species to known areas</b> The challenge is to identify areas free of invasive species and develop and deploy approaches to contain the invasive species to a known area.</p> <p><b>How will we know if when have achieved this goal?</b></p> <ul style="list-style-type: none"> <li>Existing invasive species infestations are contained to the known area and prevented from becoming widespread throughout the Central West.</li> </ul> <p><b>How will achievement be measured?</b></p> <ul style="list-style-type: none"> <li>The number of invasive species that have moved from the containment stage to another stage (prevention, eradication, asset protection).</li> <li>Distribution and density of existing invasive species infestations in known areas is decreasing.</li> <li>The number of invasive species containment areas or known locations changes (increases or decreases).</li> <li>The number of invasive species containment activities undertaken, with increasing participation and engagement from stakeholders.</li> </ul>
<b>Management Goal 4</b> Stage: Asset Protection	<p><b>Reduce the impacts of widespread invasive species in the Central West</b> The challenge is to manage or control these invasive species to reduce their impact where the benefits of control are the greatest.</p> <p><b>How will we know if when have achieved this goal?</b></p> <ul style="list-style-type: none"> <li>Management and control investments will be directed based on the greatest benefit.</li> </ul> <p><b>How will achievement be measured?</b></p> <ul style="list-style-type: none"> <li>The benefits of control of the invasive species is proven to outweigh the investment required.</li> <li>The impact of invasive species on economic, agricultural, social, and conservation/biodiversity factors changes (increases or decreases).</li> <li>The number of invasive species that have moved from the asset protection stage to another stage (prevention, eradication, containment).</li> <li>The number of invasive species containment activities undertaken, with increasing participation and engagement from stakeholders.</li> </ul>

Table 2 - Invasive Species Management Goals and Challenges (Adapted from NBRC Biosecurity Plan)

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### Biosecurity Program and Local Government

Management of invasive plants or animals across the RAPAD region in Central West Queensland will be done by each local government in line with the purpose of collaborating to achieve the optimum outcome for each local government areas.

It requires Local Government Officers who:

- Can conduct regular and situation-targeted surveillance programs to identify new and emerging pest weed and animal incursions.
- Can monitor and report management actions for existing pest incursions.
- Are trained to address the threats, collection of data and preparation of status reports, as well as in the ways to generate community awareness and action.
- Can conduct prevention and control programs through knowledge of best industry practice and can undertake stakeholder/community engagement for appropriate responses.

For locally declared pest weeds and animals, triggers will be discussed and set by each of the seven local governments. For example, *Leucaena* (*Leucaena spp.*), Sticky Florestina (*Florestina tripteris*), deer (all species) and birds such as Common or Indian Myna (*Acridotheres spp.*) have been identified as emerging or potential threats in our region based on evidence from other regions within Queensland. Localised concerns may be brought from Councils through the Central West Regional Pest Partnership Group (CWRPPG) to the CWRPMG as the decision-making body for pest management for consideration as a regional issue, and group members will inform their respective Councils of outcomes of local significance.

Where imminent threats are identified they can be escalated to a regional focus with support from the CWRPPG and the CWRPMG. Regional priorities will be identified during this process, with co-investment opportunities investigated.

### Community Engagement

Community engagement was undertaken in the period between the February and May 2023 meetings of the CWRPMG. The Draft Strategy was provided to stakeholders and community for their review and comment.

### Outcomes

Membership of the CWRPMG, the decision-making body for the Central West Regional Biosecurity Strategy (CWRB Strategy), provides representation of each RAPAD Council and is essential to achieving the outcomes of the Strategy.

Outcomes will come from working with the CWRPMG and will be achieved through active engagement of stakeholders, landholders and community in the process of pest management control.

For the CWRPMG their focus will be to generate awareness, education and collaborative action. For each local government Council their focus will shift to awareness, education, compliance and enforcement. The shift embeds the principle of shared responsibility for managing biosecurity risks among government, community and rural industries where it includes invasive weed and animal pests. As well the shift demonstrates that biosecurity management applies equally to all land in the state, regardless of whether it is publicly or privately owned.

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Individual RAPAD Councils will:

- Encourage landholders to complete and maintain Property Pest Management Plans (PPMP) to enable the identification and monitoring of pest weeds and animals and the control actions they've taken. This data can be used in funding applications, biosecurity planning activities and, if needed, implementing containment zones and the like.
- Collate all data (e.g. known pest quantities and densities) collected in their council areas to a central database. This data will be used for monitoring, research, individual council and RAPAD funding applications, as well as planned containment and eradication activities.
- Identify potential local risk areas such as:
  - Existing and emerging pest infestations
  - Potential high-risk areas and the actions to be taken
  - Potential vector pathways such as roadways, rivers, rail corridor etc.

### Review and Reporting

The Strategy will commence from the time that the Strategy is adopted by CWRPMG and endorsed by member councils. It will be in force for 5 years, 2024-2029. A 2026 review will ensure that the RAPAD group of Councils is well placed to respond to any changes in the nature of biosecurity risks in the region. Specific details of the review process will be those agreed to by the CWRPMG.

Review and reporting to CWRPMG will be done annually. Annual reviews will cover:

- Known infestations in map format,
- Emerging threats, and
- Activities undertaken and planned e.g. community engagement, coordinated projects, funding outcomes (acquittals) and media.

A major review of the Central West Biosecurity Strategy (2024-2029) will commence in 2028 for completion in 2029.

Council may amend, replace or approve minor revisions of the Strategy at any time, if required in accordance with relevant requirements of the *Biosecurity Act 2014* or any other statutory requirements as they arise.

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### References, Resources and Further Information

Individual Council Biosecurity Plans will be referenced here as they become available from each of the seven Councils.

[Australian Pest Animal Strategy 2017-2027](#)

[Australian Weeds Strategy 2017-2027](#)

[Biosecurity Act 2014](#)

[Queensland Weed and Pest Animal Strategy 2019-2024](#)

[Queensland Biosecurity Strategy 2018-2023](#)

[Department Biodiversity conservation strategy](#)

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### Acronym Glossary

BQ Biosecurity Qld Department Agriculture Fisheries

CWRBS Central West Regional Biosecurity Strategy

CWRPMG Central West Regional Pest Management Group

CWRPPG Central West Regional Pest Partnership Group

CWQ Central Western Queensland

DAF Department of Agriculture and Fisheries

DCQ Desert Channels Qld

DNPRSR Department of National Parks, Recreation Sport and Racing

DoR Department of Resources

DTMR Department of Transport and Main Roads

DUC Desert Uplands Committee

GBO General Biosecurity Obligation

ISAF Invasive Species Assessment Framework

LEBR Lake Eyre Basin Rangers

LG Local Government

NQDT North Queensland Dry Tropics

QR Queensland Rail

RAPAD Remote Area Planning and Development Board

SQL Southern Queensland Landscapes



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## Appendix 1 – CWRPMG

The purpose and role of the CWRPMG is written in its constitutional document as:

- Take a leadership and advocacy role in the effective regional planning and management of animal and plant pests in the Central West RAPAD group of Councils
- Provide the regional governance for the activities and projects of the On- ground and Research Services Component of the Fund
- Enhance local/regional ownership of projects and activities funded.

The objectives of the CWRPMG are to:

- Provide leadership, coordination and priority setting, with regards to advocacy to and funding from Federal and State sources, for:
  - Pest management activities in the region generally and
  - Pest management on stock routes and other State land.

Specifically, the CWRPMG is to:

- Identify priorities for Owner Reimbursement Cost (ORC) investment that are based on regional pest management priorities identified in Local Government Biosecurity Plans, risk assessment of emerging species or issues and relevant State pest management plans.
- Review currently funded ORC activities against regional priorities for continuation or transition to new investments.
- Consider interactions with other funded programs in the region, such as, but not limited to, Land and Sea Ranger programs.
- Reach consensus on priorities and projects in a collaborative manner.
- Engage with stakeholders to identify other projects and priorities that leverage additional resources for enhanced outcomes.
- Develop ORC project Expressions of Interest including approximate resource requirements for coordination and alignment by the Statewide Oversight Group.
- Engage and coordinate with other Regional Pest Management Sub-Committees on potential ORC projects/activities.
- Undertake six monthly ORC project implementation reviews and provide regional views to the Statewide Oversight Group about Statewide projects.

## Appendix 2 – Weeds of National Significance

### WONS – Weeds of National Significance

Under the [National Weeds Strategy](#), 32 introduced plants were identified as Weeds of National Significance (WONS). This list of 32 WONS was developed based on the following key criteria:

- invasive tendencies
- impacts
- potential for spread
- socioeconomic and environmental values.

National management strategies and manuals have been published for all of these species. National management groups have been established for each of these species to oversee the implementation of the respective national strategic plans.

**Cat.** → R/I = Restricted Invasive

Weed – Common Name	Cat.	RAPAD?
<a href="#">African Boxthorn</a>	R/I 3	
<a href="#">Alligator Weed</a>	R/I 3	
<a href="#">Athel Pine</a>	R/I 3	●
<a href="#">Asparagus Ferns (7 species)</a>	R/I 3	
<a href="#">Bellyache Bush</a>	R/I 3	●
<a href="#">Bitou Bush</a>	R/I 2,3,4,5	
<a href="#">Blackberry</a>	R/I 3	
<a href="#">Bridal Creeper</a>	R/I 2,3,4,5	
<a href="#">Brooms</a>		
<a href="#">Cabomba</a>	R/I 3	
<a href="#">Cat's Claw Creeper</a>	R/I 3	?
<a href="#">Chilean Needle Grass</a>	R/I 3	
<a href="#">Fireweed</a>	R/I 3	
<a href="#">Gamba Grass</a>	R/I 3	
<a href="#">Gorse</a>		
<a href="#">Hymenachne</a>	R/I 3	
<a href="#">Lantana</a>	R/I 3	
<a href="#">Mesquite</a>	P/R/I 3	●
<a href="#">Madeira Vine</a>	R/I 3	
<a href="#">Mimosa Pigra</a>	R/I 2,3,4,5	
<a href="#">Opuntoid Cacti</a>		●
<a href="#">Parkinsonia</a>	R/I 3	●
<a href="#">Parthenium Weed</a>	R/I 3	●
<a href="#">Pond Apple</a>	R/I 3	
<a href="#">Prickly Acacia</a>	R/I 3	●
<a href="#">Rubber Vine</a>	R/I 3	●
<a href="#">Sagittaria</a>	R/I 3	
<a href="#">Salvinia</a>	P/R/I 3	
<a href="#">Serrated Tussock</a>	P/I 2,3,4,5	
<a href="#">Silverleaf Nightshade</a>	R/I 3	
<a href="#">Water Hyacinth</a>	R/I 3	
<a href="#">Willows</a>	R/I 3	

Opuntoid Cacti	
<b>Prohibited &amp; Restricted Invasive cacti</b>	
<ul style="list-style-type: none"> <li>• <a href="#">Aaron's beard cactus</a> (<i>Opuntia leucotricha</i>)</li> <li>• <a href="#">Blind cactus</a> (<i>Opuntia rufida</i>)</li> <li>• <i>Opuntia puberula</i> (no common name)</li> <li>• <a href="#">Sulphur cactus</a> (<i>Opuntia sulfurea</i>)</li> <li>• <a href="#">Violet prickly pear</a> (<i>Opuntia gosseliniana</i>)</li> <li>• <a href="#">Wheel cactus</a> (<i>Opuntia robusta</i>)</li> </ul>	
<b>Restricted invasive cacti</b>	
<ul style="list-style-type: none"> <li>• <a href="#">Bunny ears cactus</a> (<i>Opuntia microdasys</i>) <b>R/I 2,3,4,5</b></li> <li>• <a href="#">Cane cactus</a> (<i>Austrocylindropuntia cylindrica</i>)</li> <li>• <a href="#">Common pest pear</a>, spiny pest pear (<i>Opuntia stricta</i>) <b>R/I 3</b></li> <li>• <a href="#">Coral cactus</a> (<i>Cylindropuntia fulgida</i>) <b>R/I 3</b></li> <li>• <a href="#">Devil's rope pear</a> (<i>Cylindropuntia imbricata</i>) <b>R/I 3</b></li> <li>• <a href="#">Drooping tree pear</a> (<i>Opuntia monacantha</i>) <b>R/I 3</b></li> <li>• <a href="#">Eve's pin cactus</a> (<i>Austrocylindropuntia subulata</i>) <b>R/I 3</b></li> <li>• <a href="#">Hudson pear</a> (<i>Cylindropuntia pallida</i> &amp; <i>Cylindro. tunicata</i>) <b>R/I 2,3,4,5</b></li> <li>• <a href="#">Jumping cholla</a> (<i>Cylindropuntia prolifer</i>) <b>R/I 2,3,4,5</b></li> <li>• <a href="#">Riverina pear</a> (<i>Opuntia elata</i>) <b>R/I 3</b></li> <li>• <a href="#">Snake cactus</a> (<i>Cylindropuntia spinosior</i>) <b>R/I 3</b></li> <li>• <a href="#">Tiger pear</a> (<i>Opuntia aurantiaca</i>)</li> <li>• <a href="#">Velvety tree pear</a> (<i>Opuntia tomentosa</i>) <b>R/I 3</b></li> <li>• <a href="#">Westwood pear</a> (<i>Opuntia streptacantha</i>)</li> </ul>	
<b>Category 2</b>	The invasive plant must be reported within 24 hours Biosecurity Queensland on 13 25 23.
<b>Category 3</b>	The invasive plant must not be distributed either by sale or gift, or released into the environment.
<b>Category 4</b>	The invasive plant must not be moved.
<b>Category 5</b>	The invasive plant must not be kept.

**BLACKALL-TAMBO REGIONAL COUNCIL**[Return to Agenda](#)  
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COUNCIL MEETING DATE: 20 September 2023

Item No: 5.5

**SUBJECT HEADING: Mobile Vendors**

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

CLASSIFICATION: (if confidential)

*Summary: Council has received a request from a mobile food vendor to park their food van on Council land.*

**Officer's Recommendation: That Council designate an appropriate area of Council land in Blackall for roadside and mobile vendors.**

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**Background**

Roadside vending refers to the commercial supply of goods or services on or next to a road and can involve both mobile roadside vending and stationary roadside vending.

A mobile food vendor has approached Council with a request to park their food van on the Council owned land next to the tyre centre in Blackall for 2-day periods. Previously the vendor parked at the tyre centre, however due to a change of ownership this is no longer possible.

The impact on local businesses providing this type of service should be considered. The following should also be considered:

1. Provision of a designated area for additional mobile vendors to conduct their business
2. The types of mobile vendors that may be permitted to sell their product
3. The length of time vendors will be permitted to stay
4. Provision for water and power
5. Application of the appropriate fee. Council's fees and charges for mobile food vendors on Council owned land is \$110.00 per year and the annual fee for roadside vendors is \$210.00.

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**Link to Corporate Plan**

Nil

**Consultation (internal/external)**Chief Executive Officer  
Manager of Finance**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	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Risk Treatment**

Nil

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

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.6

**SUBJECT HEADING: Consultation Regulatory Impact Statement for the Queensland Lake Eyre Basin**

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

CLASSIFICATION: (if confidential)

*Summary: The Department of Environment and Science conducted public consultation for how best to ensure Queensland's environmental protections can achieve a balance between ecological sustainability and future economic prosperity for the Queensland Lake Eyre Basin.*

**Officer's Recommendation: That Council supports RAPADs position to support Spatial Option 1 and Regulatory Option 1 of the Consultation Regulatory Impact Statement for the Queensland Lake Eyre Basin.**

**Background**

The consultation Regulatory Impact Statement represents a critical phase in the process of developing a future framework for the Queensland Lake Eyre Basin and the community feedback on the options contained in the Regulatory Impact Statement will be considered by government for suitable protections for the rivers and floodplains of the region.

Public consultation on options for how to best ensure Queensland's environmental protections can achieve a balance between ecological sustainability and future economic prosperity for the Queensland Lake Eyre Basin region closed on 25 August 2023.

During the consultation feedback was sought from people who call the basin home or have a connection to its land, the businesses and industries which operate there and those who have a connection to or interest in the region.

After conversations between the 7 RAPAD councils, the Remote Area Planning and Development Board's (RAPAD) position is to support Spatial Option 1 and Regulatory Option 1.

The Spatial and Regulatory options from the Impact Statement are provided below. The complete Consultation Regulatory Impact Statement for the Queensland Lake Eyre Basin can be found at

[https://environment.des.qld.gov.au/\\_data/assets/pdf\\_file/0044/287999/consultation-ris-qld-lake-eyre-basin.pdf](https://environment.des.qld.gov.au/_data/assets/pdf_file/0044/287999/consultation-ris-qld-lake-eyre-basin.pdf)

**Spatial Option 1 (status quo)**

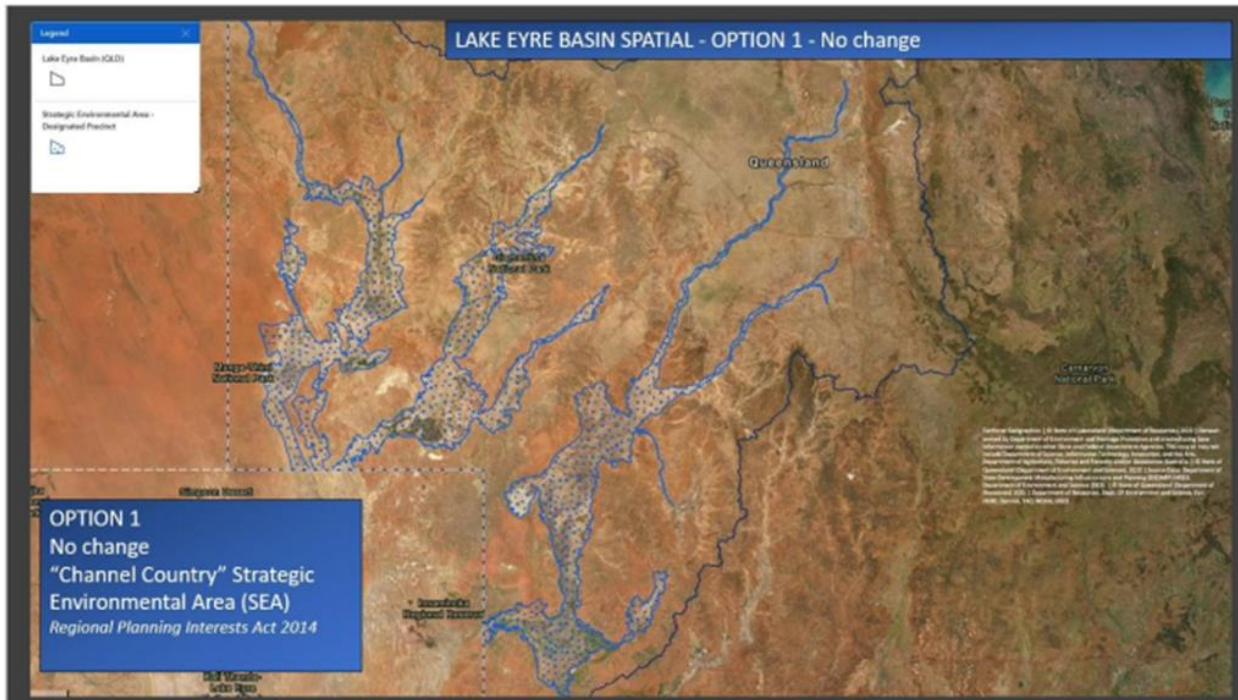
The status quo approach involves the simplicity of retaining what is already in place, based on existing Strategic Environmental Area and Designated Precincts boundaries.

The advantage of this 'no change' option is the current mapped boundaries are not changed, and existing familiarity with them and planning based on them is not affected.

The disadvantage of this 'no change' option is that the ecological deficiencies with the mapped boundaries are not addressed. This results in critical parts of the river systems, including upper streams and watercourses, floodplains, and special hydrological features, all

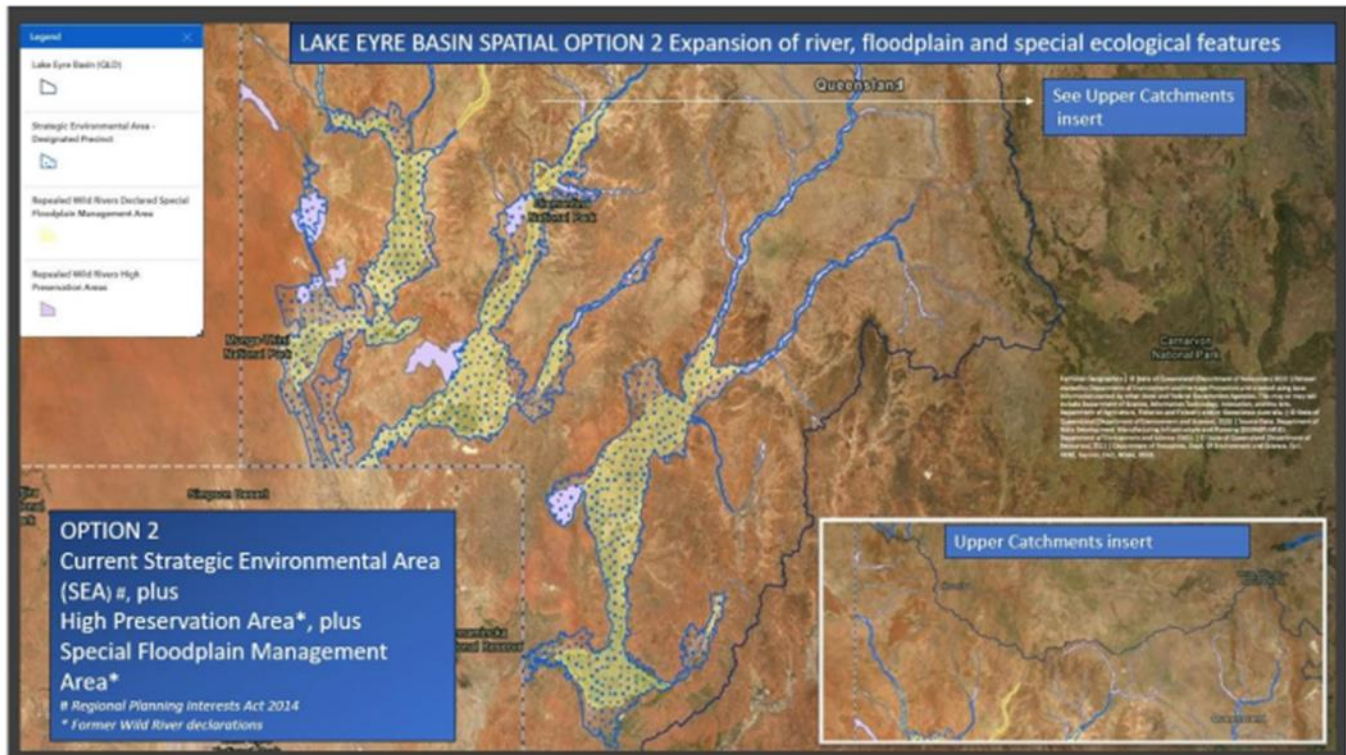
recognised by past ecological scientific analysis, continue to be excluded from the mapped areas of higher regulation.

In addition to representing flaws and shortcomings in the comprehensiveness of the river system mapping, these deficiencies leave those systems exposed to activities upstream or in adjacent areas which undermine overland flow, water quality, and other hydrological integrity concerns.



## Spatial Option 2

One alternative approach to the status quo option is to expand current SEA/DP boundaries to add in river and floodplain areas and special ecological features that were previously identified as areas of higher protection under past river declarations. The key areas that could be captured in this approach would be the previous High Preservation Areas, Special Floodplain Management Areas and Special Features that were components of the pre-2014 (Wild Rivers) protections.



The advantage of Spatial Option 2 is that it provides and restores greater integrity to identifying and recognising the rivers and floodplains areas of greatest ecological significance, and policy interest. In particular, this means areas in the upper parts of the river systems presently omitted from the SEA/DP would be included. Similarly, some refinements to the floodplains and adding in of special ecological features makes the recognised SEA/DP areas more comprehensive. These were all previously identified through extensive scientific analysis and also community consultation under the previous (pre-2014) rivers protection framework. As these are areas that have previously been mapped and protected, it is a simple process of applying former but retained statutory mapping layers to the current SEA/DP statutory mapped areas.

The disadvantage of this option lies in the process of changing boundaries. At the administrative level, this is not difficult and involves no real cost or workload. For entities or individuals operating near to or in the areas, the changes would require a small investment of time in reviewing and updating any materials or planning based on the current boundaries.

It should be highlighted that any spatial extensions to DP will also involve an extension of the current regulatory provisions associated with unacceptable uses within the DP areas. This includes open cut mining and dams. However, it should also be stressed that such extensions of current regulations would not be retrospective in terms of affecting existing operational activities, nor would it restrict activities adjacent to the DPs or those underground including potentially underneath rivers and floodplains providing there is no direct interaction with the surface and shallow subsurface hydrological processes.

This spatial option is not expected to impact on critical new economy mineral mining. However, to support its Queensland Energy and Jobs Plan and its Climate Action Plan, the Queensland government may in the future seek to vary provisions for extended Designated Precinct areas, subject to standard impact assessment and approval processes, where critical new economy minerals are identified and cannot be extracted from outside of those areas.



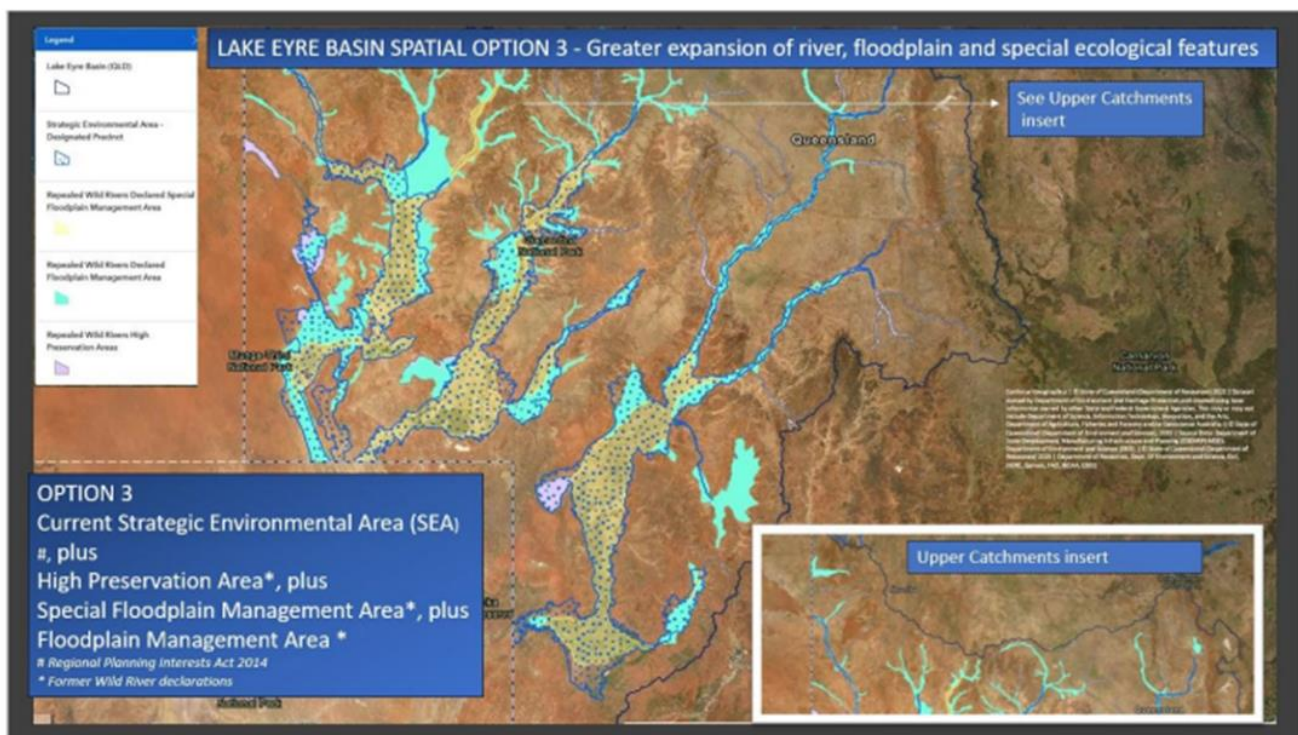
### Spatial Option 3

A further approach to the status quo option is to build on Spatial Option 2 by adding in other floodplain protection areas that include additional areas of ecological significance, adding to the breadth of spatial coverage of hydrological features.

The advantage of Spatial Option 3 is that it augments Spatial Option 2 by including additional river, floodplain, and special ecological features, thus providing even greater protections for those features against the risks posed by resource sector activities. These areas were previously mapped under past river declarations.

The disadvantages of Spatial Option 3 are a compounding of the need for entities or individuals operating near to or in the areas to review and potentially revise plans, where this extends into areas not previously mapped at the higher level of significance.

Administratively, this is not difficult and involves no real cost or workload as the previous mapping layers still exist and can easily be added to the statutory map. Extension of unacceptable uses (such as open cut mining) and potential exceptional variations under Option 2 would apply.



### Regulatory Option 1 (status quo)

The baseline option is to retain the existing legislative and regulatory regimes, and work on the assumption that the current assessment and approval processes will adequately manage future activities and heightened risks.

Existing legislative and regulatory regimes would need to be effective in the face of increased industrialisation, significantly more intensive hydraulic fracturing, chemical and water usage, greater risk of pollution, and increased likelihood of interruptions to overland flow and impacts on water quality.

The advantage of this lies in it requiring no change to the current approach. While there are periodic minor adjustments to assessment and approval processes which allow for minor adjustments to the existing regulatory regimes, this option would essentially maintain the

status quo for both expansions of existing operations, and the development of new ones, both conventional and unconventional, with possible adaptation in an effort to keep up with increased industrialisation and new extraction methods.

The disadvantage of this option is that it assumes the current approach is the optimal one, and that it will continue to be fit for purpose despite the potential roll out of activities that it was not designed to manage from an operations, risks and compliance perspective. The ongoing health of the river systems and the maintenance of water quality, which is a critical factor for agricultural productivity, tourism, cultural integrity, and town supply will be reliant on such an assumption.

It should be noted that this regulatory option will have no bearing on future critical new economy minerals mining extraction in the Queensland LEB.

### **Regulatory Option 2 (potential augmentation to the status quo)**

Beyond the periodic minor adjustments to assessment and approval processes which allow for incremental enhancements to the existing regulatory regimes, there could be an option to augment the existing arrangements to be more explicit about what is acceptable and unacceptable under the broad rubric of the current regulatory regime.

The approach in this context would be to accept that there may be some circumstances in which the current assessment and approval processes will not adequately manage future activities and heightened risks. However, projects or proposals (conventional or unconventional) could be assessed on a case-by-case basis, with considerations including how to best manage possible increased risks from greater industrialisation and new extraction methods.

The focus would be on strengthening existing provisions under the EP Act, as well as under the RPI Act, but with a heightened focus on risk management principles to adopt a greater precautionary approach, and potentially with increased compliance and regulatory oversight of activities.

Additional measures under this broad option could include, for example, better defining certain 'unacceptable uses' in the DPs, such as permanent gas processing facilities, regulated dams, landfill, large sewage treatment facilities, and major overground pipelines. Certainty of 'acceptable' developments authorised in the DP could also be provided, including exploration, appraisal and development activities, wells, pumps and flowlines, access tracks, laydown areas, temporary camps, fuel storage for well operations, and hydraulic fracture stimulation.

Operators could also be required to anticipate moderate and major flooding events and implement conditions to cease drilling or related activities when water was present or anticipated on well sites.

Industry representatives have suggested that consideration could also be given to declaring a Cumulative Management Area for the Cooper Basin under the Water Act 2000, overseen and coordinated by the independent Office of Groundwater Impact Assessment (OGIA) – though the case for, and merit of, such a declaration requires testing given that the focus of a CMA is on groundwater, and the key risks to the LEB region relate to surface water and alluvial systems.

The advantage of Regulatory Option 2 lies in its reliance on the existing broad regulatory approach to deliver case specific enhancements which requires moderate amendments to the current approach. While there are periodic minor adjustments to assessment and approval processes which allow for enhancements to the existing regulatory regimes, this

option would essentially maintain the status quo while providing a greater adherence to risk management and more regulatory oversight and compliance.

The disadvantage of this approach is that it is quite intensive in terms of demands on the regulator in assessing the particulars of any proposals, and potentially in future compliance activities. It could also introduce a degree of uncertainty for industry proponents, where the application of requirements may not be entirely consistent from one case to another or over time.

In the context of the threats to the ecology and cultural values of the rivers and floodplains mentioned elsewhere, and in light of capacity to adequately condition the risks, this approach may fall short of adequately managing all of the risks that could materialise over time. It does not apply a blanket approach to regulating new high impact activities, which may create longer assessment and approvals periods for individual proposals.

It may therefore require significant investment in resources to support the Regulator in its work, including in more rigorous onsite inspections, and compliance monitoring. It also creates the potential for considerable uncertainty for proponents and the impressions of inequity in outcomes, while also not delivering clarity and certainty from an ecological and cultural protection perspective.

In terms of responses to flooding events, it does not recognise that hydrological processes in the Queensland LEB are far more complex and less predictable than singular, predictable events. While it may be possible to move drilling rigs, it is not possible to move well heads, borrow pits and other onsite infrastructure. According to Traditional Custodians from the region, major flooding happens every 40–50 years, and what has been seen since the mid-1970s are only moderate floods. This means the oil and gas industry has only encountered one truly major flood event (in the mid-1970s) since conventional oil and gas first appeared in the region. On the basis that full production in the Queensland LEB has only been from the mid-1980s, this means industry has never had to properly respond to a major flooding event on the floodplains. The risks with what might happen with unconventional activities and all the associated increased industrialised footprint on floodplains in these contexts is a totally unknown and unclear scenario.

It should be noted that this regulatory option is not anticipated to have any bearing on future critical new economy minerals mining extraction in the Queensland LEB.

### **Regulatory Option 3 (unconventional oil and gas extraction on river and floodplains deemed unacceptable activity)**

Regulatory Option 4 builds on all the identified precautionary and practical rationales for proscribing certain oil and gas activities on the floodplains and rivers mapped as DPs described in Regulatory Option 3 but seeks to disregard the distinction between conventional and unconventional, and instead proposes to prohibit all future oil and gas activities in these areas. This would result in all new oil and gas extraction in the floodplains and rivers being regarded as high impact activities and thus unacceptable in the DPs. This would not affect or impact on existing activities, nor apply retrospectively.

In terms of potential impacts under this option on mining activities in the North West Minerals Province, these would apply consistently with the discussion in Regulatory Option 3.

The advantage of this approach is that it would deliver a more inclusive regime of allowable and nonallowable activities based on a strong precautionary approach, which is also administratively easier to craft. It avoids the risks of unintended definitional gaps and unforeseen regulatory outcomes between conventional and unconventional gas and is comprehensively preventative when it comes to future risks from resources extraction.

The disadvantage of Regulatory Option 4 is that it applies a blanket approach to any new resources activities in the floodplains and rivers mapped as DPs, capturing some future conventional operations that would involve the same methods and risks as those associated with existing conventional operations. This would restrain the capacity to extract some known and proven conventional resources in DP areas and could arguably result in unfair commercial advantages to operators already extracting conventional resources over those planning conventional oil or gas operations .

While there is reasonable uncertainty about unconventional resource extraction, the Queensland Resources Industry Development Plan indicates that the resource sector is seen as a core part of the state's economic health, principally through royalties income. While new economy minerals have been a key focus in this regard, the Queensland government will likely require ongoing supply of conventional gas as a domestic energy source for the foreseeable future, until renewables and storage is able to fully displace other energy sources.

It should be noted that this regulatory option will have no bearing on future critical new economy minerals mining extraction in the Queensland LEB.

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### Link to Corporate Plan

Governance

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

### Consultation (internal/external)

Chief Executive Officer

Cr Martin

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	Unifying as RAPAD councils enables communication of considerations that affect the councils in the Central Western Queensland area.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Council is part of the RAPAD group of councils.	Low

### Proposed Risk Treatment

Nil



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COUNCIL MEETING DATE: 20 September 2023

Item No: 5.7

**SUBJECT HEADING: Combined Work Camp Community Engagement Committee Meeting**

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

CLASSIFICATION: (if confidential)

*Summary: Blackall-Tambo Regional Council hosted the Clermont and Springsure Work Camps for a combine Community Engagement Committee meeting.*

**Officer's Recommendation: That Council receive the Combined Work Camp Community Engagement Committee Report.**

---

**Background**

On 8 August 2023 Blackall-Tambo Regional Council hosted representatives from the Clermont and Springsure Work Camps, along with representatives of the Isaac and Central Highlands Regional Councils.

The event provided an opportunity for people to share ideas and processes, in particular the differences between the Work Camps as Blackall is a full-time camp. Clermont and Springsure share the inmates with a rotation of inmates for 2 weeks at each camp.

The day started with an opportunity for people to meet one another, followed by the Joint CEC group meeting, morning tea and a tour of the Blackall Work Camp projects such as the following:

- Historical bore site
- Ram Park
- Blackall Saleyards
- Historical Woolscour

Everyone then attended a lunch at the Blackall Work Camp which was prepared and cooked by the inmates. While at the facility the CEO and the Queensland Corrective Service Industries Manager officially opened the greenhouse.

Members found the day to be very informative and mutually agreed it would be beneficial to meet annually with possibly more visits between the camps and regions.

Isaac Regional Council have agreed to host the next combined meeting in Clermont in August 2024.

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**Link to Corporate Plan**

Nil

**Consultation (internal/external)**

Chief Executive Officer

Queensland Corrective Services

Clermont Work Camp CEC  
Springsure Work Camp CEC

### 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
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

### Proposed Risk Treatment

Nil

**BLACKALL-TAMBO REGIONAL COUNCIL**[Return to Agenda](#)  
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COUNCIL MEETING DATE: 20 September 2023

Item No: 5.8

**SUBJECT HEADING: Review of the Meeting Procedures and Standing Orders Policy**

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

CLASSIFICATION: (if confidential)

*Summary: The Meeting Procedures and Standing Orders Policy have been reviewed following an update to the Model Meeting Procedures and Best Practice Standing Orders by the Department of State Development, Infrastructure, Local Government and Planning.*

**Officer's Recommendation: That Council adopt the revised Meeting Procedures and Standing Orders Policy.**

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**Background**

Under section 150G of the *Local Government Act 2009* a local government must either adopt the model meeting procedures as provided by the chief executive of the department or prepare and adopt other procedures for the conduct of its meetings and meetings of its committees. The procedures must not be inconsistent with the model procedures.

The Blackall-Tambo Regional Council's Meeting Procedures are based on the Model Meeting Procedures provided by the Department of State Development, Infrastructure, Local Government and Planning (the Department).

The Department recently updated the Model Meeting Procedures and Best Practice Standing Orders. The Blackall-Tambo Regional Council's documents have been amended to be consistent with the changes made by the Department.

Marked-up copies of the Meeting Procedures and Standing Orders Policy 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.

**Consultation (internal/external)**

Chief Executive Officer

Department of State Development, Infrastructure, Local Government and Planning

**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	The revised policy and procedure ensure Council's documents align with those provided by the Department of State Development, Infrastructure, Local Government and Planning.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

Nil



# Blackall-Tambo Regional Council

## Meeting Procedures

Policy Number: Stat 46	Effective Date: <del>14 December 2022</del> 20 September 2023
Version Number: <del>2.24</del>	Review Date: <del>14 December 2026</del> 20 September 2024
Policy Compiled by: Chief Executive Officer	
Policy Approved by: Chief Executive Officer	

### SCOPE

This policy applies to Blackall-Tambo Regional Council, its Councillors and employees.

### PURPOSE

The purpose of the meeting procedures is to set out certain procedures to ensure the local government principles are reflected in the conduct of council meetings, standing and advisory committee meetings as defined in the *Local Government Regulation 2012* (LGR). However, meeting procedures do not apply to meetings of the council's audit committee.

It is not intended that the meeting procedures would deal with all aspects of meeting conduct but only those required to strengthen public confidence in council to deal with the conduct of councillors, conflict of interest of councillors, loss of quorum and closed-in meetings.

### REFERENCE

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- Model Meeting Procedures – Department of Local Government, Racing and Multicultural Affairs
- BTRC Standing Orders Policy
- BTRC Councillor Code of Conduct Policy

### MEETING PRINCIPLES

Local government meetings must adhere to the following principles:

- Transparent and effective processes and decision making in the public interest
- Sustainable development management and delivery of effective services
- Democratic representation, social inclusion and community engagement
- Good governance of, and by the local government
- Ethical and legal behaviour of councillors, local government employees and councillor advisors.

Policy Number: Stat 46	Version number: <del>2.24</del>	Adopted by Blackall-Tambo Regional Council	Page 1 of 12
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**Blackall-Tambo**  
Regional Council

## Meeting Procedures

### BACKGROUND

As required under section 150F of the *Local Government Act 2009* (LGA) this document sets out:

- the process for how a chairperson of a council meeting may deal with instances of unsuitable meeting conduct by councillors,
- the process for how suspected inappropriate conduct of a councillor referred to the local government by the Independent Assessor is to be dealt with at a council meeting,
- the process for dealing with conflicts of interests and recording them,
- the process for dealing with a loss of quorum, and
- procedures for closed meetings.

### APPLICATION

A council must either adopt the model meeting procedures or prepare and adopt other procedures for the conduct of its council meeting, standing and advisory committee meetings that are consistent with the model meeting procedures.

If there is any inconsistency, then Council is taken to have adopted the model meeting procedures to the extent of the inconsistency.

A council must conduct its meetings in a manner that is consistent with the model meeting procedures.

### PROCESSES

#### 1. Process for dealing with unsuitable meeting conduct by a councillor in a meeting

The conduct of a councillor is unsuitable meeting conduct if the conduct happens during a council meeting and contravenes a behavioural standard of the code of conduct for councillors. When dealing with an instance of unsuitable conduct by a councillor in a meeting, the following procedures must be followed:

- 1.1 The chairperson must reasonably believe that unsuitable meeting conduct has been displayed by a councillor at a meeting.
- 1.2 If the chairperson decides the unsuitable meeting conduct has occurred, the chairperson may consider the severity of the conduct and whether the councillor has had any previous warnings for unsuitable meeting conduct issued. If the chairperson decides the conduct is of serious nature or another warning is unwarranted, proceed to step 1.7.
- 1.3 If the chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the chairperson may request the councillor take remedial action such as:
  - 1.3.1 Cease the unsuitable meeting conduct and refraining from exhibiting the conduct
  - 1.3.2 Apologising for their conduct
  - 1.3.3 Withdrawing their comments.

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- 1.4 If the councillor complies with the chairperson's request for remedial action, no further action is required.
- 1.5 If the councillor fails to comply with the chairperson's request for remedial action, the chairperson may warn the councillor that failing to comply with the requests could result in an order being issued.
- 1.6 If the councillor complies with the chairperson's warning and request for remedial action, no further action is required.
- 1.7 If the councillor continues to fail to comply with the chairperson's request for remedial action or the chairperson decided a warning was not appropriate under 1.53, the chairperson may make one or more of the orders below:
  - 1.7.1 An order reprimanding the councillor for the conduct
  - 1.7.2 An order requiring the councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
- 1.8 If the councillor fails to comply with an order to leave and stay away from the meeting, the chairperson can issue an order that the councillor be removed from the meeting.
- 1.9 Following the completion of the meeting, the chairperson must ensure:
  - 1.9.1 Details of any order issued is recorded in the minutes of the meeting
  - 1.9.2 If it is the third or more order made within a 12-month period against a councillor, or the councillor has refused to comply with an order issued to leave the meeting, these matters are dealt with at the next meeting of the council and treated as inappropriate conduct.
  - 1.9.3 The council's chief executive officer is advised to ensure details of any order made is updated in the council's councillor conduct register.
- 1.10 Any councillor aggrieved with an order issued by the chairperson can move a motion of dissent for parts 1.1, 1.7 and 1.8 above.

1.10.11 If the conduct of a councillor at the meeting becomes inappropriate conduct; in accordance with section 150J of the LGA, it is not required to be notified to the independent assessor and may be dealt with under section 150AG of the LGA at the next council meeting.

**Note:** Chairpersons of a meeting are carrying out a statutory responsibility under the LGA to manage and lead the meeting. As such, where a chairperson behaves inappropriately in a meeting, this involves a breach of the trust placed in them as the chairperson of the meeting and may be dealt with as misconduct. The breach can be referred to the Office of the Independent Assessor to be dealt with. However, breaches of trust don't arise because councillors disagree with the chairperson's decision or ruling during the meeting.

### 2. Meeting process for dealing with suspected inappropriate conduct which has been referred to the local government by the Independent Assessor

Pursuant to Chapter 5A, Division 5 of the LGA (Referral of suspected inappropriate conduct to local government) a referral from the Independent Assessor of suspected inappropriate conduct or an instance of suspected inappropriate conduct that may arise from circumstances under paragraph 1.9.2

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of this document, requires that the local government must complete an investigation into the alleged conduct.

~~In either case,~~ The council must complete an investigation into the alleged conduct:

- Consistent with any recommendation from the Independent Assessor; and
- Consistent with the council's investigation policy; or
- In another way decided by resolution of the council.

After the completion of the investigation, the council must decide in a council meeting, whether the councillor has engaged in inappropriate conduct, unless in accordance with section 150AG of the LGA it has delegated responsibility for this decision to the mayor under section 257 of the LGA.

When dealing with an instance of suspected inappropriate conduct which has been referred to a council by the Independent Assessor:

- 2.1 The council must be consistent with the local government principle of transparent and accountable decision making in the public interest by dealing with suspected inappropriate conduct in an open meeting of the council. However, where the matter may directly affect the health and safety of the complainant due to the nature of the complaint, the council may resolve to go into closed session under section 254J(3)(f) of the LGR to discuss the allegation. No decision can be made in the closed session.
- 2.2 The subject councillor has a declarable conflict of interest in the matter and is permitted by the council to remain in the meeting during the debate about whether the councillor engaged in the inappropriate conduct and answer questions put to the subject councillor through the chairperson to assist the other councillors in making a decision. The permission to remain in the meeting for the debate is on the condition that the subject councillor must leave the place where the meeting is being held, including any area set aside for the public, during the vote on whether they have committed inappropriate conduct and what, if any, penalty to impose if the councillor is found to have engaged in ~~committed~~ inappropriate conduct.
- 2.3 Should the complainant be a councillor, that councillor may have a declarable conflict of interest in the matter and if so, must follow the declarable conflict of interest procedures in section 4. If the complainant councillor who has a conflict of interest, wishes to remain in the meeting during the debate and vote on the matter, the other councillors must decide on how to deal with the conflict of interest under section 4. The complainant councillor can be ordered to leave the meeting place or conditions may be applied to allow that councillor to participate in either the debate, the vote or the decision on any disciplinary action to be applied.
- 2.4 The council must debate the issue and decide whether the subject councillor engaged in inappropriate conduct. If the council has lost quorum due to the number of conflicted councillors or another reason, the matter must be delegated consistent with section 257 of the LGA to the mayor; or decide by resolution to defer the matter to another date; or decide by resolution not to decide the matter and take no further action in relation to the matter, when a quorum will be present.

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- 2.5 If a decision is reached that the subject councillor has engaged in inappropriate conduct, then the councillors must decide what penalty or penalties from the orders detailed in 2.6, if any, to impose on the councillor. In deciding what penalty to impose, the council may consider any previous inappropriate conduct of the councillor and any allegation made in the investigation that was admitted, or not challenged, and that the council is reasonably satisfied is true.
- 2.6 The council may order that no action be taken against the councillor or make one or more of the following:
  - 2.6.1 An order that the councillor make a public admission that the councillor has engaged in inappropriate conduct
  - 2.6.2 An order reprimanding the councillor for the conduct
  - 2.6.3 An order that the councillor attend training or counselling to address the councillor's conduct, including at the councillor's expense
  - 2.6.4 An order that the councillor be excluded from a stated council meeting
  - 2.6.5 An order that the councillor is removed, or must resign, from a position representing the local government, other than the office of councillor, for example that the councillor is ordered to resign from an appointment representing the local government on a state board or committee.
  - 2.6.6 An order that if the councillor engages in the same type of conduct again, it will be treated as misconduct
  - 2.6.7 An order that the councillor reimburse the council for all or some of the costs arising from the councillor's inappropriate conduct.
- 2.7 A local government may not make an order under 2.6.3, 2.6.4, 2.6.5, 2.6.6 in relation to a person who is no longer a councillor.
- 2.8 The subject councillor, and where relevant, the complainant councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the chairperson must advise them of the details of the decision made by council and if relevant any orders they have made.
- 2.9 The chairperson must ensure the meeting minutes reflect the resolution made.

### 3. Prescribed conflict of interest

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a council meeting, standing or advisory committee meeting (other than ordinary business matters prescribed in section 150EF of the LGA). When dealing with a prescribed conflict of interest, councillors must abide by the following procedures:

- 3.1 A councillor who has notified the chief executive officer of a prescribed conflict of interest in a matter to be discussed in a council meeting must also give notice during the meeting.
- 3.2 A councillor who first becomes aware of a prescribed conflict of interest in a matter during a council meeting must immediately inform the meeting of the conflict of interest.
- 3.3 When notifying the meeting of a prescribed conflict of interest, the following details must, at a minimum, be provided:

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- 3.3.1 If it arises because of a gift, loan or contract, the value of the gift, loan or contract
- 3.3.2 If it arises because of an application or submission, the subject of the application or submission
- 3.3.3 The name of any entity, other than the councillor, that has an interest in the matter
- 3.3.4 The nature of the councillor's relationship with the entity mentioned in 3.3.3 that has an interest in a matter
- 3.3.5 Details of the councillor's and any other entity's interest in the matter.
- 3.4 The councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject councillor has written notice from the Minister to participate in the matter.
- 3.5 Once the councillor has left the area where the meeting is being conducted, the council can continue discussing and deciding on the matter at hand.

#### 4. Declarable conflict of interest

Councillors are ultimately responsible for informing any declarable conflict of interest on matters to be discussed at council meetings, standing or advisory committee meetings that might lead to a decision that in contrary to the public interest (other than the interests prescribed under 150EO of the Local Government Act 2009, and ordinary business matters prescribed in 150EF of the Local Government Act).

A councillor may raise their personal interests in a matter at the meeting to canvas the view of the other councillors prior to deciding to declare a conflict of interest. If the other councillors suspect the personal interest might be a conflict of interest, the other councillors may disclose their suspicion and the processes under section 150EW of the LGA.

When dealing with a declarable conflict of interest, councillors must abide by the following procedure:

- 4.1 a councillor who has notified the chief executive officer of a declarable conflict of interest in a matter to be discussed at a council meeting must also give notice during the meeting.
- 4.2 A councillor who first becomes aware of a declarable conflict of interest in a matter during a council meeting must inform the meeting of the conflict of interest.
- 4.3 When notifying the meeting of a declarable conflict of interest, councillor should provide sufficient detail to allow the other councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following minimum details must be provided:
  - 4.3.1 The nature of the declarable conflict of interest
  - 4.3.2 If it arises because of a councillor's relationship with a related party:

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- 4.3.2.1 The name of the related party to the councillor
- 4.3.2.2 The nature of the relationship of the related party to the councillor
- 4.3.2.3 The nature of the related party's interest in the matter.
- 4.3.3 if it arises because of a gift or loan from another person to the councillor or a related party:
  - 4.3.3.1 the name of the other person
  - 4.3.3.2 the nature of the relationship of the other person to the councillor or related party
  - 4.3.3.3 the nature of the other person's interest in the matter
  - 4.3.3.4 the value of the gift or loan and the date the gift or loan was made.
- 4.4 After a councillor has declared a conflict of interest, the councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.
- 4.5 If the councillor chooses not to leave the meeting, the councillor may advise the other councillors of their reasons for seeking permission to participate in making the decision.
- 4.6 The other councillors at the meeting must then decide, by resolution, whether the councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether they should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible councillors.
 

The eligible councillors may impose conditions on the councillor under a decision to either participate or leave the meeting e.g. may stay for the debate but must leave for the vote. The councillor must comply with any decision or condition imposed by the non-conflicted councillors.
- 4.7 In deciding on whether a councillor may participate in a decision about a matter in which the councillor has a declarable conflict of interest, only councillors who do not themselves have prescribed or declarable conflict of interest in the matter are eligible to participate in the decision making. The decision may be made even if the number of those councillors is less than a majority or less than a quorum for the meeting consistent with section 150ET of the LGA.
- 4.8 The councillor who is the subject of the decision may remain in the meeting while the debate is occurring and can participate by answering questions from the chairperson to assist the other councillors in making their decision. The subject councillor must not vote or otherwise participate in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the chairperson, on whether the councillor may remain and participate in deciding the matter in which the councillor has a declarable conflict of interest.
- 4.9 When deciding whether a councillor may participate in the decision making on a matter in which they have a declarable conflict of interest, the other councillors should consider the circumstances of the matter including, but not limited to:
  - 4.3.4 How does the inclusion of the councillor in the deliberation affect the public trust

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- 4.3.5 How close or remote is the councillor's relationship to the related party
- 4.3.6 If the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received
- 4.3.7 Will the benefit or detriment the subject councillor or their related party stands to receive from the decision have major or minor impact on them
- 4.3.8 How does the benefit or detriment the subject councillor stands to receive compare to others in the community
- 4.3.9 How does this compare with similar matters that council has decided and have other councillors with the same or similar interests decided to leave the meeting
- 4.3.10 Whether the subject councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest.
- 4.10 If the eligible councillors cannot decide whether the subject councillor has a declarable conflict of interest, then they are taken to have decided that the councillor must leave and stay away from the meeting while the eligible councillors discuss and vote on the matter.
- 4.11 A decision about a councillor who has a declarable conflict of interest in a matter applies in relation to the councillor for participating in the decision, and subsequent decisions, about the same matter unless there is change to the councillor's personal interests and/or the nature of the matter being discussed. If the eligible councillors decide that the councillor can act in the public interest on the matter, then the councillor may participate in the meeting and be involved in processes occurring outside of a council meeting about the same matter e.g. briefing sessions or workshops.
- 4.12 In making the ~~decision~~ decision about the councillor's conflict of interest under 4.6 and 4.9, it is irrelevant how the subject councillor intended to vote on the issue or any other issue (if known or suspected).
- 4.13 A councillor does not contravene the above procedures if the councillor participates in a decision under written approval from the Minister as prescribed in 150EV of the Local Government Act.

### 5. Reporting a suspected conflict of interest

- 5.1 If a councillor at a meeting reasonable believes or suspects that another councillor has a personal interest in a matter that may be a prescribed or declarable conflict of interest, and that councillor is participating in a decision on that matter, the councillor who believes or suspects this, must immediately inform the chairperson of the meeting of their belief or suspicion, and the facts and circumstances that led to their belief or suspicion.
- 5.2 The chairperson should ask the relevant councillor with the suspected personal interest of whether they have any prescribed or declarable conflict of interest in the matter. If the councillor agrees they have a conflict of interest, the councillor must follow the relevant procedures above.
- 5.3 If the councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
- 5.4 The eligible councillors must then decide whether the councillor has a prescribed conflict of interest, a declarable conflict of interest or that the councillor does not have a prescribed or

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## Meeting Procedures

declarable conflict of interest in the matter. If the meeting decides the councillor has a conflict of interest, the councillor must follow the relevant procedures above. If a councillor with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible councillors must make a decision about the councillor's participation.

- 5.5 If the councillors cannot reach a majority decision about the conflict of interest, or the subject councillor's participation in the matter despite a declarable conflict of interest, then they are taken to have determined that the councillor must leave and stay away from the place where the meeting is being held while the eligible councillors discuss and vote on the matter. This decision will continue to apply in relation to all subsequent decisions about the same matter, where the conflict of interest remains unchanged.

### 6. Loss of quorum

- 6.1 In the event where one or more councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of quorum for deciding the matter, the council must resolve to:

- 6.1.1 Delegate the consideration and decision on the matter, pursuant to section 257 of the LGA unless the matter cannot be delegated; or
- 6.1.2 Defer the matter to a later meeting
- 6.1.3 Not to decide the matter and take no further action in relation to the matter.

All councillors including the conflicted councillors, may participate in deciding to delegate or defer a matter.

- 6.2 The council must not delegate a decision to an entity if the entity, or a majority being at least half of its members, has a prescribed or declarable conflict of interest in the matter.

- ~~6.3 If the matter cannot be delegated under an Act, says must be decided by resolution of the council under section 257(3) of the LGA, the councillors with a conflict of interest should seek ministerial approval to be able to consider and vote on the matter, subject to any conditions the Minister for Local Government may impose.~~

- ~~6.4 The council may by resolution delegate a power under section 257 of the LGA to:~~

- ~~6.4.1 The mayor or chief executive officer; or~~
- ~~6.4.2 A standing committee, or joint committee of council; or~~
- ~~6.4.3 the chairperson of a standing committee or joint standing committee of council.~~

- ~~6.5 The council may only delegate a power to make a decision about a councillor's conduct under section 150AG of the LGA to:~~

- ~~6.5.1 The mayor or~~
- ~~6.5.2 A standing committee~~

- ~~6.36.6 The Minister for Local Government may, by signed notice give approval for a conflicted councillor to participate in deciding a matter in a meeting including being present for the discussion and vote on the matter, if there is a loss of quorum and deciding the matter cannot be delegated, subject to any conditions the Minister may impose.~~

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### 7. Recording prescribed and declarable conflicts of interest

When a councillor informs a meeting that they or another councillor have a prescribed or declarable conflict of interest in a matter, the minutes of the meeting must record all of the relevant details of how the conflict of interest was dealt with, being;

- The name of any councillor and any other councillor who may have a prescribed or declarable conflict of interest
- The particulars of the prescribed or declarable conflict of interest provided by the councillor
- The actions taken by a councillor after informing the meeting that they have, or they reasonably suspect another councillor has a prescribed or declarable conflict of interest
- Any decision then made by the eligible councillors
- Whether the councillor with a prescribed or declarable conflict of interest participated in or was present for the decision under ministerial approval
- The council's decision on what actions the councillor with a declarable conflict of interest must take and the reasons for the decision
- The name of each councillor who voted on the matter and how each voted.

If the councillor has a declarable conflict of interest the following additional information must be recorded in the minutes of the meeting when the meeting is informed of a councillor's personal interest by someone other than the councillor.

- a) the name of each councillor who voted in relation to whether the councillor has a declarable conflict of interest, and how each of the councillors voted.

Where a decision has been made under section 4.6 above – the minutes must include:

- a) the decision and reasons for the decision, and
- b) the name of each eligible councillor who voted and how each eligible councillor voted.

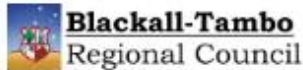
### 8. Closed meetings

Council meetings, standing and advisory committee meetings may resolve that a meeting be closed to the public if its councillors consider it necessary to discuss any of the following matters:

- Appointment, dismissal or discipline of the CEO
- Industrial matters affecting employees
- The council's budget, which does not include the monthly fortnightly statements
- Rating concessions
- Legal advice obtained by the council, including legal proceedings that may be taken by or against the council
- Matters that may directly affect the health and safety of an individual or a group of individuals
- Negotiations relating to a commercial matter involving the council for which a public discussion could prejudice the interests of the council
- Negotiations relating to the taking of land by the council under the *Acquisition of Land Act 1967*
- A matter that the council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or State.

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## Meeting Procedures

A council meeting, standing and advisory committee meeting cannot resolve that a meeting be closed where the meeting is informed of a councillor's personal interest in the matter by another person and the eligible councillors at the meeting must decide whether the councillor has a declarable conflict of interest in the matter.

Further, the meeting must not be closed if a quorum is lost due to the number of conflicted councillors who leave the meeting and the council must:

- Delegate the matter unless the matter cannot be delegated
- Decide by resolution to defer to a later meeting
- Decide by resolution to take no further action on the matter.

None of the above will be considered, discussed, voted on or made during a closed session.

If a closed session includes attendance by teleconference, the councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in a closed meeting (a failure to do so could be a contravention of section 171(3) of the LGA).

To take a matter into a closed session the council must abide by the following:

- 8.1 ~~P~~ass a resolution to close the meeting.
- 8.2 The resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered.
- 8.3 If the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated.
- 8.4 Not make a resolution while in a closed meeting (other than a procedural resolution).

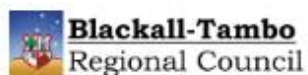
### 9. Teleconferencing meetings

- 9.1 If a councillor wishes to be absent from a council meeting place during a meeting, the councillor must apply to the chairperson to participate by teleconference, at least three business days prior to the meeting or as soon as practicable once the councillor becomes aware of their intended absence. The chairperson may allow a councillor to participate in a council meeting, standing or advisory committee meeting by teleconference.
- 9.2 A councillor taking part by teleconference is taken to be present at the meeting if the councillor was simultaneously in audio contact with each other person at the meeting. The attendance of the councillor must be recorded in the minutes as present at the meeting.

**Note:** Teleconferencing includes the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in a discussion as it happens.

## POLICY REVIEW

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## Meeting Procedures

This policy is to be reviewed when any of the following occur:

1. As required by legislation
2. Other circumstances as determined by the Chief Executive Officer.

Notwithstanding the above, this policy is to be review at intervals of no more than one (1) ~~four (4)~~ years.

### VERSION CONTROL

Version One	15 May 2019
Version Two	18 November 2020
Version <u>2.1 Three</u>	14 December 2022
<u>Version 2.2</u>	<u>20 September 2023</u>

### RECORDS

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

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

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# Blackall-Tambo Regional Council

## Standing Orders Policy

Policy Number: Stat 47	Effective Date: <u>20 September 2023</u> <del>44 December 2022</del>
Version Number: <u>2.24</u>	Review Date: <u>20 September 2027</u> <del>44 December 2026</del>
Policy Compiled by: Chief Executive Officer	
Policy Approved by: Chief Executive Officer	

### PRELIMINARY

#### Background

Chapter 8 Part 2 of *Local Government Regulation 2012* provides core requirements for the conduct of meetings of Council and the committees of Council.

#### Objective

These standing orders supplement the statutory requirements by providing standard processes to be observed and to set out the arrangements that govern the conduct of business and proceedings at Council and Council committee meetings.

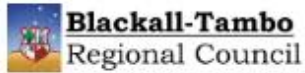
#### Application of Standing Orders

1. These Standing Orders apply to all meetings of Council and any standing Committees. These standing orders do not apply to meetings of the audit committee.
2. Any provision of these Standing Orders may be suspended by resolution of any meeting of Council except those sections that are mandatory under the model meeting procedures. A separate resolution is required for any such suspension and must specify the application and duration of each suspension.
3. Where at a Council meeting a matter arises which is not provided for in these Standing Orders, such matters shall be determined by resolution of Council upon a motion which may be put without notice but otherwise in conformity with these Standing Orders.

### REFERENCES

*Local Government Act 2009*  
*Local Government Regulation 2012*  
 BTRC Model Meeting Procedures  
 BTRC Councillor Code of Conduct  
 BTRC Investigation Policy

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## Standing Orders Policy

### LOCAL GOVERNMENT MEETINGS

#### Ordinary Meetings

1. The local government may, by resolution, fix dates and times for its Ordinary Meetings.
2. If there is no resolution fixing the date and time for an Ordinary Meeting, the Chief Executive Officer must fix the date and time for the meeting.
3. Before the Chief Executive Officer fixes the date and time for an Ordinary Meeting, the Chief Executive Officer must, if practicable, consult with the Mayor about the proposed date and time for the meeting.

#### Time of Special Meetings

1. The Chief Executive Officer must call a special meeting of the local government if –
  - a) the special meeting is required by a resolution of the local government; or
  - b) a written request for the special meeting is lodged with the Chief Executive Officer under subsection (2)
2. A written request for a special meeting of the local government must –
  - a) Be signed by the Mayor or three or more Councillors; and
  - b) specify the purpose of the special meetings; and
  - c) propose a day and time for the holding of the special meeting.
3. The Chief Executive Officer calls a special meeting by giving written notice of the date and the time of the meeting, and the business to be conducted at the meeting, to each Councillor.
4. The Chief Executive Officer may call for a special meeting to discuss any matter the Chief Executive Officer considers should be brought before Council.

### AGENDA

#### Agenda for Ordinary Meetings

1. The Chief Executive Officer must ensure that each statutory notice of meeting includes an agenda listing the items to be discussed at the meeting.
2. The agenda may include –
  - a) Notice of meeting
  - b) Minutes of the previous meetings
  - c) Business arising out of previous meetings
  - d) Business which the Mayor wishes to have considered at that meeting without notice
  - e) Matters of which notice has been given
  - f) Committees' reports referred to the meeting by the chief executive officer (CEO)
  - g) Officers' reports referred to the meeting by the CEO
  - h) Deputations and delegations from the community that are approved to attend
  - i) Any other business the Council determines by resolution to be included in the agenda.

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3. The notice of the meeting and agenda must be given to each Councillor at least 2 days before the meeting.
4. A Councillor who wants an item of business included on the agenda for a particular meeting must give written notice of the nature of the business to the Chief Executive Officer at least seven days before the date of the meeting.
5. The Chief Executive Officer may include in the agenda a matter the Chief Executive Officer considers should be brought before the meeting.
6. The agenda for the local government must be made publicly available by 5pm on the business day after the notice of meeting is given to the Councillors. The related reports for the local government meeting must also be included and available to the public excluding confidential reports.
7. Matters on the agenda that will require the meeting to be in closed session will be clearly identified including the reasons why the session will be closed.
8. Business not on the Agenda or not fairly arising from the Agenda shall not be considered at any meeting unless permission for that purpose is given by Council at such meeting. Business must be in accordance with the adopted Terms of Reference for each Committee.

### PROCEDURES FOR MEETINGS OF COUNCIL

#### Presiding Officer

1. The Mayor will preside at a meeting of Council.
2. If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.
3. If both the Mayor and the Deputy Mayor, or the Mayors' delegate, are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.
4. Council will choose the Chairperson for a Committee meeting. This Chairperson will normally preside over meetings of the Committee.
5. If the Chairperson of a Committee is absent or unavailable to preside, a Councillor chosen by the Councillors present will preside over the Committee meeting.

#### Order of Business

1. Before proceeding with the business of the meeting, the person presiding at the meeting shall undertake the acknowledgement and/or greetings deemed appropriate by the Council.
2. The order of business shall be determined by resolution of Council from time to time. The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. A motion to alter the order of business may be moved without notice.
3. Unless otherwise altered, the order of business shall be as follows:
  - Attendance
  - Apologies and granting of leaves of absence
  - Condolences

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- Declaration of Conflicts of Interest
  - Reception of Deputations
  - Confirmation of Minutes or Previous Meeting
  - Business Arising from the Minutes
  - Business which the Mayor wishes to have considered at that meeting without notice
  - Reception of Petitions
  - Reception and Consideration of Officer Reports and any other business referred to the meeting by the CEO.
4. Business not on the agenda, or not fairly arising from the agenda, will not be considered at any Council meeting unless permission for that purpose is given by the local government at the meeting.
  5. The order of business may be altered for a particular meeting where the Councillors at the meeting pass a motion to that effect.
  6. A motion to alter the order of business may be moved without notice.
  7. The minutes of a preceding meeting whether an ordinary or a special meeting, not previously confirmed shall be taken into consideration, at every ordinary meeting of Council, in order that such minutes may be confirmed, and no discussion shall be permitted with respect to such minutes except with respect to their accuracy as a record of the proceedings. Amendments to the minutes may be made prior to confirming the minutes. This must be done by moving a motion to amend the minutes that must be voted on and carried. Once the resolution is passed the minutes can be amended. All Councillors present at the meeting can vote to confirm the minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting.

### Quorum

1. A quorum at a Council meeting is a majority of the Councillors. If the number of Councillors is even then one half of the number is a quorum.
2. If a quorum is not present within 15 minutes after the time set for the meeting to begin, it may be adjourned to a later hour or a later day within 14 days after the day of the adjournment. The meeting may be adjourned by a majority of Councillors present, or if only one Councillor is present, then that Councillor, or if no Councillors are present then the Chief Executive Officer.

### Petitions

1. Any petition presented to a meeting of Council shall:
  - be in legible writing or typewritten and contain a minimum of ten (10) signatures
  - include the name and contact details of the Principal Petitioner (i.e. the key contact for the issue)
  - include the postcode of all petitioners, and
  - have the details of the specific request/matter appear on each page of the petition.
2. Where a Councillor presents a petition to a meeting of Council no debate on or in relation to it shall be allowed and the only motion which may be moved is:
  - that the petition be received;

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- or received and referred to a committee or officer for consideration and a report to Council;
- or not be received because it is deemed invalid.

3. Council will respond to the Principal Petitioner in relation to all petitions deemed valid.

### Deputations

1. A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven (7) business days before the meeting.
2. The CEO, on receiving an application for a deputation shall notify the Chairperson who shall determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time shall be arranged for that purpose, and an appropriate time period allowed.
3. For deputations comprising three or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
4. If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chairperson may terminate the deputation.
5. The Chairperson may terminate an address by a person in a deputation at any time where:
  - the Chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting
  - the time period allowed for a deputation has expired, or
  - the person uses insulting or offensive language or is derogatory towards Councillors ~~or~~ or others staff members.
6. The CEO is responsible for the deputation including that the appointed speaker/s are notified in writing of developments or future actions as appropriate.

### MOTIONS

#### Motion to be Moved

1. A Councillor is required to 'move' a motion and then another Councillor is required to 'second' the motion.
2. When a motion has been moved and seconded, it shall become subject to the control of Council and shall not be withdrawn without the consent of Council.
3. Other Councillors can propose amendments to the motion which must be voted on before voting on the final motion.
  - A motion brought before a meeting of Council in accordance with the *Local Government Act 2009* or these Standing Orders shall be received and put to the meeting by the Chairperson.
  - The Chairperson may require a motion or amendment to a motion to be stated in full or be in writing before permitting it to be received.

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- The Chairperson may refuse to accept a motion if it is not within the meeting's jurisdiction and rule a motion out of order if necessary. Any motion that is vague, proposes unlawful action, is outside the scope of the meeting, is defamatory, vexatious or is unnecessary, may be ruled out of order.
- 4. The Chairperson may call the notices of motion in the order in which they appear on the agenda, and where no objection is taken to a motion being taken as a formal motion, and the motion is then seconded, the Chairperson may put the motion to the vote without discussion and the vote can occur.
- 5. Not more than one motion or one proposed amendment to a motion may be put before a meeting of Council at any one time.

### Absence of Mover of Motion

Where a Councillor who has given notice of a motion is absent from the meeting of Council at which the motion is to be considered, the motion may be:

- moved by another Councillor at the meeting, or
- deferred to the next meeting.

### Motion to be Seconded

A motion or an amendment to a motion shall not be debated at a meeting of Council unless or until the motion or the amendment is seconded, with the exception of Procedural Motions which do not need to be seconded.

### Amendment of Motion

1. An amendment to a motion shall be in terms which maintain or further clarify the intent of the original motion and do not contradict the motion.
2. Where an amendment to a motion is before a meeting of Council, no other amendment to the motion shall be considered until after the first amendment has been voted on.
3. Where a motion is amended by another motion, the original motion cannot be reintroduced as a subsequent amendment for the first amended motion.

### Speaking to Motions and Amendments

1. The mover of a motion or amendment shall read it and shall state that it is so moved but shall not speak to it until it is seconded.
2. The Chairperson will manage the debate by allowing the Councillor who proposed the motion the option of speaking first on the motion. The Chairperson will then call on any other Councillor who wishes to speak against the motion and then alternatively for and against the motion as available, until all Councillors who wish to speak have had the opportunity.
3. A Councillor may make a request to the Chairperson for further information before or after the motion or amendment is seconded.

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4. The mover of a motion or amendment shall have the right to reply. Each Councillor shall speak no more than once to the same motion or same amendment except as a right of reply. Once the right of reply has been delivered the debate ends.
5. Each speaker shall be restricted to not more than five (5) minutes unless the Chairperson rules otherwise.
6. Where two or more Councillors indicate they may wish to speak at the same time, the Chairperson shall determine who is entitled to priority.
7. In accordance with Section 254H of the *Local Government Regulation 2012*, if a decision made at a meeting is inconsistent with a recommendation or advice given to Council by an advisor of the Council, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice.

Note: if a report contains distinct recommendations, the decision of the Council may be taken separately on each recommendation. If a decision by the meeting is contra to a recommendation in a report the minutes must give the reason for the decision.

#### **Method of Taking Vote**

1. The Chairperson will call for all Councillors in favour of the motion to indicate their support. The Chairperson will then call for all Councillors against the motion to indicate their objection.
2. A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. If a division is taken, the minutes of the meeting shall record the names of Councillors voting in the affirmative and of those voting in the negative. The Chairperson shall declare the result of a vote or a division as soon as it has been determined.
3. Councillors have the right to request that their names and how they voted be recorded in the minutes if they so request, for voting other than by Division.
4. Except upon a motion to repeal or amend it, the resolution shall not be discussed after the vote has been declared.

#### **Withdrawing A Motion**

A motion or amendment may be withdrawn by the mover with the consent of the Council, which will be without debate, and a Councillor will not speak to the motion or amendment after the mover has been granted permission by the Council for its withdrawal.

#### **Repealing or Amending Resolutions**

1. A resolution of Council may not be amended or repealed unless notice of motion is given in accordance with the requirements of legislation.
2. Councillors present at the meeting at which a motion to repeal or amend a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three (3) months.

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### Procedural Motions

1. A Councillor at a meeting of Council may, during the debate of a matter at the meeting, move, as a procedural motion, without the need for a seconder the following motions:
  - that the question/motion be now put before the meeting
  - that the motion or amendment now before the meeting be adjourned
  - that the meeting proceeds to the next item of business
  - that the question lie on the table
  - a point of order
  - a motion of dissent against the Chairpersons decision
  - that this report/document be tabled
  - to suspend the rule requiring that (insert requirement)
  - that the meeting stands adjourned.
2. A procedural motion, that the question be put, may be moved and where such a procedural motion is carried, the Chairperson will shall immediately put the question to the motion or amendment to that motion under consideration. Where such procedural motion is lost, debate on the motion or amendment to that motion shall continue.
3. The procedural motion, that the motion or amendment now before the meeting be adjourned, may specify a time or date, to which the debate shall be adjourned. Where no date or time is specified:
  - a further motion may be moved to specify such a time or date, or
  - the matter about which the debate is to be adjourned, shall be included in the business paper for the next meeting.
4. Where a procedural motion that the meeting proceed to the next item is carried, debate on the matter that is the subject of the motion will shall cease and may be considered again by Council on the giving of notice in accordance with the Standing Orders.
5. A procedural motion, that the question lie on the table, shall only be moved where the Chairperson or a Councillor requires additional information on the matter before the meeting (or the result of some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, the Council shall proceed with the next matter on the business paper. The motion, that the matter be taken from the table, may be moved at the meeting at which the procedural motion was carried or at any later meeting.
6. Any Councillor may ask the Chairperson to decide on a 'point of order' where it is believed that another Councillor:
  - has failed to comply with proper procedures
  - is in contravention of the Local Government Act/Regulations, or
  - is beyond the jurisdiction power of Council.

Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking. Where a 'point of order' is moved, consideration of the matter to which the motion was moved shall be suspended. The Chairperson shall determine whether the point of order is upheld.

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Upon the question of order suddenly arising during the process of a debate, a Councillor may raise a point of order, and thereupon the Councillor against whom the point of order is raised, shall immediately cease speaking. Notwithstanding anything contained in these standing orders to the contrary, all questions or points of order at any time arising shall, until decided, suspend the consideration and decision of every other question.

7. A Councillor may move 'a motion of dissent' in relation to a ruling of the Chairperson on a point of order. Where such motion is moved, further consideration of any matter shall be suspended until after a ruling is made. Where a motion of dissent is carried, the matter to which the ruling of the Chairperson was made shall proceed as though that ruling had not been made. Where, as a result of that ruling the matter was discharged as out of order, it shall be restored to the business paper and be dealt with in the normal course of business.
8. The motion, 'that this report/document be tabled', may be used by a Councillor to introduce a report or other document to the meeting, only if the report or other document is not otherwise protected under confidentiality or information privacy laws. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.
9. A procedural motion, "to suspend the rule requiring that ....", may be made by any Councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule shall specify the duration of such a suspension.
10. A procedural motion, that the meeting stands adjourned, may be moved by a Councillor at the conclusion of debate on any matter on the business paper or at the conclusion of a Councillors time for speaking to the matter, and shall be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting the Council shall continue with the business before the meeting at the point where it was discontinued on the adjournment.

#### Questions

1. A Councillor may at a Council meeting ask a question for reply by another Councillor or an officer regarding any matter under consideration at the meeting. A question shall be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question. A Councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next Meeting.
2. A Councillor who asks a question at a meeting, whether or not upon notice, shall be deemed not to have spoken to the debate of the motion to which the question relates.
3. The Chairperson may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a Councillor may move a motion that the Chairperson's ruling be disagreed with, and if such motion be carried the Chairperson shall allow such question.

#### GENERAL CONDUCT DURING MEETINGS

1. Councillors will conduct themselves in accordance with the principles of the *Local Government Act 2009* and the standards of behaviour set out in the Code of Conduct. The Chairperson may observe or be made aware of instances of possible unsuitable meeting conduct.

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2. After a meeting of Council has been formally constituted and the business commenced, a Councillor shall not enter or leave from such meeting without first notifying the Chairperson.
3. Councillors shall speak of each other during the Council meeting by their respective titles, "Mayor" or "Councillor", and in speaking of or addressing officers shall designate them by their respective official or departmental title and shall confine their remarks to the matter then under consideration.
4. No Councillor who is speaking shall be interrupted except upon a point of order being raised either by the Chairperson or by a Councillor.
5. When the Chairperson speaks during the process of a debate, the Councillor then speaking or offering to speak shall immediately cease speaking, and each Councillor present shall preserve strict silence so that the Chairperson may be heard without interruption.

### MEETING CONDUCT

#### Process for dealing with unsuitable meeting conduct

The conduct of a Councillor is unsuitable meeting conduct if the conduct happens during a Council meeting and contravenes a behavioural standard of the code of conduct for Councillors. When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

1. The Chairperson must reasonably believe that unsuitable meeting conduct has been displayed by a Councillor at a meeting.
2. If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson must consider the severity of the conduct and whether the Councillor has had any previous warnings for unsuitable meeting conduct issued. If the Chairperson decides the conduct is of a serious nature or another warning is unwarranted, proceed to step 11.
3. If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial actions such as:
  - 3.1 Ceasing the unsuitable meeting conduct and refraining from exhibiting the conduct
  - 3.2 Apologising for their conduct
  - 3.3 Withdrawing their comments.
8. If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
9. If the Councillor fails to comply with the Chairperson's request for remedial action, the Chairperson may warn the Councillor that failing to comply with the request may result in an order for unsuitable meeting conduct being issued.
10. If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.

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11. If the Councillor ~~still~~ continues to fail to comply with the Chairperson's request for remedial action or the Chairperson decided a warning was not appropriate under 2, the Chairperson may make one or more of the orders below:
  - 11.1 an order reprimanding the Councillor for the conduct
  - 11.2 an order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
12. If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting.
13. Following the completion of the meeting, the Chairperson must ensure:
  - 13.1 details of any order issued is recorded in the minutes of the meeting
  - 13.2 if it is the third or more order within a 12-month period made against a Councillor or the Councillor has refused to leave following an order issued to leave the meeting, these matters are to be dealt with at the next meeting of the Local Government and treated as inappropriate conduct.
  - ~~13.3~~ the Local Government's Chief Executive Officer is advised to ensure details of any order made must be updated in the Local Governments Councillor Conduct Register
  - ~~13.3~~ 13.4 If the conduct of a Councillor at the meeting becomes inappropriate conduct; in accordance with section 150J of the LGA, it is not required to be notified to the independent assessor and may be dealt with under stion 150AG of the LGAQ at the next council meeting.-
14. Any Councillor aggrieved with an order issued by the Chairperson can move a motion of dissent for parts 1,3, 11 and 12 above.

Note: Chairpersons of a meeting are carrying out a statutory responsibility under the LGA to manage and lead the meeting. As such, where a chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the chairperson of the meeting and may be dealt with as misconduct. The breach can be referred to the Office of the Independent Assessor to be dealt with. However, beaches of trust don't arise because Councillors disagree with the chairperson's decision or ruling during the meeting.

### Meeting Process for Dealing with Suspected Inappropriate Conduct Which has been Referred to a Council by the Independent Assessor (IA)

Pursuant to Chapter 5A, Division 5 of the LGA (Referral of conduct to a local government) a referral from IA of inappropriate conduct or an instance of suspected inappropriate conduct may arise from circumstances under paragraph 13.2 – Process of dealing with unsuitable meeting conduct, of this document.

When dealing with an instance of suspected inappropriate conduct which has been referred to a Local Government by the Independent Assessor, the Local Government must:

1. Be consistent with the Local Government principle of transparent and accountable decision making in the public interest, by dealing with suspected inappropriate conduct in an open meeting of the Council. Where the complainant or other parties may be adversely affected due to the nature of the complaint, the Council may resolve to go into closed session under section 254J(3)(f) of the *Local Government Regulation 2012* (the LGR) to discuss the allegation.

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2. The subject Councillor has a declarable conflict of interest in the matter and is permitted by Council to remain in the meeting during the debate about whether the Councillor engaged in the inappropriate conduct and answer questions put to the subject Councillor by the Chairperson to assist the other Councillors in making a decision. This permission to remain in the meeting for the debate is on the condition that the subject Councillor must leave the place where the being is being held, including any area set aside for the public, during the vote on whether they have committed inappropriate conduct and what, if any, penalty to impose if the Councillor is found to have committed inappropriate conduct.
3. Should the complainant be a Councillor, that Councillor also has a declarable conflict of interest in the matter and if so, must follow the declarable conflict of interest procedures as per the declarable conflict of interest section in this policy. The complainant Councillor can be ordered to leave the meeting place or conditions may be applied to allow that Councillor to participate in either the debate, the vote or the decision on any disciplinary action to be applied.
4. The Council must debate the issue and decide whether the accused Councillor engaged in inappropriate conduct. If the Council has lost quorum due to the number of conflicted Councillors or another reason, the matter must be delegated consistent with section 257 of the LGA or deferred to another date when a quorum will be present, or decide, by resolution, not to decide the matter and take no further action in relation to the matter.
5. If the Local Government decides that the subject Councillor has engaged in inappropriate conduct, the Local Government is then required to decide what penalty or penalties from the following orders, if any, to impose on the subject Councillor. In deciding what penalty to impose, the Council may consider any previous inappropriate conduct of the Councillor and any allegation made in the investigation that was admitted, or not challenged, and that the Council is reasonably satisfied is true.
6. The Council may order that no action be taken against the Councillor or make one or more of the following:
  - 6.1 an order that the Councillor make a public admission that the Councillor has engaged in inappropriate conduct
  - 6.2 an order reprimanding the Councillor for the conduct
  - 6.3 an order that the Councillor attend training or counselling to address the Councillor's conduct, included at the Councillor's expense
  - 6.4 an order that the Councillor be excluded from a stated Council meeting
  - 6.5 an order that the Councillor is removed, or must resign, from a position representing the Local Government, other than the office of Councillor, for example, the Councillor is ordered to resign from an appointment representing the Local Government on a State board or committee
  - 6.6 an order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct
  - 6.7 an order that the Councillor reimburse the Local Government for all or some of the costs arising from the Councillor's inappropriate conduct.
7. A Council may not make an order that the Councillor attend training/counselling, be suspended from a meeting, be removed or resign from a position or that the same conduct will be treated as misconduct in future, in relation to a person who is no longer a Councillor.

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8. The subject Councillor and where relevant the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made, and the Chairperson must advise them of the details of the decision.
9. The Local Government must ensure the meeting minutes reflect the decision ~~resolution~~ made.

### CONFLICTS OF INTEREST

Councillors are ultimately responsible for informing of a prescribed conflict of interest or declarable conflict of interest on matters to be discussed at a Council or committee meeting (other than ordinary business matters as prescribed under 150EF of the LGA). When dealing with a conflict of interest, Councillors must abide by the following procedures.

#### Prescribed Conflict of Interest

1. A Councillor who has notified the chief executive officer in writing, including all the particulars, of a prescribed conflict of interest in a matter to be discussed in a Council meeting must also give notice during the meeting.
2. A Councillor who first becomes aware of a prescribed conflict of interest in a matter during a Council meeting must immediately inform the meeting of the conflict of interest and the particulars.
3. When notifying the meeting of a prescribed conflict of interest, the following details must be provided:
  - if it arises because of a gift, loan or contract, the value of the gift, loan or contract
  - if it arises because of an application or submission, the matter the subject of the application or submission
  - the name of any entity other than the Councillor that has an interest in the matter
  - the nature of the Councillor's relationship with the entity that has an interest in a matter
  - details of the Councillor's and any other entity's interest in the matter.
4. The Councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject Councillor has written notice from the Minister to participate in deciding the matter in a meeting including participating in the discussion and the vote.
5. Once the Councillor has left the area where the meeting is being conducted or remains in the meeting under ministerial approval, the Council can continue discussing and deciding on the matter at hand. However, if the prescribed conflict of interest was reported to the meeting by a Councillor other than the subject Councillor, then the Councillor must disclose their belief or suspicion to the chairperson and the processes, duty to report another Councillor's conflict of interest under section 150EW of the LGA will apply. If the Councillor with the suspected COI considers there is no conflict of interest then the eligible Councillors must make a decision whether or not the subject Councillors has a prescribed conflict of interest under 150EX(2) of the LGA.

#### Declarable Conflict of Interest

Councillors are ultimately responsible for informing of any declarable conflict of interest on matters to

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be discussed at Council or committee meetings that might lead to a decision that is contrary to the public interest (other than the interests that are not declarable conflicts of interest prescribed under section 150EO of the LGA and ordinary business matters prescribed under 150EF of the LGA).

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the Councillor or Councillors may disclose their suspicion and the processes under section 150EW of the LGA. The eligible Councillors must then make a decision under 150EX(2) of the LGA.

When dealing with a declarable conflict of interest, Councillors must abide by the following procedures:

1. A Councillor who has notified the chief executive officer of a declarable conflict of interest in a matter to be discussed at a Council meeting must also give notice during the meeting.
2. A Councillor who first becomes aware of a declarable conflict of interest in a matter during a Council meeting must stop participating in the decision on the matter and must inform the meeting of the conflict of interest including the particulars.
3. When notifying the meeting of a declarable conflict of interest, Councillors should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the declarable conflict of interest in the public interest. The following details must be provided:
  - the nature of the declarable conflict of interest
  - if it arises because of the Councillor's relationship with a related party:
    - i. the name of the related party to the Councillor
    - ii. the nature of the relationship of the related party to the Councillor
    - iii. the nature of the related party's interest in the matter
  - if it arises because of a gift or loan from another person to the Councillor or a related party:
    - i. the name of the other person
    - ii. the nature of the relationship of the other person to the Councillor or related party
    - iii. the nature of the other person's interest in the matter
    - iv. the value of the gift or loan and the date the gift or loan was made.
4. After a Councillor has declared a conflict of interest, the Councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.
5. If the Councillor chooses not to leave the meeting, the Councillor may advise the other Councillors of their reasons for seeking permission to participate in making the decision as prescribed in section 150ES of the LGA.
6. In deciding on a Councillor's declarable conflict of interest in a matter, only Councillors who do not themselves have a prescribed or declarable conflict of interest in the matter and eligible to participate in the decision making. The decision may be made even if the number of eligible Councillors is less than a majority to not form a quorum for the meeting or is a single eligible Councillor consistent with section 150ET of the LGA. If there is a single eligible Councillor deciding, then a seconder for the resolution is not required. The ability to make a resolution without a seconder applies when making a resolution under

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**Blackall-Tambo**  
Regional Council

## Standing Orders Policy

150ES of the LGA.

7. The other eligible Councillors or Councillor at the meeting must then decide, by resolution, whether the Councillor can participate in the decision making in relation to the matter, including voting on the matter, or whether they should not participate in the decision and leave the place of the meeting while the matter is decided by the eligible Councillors. The eligible Councillors may impose conditions on the Councillor under a decision to either participate or leave the meeting e.g. may stay for the debate but must leave for the vote. The Councillor must comply with any decision or condition imposed by the eligible Councillors.
8. The Councillor who is the subject of the decision may remain in the meeting while the debate is occurring and can participate by answering questions from the Chairperson to assist the other Councillors in making their decision. The subject Councillor must not vote or otherwise participate in making the decision but may remain in the meeting while the vote on the matter takes place and the decision is declared by the Chairperson, on whether the Councillor may remain in the meeting and participate in deciding the matter in which the Councillor has a declarable conflict of interest.
9. When deciding whether a Councillor may participate in the decision making on a matter in which they have a declarable conflict of interest, the other Councillors should consider the particular circumstances of the matter including, but not limited to:
  - how does the inclusion of the Councillor in the deliberation affect the public trust
  - how close or remote is the Councillor's relationship to the related part
  - if the declarable conflict of interest relates to a gift or other benefit, how long ago was the gift or benefit received
  - will the benefit or detriment the subject Councillor or their related party stands to receive from the decision have major or minor impact on them
  - how does the benefit or detriment the subject Councillor stands to receive compared to others in the community
  - how does this compare with similar matters that Council has decided and have other Councillors with the same or similar interests decided to leave the meeting
  - whether the subject Councillor has unique skills, knowledge or expertise that might help make the best decision in the public interest.
10. If the eligible Councillors cannot decide about the declarable conflict of interest of a Councillor, they are taken to have decided that the Councillor must leave and stay away from the meeting while the non-conflicted Councillors discuss and vote on the matter as prescribed in 150ET(3) of the LGA.
11. A decision about a Councillor who has a declarable conflict of interest in a matter applies in relation to the Councillor for participating in the decision, and all subsequent decisions about the same matter as prescribed in 150ET(4) of the LGA, unless there is a change to the Councillor's personal interests and/or the nature of the matter being discussed. If the eligible Councillors decide ~~that~~ the Councillor can act in the public interest on the matter, then the Councillor may participate in the meeting and be involved in processes occurring outside of a Council meeting about the same matter e.g. briefing sessions or workshops.
12. In making the decision, it is irrelevant how the subject Councillor intended to vote on the issue or any other issue (if known or suspected).

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13. A Councillor does not contravene the above procedures if the Councillor participates in a decision under written approval from the Minister as prescribed in 150EV of the LGA.

### Reporting a Suspected Conflict of Interest

1. If a Councillor at a meeting reasonably believes or suspects that another Councillor has a personal interest in a matter that may be a prescribed or declarable conflict of interest, and that Councillor is participating in a decision on that matter, the informing Councillor who believes that a conflict of interest exists must immediately inform the Chairperson of the meeting of their belief or suspicion, and the facts and circumstances that led to their belief or suspicion.
2. The Chairperson should then ask the relevant Councillor with the suspected personal interest whether they have any prescribed or declarable conflict of interest in the matter. If the Councillor agrees they have a conflict of interest, the Councillor must follow the relevant procedures for prescribed and declarable conflicts of interest.
3. If the Councillor believes they do not have a conflict of interest, they must inform the meeting of that belief and their reasons for that belief.
4. The eligible Councillors must then decide whether the relevant Councillor has a prescribed conflict of interest, a declarable conflict of interest or that the Councillor does not have prescribed or declarable conflict of interest in the matter. If the meeting decides the Councillor has a conflict of interest, the Councillor must follow the relevant procedures above. If a Councillors with a declarable conflict of interest wants to participate in the decision despite the declarable conflict of interest, then the eligible Councillors make a decision about the Councillor's participation.
5. If the eligible Councillors cannot make a decision about whether the Councillor does or does not have a declarable conflict of interest under section 150ER of the LGA, then they are taken to have determined that the Councillor has a declarable conflict of interest and the relevant Councillor must leave the meeting and stay away while the matter is being decided on. A decision under these provisions about a Councillor participating in the meeting applies to the matter and subsequent decisions, about the same matter unless there is a change to the Councillor's personal interests and/or the nature of the matter being discussed. If the eligible Councillors decide that the subject Councillor can act in the public interest on the matter, then the Councillor may participate in the meeting and be involved in processes occurring outside of a Council meeting about the same matter.

### Loss of Quorum

1. In the event where one or more Councillors leave a meeting due to a prescribed or declarable conflict of interest in a matter that results in a loss of a quorum for deciding the matter, the Council must resolve to:
  - delegate the consideration and decision on the matter, pursuant to section 257 of the LGA unless the matter cannot be delegated under this section
  - decide by resolution to defer the matter to a later meeting
  - decide by resolution not decide the matter and take no further action in relation to the matter.

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2. All Councillors including the conflicted Councillors, may participate in deciding to delegate or defer a matter.
3. The Council must not delegate a decision to an entity if the entity, or a majority being at least half of its members, has a prescribed or declarable conflict of interest in the matter.
4. If the matter cannot be delegated under an Act, the Councillors with a conflict of interest should seek ministerial approval to be able to consider and vote on the matter, subject to any conditions the Minister may impose.
- 4-5. The council may only delegate a power to make a decision about a councillor's conduct under section 150AG of the LGA to the Mayor or a standing committee.

### DISORDER

The Chairperson may adjourn the meeting of Council, where disorder arises at a meeting other than by a Councillor. On resumption of the meeting, the Chairperson shall move a motion, which shall be put without debate, to determine whether the meeting shall proceed. Where such a motion is lost, the Chairperson shall declare the meeting closed, and any outstanding matters referred to a future meeting.

### ATTENDANCE AND NON-ATTENDANCE

#### Attendance of Public and the Media at Meeting

1. An area shall be made available at the place where any meeting of Council is to take place for members of the public and representatives of the media to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.
2. When the Council is sitting in Closed Session, the public and representatives of the media shall be excluded.
3. The use of mobile phones by members, Council employees or members of the public is prohibited during local government meetings, unless by permission of the Chairperson.

#### Public Participation at Meetings

1. A member of the public may take part in the proceeding of a meeting only when invited to do so by the Chairperson.
2. In each Meeting, time may be required to permit members of the public to address the Council on matters of public interest related to local government. The time allotted shall not exceed fifteen minutes and no more than three speakers shall be permitted to speak at any one meeting. The right of any individual to address the Council during this period shall be at the absolute discretion of Council's Chairperson.
3. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.

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4. For any matter arising from such an address, Council may take the following actions:
  - refer the matter to a committee
  - deal with the matter immediately
  - place the matter on notice for discussion at a future meeting
  - note the matter and take no further action.
5. Any person addressing the Council shall stand and act and speak with decorum and frame any remarks in respectful and courteous language.
6. Any person who is considered by the Council or the Mayor to be –inappropriately presenting may be directed by the Mayor or Chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

### CLOSED SESSION

1. Council and standing committee meetings may resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss any of the following matters:
  - Appointment, dismissal or discipline of the CEO
  - Industrial matters affecting employees
  - The Council's budget
  - Rating concessions
  - Legal advice obtained by Council, including legal proceedings that may be taken by or against Council
  - Matters that may directly affect the health and safety of an individual or a group of individuals
  - Negotiations relating to a commercial matter involving Council for which the public discussion could prejudice the interest of Council
  - Negotiations relating to the taking of land by Council under the *Acquisition of Land Act 1967*
  - A matter that the Council is required to keep confidential under a law of, or a formal agreement with, Commonwealth or State.
2. A Council or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillor's personal interest in the matter by another person and the eligible Councillors at the meeting must decide whether the Councillor has a declarable conflict of interest in the matter.
3. Further, a meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the meeting and the Council must:
  - Delegate the matter
  - Decide by resolution to defer to a later meeting
  - Decide by resolution to take no further action on the matter.

**Note:** None of the above will be considered, discussed, voted on or made during a closed session. If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting.

4. To take a matter into a closed session the Council must abide by the following:

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- pass a resolution to close the meeting
- the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
- if the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated
- not make a resolution while in a closed meeting (other than a procedural resolution).

### TELECONFERENCING OF MEETINGS

1. If a Councillor wishes to be absent from a Council meeting place during a meeting, the Councillor must apply to the Council to participate by teleconference, at least three business days prior to the meeting or as soon as practicable once the Councillor becomes aware of their intended absence. The Council may allow a Councillor to participate in a Council or committee meeting by teleconference.
2. A Councillor taking part by teleconference is taken to be present at the meeting if the Councillor was simultaneously in audio contact with each other person at the meeting. The attendance of the Councillor must be recorded in the minutes as present at the meeting.

### COMMITTEE MEETINGS

#### Local Government committee meetings

Local government committees established by Council are subject to the provisions of these Standing Orders.

### RECORD OF MEETINGS

#### Audio and video recording of meetings

1. No person shall operate any electronic or similar image, voice or camera recording device, during any meeting of the local government or a local government committee without the prior approval of the Chairperson.
2. Where recording is approved, the Chairperson shall, before the commencement of such meeting, or the commencement of such recording, announce to the members present that such approval has been granted.

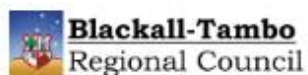
### PROCEDURES NOT PROVIDED FOR

If an appropriate or adequate method of dealing with any matter is not provided for in these Standing Orders, the method of dealing with the matter may be determined by a ruling of the Chairperson or by a resolution of the local government upon a motion which may be put with notice in conformity with these Standing Orders.

### POLICY REVIEW

This policy is to be reviewed when any of the following occur:  
As required by legislation

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Other circumstances as determined by the Chief Executive Officer.

Notwithstanding the above, this policy is to be review at intervals of no more than four (4) years.

### VERSION CONTROL

Version One	15 May 2019
Version Two	18 November 2020
Version 2.1 <del>Three</del>	14 December 2022
Version 2.2	20 September 2023

### RECORDS

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

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

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.9

**SUBJECT HEADING:** Online Auction for Plant

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

CLASSIFICATION: (if confidential)

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*Summary: NASCO on behalf of Council held an online auction for the sale of several non-current valuable assets.*

**Officer's Recommendation: That Council notes the sale of the following non-current valuable assets:**

- 2012 Western Star prime mover; and
  - 2010 Caterpillar Road Reclaimer; and
  - 1974 Caterpillar D5 bulldozer; and
  - TCM forklift.
- 

**Background**

Under section 227(1) of the *Local Government Regulation 2012* a local government cannot enter into a valuable non-current asset contract unless it first

- (a) Invites written tenders for the contract; or
- (b) Offers the non-current asset for sale by auction.

NASCO on behalf of Council, conducted an online auction on 28 August 2023. Three of the four items were sold at the auction as follows:

- 2012 Western Star prime mover - \$153,000.00
- 1974 Caterpillar D5 bulldozer - \$28,000.00
- TCM forklift - \$7,000.00.

The 2010 Caterpillar Road Reclaimer did not sell during the auction, however, was sold post-auction for \$325,000.00.

Under section 236(1)(a) of the *Local Government Regulation 2012* a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset –

- (i) Was previously offered for sale by tender or auction but was not sold; and
- (ii) Is sold for more than the highest tender or auction bid that was received.

All prices include GST.

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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.

**Consultation (internal/external)**

Chief Executive Officer

**Policy Implications**

Procurement and Disposals Policy

**Budget and Resource Implications**

Increase in capital revenue of \$513,000.00.

**Risk Assessment**

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Increase in capital revenue.	Low
Legal & Regulatory	Low	The auction was conducted in accordance with the <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	Council conducted the auction in an open and transparent manner.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

**Proposed Risk Treatment**

The public auction was conducted in accordance with the legislation. The online auction increased the exposure of the available items enabling Council to obtain best prices for all of the valuable non-current assets.

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.10

**SUBJECT HEADING: 2024 Revaluation Program Effective 30 June 2024**

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

CLASSIFICATION: (if confidential)

*Summary: The Valuer-General has provided a decision on the 2024 land revaluation program for the Blackall-Tambo Region.*

**Officer's Recommendation: That Council receive the letter from the Valuer-General and notes the decision that Blackall-Tambo Regional Council will not be included in the 2024 revaluation program.**

**Background**

At the 21 June 2023 general meeting Council resolved the following:

*That Council supports the Department of Resources conducting a revaluation of the Blackall-Tambo local government area in 2024.*

Moved: Cr LP Russell

Minute No.: 14/06B/23

Seconded: Cr JH Scobie

Carried: 7/0

The Valuer-General considered the detailed property market analysis, the timing since the last revaluation, and feedback provided by the local government and key stakeholders. The decision has been made to not include the Blackall-Tambo Regional Council in the 2024 revaluation program.

**Link to Corporate Plan**

Nil

**Consultation (internal/external)**

Chief Executive Officer

**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



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

**Proposed Risk Treatment**

Nil

Ref CTS 16707/23



Department of Resources

06 September 2023

Mr Des Howard  
Chief Executive Officer  
Blackall-Tambo Regional Council

By email: [ceo@btrc.qld.gov.au](mailto:ceo@btrc.qld.gov.au)

Dear Mr Howard

**2024 revaluation program effective 30 June 2024**

Thank you for your continued interest and willingness to engage in discussions regarding the ongoing work of the State Valuation Service, particularly in relation to the 2024 revaluation program.

I am writing to advise you of my decision on the 2024 land revaluation program. In making this decision, I considered the detailed property market analysis, the timing since the last revaluation, and feedback provided by local government areas (LGA) and key stakeholders.

I can confirm that Blackall-Tambo Regional Council will not be included in the 2024 revaluation program. For your information, I have attached a summary of all LGAs included in the 2024 program.

Queensland's land valuation system is an open and transparent process delivered consistent with the *Land Valuation Act 2010*.

As your LGA will not receive new land valuations in 2024, the current land valuations will remain in effect for rating purposes for the 2024–25 financial year.

Should you have any enquiries, please contact [REDACTED] Area Manager, SVS on telephone [REDACTED]

Yours sincerely

Laura Dietrich  
**Valuer-General**

State Valuation Service  
Level 5, 1 William Street, Brisbane  
PO Box 15216, City East  
Queensland 4002 Australia  
Telephone: +61 7 3199 7770  
Email: [valuer-general@resources.qld.gov.au](mailto:valuer-general@resources.qld.gov.au)  
[www.resources.qld.gov.au](http://www.resources.qld.gov.au)  
ABN 59 020 847 551

**BLACKALL-TAMBO REGIONAL COUNCIL**

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**OFFICER REPORTS**

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.11

**SUBJECT HEADING: Development Application – DA 03-2023-2024 – Retirement Facility- 80 Thistle Street, Blackall**

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

CLASSIFICATION: (if confidential)

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*Summary:* The Applicant, Barcoo Retirement Village Incorporated, seeks a Development Permit for A Material Change of Use for a Retirement Facility over land at 80 Thistle Street, Blackall, formally described as Lot 4 on SP159849 and Lot 1 on RP608399.

The application involves the construction of up to six (6) new independent living units on the site of the existing Retirement Facility. The units will be of a similar scale and built form of other existing units in the facility. The units will be accessed from the existing driveway off Violet Street.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Township Zone and is affected by the Flood hazard area. The defined use that has been applied for, being a 'Retirement Facility', is subject to Impact Assessment in the Township Zone where affected by the Flood hazard area.

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.

The proposal has been assessed against the entire Planning Scheme and is consistent with the intent of the zone code 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.

**Officer's Recommendation: That Council approves the application for a Development Permit for Material Change of Use for a Retirement Facility over land at 80 Thistle Street, Blackall, formally described as Lot 4 on SP159849 and Lot 1 on RP608399, 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
Barcoo Retirement Facility Extension Site Plan	DA03-2023-2024	-	14/07/2023 (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 BUILDING DESIGN**

- 3.1** The scale, design and materials of the proposed units are to be generally in accordance with the existing units onsite.

## **4.0 ACCESS AND PARKING WORKS**

- 4.1** Provide and maintain a minimum of 1 car parking space per unit.

## **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 ENVIRONMENTAL HEALTH**

- 6.1** Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam, soot, wastewater, waste products, oil or otherwise.
- 6.2** Maintain outdoor lighting to comply with AS4282 Control of Obstructive Effects of Outdoor Lighting.

- 6.3** 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.
- 6.4** In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.
- 7.0 SERVICES**
- 7.1** The additional units must be serviced by the premises' existing connection to Council's reticulated water and sewerage networks.
- 7.2** Electricity and telecommunication services must be provided to the additional units in accordance with the standards and requirements of the relevant service provider.
- 8.0 FINISHED FLOOR LEVEL**
- 8.1** The finished floor level of the additional units must achieve a minimum 300mm freeboard above the defined flood level of 283 metres Australian Height Datum for Blackall.
- 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** Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.
- 10.2** Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the IECA 2008 Best Practice Erosion and Sediment Control document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.
- 10.3** The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the Blackall-Tambo Region Planning Scheme.
- 10.4** All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.



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

**ADVISORY NOTES**

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

**Background**

**1.0 DEVELOPMENT APPLICATION SUMMARY**

**TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

<b>PROPERTY DETAILS</b>	
<b>Site address</b>	80 Thistle Street, Blackall QLD 4472
<b>RPD</b>	Lot 4 on SP159849 and Lot 1 on RP608399
<b>Site Area</b>	6,935m <sup>2</sup>
<b>Landowners</b>	Barcoo Retirement Village Incorporated
<b>Existing use of land</b>	Retirement Village
<b>Existing development approval</b>	Existing development approval for a Retirement Facility
<b>APPLICATION DETAILS</b>	
<b>Application No.</b>	DA03-2023-2024
<b>Applicant</b>	Barcoo Retirement Village Incorporated
<b>Application description</b>	Development Permit for a Material Change of Use for a Retirement Facility
<b>Decision due date</b>	5 October 2023
<b>Main Issues/Resolution</b>	Flooding – condition imposed to ensure new buildings achieve minimum floor level
<b>STATUTORY DETAILS</b>	
<b>Planning Scheme</b>	Blackall-Tambo Region Planning Scheme 2020

<b>Overlays</b>	Flood hazard area
<b>Zone</b>	Township Zone
<b>Precinct</b>	N/A
<b>Land use definition</b>	Retirement Facility
<b>Category of Assessment</b>	Impact Assessment

## 2.0 PROPOSAL BACKGROUND

**TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS**

Application properly made	14 July 2023
Confirmation notice issued	18 July 2023
Public notification period	04 August – 25 August 2023
Notice of compliance	31 August 2023
Decision due (decision stage)	05 October 2023

## 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at 80 Thistle Street, Blackall, and is formally described as Lot 4 on SP159849 & Lot 1 on RP608399. The subject site has an area of 6,935m<sup>2</sup>, and has a 105m frontage to Thistle Street and a 70m frontage to Violet Street.

The site is part of a set of parcels of land that contain an existing Retirement Facility.



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

## 4.0 DESCRIPTION OF PROPOSAL

The application involves the construction of up to six (6) new independent living units on the site of the existing Retirement Facility. The units will be of a similar scale and built form of

other existing units in the facility. The units will be accessed from the existing access location off Violet Street.

**Figure 2** below shows an indicative layout of the proposed units. It is noted that the proposed plan includes 7 units, this has been done to ensure that if there isn't sufficient room on Lot 4 on SP159849 to build all six units it could be built on Lot 1 on RP608399.



**Figure 2** – Site plan (Source: applicant supplied)

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

## 5.0 PLANNING ASSESSMENT

In accordance with section 45 (5) of the *Planning Act 2016* (the Act), Impact Assessment is an assessment that:

- (a) **must be** carried out—
  - (i) against the assessment benchmarks in a categorising instrument for the development; and

- (ii) having regard to any matters prescribed by regulation for this subparagraph; and
- (b) **may be** carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.

*Examples of another relevant matter— a planning need*

This framework for assessing impact assessable applications is clarified as follows –

The categorising instrument for the development is the *Blackall-Tambo Region Planning Scheme 2020*. The entire planning scheme must be assessed as relevant to the application. In this instance, relevant assessment benchmarks are encompassed by the Strategic Framework, the Township Zone Code, General Development Code, and corresponding mapping and planning scheme policies. These benchmarks are addressed in section 5.2.

Where a conflict may be evident between the application and above assessment benchmarks, Council can consider any other relevant matter, such as planning need, to override the conflict and justify the non-compliance. This typically relates to matters that Council deems to be in the public interest, as opposed to personal circumstances.

The *Planning Regulation 2017* (sections 29-31) prescribes additional assessment benchmarks and other general assessment matters, which are addressed as follows:

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.

Under Schedule 10, there were no referral triggers relevant to the application.

Approval history / lawful use of the premises and adjoining premises

The site currently contains an existing Retirement Facility. This facility has both a development approval and a building approval.

While the approval history of adjoining premises has not been investigated in detail, a general understanding of existing surrounding uses has been considered in this planning assessment and has informed the recommendation with a view to ensuring a compatible land use pattern if the development is approved.

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 Public Notification

The development application required Impact Assessment, which means public notification of the application was required. Public notification was undertaken by Council on behalf of the Applicant.

Public notification was carried out between 4 August and 25 August 2023. The notice of compliance was received on 31 August 2023 confirming public notification was carried out in accordance with the requirements of the DA Rules. No submissions were received during the public notification period.

#### 5.1.2 Internal Officer Comments

The application was not internally referred as the proposal is an extension to an existing lawfully established Retirement facility.

### 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 extension of the Retirement facility will result in a material increase in the intensity and scale of the use of the premises. Retirement facility is defined below:

**Retirement facility** means a residential use of premises for—

- (a) *accommodation for older members of the community, or retired persons, in independent living units or services units; or*
- (b) *amenity and community facilities, a manager's residence, health care and support services, preparing food and drink or staff accommodation, if the use is ancillary to the use in paragraph (a).*

*In accordance with Table 4.4.1 of the Planning Scheme, a Retirement facility in the Township Zone is subject to Impact Assessment, where located in a flood hazard area.*

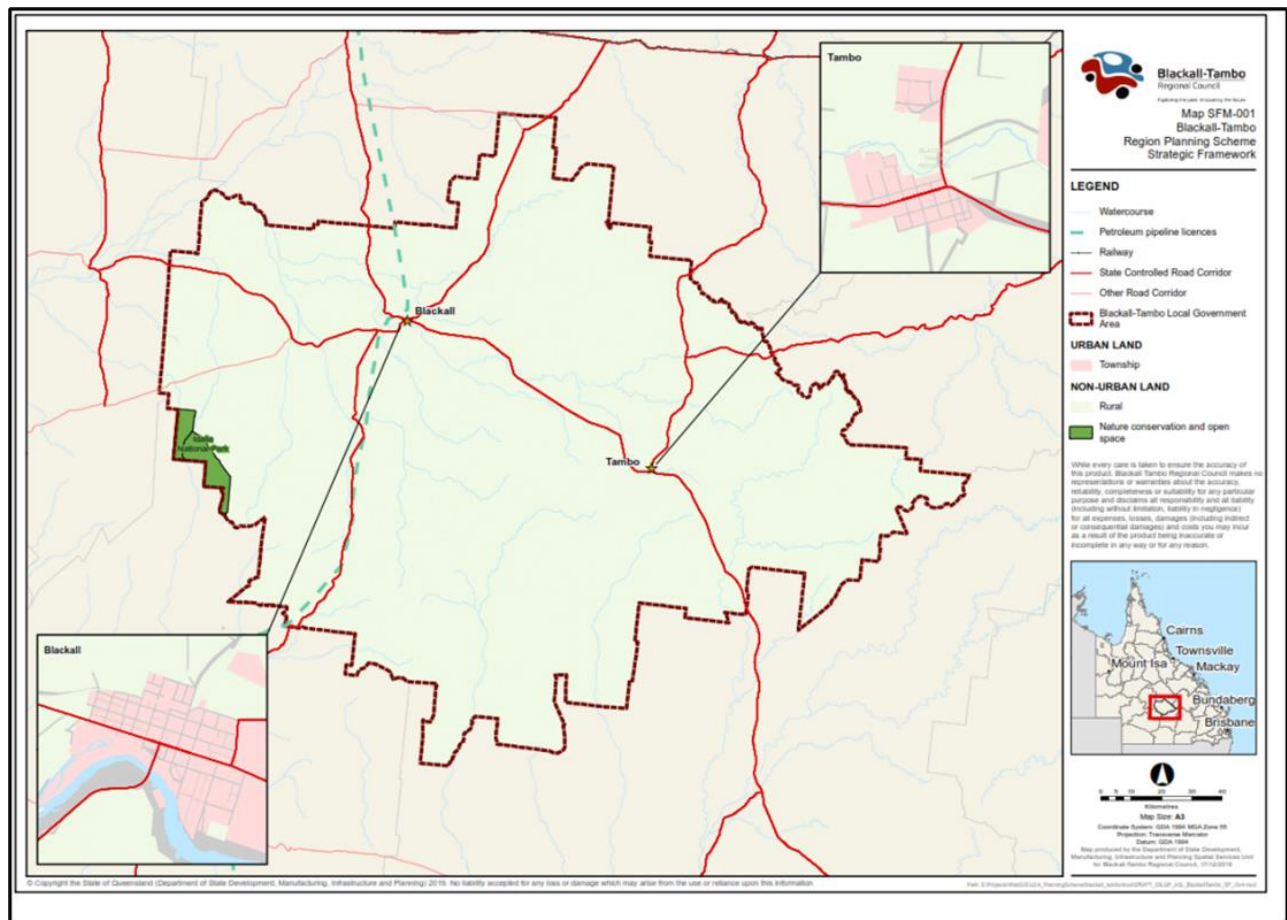
In accordance with Table 4.4.1 of the Planning Scheme, the relevant assessment benchmarks for the development application is the Planning Scheme. When assessing this application, particular consideration has been given to the following assessment benchmarks:

- Strategic Framework
- Township Zone Code
- General Development Code

#### 5.2.1 Assessment of Strategic Framework

The Strategic Framework sets the policy direction for the Planning Scheme. As per the Strategic Framework Map in Figure 5, the subject site is designated as 'Urban Land', being within the township area (coloured pink) of Blackall.





**Figure 3:** Site (denoted in blue) on Strategic Framework Map (Source: Blackall-Tambo Regional Planning Scheme)

The proposal is consistent with Strategic Intent statements relating to infill development in the township areas that result in high quality and inclusive living environments that meet a broad range of community needs and occur in serviceable locations. The Retirement facility will contribute to the flexibility in housing options to suit changing community needs, especially an aging and active population. The application has been conditioned to comply with the relevant flood level and the development can be appropriately serviced. Relevant extracts from the Planning Scheme are as follows -

*'Infill and renewal development within the established towns of Blackall and Tambo is encouraged, as is diversification of housing stock and flexibility in housing options to suit changing community needs, especially an aging and active population'.*

*'Development in the region should not expose people or property to unacceptable risks of flood hazards. Future development should be located, sited, designed and constructed to tolerate, not worsen, and adapt to flood risks'.*

*'Development must enhance and not compromise the stability, security or capacity of energy, water and telecommunications infrastructure'.*

On this basis, there is no conflict between the development and the Strategic Framework as it relates to the site and the proposal development. Relevant extracts from the Planning Scheme are as follows -

### 5.2.2 Assessment of Codes

The following codes are relevant to the proposed development.

## **Township Zone Code**

The site is located in the Township Zone, as shown on the Zone Map for Blackall in Figure 4.



**Figure 4:** Site (denoted in blue) located within Township Zone (Source: Blackall-Tambo Regional Planning Scheme)

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

- The Purpose of the Township zone is to provide for a variety of uses and activities to service local residents, including, business, community, education, industrial, open space, recreation, residential or retail uses or activities. The proposal will serve a local need for housing for ageing residents.
- The scale, density and character of the units will complement and be compatible with the surrounding development pattern.
- The proposal will not compromise the safety or efficiency of the local road network
- A condition has been included to ensure the proposed units include a minimum habitable floor level 300mm above the Blackall flood level.

## **General Development Code**

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

- The proposal will result in a site cover that is below the permitted 50%,
- The proposed units can be sited to be consistent with QDC requirements
- The site contains existing landscaping and additional landscaping will be provided
- The scale of the buildings will be consistent with existing built form onsite, a condition has been included to ensure this

- The proposal provides sufficient carparking for the scale of development, each unit will have a garage
- The site has existing access from Violet Street
- The development can be connected to all necessary urban services
- Although affected by the flood hazard, a condition has been included to ensure the finished floor level is 300mm above the Blackall flood level
- The site is not located within a Bushfire prone area.

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

This Impact assessable Development Application for Development Permit for A Material Change of Use for a Retirement Facility over land at 80 Thistle Street, Blackall, formally described as Lot 4 on SP159849 and Lot 1 on RP608399, 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 Purpose of the Township zone is to provide for a variety of uses and activities to service local residents, including, business, community, education, industrial, open space, recreation, residential or retail uses or activities. The proposal will serve a local need for housing for ageing residents.
- b) The scale, density and character of the units will complement and be compatible with the surrounding development pattern.
- c) A condition has been included to ensure the proposed units include a minimum habitable floor level 300mm above the Blackall flood level.
- d) The development can be connected to reticulated water and sewer as well as telecommunications and electricity services
- e) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Attachment A – Proposal Plan

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### Link to Corporate Plan

Economic Development

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

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

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

**Consultation (internal/external)**

Chief Executive Officer  
Council Town Planner  
Rates Officer

**Policy Implications**

Nil

**Budget and Resource Implications**

Nil

**Risk Assessment**

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

**Proposed Risk Treatment**

Nil

"We have put one in front of the old kindy building, as a possible option if we can't fit one in the other space?"

Barcoo Retirement Village Extension Site Plan



Reference: DA03-2023-2024

Received date: 14/07/2023



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

COUNCIL MEETING DATE: 20 September 2023

Item No: 5.12

**SUBJECT HEADING: Development Application – DA 05-2023-2024 – Davison Road, Tambo**

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

CLASSIFICATION: (if confidential)

*Summary:* The Applicant, Longhorn Transport Pty Ltd, seeks a Development Permit for a Material Change of Use for a Transport Depot over land Davidson Road, Tambo formally described as Lot 17 on SP148104.

The proposal includes two sheds, a truck parking area and a staff parking area. The operation will involve three (3) prime-move trucks and 15 semi-trailers and associated dollies.

The business will operate 24 hours a day, 7 days a week for the access and egress of heavy vehicles and trailer hitching and unhitching. Vehicle, plant and equip maintenance will occur 7 days a week between 7am and 6pm.

The site adjoins a state-controlled road (Davidson Road) and required referral to the State Assessment and Referral Agency (SARA). SARA has provided a referral agency response with no requirements.

Under the Blackall-Tambo Region Planning Scheme 2020 (the Planning Scheme), the subject site is in the Industrial Precinct of the Township Zone. The defined use that has been applied for, being a Transport Depot, is subject to Code Assessment in the Industrial 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 Transport Depot over land Davidson Road, Tambo formally described as Lot 17 on SP148104, subject to the following conditions:**

**1.0 PARAMETERS OF APPROVAL**

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

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

## 2.0 APPROVED PLANS AND DOCUMENTS

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

Plan/Document Name	Plan/Document Number	Revision Number	Date
Proposed Transport Depot	400632	-	18/07/23

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

## 3.0 HOURS OF OPERATION

- 3.1 Hours of operation are 24 hours a day, 7 days a week for the primary use activity involving heavy vehicle site access, egress and trailer hitching / unhitching.
- 3.2 Hours of operation are 7:00am to 6:00pm, 7 days a week for ancillary maintenance and servicing activities associated with the primary use.

## 4.0 LIMITATIONS OF USE

- 4.1 The use is limited to three (3) prime-move trucks and 15 semi-trailers and associated dollies.
- 4.2 No loading, unloading or storage of goods is permitted to occur on site.
- 4.3 All ancillary servicing and maintenance activities, including cleaning of trucks and trailers, undertaken in conjunction with the approved use must be undertaken within a shed onsite. The area within a shed onsite where service and maintenance activities will occur must be maintained to a concrete floor or similar surface treatment to prevent ground and water contamination, and to provide containment of spills and hazardous materials and liquids.
- 4.4 All waste oils are to be collected within a sump and disposed of lawfully at a Blackall-Tambo Regional Council waste oil facility or by an authorised waste oil collection service provider.

- 4.5 Any spray painting associated with the ancillary maintenance of vehicles is limited a maximum of five (5) litres per week. All spray painting must be undertaken within a shed onsite and in a manner to ensure there is no spray drift outside the shed.**
- 5.0 ACCESS**
- 5.1 Maintain the existing access to Davidson Road.**
- 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 SEWERAGE**
- 7.1 Maintain the existing onsite sewerage system.**
- 8.0 WATER**
- 8.1 Maintain the existing connection to Council's reticulated water network.**
- 9.0 TELECOMMUNICATION AND ELECTRICITY SUPPLY**
- 9.1 Maintain the electricity and telecommunication services in accordance with the standards and requirements of the relevant service provider.**
- 10.0 WASTE MANAGEMENT**
- 10.1 Store all waste within a waste storage area (for example, general waste, recyclable waste, pallets, empty drums etcetera). The waste storage area must be:**
  - 10.1.1 Designed to not cause nuisance to neighbouring properties;**
  - 10.1.2 Screened from any road frontage or adjoining property;**
  - 10.1.3 Of a sufficient size to accommodate a waste bin/s suitable to service the Transport depot.**
- 11.0 AMENITY AND ENVIRONMENTAL HEALTH**
- 11.1 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**
- 11.2 Install and operate all outdoor lighting to comply with AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”.**
- 12.0 ASSET MANAGEMENT**
- 12.1 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.

### 13.0 CONSTRUCTION ACTIVITIES

**13.1 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.**

**13.2 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").**

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## Background

### 1.0 DEVELOPMENT APPLICATION SUMMARY

**TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION**

PROPERTY DETAILS	
<b>Site address</b>	Davidson Road, Tambo QLD 4478
<b>RPD</b>	Lots 17 on SP148104
<b>Site Area</b>	12,350m <sup>2</sup>
<b>Landowner</b>	Longhorn Transport Pty Ltd
<b>Existing use of land</b>	Transport Depot
<b>Existing development approval</b>	N/A
APPLICATION DETAILS	

<b>Application No.</b>	DA05-2023-2024
<b>Applicant</b>	Longhorn Transport Pty Ltd
<b>Application description</b>	Development Application for a Development Permit for Material Change of Use for a Transport Depot
<b>Decision due date</b>	25 September 2023
<b>Main Issues/Resolution</b>	Nil
<b>STATUTORY DETAILS</b>	
<b>Planning Scheme</b>	Blackall-Tambo Region Planning Scheme 2020
<b>Overlays</b>	N/A
<b>Zone</b>	Township Zone
<b>Precinct</b>	Industrial Precinct
<b>Land use definition</b>	Transport Depot
<b>Category of Assessment</b>	Code Assessment

## 2.0 PROPOSAL BACKGROUND

**TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS**

Application lodged	31 July 2023
Confirmation notice	7 August 2023
SARA referral confirmation	9 August 2023
SARA referral agency response	15 August 2023
Decision due	25 September 2023

## 3.0 SITE AND SURROUNDS DESCRIPTION

The subject site is located at Davidson Road, Tambo, formally described as Lot 17 on SP148104. The subject site has an area of 12,350m<sup>2</sup> and has a 96m frontage to Davidson Road and a 68m frontage to Dawson Developmental Road.

The site is located in Industrial precinct, which is north of the Tambo township. The site surrounded by a mix of vacant lots and industrial type uses.





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

#### 4.0 DESCRIPTION OF PROPOSAL

The proposal is for a Transport depot and includes two sheds, a truck parking area and a staff parking area. The operation will involve three (3) prime-move trucks and 15 semi-trailers and associated dollies.

The business will operate 24 hours a day, 7 days a week for the access and egress of heavy vehicles and trailer hitching and unhitching. Vehicle, plant and equip maintenance will occur 7 days a week between 7am and 6pm.

**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 benchmark is the General Development Code.

#### The Central West Regional Plan and the State Planning Policy

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

#### The Local Government Infrastructure Plan

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

#### Schedules 9 and 10 of the Planning Regulation

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

The site is located within 25m of a state-controlled road being Dawson Developmental Road and therefore required referral to the State Assessment and Referral Agency (SARA). SARA provided a Referral Agency Response on 15 August 2023 with no requirements.

#### Approval history / lawful use of the premises and adjoining premises

The site contains an existing shed that is used in association with the transport depot. The shed has building approval, however planning approval was never obtained.

Council received a building application for additional shed in July. In response to this application, Council advised the landowner that they needed a development application for a Material change of use for the Transport depot and the existing and proposed sheds. This application has been lodged in response.

#### Common material

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

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

#### **5.1.1 Internal Officer Comments**

The application was not internally referred to Council.

#### **5.2 BLACKALL-TAMBO REGION PLANNING SCHEME 2020**

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

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

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

**Transport depot** means the use of premises for—

- (a) storing vehicles, or machinery, that are used for a commercial or public purpose; or*

*(b) cleaning, repairing or servicing vehicles or machinery, if the use is ancillary to the use in paragraph (a).*

In accordance with Table 4.4.2 of the Planning Scheme a Transport depot in the Industrial precinct of the Township zone is subject to Code assessment.

### **5.2.2 Assessment of Codes**

The following code is relevant to the proposed development.

#### **General Development Code**

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

- The proposed site cover will not exceed 40% of the site
- Both sheds include generous setbacks that comply with the QDC
- Existing onsite vegetation will be retained, additional landscaping is not required
- The sheds are single storey and are well below the permitted height limit of 15m
- Due to its location outside of town, heavy vehicle traffic will not be required through residential areas
- Sufficient parking to accommodate the amount of vehicle traffic likely to be generated by the Transport depot is provided
- Convenient and safe access is provided
- Conditions have been imposed to manage amenity impacts, in any case the site is not located in close proximity to sensitive uses
- The site is serviced by existing reticulated water and onsite sewer as well as electricity and telecommunications services
- A condition has been imposed to ensure stormwater is appropriately managed
- The site is not affected by bushfire or flood hazards.

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

## **6.0 CONCLUSION**

Development Permit for a Material Change of Use for a Transport Depot over land Davidson Road, Tambo formally described as Lot 17 on SP148104, is recommended for approval, subject to the conditions outlined in this report.

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

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

- a) A Transport Depot is an acceptable use in the Industrial Precinct of the Township Zone;
- b) The proposal includes a compliant height, setbacks and site cover;
- c) The site is sufficiently serviced and has access to telecommunications, electricity, reticulated water and onsite 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

Economic Development

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

### Consultation (internal/external)

Chief Executive Officer

Council Town Planner

Rates Officer

### Policy Implications

Nil

### Budget and Resource Implications

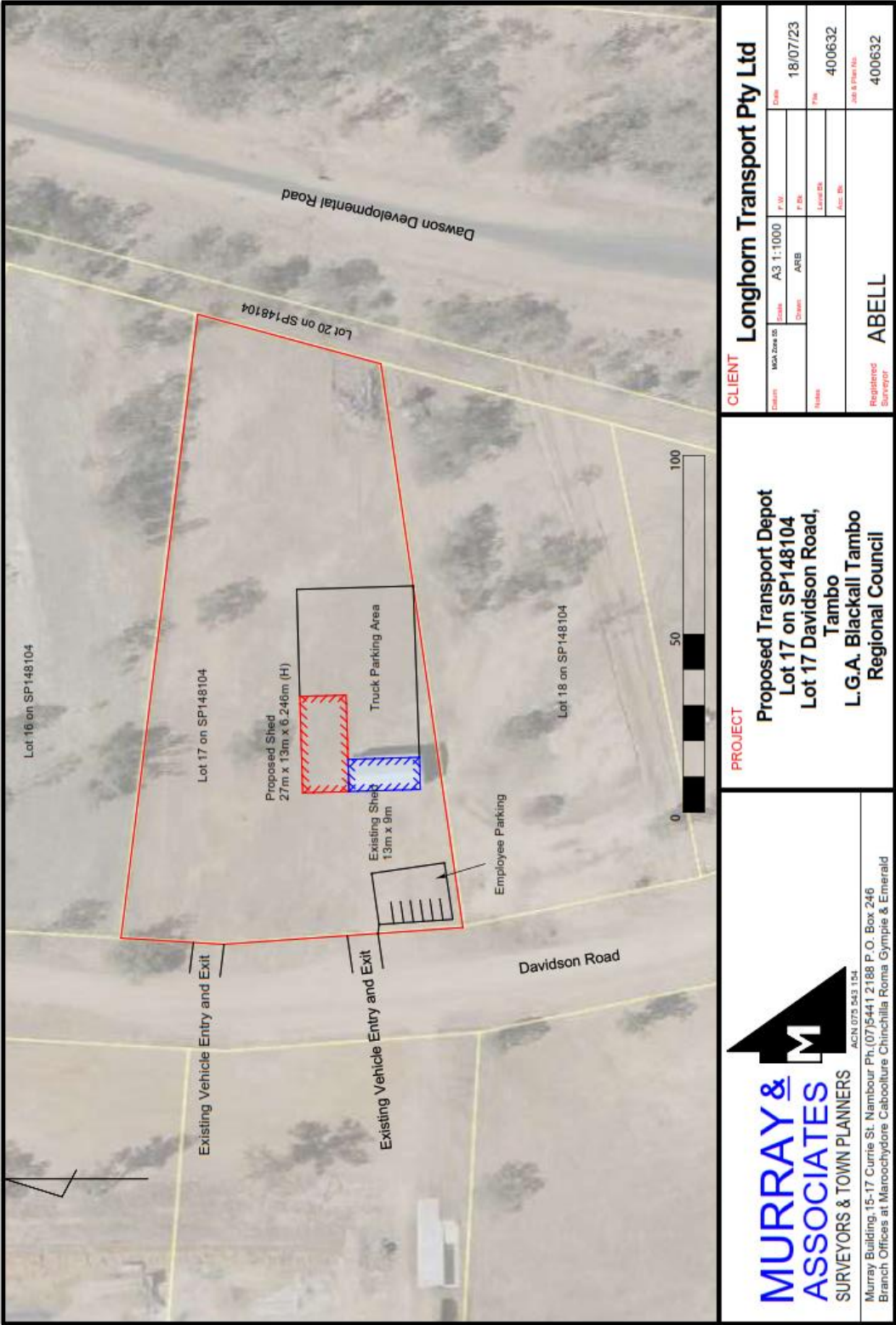
Nil

### Risk Assessment

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

### Proposed Risk Treatment

Nil





RAS-N



SARA reference: 2308-36107 SRA  
Council reference: DA05-2023-2024  
Applicant reference: 204349

15 August 2023

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

Attention: Kathy Dendle

Dear Sir/Madam

## SARA referral agency response— Davidson Road, 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 9 August 2023.

### Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	15 August 2023
Advice:	Advice to the applicant is in <b>Attachment 1</b>
Reasons:	The reasons for the referral agency response are in <b>Attachment 2</b>

### Development details

Description:	Development permit	Material change of use for Transport Depot
SARA role:	Referral Agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (Planning Regulation 2017)	
	Development application for a material change of use within 25m of a state transport corridor	

Fitzroy/Central regional office  
Level 2, 209 Bolsover Street,  
Rockhampton  
PO Box 113, Rockhampton QLD 4700



2308-36107 SRA

SARA reference: 2308-36107 SRA  
Assessment manager: Blackall Tambo Regional Council  
Street address: Davidson Road, Tambo  
Real property description: 17SP148104  
Applicant name: Longhorn Transport Pty Ltd  
Applicant contact details: PO Box 665  
Emerald QLD 4720  
andrewb@mursurv.com

*Human Rights Act 2019* considerations: A consideration of the 23 fundamental human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

## 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 3**.

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

For further information please contact Monica Pollock, Senior Planning Officer, on 47583471 or via email [RockhamptonSARA@dsdilgp.qld.gov.au](mailto:RockhamptonSARA@dsdilgp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Anthony Walsh  
Manager Planning

cc Longhorn Transport Pty Ltd, [andrewb@mursurv.com](mailto:andrewb@mursurv.com)  
enc Attachment 1 - Advice to the applicant  
Attachment 2 - Reasons for referral agency response  
Attachment 3 - Representations about a referral agency response provisions

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**Attachment 1—Advice to the applicant**

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

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**Attachment 2—Reasons for referral agency response**

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

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**The reasons for SARA's decision are:**

The development complies with the SDAP, State code 1: Development in a state-controlled road environment. Specifically, the development:

- does not create a safety hazard for users of the state-controlled road.
- does not compromise the structural integrity or physical condition of the state-controlled road, road transport infrastructure or road works.
- does not adversely impact the function and efficiency of the state-controlled road.
- stormwater run-off or overland flow from the development does not create or exacerbate a safety hazard for users of the state-controlled road.
- The development is considered generally in accordance with the requirements of SDAP State code 1.

**Material used in the assessment of the application:**

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

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### **Attachment 3— Representations about a referral agency response provisions**

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