



MINUTES

WORK Camp Committee Meeting Tuesday, 10 August 2021

**MINUTES OF WINTON SHIRE COUNCIL
WORK CAMP COMMITTEE MEETING
HELD AT THE NEIGHBOURHOOD CENTRE TRAINING ROOM
ON TUESDAY, 10 AUGUST 2021 AT 5:30**

1 COMMENCEMENT OF MEETING

The meeting commenced at 5.30pm with Cr Shane Mann opening the meeting.

2 PRESENT

Cr Shane Mann, Cr Gavin Baskett (Mayor), Ms Melissa Doyle (Acting Director of Community & Economic Development), Mr Doug Stuart (Community Member), Mr Rip Castles (Corrective Services), Mr Greg Anglim (Corrective Services) and Ms Denise Flett (Minute Secretary).

3 APOLOGIES

Pearl Eatts and Cr Fank Standfast.

4 CONFIRMATION OF MINUTES**21.08.01**

Moved: Cr Gavin Baskett

Seconded: Mr Doug Stuart

That the minutes of the WORK Camp Committee Meeting held on 13 May 2021 be confirmed.

CARRIED 5-0

5 ITEMS FOR DISCUSSION

R Castles

The Health and Safety form states who will be onsite. 99% of the time it is QCS Supervisor, Corrective Services. The initial application is the only place this is necessary. The community group will usually bypass being a supervisor. If a group wants to supervise, they need to be authorised by the Department of Corrections. This is done by completing an internal form, 23A.

The forms are Correctional Service forms. Council has no influence on the forms. The process is that the group will liaise with Greg or Rip. It is the Department of Corrections job to ascertain what the skills the participants have that can be used.

S Mann

Recently the go-carts made for the Camel Races were made by Work Camp participants who were qualified panel beaters and a boiler maker.

M Doyle

Is there currently anyone in Council who is an approved supervisor.

R Castles

Yes, Ernie Ellis from parks and gardens is already an approved supervisor.

M Doyle

Should we have staff approved to supervise so that we have contingency plan because people are often away?

R Castles

It is just a process of filling out one form. Addressing the concerns raised by Pearl Eatts the process is just filling out one form. No need for concern. The Application to become a Work Camp Project covers the Council and the people in the Community. Particularly form 163, the initial assessment.

M Doyle

A register of when the Annual update is due should be in our system.

R Castles

RE Mistake creek

6 to 8 seats have been painted.

M Doyle

Was there was more to be completed under that application?

R Castles

Initially planting gidgee trees.

M Doyle

It would be good to install signs about birds of interest.

Mayor Baskett

The walking track is going to be used in the outback festival. Ideally it would need to get it cleaned up each April.

Mistake Creek is not a Council asset. It is Tourism. The Director of Works advised it does not have a job cost number. It needs to get its own job cost number and line item.

M Doyle

For the time being we could manage this under the tourism job cost.

R Castles

We are in a partnership with Council.

Mayor Basket

Council supply most of the equipment for the job. Costing is done by council and the labour is done by Work Camp.

RE: The proposed signs around Mistake Creek

The signs out at Combo Creek get flooded every year and they are solid. They are made out of box steel.

S Mann

We should go have a look at them.

NEW ACTION ITEM

That Committee view and photograph box steel signs at Combo Creek.

6 ACTION LIST REVIEW

Application List

The applications on the Agenda have been approved and completed.

The Show Society cancelled their event.

Stables – mesh installation request

R Castles

Did not complete the stables request to assist with installation of the mesh because there was not a clear answer as to when the job was to be worked on. The request came at the last minute and there were other concerns regarding the use of the participants for a paid job.

Lawn Assistance

C Clements did not provide more supporting documentation. She does not meet eligibility.

Mayor Baskett

Should applicants gain temporary lawn service even if they do not meet the eligibility requirements?

M Doyle

Applications are checked for eligibility and if they meet requirements, they are put on the temporary service pending Committee approval. If an application does not meet the eligibility requirements, they are written to asking for supporting documentation for their claim. They are not placed on the list for temporary service.

Mayor Baskett

A Kitchen is off the list as he has been away for more than 9 months.

The DoCED has written to A Kitchen advising him that to meet eligibility requirements he must be in residence at the property for 9 months of the year. As he has been away for longer than this his lawn service will cease. He is invited to apply again when back in residence.

Shawn Sevil has now provided supporting documentation for his lawn assistance application which has now been approved.

R Castles

Mistake Creek request to be taken to Council for money to be allocated for its signs and upgrades.

Mayor Baskett

Presently we can use the Tourism money for the signs.

R Castles

In order to save money, the signage that is currently up can be cleaned and new stickers installed over the aluminium signs.

The Committee spoke about what style of sign would be good.

S Mann

Could you advise us on what's is happening with the Overshot?

R Castles

The project is out of our hands. Allan will speak with Colin and I to ascertain where we're at.

Community garden at the Qantas Club

M Doyle

It is a whole new Committee.

R Castles

A lot of infrastructure is needed for that garden including solar panels and gravel in order to push a wheelchair around it.

The Committee agreed to take community garden to be placed at the end of the Arbour at the Winton Club off the action list.

M Doyle

The lawn assistance form has been updated with a check box. DoCED to arrange a check box on the Lawn Assistance form to confirm permanent residency information can be taken off the list.

Research other Work Camp Projects & report to the Committee

M Doyle

The Winton Work Camp have enough variety of projects to offer great engagement and upskilling. DoCED to research other Work Camp projects and provide a list to the Committee can be taken off the action list.

R Castles

There are a lot of photos showing the projects that the Winton Work Camp has completed. The Winton Club came up beautiful.

M Doyle

Would like to put these on the big screen and include everything Work Camp has worked on over the year.

R Castles

This would be good for the elected officials to inform them about what's happening in our community.

St George did a river walk – we are now completing a creek walk.

There has been an application from Community Services to make a tyre bunded wall at the dump. This includes stacking up tyres to make a wall.

G Anglim

That was the project that was discussed last year. The Director of Works offered to supply the three workers.

R Castles

Providing three blokes a day for a couple of hours is not going to cut it. Suggest using the road crew and work for an hour each day as a group.

Mayor Baskett

Department of Corrections need to be comfortable with what is happening.

R Castles

Was not comfortable with the original application. Preferable to have a machine operator to pick up the tyres as the tyres are full of snakes and cats. Preferable to have the road crew join with Work Camp to complete the project in a timely manner.

M Doyle

This should be a project plan.

R Castles

An hour each morning could put down a layer of tyres and then the loader cover them in dirt. If the tyres are laid with forks there will be no manual handling. More than happy to assist Council as a joint team.

S Mann

Suneil has a plan for the dump area.

R Castles

Want direction and plan. Would aim for one layer each day.

G Anglim

Even three times a week would get 3 or 4 layers a week completed.

M Doyle

An action would be to take a request to council for a plan for the tyre bunded wall dump project.

NEW ACTION ITEM

THAT the Acting DoCED take a request to council for a plan for the tyre bunded wall dump project.

R Castles

Likely require an engineer's report and an operational plan. We can do a lot in an hour 6:30 to 8:30 together.

M Doyle

We can have an onsite meeting.

Mayor Baskett

The problem is getting bigger and bigger as more tyres are dumped.

7 GENERAL BUSINESS

M Doyle

Looking for broader scope programs to provide community engagement, drug and alcohol education and data collection. If we project plan what deliverables are to include Work Camp participants.

Interested in putting together a Christmas Showcase presentation.

NEW ACTION ITEM

That R Castles to supply photos of Work Camp for social media person to put together.

G Anglim

Will drop a USB into the Neighbourhood Centre

D Stuart

Please add email on to the group list.

R Castles

Good

Mayor Baskett

Good

S Mann

Believe we can start this project.

ACTION LIST

DATE	ACTION	RESPONSIBILITY	UPDATE
10/8/2021	Supply photos of Work Camp for social media person to put together.	R Castles	
	Organise an onsite meeting for the tyre bunded wall dump project.	M Doyle	
	View and photograph box steel signs at Combo Creek.	The Committee	

8 CLOSURE AND NEXT MEETING DATE

The Meeting closed at 7:00pm.

The minutes of this meeting were confirmed at the WORK Camp Committee held on 23 November 2021.

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CHAIRPERSON