



# **BUSINESS PAPER**

## **Council Meeting Thursday, 18 June 2020**

**I hereby give notice that a Council Meeting will be held on:**

**Date: Thursday, 18 June 2020**

**Time: 8.00am**

**Location: Winton Shire Council Board Room**

**Ricki Bruhn  
Chief Executive Officer**

## **Mayor**

Cr Gavin Baskett

## **Deputy Mayor**

Cr Tina Elliott

## **Councillors**

Cr Shane Mann

Cr Sandy Gillies

Cr Cathy White

Cr Anne Seymour

## **Management Team**

Ricki Bruhn (Chief Executive Officer)

Jessica Greenaway (Director of Community and  
Economic Development)

(Director of Works)

## Contents

|           |                                                                                                                   |              |
|-----------|-------------------------------------------------------------------------------------------------------------------|--------------|
| <b>1</b>  | <b>Acknowledgement of Country.....</b>                                                                            | <b>19551</b> |
| <b>2</b>  | <b>Apologies.....</b>                                                                                             | <b>19551</b> |
| <b>3</b>  | <b>Declaration of Interest and Conflict of Interest .....</b>                                                     | <b>19551</b> |
| <b>4</b>  | <b>Confirmation of Minutes from Previous Meetings .....</b>                                                       | <b>19551</b> |
| <b>5</b>  | <b>Business Arising out of Previous Meeting .....</b>                                                             | <b>19551</b> |
| <b>6</b>  | <b>Mayor's Report to Council.....</b>                                                                             | <b>19551</b> |
| <b>7</b>  | <b>Mayor's Business to be Considered Without Notice .....</b>                                                     | <b>19552</b> |
| <b>8</b>  | <b>Questions for Which Notice Has Been Given.....</b>                                                             | <b>19552</b> |
| <b>9</b>  | <b>Questions (Without Debate) for Which Notice Has Not Been Given.....</b>                                        | <b>19555</b> |
| <b>10</b> | <b>Petitions.....</b>                                                                                             | <b>19556</b> |
| <b>11</b> | <b>Deputations/Presentations .....</b>                                                                            | <b>19556</b> |
| <b>12</b> | <b>Consideration of Motions .....</b>                                                                             | <b>19556</b> |
| <b>13</b> | <b>Decisional Reports.....</b>                                                                                    | <b>19560</b> |
| 13.1      | Report on Unspent Winton Card Funds.....                                                                          | 19560        |
| 13.2      | Youth Centre Building .....                                                                                       | 19562        |
| 13.3      | Little Swaggies Childcare Playground Renewal.....                                                                 | 19565        |
| 13.4      | Showgrounds Masterplan - Public Draft .....                                                                       | 19573        |
| 13.5      | Draft Reconciliation Action Plan .....                                                                            | 19580        |
| 13.6      | Information Report - Sub Artesian Bores.....                                                                      | 19582        |
| 13.7      | Information Report - Old Landsborough Highway Floodway.....                                                       | 19584        |
| 13.8      | Decisional Report - Saleyards Masterplan.....                                                                     | 19586        |
| 13.9      | Winton Bowls Club Inc. - Outstanding Rates .....                                                                  | 19587        |
| 13.10     | Australian Government's Local Roads and Community Infrastructure Program                                          | 19588        |
| 13.11     | Regional Meetings - Outback Regional Roads and Transport Group and the<br>RAPAD Water and Sewerage Alliance ..... | 19595        |
| 13.12     | Competitive Neutrality Complaints Management Policy.....                                                          | 19596        |
| 13.13     | Queensland Audit Office - Final Management Report for the 2019 Financial<br>Audit.....                            | 19597        |
| 13.14     | Local Government Association Queensland - Annual Conference Motions .....                                         | 19599        |
| 13.15     | Risk Management Assessment - Council Reports.....                                                                 | 19602        |
| 13.16     | Rural Lands Advisory Committee - Membership.....                                                                  | 19604        |
| 13.17     | Winton Squash Club Outstanding Account.....                                                                       | 19605        |
| <b>14</b> | <b>Advisory Committee Meeting Reports.....</b>                                                                    | <b>19606</b> |
| 14.1      | Minutes of the Shire Beautification and Cemetery Advisory Committee<br>Meeting held on 12 May 2020 .....          | 19606        |
| 14.2      | Minutes of the Streets and Machinery Committee Meeting held on 20 May<br>2020.....                                | 19611        |
| 14.3      | Minutes of the Tourism Strategy Committee Meeting held on 1 June 2020 .....                                       | 19617        |

|           |                                                                          |              |
|-----------|--------------------------------------------------------------------------|--------------|
| <b>15</b> | <b>Correspondence.....</b>                                               | <b>19625</b> |
| <b>16</b> | <b>Late Correspondence .....</b>                                         | <b>19627</b> |
| <b>17</b> | <b>Officers Reports to Council.....</b>                                  | <b>19628</b> |
| 17.1      | Community and Economic Development Report .....                          | 19628        |
| 17.2      | Director Of Works Report .....                                           | 19635        |
| 17.3      | Chief Executive Officers Report .....                                    | 19653        |
| <b>18</b> | <b>Confidential Section.....</b>                                         | <b>19669</b> |
| 18.1      | Confidential Decisional Report - Bitumen Sealing Richmond Road .....     | 19669        |
| 18.2      | Confidential Decisional Report - Dry Hire Of 4 Multi Tyred Rollers ..... | 19669        |
| <b>19</b> | <b>Date of Next Meeting.....</b>                                         | <b>19670</b> |



- 1 ACKNOWLEDGEMENT OF COUNTRY**
- 2 APOLOGIES**
- 3 DECLARATION OF INTEREST AND CONFLICT OF INTEREST**
- 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**  
Ordinary Council Meeting – 20 May 2020
- 5 BUSINESS ARISING OUT OF PREVIOUS MEETING**
- 6 MAYOR'S REPORT TO COUNCIL**

| <b>MAYOR MEETINGS &amp; INSPECTIONS 21 May – 18 June</b> |                 |                                                                       |                                     |
|----------------------------------------------------------|-----------------|-----------------------------------------------------------------------|-------------------------------------|
| <b>DATE</b>                                              | <b>TYPE</b>     | <b>PARTIES</b>                                                        | <b>PURPOSE</b>                      |
| 21.05.20                                                 | Council Meeting | Councillors                                                           | General Meeting                     |
| 22.05.20                                                 | Teleconference  | DDMG                                                                  | COVID-19                            |
| 22.05.20                                                 | Interview       | Chief Executive Officer, Deputy Mayor, HR                             | Director of Works                   |
| 25.05.20                                                 | Meeting         | Staff, Director of Community & Economic Development                   | Films - Western Backlot in Winton   |
| 26.05.20                                                 | Teleconference  | ORRTG Strategic Group                                                 | General Meeting                     |
| 26.05.20                                                 | Teleconference  | RAPADWSA Strategic Group                                              | General Meeting                     |
| 26.05.20                                                 | Meeting         | Director of Community & Economic Development, Deputy Mayor            | Planning Projects                   |
| 26.05.20                                                 | Meeting         | Chief Executive Officer, Area Manager QFES                            | Update on QFES in Winton            |
| 26.05.20                                                 | Interview       | Chief Executive Officer, Cr T Elliott, HR                             | Director of Works Interview         |
| 28.05.20                                                 | Meeting         | Premier, Mayors                                                       | Covid-19                            |
| 28.05.20                                                 | Teleconference  | Moreton Bay Mayor, Peter Flannery                                     | Sister City Relations               |
| 29.05.20                                                 | Workshop        | Councillors, Staff                                                    | Budget                              |
| 31.05.20                                                 | Teleconference  | Dave Stewart, Director-General, Department of the Premier and Cabinet | COVID-19                            |
| 1.06.20                                                  | Teleconference  | WQAC Leaders Meeting                                                  | General Meeting                     |
| 1.06.20                                                  | Teleconference  | David Arnold                                                          | Plant / QRA                         |
| 1.06.20                                                  | Teleconference  | Peak, Staff                                                           | Geothermal                          |
| 1.06.20                                                  | Teleconference  | Premier, Mayors                                                       | COVID-19                            |
| 1.06.20                                                  | Meeting         | Tourism Strategy Advisory Committee                                   | General Meeting                     |
| 3.06.20                                                  | Teleconference  | Net Present Value                                                     | Introduction                        |
| 3.06.20                                                  | Teleconference  | Mayors from Longreach, Winton & Cloncurry                             | 100 years of Qantas                 |
| 5.06.20                                                  | Meeting         | Aurizon                                                               | Winton Saleyards                    |
| 5.06.20                                                  | Meeting         | Councillors                                                           | General Discussions                 |
| 9.06.20                                                  | Meeting         | Cairns Mayor Mr Bob Manning                                           | Tourism Opportunities               |
| 10.06.20                                                 | Meeting         | Minister Glen Butcher, Councillors, Senior Staff                      | Introduction to new elected members |
| 12.06.20                                                 | Workshop        | Councillors, Asset Manager, Senior Staff                              | Budget, Asset Management            |
| 16.06.20<br>–<br>17.06.20                                | Meeting         | CEO                                                                   | LGAQ Civic Leaders Summit           |

**7 MAYOR'S BUSINESS TO BE CONSIDERED WITHOUT NOTICE****8 QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

The following information will be provided by the Chief Executive Officer in response to Questions on Notice regarding the drilling of proposed sub artesian bores from Cr Cathy White on 7 June 2020.

- 1. What is the progress of the project?**
- 2. How successful was the project?**
- 3. How many bores had an adequate supply rate to warrant their use as water storage facilities for roadworks?**
- 4. How accurate was the water supply rates information that was supplied by DNRME for the feasibility study on this project?**
- 5. What is the total cost of the project?**

The following information will be provided by the Chief Executive Officer in response to Questions on Notice regarding the construction of projects from Cr Tina Elliott on 10 June 2020.

- 1. Is construction of the Showgrounds Ablution Block still within the approved budget?**
- 2. If no, how much has been the variations approved?**
- 3. How much is the approved budget expected to be exceeded by?**



# QUESTION ON NOTICE

## WINTON SHIRE COUNCIL

**PRIVACY NOTICE:** Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. Some of this information may be given to relevant Council Officers. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

Enquiries: Phone - 4657 2686  
Fax - 4657 1342  
Address: PO Box 288  
Winton Qld 4735  
Email: [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au)

**COUNCIL MEETING DATE: 18<sup>th</sup> June 2020**

**QUESTION DIRECTED TO: C.E.O.**

**BACKGROUND OBJECTIVE:**

At its January 2020 Ordinary Meeting, Council resolved to award the contract for the drilling of proposed sub artesian bores to Depco Drilling. These proposed sub artesian bores are to provide an improved source of water for road restoration activities associated with the 2019 NDRRA Program.

**QUESTION ON:**

What is the progress of the project?

How successful was the project?

How many bores had an adequate supply rate to warrant their use as water storage facilities for roadworks?

How accurate was the water supply rates information that was supplied by DNRME for the feasibility study on this project?

What is the total cost of the project?

Print Name: Cathy White

Signature:

Date: 7<sup>th</sup> June 2020

**NOTE: QUESTIONS ON NOTICE MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 7 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE QUESTION IS TO BE ASKED.**



# QUESTION ON NOTICE

## WINTON SHIRE COUNCIL

**PRIVACY NOTICE:** Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. Some of this information may be given to relevant Council Officers. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

Enquiries: Phone - 4657 2666  
Fax - 4657 1342  
Address: PO Box 288  
Winton Qld 4735  
Email: [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au)

**COUNCIL MEETING DATE: 18.06.2020**

**QUESTION DIRECTED TO: Chief Executive Officer**

**BACKGROUND OBJECTIVE:**

To stay well informed of current construction projects and have up-to-date budget variations advised to Council.

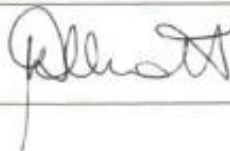
**QUESTION ON: Showgrounds Ablution Block**

**Is construction of the Showgrounds Ablution Block still within the approved budget?**

**If no, how much has been the variations approved?**

**How much is the approved budget expected to be exceeded by?**

Print Name: Tina Elliott

Signature: 

Date: 10.06.2020

**NOTE: QUESTIONS ON NOTICE MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 7 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE QUESTION IS TO BE ASKED.**

**9 QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS NOT BEEN GIVEN**

The following information was provided by the Chief Executive Officer in response to the question asked by Cr Tina Elliott at the Ordinary Meeting held on 21 May 2020:

**1. Is Winton Shire Council able to utilise casual staff for positions that are not listed on the staffing hierarchy chart?**

Yes. In an organisation with over 100 employees, there needs to be flexibility within staffing resources to ensure operational requirements can be met. The engagement of casual staff can occur when positions become or remain vacant as wages have already been budgeted for these positions. Human Resources also maintains a register of potential casual staff which is utilised on an “as needs” basis.

The following information was provided by the Chief Executive Officer in response to the questions asked by Cr Sandy Gillies at the Ordinary Meeting held on 21 May 2020:

**1. What is the process for reviewing vacant positions within Council’s organisational structure?**

The current process is the Human Resources Officer liaises with the relevant Supervisor or Manager to determine whether the position is still required and if the Position Description is still current. Remuneration levels and conditions of employment are reviewed and budget allocations confirmed. Generally all vacant positions are advertised and a recruitment process completed.

**2. How many full-time employees are there in the Work’s Department and what is the administration ratio in that Department?**

Based on information provided by the Human Resources Officer, there are currently 53 full-time employees in the Works Department. In terms of the administration ratio, I have classified the following staff as administration: -

- 1 Director;
- 5 Managers;
- 5 Supervisors;
- 1 Stores & Procurement Officer;
- 1 Executive Assistant to the Director;
- 1 Works Admin Support Officer.

Based on this, there are 14 administration staff and 39 works staff giving a ratio of 1 : 2.79

**10 PETITIONS**

Nil

**11 DEPUTATIONS/PRESENTATIONS**

- Joe Mineham re: Martial Arts
- Lynda Alcorn re: Saleyards Masterplan
- Rowan Gillies & Matt Aberdein Ergon Energy re: Electricity Infrastructure

**12 CONSIDERATION OF MOTIONS**

1. Cr Cathy White lodged the following Notice of Motion:

THAT Winton Shire Council name the Bull Selling Ring at the Winton Saleyards the “Gordon Pitt Bull Selling Ring.”

2. Cr Tina Elliott lodged the following Notice of Motion:

THAT Winton Shire Council commit to a 150<sup>th</sup> birthday Celebration in the year 2025 and commence initial planning of events in the 2020/2021 year.





# NOTICE OF MOTION

## WINTON SHIRE COUNCIL

**PRIVACY NOTICE:** Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. Some of this information may be given to relevant Council Officers. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

Enquiries: Phone - 4657 2666  
 Fax - 4657 1342  
 Address: PO Box 288  
 Winton Qld 4735  
 Email: [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au)

**COUNCIL MEETING DATE:** 18<sup>th</sup> June 2020

**TOPIC:** Naming of the Bull Selling Ring at Winton Saleyards

**BACKGROUND:** I was approached by Peter McCalman who asked if council would consider naming the Bull Selling Ring at the Winton Saleyards " Gordon Pitt Bull Selling Ring". Gordon Pitt was instrumental in forming the Winton Annual Droughtmaster Bull Sale. Gordon was a long-time resident of Winton who was involved in many organisations and committees in Winton and who sadly passed away late last year. I have attached a summary of the History of the Droughtmaster Bull Sales in Winton which was written by Sandra Birchmore.

**OBJECTIVE:** To name the Bull Selling Ring at the Winton Saleyards in memory of Gordon Pitt.  
 Winton Shire Council to fund the construction and erection of the sign at the front of the shed.

**NOTICE OF MOTION:**

That Winton Shire Council name the Bull Selling Ring at the Winton Saleyards the "Gordon Pitt Bull Selling Ring"

Print Name: Cathy White

Signature: *C White*

Date: 6<sup>th</sup> June 2020

**NOTE:** NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 7 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

## **Brief History of Droughtmaster Bull Sales in Winton**

After talking at the Winton Show back in 1996, Gordon Pitt (then Show President) & Wayne Birchmore (then Chief Cattle Steward) decided to run a Droughtmaster Bull Sale. 17 May 1997 saw the first Pitt Bernborough Sale at the Winton Showgrounds in conjunction with the Show. There were 31 bulls on offer under the Helmsman system. The sale ran annually for 7 years, through until 2003. The Pitts were then looking to leave the area so Wayne approached several other local studs to start a larger bull & female sale. At this point, there was talk of the Winton Saleyards being gutted and used solely for spelling. The first meeting of the larger group of vendors was held in Winton in Oct 2003 and the Diamantina Sale was born with Wayne as Chairman, a position he held for 6 years. A meeting was then held with Birchmores, Carringtons, the local Landmark & Elders managers and their stud stock people. We have Mal Walker & Tony Schutt to thank for convincing their stud stock people to support a bull sale in Winton. The first Diamantina Droughtmaster Bull & Female Sale was held in Winton at the Saleyards in May 2004, with the 8 original vendors (Bernborough, Eddington, Latrobe, Lisgar, Katandra, Pitt, Rondel & Ventcher.) The bigger sale meant we needed a bigger facility, hence the move to the saleyards. Vendors built a selling ring beside the saleyards, out of portable panels. Over the years, some studs left the sale and others came on board. The female section became a significant drawcard. Gordon & Janette Pitt supported the sale with bulls & females until 2007, coming back from the Tableland for their final couple of sales. Wayne Birchmore & Roger Underwood liaised with Ed Warren & the Winton Council regarding improvements at the Saleyards, culminating in the building of the roof over the selling ring in time for the 2009 Sale. Subsequent chairmen of the sale committee were Roger Underwood for the 2010 Sale, Ninian Stewart-Moore for 2011 & 2012 and Anthony Anderson for 2013. The last Diamantina Sale was held in 2013 and has not resumed due to the drought conditions.





# NOTICE OF MOTION

## WINTON SHIRE COUNCIL

**PRIVACY NOTICE:** Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. Some of this information may be given to relevant Council Officers. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

Enquiries: Phone - 4657 2666  
Fax - 4657 1342  
Address: PO Box 288  
Winton Qld 4735  
Email: [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au)

**COUNCIL MEETING DATE: 18.06.2020**

**TOPIC: Celebration of 150 Years of Settlement – Winton/Pelican Waterhole**

**BACKGROUND:**

2025 will mark 150 years since the initial settlement of Pelican Waterhole by Robert Allen. Winton Shire Council produced a book in 1975 to mark the 100 years of settlement. Working from this legacy, it would be advantageous for us to consider continuing with these writings 50 years further along the timeline and additionally, plan other celebrations. This will require an investment of many hours of research and collaboration with our Historical Society, locals and Council archives alike.

**OBJECTIVE:**

That Winton Shire Council commit to the initial planning stages of Winton's 150th birthday celebrations for the year 2025. The process should be an inclusive planning process of all sections of the community. Winton has a very diverse and proud history and we should never miss the opportunity to highlight and promote our Shire. To be considered in the 2020/21 budgetary considerations and included into the 2020/2021 Operational Plan.

**NOTICE OF MOTION:**

That Winton Shire Council commit to a 150<sup>th</sup> Birthday Celebration in the year 2025 and commence initial planning of events in the 2020/2021 year.

Print Name: Tina Elliott

Signature:

Date: 10.06.2020

NOTE: NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 7 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

**13 DECISIONAL REPORTS****13.1 REPORT ON UNSPENT WINTON CARD FUNDS****File Number:** 119433**Attachments:** Nil**Meeting Date:** 18 June 2020**Corporate and Operational Plan Consideration**

| Strategy                     | Corporate Plan Reference                                                                              | Organisational Responsibility | Performance Measure                                                               |
|------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------|
| Disaster Response and Relief | To ensure that a capable emergency response is provided, within the resources available to the Shire. | Chief Executive Officer       | Expenditure of \$1m Monsoon Trough February 2019 Commonwealth Category D Funding. |

**Budget Reference:** 5950-2147 Disaster Recovery Fund**Roads and Streets Reference:** Nil**SUMMARY**

This report seeks council direction on the distribution of the remaining “Buy Local” Gift Cards and the finalisation of the “Buy Local” Gift Cards program.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT the remaining cards be distributed to support a Seniors Week event, Food Festival and Micro grants program as described in the report.
3. THAT Council advertise the “Buy Local” Gift Cards program will cease on 30 June 2020 with no further cards to be distributed through this program after this date, with all card balances required to be spent by 15 October 2020 or be forfeited, and
4. THAT Council delegate the CEO to allocate any unspent grant funds remaining after 15 October 2020 to eligible Council expenditure as necessary to ensure the full acquittal of the allocated grant funding.

**REPORT**

At the May Council meeting, elected members requested that a report be presented on how to use the remaining Buy Local Gift Cards.

As at 10 June 2020, a total of 878 “Buy Local” Gift Cards had been distributed with 122 cards remaining.

At the May meeting elected members suggested the remaining cards could be given to local seniors if there was enough, however (according to the 2016 Census there is 270.) the number of seniors far exceeds the remaining cards. Officers have provided below an alternative recommendation on how to use the remaining cards.

The report recommends that:

1. 22 cards (or \$6,600) are allocated specifically for the delivery of a special senior's week event held during 15–23 August 2020 and hosted by the Winton 60 and Better program.
2. 30 cards (or \$9,000) are allocated specifically for the delivery of a community multi-cultural food festival, located in Elderslie Street and hosted by the Winton Neighbourhood Centre.
3. The remaining Buy Local Gift Cards (70 cards valued at \$21,000) is allocated to a Micro Grants Program, to be known as the Winton Cards for Community Micro Grants Program. The Winton Cards for Community Micro Grants Program would provide small micro grant from \$300 to \$3,000 in "Buy Local" Gift Cards for community projects that contribute to Council's strategic objective. The application process will be a quick online form, and either assessed by the CEO or his delegate on demand until funds are exhausted, or through a competitive funding round. It is recommended that applications would be open to incorporated not for profit community groups based in the Winton Shire. Community groups would be welcome to submit multiple applications or auspice applications on behalf of individuals or businesses. All projects would be assessed on community benefit and projects providing personal or commercial gain would not be eligible. The micro grants program will support local community groups, business or individuals while also stimulating the local economy, as was the original intention of the cards.
4. Council advertise the "Buy Local" Gift Cards program will cease June 30, 2020 with no further cards distributed through this program after this date, and that all card balances must be spent by 15 October 2020 or be forfeited.
5. Council delegate the CEO to allocate any unspent grant funds remaining after 15 October 2020 to eligible Council expenditure as necessary to ensure the full acquittal of allocated grant funding.

**13.2 YOUTH CENTRE BUILDING****File Number:** 120254**Author:** Jessica Greenaway, DoCED**Attachments:** Nil**Meeting Date:** 18 June 2020**Corporate and Operational Plan Consideration**

| Strategy                                                                                                                                                                                                                                                                           | Corporate Plan Reference | Organisational Responsibility                  | Performance Measure                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------|---------------------------------------------------------------------------|
| To manage and develop our communities in such a way that they are accessible, function well, are safe and convenient with appropriate amenities that makes them a desirable place to live.<br>To ensure the provision of appropriate health and welfare services to the community. | Youth Development        | Director of Community and Economic Development | To monitor and respond to the social needs of the youth in the community. |

**Budget Reference:** Not Applicable**Asset Management Reference:** Youth Centre Upgrade**SUMMARY**

This report provides Council with an overview of asset renewal considerations and associated budget estimates for the Winton Youth Centre.

**RECOMMENDATION**

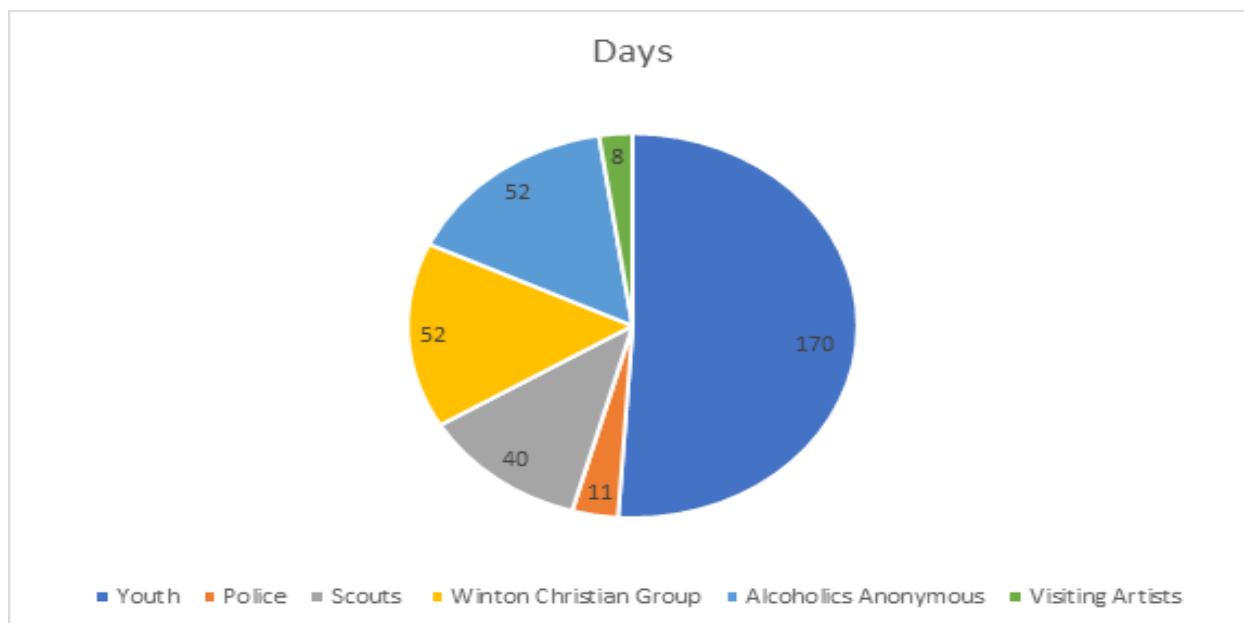
1. THAT the report be received.
2. THAT Council proceed with the feasibility assessment proposal by George Bourne & Associates (GBA) at an estimated cost of \$10,184.90.
3. THAT Council consider an allocation of \$136,000 in the 2020/2021 budget for the renewal of the Winton Youth Centre, subject to the outcomes of the feasibility report.
4. THAT Council provide in-principle support for the staged renewal of the Youth Centre in 2021/2022 and 2022/2023 as described, subject to the outcomes of the feasibility report.

**REPORT****Asset Utilisation**

The Winton Youth Program operates from the Winton Youth Centre located at 34 Werna Street, although this building is not only used for youth related programs. A brief overview of historical asset utilisation is provided below for Council information.

| User                          | Use                                        | Duration                                                                                                    |
|-------------------------------|--------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| Winton Youth                  | Vacation Programs                          | Two weeks Every School Holidays<br>- January<br>- April<br>- June/July<br>- September/October<br>- December |
|                               | After School Drop-In                       | After School 3 days per week                                                                                |
|                               | Youth Workshops                            | Outback Festival                                                                                            |
|                               | Beach to Bush Programs                     | Five days                                                                                                   |
|                               | Male and Female Youth Empowerment Programs | Alternate weeks                                                                                             |
|                               | Movie Night                                | One month                                                                                                   |
| Winton Police                 | Blue Light Discos                          | One month                                                                                                   |
| Winton Scout Group            | Joeys and Scouts                           | Every Wednesday Night                                                                                       |
| Winton Christian Church Group | Sunday Church Meeting                      | Every Sunday                                                                                                |
| Alcoholics Anonymous          | AA Meetings                                | Every Monday Night                                                                                          |
| Artists                       | Community workshops (painting/music)       | Weekends                                                                                                    |

#### Approximate Annual Utilisation (based on previous 3 years utilisation)



The Youth Centre has also been used as a public crisis centre during the 2019 monsoonal event. Visiting allied health providers have also expressed an interest in utilising the Centre for private consultations.



## Youth Centre Asset Renewal

Concerns were raised in March 2020 regarding the safety of the Youth Centre building and condition of the building stumps. The matter had been raised previously as early as July 2017, however the asset renewal did not progress due to a variety of reasons.

At the May 2020 Council Meeting, Council requested quotes to restump the building. On further enquiry, officers ascertained that three quotes for restumping had been sought in October 2017 with estimates returning at approximately \$50,000; these quotes were sought in conjunction with a second restumping project so there is likely some economy of scale that this figure does not represent, therefore an estimated cost of \$65,000 for the restumping project has been identified in the report.

Building security also needs to be addressed as part of the asset renewal, as the Centre is unable to be properly secured and has been subject to theft in the past. Security improvements should include upgrades to windows, doors, locks and finishes to ensure the building can be properly secured, as well as motion sensitive external lights to deter antisocial behaviour.

It is also recommended that an area of the building is enclosed as an office, with air-conditioning, to provide a work space for the Youth Sport and Recreation Officer, an area for private case management discussions and a secure area for keeping client records.

To inform decision making regarding the future of the asset it is recommended that Council procure a feasibility report that will address both the restumping and condition of the super structure. The report will cost Council \$10,184.90.

The below table provides an outline of recommended asset renewal items and budget estimates for Council information and consideration. Officers request Council consider a budget allocation for this project or alternative external funding opportunities.

| Year  | Item                                              | Budget               |
|-------|---------------------------------------------------|----------------------|
| 20'21 | GBA Report                                        | \$11,000             |
|       | Restumping                                        | \$65,000             |
|       | Super Structure renovations                       | \$40,000 (estimated) |
|       | Security (Windows, door, locks, lighting)         | \$20,000             |
|       |                                                   |                      |
| 21'22 | Kitchen renewal                                   | \$25,000             |
|       | Office                                            | \$25,000             |
|       | HVAC (Heating, Ventilating, and Air Conditioning) | \$80,000             |
|       |                                                   |                      |
| 22'23 | Ablutions                                         | \$100,000            |
|       | PWD Access                                        | \$50,000             |

**13.3 LITTLE SWAGGIES CHILDCARE PLAYGROUND RENEWAL****File Number:** 120255**Author:** Jessica Greenaway, DoCED**Attachments:** Nil**Meeting Date:** 18 June 2020**Corporate and Operational Plan Consideration**

| Strategy                                                                                                                                                                                                                                                                | Corporate Plan Reference | Organisational Responsibility                  | Performance Measure                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------|-------------------------------------|
| To manage and develop our communities in such that they are accessible, function well, are safe and convenient with appropriate amenities that make them a desirable place to live. To ensure the provision of appropriate health and welfare services to the community | Child Care Service       | Director of Community and Economic Development | Complete review of childcare centre |

**Budget Reference:** Works for Queensland Funding 2019 - 2021**Asset Management Reference:** Child Care Upgrade**SUMMARY**

This report presents to Council options for the renewal of the child care playground. The report details the scope of the project, possible staged delivery options and procurements options.

**RECOMMENDATION**

1. THAT Council budget \$275,000 in the 2020 / 2021 budget to augment the Works for Queensland funding of \$250,000 and complete *Phase 1* across both the Little Larrikins and Junior Bushies areas.
2. THAT Council tender for a fixed sum contract of \$525,000 to complete as many of the items listed in *phase 1* as possible recognising that the scope of works may change due to unknowns inherent in the process of tendering.

**REPORT****Background**

Under the National Law, as an approved provider of education and care services, Council must ensure children are protected from harm and hazard. The premises and all equipment and furniture at an education and care service must be safe, clean and in good repair. There should be sufficient furniture and developmentally appropriate equipment, so each child can take part in the educational program depending on their interests, ages and abilities.

Council received correspondence from the Department of Education on 29 November 2018 following a scheduled visit. The correspondence identified several areas of improvement; however this report will specifically mention those matters relating to the physical environment of the outdoor play areas of the Child Care Centre.

The correspondence noted areas of improvement relating specifically to National Law section 167 Offence relating to protection of children from harm and hazards, National Regulation - section 103 Premise, furniture and equipment to be safe, clean and in good repair.

Matters noted from the audit relating to the fixed physical playground environment included:

- The Nursery outdoor area was not being used due to various hazards and safety concerns.
- The concrete around the sand pit was cracked and posed a tripping hazard, down pipes were cracked and broken and there were prickles in the playground.
- The cubbyhouse in the outdoor playground was not safe and included many hazards.
- The large outdoor playground was used by the nursery and older children at the time of the visit.
- A very large tyre had deteriorated and was not in good condition.
- Metal and timber seats throughout the playground were not safe and in poor condition.
- The concrete edging around the mud/digging pit was cracked and posed a tripping hazard.
- The sand in the sand pit was not clean.
- The soft fall area surrounding the fort and the swings was not in good condition. Sections were ripped and other sections posed tripping hazards (this was identified 30/05/2018 and has further declined in condition).

In response to this correspondence, the Little Swaggies playground was identified as a Works for Queensland project in 2019. The site was identified as needing renovation and renewal to update the asset in line with national law and regulations and modern learning and development practices vital for early year development.

The budget for the Works for Queensland project was \$300,000, of which \$61,755 has been spent on various aspects of the project.

| Name                   | Service                          | Cost               |
|------------------------|----------------------------------|--------------------|
| Peak services pty ltd  | Quote and tender documentation   | \$193.75           |
| Hbb electrical         | Connection of appliances         | \$826.50           |
| Coola carpets          | New flooring in the kitchen      | \$3,486.00         |
| Jenko and sons pty ltd | Commercial kitchen               | \$27,324.35        |
| Steel post & rail      | Commercial grade shade structure | \$29,924.82        |
|                        |                                  | <b>\$61,755.42</b> |

Officers intention was to supplement this project by approximately \$12,000 using the building renewal budget and make the 'balance remaining' after completion of the above works a neat \$250,000 for the playgrounds.

As \$250,000 is less than what is required to provide an adequate upgrade and in order to prevent an ad hoc approach, Playscape Creation were approached by Council to complete a Masterplan for the site that would completely reimagine and reinvigorate the outdoor play component of the complex. This Masterplan process provided a cohesive plan for the entire site influenced heavily by Montessori philosophy.

In 1907, the psychiatrist Maria Montessori opened the Casa dei Bambini, a child care centre in a low-income district of Rome. Her philosophy drew the attention of educators worldwide, and in the following decades, Montessori schools opened throughout Europe, and in North and South America. Today, there are now more than 22,000 Montessori schools in at least 110 countries worldwide. Montessori's approach encompasses many aspects, from multi-age groupings that foster peer learning, to uninterrupted blocks of work time, to guided choice of work activity. One of the key tenets, is a hands-on, task-oriented approach to learning, exemplified in tools. For example, old style playgrounds showed no understanding of child psychology and early development; they swung back and forth or moved round and round and contributed little to a child's learning. Today learning landscapes are not space-based by work-based.

With this in mind, the Masterplan has created spaces for play, work, storytelling, sand and water play with a large focus on natural materials. The Masterplan is an informed space that is grounded in sound principles of childhood development and learning. It creates a space for work and play which allows children to develop meaningful social, physical and mental skills.

The Masterplan has been costed (by Playscapes) as two areas, Little Larrikins and Junior Bushies. Officers have reviewed the scope of each area and apportioned them to two phases that can either be implemented together or using a staged approach, subject to available funding. If proceeding with the entire project, it is recommended the Little Larrikins area is completed first so that it might be used by smaller groups of 'little swaggies' aged children while works are completed on the main area.

### Little Larrikins

Controversial design elements (such as the wind chimes and loric leaf structure) have been referred to phase 2 for future consideration. Shades shown in the Masterplan are no longer part of the scope and the project assumes the existing shade structure will remain. Furthermore, Council have an 8m x 8m commercial shed that is ready to be installed as part of the works utilising local contractors for labour. This was purchased with the impression that upgrades to the baby area would be proceeding.

| Little Larrikins (baby area) |          |          |         |
|------------------------------|----------|----------|---------|
| Supply Equipment             | Original | Phase 1  | Phase 2 |
| PD Little Explorer           | \$12,844 | \$12,844 |         |
| PD Sand and Water Table      | \$9,386  | \$9,386  |         |
| 1.2m carved totem            | \$3,665  | \$3,665  |         |
| 1.4m carved totem            | \$3,665  | \$3,665  |         |
| 1.6m carved totem            | \$3,665  |          | \$3,665 |
| 1.8m carved totem            | \$3,665  |          | \$3,665 |
| Hanging Wind Chimes          | \$2,166  |          | \$2,166 |
| 4x Road signs                | \$1,484  |          | \$1,484 |
| Pump Sign                    | \$1,074  |          | \$1,074 |

|                              |                  |                  |                  |
|------------------------------|------------------|------------------|------------------|
| Loric Leaf Shade Structure   | \$13,828         |                  | \$13,828         |
| Bike Track Painted Design    | \$17,463         |                  | \$17,463         |
| Chook Run Deleted altogether | \$13,998         | na               | na               |
| Freight                      | \$4,597          | \$2,299          | \$2,299          |
| Site Establishment *         | \$29,860         | \$16,518         | \$13,342         |
| Construction *               | \$55,058         | \$30,458         | \$24,600         |
| Mounds                       | \$3,628          | \$3,628          |                  |
| Drainage                     | \$2,128          | \$2,128          |                  |
| Softfall / Synthetic         | \$46,159         | \$23,080         | \$23,080         |
| Softfall Sand                | \$7,980          | \$7,980          |                  |
| Administration               | \$2,982          | \$1,491          | \$1,491          |
| <b>S.TOTAL</b>               | <b>\$239,295</b> | <b>\$117,141</b> | <b>\$108,156</b> |
| GST                          | \$23,930         | \$11,714         | \$10,816         |
| <b>TOTAL</b>                 | <b>\$263,225</b> | <b>\$128,855</b> | <b>\$118,972</b> |

Excluded is 42 linear metres of kerbing, 10m<sup>2</sup> of garden beds, boulders for landscaping, raised veggie patches and turf. The chook run was removed altogether as it was built and paid for by parents.

Below provides a breakdown of the exclusions:

|                                       |          |
|---------------------------------------|----------|
| Kerbing @ \$300/m                     | \$13,000 |
| Boulders (source and deliver)         | \$3,000  |
| Garden beds @ \$100/m <sup>2</sup>    | \$1,500  |
| Raised Veggie Patches (x4)            | \$10,000 |
| Turf (supply and install, irrigation) | \$25,000 |



**Junior Bushies**

| <b>Junior Bushies (main area)</b> |                  |                  |                  |
|-----------------------------------|------------------|------------------|------------------|
| <b>Supply Equipment</b>           | <b>Original</b>  | <b>Phase 1</b>   | <b>Phase 2</b>   |
| PD King Hamlet                    | \$34,774         | \$34,774         |                  |
| Gumnut Cubby                      | \$15,000         |                  | \$15,000         |
| 3x Gum Leaf Seats                 | \$9,000          |                  | \$9,000          |
| Giant Caterpillar                 | \$4,800          |                  | \$4,800          |
| Dragonfly Slide                   | \$7,200          |                  | \$7,200          |
| Hollow log crawl tunnel           | \$8,000          |                  | \$8,000          |
| 1 Rainwell pump                   | \$4,221          | \$4,221          |                  |
| 10 x misting poles                | \$36,652         | \$18,326         | \$18,326         |
| 2 x balance beams                 | \$2,414          | \$2,414          |                  |
| Sand Pit                          | \$46,363         | \$46,363         |                  |
| Concrete/Modwood Stage            | \$17,238         |                  | \$17,238         |
| Dry River Creekbed                | \$5,407          | \$5,407          |                  |
| Concrete Pathways                 | \$31,300         | \$15,650         | \$15,650         |
| Barefoot sensory path             | \$5,088          | \$5,088          |                  |
| Rubber Mounding                   | \$7,700          |                  | \$7,700          |
| Gravel bed areas                  | \$15,083         |                  | \$15,083         |
| Freight                           | \$5,983          | \$5,983          | \$5,983          |
| Site Establishment *              | \$37,814         | \$18,127         | \$9,437          |
| Construction *                    | \$110,503        | \$52,973         | \$27,579         |
| Synthetics - rubber and turf      | \$104,655        | \$31,397         | \$73,258.50      |
| Administration                    | \$3,731          | \$1,866          | \$1,866          |
| <b>S.TOTAL</b>                    | <b>\$512,926</b> | <b>\$242,589</b> | <b>\$236,120</b> |
| <b>GST</b>                        | <b>\$51,293</b>  | <b>\$24,259</b>  | <b>\$23,612</b>  |
| <b>TOTAL</b>                      | <b>\$564,219</b> | <b>\$266,847</b> | <b>\$259,732</b> |

*Table 2 Junior Bushies, phase 1 and 2 estimated costs*

Excluded is 50 linear metres of kerbing, garden beds, boulders for landscaping and demolition works. There would be some quantum of work required by Council to reinstate landscaping and irrigation.

Below provides a breakdown of the exclusions:

|                                                              |          |
|--------------------------------------------------------------|----------|
| Kerbing @ \$300/m                                            | \$15,000 |
| Boulders (source and deliver)                                | \$3,000  |
| Garden beds @ \$100/m <sup>2</sup> (allow 50m <sup>2</sup> ) | \$5,000  |
| Turf (supply and install, irrigation)                        | \$35,000 |
| Demolition                                                   | \$10,000 |



By removing elements closer to the existing building (paths, garden beds and play elements such as the gumnut and caterpillar) works such as the sand pit, dry creek and fort can be done in phase 1. In phase 2 additional pathing and sensory spaces can be installed without interfering with previous works.

The entire baby area (little larrikins) can be done as a separate project.

## Budgeting

Starting with the premise that the works will be delivered in at least two phases, components such as lawn and irrigation should be deferred until the very end of the project – seeding might seem appropriate however after works have been completed (phase one) the ground will be churned and powdered from machinery and boots in such a way that it will take a very long time to ‘come good’ without intervention.

Council should note that:

- Council costs (plant or labour) are ineligible under Works for Queensland funding.
- Playscape rates for concrete works such as footpaths are comparable to local contractors (who would likely be engaged to do the work anyway).
- If Council chooses to procure through open tender, then a contingency/risk of 15% should be considered adequate.

The report recommends that Council consider completing all of Phase 1 – providing some renewals to *both* Little Larrakins and Junior Bushies. Phase 1 project total is approximately \$525,000 of which \$250,000 can be claimed through Works for Queensland. Phase one is further described below.

### Little Larrakins

Council could utilise capital to complete phase one of the project as well as items listed as exclusions.

|                                                                     |         |           |
|---------------------------------------------------------------------|---------|-----------|
| Playscape Budget Estimate<br>(equipment and principle construction) | Phase 1 | \$128,855 |
|---------------------------------------------------------------------|---------|-----------|

|                                    |         |          |
|------------------------------------|---------|----------|
| Kerbing @ \$300/m                  | Phase 1 | \$13,000 |
| Boulders (source and deliver)      | Phase 1 | \$3,000  |
| Garden beds @ \$100/m <sup>2</sup> | Phase 1 | \$1,500  |
| Raised Veggie Patches (x4)         | Phase 1 | \$10,000 |

TOTAL \$156,355.00

**15% contingency, risk and project management \$180,000.00**

### Junior Bushies

Utilising W4Q as well as Council capital:

|                                                                     |         |           |
|---------------------------------------------------------------------|---------|-----------|
| Playscape Budget Estimate<br>(equipment and principle construction) | Phase 1 | \$266,847 |
|---------------------------------------------------------------------|---------|-----------|

|                                                              |         |          |
|--------------------------------------------------------------|---------|----------|
| Kerbing @ \$300/m                                            | Phase 1 | \$15,000 |
| Boulders (source and deliver)                                | Phase 1 | \$3,000  |
| Garden beds @ \$100/m <sup>2</sup> (allow 50m <sup>2</sup> ) | Phase 1 | \$5,000  |
| Demolition                                                   | Phase 1 | \$10,000 |

TOTAL \$299,847.00

**15% contingency, risk and project management \$345,000.00**

## Procurement

The report presents three procurement options for consideration by Council, with Option 3 the recommended option.

### **Option 1 – Council determined specification (tender)**

Cherry picking from the list provided by Playscape in order to determine a scope of works might seem ideal but it will likely result in wildly different prices from company to company. There is also no guarantee that a company engaged now will carry out works in a way that makes future works easier or efficient. They are likely to choose a cheaper construction methodology that creates problems in the future – particularly for drainage or water elements like the creek bed and misting totems.

*Council get exactly what they want but there is no control on the final price.*

### **Option 2 – Contractor determined specification (design and construct)**

Potential contractors are given the list of items and layout from the masterplan as well as Council's budget for the project and they bid against each other on the quantum of work that can be undertaken for a fixed sum.

Council can highlight which aspects of the project are mandatory – such as the fort, softfall, sandpit and creekbed but give the contractor some leeway in determining the rest of the scope of works.

*Council get most of what they want and have control on the final price.*

### **Option 3 – Early Contractor Involvement**

Council could engage any playground supplier from the Localbuy list of prequalified suppliers (including Playscape). This is done under section 234 Exception for LGA arrangement of the Local Government Regulation 2012 where a local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement. The theory being that all suppliers on the Localbuy list have gone through an open tender process and been heavily assessed and vetted.

In the case of Playscape:

- They have been prequalified for the goods or services by Localbuy
- Have provided detailed costings of the project – Council already know the costs
- What you see is what you get – there would be no design or brand substitutions

It can be argued there is no benefit to Council in going to the market over and above what Localbuy has already done through their prequalified supplier process.

*Council know the costs now and what you see is what you get.*

**13.4 SHOWGROUNDS MASTERPLAN - PUBLIC DRAFT****File Number:** 120256**Author:** Jessica Greenaway, DoCED**Attachments:** 1. SHOWGROUNDS-MP-PaperVer-DRAFT3.pdf**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy            | Corporate Plan Reference                                                                                            | Organisational Responsibility                  | Performance Measure                                   |
|---------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
| Sporting Facilities | to develop new and maintain existing sporting and recreational facilities appropriate to the needs of the community | Director of Community and Economic Development | Compile masterplan for the re grounds and showgrounds |

**Budget Reference:** Nil.**Asset Management Reference:** Showgrounds Masterplan**SUMMARY**

Council have engaged an Architect to develop a Masterplan for the Showgrounds (and later, Recreation Grounds). The Masterplan describes the 'big picture' plan for the Showgrounds and is intended to take a strategic approach to the future development or renewal of the site. The Masterplan addresses issues such as how the site will contribute to Council's corporate objectives, incorporating multiple compatible uses, pedestrians and vehicles flow, a wide range of events and activities, while also providing a plan for future assets renewal or development.

The draft plan has been developed with input from all the showgrounds user groups, as well as Council and is now ready for a period of public consultation.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT the draft Showgrounds Masterplan be released for a 21-day period of public consultation.

**REPORT****Background**

In May 2019 Council engaged architects to develop masterplans for the Showgrounds and Recreation Grounds. Council identified the Masterplan as a priority in response to several projects that had been discussed including:

- New ablution block,
- Refurbishment of pavilions,
- Renewal of stables,



- Race announcers box investigation, and
- Power investigation.

The architects visited Winton in early December 2019 to meet with the various showground's users. This process created a workable list of items that could be incorporated into the Masterplan. Some of the larger changes identified during this process were:

- The need to rehabilitate the stable area with new stables (facing North/South) and fencing to conform to Racing Queensland,
- The construction of a new dining/function area with commercial kitchen,
- Refurbishment of the pavilions,
- Refurbishment of the area under the grandstand,
- Better pedestrian movement from outside to trackside,
- Moving the residence (eventually), and
- Constructing wetlands (eventually).



Figure 1 Example of CP Architecture treatment for the Showgrounds (prior to engagement).





Figure 2 The 'Preliminary Draft' upgrades for the core services at the Showgrounds.

A preliminary draft of the Masterplan was presented to Council and the Showgrounds Users Group on 4 February 2020 and feedback noted. The feedback was largely around the location of the house, the caravan parking and the wetlands. There was also some fine tuning around the stables in terms of loading, fences and parking – all of which was incorporated into the draft. This feedback has been incorporated into the plan with the intention of moving into a draft format appropriate for public consultation. Some of the key changes are shown below:



◀ The stable area fence has been increased to allow for parking inside the stable area. Details (such as lighting, power or loading/unloading ramps) are not shown but there is space sufficient to include these features. The entire area is fenced from the public and town and access is gated.



◀ The area behind the ablution block is now standard car parking. This brings the parking closer to the function areas.

During the show this area might be closed to vehicles and used for shops (that formerly set up track side).



◀ Inside the track there is space for more usable yards and facilities, loading and unloading and washdown facilities.

Roads and camping areas will be better delineated.



◀ The long term plan is to move the residence to the south-west corner.

The design appreciates that the area is flood prone.

The main gates are moved back from the track providing better control of vehicles.



◀ The wetland area has been flattened out to match the existing terrain.

The wetlands create a massive green space for walking and birdwatching and in likelihood would help with mitigation of flooding.

Engineered wetlands are nothing unusual and are used world wide for flood and sediment control.





◀ The masterplan allows for a large vertical art statement of some form or another directly east of the Cork Street entrance. This would become a local landmark and attraction in its own right along with the wetlands.

### About flooding

Construction in flood prone areas is not unusual – indeed just about every coastal city in the world that is built on a river is built on flood plains.

Taking Townsville for instance – a very large proportion of the city and suburbs are built in flood plains. This has not been due to lack of space – many of these inner-city suburbs are the oldest in the city.

In the TUFLOW model areas that are blue are 0.0 to 0.3m above average river height which transitions to green which is 1m above average river height.

Entire suburbs such as Rosslea and Idalia are built on well-known flood plains. This is accepted and engineered around by constructing highset houses.

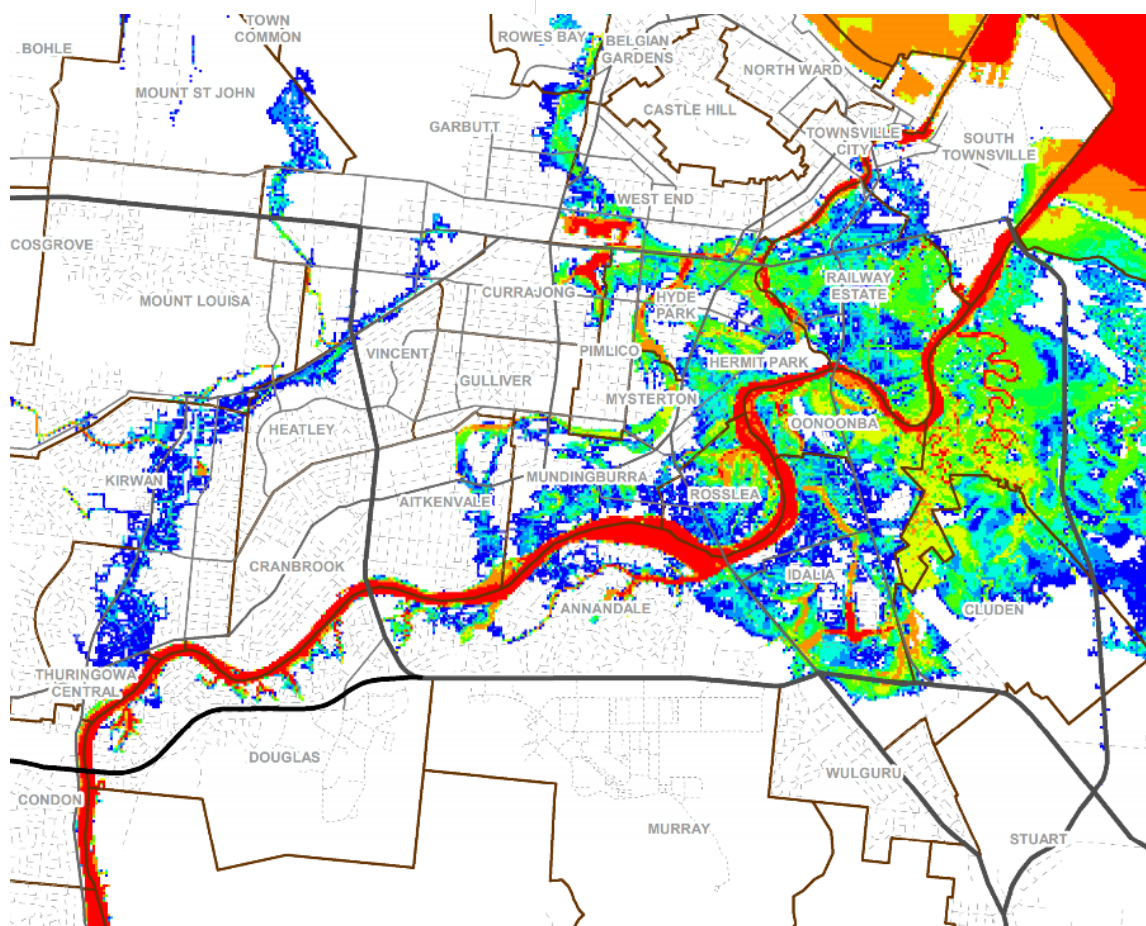


Figure 3 The TUFLOW model for Townsville shows many of the older suburbs are built on flood plains for the Ross River.

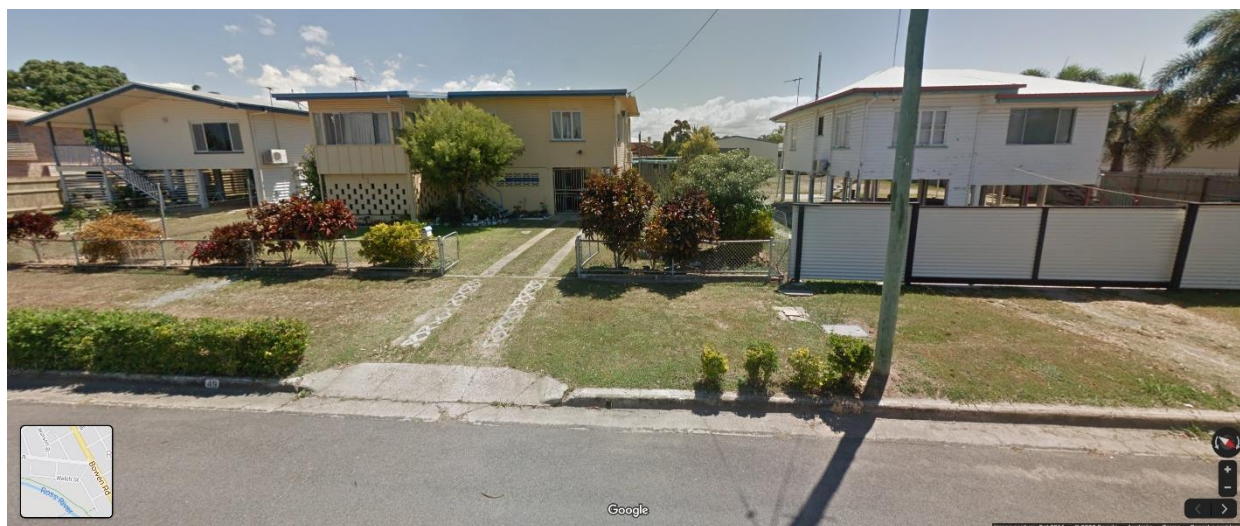


Figure 4 Houses in Townsville's suburb of Rosslea built on stumps for flood mitigation.

## Public Consultation

The report recommends public consultation on the draft Showgrounds Masterplan include:

1. The distribution of an A3 Draft Masterplan document (attached) to be available on the Council website, distributed to community email groups and available in hard copy from Council service centres.
2. Notice of consultation listed in the Herald for two weeks.

3. Animated video shared on the Winton Connect Facebook page and directing people to the website.
4. Animated video displayed on screens at the library and neighbourhood centre.

The consultation will be open for a period of 21 days with community feedback able to be submitted via email to [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au) or by post. Feedback will be reviewed by officers and where appropriate necessary changes will be made to the draft document before a final draft, incorporating the public feedback, will be presented to Council prior to adoption.

The report recommends Council proceed with public consultation of the draft showgrounds Masterplan as recommended.



### 3.5 DRAFT RECONCILIATION ACTION PLAN

**File Number:** 120530

**Author:** Jessica Greenaway, DoCED

**Attachments:** 1. 20.06 Reconciliation Action Plan V.pdf  
2. 20.06 Reconciliation Terms of Reference V.pdf

**Meeting Date:** 18 June 2020

#### Corporate and Operational Plan Consideration

| Strategy  | Corporate Plan Reference                   | Organisational Responsibility                  | Performance Measure                                                           |
|-----------|--------------------------------------------|------------------------------------------------|-------------------------------------------------------------------------------|
| Lifestyle | To enhance the liveability of Winton Shire | Director of Community and Economic Development | To provide a suite of facilities to provide amenity to residents and visitors |

**Budget Reference:** Not Applicable

**Asset Management Reference:** Not Applicable

#### SUMMARY

The purpose of this report is to update Council on the processes being undertaken to develop Council's Reconciliation Action Plan and the establishment of a Reconciliation Action Plan Reference Group. The report seeks Council endorsement to proceed to public consultation on the draft plan, and endorsement of the draft Reconciliation Action Plan Reference Group Terms of Reference.

#### RECOMMENDATION

1. THAT the report be received.
2. THAT the draft Reconciliation Action Plan Reference Group Terms of Reference be endorsed.
3. THAT the draft Reconciliation Action Plan be endorsed for public consultation.

#### REPORT

The Reconciliation Action Plan (RAP) is a strategic document that will drive Council's contribution to reconciliation both internally and in the community.

The RAP will support Council to develop respectful relationships and create meaningful opportunities with and for Aboriginal and Torres Strait Islander peoples.

There are four types of RAPs that can be used as an organisation progresses on its reconciliation journey. Each of the four RAP types (Reflect, Innovate, Stretch, Elevate) set out the minimum elements required from your organisation to build strong relationships, respect and opportunities within your organisation and community. As this is the Winton Shire Council's first RAP, the "Reflect" template has been used to facilitate this journey; this type of plan is also referred to as a scoping reconciliation plan.

A Reflect RAP clearly sets out the steps Council should take to prepare for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP will allow Council to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders and deciding on

Council's vision for reconciliation before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.

One action from the draft plan is the establishment of a Reconciliation Action Plan Reference Group. The establishment of terms of reference for this group has been considered as part of this report.

### **Reconciliation Action Plan Reference Group Terms of Reference**

The Reference Group's purpose is to assist Winton Shire Council with creating strategies and advice addressing the views, needs and interests of Aboriginal Torres Strait Islander people in the Winton Shire and to inform and oversee Winton Shire Council's Reconciliation Action Plan implementation. A draft Reconciliation Action Plan Reference Group Terms of Reference are attached for Council consideration and endorsement.

### **Public Consultation**

The report seeks Council's approval to proceed to public consultation of the draft RAP. Council is reminded this is only a draft and the final document will incorporate feedback from the public and the Reference Group.

The report recommends public consultation on the draft Reconciliation Action Plan include:

1. The distribution of the draft RAP (attached) using Council website, community email groups and displayed at Council service centres,
2. Notice of consultation listed in the Herald for two weeks, and
3. Post on Winton Connect Facebook page directing people to the website to view the draft plan.

The consultation will be open for a period of 21 days with community feedback able to be submitted via email to [info@winton.qld.gov.au](mailto:info@winton.qld.gov.au) or by post. Feedback will be reviewed by officers and where appropriate necessary changes will be made to the draft document before a final draft, incorporating the public feedback, will be presented to Council for review and adoption.

The report recommends that Council proceed with public consultation of the draft Reconciliation Action Plan as recommended.

**13.6 INFORMATION REPORT - SUB ARTESIAN BORES****File Number:** 119815**Author:** Geoff Hatwell, Acting Director of Works**Attachments:** Nil**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy                                                                                                                                        | Corporate Plan Reference | Organisational Responsibility | Performance Measure                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------|--------------------------------------------------------------------|
| To ensure the provision of a road and drainage system that facilitates efficient movement that preserves the integrity of the local environment | Rural Roads              | Chief Executive Officer       | b) 2018 NDRRA Program completed<br>c) 2019 NDRRA Program commenced |

**Budget Reference:** Nil**Asset Management Reference:** Nil**SUMMARY**

This report gives an update on the progress of the drilling of sub artesian bores throughout the Winton Shire to provide Council with a more secure water supply for the purpose of road restoration works.

**RECOMMENDATION**

1. THAT the report be received.

**REPORT**

Council faces and often succumbs to the very real threat of standing down works due to unavailability of construction water. Following such an occurrence during the road reconstruction works associated with the restoration of essential public assets (REPA) in the south eastern part of the Shire at the end of 2018, Council negotiated with the Queensland Reconstruction Authority (QRA) for the provision of funding for a project to carry out the drilling of a number of sub artesian bores to improve the availability of water for REPA works. Under this project, QRA agreed to fund the drilling and water storage earthworks costs at locations determined through business case assessment.

The drilling contractor carried out the drilling works during May 2020. In total three bores were drilled out of the originally contracted 5 bores, which had been reduced from ten initial sites during the consultation / detailed assessment process.

The outcomes of those three bores drilled were:

- Karoola Bore - Winton Formation struck at 60m, with a yield of 0.25L/s, standing water level of -30m and a quality suitable for road construction and stock watering purposes.
- Lerida New Bore: Winton Formation struck at 184m, with a yield of 0.5L/s, standing water level of -30m and a quality suitable for road construction and stock watering purposes.
- Eildon Park Bore: Dry Bore, drilled to 210m.

The two bores that were not drilled were:

- Congewoi - This location was abandoned when a new deal was struck with the landholder. This arrangement will allow Council to access an artesian bore that was previously unavailable to Council. This will require Council to install an excavation to store construction water in (at QRA cost and being proved under value for money guidelines).
- Verdon Cattle Yards – This drilling has been postponed with the aim of developing a business case for an artesian bore with a co-contribution of the Verdon landholder and the QRA funding.

The measure of success for this project was to achieve an overall gain of the net water security. Some of the milestones achieved with this project include:

- Increased water security at Karoola Stock Route Dam (for both roadworks and stock routes usage);
- An additional water point at the junction of Lerida Stamford Road and Olio Muttaborra Road;
- An Additional water point at the junction of Olio Fairview Road and Old Landsborough Highway;
- Gained experience with contractors and a method for obtaining funding for increased water security within the Shire that can be used for future applications to QRA; and
- A list of landholders willing to co-contribute to extend drilling to artesian aquifers in future value for money applications which will give stronger access points for Council and landholders.

With this in mind, Council should consider this project to date a success given the project goal to provide increased water security for road reconstruction and maintenance works thus allowing continuity of work for Council and local businesses.

With future programs it may be beneficial to Council to revisit drilling to the artesian depth at Verdon Cattle Yards and at Mahrigong where there is local landholder interest.

It should also be noted that the contracted drillers were reasonable and professional to deal with given the changing details of the contract. There was no issue with contractor conduct in the lead up to or implementation of the contract.



**13.7 INFORMATION REPORT - OLD LANDSBOROUGH HIGHWAY FLOODWAY****File Number:** 120637**Author:** Geoff Hatwell, Acting Director of Works**Attachments:** Nil**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy                                                                                                                                        | Corporate Plan Reference | Organisational Responsibility | Performance Measure                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------|---------------------------------------------------|
| to ensure the provision of a road and drainage system that facilitates efficient movement that preserves the integrity of the local environment | Rural Roads              | Director of Works             | Completion of the 2019 NDRRA Flood Damage program |

**Budget Reference:** Not Applicable**Asset Management Reference:** Not Applicable**SUMMARY**

This report summarises the funding source of the betterment project and the reasoning behind the variation cost added to the Floodway Replacement Project on the Old Landsborough Highway.

**RECOMMENDATION**

1. That the report be received.
2. That Council endorse the use of \$93,665 from the 2020/2021 Roads to Recovery Funding allocation to cover the estimated variation cost.

**REPORT**

During the 2018/2019 Winton and surrounding areas endured a flood event that caused damage to roads and infrastructure. As soon as possible after these events crews worked on surveying the amount of damage and the severity of the damage. During these inspections, it was noted that two causeways within the Shire received extensive damage from flood waters. Photos and information were recorded of these floodway's and submitted to Queensland Reconstruction Authority (QRA) for a funding request.

QRA approved the funding for these floodway's under two sources of funding; 41% 2018 Disaster Recovery Funding Arrangement and 40% 2019 Restoration Works. There is a road works link between the two causeways on Old Landsborough Highway that Council will be funding from Road to Recovery (R2R) Funding, which makes up the remaining 19%.

On Friday 17 January 2020 tenders were advertised for the Reconstruction of Concrete Floodway's via LG Tender Box website and the Longreach Leader. At the closing time of 9:00am on 14 February 2020, 11 tenders were submitted to LG Tinderbox or the Tender Box located in the foyer at the Council Office.

The tenders covered the reconstruction of two concrete floodway's within the Shire. One of the floodway's on the Old Landsborough Highway and the other on the Lerida Stamford Road.

The tender was awarded to a local contractor to the total value (both floodway's) of \$473,500. The intention when designing the concrete floodway's was to replace the existing failed infrastructure,

not to include any other infrastructure. However, when carrying out detailed design works on the Old Landsborough Highway floodway, it was evident that the approaches to the floodway were undesirably steep. It was decided to include in the design the installation of culverts within the crossing given the existing floodway was to be removed as part of these works. The inclusion of culverts would also lift the floodway up out of the invert of the creek which would save extra cleaning of silt after rain and the road could be more resilient to future flooding in the creek meaning it would not be closed for as long.

As these works were not identified until after the tender was awarded, it was necessary for a variation to be raised against the contract to allow for the contractor to complete all the works. The variation details were provided to the Contractor and Council received a variation cost of \$93,665.00 (GST Exclusive) and extension of time of one month. The increase in costs and additional time were based on the following:

- Additional loader work to cut out the base slab;
- Additional labour setting up for base slab;
- Excavator works to cut batters;
- Additional concrete and mesh;
- Additional hire rate for batching plant
- Additional camp hire and stores costs due to the timeframe being extended;
- Additional formwork and materials needed to complete the job; and
- Additional freight and cartage.

The additional costs and extension of time of the variation are considered to be reasonable to Council officers. The variation has been approved as works need to progress to ensure further costs and timeframe extensions were not incurred.

The extra funding that is needed for the variation is available in the 2020/2021 R2R funding. Allocation.

**Conclusion:**

The extra works that is required for this floodway are expected to be beneficial to Council in the instances of future flood events. It is lifting the finish level of the floodway up which will help with the rideability when traversing and will save on future maintenance works having to clean silt of the floodway each time it rains.

**13.8 DECISIONAL REPORT - SALEYARDS MASTERPLAN****File Number:** 120574**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 20.06 - DRAFT Master Plan - WSC Saleyards.pdf**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy                                                                          | Corporate Plan Reference | Organisational Responsibility | Performance Measure                                                  |
|-----------------------------------------------------------------------------------|--------------------------|-------------------------------|----------------------------------------------------------------------|
| Ton continue to promote and operate Winton as a stock selling and spelling centre | Saleyards                | Chief Executive Officer       | Facilities comply with the safety requirements and meet users needs. |

**Budget Reference:** Nil**Asset Management Reference:** Nil**SUMMARY**

At the Council Meeting held on 21 May 2020, a motion was carried for a Master Plan to be prepared for the future development and operation of the Winton Saleyards. Council's Special Projects Officer, Lynda Alcorn has engaged with various stakeholders and a draft Master Plan has been prepared. This report presents the Draft Saleyards Master Plan.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT the draft Saleyards Master Plan be released for a 21-day public consultation period to enable feedback to be received from the wider community.

**REPORT**

At the Council Meeting held on 21 May 2020, the following decision was carried: -

- *THAT Council prepare a Master Plan for the future development and operation of the Winton Saleyards.*

Since this meeting, a draft has been prepared of the Saleyards Master Plan. This Master Plan recognises the importance of upgrading and expanding the saleyards facility. It also confirms the importance of performing on-going maintenance activities to the existing infrastructure. This Master Plan intends to provide a framework and forward plan to assist with good management, consultation and sustainable outcomes for the region.

As a part of developing this Master Plan, it is recommended to engage the wider community and seek their input / feedback on the Master Plan. Information will be circulated via The Herald, website and our social media platforms encouraging community members to put their views forward.

A copy of the draft Saleyards Master Plan is attached to this report providing Council with the opportunity to provide feedback and amend the draft before it goes out for public consultation.

**13.9 WINTON BOWLS CLUB INC. - OUTSTANDING RATES**

**File Number:** 120629  
**Author:** Ricki Bruhn, Chief Executive Officer  
**Attachments:** Nil  
**Meeting Date:** 18 June 2020

**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy            | Corporate Plan Reference                                                                                                                                                                                      | Organisational Responsibility | Performance Measure                                                           |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------------------------------------------------------|
| Financial Reporting | To provide the wider community with confidence by effectively managing revenues and expenditures to ensure the financial viability of the Shire and to ensure the ongoing sustainability of the organisation. | Chief Executive Officer       | To source or provide sufficient funds to maintain and improve Council assets. |

**Budget Reference:** Rates Revenue

**Asset Management Reference:** Nil

**SUMMARY**

This report provides an update on the Winton Bowls Club Inc and its progress in reducing the outstanding debt on their rates assessment. It also seeks a direction from Council on a possible extension to the interest-free period whilst this debt is being repaid.

**RECOMMENDATION**

1. THAT the Report be received;
2. THAT Council extend the interest-free period on the rates assessment for the Winton Bowls Club Inc for a further fourteen months up to 30 June 2021.

**REPORT**

At the Council Meeting held on 18 April 2019, the following decision was carried: -

- *Moved Cr S Mann, seconded Cr J Sale THAT Council extend the interest-free period on the rates assessment for the Winton Bowls Club Inc for a further twelve months up to 30 April 2020.*

As this interest free period has now expired, it is timely for Council to consider whether it wishes to extend the interest-free period applicable for the rates assessment of the Winton Bowls Club. The Winton Bowls Club has made considerable progress in the repayment of its outstanding debt, with the balance reduced from \$30,385.23 on 17 August 2018 to \$18,800.70 as at 11 June 2020.

While the Club continues its determined effort to repay this debt, there is considerable merit for the interest-free period to be extended to assist in this process.

**13.10 AUSTRALIAN GOVERNMENT'S LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM****File Number:** 120635**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 20.06 Local Roads and Community Infrastructure Program.pdf**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy                                                                                                                                                                                                    | Corporate Plan Reference | Organisational Responsibility | Performance Measure                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------|------------------------------------------------------------------------------|
| To provide the wider community with confidence by effectively managing revenues and expenditure to ensure the financial viability of the Shire and to ensure the ongoing sustainability of the organisation | Council Assets           | Chief Executive Officer       | To source or provide sufficient funds to maintain and improve Council assets |

**Budget Reference:** Not Applicable**Asset Management Reference:** Not Applicable**SUMMARY**

Under the recently announced Australian Government's Local Roads and Community Infrastructure Program, the Winton Shire Council has been allocated \$1,066,785. This program has been introduced to support jobs, businesses and the resilience of local economies. This report provides details on how this new funding program will operate and the requirement for Council to identify local projects in their area.

**RECOMMENDATION**

1. THAT the report be received.

THAT through the 2020/2021 budget deliberations, Council identify and submit local projects to the value of \$1,066,785 to ensure all project works can be completed by 30 June 2021.

**REPORT**

The Winton Shire Council has been allocated \$1,066,785 through the recently announced Australian Government's Local Roads and Community Infrastructure Program. A copy of the Program Guidelines is attached to this report which includes the criteria for eligible projects. Some of the key messages include: -

- Funding will be available from 1 July 2020;



- Councils can select projects to be funded in their community according to priorities at the local level;
- **Councils will need to complete all project works by 30 June 2021 to receive their full nominal share of funding.**

When considering which projects to allocate this funding to, I strongly recommend larger shovel-ready projects be selected with individual projects being kept to a minimum. This will ensure we give ourselves the best opportunity to complete all project works by 30 June 2021 to receive our full funding allocation.



Australian Government  
Department of Infrastructure, Transport,  
Regional Development and Communications

## Local Roads and Community Infrastructure Program

As the closest tier of government to the community, local governments have a critical role in delivering vital services and ensuring the quality of life for communities across Australia. Local governments are now also playing a key role in protecting the community from the impacts of COVID-19.

The Australian Government has committed \$500 million to the Local Road and Community Infrastructure Program (LRCI Program) to support jobs, businesses and the resilience of local economies.

From 1 July 2020, councils will be able to access funding to support delivery of priority local road and community infrastructure projects.

### Who will receive funding?

All local councils will be eligible for funding under the LRCI Program.

State governments and the shires of Christmas Island, Cocos (Keeling) Islands and Norfolk Island and the Lord Howe Island Board that deliver council services to unincorporated areas in their jurisdiction will also be eligible for funding.

In addition, the Northern Territory Government will be eligible for funding for roads in areas which until 2008 were unincorporated and for which responsibility has not been transferred to relevant councils.

### How much funding will each council receive?

Each council will receive a share of funding under the Local Roads and Community Infrastructure Program (see *Local Roads and Community Infrastructure Program: Funding Allocations*).

A council's share of funding has been calculated in a similar way to how the Roads to Recovery Program and the road component of the Financial Assistance Grants works. This formula takes into consideration road length and population and is based on recommendations of Local Government Grants Commissions.

### How can councils apply for funding?

Councils will be able to select the projects to be funded in their community according to priorities at the local level.

Similar to the Roads to Recovery Program, councils will need to submit a Work Schedule that outlines the project(s) they plan to undertake.

As long as these projects are eligible local road or community infrastructure projects, they will receive funding.

## What projects will be eligible for funding?

Funding is available for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits.

Eligible local road projects could include works involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects could include works involving:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- playgrounds and skateparks (including all ability playgrounds);
- noise and vibration mitigation measures; and
- off-road car parks (such as those at sporting grounds or parks).

## When will funding be available?

Funding will be available from 1 July 2020.

### Are there any conditions that apply to funding?

Councils will need to complete all project works by 30 June 2021 to receive their full nominal share of funding.

Councils will also need to demonstrate that projects are additional to their pre-COVID-19 work program for 2020-21. If a project has been brought forward from a future work program it will be eligible for funding.

Additional conditions, such as signage requirements, will be outlined in program guidelines, which are currently being finalised.

### What are the next steps?

The Department of Infrastructure, Transport, Regional Development and Communications will be consulting with local government organisations to finalise implementation arrangements for the LRCI Program.

Councils will then be asked to agree to the program arrangements and identify local projects in their area.



|     |                                          |           |
|-----|------------------------------------------|-----------|
| QLD | Longreach Regional Council               | 1,196,175 |
| QLD | Mackay Regional Council                  | 1,956,590 |
| QLD | Mapoon Aboriginal Shire Council          | 26,740    |
| QLD | Maranoa Regional Council                 | 2,576,007 |
| QLD | Mareeba Shire Council                    | 1,149,665 |
| QLD | McKinlay Shire Council                   | 700,484   |
| QLD | Moreton Bay Regional Council             | 5,003,061 |
| QLD | Mornington Shire Council                 | 76,418    |
| QLD | Mount Isa City Council                   | 1,009,519 |
| QLD | Murweh Shire Council                     | 1,216,089 |
| QLD | Napranum Aboriginal Shire Council        | 81,455    |
| QLD | Noosa Council                            | 790,346   |
| QLD | North Burnett Regional Council           | 1,851,438 |
| QLD | Northern Peninsula Area Regional Council | 177,442   |
| QLD | Palm Island Aboriginal Council           | 36,368    |
| QLD | Paroo Shire Council                      | 973,400   |
| QLD | Pormpuraaw Aboriginal Shire Council      | 246,944   |
| QLD | Quilpie Shire Council                    | 891,657   |
| QLD | Redland City Council                     | 1,692,120 |
| QLD | Richmond Shire Council                   | 557,208   |
| QLD | Rockhampton Regional Council             | 1,483,455 |
| QLD | Scenic Rim Regional Council              | 1,089,053 |
| QLD | Somerset Regional Council                | 987,796   |
| QLD | South Burnett Regional Council           | 1,644,465 |
| QLD | Southern Downs Regional Council          | 1,577,341 |
| QLD | Sunshine Coast Regional Council          | 3,653,767 |
| QLD | Tablelands Regional Council              | 979,647   |
| QLD | Toowoomba Regional Council               | 4,092,300 |
| QLD | Torres Shire Council                     | 156,288   |
| QLD | Torres Strait Island Regional Council    | 194,288   |
| QLD | Townsville City Council                  | 2,230,838 |
| QLD | Western Downs Regional Council           | 3,465,660 |
| QLD | Whitsunday Regional Council              | 1,050,537 |



|     |                                          |           |
|-----|------------------------------------------|-----------|
| QLD | Winton Shire Council                     | 1,066,785 |
| QLD | Woorabinda Aboriginal Council            | 31,555    |
| QLD | Wujal Wujal Aboriginal Shire Council     | 9,956     |
| QLD | Yarrabah Community Council               | 45,250    |
| SA  | City of Adelaide                         | 337,528   |
| SA  | Adelaide Hills Council                   | 781,415   |
| SA  | Adelaide Plains Council                  | 345,459   |
| SA  | Alexandrina Council                      | 685,920   |
| SA  | Anangu Pitjantjatjara Yankunytjatjara    | 234,437   |
| SA  | The Barossa Council                      | 565,108   |
| SA  | Barunga West Council                     | 279,118   |
| SA  | The Berri Barmera Council                | 299,755   |
| SA  | The City of Burnside                     | 567,219   |
| SA  | Campbelltown City Council (SA)           | 618,860   |
| SA  | District Council of Ceduna               | 529,407   |
| SA  | City of Charles Sturt                    | 1,297,277 |
| SA  | Clare and Gilbert Valleys Council        | 477,275   |
| SA  | District Council of Cleve                | 483,287   |
| SA  | District Council of Coober Pedy          | 129,085   |
| SA  | Coorong District Council                 | 751,813   |
| SA  | Copper Coast Council                     | 412,199   |
| SA  | District Council of Elliston             | 498,641   |
| SA  | The Flinders Ranges Council              | 386,357   |
| SA  | District Council of Franklin Harbour     | 303,556   |
| SA  | Town of Gawler                           | 405,562   |
| SA  | Gerard Reserve Council Inc               | 102,392   |
| SA  | Regional Council of Goyder               | 767,234   |
| SA  | District Council of Grant                | 423,450   |
| SA  | City of Holdfast Bay                     | 454,947   |
| SA  | Kangaroo Island Council                  | 487,807   |
| SA  | District Council of Karoonda East Murray | 427,543   |
| SA  | District Council of Kimba                | 389,012   |
| SA  | Kingston District Council                | 340,359   |

**13.11 REGIONAL MEETINGS - OUTBACK REGIONAL ROADS AND TRANSPORT GROUP AND THE RAPAD WATER AND SEWERAGE ALLIANCE****File Number:** 120500**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 20.06 RAPAD Water and Sewerage Alliance Minutes 26.05.2020.pdf  
2. 20.06 ORRTG Minutes 26.05.2020.pdf**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy               | Corporate Plan Reference                                  | Organisational Responsibility | Performance Measure                        |
|------------------------|-----------------------------------------------------------|-------------------------------|--------------------------------------------|
| Regional Organisations | To play a constructive leadership role in regional issues | Chief Executive Officer       | Maintain support as determined appropriate |

**Budget Reference:** Nil**Asset Management Reference:** Nil**SUMMARY**

This report provides copies of the minutes from the Outback Regional Roads and Transport Group and the RAPAD Water and Sewerage Alliance held on 26 May 2020.

**RECOMMENDATION**

1. THAT the report be received.

THAT the minutes of the Outback Regional Roads and Transport Group and the RAPAD Water and Sewerage Alliance held on 26 May 2020 be received and noted

**REPORT**

The minutes of the Outback Regional Roads and Transport Group and the RAPAD Water and Sewerage Alliance meetings held on 26 May 2020 via Zoom are attached.

**13.12 COMPETITIVE NEUTRALITY COMPLAINTS MANAGEMENT POLICY****File Number:** 120525**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Competitive Neutrality Complaints Policy (DRAFT).docx**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy   | Corporate Plan Reference                                                 | Organisational Responsibility | Performance Measure                                                                                                |
|------------|--------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------|
| Governance | To ensure the Councillors and the staff Codes of Conduct are adhered to. | Chief Executive Officer       | Elected Members and Staff are aware of Code of Conduct requirements with any breaches being promptly investigated. |

**Budget Reference:** Not Applicable (Statutory Requirement)**Asset Management Reference:** Not Applicable**SUMMARY**

This report seeks Council approval to adopt a '**Competitive Neutrality Complaints Management Policy**' as provided for pursuant to Section 48 (1) – 'Competitive neutrality complaints' of the *Local Government Act 2009*.

**RECOMMENDATION**

1. THAT the report be received.

THAT Council adopt the Competitive Neutrality Complaints Management Policy.

**REPORT**

A previous report from the Queensland Audit Office identified the Winton Shire Council had not adopted a 'Competitive Neutrality Complaints Management Policy' in accordance with Section 48 (1) of the Local Government Act 2009. A check of all archived and current council policies confirmed this was the case.

Whilst Council operates the Waltzing Matilda Centre and the Winton Saleyards (which could be considered as significant business activities), they are not competing with private sector business.

Council provides minimal private works for property owners and these are generally provided where there is no other alternative available. A draft 'Competitive Neutrality Complaints Management Policy' has been provided and Council is requested to consider adopting this policy to satisfy legislative requirements.

**13.13 QUEENSLAND AUDIT OFFICE - FINAL MANAGEMENT REPORT FOR THE 2019 FINANCIAL AUDIT****File Number:** 120619**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 20.06 Amended Final Management Letter.pdf**Meeting Date:** 18 June 2020**Corporate and Operational Plan Consideration**

| Strategy            | Corporate Plan Reference                                                 | Organisational Responsibility | Performance Measure                  |
|---------------------|--------------------------------------------------------------------------|-------------------------------|--------------------------------------|
| Financial Reporting | That the documents are produced within legislative statutory timeframes. | Chief Executive Officer       | Produce Annual Financial Statements. |

**Budget Reference:** Council Audit**Asset Management Reference:** Nil**SUMMARY**

This report presents the Final Management Report from the Queensland Audit Office following the 2019 financial audit. This report was sent directly to Mayor Baskett in a letter dated 6 December 2019 and is required to be presented to Council in accordance with legislation.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT the Final Management Report from the Queensland Audit Office following the 2019 financial audit be received and noted.

**REPORT**

As part of our financial audit for the 2018/2019 financial year, the Queensland Audit Office provided Mayor Baskett with a '*Final Management Report*' following completion of the financial audit. The Auditor-General issued an unmodified audit opinion on Council's financial statements for 2018/2019. A copy of the Final Management Report is attached for information.

Section 213 of the *Local Government Regulation 2012* – **Presentation of auditor-general's observation report** provides for the following: -

1. *This section applies if the auditor-general gives the mayor of a local government a copy of the auditor-general's observation report about an audit of the local government's financial statements.*
2. *An **auditor-generals observation report**, about an audit of a local government's financial statements, is a report about the audit prepared under Section 54 of the Auditor-*



*General Act 2009 that includes observations and suggestions made by the auditor-general about anything arising out of the audit.*

3. *The mayor must present a copy of the report at the next ordinary meeting of the local government.*

Unfortunately, I was not aware this report had been provided and our auditors have subsequently raised this matter during their recent interim audit in May 2020. Accordingly, this report (including the attachment) will close out the deficiency.

**13.14 LOCAL GOVERNMENT ASSOCIATION QUEENSLAND - ANNUAL CONFERENCE MOTIONS****File Number:** 120621**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 20.06 LGAQ Annual Conference Motions.pdf**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy               | Corporate Plan Reference                                  | Organisational Responsibility | Performance Measure                        |
|------------------------|-----------------------------------------------------------|-------------------------------|--------------------------------------------|
| Regional Organisations | To play a constructive leadership role in regional issues | Chief Executive Officer       | Maintain support as determined appropriate |

**Budget Reference:** Nil**Asset Management Reference:** Nil**SUMMARY**

This report provides the opportunity for the Winton Shire Council to put forward motions for consideration at the Local Government Association Queensland (LGAQ) Annual Conference to be held at the Gold Coast Convention and Exhibition Centre on 19-21 October 2020.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT Council determine any motions it wishes to put forward for consideration at the Local Government Association Queensland Annual Conference.

**REPORT**

I have attached a copy of the LGAQ Connect Circular dated 2 June 2020 inviting councils to submit motions for consideration at the Annual Conference to be held at the Gold Coast Convention and Exhibition Centre on 19-21 October 2020.

The LGAQ will be accepting motions from Monday 29 June 2020 through to the final deadline of Monday 10 August 2020. For a motion to be valid, it must be endorsed by a Council meeting prior to submission.

**Ricki Bruhn**

---

**From:** LGAQ Connect <ask@lgaq.asn.au>  
**Sent:** Tuesday, 2 June 2020 1:52 PM  
**To:** Ricki Bruhn  
**Subject:** Mr Bruhn, what matters to your community?

Click [here](#) if you are having trouble viewing this message.



Hi Ricki,

## **LGAQ Annual Conference Motions**

### **What matters to your community matters to the LGAQ**

Queensland's local governments as members of the LGAQ have a proud history of bringing together their influence and using their collective voice to advocate for changes that will improve the lives of their communities.

#### **How it works**

Each year through the LGAQ Annual Conference – LGAQ member councils submit motions for consideration. These significant policy positions and directions are then debated and voted upon by the membership to guide the LGAQ's advocacy agenda and the definitive Queensland Local Government [Policy Statement](#).

Take a look at past Motions and Resolutions in the [Motions Database](#) (\*LG Online).

Annual Conference Resolutions have been instrumental in navigating our intergovernmental relations with both State and Federal Governments and ensuring that we speak with authority on matters affecting our members - and progressing real outcomes for local governments and the communities they represent.

#### **How to submit your Motions**

The LGAQ will be accepting Motions **from Monday 29 June** through to the final deadline of Monday 10 August 2020.

We are asking you to start considering issues that your Council may wish to bring forward as Motions.

We ask that you consider what are the strategic priorities for your community that could be best progressed through unified action lead by the LGAQ. The Motions agenda will prioritise those motions that raise new issues that have statewide relevance so it is important that motions are well formed and presented to garner the support of the membership.

To be a valid motion, it must be endorsed by a Council meeting prior to submission. Other bodies, such as Regional Organisation of Councils are ineligible to submit a motion as they are not members of the LGAQ. These bodies may consider the motions and provide their endorsement. The LGAQ will reference where other bodies have endorsed support for the original motion.

This year's Annual Conference is being held at the Gold Coast Convention and Exhibition Centre on 19-21 October 2020.

Please email Grace McSorley or call Grace on 07 3000 2296 for further information.

## LGAQ Submissions

### Providing a voice on matters that matter to councils

Annual Conference motions are not the only way the LGAQ progresses issues of importance to our members. Each year they provide responses to several hundred submission generated by State and Federal Governments on matters that are deemed to have an impact on our members of the communities they serve.

Submissions to other levels of government are another way we collate and strengthen the voices of our members to influence positive outcomes. LGAQ understands sometimes local governments may not be in a position to submit their own position on a matter and this mechanism ensures there is always a safeguard for our members so that their interests are being represented.

Currently, the LGAQ is preparing submissions and Councils are welcome to provide input on:

#### Mobile Black Spot Program - Round 5 A Design

The Mobile Black Spot Program aims to improve mobile coverage and competition by funding telecommunications infrastructure in regional and remote Australia.

It is proposed that next Round 5A will allocate funding to three priority areas:

- high priority natural disaster prone areas including those prone to bushfire
- new technology solutions in areas of low population density, and
- major regional and remote transport corridors.

A submission on behalf of local government in Queensland is vital to advocate for improved mobile services and competition where they are most needed. Improving road safety by ensuring consistent mobile coverage along major transport corridors is a key issue for many councils across the State.

**Submission due:** Friday, 19 June 2020



**13.15 RISK MANAGEMENT ASSESSMENT - COUNCIL REPORTS**

**File Number:** 120650  
**Author:** Ricki Bruhn, Chief Executive Officer  
**Attachments:** Nil  
**Meeting Date:** 18 June 2020

**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy   | Corporate Plan Reference                                                                           | Organisational Responsibility | Performance Measure                                                                                                                               |
|------------|----------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| Governance | To provide honest, transparent and accountable corporate governance in line with corporate values. | Chief Executive Officer       | Number of times the Minutes, Business Papers, financial reports, mayoral statements are loaded to Council's web site within statutory timeframes. |

**Budget Reference:** Not Applicable

**Asset Management Reference:** Not Applicable

**SUMMARY**

At a recent Council workshop held on 29 May 2020, Elected Members requested a risk management rating section to be included in future decisional reports submitted to Council. This report presents a proposed Risk Assessment Matrix which will be used to provide a risk rating for future reports.

**RECOMMENDATION**

1. THAT the Report be received;
2. THAT Council endorse the Risk Assessment Matrix which is to be used to assess any risk identified in future decisional reports.

**REPORT**

At a recent Council workshop held on 29 May 2020, Elected Members requested a risk management rating section to be included in future decisional reports submitted to Council.

Council's risk management process is based around the following principles: -

**Risk Identification:** Identify and prioritise reasonably foreseeable risks associated with activities, using the agreed risk methodology.

**Risk Evaluation:** Evaluate those risks using the agreed Council criteria.

**Risk Treatment/Mitigation:** Develop mitigation plans for risk areas where the residual risk is greater than our tolerable risk levels.

**Risk Monitoring/Reporting:** Report risk management activities and risk specific information in accordance with the risk protocols.

It is proposed to use the Risk Matrix below to assess the **likelihood** and **consequence** of any risk to Council, to then identify any necessary treatment actions. This matrix will also be used to assess any risk identified in Council's reports:

| Likelihood                                                       | Consequence        |                 |                 |                   |                   |
|------------------------------------------------------------------|--------------------|-----------------|-----------------|-------------------|-------------------|
|                                                                  | Insignificant<br>1 | Minor<br>2      | Moderate<br>3   | Major<br>4        | Catastrophic<br>5 |
| Almost Certain<br>5<br><i>Is expected to occur at most times</i> | Medium<br>M - 5    | High<br>H - 10  | High<br>H - 15  | Extreme<br>E - 20 | Extreme<br>E - 25 |
| Likely<br>4<br><i>Will probably occur at most times</i>          | Medium<br>M - 4    | Medium<br>M - 8 | High<br>H - 12  | High<br>H - 16    | Extreme<br>E - 20 |
| Possible<br>3<br><i>Might occur at some time</i>                 | Low<br>L - 3       | Medium<br>M - 6 | Medium<br>M - 9 | High<br>H - 12    | High<br>H - 15    |
| Unlikely<br>2<br><i>Could occur at some time</i>                 | Low<br>L - 2       | Low<br>L - 4    | Medium<br>M - 6 | Medium<br>M - 8   | High<br>H - 10    |
| Rare<br>1<br><i>May occur in rare circumstances</i>              | Low<br>L - 1       | Low<br>L - 2    | Medium<br>M - 3 | Medium<br>M - 4   | Medium<br>M - 5   |

**L = Low Risk**

**M = Moderate Risk**

**H = High Risk**

**E = Extreme Risk**

**13.16 RURAL LANDS ADVISORY COMMITTEE - MEMBERSHIP****File Number:** 120691**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy             | Corporate Plan Reference                                                                  | Organisational Responsibility | Performance Measure                                                            |
|----------------------|-------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------------------------|
| Community Engagement | To ensure Council has a constructive and active two-way communication with the community. | Chief Executive Officer       | Comprehensive suite of Advisory Committees directly reporting through Council. |

**Budget Reference:** Nil**Asset Management Reference:** Nil**SUMMARY**

This report provides the outcome from the recent call for an additional two members for the Rural Lands Committee.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT Council consider the appointment of an additional two members for the Rural Lands Committee.

**REPORT**

At the Rural Lands Committee Meeting held on 14 February 2020, a motion was carried to amend the Terms of Reference to enable an additional two members to be appointed to the Committee. A call for nominations was included in 'The Herald' and closed on 22 May 2020. At the close of nominations, only one nomination had been received from Mr Bret Elliott.

A further nomination was received on 10 June 2020 from Mr John Paine after the closing date. An interest was also received from Ms Karen Mills; however, confirmation was received from her that she would not be submitting an application.

Council has the option to accept the two nominations received, accept the nomination from Mr Bret Elliott (which was received prior to the close of nominations) and re-advertise the remaining vacancy or to re-advertise for both positions.

**13.17 WINTON SQUASH CLUB OUTSTANDING ACCOUNT****File Number:** 120694**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 18 June 2020**CORPORATE AND OPERATIONAL PLAN CONSIDERATION**

| Strategy                                                                                      | Corporate Plan Reference   | Organisational Responsibility                  | Performance Measure                                                  |
|-----------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------|----------------------------------------------------------------------|
| To encourage participation and community involvement in sporting and recreational activities. | Promotion and Facilitation | Director of Community and Economic Development | Build the capacity of local Sporting Clubs to secure sustainability. |

**Budget Reference:** Not Applicable**Asset Management Reference:** Not Applicable**SUMMARY**

The report presents a request from the Winton Squash Club for Council to write off outstanding electricity charges levied for the Winton Squash Courts building.

**RECOMMENDATION**

1. THAT the report be received.
2. THAT Council approve writing off outstanding electricity charges levied for the Winton Squash Courts building to the value of \$411.06.

**REPORT**

On 11 June 2020, Mr Dale Elliott, Secretary of the Squash Club advised the club had not been operating and had no income to pay the outstanding electricity charges which amount to \$411.06. As the owner of the building, Council pays the electricity charges in the first instance and then invoices this amount the Squash Club. Council has an agreement with the Winton Squash Club that they pay the electricity for use of the building. Due to the current COVID – 19 restrictions the Club does not have any funds to meet the electricity charges.



**14 ADVISORY COMMITTEE MEETING REPORTS**

**14.1 MINUTES OF THE SHIRE BEAUTIFICATION AND CEMETERY ADVISORY  
COMMITTEE MEETING HELD ON 12 MAY 2020**



# **MINUTES**

## **Shire Beautification & Cemetery Advisory Committee Meeting Tuesday, 12 May 2020**

**MINUTES OF WINTON SHIRE COUNCIL  
SHIRE BEAUTIFICATION & CEMETERY ADVISORY COMMITTEE MEETING  
HELD AT THE NEIGHBOURHOOD CENTRE TRAINING ROOM  
ON TUESDAY, 12 MAY 2020 AT 4.00PM**

**1 COMMENCEMENT OF MEETING**

The meeting commenced at 4.05pm with Cr A Seymour opening the meeting and welcoming those present.

**2 PRESENT**

Cr Anne Seymour (Chair), Cr Sandy Gillies, Mrs K Stockham, Mrs J Russell, Ms M Gillies, Mrs R Stephens, Mr T Williams (Work Manager), Mr G Hatwell (Acting Director of Works) and Mrs T Neilson (Minute Secretary)

**3 APOLOGIES**

**20.05.01**

Moved: Mrs R Stephens

Seconded: Ms M Gillies

THAT the apologies from Cr G Baskett (Mayor), Mrs L Fraser, Mr P Russell and Mr B Moden (Parks & Gardens Officer) be received and noted.

**CARRIED**

**4 CONFIRMATION OF MINUTES**

**20.05.02**

Moved: Mr T Williams

Seconded: Mrs J Russell

THAT the minutes of the Shire Beautification & Cemetery Advisory Committee Meeting held on 4 February 2020 be confirmed.

**CARRIED**

**5 BUSINESS ARISING OUT OF PREVIOUS MEETING**

- Several tree mounds around the town still require maintenance – P&F Manager to address, this is an ongoing issue.
- Broken Telstra pit lid at the front of the post office.
- Telstra Phone booth at the front of the post office – letter to be sent to Telstra to repair pit lid, correct the booth address and improve cleanliness.

**6 CORRESPONDENCE**

Nil

**7 ITEMS FOR DISCUSSION****7.1 FOOTPATH INSPECTIONS / NON APPROVED ITEMS / MATERIALS ON FOOTPATHS**

A footpath inspection report was presented to the group for comment.

Majority of the footpath defects were relating to additional soil however the below address requires attention:

- 17 Elderslie Street – building materials

The outcome of previous Committee inspection (and officers inspection carried out recently) is that there is a need for a policy to manage the road verge area. This policy would need to cover matters including town planning requirements and allowance for safe DDA compliant passage of pedestrians within the road verge across all property frontages; but would encourage the adjacent resident to provide and maintain “streetscaping” to improve amenity and aesthetics of the street. The key aspect of having a policy for this Committee is the visual component of any streetscaping undertaken by adjacent residents and ensuring that it supports and compliments the overall objective of the beautification of that location and the Shire generally.

**7.2 CEMETERY & MEMORIAL PLAQUE UPDATE**

Mrs T Neilson presented the Cemetery & Memorial Plaque Update.

Cr Gillies questioned the size of the columbarium vases.

**7.3 TERMS OF REFERENCE/MEMBERHIP OF ADVISORY COMMITTEE**

The Committee were presented with the current Terms of Reference.

The Committee did not see the need for its community members membership to be tested or increased e.g. through a re-election process.

In regards to the roles and responsibilities of the Committee, there was a strong desire of the Committee to include aspects of cultural heritage in relation to Shire Beautification, for example the current condition of the Musical Fence was discussed in depth.

Mr G Hatwell suggested that this Committee needs to be aware of the other Advisory Committees and their scopes.

The Committee agreed they have an important role in assisting Council to identify, assess and prioritise projects for the budget.

**7.4 FINAL LANDSCAPING WORKS ON ELDERSLIE STREET**

The Committee agreed that no additional trees be planted within the median of Elderslie Street. This would allow clear use of the median during future events and there are additional shade structures in place.

**7.5 TREE PLANTING**

Mr G Hatwell presented the group with the proposed tree planting along the eastern boundary of the landfill site – there was no general support for this proposal. The Committee would prefer to see tree planting occur at entrances to town, access road to airport (entry treatment) and along western side of the Showgrounds.

**7.6 OPERATIONAL PLAN**

Committee Members asked Mr G Hatwell for more clarification on the Landscape Master Plan.

Cr Seymour and Cr Gillies requested a copy of the Lawn Cemetery Extension that was distributed last meeting.

## 8 ACTION LIST

| Responsible Officer | Action                                                                        | Due Date       | Progress                                                                                                                        | Completed |
|---------------------|-------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------|-----------|
| DOW                 | Obtain information for a further 18 graves in the RSL Cemetery                | Ongoing        | Still in progress                                                                                                               |           |
| DOW                 | Polish the Legend Stones                                                      | Before Opening | Will be actioned when Landscaping is completed                                                                                  | ✓         |
| CEO                 | Repaint Wagon                                                                 | 30/04/2019     | Will be completed in conjunction with the wagon out the front of WMC. Due to CO-VID 19 the project has been put on hold.        |           |
| DOW                 | Install Marty Gillespie Plinth, 9 Pillars of Cobb and Co, Legend Stone Plaque | 01/02/2020     | Asset Manager has completed design for Marty Gillespie Plinth. Legend Stone and 9 Pillars of Cobb and Co plaques are installed. |           |
| P&G                 | Repair drippers at the southern end of the cemetery near the Golf Course      | 01/03/2020     |                                                                                                                                 | ✓         |
| P&G                 | Repair tree mounds on footpaths                                               | 01/05/2020     | ongoing                                                                                                                         |           |
| DOW                 | Street Furniture in Elderslie Street Cracking and Splintering                 | 01/04/2020     | Street furniture has been painted – ongoing maintenance will be scheduled                                                       | ✓         |
| DOW/P&G             | Inspection footpath actions                                                   | 01/03/2020     | Ad was placed in Herald and letters are sent.                                                                                   | ✓         |
| DOW                 | Inspect Telstra pit at the Post Office and Telephone Booth                    | 01/03/2020     | Letter to be drafted to Telstra regarding Telstra pits and telephone booth repairs.                                             |           |
| DOW /Councillors    | Discuss Musical Fence with Tourism Strategy Committee                         | 01/07/2020     |                                                                                                                                 |           |
| T. Neilson          | Send Lawn Cemetery Extension Costing to Councillors for 20/21 budget item     | 14/05/2020     |                                                                                                                                 |           |
| P&G                 | Removal of trees/plants close to intersection                                 | 30/05/2020     |                                                                                                                                 |           |

|        |                                                                  |            |  |  |
|--------|------------------------------------------------------------------|------------|--|--|
| P&G    | Remove overgrown grass at the Willie Marr Site and Musical Fence | 30/05/2020 |  |  |
| DOW    | Provide more information on Landscaping Master Plan              | 01/07/2020 |  |  |
| DOW/WM | Investigate Footpath Policy                                      | 30/07/2020 |  |  |

## 9 GENERAL BUSINESS

*Cr S Gillies*

Entrances to town need some attention (including the airport access).  
Suggested painting the water tower.

*Mr T Williams*

Trees and plants at the intersecions are causing a safety issue with visability.

*Mr K Stockham*

Asked about the shelter at the back of the Winton Club.

*Mrs R Stephens*

Commented that there is overgrown grass at the Willie Mar Site & Musical Fence.

## 10 CLOSING AND NEXT MEETING DATE

The next meeting will be held on Tuesday 4 August 2020.

**Meeting closed at 5.30pm**

.....  
**CR A SEYMOUR**  
**CHAIRPERSON**



**14.2 MINUTES OF THE STREETS AND MACHINERY COMMITTEE MEETING HELD ON 20 MAY 2020**



# **MINUTES**

## **Streets & Machinery Committee Meeting**

**Wednesday, 20 May 2020**

**MINUTES OF WINTON SHIRE COUNCIL  
STREETS & MACHINERY ADVISORY COMMITTEE MEETING  
HELD AT THE WINTON SHIRE COUNCIL DEPOT  
ON WEDNESDAY, 20 MAY 2020 AT 8.30AM**

**1 COMMENCEMENT OF MEETING**

Cr S Mann opened the meeting at 8:30am and welcomed those present.

**2 PRESENT**

Cr Gavin Baskett (Mayor), Cr Shane Mann (Chair), Cr Anne Seymour, Cr C White, Mr G Hatwell (Acting Director Of Works), Mr T Williams (Works Manager), Mr P Stephens (Workshop Manager), Mr C Dyer (Asset Manager), Mr L Parry (Parks & Facilities Manager) and Mrs T Neilson (Minute Secretary).

**3 APOLOGIES**

Nil

**4 CONFIRMATION OF MINUTES****20.05.01**

Moved: T.Williams

Seconded: G.Baskett

THAT the minutes of the Streets & Machinery Committee Meeting held on 19 February 2020 be confirmed subject to the following amendment:

- Jundah Road defects be removed.

**CARRIED**

**5 BUSINESS ARISING OUT OF PREVIOUS MEETING – ACTION LIST****5.1 Trees at Intersections;**

- Still some intersections around town with poor visibility at the intersections.

**5.2 Portaloo's**

- Investigate porta loos availability and charge out fees before 20/21 Fees and Charges are reviewed.

**5.3 Sign Audit**

- Works Department will utilise document that was found with description of items on each road.

| Responsible Officer | Action                                                                                                                 | Date Raised | Target Date to Complete | Progress                 | Completed |
|---------------------|------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|--------------------------|-----------|
| Tim                 | 10 Year Plant Replacement Program                                                                                      | 07/09/2018  | 30/04/2019              |                          |           |
| Peter/Tiffany       | List of unused/old plant                                                                                               | 07/09/2019  | 30/04/2019              | Delayed due to CO-VID 19 |           |
| Leon                | Trim trees near intersections to improve visibility                                                                    | 19/02/2020  | 30/03/2020              | Ongoing                  |           |
| Tim                 | Sign Audit Investigation                                                                                               | 19/02/2020  | 01/04/2020              | Progressing              |           |
| Tim                 | Sign for new public toilet                                                                                             | 19/02/2020  | 15/03/2020              |                          | Completed |
| DOW                 | Discuss Stockroute plant with Manager                                                                                  | 20/05/2020  | 01/06/2020              |                          |           |
| Tim                 | Investigate Ascot Bore                                                                                                 | 20/05/2020  | 30/06/2020              |                          |           |
| P Stephens          | Produce report which includes plant that are off jobs for a long period of time and the reasoning for their time delay | 20/05/2020  | 30/06/2020              |                          |           |
| Tiffany             | Add more information regarding life revenue and expectancy in the plant replacement program 20/21                      | 20/05/2020  | 01/06/2020              |                          |           |
| Tim                 | Send email to external contractors regarding WH&S issues                                                               | 20/05/2020  | 01/06/2020              |                          |           |
| DOW                 | Letter to Main Roads regarding Truck Pad toilet                                                                        | 20/05/2020  | 30/06/2020              |                          |           |
| Tiffany             | Organise Temporary Lighting for Saleyards                                                                              | 20/05/2020  | 30/05/2020              |                          |           |

## 6 CORRESPONDENCE

Nil

## 7 ITEMS FOR DISCUSSION

### 7.1 Terms of Reference

- No comment at this stage.

### 7.2 Profit & Loss Report

- Grader 525 high expenditure due to engine rebuild.
- Life expectancy of Council Graders and the make Caterpillar.
- Plant hours that are booked on timesheets are analysed to ensure the correct amount of revenue is recorded.

### 7.3 Works Department Update

- Richmond Road Project commenced, estimated to finish early July;

- Hughenden Road Pavement Rehabilitation (5km) to commence after Richmond Road;
- 2021 – Lark Quarry Access Pave and Seal (4.8km), Betterment Projects Realign Diamantina River Road (12km);
- 2019 Flood Damage Program – Overall over 50% completed, 95% of Southern Program completed, starting to work on the Northern Section;
- Re-sheeting of Olio Muttaborra;
- Old Kynuna Road flood damage work delayed due to lack of water;
- Town & Rural Road Reseal Completed;

Cr Seymour commented on the rubbish that was left over from sealing company.

Cr Seymour also commented about a previously reported hazard on the Jundah Road.

T.Williams confirmed it has been inspected and does not require signage/bollards.

- Bus Shelter – damaged when leaving Brisbane, has been repaired and estimated for arrival in the next few days. Will be installed in the upcoming weeks.
- Discussion regarding the hired Jet Patcher.
- Grids – Inspections are currently being carried out, still working on how the program will roll out.

Cr White noted her concerns with grids on sealed roads having different rules to grids on unsealed roads.

#### 7.4 Parks & Gardens Department Update

All Councillors commended L.Parry on Parks & Gardens beautification efforts around town.

- Day to day operations – mowing, weeding, etc
- Airport Inspections
- Rubbish Collection
- Upgrading Existing Assets e.g. garden beds in Elderslie Street
- Irrigation Upgrade
- Lawn Cemetery Upgrade

Cr Baskett commended both Departments on the Carpark at the back of the library.

#### 7.5 Workshop Update

- Grader broken down due to electrics, back operating.
- Grader filling fuel tank with engine oil – problem being rectified.
- Fuel Truck electronics keep malfunctioning.
- Defect Notices still aren't appearing for all repairs.
- Sign Truck update

Cr Seymour asked for an update on the Stockroutes damaged vehicle.

P.Stephens updated the group on the current status.

Cr Seymour and Cr White asked about the Stock Routes vehicles and trucks and whether they are effective for the duties they are carrying out.

P.Stephens confirms that the RLO was involved in the procurement of his departments plant.

Cr Baskett asked if a report could be prepared which includes plant that are off road for long periods and the reasoning behind this.

## 7.6 19/20 Plant Replacement Program

A copy of the updated 19/20 Plant Replacement report was distributed to the committee.

All items have been purchased just waiting on the Vibrating Roller, Extra Cab Ute and Job Truck to arrive. The Hilux ute that is being replaced by the job truck will be advertised for tender as soon as the replacement truck arrives.

## 7.7 Local Plant Contractors vs External Contractors

T.Williams advised the group that all Local Contractors are fully exhausted at the present time.

G.Hatwell advised the group that 2 Local Contractors have purchased additional plant. An external piece of plant has been removed and replaced with the locals new purchase.

Discussion was held in regards to what complications could occur if the work decreases.

T.Williams advises that the Local Contractors are made fully aware of the risk when purchasing additional plant.

It was noted that QRA are very happy with Winton's approach to the Flood Damage Program.

## 7.8 Outback Regional Road Group

G.Hatwell and G.Baskett briefly explained the LRRS Map to the committee.

# 8 20/21 BUDGET ITEMS

## 8.1 20/21 Plant Replacement Program

T.Williams suggested the below items for replacement:

2 x Graders

1 x Job Truck

2 x 2WD Utes

2 x Dual Cab 4x4 Ute

1 x Fuel Truck

Bulk Fuel Tank

Estimated at \$1.3m

Cr Baskett asked if the life revenue could be added to the draft plant replacement program.

## 8.2 Urban Streets (Sealing of Entrance to Truck Museum)

- Process with building on reserve land
- Drainage issues from Truck Museum

## 8.3 Rural Roads (Amentities block at Truck Pad)

- Seeking support from Main Roads
- Yearly cleaning cost

## 8.4 Footpaths

Cr Seymour asked about cleaning up of excess dirt on footpaths

- Footpath Policy needs to be drafted
- Footpath 20/21 Budget – Vindex Street (SPAR – Showgrounds)
- Footpath Shoprite Corner



**9 GENERAL BUSINESS***Cr S Mann*

Pot Holes at the Hospital entrance and Child Care parking lot.

*Cr A Seymour*

Emergency lighting needed for Saleyards.

**6 CLOSURE AND NEXT MEETING DATE**

The next meeting will be held on Wednesday 19<sup>th</sup> August 2020.

The meeting closed at 10.15am.

.....  
**CR SHANE MANN**  
**CHAIRPERSON**

14.3  
2020

MINUTES OF THE TOURISM STRATEGY COMMITTEE MEETING HELD ON 1 JUNE



# MINUTES

## Tourism Strategy Committee Meeting Monday, 1st June 2020

**MINUTES OF WINTON SHIRE COUNCIL  
TOURISM STRATEGY COMMITTEE MEETING  
HELD AT THE WINTON NEIGHBOURHOOD CENTRE TRAINING VENUE  
ON MONDAY, 1ST JUNE 2020 AT 5.30PM**

**1 COMMENCEMENT OF MEETING**

The Chair welcomed those present and opened the meeting at 5.30pm.

**2 PRESENT**

Cr Gavin Baskett (Mayor), Cr Anne Seymour (Chair), Cr Cathy White, Ms Jessica Greenaway (Director of Community & Economic Development), Mr Jeff Close (Corfield's and Fitzmaurice), Mr Bruce Collins (Australian Age of Dinosaurs), Mrs Lyn Fraser (Corfield's and Fitzmaurice), Mrs Robyn Stephens (Outback Festival), Mr Lenny Coyte (Queensland Boulder Opal Association), Mrs Alison Summerville (Queensland Boulder Opal Association), Mrs Jenny Elliott (Waltzing Matilda Centre), Miss Kim Stoter (Winton Historical Society), Miss Vickie Jones (Winton Business & Tourism Association), Mr John Elliott (Tourism & Events Officer) & Ms Helen Fogarty (Minute Secretary).

**3 APOLOGIES****20.06.01**

Moved: Miss Vickie Jones

Seconded: Mrs Robyn Stephens

THAT the apologies received from Mr Hylton Ward (Winton Business & Tourism Association) & Miss Trish Sloan (Australian Age of Dinosaurs) be accepted.

**CARRIED**

**4 CONFIRMATION OF MINUTES****20.06.02**

Moved: Mr Len Coyte

Seconded: Cr Cathy White

THAT the minutes of the Tourism Strategy Committee Meeting held on 21st April 2020 be confirmed.

**CARRIED**

**5 BUSINESS ARISING OUT OF PREVIOUS MEETING**

5.1 DoCED reported on Qantas sign project. George Bourne & Associates have been engaged as project managers. Fabrication of signs to be finalised this month; GBA will be procuring local earthmoving contractors.

5.2 Musical Fence and Qantas maintenance update:

5.2.1 Council Parks and Garden have cleaned the vegetation from around the Musical Fence and Qantas site;

5.2.2 Wire on the fence is not secure;

5.2.3 Signage needs to be replaced;

5.2.4 The ground is uneven which is unsafe and needs to be levelled; works will be spread between tradespersons and Qantas project; and

- 5.2.5 Graham Leak's plans for the Musical Fence were passed onto the Chief Executive Officer; the sound boxes need to be followed up on.

## 6 CORRESPONDENCE

NIL

## 7 ITEMS FOR DISCUSSION

- 7.1 Marketing Longreach/Winton – Tourism and Events Officer will be meeting with his counterpart in Longreach to shoot commercials next week, there will also be joint television & social media advertising between Winton and Longreach;
- 7.2 Winton Branding – there has been a hold up between designers due to health reasons. When the branding comes back to the Tourism and Events Officer, this will be sent out to the Committee for feedback; and
- 7.3 Sister City – commemorate the 25 year relationship between Winton and Redcliffe, ideas to create a sign or any relative information to commemorate this relationship.

Previous years ideas were:

- This year was the Beach to Bush but due to COVID – 19 it has been put on hold;
- Exchange of museum exhibitions;
- Bush Poetry competitions;
- Photo competitions between schools;
- Signage installation to commemorate the 10th year anniversary;
- Redcliffe had a display at their museum and Winton had a display at their shopfronts;
- Previous years they held writing competitions; Mayor Baskett said 2018 the writing competition was still ongoing;
- An exchange of gifts between the two councils; and
- The only recognition Winton has of the sister city relationship is found at the Redcliffe room, where Redcliffe has billboards advertising that Winton is the Sister City.

Cr Seymour recommended we hold an event potentially named Opal and Bulldust and invite Councillors to attend from Redcliffe after COVID – 19 restrictions are lifted.

## 8 ACTION LIST

### Tourism Strategy Committee Action Plan

| Responsible Officer | Action                                                                                              | Due Date | Progress                                | Completed |
|---------------------|-----------------------------------------------------------------------------------------------------|----------|-----------------------------------------|-----------|
| DCED                | Willie Mar Project                                                                                  | ongoing  | Obtaining multiple quotes               |           |
| WMC                 | Restoration of the old wagon in Elderslie Street and Kennedy park. VIC to get quotes to restore it. | ongoing  | On hold due to COVID-19                 |           |
| DOW                 | Wildlife Signs to be erected on roads.                                                              |          | Signs arrived and awaiting installation |           |
| DOW                 | Qantas Silhouette                                                                                   |          | In progress                             |           |

|      |                                                                                                                                                        |  |                                                                              |  |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------|--|
| DCED | Annual calendar of events to be distributed with a Qantas theme for 2021 events                                                                        |  | Not started                                                                  |  |
| TEO  | Birdwatching – brochures                                                                                                                               |  | In progress                                                                  |  |
| WMC  | AVRO Plane                                                                                                                                             |  | Location to be decided                                                       |  |
| TEO  | Historical information signage around town be audited for budget consideration.                                                                        |  | Not started                                                                  |  |
| DCED | Legend Stone lighting.                                                                                                                                 |  |                                                                              |  |
| DOW  | Musical Fence maintenance; follow up on the Sound Boxes.                                                                                               |  | Site has had clean up but further maintenance is being followed up with DOW. |  |
| DCED | Feedback on tourism actions                                                                                                                            |  | In progress. Only received one piece of feedback                             |  |
| TEO  | Winton branding review/ signage update                                                                                                                 |  | In progress                                                                  |  |
| DCED | Re-establish the connection between our Sister City Redcliffe & Winton via a letter regarding the upcoming anniversary and congratulate the new Mayor. |  |                                                                              |  |

## 9 GENERAL BUSINESS

Jenny Elliott reported:

- Creating a plan for when the Waltzing Matilda Centre re-opens;
- Exhibition lighting & equipment restarted;
- Receiving a lot of phone calls asking if the Waltzing Matilda Centre will be opened in the school holidays; and
- Presented a design for the Waltzing Matilda Centre sign, this is to replace the existing one on the Longreach Road; the sign is 3 metres in length.

John Elliott reported:

- Liaising with Tourism & Events Officer from Cloncurry to do a small radio campaign in Mt Isa;
- Tourism & Events Officer is going to Longreach on Thursday to finalise the advertising brief; and
- Darcy Crawford from the Saltbush Six Band is heading to Winton this week.

Lenny Coyte reported:

- With the restrictions lifting and the bush park opening; there will be an Executive and Miners Meeting held at the Bush Park on Sunday 7<sup>th</sup> June;
- Finalising COVID safety arrangements;
- Disabled amenities and bird hides will start to progress with the restrictions being lifted;



- Queensland Boulder Opal Association will hold their Annual General Meeting on the 10<sup>th</sup> July;
- A decision is still to be made as to whether the Opal Festival will go ahead, there may be a change in date; and
- Winton and Longreach are liaising regarding the refurbishment of the display at the Longreach Hall of Fame.

Cr Cathy White reported:

- Betsy Fysh book launch will be held at the Winton Club on 23<sup>rd</sup> April 2021; time to be confirmed; *Jeff Close commented that it would be a great opportunity for Winton as this is the same time as the Qantas Celebrations;* and
- Redtails are wanting to come to Winton after the ANZAC parade in Longreach; liaise with the shops for them to open; Cr White to pass on information to the VIC.

Jeff Close reported:

- Tourism strategy ideas for the following items:
  - Winton has the North Gregory Hotel, but there was a pastoral district called South Gregory;
  - Jeff has spoken to Gary Doke who has had his first crop of dates in Winton and next year will be close to selling them; and
  - Supporting local industry to publish a brochure around food produced in Winton and Western Queensland; from locally made jams to the beef industry.

Bruce Collins reported:

- The Historical Society has been suspended for three months but will resume Thursday 4<sup>th</sup> June;
- Councillors and Senior Staff visited the Australian Age of Dinosaurs on Thursday 29<sup>th</sup> May it was a very successful visit; and
- Australian Age of Dinosaurs has had publicity during the shutdown period with coverage in the central west, Channel 7 and ABC.

DoCED Jessica Greenaway reported:

- The Councillors and Directors visited the Australian Age of Dinosaurs on Thursday 29<sup>th</sup> May; David Elliott is very passionate and is ready for the attraction to open;
- From the visit of the Australian Age of Dinosaurs, the following items are to be added to the Action List, as follows:
  - Preparation of an investment perspective; and
  - Lobby for the passenger train to come to Winton.

Tourism & Events Officer - Remarked we need to attract an airline to come to Winton instead of people flying into Longreach and then they have to drive to Winton;

V Jones – we need to have direct access into Winton to attract more people;

VIC – If Winton had a Jet-A Fueling system it would attract more flights to Winton; and

Mayor – With the Avgas tank being investigated to be renewed, Jet A Fuel was mentioned as well.

Mayor Gavin Baskett reported:

- The visit to the Australian Age of Dinosaurs was great. Taking the new councillors out there, also listening to how passionate David Elliott is about the Australian Age of Dinosaurs;

- Investigate the lights to the legend stone as there are no lights, or it is very dull;
- The information board has some information that needs to be updated as the Westpac number was still on there;
- Border reviews are at the end of every month;
- Film Festival dates, for now, are 18<sup>th</sup> – 26<sup>th</sup> September plan to go ahead depending on COVID – 19 restrictions, there will be another meeting in June;
- Virtual Anzac Day was run very well and well-received;
- Tourists are starting to come, and the Caravan Parks are still hindered by regulations; and
- Winton is going pink in June; please support the raffles; this is to help the locals that have suffered and are suffering from this illness.

Vicki Jones reported:

- V. Jones has been in touch with some of the accommodation businesses in town, is open to the public and taking bookings for June – July and September school holidays;
- Enquired when the Australian Age of Dinosaurs and Dinosaur Stampede would open; *Kim Stoter – Age of Dinosaurs are opening the museum on the 15<sup>th</sup> June and the Dinosaur Stampede will open on the 13<sup>th</sup> July at this stage there is not enough staff to open earlier and ensuring all the COVID plans are in place;*
- Winton Business and Tourism Association's Website update.
- Social Media to promote businesses by buying from the bush; and
- If any ideas for Winton Business and Tourism Association to keep moving forward please pass ideas on to Vicki Jones.

Robyn Stephens reported:

- Enquired if the Variety Club Bash was still scheduled in August;

Cr Anne Seymour reported:

- Suggested "Glamping" as an alternative; this type of accommodation to address temporary shortages.

## 10 CLOSURE AND NEXT MEETING DATE

The next meeting will be held on Friday, 3<sup>rd</sup> August 2020.

**The Meeting closed at 6.58 pm.**

**CHAIRPERSON**

**Cr Anne Seymour**

## Tourism Strategy Committee Action Plan

| Responsible Officer | No. | Action                                                                                                                                                                                                                                                                                                                                                                                                                         | Progress    |
|---------------------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| WMC                 | 1   | Willie Mar site renewal.                                                                                                                                                                                                                                                                                                                                                                                                       | In progress |
| WMC                 | 2   | Restoration of the old wagon in Elderslie Street. VIC to get quotes to restore it.                                                                                                                                                                                                                                                                                                                                             | In progress |
| DOW                 | 3   | Wildlife Signs to be erected on roads.                                                                                                                                                                                                                                                                                                                                                                                         | In progress |
| TEO/MAYOR           | 4   | Qantas Celebration 2020 - Cancelled due to COV -19 Committee to discuss plan for 2021.                                                                                                                                                                                                                                                                                                                                         | In progress |
| Charles             | 5   | Silhouette Signage                                                                                                                                                                                                                                                                                                                                                                                                             | In Progress |
| TEO                 | 6   | Birdwatching –brochures.                                                                                                                                                                                                                                                                                                                                                                                                       | In progress |
| TEO                 | 7   | Review current branding and refine Winton's positioning. (Tourism Marketing & Events Plan), The brand should be carried across all marketing material including: website, partner websites, brochure, social media. Use people power to spread the brand and instagram hashtag. Undertake a review and test the user experience and messages across websites and social media.                                                 | Not Started |
| TEO                 | 8   | Update and have available for all tourism operators an image library that underpins the brand.                                                                                                                                                                                                                                                                                                                                 | Not Started |
| CDO                 | 9   | -Investigate a business assistance program providing advice on websites and social media, web content, and imagery, ATDW, aligning with Council strategy, product development ideas, packaging and how to work with journalists.<br>-Review tourism operator/ industry strengths and weaknesses in terms of business development, communication and promotion opportunities. Identify gaps and introduce appropriate training. | Not Started |
| TEO                 | 10  | Targeting trade delegations, ScreenQueensland, and other film industry contacts to advocate that Winton is a great destination for film locations, television production and commercials.                                                                                                                                                                                                                                      | Not Started |
| DCED                | 11  | Prepare a business case / feasibility study for development of a proposed film production studio to be built in Winton.                                                                                                                                                                                                                                                                                                        | Not Started |
| IT/TEO              | 12  | Create a website to support film makers deciding whether to come to the region – this could include location information and photos, resumes of residents with industry skills, contact numbers and information on the physical space available for industry to work in.                                                                                                                                                       | Not Started |
| DCED                | 13  | Investigate the demand and triggers for development of five-star Accommodation in Winton Shire.                                                                                                                                                                                                                                                                                                                                | Not Started |
| TO                  | 14  | Set up a system to evaluate the return from tradeshow.                                                                                                                                                                                                                                                                                                                                                                         | Not Started |

|             |    |                                                                                                                                                                         |             |
|-------------|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| WMC/TEO/EFO | 15 | Maintain and build social media presence, develop an annual social media content plan.                                                                                  | Not Started |
| WMC         | 16 | Continue with creating creative content development for distribution across all owned, earned and bought channels eg blogs, top ten, must see, history.                 | Not Started |
| TO          | 17 | Plan and attract famils to region.                                                                                                                                      | Not Started |
| WMC         | 18 | Investigate consumer surveying opportunities to gather data on visitors.                                                                                                | Not Started |
| TEO         | 19 | Video and photography library update.                                                                                                                                   | Not Started |
| WMC/EFO     | 20 | Update and continue developing promotional material eg brochure and banners for trade events and VIC. Demonstrate product offerings that sit at different price points. | Not Started |
| DCED/WMC    | 21 | Further develop relationships with tour companies and airlines- new routes, experience gaps etc.                                                                        | Not Started |
| EFO         | 21 | Develop an event planning guide, to show potential event organisers the ease at which they could run an event in Winton.                                                | Not Started |
|             |    |                                                                                                                                                                         |             |

**15 CORRESPONDENCE**

1. 20.06 Request for Footpath - M. J. Constable

**RECOMMENDATION**

1. THAT the Correspondence be received.
2. THAT Council investigate a footpath along the North side of Vindex St (Oondaroo St – Manuka St) in the Works Program.



9<sup>th</sup> June 2020

M.J. Constable  
53 Vindex St, Winton Queensland 4735

Dear Winton Councillors,

**RE:** Item for inclusion in the works program - Footpath along the north side of Vindex St (Oondaroo St – Manuka St)

In 2019 my partner and I purchased 53 Vindex St. Over the past 18 months we have observed the following:

- Many children accessing Hollow-Log Park along the northern side of Vindex street – mostly along the road, due to there being no footpath along the verge. This becomes more of an issue during the tourist season when cars and caravans are parked along the street forcing them at times further out onto the road.
- We have noticed that most pedestrians walking along Vindex St, remain on the northern side of the street rather than using the footpath on the southern side. This can be attributed to the Government offices, Council offices, Police station, Spar superette and Hollow-Log Park being on the northern side of Vindex St.
- The uncontrolled way in which foot traffic use the northern side of the street, makes it next to impossible to stabilise the verge with grass or trees.
- Hollow-Log is a very popular park which is used by tourist and locals all time of the day and night, either accessing the amenities (toilets/showers), BBQ, play area, exercising or utilising it for birthday and other functions. Local tour groups also use the park picnic facilities.
- People using wheelchairs and parents with prams find it incredibly difficult to access the park without a concrete footpath.

We feel this is absolute essential piece in the footpath network that currently exists at both the western and eastern sides of the block our property is situated on.

Thank you for your consideration,

Yours Faithfully



Michael Constable



**16 LATE CORRESPONDENCE**

**17 OFFICERS REPORTS TO COUNCIL****17.1 COMMUNITY AND ECONOMIC DEVELOPMENT REPORT****File Number:** 120099**Attachments:** Nil**Meeting Date:** 18 June 2020**RECOMMENDATION**

That the report be received.

**REPORT****CENTRAL WEST COMMUNITY OPTIONS**

- Vaccinations continue for staff, focusing mostly on Influenza vaccinations.
- Home Assist Secure cancelled services due to COVID – 19; they have recently resumed services in Winton providing Home Maintenance to eligible consumers.
- CWCOP has met with CWHHS Occupational Therapist for recommendations of the correct equipment to assist workers in the manual handling of consumers.
- Training needs, including licencing requirements for staff, were submitted to the DoCED.
- Staff were asked to complete the Corruption Integrity Survey online as requested by the CEO.
- Aged Care Service Development Assistance Panel were unable to do their May site visit due to the travel restrictions. CWCOP will undertake an audit against the standards and will also be focusing on risk management and continuous improvement during June online.

**Program service delivery May 2020**

| Service Type                         | Hours | Instances | Exits | No of Clients |
|--------------------------------------|-------|-----------|-------|---------------|
| Commonwealth Home Support Program    | 152   | 259       | 1     | 3             |
| National Disability Insurance Scheme | 89    | 193       |       | 5             |
| Packaged Care                        | 197   | 241       |       | 5             |

**Meetings/Activities**

- Nurse Navigator (CWHHS)
- Planning Meeting Neighbourhood Centre
- DCED Portfolio Meeting
- Social Worker CWHHS
- CWCOP staff meetings

Complaints – Nil

Compliments – 2

**WINTON 60 & BETTER**

| Activity                           | Participation                                                           |
|------------------------------------|-------------------------------------------------------------------------|
| Zoom sessions                      | 20                                                                      |
| Bingo                              | 20                                                                      |
| Slim Dusty – On the Road with Slim | 6                                                                       |
| Technology support                 | 32 (included is internet access)                                        |
| Facebook Chat                      | 150 messages/text not including posts                                   |
| Boredom Busters Booklet            | 50 copies delivered                                                     |
| Social Support Visits              | 12 (not including the delivery of boredom buster and senior newspapers) |

## WINTON NEIGHBOURHOOD CENTRE PROGRAM

### Centrelink Statistics May 2020:

|                                                     |    |
|-----------------------------------------------------|----|
| Centrelink                                          | 29 |
| Other                                               | 3  |
| Form/Document                                       | 1  |
| Assist with forms                                   | 3  |
| Provide Form/Publication                            | 2  |
| Australia Smart Centre                              | 13 |
| Register Customer with self-service                 | 3  |
| Assist Customer with self-service                   | 11 |
| Assist with the use of Services Australia Equipment | 5  |
| Respond to General enquiry                          | 9  |

### Winton Neighbourhood Centre:

Events that are planned to start on a restricted basis:

|                           |                                  |                    |
|---------------------------|----------------------------------|--------------------|
| Garden Club               | Once a month                     | Numbers restricted |
| Mental Health Week Events |                                  |                    |
| Street Morning Tea        | Tuesday 13 October               | Some Restrictions  |
| R U OK Breakfast          | Thursday 15 October              | Some Restrictions  |
| Colour Battle             | 17 or 18 October                 | TBA                |
| Late Night Shopping       | Friday 11 <sup>th</sup> December |                    |

## COMMUNITY DEVELOPMENT RECOVERY

The Community Development Officer worked with the Winton Police to raise awareness in May for Domestic and Family Violence Prevention Month. Unfortunately Domestic and Family Violence is a real social issue within the community, with statistics showing 14 incidents occurred in one weekend alone with only two connected to drugs and alcohol. The Winton Neighbourhood Centre delivered a campaign to communicate that Domestic and Family Violence is not tolerated, and prevention is imperative to protect our most vulnerable community members.

A community support program "Who are the People in your Neighbourhood" has begun with the completion of a 4-minute pilot video interview with Pete Johnson, the owner of the Balamara Bakery. The video showcases the local business as we interview Pete about maintaining staff and the history of the bakery. If successful, video footage will be shot of all local businesses and / or locals to be presented on the Winton Connect Facebook Page and showcased at the Community Christmas Party at the end of the year.

The Good Foundation and Jaimie's Ministry of Food have delivered two of the five-week online cooking classes throughout the Central West with six people from Winton joining in. The registration fee was waived to encourage more local people to attend.

A draft impact assessment was completed for the Winton Shire Council following the Recovery planning methodology and information from the District Recovery Plan. The Queensland Reconstruction Authority will meet with the Winton Community Development Officer to finalise a plan and any possible actions to be delivered next month.

The required hardware and software requirements for the Winton Community Radio 88FM has been purchased. Programming of local content will begin in June with a completed program to be broadcasted from 1st July 2020. Outback Futures has been invited to participate with Mental Health and Well Being initiatives such as "3 Mindful Minutes" and information regarding the impacts of social isolation and the importance of checking on your neighbours.

### May Meetings

| Date         | Meeting                                                                                                            |
|--------------|--------------------------------------------------------------------------------------------------------------------|
| 8th May      | Winton Police                                                                                                      |
| 13th May     | Winton Tourism, Community Development, and IT to discuss an Action Plan regarding radio programming and messaging. |
| 14th May     | District Disaster Management Group Meeting                                                                         |
| 18th May     | Redridge Interior, Exhibition Supervisor                                                                           |
| 25th May     | DOCED – Portfolio Meeting                                                                                          |
| 28th May     | School Principal – Mel Bryant                                                                                      |
| 29th May     | Winton Police                                                                                                      |
| Every Monday | Winton Neighbourhood Centre Staff Meeting                                                                          |



**WINTON, YOUTH, SPORT & RECREATION**

- 20 Motherday activity pack delivered
- May was also Domestic and Family Violence Prevention month and liaisons were made between the Youth Officer, the Winton State School and St Patrick's Catholic School to have photographs taken promoting the campaign. The School's were also encouraged to contribute to the 'paint the town purple' initiative. St Patrick's School, in particular, made up purple bows to hang on their fences and changed their notice board to show their support.
- Schools reopened to all on 25th May, and a meeting was arranged by the Youth Officer with the Principal of Winton State School to discuss support and youth engagement now that restrictions have eased. The principal of St Patrick's Catholic School is still currently on leave.
- Working on reinstatement of the 'Girls Night In' program, a previous initiative of the former youth worker, and the creation of a similar program targeting disengaged and vulnerable male youths. Students were extremely receptive. Students offered suggestions for activities they would like to see in future programs and disco events.
- A meeting was held with the local police to discuss the PCYC Blue Light Disco and any issues present with Winton's youth. A date was set for 1st August, all things considered, for a blue light disco event. Students requested the disco be separated into age category with an earlier time for primary students and a later time for senior students.
- Discussions were held between a representative of the student council and the youth worker requesting support for the students to initiate a 'Bake for Breast Cancer' fundraiser through the month of June. Students are hoping to bake goods and sell to donate funds to the campaign. The youth worker also suggested students approach school staff withholding Pink Friday's or one day of the month where students can wear pink to school and donate a gold coin to the cause.
- Youth Support clients have continued to participate in weekly cooking lessons from the Winton Neighbourhood Centre, and these sessions have been crucial for offering non-confrontational opportunities for the youth to discuss issues with the youth worker and receive support.
- Discussions with Red Ridge are ongoing for the recommencement of the Bush Beatz Performing Arts Outreach program. Parents have been sent an expression of interest for those whose children are interested in enrolling for Term 3.
- Inspections have been completed on Council's sports and recreation facilities and the report requested by the Director of Community and Economic Development is close to draft ready.
- Meeting was held at the Winton Swimming Pool between Jessica Greenaway, Charles Dyer, Andrew Williamson and the Sport and Recreation Officer to discuss the management of the pool.

| Item     | Actions                                                           | Date Completed/Closed |
|----------|-------------------------------------------------------------------|-----------------------|
| 20 Youth | Mother's Day Activity Packs                                       | Closed                |
| 2 Youth  | Face to face support and casework via cooking lessons at the NHC. | Ongoing               |

**FAMILY SUPPORT****Family Support Program May 2020**

|                                                                                            |   |
|--------------------------------------------------------------------------------------------|---|
| Number of service users who received a service during the reporting period                 | 5 |
| Number of service users with cases commenced during the reporting period                   | 2 |
| Number of existing service users                                                           | 3 |
| Number of users who have exited from the service                                           | 0 |
| Number of referrals received                                                               | 3 |
| Number of service users with cases closed because most of, needs identified                | 1 |
| Number of service users identifying as ASTIC                                               | 2 |
| Number of service users identifying as being from linguistically diverse backgrounds       | 0 |
| Number of service users with improved life skills                                          | 2 |
| Number of occasions information advice and referral were provided (not provided elsewhere) | 8 |

**Meetings**

- Winton Police
- Longreach Social Worker
- Deborah from Lives Live Well

**Donations**

- Clothing
- Household items

**LITTLE SWAGGIES CHILDCARE**

- The Australian Government's Early Education and Care Relief Package will be made until the end of the 2019–20 financial year and families will not be charged fees during this time. After this date, the Child Care Subsidy will be reintroduced, and parents will be responsible for out of pocket fees and charges.
- Staff completed their mandatory training on child protection through the company "In Safe Hands" in May.
- Staff completed Food Safety training.
- One Staff member completed certificate III in Early Education and Care.

- Fire evacuation maps have been placed on walls in each room.
- Yearly pest control was completed by Flick Pest Control.
- Billabong Friends received a delivery of new resources for the room using the Queensland Kindergarten Funding Scheme (QKFS).
- New enrolments in the Junior Bushies Room and Billabong Friends Kindy Room.

## LIBRARY

### Monthly statistics for May 2020

Year to Date Table:

| People Counter | Jul  | Aug  | Sep  | Oct  | Nov  | Dec  | Jan  | Feb  | Mar  | Apr  | May  | Jun  |
|----------------|------|------|------|------|------|------|------|------|------|------|------|------|
| 2018/19        | 4900 | 4048 | 3752 | 3389 | 3345 | 2608 | 3735 | 2722 | 2328 | 2937 | 3859 | 3813 |
| 2019/20        | 4728 | 3141 | 3457 | 2763 | 3284 | 2366 | 3046 | 2460 | 2346 | 373  | 1505 |      |

Monthly Statistics:

| ISSUES             | LOANS  | RENEWALS | RESERVATIONS | TOTAL |
|--------------------|--------|----------|--------------|-------|
|                    | 583    | 7        | 181          | 771   |
| CURRENT MEMBERSHIP | ADULTS | JUNIOR   |              |       |
|                    | 655    | 117      |              | 772   |

Operations:

- The Library reopened on 18th May. It was a soft opening and people adhere to the social-distancing rule. Some restrictions continue to be in place, e.g. no toys, two public access computers available.
- Staff continue to sanitise all books in and out of the Library for the protection of our clients and community.

## WALTZING MATILDA CENTRE

Total visitors to the Waltzing Matilda Centre for the month of May - Nil

| Monthly Totals 2019/2020 |      |      |      |     |     |     |     |     |     |     |     |
|--------------------------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|
| Jul                      | Aug  | Sept | Oct  | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| 5659                     | 4025 | 3413 | 1427 | 413 | 364 | 282 | 154 | 225 | Nil | Nil |     |

## TOURISM

---

- Worked with local band Next Generation to promote their performances around the streets of Winton. Taking their music to the town was an innovative idea and well received by the community and got lots of positive feedback on social media.
- Social media included daily post of bright and colourful pics of sunsets, sunrises and scenic wonders that presents Winton in a positive light. Most tourism news in the time of Coronavirus is doom and gloom. The positive pics got a positive response.
- TEO hosted a journalist and cameraman from Channel Seven News in Brisbane. They did a live cross into Seven's main news bulletin on Friday night. This story covered the reopening of pubs to limited numbers and featured interviews at the North Gregory and Tattersalls Hotel. They also filmed a major story with David Elliott at Australian Age of Dinosaurs on the Sunday. It went to air the next weekend and was a major two-minute story that did a big sell on the new developments at the Australian Age of Dinosaurs and their plans for the future. Their social media post attracted major attention, as well.
- TEO attended several Zoom conferences with Tourism Australia, Tourism and Events Queensland, Queensland Tourism Industry Council and Outback Queensland Tourism Association.
- TEO has developed a major television and social media plan for when internal travel in Queensland is announced.

## SHOWGROUNDS

---

### Events 2020

Due to the COVID -19 restrictions, the Showgrounds has now been opened up to groups of 10 and less.

- **19<sup>th</sup> September**  
NGTC Races

| Showground May 2020 Camping & Stock Statistics |        |
|------------------------------------------------|--------|
| Stock                                          | Number |
| Horses                                         | 42     |
| Cattle                                         | 16     |
| Total:                                         | 58     |

### Maintenance

- Replacement pole has arrived for the lights. We are waiting on Ergon to install the pole.
- Works progressing on new toilet block with cement slab being laid.

## 17.2 DIRECTOR OF WORKS REPORT

**File Number:** 120001

**Author:** Geoff Hatwell, Acting Director of Works

**Attachments:** 1. Council Monthly Flood Damage Report 02.06.20.pdf I

**Meeting Date:** 18 June 2020

### RECOMMENDATION

THAT the report be received.

### Assets

---

#### Aerodrome Restumping

The Aerodrome caretakers house has been restumped by a local contractor to a very high standard. The ground below the house has been reshaped to prevent moisture from pooling under the building.

#### Buildings and Facilities

At the end of May there are 4 open works orders, 11 in progress and 27 complete. There are 39 outstanding work requests – these are largely raised by the Building & Facilities Officer and are waiting for the Building Maintenance Officer (Carpenter) position to be filled. Urgent works (such as hot water systems at Diamantina Gardens) are given priority and are being attended to promptly.

Council has conducted interviews for the position of Carpenter, in the meantime electrical works and painting are being prioritised.

##### *Packaged Works*

The Pest Control three-year contract received two responses and the contract has been awarded. All Council buildings & structures have been sprayed.

The Floor Cleaning three-year contract had one response and the contract was awarded to this supplier.

The Asset Manager has worked on a technical specification for **HVAC** (heating, ventilation, air-conditioning) in conjunction with HELIX legal.

Similarly, the Asset Manager has worked on a technical specification for sanding and sealing Council's timber floors.

##### *Insurance*

The Building & Facilities Officer has completed the insurance declaration on the LGM asset portal, all questions raised in preparing this declaration were resolved satisfactorily in an appropriate timeframe.

#### Elderslie Street

Detailed design is progressing for the Marty Gillespie Memorial. The Asset Manager has been working with the family on a suitable design that will incorporate an interpretive feature and a more prominent plaque layout. The project is now in the last phases of design.



## Geothermal Power Station

Investigations into the exact chemical composition of the scale and root cause is underway. Samples of various materials and liquids have been sent to a metallurgical expert at LMATs in Brisbane. Samples of the solids recovered from the heat exchangers have also been sent for size grading and chemical analysis.

## Geographic Information System

Winton Shire Councils GIS has had a notable overhaul and a link has been added to the Council website.

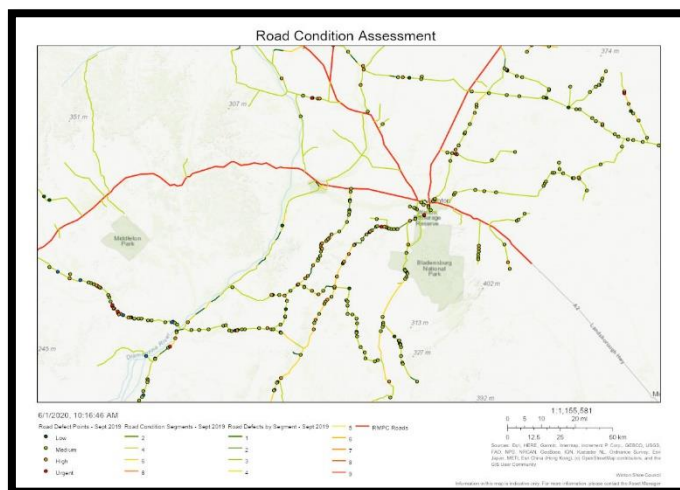
<https://winton.maps.arcgis.com/home/index.html>

The Asset Manager and the Engineering Contractor have completed several modules – Flood Modelling, Points of Interest, Property and Cadastre, Road and Streets Assets, Town Assets, Stock Routes and Road Condition Reporting.

### Road Condition Reporting

Contractors have now loaded the data from the road condition assessment carried out in late 2019. The report can be viewed at:

<https://winton.maps.arcgis.com/apps/webappviewer/index.html?id=710e0005ae724eb78cb492618a97b379>



It should be noted that this map/report is used as part of a broad investigation into the networks performance at an asset/financial level and is not necessarily used or meant to be updated by the Works and Utilities Department.

What it does show is that in late 2019 (after the tourist season) the vast majority of the road network (79%) was at a condition rating of 4 (out of 10, 0 being brand new asset, 10 being unserviceable) and only 17.5% of the road network was condition rated at 6.

Financially the road assets are performing well and the Council is clearly on top of maintenance – particularly very poor condition road, of condition 8 which accounts for barely 1% of the entire network.

## Lark Quarry 4GX Tower

Telstra is progressing with plans to deliver the project.

## Lark Quarry Painting

Tender document has been prepared for the painting of Lark Quarry.

## Showgrounds – Ablution Block

Work is progressing on the showgrounds ablution block. The local Contractor has completed all demolition, site preparation, trenching, drainage, reinforcement and concrete works.



**Sewer Manholes**

The Contractor engaged on this project has been relining manholes throughout the south of Winton. The Contractor has rendered the most severely affected manholes and then sprayed with a sealing epoxy resin.

**Roads & Drainage**

---

**Capital Works Program****Olio – Muttaborra Sheeting**

Council received extra drought assistance money through Roads to Recovery Funding to the value of \$563,060.00 this money has been matched with funds from the Rural Roads Budget to the value of \$500,000.00. These funds are being spent on sheeting 9.1kms of the Olio - Muttaborra Road from Hughenden Road through to Winton – Corfield Road.

Works are progressing well with the carting of material completed. Crews have completed 7 kms of spreading and compacting the material. The formation of the road is being laid out at 7m wide by 150mm deep and existing dirt onsite is being mixed and pulled up to create a shoulder.

There has been a bit of rain onsite, however the road was still accessible after the rain.

Current expenditure for this project is \$570,600.22

**Elderslie Street Bus Stop**

During the reconstruction of Elderslie Street, the bus stop for Q connect had to be located further west on Elderslie Street. Council put an application through to TMR for 50/50 funding for \$30,000.00 which was approved.

The work on site for this project has begun and the bus shelter has been delivered to Winton.

**Maintenance Program****Rural Roads**

Rural road maintenance has been progressing well. Crews have been intergrading maintenance works in with the flood damage program. This will enable Council to get a better value for money out of both programs. Roads that are not part of the flood damage program will be monitored and maintenance will be conducted as needed.

The current expenditure for rural maintenance is \$945,687.38.

**Town Maintenance**

Town Maintenance has been progressing well. There has been minor footpath works conducted on Oondooroo Street near the hospital to rectify a footpath that was holding water and getting slippery. There has also been some minor pothole patching conducted in various streets. This budget is getting close to being expended.

Current expenditure to date for town maintenance is \$307,469.57.

**TMR Contract Works****Road Maintenance and Performance Contract (RMPC)**

The RMPC works program is progressing well with an overall budget of \$681,467.

To date the following claims have been made;

- July 2019 No claim was made due to system errors
- August 2019 \$ 52,232.48
- September 2019 No claim was made for September 2019
- October 2019 \$168,922.73

- November 2019 \$7,575.00
- December 2019 \$14,265.90
- January 2020 \$33,310.19
- February 2020 \$30,076.63
- March 2020 No claim was made for March 2020
- April 2020 \$102,162.52
- May 2020 No claim was made for May 2020, all claims will be finalized in June 2020 for the contract.

Schedule 5, 6 & 7 have been finalised; all claims have been made. Schedule 4 has been taken from the schedule.

Works crews have been completing grid servicing and pot holing works for the construction project and weed spraying duties.

### **Pavement Rehabilitation – Kennedy Development Road**

Sealing of the project has been completed and signs installed, the road has been reopened to traffic and a practical completion issued from TMR.

There are some headwall works to be completed prior to the end June 2020. Current expenditure for this project is \$2,090,144.07 (funding provision of \$3,620,548).

### **Pave and Seal Richmond – Winton Road**

Council have been invited to tender on a Pave and Seal project on the Winton – Richmond Road between Ch. 104.64 to Ch. 108.50. A tender was submitted to TMR and Council has been successful in obtaining the contract for the project to a value of 1,806,897.40 inclusive GST.

This project is progressing well for the month of May, the side - track has been constructed and traffic has been detoured onto it. The crew has been working on preparing the subgrade ready for the base layer. The crews have been achieving very good results in their testing for the subgrade.



### **Flood Damage Restoration Works**

Crews are tracking well with the 2019 flood damage program with 95% of grading works completed in the southern half of the shire. Grading crews have now moved to the north of the Shire to complete the awarded works. It is estimated that there will be 8-months of work in the northern program.

A separate program has been put together from the 2020 rain event. Straight after the rain event this year GBA were engaged to conduct road surveys on the works that was completed in the southern half of the shire and on the remainder roads that were not included in the 2019 program. GBA have completed all surveying on the roads and have been working on putting together a proposal to QRA for the damage that was received from this rain event. The proposal has been through an infield assessment and is waiting a review and approval and is looking very positive – approval advice should be received within two months.

### **Reconstruction of Floodways**

During the 2018 and 2019 flood events a couple of floodways were damaged on Council's Shire Road Network which made them eligible for funding under the Queensland Reconstruction



Authority restoration works and Roads to Recovery Funding. The floodways are located on the Lerida – Stamford Road and the Old Landsborough Highway. The work involves pulling out the old floodway, importing and constructing a new gravel base, installing new culverts and concrete a new 150mm thick floodway.

These projects were put out to tender and awarded to a local building contractor. Works have begun on the Lerida – Stamford Road floodway with earthworks and base completed and inspected and the concrete floodway poured. The works have been delayed on the Old Landsborough Highway due to designing works for culverts that were proposed after the first design was released.



### **Water Supply & Sewerage**

#### **Water Service Maintenance**

Repaired 25mm water services at the following locations:

- 5 Bladensburg Street
- 66 Dagworth Street
- 114 Vindex Street
- 19 Sesbania Street
- 80 Elderslie Street
- 64 Manifold Street
- 6 Allen Street
- 24 Wilson Street

#### **Water Mains Maintenance**

- Repaired 63mm poly sub main at the corner of Nesbitt and Vindex Street.
- Repaired 150mm AC water main in Bostock Street between Manifold and Nesbitt Street.
- Repaired 100 AC water main in Cork Street between Sesbania & Fraser Street.
- Repaired 200mm DI water main in Elderslie Street between Nesbitt & Manifold Street.
- New 100mm blue brute water main in Fraser Street which was laid last month has been cleared for use (water samples provided suitable for human consumption) now connected into the network. This addition has proved very beneficial in boosting supply and pressure to the western side of the town as well as an improvement to the Saleyards and beyond.
- Repaired 200mm AC water main adjacent to No.1 bore within the compound.
- Repacked glands on sluice valves at No.3 bore head.

- An investigation of the Geothermal Plant revealed that the water make-up line was running continuous returning to the southern cooling dam in doing so causing a foam residue to settle around the water edges within both dams (possible injection of additional chemical). When the Technical Officer is in place this matter will be investigated further with sampling of water in the dams etc.

### **Sewerage Maintenance**

- A further three sewer manholes have been raised with the last two remaining. Unidentified found and recorded.
- The one sewer manhole in Riley Street (opposite Oondooroo Street) was buried under 1100mm of reclaimed land.
- The relining contractor has been requested to inspect Pump Station 2 and make an assessment on relining this structure to stop groundwater seepage into the chamber. A report on options for Pump Station 2 and a recommendation will be prepared and presented in a report to Council
- The drying beds at the imoff tank (treatment plant) have been rejuvenated with crushed metal. The quality of effluent being discharged at Pelican Waterhole appears to be of high grade which we have not seen for a few years. This may be possible due to the lack of chemical canisters from caravans being able to dump during the COVID-19 stand down period.
- A general poisoning around dams, lagoons and compounds have been conducted with no further reports from the public. Council's new TO will carry out water quality tests of the cooling dam water to confirm there is no contamination due to this closely controlled spraying.
- The sewer manhole adjacent to the new toilet block at the showgrounds has been benched and refurbished to suit the inflow for the new ablution facility.

### **Corfield Water**

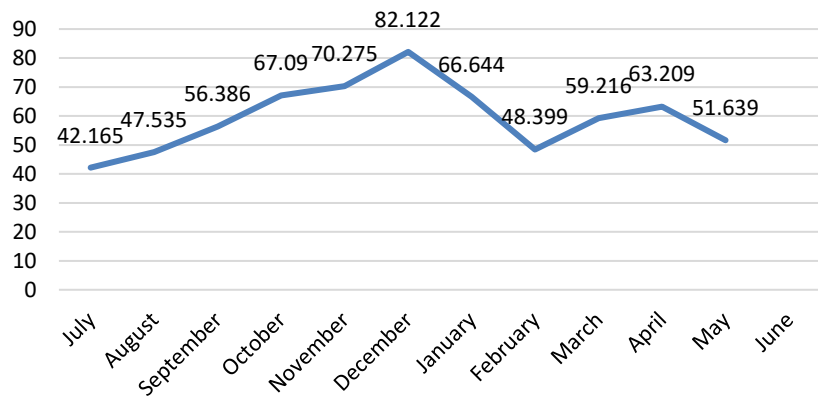
- Have received no feedback since the new supply tanks have been installed. The bore is still operating 24 hours a day in attempt to keep the borrow pit topped up for road works.

### **Other Works**

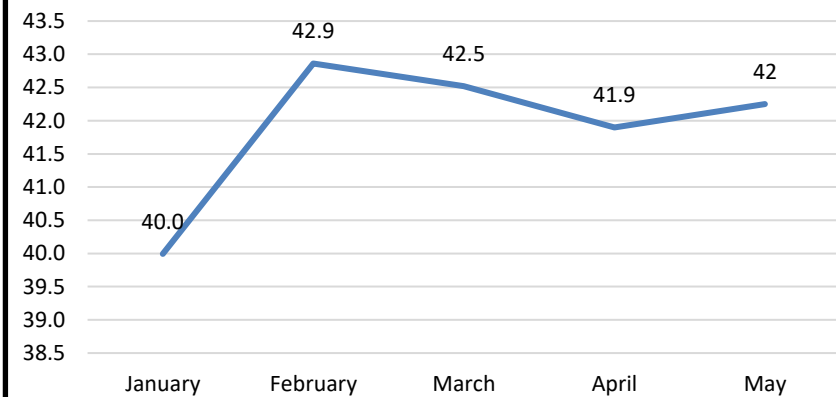
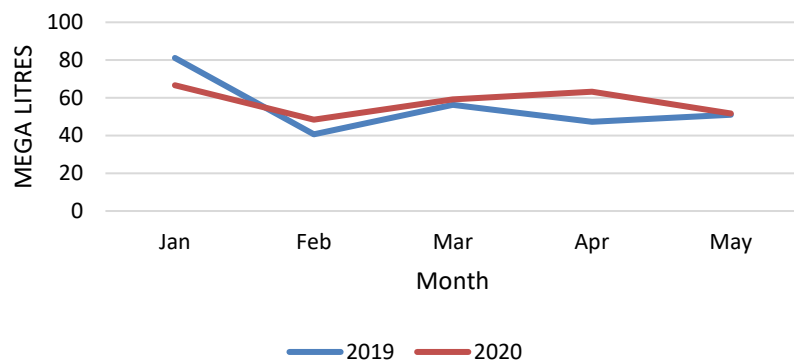
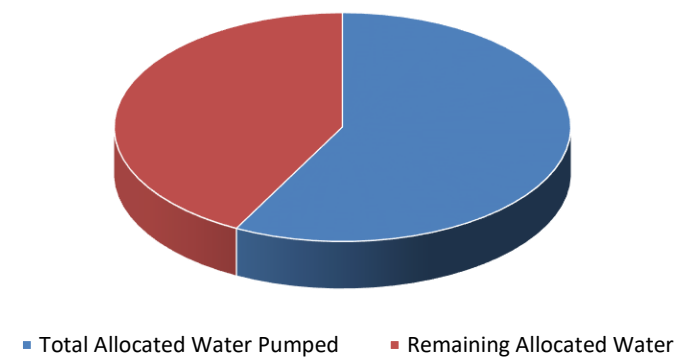
- Public toilets are still requiring constant attention with petty vandalism.
- Attention to toilets at the Child Care Centre.
- All filter cartridges have been replaced on drinking fountains.



TOTAL WATER PUMPED 19/20



HOT WATER TEMPERATURE 2020

TOTAL WATER PUMPED TO TOWN  
COMPARISON 2019 vs 2020TOTAL WATER PUMPED VS ALLOCATION  
19/20

**Workshop**

| <b>Plant</b>                    | <b>Repairs/Service Performed</b>                                                                                            | <b>Scheduled Service Interval</b> | <b>Kilometres/Hours When Serviced</b> | <b>Operator</b> |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------------|-----------------|
| 38 Toyota Aurion                | Routine inspection – replace battery and check charging system                                                              |                                   |                                       | Various         |
| 68 Toyota Hilux                 | Routine service                                                                                                             | 170000 km                         | 170017 km                             | L.Heslin        |
| 71 Ford Ranger                  | Routine service – replace a/c blower fan and switch                                                                         |                                   | 202003 km                             | P.Mutton        |
| 76 Toyota LC                    | Routine inspection – replace park brake shoes                                                                               | 155000 km                         | 155063 km                             | J.Stockham      |
| 78 Toyota Hilux                 | Replace UHF aerial – repair wiring to trailer plug                                                                          |                                   | 103840 km                             | D.Elliott       |
| 79 Holden Colorado              | Waiting for parts from overheating issue                                                                                    |                                   | 101246 km                             | Stock Routes    |
| 80 Toyota Hilux                 | Routine inspection                                                                                                          | 75000 km                          | 76009 km                              | E.Ellis         |
| 117 Hino truck                  | Routine service                                                                                                             | 130000 km                         | 129983 km                             | Various         |
| 118 Hino truck                  | Routine service – repair toolbox door – replace batteries                                                                   | 130000km                          | 133096 km                             | Various         |
| 120 Isuzu truck                 | Replace UHF aerial                                                                                                          |                                   | 50851 km                              | Various         |
| 121 Garbage truck               | Routine service                                                                                                             | 30000 km                          | 31044 km                              | Various         |
| 123 Isuzu truck                 | Routine service – Repair rear wiring                                                                                        | 30000 km                          | 30010 km                              | Stock Routes    |
| 213 Isuzu truck                 | Complete the assembly of engine parts – replace hydraulic clutch booster                                                    |                                   | 261349 km                             | R.Stout         |
| 218 Street sweeper              | Replace and adjust centre broom – adjust proximity switches                                                                 |                                   | 5106 km                               | Various         |
| 219 Isuzu truck                 | Routine service                                                                                                             | 10000 km                          | 10087 km                              | Various         |
| 350 JD front deck ride-on mower | Machine has a broken input shaft in the transmission and has been sent to Vanderfields for repair                           |                                   |                                       | Various         |
| 383 CAT skid steer machine      | Locate and rectify hydraulic oil leak – routine service                                                                     | 250 hr                            | 254 hr                                | Various         |
| 526 CAT grader M                | Replace high pressure pump – replace exhaust manifold                                                                       |                                   | 9640 hr                               | D.Howard        |
| 527 CAT grader M                | Replace park brake pressure sensor and solenoid                                                                             |                                   | 6660 hr                               | S.Allman        |
| 528 CAT grader M                | Carry a transmission calibration                                                                                            | 3500 hr                           | 3499 hr                               | J.Cluff         |
| 529 CAT grader M                | Routine service                                                                                                             | 2500 hr                           | 2503 hr                               | P.Mutton        |
| 641 Olympian genset             | Investigate and rectify intermittent Shutting down fault                                                                    |                                   |                                       | Various         |
| 758 Goose neck trailer          | Service Bearings and brakes – repair electrical wiring                                                                      |                                   |                                       | Stock Routes    |
| Fabrications for the month      | Gates for Richmond road job<br>Hand rails for new toilet<br>Hand rails for Hospital foot path<br>Toolbox for new sign truck |                                   |                                       |                 |

## Plant Purchases

| Plant No | Description                     | kms/Hrs | Operator       | PURCHASED PRICE (exc. GST) | YEAR PURCHASED | Buy Cost (exc GST) | Trade In (exc GST) | Change Over (exc GST) | Remarks                                                                                                                                                                        |
|----------|---------------------------------|---------|----------------|----------------------------|----------------|--------------------|--------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NEW      | SIGN TRUCK                      |         |                |                            |                | \$160,044.07       |                    | \$ 160,044.07         | Truck Ordered 28-10-2019 expected to arrive Feb 2020<br>Truck arrived 20-2-2020<br>Aux hydraulic circuit was not fitted, due to be fitted approx 13-3-2020                     |
| 47       | FORD RANGER XL DUAL CAB         | 172,865 | M SALE         | \$ 34,793.26               | 2010           | \$ 41,059.25       | \$ 8,272.73        | \$ 32,786.52          | Completed Car Arrived 28-11-2019                                                                                                                                               |
| 68       | TOYOTA HILUX SR                 | 114,815 | CRICKY HESLIN  | \$ 45,751.00               | 2014           | \$ 49,325.00       | \$ 12,272.73       | \$ 37,052.27          | RFQ and Tender to be live 14-2-2020 close 6-3-2020<br>Car due to arrive - June 2020                                                                                            |
| 69       | TOYOTA HILUX DUAL CAB           | 172,925 | VARIOUS        | \$ 46,400.00               | 2014           | \$127,520.79       | \$ 16,000.00       | \$ 111,520.79         | Truck Quote opened 7-2-2020 closing 21-2-2020<br>Tender of vehicle to occur in May<br>Truck Quote Awarded 27-2-2020<br>Truck due to arrive End June/July (delayed to COVID-19) |
| 70       | HOLDEN COLORADO LX              | 167,504 | ROAD INSPECTOR | \$ 50,239.51               | 2014           | \$ 51,261.71       | \$ 13,727.27       | \$ 37,534.44          | Replacement car has arrived, WSC trade in December 2019                                                                                                                        |
| NEW      | GENSET                          |         |                |                            |                | \$ 14,900.00       |                    | \$ 14,900.00          | Purchase of new gensets ordered 6-12-2019 due to arrive 10-2-2020<br>Sale to occur in March<br>New Generators arrived 3-3-2020                                                 |
| NEW      | GENSET                          |         |                |                            |                | \$ 14,900.00       |                    | \$ 14,900.00          | Purchase of new gensets ordered 6-12-2019 due to arrive 10-2-2020<br>Sale to occur in March<br>New Generators arrived 3-3-2020                                                 |
| NEW      | GENSET                          |         |                |                            |                | \$ 14,900.00       |                    | \$ 14,900.00          | Purchase of new gensets ordered 6-12-2019 due to arrive 10-2-2020<br>Sale to occur in March<br>New Generators arrived 3-3-2020                                                 |
| 58       | TOYOTA LANDCRUISER PRADO GXL    | 135,096 | V HOWARD       | \$ 55,263.66               | 2012           | \$ 45,459.22       | \$ 25,100.00       | \$ 20,359.22          | Quote and Tender awarded 17-1-2020 cars expected to arrive End Feb<br>Cars arrived 2-3-2020                                                                                    |
| 61       | TOYOTA LANDCRUISER PRADO GX     | 79,275  | RFSP           | \$ 54,333.70               | 2012           | \$ 45,477.74       | \$ 22,818.18       | \$ 22,659.56          | Quote and Tender awarded 17-1-2020 cars expected to arrive End Feb<br>Cars arrived 2-3-2020                                                                                    |
| 704      | UNEEDA TANDEM TRAILER           |         | WORC           |                            | 2004           | \$ 5,691.82        |                    | \$ 5,691.82           | New Trailer Arrived Jan 2020<br>Tender of old trailer scheduled for March                                                                                                      |
| 736      | LACEYS TANDEM BOX TRAILER       |         |                |                            | 2002           | \$ 5,691.82        |                    | \$ 5,691.82           | New Trailer Arrived Jan 2020<br>Tender of old trailer scheduled for March                                                                                                      |
| NEW      | 5M FLAT TOP TRILER              |         |                |                            |                | \$ 13,761.82       |                    | \$ 13,761.82          | Quote awarded - 14/04/2020<br>Trailer due to arriving - approx 10 weeks                                                                                                        |
| NEW      | JOHN DEERE X750                 |         |                |                            |                | \$ 18,875.60       |                    | \$ 18,875.60          | Completed Mower arrived 22-11-2019                                                                                                                                             |
| 382      | SCISSOR LIFT                    |         |                |                            |                |                    |                    | \$ 2,520.00           | Replaced scissor lift bought in 2019                                                                                                                                           |
| NEW      | KOBELCO EXCAVATOR               |         |                |                            |                | \$ 74,038.41       |                    | \$ 74,038.41          | Quote awarded - 14/04/2020<br>Excavator arrived                                                                                                                                |
| NEW      | VIBRATING ROLLER                |         |                |                            |                | \$175,673.00       |                    | \$175,673.00          | Quote awarded - 22/04/2020<br>Roller arrived                                                                                                                                   |
| NEW      | 6000L DIESEL DELIVERY FUEL TANK |         |                |                            |                | \$ 9,990.90        |                    | \$ 9,990.90           | To be installed onto fuel truck                                                                                                                                                |
|          |                                 |         |                |                            |                |                    | <b>TOTAL</b>       | <b>\$ 772,900</b>     |                                                                                                                                                                                |
|          |                                 |         |                |                            |                |                    | <b>BUDGETED</b>    | <b>800,000.00</b>     |                                                                                                                                                                                |

## **Rural Services**

---

### **Water Facilities**

In general, all Stockroute water facilities are operating sufficiently.

Enta - solar system has dropped a panel due to age

Dicks Creek - floats are leaking from not getting used, tanks are turned off now and will be turned on when needed.

Dunbar trough - had a hole in old trough and has been repaired.

Nadjayamba Trough - leaking from a hole and has been repaired.

Four mile nest - filled in.

Broughton and Canis dam - will be dry within the next two months, therefore continuous inspections are being carried out to ensure pumps are removed at the correct time.

### **Weeds**

Weed spraying has been conducted around town and on the town common.

### **Baiting**

Over the last couple of weeks there has been over 500kg of baits distributed and reports of more dogs than ever getting around.

This month there has been 20 fresh dog scalps handed in.

### **Biosecurity**

There have been no Biosecurity issues this month.

### **Wild Dog Exclusion Fencing**

Final payment has been made to one landholder as the fence is 100 percent finished and a 20 percent payment has been made to another landholder. Comments have been made from landholders that it has been difficult to engage a fencing contractor to complete these works as they are all busy.

### **Commons/Routes/ Reserves**

Cattle on the Winton and Middleton commons are looking good all fat and well.

Complaints were received regarding cattle out on the Longreach Road. An inspection was carried out which identified these cattle did not belong to the common. Council staff did however put these cattle back in to where they had escaped.

Corfield Common has very little feed on the common and holding 44 cows.

Cr White, Cr Seymour, the Special Projects Officer and the Rural Services Manager conducted a site visit to several Stockroute Water Facilities.

### **Saleyards**

Saleyards have been very busy during the month of May. Portable lights have been installed to ensure cattle can still be loaded and weighed. New ramp is 90 percent finished and is getting used.

Had a very big issue with ordering NLIS tag for the Saleyards. DAF informed Council that one person could only order tags but the designated person had nothing to do with the Saleyards. Changed permission so that the Rural Service Manager and the Saleyards Manager can now order the necessary tags.

RAPAD, Central West Pest Management Group and Stockroutes QLD would like to conduct a general meeting in Winton in November.

|                                                                                               |          |                                                                                                                                                     |                                            |
|-----------------------------------------------------------------------------------------------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| CONTRACTOR NAME                                                                               |          | Gavin and Jodie Smith                                                                                                                               |                                            |
| TYPE OF CONTRACT                                                                              |          | Saleyards Manager                                                                                                                                   |                                            |
| MONTH                                                                                         |          | May 2020                                                                                                                                            |                                            |
| Data and statistics                                                                           |          |                                                                                                                                                     |                                            |
|                                                                                               | Spelling | Weighing                                                                                                                                            | Total                                      |
| Current Month                                                                                 | 9,802    | 16,686                                                                                                                                              | 26,488                                     |
| Current Year (2020)                                                                           | 18,023   | 66,384                                                                                                                                              | 84,407                                     |
| Financial Year (19/20)                                                                        | 37,013   | 88,676                                                                                                                                              | 125,689                                    |
| Assets and Maintenance                                                                        |          |                                                                                                                                                     |                                            |
| Item                                                                                          |          | Outcome                                                                                                                                             |                                            |
| The lights are not working around the yards.                                                  |          | Contractor has been and tested lights. Now waiting for the report. Portable tower lights have been utilised however lighting is still a huge issue. |                                            |
| Bitumen in front of new loading ramp.                                                         |          | Seeking an update on the bitumen in front of the loading ramp.                                                                                      |                                            |
| Backup generator                                                                              |          | Investigation in regards to a back up generator is currently being conducted.                                                                       |                                            |
| Organic                                                                                       |          | Investigation in regard to an Organic Yard is currently being conducted.                                                                            |                                            |
| Received a load of gravel to fill in the holes in laneway going from rail yards to Saleyards. |          | Holes have been filled in and have gravel now to fix other problem areas.                                                                           |                                            |
| Preventative Maintenance Activities for the month                                             |          |                                                                                                                                                     |                                            |
| Item                                                                                          |          | Contractor/External                                                                                                                                 | Date Completed/Closed                      |
| Weekly Trough Cleaning                                                                        |          | We have decided to turn the troughs off when they are not in use. We clean them when we have stock coming into that trough.                         |                                            |
| Quarterly Sump Cleaning                                                                       |          | Nil                                                                                                                                                 |                                            |
| Cleaning of Scales                                                                            |          | Completed after each weighing session                                                                                                               |                                            |
| Calibration of Scales                                                                         |          |                                                                                                                                                     |                                            |
| Compliments, Complaints and Suggestions                                                       |          |                                                                                                                                                     |                                            |
| Item                                                                                          |          | Actions                                                                                                                                             | Date Completed/Closed                      |
| Organic                                                                                       |          | We are getting numerous phone calls from agents and stock owners about organic.                                                                     |                                            |
| Workplace Health and Safety                                                                   |          |                                                                                                                                                     |                                            |
| Item                                                                                          |          | Actions if necessary                                                                                                                                | Date Investigation Completed if applicable |



|                                       |                |                              |
|---------------------------------------|----------------|------------------------------|
| Accidents                             | Nil            |                              |
| Incidents                             | Nil            |                              |
| Near Misses                           | Nil            |                              |
| WPHS Audits                           | Nil            |                              |
| <b>Internal Audits</b>                |                |                              |
| <b>Item</b>                           | <b>Actions</b> | <b>Date Completed/Closed</b> |
| Completion of Facility Checklist      |                |                              |
| <b>Compliance Items</b>               |                |                              |
| <b>Item</b>                           | <b>Actions</b> | <b>Date Completed/Closed</b> |
| NLIS                                  | Nil            |                              |
| Bio Security                          | Nil            |                              |
| <b>Continuous Quality Improvement</b> |                |                              |
| <b>Item</b>                           | <b>Actions</b> | <b>Date Completed/Closed</b> |
| Rail yards                            | Nil            |                              |

## Parks & Facilities

### Public Parks

During May, the Parks and Facilities team continued to maintain all parks and garden areas. The two garden beds in the centre of Elderslie Street outside Central Motors and the Outback Motel were upgraded. A double row of decorative blocks was installed around the perimeter of both beds to add definition, it will also aid in keeping mulch from spilling onto the road. New garden edging was also installed at Hollow Log Park, replacing the old and tired sleepers that were present. The irrigation systems in the Werna Street garden beds between Elderslie Street and Vindex Street were also upgraded.



## Show Grounds

The Showgrounds area was mowed and whipper snipped on a weekly basis.

## Recreational Grounds

The Recreational Grounds area was mowed and whipper snipped on a weekly basis. Several compacted areas on the main oval were in need of attention. These areas were aerated, then top dressed. The top dressing mix was a combination of crusher dust, gypsum and sand.

## Swimming Pool

The Swimming Pool area was mowed on a weekly basis during May. The plants that were installed in the garden beds surrounding the Water Park are growing well, as is the new turf.

## Street Sweeping

The street sweeper was used extensively during May.

## Vegetation and Vermin Control

There is very little unwanted vegetation on footpaths and other open areas, however what is present is being poisoned, whipper snipped or mowed. This is an ongoing process.

## Animal control

One roaming dog complaint was acted on by Parks staff, the complaint originated from the Winton Police. When Parks staff went to look for the dog, it had returned to its place of residence. The owner was notified and was informed that the dog needs to be confined in its own yard.

## Undertaking and Cemetery

Nil funerals.

Maintenance on all three Cemetery areas continued as normal.

## Refuse collection

Refuse collection has continued as normal.

## Aerodrome

Normal twice weekly inspections were carried out without any problems detected. The runway strip on runway 14/32 was mowed. The Middleton ALA was also graded in late May and a new windsock was fitted.

| Meter Readings |        | Avgas Dispensed |
|----------------|--------|-----------------|
| Start          | Finish | May 2020        |
| 200473         | 215254 | 14781           |

| Details of Fuel Dispensed & Aircraft Usage |    |
|--------------------------------------------|----|
| Drums filled – Avgas                       | 61 |
| Drums filled – JetA1                       | 0  |
| Planes – Fuelled                           | 11 |
| Helicopter – Fuelled                       | 0  |
| Helicopter – Visit                         | 4  |
| Helicopter – Overnight                     | 0  |

|                             |    |
|-----------------------------|----|
| Helicopter – Short Stay     | 3  |
| Helicopter – Long Stay      | 1  |
| Gyro Copter Visits          | 0  |
| Gyro Copter Filled          | 0  |
| Aircraft – Visit            | 13 |
| Aircraft – Overnight        | 4  |
| Aircraft – Long stay        | 0  |
| Aircraft – Short stay       | 10 |
| Aircraft – Training         | 0  |
| Aircraft – RFDS/Care flight | 2  |
| Oil 100+                    | 0  |
| Oil 100                     | 0  |

### **Special Projects**

---

LGAQ Shovel Ready – Consulted Works Manager, Rural Land Manager, Water & Sewer Manager, Parks & Facility Manager and Asset Manager formed 38 projects for the Battle Plan funding program.

Queensland Feral Pest Initiative – Round 4 funding submission (Waste Facility Barrier Fence Project, Capacity Building Project & Weed Management on reserves and stock routes Project)

Heavy Vehicle Safety and Productivity Program – Round seven funding submission (Upgrade to rest area on Kennedy Development Rd)

Develop a whole of precinct Saleyards Masterplan for Council.

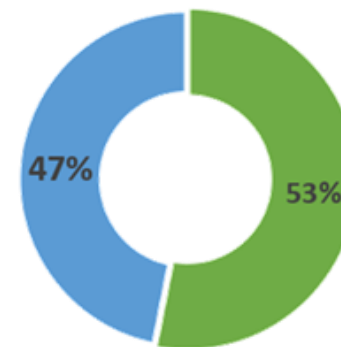
# Winton Shire Council DRFA Financial/Construction Progress North & Far North Queensland Monsoon Trough, 25 January - 14 February 2019

| Submission               | Recommended Value |
|--------------------------|-------------------|
| 2019 Preliminary Section | \$3.56M           |
| 2019 Southern Section    | \$11.93M          |
| 2019 Northern Section    | \$10.69M          |

\*Note Estimates and Recommended value exclude escalation and contingency

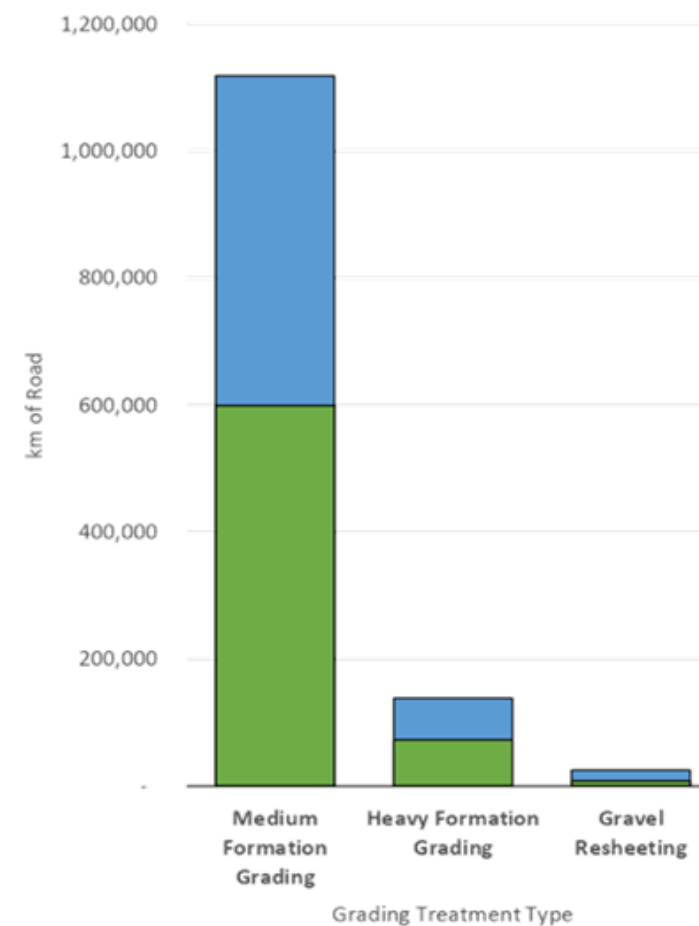
| Completed Road                                  | Cost to Date | Finish Date |
|-------------------------------------------------|--------------|-------------|
| Amelia Access                                   | \$ 121,453   | 15/08/19    |
| Bernborough Downs Access                        | \$ 33,348    | 15/05/20    |
| Chiltern Hills Access                           | \$ 6,978     | 19/09/19    |
| Colston Access                                  | \$ 5,449     | 10/10/19    |
| Dillcar - Longreach SR                          | \$ 23,149    | 27/08/19    |
| Fermoy Access                                   | \$ 208,918   | 15/04/20    |
| Golf Links Bladensburg (Route of the River Gum) | \$ 47,785    | 9/09/19     |
| Haul Road                                       | \$ 35,167    | 29/08/19    |
| Jundah Cork Road                                | \$ 117,649   | 27/11/19    |
| Lark Quarry Access                              | \$ 1,137     | 12/08/19    |
| Mayneside Access                                | \$ 357,915   | 23/03/20    |
| Middleton Kynuna Road                           | \$ 216,900   | 25/05/20    |
| Middleton Kynuna Road (Kynuna Shire)            | \$ 461,842   | 17/09/19    |
| Middleton Park Access                           | \$ 6,614     | 22/08/19    |
| Mountain View Access                            | \$ 9,148     | 2/09/19     |
| Old Cork Road (Red Hill Road)                   | \$ 140,180   | 11/03/20    |
| Teviot-Leeson Road                              | \$ 145,335   | 19/10/19    |
| Windemere Access                                | \$ 13,529    | 12/09/19    |
| Wokingham Stock Route (Collingwood-Ayshire)     | \$ 301,182   | 4/10/19     |

## Unsealed Grading Road Works



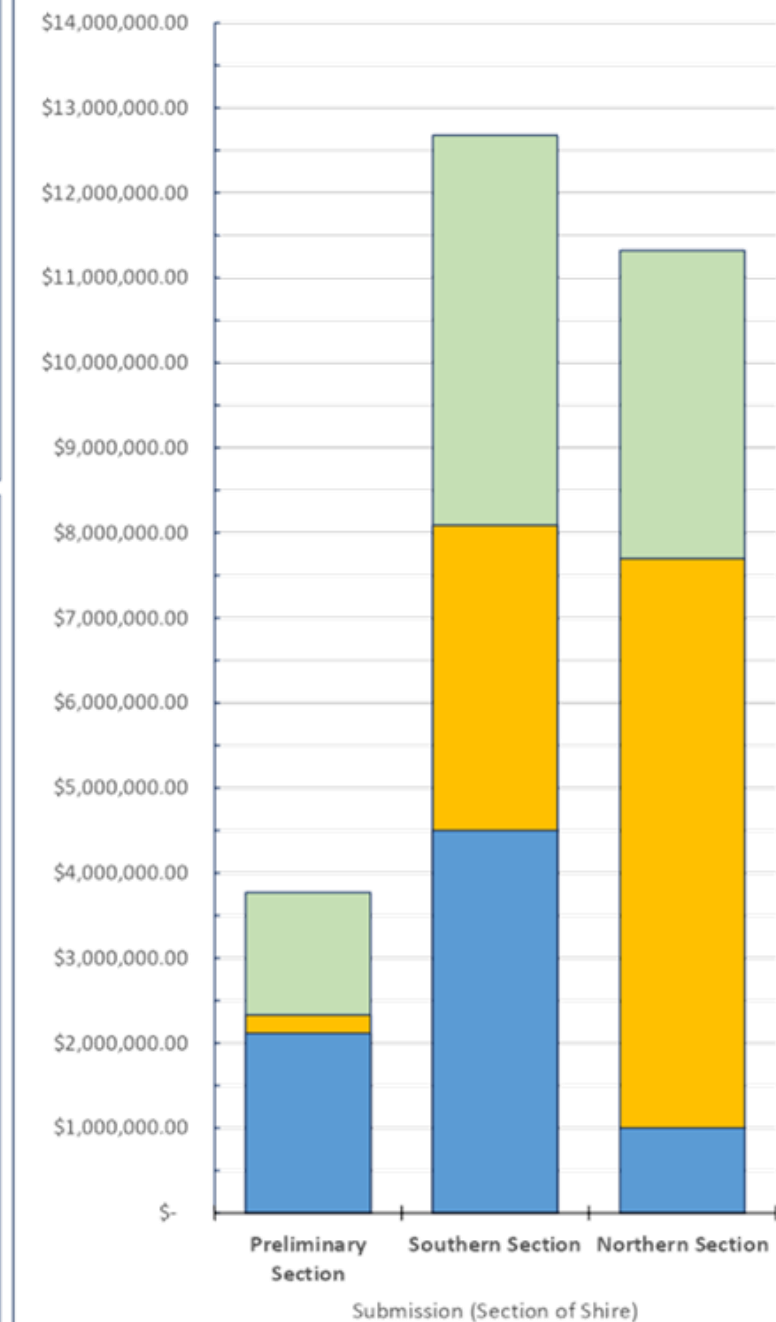
■ Works Complete ■ Works Remaining

## Unsealed Road Works



■ Total ■ Distance Complete

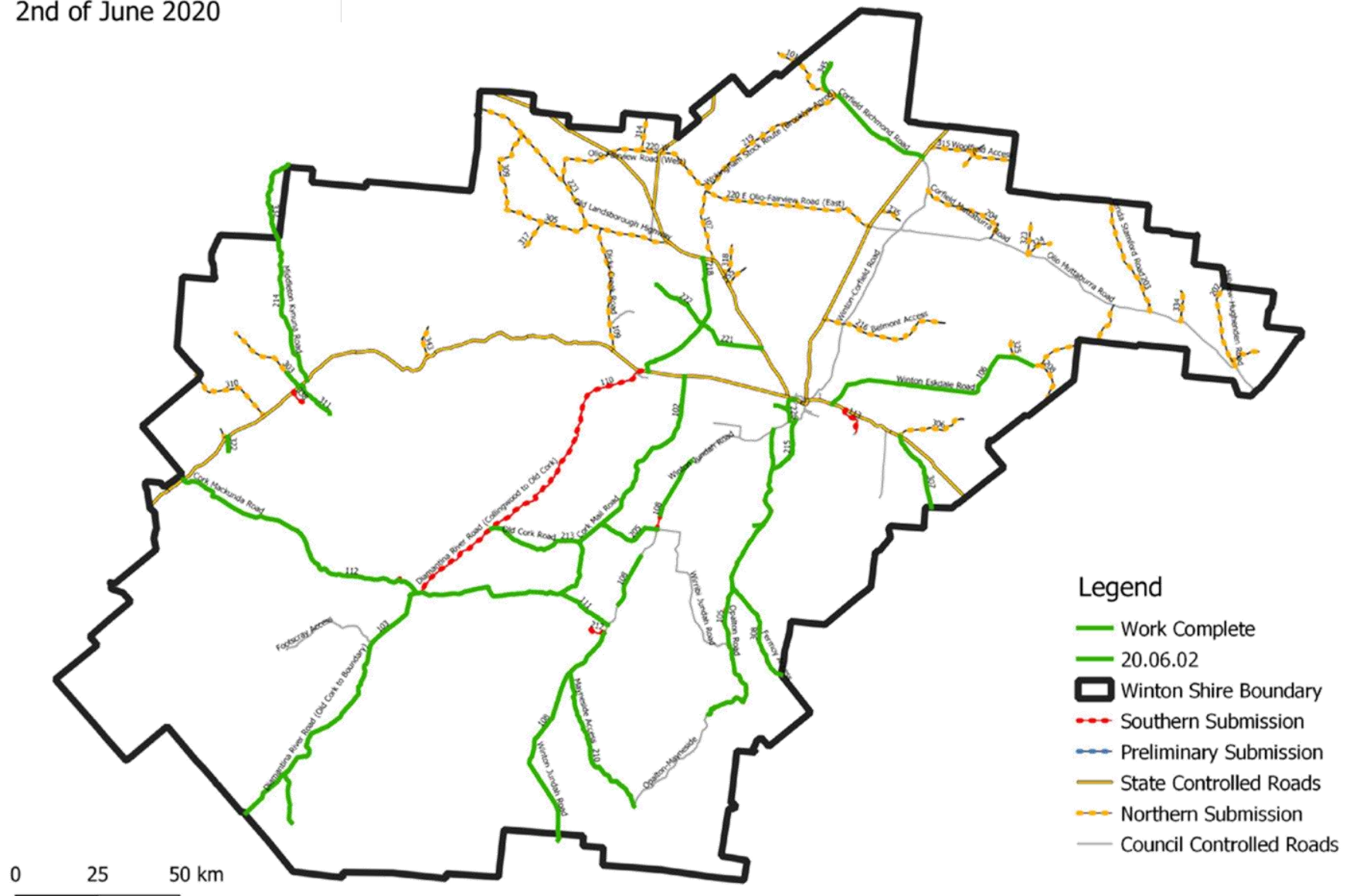
## Expenditure to Date



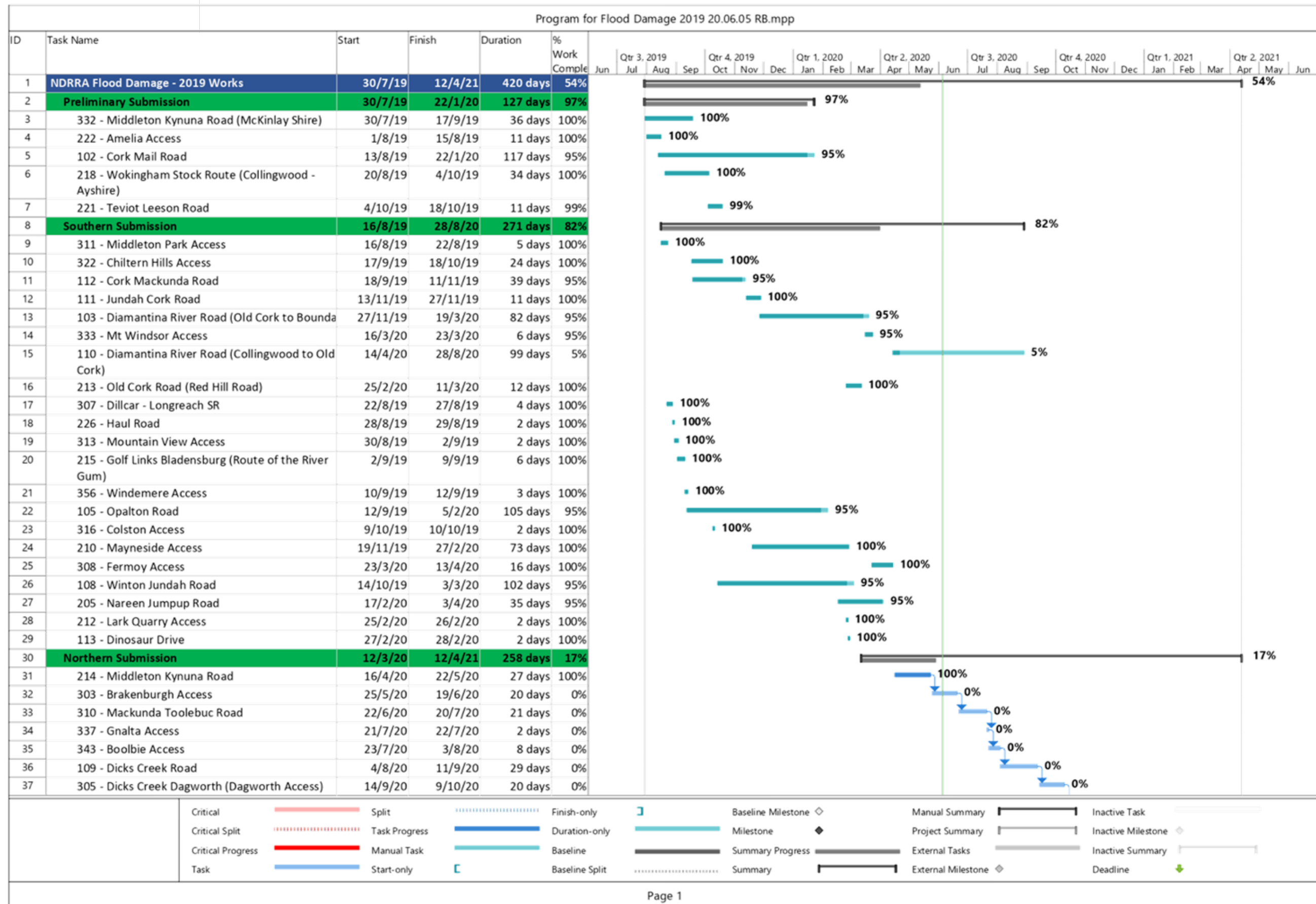
■ QRA Original Recommended Value  
■ Estimated Cost at Completion (With Contingency)  
■ Cost to Date

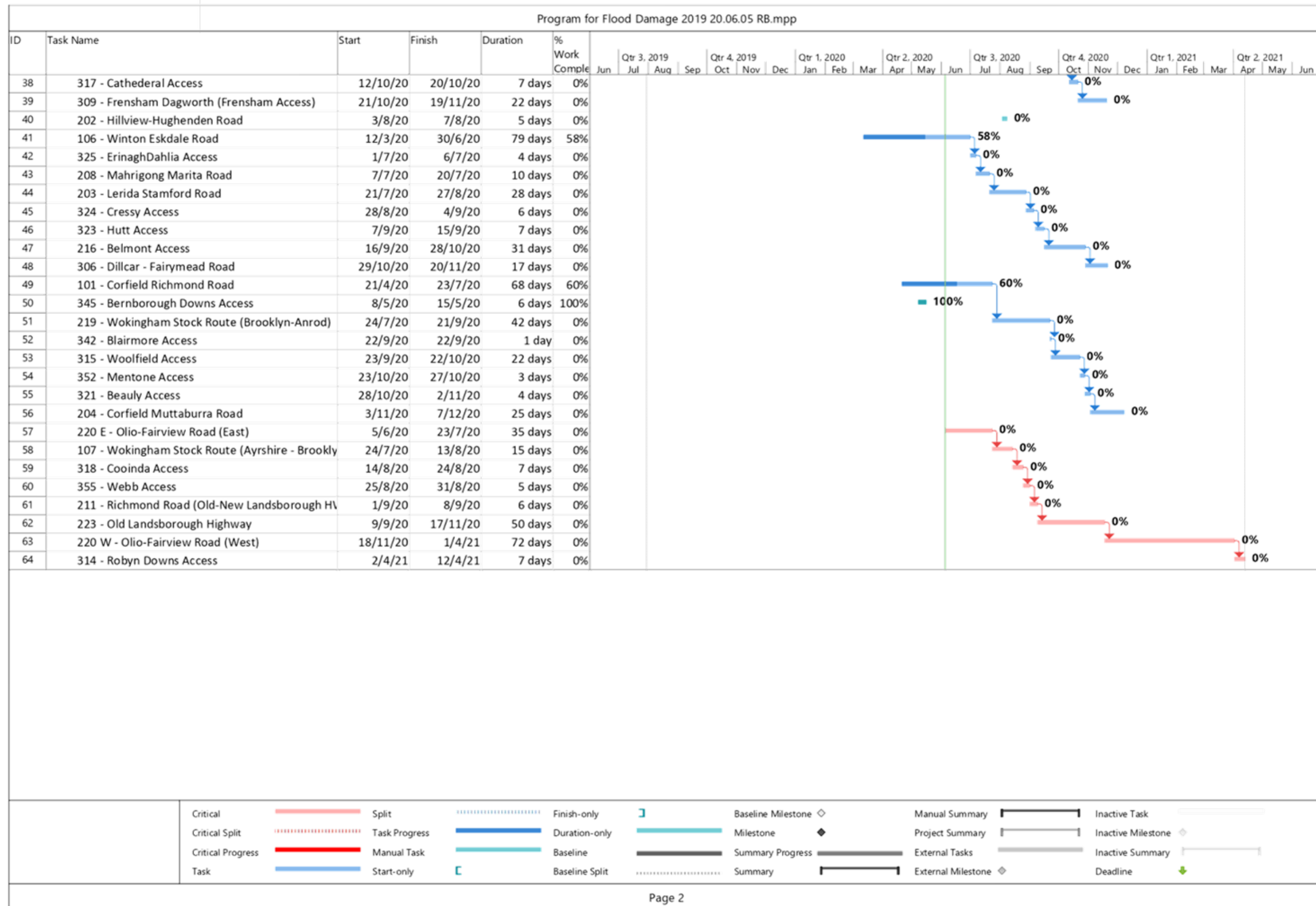


Winton Shire Flood Damage Works  
2019 Monsoonal Trough Restoration  
2nd of June 2020









**17.3 CHIEF EXECUTIVE OFFICERS REPORT****File Number:** 120452

**Attachments:**

1. 20.06 Balance Sheet.pdf
2. 20.06 Investment Report.pdf
3. 20.06 Revenue and Expenditure Report MAY.pdf
4. 20.06 Capital Works 19 20.pdf
5. 20.06 Discrepancies between budget and actuals.pdf

**Meeting Date:** 18 June 2020**RECOMMENDATION**

THAT the report be received.

**REPORT**

| <b>CEO MEETINGS &amp; INSPECTIONS – 15 May 2020 – 12 June 2020</b> |                                                                      |                                                                 |
|--------------------------------------------------------------------|----------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>Type</b>                                                        | <b>Parties</b>                                                       | <b>Purpose</b>                                                  |
| 15-05-2020 Meeting                                                 | Staff Meeting                                                        | Weekly Office Staff Meeting                                     |
| 18-05-2020 Teleconference                                          | Hans Muller – Peak Services                                          | Geothermal Plant – Update on outstanding works.                 |
| 19-05-2020 Teleconference                                          | Senior Management Meeting                                            | Senior Executive Meeting                                        |
| 19-05-2020 Teleconference                                          | Peak Services and Helix Legal                                        | Geothermal Plant – Documenting outstanding works and defects    |
| 21-05-2020 Meeting                                                 | Council Meeting                                                      | Monthly Council Meeting                                         |
| 22-05-2020 Meeting                                                 | Staff Meeting                                                        | Weekly Office Staff Meeting                                     |
| 22-05-2020 Meeting                                                 | Longreach District Disaster Management Group Meeting.                | Regional response to COVID-19 pandemic                          |
| 22-05-2020 Interview                                               | Director of Works - Applicant                                        | Director of Works - Interview                                   |
| 26-05-2020 Meeting                                                 | Senior Management Meeting                                            | Senior Executive Meeting                                        |
| 26-05-2020 Meeting                                                 | Paul Hart – Queensland Fire and Emergency Services Area Manager      | Meet and greet including update on regional training activities |
| 26-05-2020 Interview                                               | Director of Works - Applicant                                        | Director of Works – Interview                                   |
| 28-05-2020 Teleconference                                          | Tracy Mayhew – Crowe Australasia, Peter Gogsch – External Accountant | Exit Interview following External Financial Audit               |
| 29-05-2020 Workshop                                                | Council Workshop                                                     | 1 <sup>st</sup> Budget Workshop                                 |
| 29-05-2020 Visit                                                   | Australian Age of Dinosaurs                                          | On-site visit to view construction works with David Elliott     |
| 01-06-2020 Teleconference                                          | Peak Services and Helix Legal                                        | Documenting outstanding works and defects                       |
| 02-06-2020 Meeting                                                 | John Buscher – Cobb Lane                                             | Cobb Lane and Property Access                                   |
| 09-06-2020 Meeting                                                 | Senior Management Meeting                                            | Senior Executive Meeting                                        |
| 12-06-2020 Workshop                                                | Council Workshop                                                     | 2 <sup>nd</sup> Budget Workshop                                 |

## Workplace Health and Safety Officers Report

### 1. Safety Performance Matrix

|                                              | Current Month | 2019/20 YTD |
|----------------------------------------------|---------------|-------------|
| Vehicle/Plant Accidents                      | 0             | 12          |
| Near Misses                                  | 0             | 2           |
| Number of All Injuries                       | 0             | 9           |
| Number of LTI's (Lost Time Injuries)         | 1             | 1           |
| Number of MTI's (Medical Treatment Injuries) | 0             | 2           |
| Number of FAI's (First Aid Injuries)         | 2             | 6           |
| Number of Days Lost                          | 1             | 1           |

### 2. Safety Performance Summary

#### Incident Description

| Date    | Description                                                                                                    |
|---------|----------------------------------------------------------------------------------------------------------------|
| 6/5/20  | Scrapped skin with 6-inch suction hose while loading into truck                                                |
| 15/5/20 | Connecting hydraulic hose on dingo and connection was tight. Tapped to release and hydraulic oil went into eye |
| 15/5/20 | Twisted ankle when tripped over wooden edging in garden bed while retrieving drop scissors                     |
| 26/5/20 | Contractor has hit 3 cows when travelling back to Winton at night from job site                                |

#### Hazard/Risk Description

| Date       | Description                                                                                                    |
|------------|----------------------------------------------------------------------------------------------------------------|
| 27/05/2020 | Raise concrete walkway in front of the Tuckerbox Café at Waltzing Matilda Centre which can cause a trip hazard |

#### Rehabilitation Case Management Activity

| New Cases | Closed Cases | Total Active Cases | Cases >5 Days | Cases >40 Days |
|-----------|--------------|--------------------|---------------|----------------|
| 1         | 2            | 0                  | 1             | 0              |

#### Safety Improvement Notices (Internal)

| Date   | Department | Details of Non-Conformance                                                                                                                                                                                      |
|--------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1/5/20 | Works      | Observed an employee standing on the mast of the forklift. The employee had climbed up onto the mast to remove lid from chemical container which was lifted by the forklift onto stand outside the pump station |

### 3. WH&S Training

There was no safety training carried out during May due to COVID-19

WH&S training planned and booked \* (note \* not booked):

| Course                                            | Date    | No of potential Attendees |
|---------------------------------------------------|---------|---------------------------|
| Silica Dust (Internal)                            | 2/6/20  | 12                        |
| Silica Dust* (Internal)                           | TBA     | 30                        |
| First Aid Training*                               | TBA     | 60                        |
| Working in Proximity to Traffic Awareness Part 1* | Ongoing | 40                        |
| Working in Proximity to Traffic Awareness Part 2* | Ongoing | 40                        |
| Traffic Controller Refresher*                     | TBA     | 7                         |
| Remove Non-Friable Asbestos*                      | TBA     | 6                         |
| Dogger Training *                                 | TBA     | 6                         |

### 4. Safety Inductions

The following safety inductions were carried out during May

| Area        | May |
|-------------|-----|
| Contractors | 5   |

There were no refresher safety inductions carried out during May.

### 5. Safety Management System

The Take 5 for WHS Training and Purchasing Requirements was updated during May.

### 6. Workplace Health and Safety Committee

The last Safety Committee Meeting was held on 13 May 2020 with the next meeting scheduled to be held on 12 August 2020. This was a general safety meeting with no policies or procedures to be endorsed. The next meeting in August will have the endorsement of the updated Workplace Health and Safety Policy Statement. This was updated in May and has been sent out to all Health and Safety Representatives to consult with their respective work groups regarding the changes.

### 7. Drug and Alcohol and Testing

There were 16 drug and alcohol tests carried out in May. There was one positive test for Cannabis. A second test was completed and sent to laboratory for analysis and came back positive for cannabis. The employee had to participate in drug education and counselling following the positive result and undertake a return to work test which was negative to all drugs and alcohol and has since returned to work.

### 8. Infringement Notices

There were no infringement notices issued for breaches of the national heavy vehicle laws during May.

### 9. Safety



The voluntary flu vaccination program was held on 26 May 2020. A total of 19 staff took advantage of the free flu vaccinations. This was the first year this was held and will be held again next year to support the wellness of our staff.

To support the Winton Community Awareness Day on 12 June 2020 for breast cancer, outdoor staff were asked if they wanted to participate by wearing a hi viz yellow/pink breast cancer shirt. The response was outstanding from the outside staff for this cause with a total of 51 shirts ordered. These shirts have arrived and will be handed out to staff the first week of June. The shirts are made by Bisley and have the national breast cancer foundation logo on the right-hand side of the sleeve. Bisley gives the National Breast Cancer Foundation \$3.00 for each shirt to help with finding a cure for breast cancer. The shirts will be worn not only in June but at any time of the year as part of their personal protective equipment (PPE).

## **IT & COMMUNICATIONS OFFICER (ITO)**

### **Library Public Computers**

The Winton library public computers are currently in the process of being replaced with current models that will give the public with access to reasonable computers for their various needs. These computers are designed with privacy in mind and wipe themselves of all information to return to a state before the person used it after being restarted. They will offer Microsoft office programs and access to the internet.

### **Winton Community Radio**

Working with the Community Development Officer and the Tourism Officer we have started to design a community radio station that will be able to relocate and broadcast across the entirety of the township of Winton. At the first stage this will be a terrestrial broadcast with plans to host it on the internet as well to enable all residents to be able to access it. The service will contain music from various genres speaking presentations from different person and will enable emergency services to take control in a disaster event to broadcast messages to the public.

### **Hall Rigging**

During the most recent production hosted at Winton's Shire Hall there was a notable shortfall in the lighting that could be provided to the performers. After investigation, it was found to be quite dated and in some areas the wiring has degraded to become potentially hazardous.

Taking into these considerations outside assistance has been sought to rectify these matters and seeking pricing and knowledge on the best way forward to both enhance the current setup and bring it into a safer working environment that will enable performances to benefit from any works conducted.

### **Council Monitor Refresh**

The Winton Shire Council has replaced all aging secondary monitors with up to date models that match to the current hardware scheme operating environment. This change brings all monitors back into line with current ergonomic practices and will reduce eye strain from having to look at dimming monitors.

This was followed by the sale of most of the monitors still in good working order with only 2 remaining unsold after the advertising period had finished.

## **Current Recruitment**

| Position                                                                        | Section                          | Status                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Director of Works                                                               | Works and Utilities              | Position has been offered to Suneil Adhikari and he has accepted the role with a start date of 1 <sup>st</sup> July 2020.                                                                                                                                                                                                |
| Water and Sewerage Technical Officer                                            | Works and Utilities              | Has arrived in Winton 4 <sup>th</sup> June 2020 and is currently self-quarantining until 17 <sup>th</sup> June 2020.                                                                                                                                                                                                     |
| Special Projects Officer (Temporary Casual Placement)                           | Works and Utilities              | Contract with Lynda Alcorn is in place until 30 <sup>th</sup> June 2020 it is now being proposed that we extend this contract until 30 <sup>th</sup> September 2020 so that Lynda can orientate the Water & Sewerage Technical Officer and provide handover of projects to new DoW and Rural Land Officer (Bio Security) |
| Carpenter/Handyman                                                              | Works and Utilities              | Recruitment complete and position has been offered to preferred applicant currently waiting on acceptance.                                                                                                                                                                                                               |
| Works Admin Support                                                             | Works and Utilities              | Recruitment completed and successful applicant Elizabeth Thame who commenced 8/6/2020.                                                                                                                                                                                                                                   |
| Rural Lands Officer (Bio Security) previously recruited as Bio Security Officer | Works and Utilities              | Interviews conducted with no suitable applicant position has been re-advertised with a slight variation to the name closes 26/6/2020                                                                                                                                                                                     |
| Admin Officer (Accounting Support)                                              | Corporate and Regulatory         | Interviews being conducted week of 8/6/2020                                                                                                                                                                                                                                                                              |
| Parks and Facilities Manager                                                    | Works and Utilities              | Advertised with closing date 26/6/2020                                                                                                                                                                                                                                                                                   |
| Casual Cleaners (From Casual Pool)                                              | Community & Economic Development | Employed another casual cleaner – Tracy Starkoff                                                                                                                                                                                                                                                                         |
| Casual Laborer (From Casual Pool)                                               | Works and Utilities              | Kelland Elliott commenced 9/6/2020                                                                                                                                                                                                                                                                                       |
| Family Support Workers                                                          | Community & Economic Development | Currently waiting on Director to sign approval to recruit                                                                                                                                                                                                                                                                |

### Resignations

Leon Parry – Parks and Facilities Manager

Kyle Howard – Labourer/Plant Operator

## MAY CONSULTANCY REPORT

| DATE                 | CONSULTANT                                            | PROJECT                                                                                                                            | OFFICER              | AMOUNT               |
|----------------------|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|
| Ongoing/<br>Complete | GBA                                                   | GBA have previously carried out design work for the QANTAS sign                                                                    | Asset Manager        | \$27,000             |
| Ongoing/<br>Complete | GBA                                                   | WINTON sign – this work is about to transition into project management.                                                            | Asset Manager        | \$18,000             |
| 1/06/2020            | GBA                                                   | Project Management for the afore mentioned silhouette signs                                                                        | Asset Manager        | \$15,523             |
| 7/05/2020            | OBT Group                                             | 100 block hours for GIS consultancy such as road condition data and urban addressing. 100 block hours last approximately 20 months | Asset Manager        | \$15,000.00          |
| 8/05/2020            | GBA                                                   | Showground commentator box, detailed design                                                                                        | Asset Manager        | \$33,623.70          |
| 8/05/2020            | CP Architects                                         | Stock Route Office remodel / design work                                                                                           | Asset Manager        | \$5,445.00           |
| 12/05/2020           | OTB Group                                             | Additional water asset pickup, audit and process                                                                                   | Asset Manager        | \$9,000              |
| 13/05/2020           | LMATS                                                 | Metallurgical investigation and analysis. Reporting on Geothermal materials, liquids and solids. Reactions and precipitates        | Asset Manager        | \$10,873.50          |
| 20/05/2020           | HELIX Law                                             | Support in tender and contract documentation for HVAC maintenance at Shire Hall, Library and Waltzing Matilda Centre               | Asset Manager        | \$4,158.00           |
|                      | CP Architects                                         | Showgrounds and Recreation Ground Master Plans                                                                                     | Asset Manager        | \$108,614            |
| Ongoing/<br>Complete | GBA                                                   | Sewer investigation and reporting carried out in late 2019 was turned into a tender and advertised. The tenders were assessed      | Asset Manager        | \$21,000             |
| Complete             | GBA                                                   | QR Railway Underboring                                                                                                             | DoW                  | \$1,647.25           |
|                      | Leading Aged Services Australia (Aged Care Peak Bony) | Advice with in the aged care industry. information, training, events & support.                                                    | Neighbourhood Centre | \$2,486              |
|                      | LASA Safety & Quality Management Systems              | Policies and Procedures. Managing compliance for age care services                                                                 | Neighbourhood Centre | \$660/year           |
|                      |                                                       |                                                                                                                                    |                      |                      |
|                      |                                                       |                                                                                                                                    | <b>MAY TOTAL</b>     | <b>\$ 272,370.45</b> |

## YTD CONSULTANCY REPORT

| DATE ▼ | CONSULTANT ▼                        | PROJECT ▼                                                                         | OFFICER ▼        | AMOUNT ▼             |
|--------|-------------------------------------|-----------------------------------------------------------------------------------|------------------|----------------------|
| YTD    | PEAK                                | Geothermal<br>Project Management<br>Civil Construction<br>EBA Negotiations<br>WMC | Various          | \$168,757            |
| YTD    | CAMPBELL HIGGINSON TOWN<br>PLANNING | Planning Services                                                                 | Various          | \$69,311             |
| YTD    | MEAD PERRY GROUP                    | Workplace Investigations                                                          | Various          | \$14,470             |
| YTD    | TONY GOLDSWORTHY & ASS              | Public Health                                                                     | Various          | \$11,994.05          |
| YTD    | GOSH ACCOUNTANT                     | Financial Services                                                                | Various          | \$27,087.50          |
| YTD    | MURDOCHS LAWYERS                    | HR                                                                                | HR               | \$7,946.48           |
|        | GBA                                 | 2019 Flood Damage Project (southern)<br>Claimed through flood damage funds        | Roads            | \$235,225            |
|        | GBA                                 | 2019 Flood Damage Project (Northern)<br>Claimed through flood damage funds        | Roads            | \$60,948.18          |
|        | GBA                                 | 2020 Flood Emergent Project<br>Management - Claimed through flood<br>damage funds | Roads            | \$92,975.95          |
|        |                                     |                                                                                   | <b>YTD TOTAL</b> | <b>\$ 688,715.07</b> |



**Winton Shire Council**  
**Balance Sheet**  
**as at 31 May 2020**

31 May 2020

30 June 2019

|                                       |           |                    |           |                    |
|---------------------------------------|-----------|--------------------|-----------|--------------------|
| <b>ASSETS</b>                         |           | <b>271,066,835</b> |           | <b>258,878,289</b> |
| Cash                                  |           | 33,059,408         |           | 29,030,812         |
| Debtors                               |           | 670,217            |           | 2,566,821          |
| Debtors - Rates & Charges             | 321,411   |                    | 199,532   |                    |
| Debtors - Rural Electricity           | 0         |                    | 22,656    |                    |
| Debtors - Animal Control              | 2,679     |                    | 2,377     |                    |
| BAS                                   | 63,442    |                    | 0         |                    |
| Debtors - Miscellaneous               | 282,685   |                    | 2,342,255 |                    |
| Accrued Revenue                       |           | 0                  |           | 158,028            |
| Stores & Materials                    |           | 493,092            |           | 356,626            |
| Land Bank                             |           | 0                  |           | 0                  |
| Capital Work in Progress              |           | 24,860,573         |           | 9,549,488          |
| Property, Plant & Equipment           |           | 211,983,546        |           | 217,216,515        |
| <b>LIABILITIES</b>                    |           | <b>4,518,716</b>   |           | <b>7,261,151</b>   |
| Accounts Payable                      |           | 8,752              |           | 45,129             |
| Other Payables (Fire Levy, S/R, etc.) |           | 16,265             |           | 7,031              |
| Accruals                              |           | 357,590            |           | 3,089,176          |
| Provisions (LSL, A/L, TIL, RDO)       |           | 2,364,812          |           | 2,157,970          |
| Loans                                 |           | 1,771,298          |           | 1,961,845          |
| Council Depot                         | 856,750   |                    | 930,846   |                    |
| Swimming Pool                         | 908,834   |                    | 998,136   |                    |
| Rural Electricity                     | 5,714     |                    | 32,863    |                    |
| <b>NET ASSETS</b>                     |           | <b>266,548,120</b> |           | <b>251,617,138</b> |
| <b>EQUITY</b>                         |           | <b>266,548,120</b> |           | <b>251,617,138</b> |
| Reserves                              |           | 8,100,000          |           | 8,100,000          |
| Aged Care Development                 | 1,000,000 |                    | 1,000,000 |                    |
| Buildings - Commercial                | 300,000   |                    | 300,000   |                    |
| Buildings - Residential               | 200,000   |                    | 200,000   |                    |
| Bladensburg Dam Development           | 100,000   |                    | 100,000   |                    |
| Integrated Financial System           | 300,000   |                    | 300,000   |                    |
| Lagoon Development                    | 500,000   |                    | 500,000   |                    |
| Machinery & Plant Renewal             | 350,000   |                    | 350,000   |                    |
| Pest & Animal Control                 | 100,000   |                    | 100,000   |                    |
| Saleyards                             | 200,000   |                    | 200,000   |                    |
| Sewerage Infrastructure               | 350,000   |                    | 350,000   |                    |
| Shire Hall & Office Complex           | 250,000   |                    | 250,000   |                    |
| Shire Roads                           | 1,500,000 |                    | 1,500,000 |                    |
| Stockroute Development/Facilities     | 100,000   |                    | 100,000   |                    |
| Streetscape Development               | 500,000   |                    | 500,000   |                    |
| Water Infrastructure                  | 350,000   |                    | 350,000   |                    |
| Water Park Development                | 500,000   |                    | 500,000   |                    |
| Works - General                       | 1,500,000 |                    | 1,500,000 |                    |
| Shire Capital Account                 |           | 38,229,244         |           | 38,229,244         |
| Asset Revaluation Reserve             |           | 149,319,901        |           | 149,319,901        |
| Current Years Surplus                 |           | 14,930,982         |           | -12,490,857        |
| Accumulated Surplus                   |           | 55,967,994         |           | 68,458,850         |



**Winton Shire Council**  
**Investment report**  
**as at 5 June 2020**

| Term deposit number | Amount invested | Term     | Maturity date | Interest rate | Interest earned |
|---------------------|-----------------|----------|---------------|---------------|-----------------|
| 29-250-6600         | 4,000,000       | 4 months | 15/06/2020    | 1.55%         | 20,553          |
| 90-864-1166         | 2,000,000       | 6 months | 19/06/2020    | 1.55%         | 15,542          |
| 57-523-3454         | 2,500,000       | 6 months | 29/06/2020    | 1.55%         | 19,428          |
| 77-329-6296         | 1,500,000       | 5 months | 28/07/2020    | 1.50%         | 9,308           |
| 91-051-8247         | 3,000,000       | 5 months | 13/08/2020    | 1.40%         | 17,605          |
| 87-684-4013         | 1,000,000       | 5 months | 20/09/2020    | 1.20%         | 5,030           |
| 80-790-2603         | 3,000,000       | 6 months | 28/10/2020    | 1.13%         | 16,996          |
| 22-105-6876         | 4,000,000       | 6 months | 3/11/2020     | 1.05%         | 21,172          |
| 74-068-7602         | 2,000,000       | 6 months | 19/11/2020    | 1.03%         | 10,384          |
| 36-960-0591         | 2,000,000       | 6 months | 24/11/2020    | 1.05%         | 10,586          |
| 33-169-9821         | 3,000,000       | 6 months | 3/12/2020     | 0.95%         | 14,289          |
| <b>28,000,000</b>   |                 |          |               |               | <b>160,893</b>  |

All term deposits are held with National Australia Bank.

**Winton Shire Council**  
**Revenue and Expenditure Report**  
**May 2020**

| FINANCE               |                                        | Revenue             |             |                  | Expenses            |             |                  | Surplus / (Deficiency) |             |                   |
|-----------------------|----------------------------------------|---------------------|-------------|------------------|---------------------|-------------|------------------|------------------------|-------------|-------------------|
|                       |                                        | 30 May 2020         | %           | Budget           | 30 May 2020         | %           | Budget           | 30 May 2020            | %           | Budget            |
| 1100-0002             | Rates & charges                        | 2,584,944.15        | 100%        | 2,584,690        | 0.00                | ---%        | 0                | 2,584,944.15           | 100%        | 2,584,690         |
| 1200-0002             | Financial Assistance Grant - general   | 4,337,440.00        | 207%        | 2,100,323        | 0.00                | ---%        | 0                | 4,337,440.00           | 207%        | 2,100,323         |
| 1300-0002             | Financial transactions - oncosts       | 0.00                | ---%        | 0                | -176,312.21         | 311%        | -56,723          | 176,312.21             | 311%        | 56,723            |
| 1500-0002             | Debt management                        | -7,285.06           | 104%        | -7,000           | -126.02             | -13%        | 1,000            | -7,159.04              | 89%         | -8,000            |
| 1600-0002             | Interest received                      | 403,018.12          | 81%         | 500,000          | 0.00                | ---%        | 0                | 403,018.12             | 81%         | 500,000           |
|                       |                                        | <b>7,318,117.21</b> | <b>141%</b> | <b>5,178,013</b> | <b>-176,438.23</b>  | <b>317%</b> | <b>-55,723</b>   | <b>7,494,555.44</b>    | <b>143%</b> | <b>5,233,736</b>  |
| <b>ADMINISTRATION</b> |                                        |                     |             |                  |                     |             |                  |                        |             |                   |
| 2000-0002             | General administration                 | 101,017.92          | 101%        | 100,109          | 2,115,307.48        | 86%         | 2,469,544        | -2,014,289.56          | 85%         | -2,369,435        |
| 2100-0002             | IT & social media services             | 0.00                | ---%        | 0                | 423,777.65          | 89%         | 478,000          | -423,777.65            | 89%         | -478,000          |
| 2200-0002             | Councillors                            | 0.00                | ---%        | 0                | 502,089.29          | 94%         | 535,048          | -502,089.29            | 94%         | -535,048          |
| 2400-0002             | Human resources                        | 0.00                | ---%        | 0                | 92,724.14           | 86%         | 108,000          | -92,724.14             | 86%         | -108,000          |
| 2500-0002             | Workplace health & safety              | 0.00                | ---%        | 0                | 109,346.69          | 84%         | 130,000          | -109,346.69            | 84%         | -130,000          |
|                       |                                        | <b>101,017.92</b>   | <b>101%</b> | <b>100,109</b>   | <b>3,243,245.25</b> | <b>87%</b>  | <b>3,720,592</b> | <b>-3,142,227.33</b>   | <b>87%</b>  | <b>-3,620,483</b> |
| <b>WELFARE</b>        |                                        |                     |             |                  |                     |             |                  |                        |             |                   |
| 3100-0002             | Sport & Rec Coordinator                | 0.00                | ---%        | 0                | 34,156.08           | 55%         | 62,500           | -34,156.08             | 55%         | -62,500           |
| 3200-0002             | Community & Individual Support Program | 142,738.00          | 100%        | 142,740          | 108,462.92          | 76%         | 142,740          | 34,275.08              | ---%        | 0                 |
| 3210-0002             | Rural Family Support Program           | 39,978.00           | 43%         | 92,280           | 89,891.57           | 78%         | 115,000          | -49,913.57             | 220%        | -22,720           |
| 3220-0002             | Youth Development Officer              | 46,001.45           | 100%        | 46,001           | 58,105.40           | 83%         | 70,000           | -12,103.95             | 50%         | -23,999           |
| 3230-0002             | Community Development                  | 296,456.00          | 100%        | 296,456          | 65,532.72           | 22%         | 296,456          | 230,923.28             | ---%        | 0                 |
| 3300-0002             | Community Options                      | 524,483.27          | 102%        | 515,480          | 337,231.80          | 41%         | 815,480          | 187,251.47             | -62%        | -300,000          |
| 3350-0002             | Community Care Services                | 7,665.00            | 100%        | 7,665            | 0.00                | 0%          | 7,665            | 7,665.00               | ---%        | 0                 |
| 3400-0002             | Community Agent                        | 17,329.11           | 96%         | 17,960           | 36,219.29           | 96%         | 37,700           | -18,890.18             | 96%         | -19,740           |
| 3500-0002             | Childcare                              | 404,244.38          | 100%        | 405,000          | 638,988.51          | 95%         | 672,505          | -234,744.13            | 88%         | -267,505          |
| 3600-0002             | Community Care Packages                | 185,662.27          | 87%         | 213,000          | 187,557.30          | 81%         | 232,000          | -1,895.03              | 10%         | -19,000           |
| 3650-0002             | NDIS Program                           | 92,924.03           | 98%         | 95,000           | 102,953.54          | 108%        | 95,000           | -10,029.51             | ---%        | 0                 |
| 3700-0002             | 60 & Better Program                    | 60,788.23           | 100%        | 60,946           | 65,202.28           | 89%         | 73,000           | -4,414.05              | 37%         | -12,054           |
|                       |                                        | <b>1,818,269.74</b> | <b>96%</b>  | <b>1,892,528</b> | <b>1,724,301.41</b> | <b>66%</b>  | <b>2,620,046</b> | <b>93,968.33</b>       | <b>-13%</b> | <b>-727,518</b>   |



| ENGINEERING SERVICES                    | Revenue              |            |                   | Expenses             |            |                   | Surplus / (Deficiency) |             |                   |
|-----------------------------------------|----------------------|------------|-------------------|----------------------|------------|-------------------|------------------------|-------------|-------------------|
|                                         | 30 May 2020          | %          | Budget            | 30 May 2020          | %          | Budget            | 30 May 2020            | %           | Budget            |
| 4000-0002 Engineering services          | 0.00                 | ---        | 0                 | 303,291.80           | 79%        | 383,000           | -303,291.80            | 79%         | -383,000          |
| 4200-0002 Town streets                  | 387,820.75           | 100%       | 387,821           | 448,195.24           | 89%        | 505,000           | -60,374.49             | 52%         | -117,179          |
| 4201-0002 Shire roads maintenance       | 399.55               | 100%       | 400               | 1,061,253.81         | 93%        | 1,140,000         | -1,060,854.26          | 93%         | -1,139,600        |
| 4205-0002 Hospital residential estate   | 0.00                 | ---        | 0                 | 0.00                 | ---        | 0                 | 0.00                   | ---         | 0                 |
| 4300-0002 Airports                      | 251,073.03           | 125%       | 201,000           | 326,726.02           | 102%       | 319,627           | -75,652.99             | 64%         | -118,627          |
| 4400-0002 Council depot                 | 0.00                 | ---        | 0                 | 419,862.89           | 94%        | 444,626           | -419,862.89            | 94%         | -444,626          |
| 4500-0002 Plant operation & maintenance | 5,105,770.56         | 93%        | 5,472,260         | 2,619,149.63         | 97%        | 2,694,080         | 2,486,620.93           | 90%         | 2,778,180         |
| 4602-0003 RMPC                          | 451,810.93           | 67%        | 671,467           | 372,002.99           | 55%        | 671,467           | 79,807.94              | ---         | 0                 |
| 4604-0003 Private works                 | 340,898.24           | 95%        | 360,000           | 347,014.43           | 96%        | 360,000           | -6,116.19              | ---         | 0                 |
| 4606-0003 Other roads funding           | 3,494,953.33         | 120%       | 2,915,830         | 0.00                 | ---        | 0                 | 3,494,953.33           | 120%        | 2,915,830         |
| 4606-0003 Roads depreciation            | 0.00                 | ---        | 0                 | 2,424,358.74         | 90%        | 2,695,629         | -2,424,358.74          | 90%         | -2,695,629        |
| 4624-0003 State roads recoverable works | 3,110,324.94         | 87%        | 3,572,982         | 2,361,038.21         | 80%        | 2,967,232         | 749,286.73             | 124%        | 605,750           |
| 4638-0003 Flood damage                  | 11,284,957.17        | 95%        | 11,862,278        | 0.00                 | ---        | 0                 | 11,284,957.17          | 95%         | 11,862,278        |
| 4700-0002 Stores & materials            | 0.00                 | ---        | 0                 | 0.00                 | ---        | 0                 | 0.00                   | ---         | 0                 |
|                                         | <b>24,428,008.50</b> | <b>96%</b> | <b>25,444,038</b> | <b>10,682,893.76</b> | <b>88%</b> | <b>12,180,661</b> | <b>13,745,114.74</b>   | <b>104%</b> | <b>13,263,377</b> |

**ENVIRONMENTAL SERVICES**

|                                                 |                     |            |                  |                     |            |                  |                    |            |                 |
|-------------------------------------------------|---------------------|------------|------------------|---------------------|------------|------------------|--------------------|------------|-----------------|
| 5000-0002 Heritage protection                   | 0.00                | ---        | 0                | 16.70               | 0%         | 12,000           | -16.70             | 0%         | -12,000         |
| 5100-0002 Health & building services            | 10,547.78           | 70%        | 15,000           | 36,524.54           | 66%        | 55,000           | -25,976.76         | 65%        | -40,000         |
| 5200-0002 Animal control                        | 5,544.00            | 109%       | 5,100            | 3,900.34            | 26%        | 15,272           | 1,643.66           | -16%       | -10,172         |
| 5300-0002 Cemeteries                            | 0.00                | ---        | 0                | 42,587.69           | 74%        | 57,483           | -42,587.69         | 74%        | -57,483         |
| 5401-0003 State Emergency Service               | 15,123.45           | 101%       | 15,000           | 6,449.56            | 38%        | 17,126           | 8,673.89           | -408%      | -2,126          |
| 5402-0003 Fire service levy                     | 3,560.34            | 100%       | 3,560            | 0.00                | ---        | 0                | 3,560.34           | 100%       | 3,560           |
| 5403-0003 Disaster management                   | 100,276.09          | 98%        | 102,007          | 85,551.84           | 100%       | 85,615           | 14,724.25          | 90%        | 16,392          |
| 5404-0003 Waste oil disposal                    | 0.00                | ---        | 0                | 201.00              | 10%        | 2,000            | -201.00            | 10%        | -2,000          |
| 5405-0003 Fire services                         | 0.00                | ---        | 0                | 4,241.74            | 85%        | 5,000            | -4,241.74          | 85%        | -5,000          |
| 5600-0003 Rural services                        | 302,072.72          | 102%       | 296,272          | 1,104,931.63        | 73%        | 1,514,080        | -802,858.91        | 66%        | -1,217,808      |
| 5601-0003 Stock routes                          | 154,472.19          | 54%        | 287,500          | 482,224.95          | 69%        | 700,902          | -327,752.76        | 79%        | -413,402        |
| 5602-0003 Saleyards                             | 354,503.70          | 136%       | 260,000          | 217,245.56          | 87%        | 250,267          | 137,258.14         | 1410%      | 9,733           |
| 5800-0002 Area promotion                        | 51,519.51           | 100%       | 51,519           | 431,340.61          | 83%        | 517,196          | -379,821.10        | 82%        | -465,677        |
| 5900-0002 Town planning                         | 10,906.25           | 73%        | 15,000           | 56,872.49           | 81%        | 70,000           | -45,966.24         | 84%        | -55,000         |
| 5950-0003 Economic development & drought fundir | 1,543,617.70        | 100%       | 1,543,618        | 503,316.78          | 88%        | 571,242          | 1,040,300.92       | 107%       | 972,376         |
| 5951-0003 Town common                           | 28,913.39           | 72%        | 40,000           | 27,487.10           | 69%        | 40,000           | 1,426.29           | ---        | 0               |
| 5952-0003 Funeral services                      | 52,246.92           | 87%        | 60,000           | 49,011.93           | 82%        | 60,000           | 3,234.99           | ---        | 0               |
| 5990-0003 Geothermal energy project             | 0.00                | 0%         | 500,000          | 0.00                | ---        | 0                | 0.00               | ---        | 500,000         |
|                                                 | <b>2,633,304.04</b> | <b>82%</b> | <b>3,194,576</b> | <b>3,051,904.46</b> | <b>77%</b> | <b>3,973,183</b> | <b>-418,600.42</b> | <b>54%</b> | <b>-778,607</b> |

|                                 |                                      |  | Revenue             |             |                  | Expenses            |            |                  | Surplus / (Deficiency) |             |                   |
|---------------------------------|--------------------------------------|--|---------------------|-------------|------------------|---------------------|------------|------------------|------------------------|-------------|-------------------|
|                                 |                                      |  | 30 May 2020         | %           | Budget           | 30 May 2020         | %          | Budget           | 30 May 2020            | %           | Budget            |
| <b>COMMUNITY &amp; CULTURAL</b> |                                      |  |                     |             |                  |                     |            |                  |                        |             |                   |
| 6100-0002                       | Hall & shire office                  |  | 12,306.84           | 105%        | 11,770           | 317,890.93          | 87%        | 363,498          | -305,584.09            | 87%         | -351,728          |
| 6201-0003                       | Council housing                      |  | 18,717.50           | 94%         | 20,000           | 116,219.43          | 79%        | 148,028          | -97,501.93             | 76%         | -128,028          |
| 6202-0003                       | Neighbourhood Centre                 |  | 0.00                | ---         | 0                | 5,535.03            | 100%       | 5,535            | -5,535.03              | 100%        | -5,535            |
| 6203-0003                       | Winton Neighbourhood Centre          |  | 86,097.79           | 98%         | 88,200           | 183,040.36          | 83%        | 221,820          | -96,942.57             | 73%         | -133,620          |
| 6204-0003                       | Creative Arts                        |  | 0.00                | ---         | 0                | 15,378.83           | 70%        | 21,970           | -15,378.83             | 70%         | -21,970           |
| 6206-0003                       | Youth housing                        |  | 15,349.00           | 102%        | 15,000           | 36,513.19           | 91%        | 40,072           | -21,164.19             | 84%         | -25,072           |
| 6207-0003                       | Youth centre                         |  | 472.73              | ---         | 0                | 19,540.71           | 65%        | 30,245           | -19,067.98             | 63%         | -30,245           |
| 6300-0002                       | Library                              |  | 3,639.42            | 87%         | 4,170            | 218,243.71          | 87%        | 251,210          | -214,604.29            | 87%         | -247,040          |
| 6460-0002                       | RADF program                         |  | 20,000.00           | 100%        | 20,000           | 4,800.00            | 18%        | 26,300           | 15,200.00              | -241%       | -6,300            |
| 6470-0002                       | Cultural programs                    |  | 4,865.42            | 100%        | 4,865            | 9,288.51            | 41%        | 22,500           | -4,423.09              | 25%         | -17,635           |
| 6500-0002                       | Parks & gardens                      |  | 0.00                | ---         | 0                | 567,106.18          | 88%        | 646,192          | -567,106.18            | 88%         | -646,192          |
| 6600-0002                       | Showgrounds                          |  | 20,933.02           | 100%        | 21,000           | 184,671.94          | 79%        | 232,449          | -163,738.92            | 77%         | -211,449          |
| 6700-0002                       | Swimming pool                        |  | 0.00                | ---         | 0                | 344,389.15          | 86%        | 401,209          | -344,389.15            | 86%         | -401,209          |
| 6801-0003                       | Pensioner Units - Married Couple     |  | 6,844.00            | 114%        | 6,000            | 7,366.27            | 65%        | 11,326           | -522.27                | 10%         | -5,326            |
| 6802-0003                       | Pensioner Units - Pelican Lodge      |  | 9,485.11            | 82%         | 11,500           | 48,184.51           | 88%        | 54,907           | -38,699.40             | 89%         | -43,407           |
| 6803-0003                       | Pensioner Units - Diamantina Gardens |  | 91,109.80           | 98%         | 93,000           | 225,887.97          | 92%        | 246,181          | -134,778.17            | 88%         | -153,181          |
| 6900-0002                       | Recreation grounds                   |  | 2,811.37            | 100%        | 2,812            | 138,128.31          | 95%        | 144,973          | -135,316.94            | 95%         | -142,161          |
| 6901-0002                       | Tennis courts                        |  | 0.00                | ---         | 0                | 0.00                | 0%         | 2,000            | 0.00                   | 0%          | -2,000            |
| 6902-0002                       | Corfield & Fitzmaurice building      |  | 1,363.64            | 105%        | 1,300            | 26,127.72           | 76%        | 34,264           | -24,764.08             | 75%         | -32,964           |
| 6903-0002                       | Film facility                        |  | 0.00                | ---         | 0                | 8,445.31            | 50%        | 16,905           | -8,445.31              | 50%         | -16,905           |
| 6904-0002                       | Squash courts                        |  | 0.00                | ---         | 0                | 1,306.70            | 37%        | 3,500            | -1,306.70              | 37%         | -3,500            |
| 6910-0002                       | Public conveniences                  |  | 0.00                | ---         | 0                | 81,302.64           | 84%        | 96,881           | -81,302.64             | 84%         | -96,881           |
|                                 |                                      |  | <b>293,995.64</b>   | <b>98%</b>  | <b>299,617</b>   | <b>2,559,367.40</b> | <b>85%</b> | <b>3,021,965</b> | <b>-2,265,371.76</b>   | <b>83%</b>  | <b>-2,722,348</b> |
| <b>UTILITIES</b>                |                                      |  |                     |             |                  |                     |            |                  |                        |             |                   |
| 7100-0002                       | Garbage                              |  | 230,819.02          | 100%        | 231,737          | 293,684.79          | 95%        | 308,948          | -62,865.77             | 81%         | -77,211           |
| 7200-0002                       | Rural electricity                    |  | 314.16              | 50%         | 628              | 1,825.94            | 100%       | 1,826            | -1,511.78              | 126%        | -1,198            |
| 7300-0002                       | Sewerage                             |  | 420,931.31          | 100%        | 422,955          | 196,038.16          | 73%        | 268,040          | 224,893.15             | 145%        | 154,915           |
| 7400-0002                       | Water                                |  | 851,012.61          | 100%        | 849,558          | 396,702.36          | 83%        | 475,223          | 454,310.25             | 121%        | 374,335           |
| 7500-0002                       | Geothermal plant                     |  | 0.00                | ---         | 0                | 49,492.52           | 28%        | 178,502          | -49,492.52             | 28%         | -178,502          |
|                                 |                                      |  | <b>1,503,077.10</b> | <b>100%</b> | <b>1,504,878</b> | <b>937,743.77</b>   | <b>76%</b> | <b>1,232,539</b> | <b>565,333.33</b>      | <b>208%</b> | <b>272,339</b>    |



|                                        |                                          | Revenue              |             |                   | Expenses             |            |                   | Surplus / (Deficiency) |             |                  |
|----------------------------------------|------------------------------------------|----------------------|-------------|-------------------|----------------------|------------|-------------------|------------------------|-------------|------------------|
| LARK QUARRY & WALTZING MATILDA CENTRE  |                                          | 30 May 2020          | %           | Budget            | 30 May 2020          | %          | Budget            | 30 May 2020            | %           | Budget           |
| 7600-0001                              | Lark Quarry                              | 0.00                 | ---         | 0                 | 62,115.56            | 71%        | 87,904            | -62,115.56             | 71%         | -87,904          |
| 7800-0002                              | Waltzing Matilda Centre                  | 595,750.48           | 100%        | 594,014           | 1,678,392.43         | 85%        | 1,981,017         | -1,082,641.95          | 78%         | -1,387,003       |
| 7801-0002                              | Way Out West Fest                        | 357.27               | 100%        | 357               | -2,609.44            | 100%       | -2,609            | 2,966.71               | 100%        | 2,966            |
| 7810-0002                              | Waltzing Matilda Centre - reconstruction | 0.00                 | ---         | 0                 | 0.00                 | ---        | 0                 | 0.00                   | ---         | 0                |
|                                        |                                          | 596,107.75           | 100%        | 594,371           | 1,737,898.55         | 84%        | 2,066,312         | -1,141,790.80          | 78%         | -1,471,941       |
| <b>TOTAL REVENUE &amp; EXPENDITURE</b> |                                          | <b>38,691,897.90</b> | <b>101%</b> | <b>38,208,130</b> | <b>23,760,916.37</b> | <b>83%</b> | <b>28,759,575</b> | <b>14,930,981.53</b>   | <b>158%</b> | <b>9,448,555</b> |

Note: 92% of year elapsed.

#### DISCREPANCIES BETWEEN BUDGET AND ACTUALS

3650-0002 NDIS Program

Fully funded program. April and May to be invoiced. Actuals depends on number of clients and hours serviced.



**Winton Shire Council  
Capital Works 19/20  
as at 1 June 2020**

|           |                                           | Actual    | %    | Budget    | Committed | Reason / Notes                                                                                                                    |
|-----------|-------------------------------------------|-----------|------|-----------|-----------|-----------------------------------------------------------------------------------------------------------------------------------|
| 2100-4513 | New financial system                      | 131,537   | 58%  | 225,960   | 114,017   | Project will be progressing in next financial year.                                                                               |
| 2100-4514 | Production server node                    | 42,231    | 47%  | 89,100    | 46,871    | Nodes to be replaced were over budget and project was postponed. Security issues identified and prioritised for this year budget. |
| 2100-4518 | Network assist storage upgrade            | 0         | 0%   | 15,000    | 0         |                                                                                                                                   |
| 2100-4519 | Fibre optic link to childcare             | 45,440    | 91%  | 50,000    | 5,325     |                                                                                                                                   |
| 3500-4500 | W4Q childcare playground renewal          | 61,755    | 21%  | 300,000   | 0         |                                                                                                                                   |
| 4000-4510 | Front offices fitouts                     | 0         | 0%   | 179,761   | 0         | Tenders recalled.                                                                                                                 |
| 4000-4512 | Building works 18/19 commercial           | 7,080     | 100% | 7,080     | 0         | C/F from 2018-19. Childcare painting hand rails.                                                                                  |
| 4000-4513 | Building works 19/20 residential          | 55,605    | 28%  | 200,000   | 20,330    | Overall building works within budget.                                                                                             |
| 4000-4514 | Building works 19/20 commercial           | 92,395    | 99%  | 92,920    | 16,705    | Overall building works within budget.                                                                                             |
| 4300-4500 | Airport residence restumping              | 0         | 0%   | 60,000    | 49,450    | Contract awarded. Awaiting builder to complete.                                                                                   |
| 4500-4308 | Plant purchases 19/20                     | 260,737   | 33%  | 800,000   | 511,327   | Orders placed.                                                                                                                    |
| 4607-4505 | Rural reseals 19/20                       | 124,982   | 74%  | 168,000   | 0         |                                                                                                                                   |
| 4607-4506 | Town reseals 19/20                        | 236,272   | 81%  | 293,000   | 0         |                                                                                                                                   |
| 4607-4507 | Lark Quarry access resheeting             | 150,000   | 100% | 150,000   | 0         | Completed.                                                                                                                        |
| 4607-4600 | Cork-Oondooroo intersection               | 4,437     | 100% | 4,437     | 0         | C/F from 2018-19. Lean mix and bulk materials.                                                                                    |
| 4607-4651 | K&C Chirside St                           | 5,233     | 100% | 5,233     | 0         | C/F from 2018-19. Lean mix/pays/plant.                                                                                            |
| 4607-4653 | K&C rehabilitation 19/20                  | 202,486   | 67%  | 300,000   | 541       |                                                                                                                                   |
| 4607-4654 | Olio-Muttaborra resheeting                | 570,600   | 54%  | 1,063,060 | 144,450   |                                                                                                                                   |
| 4608-4700 | Elderslie St reconstruction               | 1,955,266 | 95%  | 2,050,000 | 48,935    |                                                                                                                                   |
| 4608-4800 | Flood warning gauges                      | 93,159    | 28%  | 330,000   | 2,370     | Work completed except for fencing.                                                                                                |
| 4608-4850 | Lerida/Old Landsborough Highway floodways | 24,967    | 4%   | 643,889   | 473,500   |                                                                                                                                   |
| 4608-4860 | Elderslie St bus stop                     | 13,605    | 45%  | 30,000    | 4,462     | Funded 50% by TMR.                                                                                                                |
| 4610-4507 | Strategic design fund                     | 71,739    | 60%  | 120,000   | 82,322    | Master plans (pool, showgrounds, rec grounds and childcare). Showgrounds commentator box.                                         |
| 4653-4500 | Flood damage 2018 restoration             | 489,274   | 100% | 489,274   | 0         | Completed.                                                                                                                        |
| 4662-4500 | Flood damage 2019 restoration             | 8,433,801 | 86%  | 9,815,404 | 2,308,307 | Works progressing, to be completed next year.                                                                                     |
| 4665-4500 | Flood damage 2020 emergent                | 533,409   | 107% | 500,000   | 27,615    | New event.                                                                                                                        |
| 5602-4500 | Saleyard ramp extension                   | 16,574    | 66%  | 25,000    | 1,455     |                                                                                                                                   |
| 5602-4501 | Purchase of saleyards                     | 0         | 0%   | 300,000   | 0         |                                                                                                                                   |

## Winton Shire Council

## Capital Works 19/20

as at 1 June 2020

|           |                                          | Actual     | %    | Budget     | Committed | Reason / Notes                              |
|-----------|------------------------------------------|------------|------|------------|-----------|---------------------------------------------|
| 5800-4504 | Billboard signage                        | 0          | 0%   | 30,000     | 11,657    |                                             |
| 5950-4555 | DCP-showground ablution upgrade          | 542        | 0%   | 474,100    | 0         | Tender awarded.                             |
| 5950-4556 | DCP-horse stalls upgrade                 | 0          | 0%   | 150,000    | 0         |                                             |
| 5950-4557 | DCP-kiosk/change room upgrade            | 0          | 0%   | 300,000    | 0         |                                             |
| 5950-4561 | DCPE1-gym upgrade                        | 0          | 0%   | 220,000    | 0         |                                             |
| 5990-4500 | Geothermal project - design & management | 40,146     | 87%  | 455,000    | 15,135    |                                             |
| 5990-4502 | Geothermal project - construction        | 356,996    |      |            | 52,926    |                                             |
| 6201-4501 | W4Q council housing refurbishment        | 179        | 0%   | 130,000    | 0         |                                             |
| 6700-4505 | Roofing for pool filtration              | 9,997      | 100% | 9,997      | 0         | C/F from 2018-19. Purling and roofing iron. |
| 6700-4507 | Water park                               | 1,178,421  | 96%  | 1,222,000  | 1,908     |                                             |
| 6700-4508 | W4Q water park shade structure           | 149,538    | 100% | 150,000    | 1,118     |                                             |
| 6902-4500 | Corfield & Fitzmaurice painting          | 0          | 0%   | 50,000     | 0         |                                             |
| 6910-4500 | Amenities behind library                 | 50,113     | 100% | 50,113     | 0         | Completed.                                  |
| 7300-4511 | Sewerage upgrades 18/19                  | 3,077      | 100% | 3,077      | 0         | C/F from 2018-19. Finalising project.       |
| 7300-4512 | Sewerage manhole relining                | 24,375     | 24%  | 100,000    | 56,498    |                                             |
| 7400-4519 | Water link for industrial estate         | 38,679     | 43%  | 90,000     | 38,203    |                                             |
| 7400-4520 | Automation system upgrade                | 35,252     | 38%  | 93,060     | 0         |                                             |
| 7400-4523 | Water upgrades 19/20                     | 18,220     | 91%  | 20,000     | 3,104     |                                             |
| 7400-4524 | Water testing equipment                  | 7,644      | 76%  | 10,000     | 0         |                                             |
| 7630-4500 | Lark Quarry building painting            | 4,793      | 5%   | 90,000     | 0         | Preliminary scoping undertaken.             |
|           |                                          | 15,540,559 | 71%  | 21,954,465 | 4,038,529 |                                             |

## Drought Funding Extension 2 - individual projects to be confirmed

|           |                                  |        |     |           |       |                 |
|-----------|----------------------------------|--------|-----|-----------|-------|-----------------|
| 5950-4564 | DCPE2-Silhouettes (2)            | 42,479 | 28% | 150,000   | 1,314 |                 |
| 5950-4565 | DCPE2-Community projects         | 0      | 0%  | 100,000   | 0     |                 |
| 5950-4566 | DCPE2-WMC shed disabled access   | 0      | 0%  | 40,000    | 0     |                 |
| 5950-4567 | DCPE2-Drought adverse event plan | 0      | 0%  | 50,000    | 0     |                 |
| 5950-4569 | DCPE2-Corfield water             | 25,913 | 86% | 30,000    | 80    | Tanks replaced. |
| 5950-4570 | DCPE2-Telstra small cells (2)    | 0      | 0%  | 220,000   | 0     |                 |
| 5950-4571 | DCPE2-unallocated                | 0      | 0%  | 410,000   | 0     |                 |
|           |                                  | 68,392 | 7%  | 1,000,000 | 1,394 |                 |

**Winton Shire Council**  
**Discrepancies between budget and actuals**  
**May 2020**

| A/c No.                                | Account Name                 | Actual  | %    | Budget  | Reason/Notes                                                                                                 |
|----------------------------------------|------------------------------|---------|------|---------|--------------------------------------------------------------------------------------------------------------|
| <b>New accounts for this period</b>    |                              |         |      |         |                                                                                                              |
| 2200-2220                              | Councillors general expenses | 16,448  | 137% | 12,000  | Computers/licences \$7,866 & Telstra \$4,115.                                                                |
| <b>Accounts previously reported on</b> |                              |         |      |         |                                                                                                              |
| 3650-2220                              | NDIS general expenses        | 30,177  | 151% | 20,000  | Fully funded program. April and May to be invoiced. Actuals depends on number of clients and hours serviced. |
| 4301-2336                              | Fuel issues                  | 198,931 | 117% | 170,000 | Income \$250,023.                                                                                            |
| 6900-2000                              | Recreation grounds salaries  | 46,110  | 115% | 40,000  | Extra top dressing and maintenance of the field.                                                             |

Note: 92% of year elapsed.



**18 CONFIDENTIAL SECTION**

- 18.1 Confidential Decisional Report - Bitumen Sealing Richmond Road
- 18.2 Confidential Decisional Report - Dry Hire Of 4 Multi Tyred Rollers

CONFIDENTIAL

**19**

**DATE OF NEXT MEETING**

Ordinary Meeting 16 July 2020