



BUSINESS PAPER

Ordinary Council Meeting Thursday, 19 May 2022

**I hereby give notice that an Ordinary Meeting of Council will be held
on:**

Date: Thursday, 19 May 2022

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 Frank Standfast

Cr Cathy White

Cr Anne Seymour

Management Team

Ricki Bruhn (Chief Executive Officer)

Madeleine Lawler (Director of Community and
Economic Development)

Suneil Adhikari (Director of Works)

Order Of Business

1	Acknowledgement of Country	25531
2	Apologies	25531
3	Declaration of Interest and Conflict of Interest.....	25531
4	Confirmation of Minutes from Previous Meetings.....	25531
5	Business Arising out of Previous Meeting.....	25531
6	Mayor's Report to Council.....	25531
7	Mayor's Business to be Considered Without Notice.....	25531
8	Questions for Which Notice Has Been Given	25532
9	Questions (Without Debate) for Which Notice Has Not Been Given	25533
10	Petitions	25533
11	Deputations/Presentations.....	25533
12	Consideration of Motions.....	25534
13	Decisional Reports	25535
13.1	Cash Handling and Customer Payments Policy - Adoption	25535
13.2	Document Management Policy - Adoption.....	25543
13.3	Corporate Credit Card Policy - Adoption.....	25552
13.4	Streets and Machinery Advisory Committee-Membership	25558
13.5	RAPAD Monthly Report.....	25559
13.6	Local Roads and Community Infrastructure (LRCI) Program Phase 3.....	25566
13.7	Roadside Advertising Billboards - Kynuna Road	25572
13.8	Willie Mar Strategy - 2022-2027 Revitalisation Program.....	25574
13.9	Winton Locality Boundary.....	25598
14	Advisory Committee Meeting Reports	25605
14.1	Minutes of the WORK Camp Committee Meeting held on 2 March 2022.....	25605
14.2	Minutes of the Audit Committee Meeting held on 9 May 2022	25609
14.3	Minutes of the Streets and Machinery Committee Meeting held on 6 May 2022.....	25614
14.4	Minutes of the Regional Arts Development Fund Committee Meeting held on 4 May 2022	25619
14.5	Minutes of the The Board of the WMC Limited Committee Meeting held on 4 May 2022	25625
14.6	Minutes of the The Board of the WMC Limited Committee Meeting held on 14 March 2022	25626
15	Correspondence	25632
16	Late Correspondence	25654
17	Officers Reports to Council	25655
17.1	Chief Executive Officers Report	25655
17.2	Director of Community and Economic Development Report.....	25666
17.3	Director of Works Report.....	25671



18	Confidential Section	25684
	Nil	
19	Date of Next Meeting	25684

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- 1 ACKNOWLEDGEMENT OF COUNTRY**
 - 2 APOLOGIES**
 - 3 DECLARATION OF INTEREST AND CONFLICT OF INTEREST**
 - 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**
Ordinary Council Meeting - 21 April 2022
 - 5 BUSINESS ARISING OUT OF PREVIOUS MEETING**
 - 6 MAYOR'S REPORT TO COUNCIL**
 - 7 MAYOR'S BUSINESS TO BE CONSIDERED WITHOUT NOTICE**



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

COUNCIL MEETING DATE: 19th May, 2022

QUESTION DIRECTED TO: Chief Executive Officer

BACKGROUND OBJECTIVE:

Audit Meeting 9th May 2022

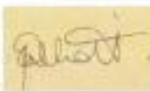
- Peter O'Regan from O'Regan and Partners (Internal Auditors) advised that the plant hire rate schedule/worksheet should be reviewed on an annual basis to incorporate the impact of new plant on hire rates.

Covering letter for the Audit meeting from the Internal Auditors stated - This spreadsheet has been passed on to senior works staff to assist in their review of plant rates. It is anticipated that these rates will be reviewed as time permits before the Christmas shut down.

QUESTION ON: Plant Hire Rates Schedule/Worksheet

Has the Plant Hire Rates Schedule/Worksheet been updated as per the recommendation of our Internal Auditor?

Print Name: Tina Elliott

Signature: 

Date: 12.05.2022

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 in response to the Questions taken on Notice from Cr Frank Standfast on 21 April 2022:

- 1. Following the decision at the Council Meeting held on 16 December 2021 to procure equipment and train staff to enable live streaming of funeral services to be offered, when will this service become available?**

Council's Information Technology Administrator has approached a supplier to receive an updated quotation for the equipment required. The equipment is expected to be ordered by the week ending 13 May 2022. Brendon will discuss the deployment of the current solution with the provider, which looks to use a standard smart device and online portal to manage the streamed service.

- 2. Have baby change tables been installed as part of the amenities upgrade at the Winton Swimming Pool? (as indicated at the Council Meeting held on 21 October 2021)**

A baby change table was ordered but following the onsite visit to the airport on 21 April 2022, it was decided to place it out there as the pool was closing for the season. Another change table will be ordered for the swimming pool. A check will also be carried out on all other ablution blocks for mirrors and change tables.

- 3. Can an update be provided on the repair / replacement of the electronic scoreboard at the Recreation grounds?**

The new scoreboard left the manufacturer on 29 April 2022 and is expected to arrive soon. The old scoreboard was put back up on the new brackets so when the new one arrives, it will just drop into place.

10 PETITIONS

NIL

11 DEPUTATIONS/PRESENTATIONS

Nil



NOTICE OF MOTION

WINTON SHIRE COUNCIL

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

COUNCIL MEETING DATE: 19.05.2022

TOPIC: PLANT REPLACEMENT POLICY

BACKGROUND:

Audit Meeting 9th May 2022 – PLANT REPLACEMENT POLICY

- Peter O'Regan from O'Regan and Partners (Internal Auditors) advised that the Plant Replacement Policy should be used to inform annual budgetary considerations on plant replacement. The policy would indicate for each plant type a turnover date in years and hours or kilometres as well as residual value percentages. The plant hire rate schedule/worksheet should be reviewed on an annual basis to incorporate the impact of new plant on hire rates.

OBJECTIVE:

That a Plant Replacement Policy is developed and implemented to assist with Council's annual budget when considerations are being given to plant replacement.

NOTICE OF MOTION:

That Winton Shire Council develop and implement a Plant Replacement Policy as per the recommendations of our Internal Auditor.

Print Name: Tina Elliott

Signature: 

Date: 12.05.2022

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 CASH HANDLING AND CUSTOMER PAYMENTS POLICY - ADOPTION

File Number: 149050

Author: Lynda Alcorn, Governance and Risk Officer

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. WSC-FIN-POL-001 Cash Handling_Customer Payments Policy.pdf

Meeting Date: 19 May 2022

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	All interactions within Council are consistent with Council core values.

Budget Reference: Nil

Asset Management Reference: Nil

SUMMARY

The Cash Handling and Customer Payments Policy and other associated supporting documentation has been drafted to provide operations with a framework for cash handling and managing other customer payments throughout the organisation, and for aiding in reducing any associated risks and ensuring all statutory financial obligations are met.

RECOMMENDATION

1. THAT the report be received.
2. THAT the WSC-FIN-POL-001 Cash Handling and Customer Payments Policy be adopted.

REPORT

The Cash Handling and Customer Payments Policy details Council's commitment to statutory financial obligations and providing a secure work environment that protects the welfare of Council employees and safeguards cash at designated sites.

This Policy provides a framework for customer payments, cash handling and cash security to ensure that Council fulfils its financial service delivery obligations, including:

- Establishing and maintaining accountability for the flow of cash through Council;
- Ensuring consistency in cash handling/payment processes across Council;
- Ensuring all amounts due and receipted to Council are collected and deposited to Council's bank account on a continuous and timely basis.

The policy ensures cash handling procedures are in place, accessible and all Council employees are familiar with the processes, trained, authorised and delegated with the appropriate level of responsibility in all aspects of customer payments and cash handling.



RISK MANAGEMENT

The risk associated with adopting the Public Interest Disclosure Policy has been assessed as Insignificant (Consequence) and Unlikely (Likelihood), giving an overall assessment as **Low 2.**

By drafting this policy and presenting it to Council for endorsement, it ensures the Elected Members are aware of the policy framework being developed within Council.



**WINTON SHIRE COUNCIL
FINANCE**

CASH HANDLING & CUSTOMER PAYMENTS POLICY

CASH HANDLING & CUSTOMER PAYMENTS POLICY

Table of Contents

PURPOSE.....	3
SCOPE.....	3
DEFINITIONS	3
POLICY STATEMENT	3
DESIGNATED SITES.....	3
MANAGEMENT OF CASH HANDLING	4
DIRECT DEPOSITS	4
CREDIT CARD PAYMENT – OVER THE PHONE	4
PAYMENT BY CHEQUE.....	4
EFTPOS FACILITIES.....	5
COMMUNICATION	5
RELATED COUNCIL DOCUMENTATION	5
LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES.....	5
CEO DISCRETION	5
REVIEW OF POLICY	5

CASH HANDLING & CUSTOMER PAYMENTS POLICY

PURPOSE

The purpose of this Winton Shire Council (Council) policy is to ensure the handling of customer payments throughout the organisation along with any associated risk is minimised and all statutory financial obligations are met.

SCOPE

This policy applies to all Council employees responsible for the processing of customer payments (i.e. cash, cheque, EFTPOS, direct deposit and credit card payments) applicable to any Council operation or program, and any person authorised to dispense petty cash.

This policy should be read in conjunction with the WSC-FIN-PRO-001 Cash Handling and Customer Payments Procedure.

DEFINITIONS

Banking	Cash preparation and reconciliation for collection by Councils authorised employee member for deposition with the bank.
Cash Handling	Manual handling of cash, petty cash, floats (special events, collection of money) banking preparation and reconciliation.
Council	Winton Shire Council (WSC)
Council Employee	Any person employed directly by Council regardless of their employment status, undertaking duties on behalf of Council.
Designated Sites	Sites throughout Council that provide customer payments and cash handling facilities/processes.

POLICY STATEMENT

Council shall provide a secure work environment that protects the welfare of Council employees and safeguards cash at designated sites.

Council shall ensure that cash handling procedures are in place, accessible, and ensure that all Council employees are familiar with the processes.

Council employees shall be trained, authorised and delegated with the appropriate level of responsibility in all aspects of customer payments and cash handling.

Appropriate cash receipting systems, consistent with corporate objectives, shall be installed to support cash handling at designated sites.

Customers and employees shall be encouraged to use transaction processes that do not require cash.

Note: Borrowing or taking cash from any float or till for personal benefit, however minor, is prohibited.

DESIGNATED SITES

Council shall ensure that each 'designated site' is established and maintained in a safe working environment that minimises the risk to Council and Council employees.

Designated sites include:

- Council's Administration Office.
- Neighbourhood Centre.
- Waltzing Matilda Centre.
- Tuckerbox Café.

CASH HANDLING & CUSTOMER PAYMENTS POLICY

- Swimming Pool.
- Public Library.
- Wash-down Bay.

Each designated site shall have a secure area for the storage of cash and must have an acceptable level of security that protects employees and cash.

MANAGEMENT OF CASH HANDLING

Employees shall adhere to the following cash handling process:

- All Council cash (including the float) is kept in a lockable safe, lockable draw or purpose made petty cash box/device.
- **Only** Council cash is stored in the Council's safe keeping devices at the designated sites.
- The float shall be taken from the safe and placed into a cash draw prior to start of business, and takings are reconciled after close of business when all customers have left the premises.
- Excess cash amounts shall be removed discretely from the till during business hours, counted and placed into the safe.
- All discrepancies as a result of cash handling processes are recorded, processed and reported.
- Ensure all monetary takings are banked.
- Ensuring Council deposits are recorded and reconciled to Council's bank account.
- Ensuring all cash is transported in a safe and secure manner.
- Receipts either electronically or manually are issued when requested by the customer.

Note: Receipts shall be dated and numbered in sequential order.

In the event of a power failure, employees shall manually record all transactions and issue manual receipts where required to the customer/s.

DIRECT DEPOSITS

Council offers customers the choice of paying for their Rates Notice/s and other invoices by Direct Bank Deposit.

Council's banking information is displayed on the bottom of rates notices/invoices and on Council's website.

Receipts are automatically generated for direct deposits in the finance system but are only issued at the customer's request.

CREDIT CARD PAYMENT – OVER THE PHONE

Council offers customers the choice of paying for services using their credit card, either at the administration office or over the phone.

To complete the credit card transaction, customers are required to provide the following details:

- The service the customer is paying for - i.e. rates, wheelie bin, building application, child care, aged care etc.
- Amount to be paid.
- Credit card number.
- Credit card expiry.
- Card Verification Value (CVV).

PAYMENT BY CHEQUE

Council offers customers the choice of paying for services by cheque. For the cheque to be processed successfully the cheque must be correct and completed in full including:

CASH HANDLING & CUSTOMER PAYMENTS POLICY

- That the cheque is made out to – Winton Shire Council.
- That the amount in writing is the same as the written dollar value on the cheque.
- That the cheque is dated and signed.

Receipts are automatically generated in the finance system but are only issued to the customer on request.

EFTPOS FACILITIES

Council offers customers the choice of paying for services/items using EFTPOS at the following locations:

- Council Administration Office.
- Waltzing Matilda Centre.
- Tuckerbox Café.

Where possible, in the event of a power failure transactions are manually record and customers are issue written receipts where required.

COMMUNICATION

Council's management team shall ensure that:

- Council employees have access to this policy and are provided with the opportunity to be involved in the review of this policy.
- Changes and/or amendments made to this policy shall be communicated to Council employees.

RELATED COUNCIL DOCUMENTATION

- Code of Conduct
- WSC-GOV-POL-002 Internal Audit Policy
- WSC-GOV-POL-003 Complaints Management Policy
- WSC-GOV-POL-004 Fraud and Corruption Management Policy
- WSC-HR-POL-005 Performance Management Policy
- Incident Report Form
- Emergency Management Procedure

LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES

- *Local Government Act 2009 (Qld)*
- *Local Government Regulation 2012 (Qld)*
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*
- *Safe Work Australia – Guide for transporting and handling cash*

CEO DISCRETION

Where applicable, the CEO can apply their discretion as to the enforcement of the requirements outlined in this policy and any requests for variations to this policy.

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. This document will be reviewed biannually or as required.

CASH HANDLING & CUSTOMER PAYMENTS POLICY

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
April 2022	V2.0	Adoption by Council	

DRAFT

13.2 DOCUMENT MANAGEMENT POLICY - ADOPTION

File Number: 149047

Author: Lynda Alcorn, Governance and Risk Officer

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. WSC-ADM-POL-008 Document Management Policy.pdf

Meeting Date: 19 May 2022

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	All interactions within Council are consistent with Council core values.

Budget Reference: Nil

Asset Management Reference: Nil

SUMMARY

Winton Shire Council's Governance Framework - the attached policy has been drafted for Council adoption in support of state regulatory requirements and in preparation for upcoming internal audits.

RECOMMENDATION

1. THAT the report be received.
2. THAT the WSC-ADM-POL-008 Document Management Policy be adopted.

REPORT

Council recognises its regulatory requirements as a public authority under the Public Records Act 2002 and is committed to the principles and practices set out in other relevant Queensland State Archivist standards and guidelines.

Council's records are a vital asset that support ongoing operations and provide valuable evidence of business activities over time. Council is committed to implementing best practice document management practices and systems to ensure the creation, maintenance and protection of accurate and reliable records.

This policy provides the overarching framework for corporate information, management policies, procedures or guidelines.

RISK MANAGEMENT

The risk associated with adopting the Document Management Policy has been assessed as Insignificant (Consequence) and Unlikely (Likelihood), giving an overall assessment as **Low 2**.

By reviewing this policy and presenting it to Council for endorsement, it ensures the Elected Members are aware of the policy framework being developed within Council.



**WINTON SHIRE COUNCIL
ADMINISTRATIVE**

DOCUMENT MANAGEMENT POLICY

DOCUMENT MANAGEMENT - POLICY

Table of Contents

PURPOSE.....	3
SCOPE.....	3
DEFINITIONS	3
POLICY STATEMENT	3
RECORD MANAGEMENT OBJECTIVES.....	3
PROTECTION OF RECORDS.....	4
ACCESS TO RECORDS.....	4
RETENTION AND DISPOSAL OF RECORDS.....	4
DOCUMENT MANAGEMENT SYSTEMS.....	5
DOCUMENT MANAGEMENT RESPONSIBILITIES	5
Chief Executive Officer (CEO).....	5
Information Technology.....	6
Directors (or Delegate)	6
Manager/s and Supervisor/s	6
EMPLOYEES	7
COMMUNICATION	7
RELATED COUNCIL DOCUMENTATION	7
LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES	7
CEO DISCRETION	7
REVIEW OF POLICY	8

DOCUMENT MANAGEMENT - POLICY

PURPOSE

The purpose of this Winton Shire Council (Council) policy is to establish a framework for the creation and management of Council's records.

SCOPE

The policy applies to Councillors, Council employees, contractors and volunteers who create or maintain records, business systems and database applications.

The policy provides the overarching framework for corporate information, management policies, procedures or guidelines.

DEFINITIONS

Council	Winton Shire Council (WSC)
Councillor/s	The Mayor and Councillors of Winton Shire Council, within the meaning of the Local Government Act 2009.
Council Employees	Local government employee: (a) The chief executive officer; or (b) A person holding an appointment under section 196 of the Local Government Act 2009.
Document Management System	An information system that captures maintains and provides access to records over time.
Records / Public Records	Any form of recorded information, both received and created, that provides evidence of the decisions and actions of a public authority while undertaking its business activities.
Retention and Disposal Schedule	A legal document issued by the Queensland State Archivist to authorise the disposal of public records under the Public Records Act 2002.
Retention Period	The minimum period of time that records need to be kept before their final disposal as specified in an authorised retention and disposal schedule.

POLICY STATEMENT

Council recognises its regulatory requirements as a public authority under the *Public Records Act 2002* and is committed to the principles and practices set out in other relevant Queensland State Archivist standards and guidelines.

Council's records are a vital asset that support ongoing operations and provide valuable evidence of business activities over time. Council is committed to implementing best practice document management practices and systems to ensure the creation, maintenance and protection of accurate and reliable records.

RECORD MANAGEMENT OBJECTIVES

Council's document management objectives include maintaining processes and systems to assist in creating and maintaining complete and reliable records. Document management shall be:

- Adequate for the purposes for which they are created and kept.
- Created to document and facilitate the transaction of Council business.
- Complete in content and contain the structural and contextual information necessary to document a transaction.

DOCUMENT MANAGEMENT - POLICY

- Accurate in reflecting the transactions, activities or facts that they document.
- Securely maintained to prevent unauthorised access, alteration, removal or destruction.
- Kept in a format that allows their continued use.
- Entered into the corporate database systems.
- Maintained so that they are identifiable, retrievable and available when needed.
- Retained for as long as they have administrative, business, legislative, historical and cultural value.
- Preserved by being stored, protected and maintained.

PROTECTION OF RECORDS

Records are archived to be preserved and maintained over time for as long as required to meet administrative, legal, fiscal and archival requirements.

Archived documents are kept in a secure location within Councils premises.

ACCESS TO RECORDS

All records either created or received within or on behalf of Council are official records that belong to Council and, subject to the considerations shown in this clause, are to be relocatable and accessible as authorised.

An employee's level of access to records is relevant to:

- Their position responsibilities and accountabilities.
- The level of delegated authority.
- Privacy considerations.
- Legal professional privilege.
- Commercial-sensitivity.
- Other specific considerations where confidentiality restricts the normal right of access to records.

Authorisation from the relevant Director may be required before access is granted.

Council is required to comply with legislation that permits access to its records by members of the public and authorised external agencies, or as part of a legal process such as discovery or subpoena. Enquiries or applications for access to Council's records are considered in accordance with Council's Right to Information Policy.

RETENTION AND DISPOSAL OF RECORDS

It is an offence to destroy any public record without authorisation from the State Archivist. Unless otherwise authorised, all records must be retained and disposed of in accordance with the Local Government Sector Retention and Disposal Schedule. This Schedule is used in conjunction with the General Retention and Disposal Schedule.

Records must be appraised for possible continuing archival value. That is, records with legal, historical or cultural significance to Council and the community must be retained permanently in Council's Records Collections or State Archives.

Any records subject to legal processes such as discovery and subpoena or required for internal or external review or investigation or relevant to an application made under the *Right to Information Act 2009* must be protected and not destroyed even if the retention period has passed.

Ephemeral records (that is items of short-term temporary informational value that are not required to be kept as records) may be destroyed at any time without reference to a retention and disposal schedule. These records may include but is not limited to:

- Announcements of social events.
- Duplicate copies or extracts of documents kept only for reference.

DOCUMENT MANAGEMENT - POLICY

- Copies of circulars, flyers and forms.

These documents can be disposed of as part of normal office administrative practice.

Where the official version of a record is verified as being already maintained in Council's document management system a copy may be destroyed/disposed of, in the appropriate manner, at any time without reference to the Retention and Disposal Schedules.

DOCUMENT MANAGEMENT SYSTEMS

Council's primary document management system, InfoXpert is the internal document management system where all corporate administrative records are captured and stored.

Paper-based records received by Council are captured within this system through digital imaging. Paper files are only created and maintained for particular classified or special arrangement.

While InfoXpert constitutes Council's preferred primary document management system for all corporate administrative records, there are a number of other information systems, databases, software applications and paper-based systems which operate outside InfoXpert and function as document management systems.

Council's document management systems are dedicated to creating and maintaining authentic, reliable and useable records which meet the needs of internal and external stakeholders. Records are maintained for as long as they are required to effectively and efficiently support Council's business functions and activities.

All of Council's records must be created and maintained within the preferred document management systems. Records must not be stored/maintained in network drives (for example S: and Z: drives), local hard drives, electronic mail boxes or other storage devices.

These electronic storage facilities do not contain document management functionality to ensure records are captured and managed in accordance with sound document management principles.

Council's document management systems manage the following processes:

- Creation and capture of records.
- Storage of records.
- Protection of record integrity and authenticity.
- Security of records.
- Access to records.
- Disposal of records in accordance with retention and disposal schedules.

DOCUMENT MANAGEMENT RESPONSIBILITIES

CHIEF EXECUTIVE OFFICER (CEO)

The CEO is responsible for ensuring Council's compliance with the *Public Records Act 2002*, *Local Government Act 2009* and the principles and standards established by Queensland State Archives, including:

- Accounting for document management and systems within Council to Ministers, Parliament and others as required.
- Assigning document management responsibilities within Council.
- Providing appropriate resources to maintain document management systems and processes.
- Ensuring document management systems are in place and produce complete and reliable records.
- Ensuring document management requirements are included in all business undertaken by Council.
- Taking all reasonable steps to implement recommendations made by the State Archivist.

DOCUMENT MANAGEMENT - POLICY

- Actively promoting and supporting a positive document management culture throughout Council.
- Ensuring that core Council plans, strategies, policies etc. are reviewed annually, biannually or as required.
- Ensuring employees, contractors and volunteers are aware of their document management responsibilities.

INFORMATION TECHNOLOGY

The Information Technology Officer shall:

- Provide the technical infrastructure required for document management.
- Provide technical support for the document management systems.
- Provide expert advice on information technology for document management strategies in an electronic environment.
- Develop and manage technical aspects of:
 - Disaster preparedness and recovery strategies and procedures.
 - Records and systems migration strategies and procedures.
- Regular backups for records and document management systems and business systems that create and store records.
- Manage the security mechanism for the protection from unauthorised access to information in electronic form.

DIRECTORS (OR DELEGATE)

Council Directors and/or their delegate shall:

- Develop and implement document management processes.
- Identify document management requirements in consultation with other departments.
- Consult with Queensland State Archives in relation to policy and Information Standards development where required.
- Make, keep and preserve complete and reliable records that document business transactions within compliant and accountable document management systems.
- Train Council employees in relation to document management obligations, processes and procedures.
- Ensure strategies and procedures exist to identify and locate records.
- Develop and maintain document management administration for Council's primary document management system.
- Develop and implement an internal document management framework, including policies, standards, procedures and other forms, registers, tools etc.
- Identify and manage vital corporate records with regard to the relevant storage parameters and accessibility standards.
- Undertake document reviews i.e. annually, biannually or as required.
- Develop, manage, test and review disaster preparedness and recovery strategies and procedures for all records, including electronic records.

MANAGER/S AND SUPERVISOR/S

All managers and supervisors shall:

- Ensure complete and reliable records are made and captured into the relevant record and business systems that create and maintain records.
- Ensure document management systems underpin and support business processes and report any deficiencies to the Director and Information Technology Officer where required.

DOCUMENT MANAGEMENT - POLICY

- Monitor employee, contractor and volunteer compliance with Council's document management processes and practices.

EMPLOYEES

Council employees are responsible for capturing and recording Council records including:

- Creating complete and reliable records of Council business in accordance with the Public Records Act 2002.
- Complying with all policy documents introduced to foster document management best practice throughout Council in compliance with this and other departmental policies and procedures.
- Capturing Council's records into the relevant document management system at the time of creation or receipt.
- Keeping records for as long as they are required for business, legislative, accountability and cultural purposes.
- Archiving documents where required.

COMMUNICATION

Council's management team shall ensure that:

- Councillors and Council employees shall have access to this policy and be provided with the opportunity to be involved in the review of this policy.
- Changes and/or amendments made to this policy shall be communicated to all Councillors and Council employees.

RELATED COUNCIL DOCUMENTATION

- WSC-IT-POL-001 Information Technology Policy
- WSC-CCS-POL-022 Records Management Policy and Procedure
- WSC-LSC-POL-010 Record Keeping Policy and Procedure
- WSC-HSQF-POL-010 Records Management Policy and Procedure
- WSC-GOV-POL-002 Internal Audit Policy
- Document Register
- WSC-HR-POL-002 Privacy and Confidentiality Policy
- WSC-HR-POL-005 Performance Management Policy

LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES

- *Copyright Act 1968 (Federal)*
- *Electronic Transactions Act 2001 (Qld)*
- *Information Privacy Act 2009*
- *Local Government Act 2009 (Qld)*
- *Local Government Regulation 2012 (Qld)*
- *Local Government Sector Retention and Disposal Schedule*
- *Public Records Act 2002*
- *Public Sector Ethics Act 1994*
- *Right to Information Act 2009*

CEO DISCRETION

Where applicable, the CEO can apply their discretion as to the enforcement of the requirements outlined in this policy and any requests for variations to this policy.

DOCUMENT MANAGEMENT - POLICY

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. This document will be reviewed biannually or as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
April 2022	V1.0	Adoption by Council	

13.3 CORPORATE CREDIT CARD POLICY - ADOPTION

File Number: 149070

Author: Lynda Alcorn, Governance and Risk Officer

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. WSC-FIN-POL-011 Corporate Credit Card Policy.pdf

Meeting Date: 19 May 2022

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	All interactions within Council are consistent with Council core values.

Budget Reference: Nil

Asset Management Reference: Nil

SUMMARY

This new policy has been drafted for the Finance Section to provide a guideline for Councillors and Council employees that have been issued with a corporate credit card.

RECOMMENDATION

1. THAT the report be received.
2. THAT the WSC-FIN-POL-011 Corporate Credit Card Policy be adopted.

REPORT

Council will generally use Corporate Credit Card payments in circumstances where a Council purchase order would not be accepted, or it is more efficient to use a Card.

The Corporate Credit Card policy provides guidance on the provision and use of Council's corporate credit cards and to ensure sound governance of expenditure.

Cardholders are appointed by the Chief Executive Officer (CEO) only and shall be in alignment with Council's Procurement/Purchasing Policy and other requirements as applicable.

RISK MANAGEMENT

The risk associated with adopting the Corporate Credit Card Policy has been assessed as Insignificant (Consequence) and Unlikely (Likelihood), giving an overall assessment as **Low 2**.

By reviewing this policy and presenting it to Council for endorsement, it ensures the elected Members are aware of the policy framework being developed within Council.



**WINTON SHIRE COUNCIL
FINANCE**

CORPORATE CREDIT CARD POLICY

CORPORATE CREDIT CARD POLICY

Table of Contents

PURPOSE.....	3
SCOPE.....	3
POLICY STATEMENT	3
CORPORATE CREDIT CARD ISSUE	3
CREDIT CARD LIMIT.....	3
CANCELLATION OF CORPORATE CREDIT CARDS.....	3
CREDIT CARD SECURITY.....	3
CORPORATE CREDIT CARD TERMS AND CONDITIONS.....	3
INAPPROPRIATE USE OF CORPORATE CREDIT CARDS.....	4
COMMUNICATION	4
RELATED COUNCIL DOCUMENTATION	4
LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES.....	4
CEO DISCRETION	4
REVIEW OF POLICY	5

CORPORATE CREDIT CARD POLICY

PURPOSE

The purpose of this Winton Shire Council (Council) policy is to provide guidance on the provision and use of Corporate Credit Cards and ensure sound governance of expenditure.

SCOPE

This policy applies to all Councillors and Council employees who have been issued with and who are responsible for the use of a Corporate Credit Card.

This policy should be read in conjunction with the Procurement Policy and Code of Conduct.

POLICY STATEMENT

Council will generally use Corporate Credit Card payments in circumstances where a Council purchase order would not be accepted, or it is more efficient to use a Card. Card usage must be in accordance with the relevant Council policies and guidelines.

CORPORATE CREDIT CARD ISSUE

Cardholders shall be appointed by the Chief Executive Officer (CEO) only and shall be in alignment with Council's Procurement Policy and other requirements as applicable.

CREDIT CARD LIMIT

Credit card limits are established in accordance with the guidelines within Council's Procurement Policy. The Cardholder shall be familiar with the issuing financial institution's terms and conditions for card usage.

CANCELLATION OF CORPORATE CREDIT CARDS

Corporate credit cards shall be cancelled in the following circumstances:

- At the completion or termination of the cardholder's employment.
- If the card has been lost or stolen.
- Where the need for a credit card no longer exists.
- Where the cardholder has breached the requirements of this policy.

In these instances the cardholder shall return their Credit Card to Council's Finance Manager immediately.

The Finance Manager is responsible for the cancellation of credit cards and where required for notifying the cardholder that the card has been cancelled.

CREDIT CARD SECURITY

Cardholders are responsible for the security of Council credit cards and all associated card information i.e. statements. Cardholders who suspect their credit card is lost or stolen are to immediately notify the Finance Manager.

CORPORATE CREDIT CARD TERMS AND CONDITIONS

The following terms and conditions apply to all cardholder's:

- All purchases made using credit cards must comply with the relevant legislation including the *Local Government Act 2009* and the *Local Government Regulation 2012*.
- All purchases made using credit cards must comply with Council's Procurement Policy directives.
- Purchases made using credit cards shall only be for goods and services required for the official use of Winton Shire Council in conducting its business.

CORPORATE CREDIT CARD POLICY

- Cards shall NOT be used for cash advances.
- Cardholders will be required to certify that purchases are for legitimate business use. Cardholders found to be in breach of this requirement may be subject to disciplinary action and/or may have their credit card cancelled.
- Under no circumstances is the credit card to be used for personal charges.
- ALL purchases must be accompanied with a Tax Invoice/receipt.
- Purchases made using credit cards are to be acquitted **each month** using the credit card statement and associated tax invoices/receipts.
- Restrictions on the type of purchases permitted may be placed on the credit card use as directed by the CEO, these restrictions will be made known to the cardholder.
- The Cardholder is the only person entitled to use the credit card.
- Card statements shall be authorised by the appropriate Director and CEO.

Note: The CEO's card statement shall be authorised by the Mayor and the Mayor's card statement shall be authorised by the CEO.

INAPPROPRIATE USE OF CORPORATE CREDIT CARDS

Corporate credit cards are issued to Councillors and Council employees in a position of trust in regard to the use of public funds. Improper use of credit cards may render the cardholder liable to legal action or criminal prosecution.

Deliberate inappropriate use of credit cards will result in immediate cancellation of the credit card. Inappropriate use shall be immediately reported to the CEO and other authorities as appropriate. Action in respect to Council's Code of Conduct may be pursued.

COMMUNICATION

Council's management team shall ensure that:

- Councillors and Council employees have access to this policy and are provided with the opportunity to be involved in the review of this policy.
- Changes and/or amendments made to this policy shall be communicated to Councillors and Council employees.

RELATED COUNCIL DOCUMENTATION

- Code of Conduct
- WSC-FIN-POL-007 Procurement Policy
- WSC-GOV-POL-002 Internal Audit Policy
- WSC-GOV-POL-004 Fraud and Corruption Management Policy
- WSC-HR-POL-005 Performance Management Policy

LEGISLATION, RECOGNISED AUTHORITIES AND OTHER SOURCES

- *Local Government Act 2009 (Qld)*
- *Local Government Regulation 2012 (Qld)*

CEO DISCRETION

Where applicable, the CEO can apply their discretion as to the enforcement of the requirements outlined in this policy and any requests for variations to this policy.

CORPORATE CREDIT CARD POLICY

REVIEW OF POLICY

This policy remains in force until amended or repealed by resolution of Council. This document will be reviewed biannually or as required.

RECORD OF AMENDMENTS and ADOPTIONS			
DATE	REVISION NO	REASON FOR AMENDMENT	ADOPTED BY COUNCIL
May 2022	V1.0	Adoption by Council	

13.4 STREETS AND MACHINERY ADVISORY COMMITTEE-MEMBERSHIP

File Number: 149171

Author: Karen Bates, HR Support

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: Nil

Meeting Date: 19 May 2022

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

Roads and Streets Reference: Nil

SUMMARY

This report recommends a change to the Councillor membership on the Streets and Machinery Advisory Committee.

RECOMMENDATION

1. THAT the report be received.
2. THAT the Councillor membership on the Streets and Machinery Advisory Committee be amended with Cr Frank Standfast to replace Cr Anne Seymour as the second Councillor representative.

REPORT

With the creation of the Saleyards Advisory Committee, it is an opportune time to review the membership of the Advisory Committees. With Cr Seymour being appointed as Chair of the Saleyards Advisory Committee, it is proposed that Cr Standfast to be added as the second Councillor member on the Streets and Machinery Advisory Committee in place of Cr Seymour.

This appears to be acceptable to both Councillors, however, Council will still need to formally accept the change in membership.

RISK MANAGEMENT

The risk associated with amending the Councillor membership on the Streets and Machinery Advisory Committee has been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as **Low 1**

13.5 RAPAD MONTHLY REPORT

File Number: 149176

Author: Ricki Bruhn, Chief Executive Officer

Attachments: 1. 22.05 RAPAD Board Meeting Communique - 1 April 2022.pdf

Meeting Date: 19 May 2022

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 and attend regular meetings and conferences as required

Budget Reference: Nil

Asset Management Reference: Nil

Roads and Streets Reference: Nil

SUMMARY

This report provides the RAPAD Board Meeting Communique from the meeting held via teleconference on 1 April 2022.

RECOMMENDATION

1. That the report be received.
2. THAT the RAPAD Board Meeting Communique from the meeting held via teleconference on 1 April 2022 be received and noted.

REPORT

This report provides the RAPAD Board Meeting Communique from the meeting held via teleconference on 1 April 2022. A copy of the Minutes from the RAPAD Board Meeting held on 1 April 2022 were previously circulated to Elected Members on 11 April 2022 via email. It should be noted the current RAPAD Board policy does not provide for these Minutes to be made available publicly.

RISK MANAGEMENT

The risk associated with receiving and noting the RAPAD Board Meeting Communique from the meeting held on 17 December 2021 has been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as **Low 1**

RAPAD Board Meeting 1 April 2022 Communiqué



CR SEAN DILLON
Mayor Barcaldine
Regional Council



CR SALLY O'NEIL
Mayor Barcoo Shire
Council



CR ANDREW MARTIN
Mayor Blackall-Tambo
Regional Council



CR RICK BRITTON
Mayor Boulia Shire
Council



CR ROBBIE DARE
Mayor Diamantina Shire
Council



CR TONY RAYNER
Mayor Longreach
Regional Council



CR GAVIN BASKETT
Mayor Winton Shire
Council



DAVID ARNOLD
CEO RAPAD

Objects of RAPAD

The objects for which the Company is established are:

- (a) to support, facilitate, promote and encourage the community, environmental and economic development of the region,*
- (b) to formulate, develop, facilitate, maintain and implement, or cause to be implemented, strategies, policies and plans relating to the objects in Rule 1.5(a),*
- (c) to advocate to, consult with, and advise, relevant State and Federal ministers and government agencies on matters of regional concern, and on the priorities of such matters and the means to ensure effective co-ordination and implementation of the policies, activities and programs of those State and Federal agencies, and*
- (d) to facilitate, support, implement, or cause to be implemented, collaborative regional discussion and associated desired outcomes amongst, but not limited, to members.*

Source: RAPAD constitution

On the 1st of April, the Board held its third meeting of the year, via zoom video conferencing.

Six Board members were present with Cr Sally O'Neil an apology due to travel requirements. Barcoo CEO Paul Hockings was her proxy. Several CEOs were also in attendance.



(07) 4652 5600



info@rapad.com.au



100 Galah Street | PO Box 592
Longreach Q 4730



#RAPADCWQ

Meeting matters included:

- **NexGen**

The CEO tabled a brief on the development of the regional instance of NexGen. The CEO outlined:

- RAPAD has previously endorsed the development of a regional instance of the NexGen procurement platform (November 2020),
- The platform will allow for the de-identified exchange of procurement data between RAPAD Councils to populate a series of Regional Economic Insight dashboards and help train an economic impact analysis tool,
- The development of the platform is now sufficiently advanced that the project team would like to begin incorporating live (de-identified) data from individual Council NexGen instances to populate the regional environment,
- That to offset any privacy concerns, NexGen requires each participating Council execute an amendment to the platform's Terms and Conditions which has already been signed by the RAPAD Councils,

As a result, the Board endorsed the development of the Regional Insights Dashboard, empowering the CEO to take all reasonable steps necessary to implement this important resource for the region, and that the Board endorses the amendment to the NexGen Platform's agreed Terms and Conditions proposed by Local Buy.

- **IT Inventory Landscape**

The CEO tabled a brief outlining:

- How the ICT Landscape & Inventory project aims to catalogue the technologies, suppliers and systems used by councils across the region,
- That the ICT Inventory will be an internal and confidential tool to assist Council's within the RAPAD region improve the visibility of their technology ecosystem to identify opportunities to enhance the quality of the technology and systems available to Councils, as well as reduce duplication and cost, in turn enhancing financial sustainability, and that,
- That the Project will be led by RAPAD's Chief Digital Officer and will run for approximately eight weeks.

As a result, the Board endorsed the immediate commencement of the ICT Landscape & inventory project.

- **Finance, Legal, Risk**

The Board received the organisations YTD financials for the period ending 28 February 2022, and took updates from the CEO on:

- The status of the 20-21 financial year audit which remained ongoing, with PKF / QAO unable to commit to a finalisation date,
- The organisational strategic risks; a recommended amendment to the Boards sponsorship and philanthropy policy; recent RESQ Boards meeting outcomes.

Further to these updates the Board moved resolutions receiving and or endorsing:

- The organisations YTD February financials,
- An amendment to the Boards sponsorship and philanthropy policy, and
- That on behalf of RAPADs seven member councils, RAPAD would make the sum contribution to the West Qld Alliance of Councils (WQAC) sponsorship '22 for 22'¹ to the Premiers Flood Appeal.

¹ '22 for 22' was proposed at the WQAC Assembly in Charleville by Cr Martin, as a goodwill gesture from the 22 councils of West Qld, providing a donation of \$5000 each, to the 22 SEQ councils affected by the recent flooding, in return for the years of drought and disaster support given to Western Qld



Cr Rick Britton, Cr Tony Rayner, Deputy Premier Steven Miles, Premier Anastacia Palaszczuk, Cr Andrew Martin, Cr Greg Campbell (Cloncurry RC) and Speaker, Curtis Pitt MP



Cr Rayner (LRC), Cr Martin (BTRC), Cr Britton (BoSC) and Cr Dillon (BRC)

- **Remote Area Board Funding²**

- **FarOut!** (<https://gofarout.com.au/>)

Zal Meher-Homji and Katie Morse from DRIVEN (<https://driven.agency/>) joined the meeting and provided an update on the FarOut! Campaign,

- **CWQ Brewing**

The CEO updated that three of the remaining four labels had been developed and were with each community's stakeholder group for feedback.

- **RAPAD Skilling** – www.rapadskilling.com.au

The Board received the RAPAD Skilling Managers, Steve Rossberg, report for the end of February 2022 period. A full suite of courses available at RAPAD Skilling can be found at <https://www.rapadskilling.com.au/courses>

- **RFCSNQ** – www.rfcsnq.com.au

The CEO tabled the RFCSNQ Project Management Committees recent draft minutes from their March meeting. Also tabled was the Grazing Futures program which has commenced, and which RFCs will be playing a key role in. Detail on this will soon be available on the RFCSNQ website and a range of marketing collateral is being developed in conjunction with partners.

- **CEO Update**

- **AEC Engagement** – The CEO tabled the draft strategic plan as a late item and advised he would be meeting further with AEC on the business plan,

- **WQAC Assembly** – As a wrap of the Assembly, all information, presentations, and the Assembly communique are made available on the WQAC website. The WQAC leadership group are due to meet for a debrief on the Assembly and to discuss the 2023 event,

- **Regional Waste Management** - Following the 22, 23/2 Board meeting the CEO met with DES and LGAQ. The CEO will write to DES seeking support to commence the management and implementation of a ToR, tender call and associated, for the development of a regional waste management strategy. The LGAQ, at the recent ROC meeting held in Townsville, made several key points regarding this and some highlighted were:

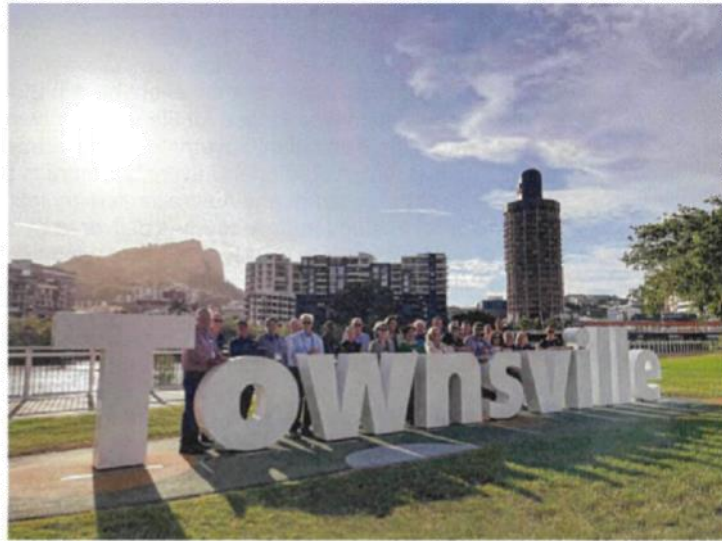
- Plans need to be able to identify and prioritise actions and activities that will provide long term and sustainable improvements in waste management and resource recovery,
- Not just about large infrastructure – education and awareness; small-scale infrastructure, e.g., upgrade/replacement of used oil collection facilities; mobile equipment; hub and spoke aggregation infrastructure and equipment; static facilities; procurement opportunities,
- Consider the investment needs and their cost,
- Economic and market development opportunities for each region as a result of implementing the plan.

- **Housing** – The CEO advised that as announced at the WQAC Assembly, funding has been announced for council area action plans. The CEO advised he, G.Hoffman and S.Talbot met recently with the department to talk through the respective understanding of the requirements of the funding. The CEO also updated on the recent meeting with Federal Minister Sukkar, G.Hoffman and S.Talbot and members of the WQAC Leadership Group, to discuss housing policy,

- **LEB Stakeholder Advisory Group** – There was discussion on recent approaches from 'Lock the Gate' for the Board to amend its current LEB policy although the Board declined this request,

² RAB funding is provided by the Qld State Government

- **LGAQ ROC Meeting** – The CEO and Chair attended a Regional Organisation of Councils (ROC) meeting hosted by LGAQ, and both expressed their appreciation to LGAQ for hosting the annual event, as it is an important information sharing forum. While in Townsville for the ROC meeting the Chair and CEO and NWQROC and SWQROC representatives met with Senator Susan McDonald to discuss Western Qld priorities.
- **Local Government Sustainability Framework** – The CEO tabled the departments recently released outcomes of the Sustainability Framework Review and there was further discussion on that,



- **Tourism** – The CEO updated on the RAPAD and OQTA hosted going away for long time tourism 'guru', Daniel Gschwind from QTIC, who is stepping back from his role,

The CEO advised on other activities occurring recently or planned:

- He attended a Remote Area Board (RAB) forum with the department and other RABs, to discuss future RAB funding,
- He met with UQ Global Challenge PhD scholars to provide feedback on a proposed project and met with UQ Law School pro-bono law to

talk through some projects and ideas,

- He will be attending a QFES Risk Management Workshop,
- He received a thankyou letter from 'Leading in the Central West' for the RAPAD sponsorship for their event held in Blackall in late 2021,
- An application was lodged for Regional Universities Centre funding through the Australian Governments Department of Education, Skills and Employment. A Regional University Centre is a facility that regional students enrolled at any Australian tertiary institution can use to seek support to study tertiary courses delivered by distance,
- A query was put to QDAF about extending the LTO for the former Ag College, to 30 October, as there up to 13 travelling groups who have expressed an interest in accommodation after the current LTO expiration of 30 June,
- A launch of the SQNNSWDIRH is proposed to be undertaken at the 24,25 May Board meeting,
- A brief was prepared for Cr Martin for his discussions with DESBT Director General W.Agnew regarding support for shearing and wool handling programs. The brief was modelled on a program RAPAD ran in conjunction with UQ Skills in 2020 through the DESBT RSIS project,
- He was seeking annual leave for approximately seven days between 22 April and 6 May. Due to that upcoming absence of the CEO for the scheduled May 6 meeting, and its close timing to the scheduled May 24, 25 meeting, the Board resolved to cancel the upcoming May 6 zoom meeting.
- **Other**
 - There was an action agreed on that the RAPAD CEO and LRC CEO should undertake enquiries regarding joint fuel purchasing for councils to ascertain if economies can be gained,
 - A Regional Arts and Social Impact Project Partners Update for March was tabled. RAPAD partners in this project. The CEO attended a Low Emissions for Agriculture workshop recently, conducted by QDAF and that Qld Low Emissions Agricultural Roadmap was tabled and also attached.

WQAC Assembly, 9 - 11 March, Charleville – Mayors from the 22 councils



13.6 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCI) PROGRAM PHASE 3

File Number: 149180

Author: Ricki Bruhn, Chief Executive Officer

Attachments: 1. 21.12 LRCIP Program Phase 3 Unallocated Funding.pdf
2. 22.03 LRCI Phase 3 Approved Work Schedule.pdf

Meeting Date: 19 May 2022

Corporate and Operational Plan Consideration

Strategy	Corporate Plan Reference	Organisational Responsibility	Performance Measure
Council Assets	To source or provide sufficient funds to maintain and improve Council assets	Chief Executive Officer	Review assets and fund the development of a strategy to effectively manage the ongoing maintenance of Council assets.

Budget Reference: Currently 8 individual projects have been approved for funding

Asset Management Reference: Nil

SUMMARY

The Winton Shire Council has been offered funding of \$2,133,570 pursuant to the Australian Government's Local Roads and Community Infrastructure (LRCI) Program Phase 3. It is a requirement for the funding to be fully expended by 31 December 2023.

Council has previously received approval for 8 projects totalling \$1,246,785 leaving a balance of \$886,785 to be allocated. Project nominations for the balance of the funding need to be lodged as a matter of urgency as the deadline is 30 June 2022. This report seeks delegated authority to be provided to the Chief Executive Officer to complete project nominations (determined by Council) prior to 30 June 2022.

RECOMMENDATION

1. THAT the report be received.
2. THAT delegated authority be provided to the Chief Executive Officer to complete project nominations, in consultation with Council, to ensure the balance available of \$886,785 is claimed through the Local Roads and Community Infrastructure Program – Phase 3.

REPORT

The LRCIP Phase 3 Guidelines were released on 20 October 2021 and Winton Shire Council's maximum grant amount is \$2,133,570. The agreement funds projects from 1 January 2022 to 31 December 2023 allowing two calendar years for completion.

From the LRCIP guidelines, the following projects are considered acceptable: -

This could include projects 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.

Projects will also be considered generally publicly accessible if they are in a location that is:

- generally publicly accessible to the wider public undertaking a specific activity (for example council operated sporting fields); or
- generally publicly accessible for a limited age group of the community as a whole i.e. a kindergarten building; or
- used for the provision of an essential service or community service, as determined by the Department, and the amenity of the asset is publicly accessible and benefits the community.

All projects whether carried out on council owned land, or another type of public land, must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- 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;
- community/public art associated with an Eligible Project (Eligible Funding Recipients will need to provide a clear description of the conceptual basis of the artwork);
- playgrounds and skate parks (including all ability playgrounds);
- noise and vibration mitigation measures; and
- off-road car parks (such as those at sporting grounds or parks).

Council approved the following projects at the meeting held on 18 November 2021: -

Projects for 2021/2022	Budget
New Hollow Log Toilets	\$200,000
PAPI Lights	\$185,000
Wagon Wheels refurbishment	\$ 55,000
Showgrounds Tower	\$100,000
Saleyards Scales	\$146,785
Electrical upgrade to sewer pump stations	\$190,000
Rubbish Tip Development (part)	\$ 95,000
Hall Air-conditioning (part)	\$275,000
TOTAL	\$1,246,785

The report which was considered by Council at the meeting held on 18 November 2021 also provided a list of additional projects for funding consideration, however no further projects were nominated. This was also an agenda item for the Council workshop held on 28 January 2022 however the amount of \$886,785 remains unallocated. It should also be noted the tender accepted for the electrical upgrade to the sewer pump stations was \$277,220 and only \$190,000 has been applied for.

From memory, it was proposed to consider the balance of funding following staff presentations as part of the 2022/2023 budget deliberations. This could potentially leave us with very little time to lodge project applications given the deadline of 30 June 2022.

As we now only have the May and June council meetings to approve projects, a way forward is to consider granting delegated authority to the Chief Executive Officer to complete project nominations, in consultation with Council, to ensure the balance available of \$886,785 is claimed through the Local Roads and Community Infrastructure Program – Phase 3.

RISK MANAGEMENT

The risk associated with reviewing and nominating projects for funding through the LRCIP Phase 3 program has been assessed as Moderate (Consequence) and Possible (Likelihood) giving an overall assessment as **Medium 9**.

The key risks to Council include the project deadline, nominating projects which are not eligible for funding and nominating projects which cannot be completed before the 31 December 2023 deadline.

Ricki Bruhn

From: LRCIP <LRCIP@infrastructure.gov.au>
Sent: Friday, 10 December 2021 3:30 PM
To: Charles Dyer
Cc: Ricki Bruhn; LRCIP
Subject: RE: LRCI phase 3 submission [SEC=OFFICIAL]

OFFICIAL

Good afternoon,

After reviewing all approved projects for the Winton Shire Council under the Local Roads and Community Infrastructure (LRCI) Program Phase 3, the Department notes that there is funding unallocated. Note that the Council's nominal funding allocation is \$2,133,570, and the Council has nominated 8 projects requiring \$1,246,785 LRCI funding. This equates to \$886,785 unallocated LRCI funding.

Should you have any further questions, do not hesitate to contact us.

Sam Celestino

Grants Assessor • Local Roads and Community Infrastructure • Infrastructure Investment Division
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GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development and Communications
CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au

*I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
I recognise and respect their continuing connection to the land, waters and communities.
I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

From: Charles Dyer <CharlesD@winton.qld.gov.au>
Sent: Thursday, 9 December 2021 1:30 PM
To: LRCIP <LRCIP@infrastructure.gov.au>
Cc: Ricki Bruhn <RickiB@winton.qld.gov.au>
Subject: LRCI phase 3 submission

Submitted projects for 1 January 2022 to 30 June 2022.



Charles Dyer
Asset Manager

T: (07) 4657 2666
M: 0428 192 937
E: CharlesD@winton.qld.gov.au

Winton Shire Council
75 Vindex Street
Winton, QLD, 4735

Ricki Bruhn

From: LRCIP <LRCIP@infrastructure.gov.au>
Sent: Wednesday, 23 March 2022 8:19 AM
To: Charles Dyer; LRCIP
Cc: Ricki Bruhn
Subject: Phase 3 Approved Work Schedule - Winton Shire Council, QLD [SEC=UNOFFICIAL]
Attachments: QLD - Winton Shire Council - P3 Approved Work Schedule.PDF

UNOFFICIAL

Hi Charles,

We are pleased to advise that Winton Shire Council's Work Schedule (comprised of eight project nominations) submitted under the Local Roads and Community Infrastructure Program Phase 3 (LRCI Phase 3) has been approved. The release of your first payment instalment of \$1,066,785 has also been approved, this amount is equal to 50 per cent of your Nominal Funding Allocation.

Please find attached Winton Shire Council's Approved Work Schedule.

You are required to abide by the requirements of the LRCI Phase 3 Grant Agreement and Program Guidelines in carrying out the Eligible Projects included in your Approved Work Schedule, including in relation to Media Releases and Eligible Project Events. Requirements relating to Media Releases and Eligible Project Events are extracted below for your reference.

Media releases

If the Grantee proposes to issue any media release relating to an Eligible Project, it must:

- at least five business days prior to its proposed release, unless otherwise agreed by the Commonwealth, provide a copy of the proposed media release to the Commonwealth and obtain the Commonwealth's agreement to the media release; and
- provide the relevant local Federal Member of Parliament with the opportunity to participate in the media release.

Within seven calendar days of receipt of an instalment, the Grantee must provide via email to the relevant local Federal Member of Parliament (with a copy provided to the Commonwealth) a summary of all Eligible Projects, commencing, in progress, and completing in a Federal Electorate and the funds claimed against those Eligible Projects under this Grant Agreement.

Eligible Project Events

If a Grantee proposes to hold a works commencement ceremony, opening ceremony or any other event in relation to the commencement/opening/reopening of an Eligible Project, they must inform the Commonwealth and the relevant local Federal Member of Parliament of the proposed ceremony or event:

- at least two weeks before the proposed ceremony or event is to be held; and
- provide details of the proposed ceremony or event, including proposed invitees and order of proceedings.

Thanks,

Craig Drumm

Community Roads and Infrastructure Programs Section

Local Roads and Community Infrastructure Program Phase 3 - Work Schedule - Project Nomination

Funding Recipients are required to nominate project(s) they plan to undertake with LRCI Program Phase 3 funding by providing information to the Department of Infrastructure, Transport, Regional Development and Communications ('Department') via emailing LRCIP@infrastructure.gov.au. A separate Project Nomination row must be completed for each project or group of small projects that an Eligible Funding Recipient wishes to undertake. For ease of assessment, and to limit requests for more information, please complete all fields as completely and accurately as possible.

Name [Council, State]				LRCI Phase 3 Funding Allocation							\$			
#	Project Name	Project Description / Problem Being Addressed	Infrastructure Type	Total Project Cost	LRCI Phase 3 Funding Required	Construction Start Date	Construction Completion Date	Estimated jobs supported		Project Electorate	Project Location	Project Land / Asset Owner **	Indigenous employment or business use	Recycled materials used
	[Project location or street address: Work category]	[Please align project description to project work categories on Page 3 where possible]	[Please select one item]	[\$]	[\$]	[MM/YY]	[MM/YY]	[Numerical figure – refer FAQ instructions]		[Please list the Federal Project Electorate]		[Please select one item]		
								Council employees	Contractors		Coordinates		Yes/ no	Yes/ no
1	Hollow Log Park – Renewal of Toilet Blocks (Hollow Log Park, 49 Vindex St, Winton QLD 4735)	Current toilet facility and end of life. Replace with small kit, unisex / PWD toilet. Easy to clean and maintain.	Community	200,000.00	200,000.00	01/22	07/22	2	5	Maranoa	-22.387760° 143.040437°	Winton Shire Council	No	no
2	Winton Airport PAPI lighting (Winton Airport, McMaster Drive, Winton, QLD 4735)	Precision Approach Path Indicator (PAPI) lighting for the airport – requested/required by Alliance Airlines (and other possible airlines) for landing jet aircraft at the Winton Airport.	Community	185,000.00	185,000.00	01/22	07/22	1	4	Maranoa	-22.363566° 143.085083°	Winton Shire Council	No	no
3	Wagon Shelter (45 Elderslie St, Winton QLD 4735)	Shelter to cover and preserve wool bail wagon, historic relic, prominently featured outside the Waltzing Matilda Centre	Community	55,000.00	55,000.00	01/22	07/22	1	4	Maranoa	-22.390410° 143.040119°	Winton Shire Council	No	no
4	Showgrounds Race Announcer Tower (Winton Showgrounds, Cork St, Winton QLD 4735)	Current announcer box fails Racing Queensland audits for accessibility. Building structural integrity indeterminable. Structure at end of life. Replace with new kit.	Community	100,000.00	100,000.00	01/22	07/22	2	5	Maranoa	-22.387346° 143.050263°	Winton Shire Council	No	no
5	Saleyard Scales Renewal (Sesbania St, Winton QLD 4735)	Replacement of cattle scale – current system is at end of life – impossible to fix/get parts, running on very outdated computer software. Upgrade/renew to current standard.	Community	146,785.00	146,785.00	01/22	07/22	2	4	Maranoa	-22.381771° 143.035086°	Winton Shire Council	No	no
6	Winton Refuse and Recycling Centre development (Ayrshire Rd, Winton QLD 4735)	Upgrades to operations leading to better segregation of recyclables and environmental outcomes. Fencing, signage, concrete pads for rubbish unloading and transfer. Some gravel to assist with wet weather access.	Combination	95,000.00	95,000.00	01/22	07/22	4	2	Maranoa	-22.377008° 143.031282°	Winton Shire Council	No	no
7	Sewer Pump Station Electrical Renewal (Riley St and Manifold St Winton QLD 4735)	Complete renewal of current substandard/dangerous electrical systems. Automatic pump start (1 st and 2 nd pumps as required). Error call out and generator integration. (Generator cost not part of LRCI3 funding – only integration works)	Community	190,000.00	190,000.00	01/22	07/22	1	3	Maranoa	Riley St -22.391432° 143.035753° Manifold St -22.383855° 143.046850°	Winton Shire Council	No	no
8	Winton Shire Hall Air-conditioning Renewal (75 Vindex St, Winton QLD 4735)	Renewal of hall AC. Hall AC is at end of life and uses outdated gas. Parts impossible to purchase. 1 of 2 units has not been functional for several years. Replace with appropriately designed and scaled unit.	Community	275,000.00	275,000.00	01/22	07/22	2	3	Maranoa	-22.387382° 143.037794°	Winton Shire Council	No	no
	Total	-	-	1,246,785	1,246,785	-	-	-	-	-	-	-	-	-

Has the availability of funding under the Local Roads and Community Infrastructure Program required you to hire additional Council staff? – not at this stage.	Choose an item	Number

* If project is not fully funded by LRCI, state details of Council or other contribution ** If Project Land or Asset Owner is not Council, please indicate nature of permission If applicable, details of any recycled materials used on the project

13.7 ROADSIDE ADVERTISING BILLBOARDS - KYNUNA ROAD

File Number: 149189

Author: Abbey Buckham, Manager of Tourism and Economic Development

Authoriser: Madeleine Lawler, Director of Community and Economic Development

Attachments: Nil

Meeting Date: 19 May 2022

Corporate and Operational Plan Consideration

Strategy	Corporate Plan Reference	Organisational Responsibility	Performance Measure
Tourism Marketing	To provide a framework for the cost-effective promotion of Winton that will encourage increased visitor stays and widen the market scope & share.	Chief Executive Officer	Update tourism and Shire Entry signs

Budget Reference: Nil

Asset Management Reference: Nil

SUMMARY

This report provides a summary of an additional Expressions of Interest received for business signage on Kynuna Road for approval by Council.

RECOMMENDATION

1. THAT the report be received.
2. THAT Council accept the Expression of Interest from Winton Movies Inc. for a new advertising billboard on the Kynuna Road.

REPORT

At its Ordinary Meeting held on 17 February 2022, Council agreed to install sixteen signs using the North Queensland Recovery and Resilience Grant. All sixteen signs have been allocated.

The following businesses have been approved:

- Opalton Bush Park / Queensland Boulder Opal Association
- Corfield & Fitzmaurice
- The Vision Splendid Outback Film Festival
- Winton's Diamantina Heritage Truck & Machinery Museum Inc.
- The Crackup Sisters
- McQueen Earthmoving
- Winton Motorsport Association
- Winton Newsagency & Travel Service
- Winton Spar

- Winton Wanderers Caravan Park
- Winton Movies Inc. (pending approval)

The following businesses currently have a sign on Kynuna Road that will be updated with new signage:

- Muttaborra Motel
- Moreton Bay Regional Council
- Australian Hotel
- Matilda Motel
- Winton Hotel

RISK MANAGEMENT

The risk associated with approving the expressions of interest from businesses for the business advertising billboards on the Kynuna Road has been assessed as Minor (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 4**.

13.8 WILLIE MAR STRATEGY - 2022-2027 REVITALISATION PROGRAM

File Number: 149190

Author: Abbey Buckham, Manager of Tourism and Economic Development

Authoriser: Madeleine Lawler, Director of Community and Economic Development

Attachments: 1. Willie Mar Revitalisation Program- FINAL.pdf

Meeting Date: 19 May 2022

Corporate and Operational Plan Consideration

Strategy	Corporate Plan Reference	Organisational Responsibility	Performance Measure
Arts and Culture	To develop, support and facilitate arts and cultural activities in the Shire.	Director of Community and Economic Development	Develop and maintain Willie Mar site

Budget Reference: 5000-2268-1

Asset Management Reference: Nil

SUMMARY

This report presents a draft Willie Mar Strategy, 2022-2027 Revitalization Program for approval by Council. As well as the recommendation from the Friends of Willie Mar group to pursue applying for Heritage Listing for the site.

RECOMMENDATION

1. THAT the report be received.
2. THAT Council approve The Willie Mar Strategy, 2022-2027 Revitalisation Program.
3. THAT Council pursue applying for Heritage Listing for the Willie Mar Heritage Site.

REPORT

At its Ordinary Meeting held on 17 March 2022, Council decided to develop a long-term strategy for the Willie Mar site. Council also approved proceeding with the Willie Mar Market Place concept, with amendments, apply for grant funding and to use the site at 74 Riley Street for the Willie Mar Market Place.

The Willie Mar Market Garden site is considered of state significance. The site is a rare intact example of the Chinese market garden and shop-keeping practices that were prevalent in the early settlement of colonial Australia. There are very few of these sites still in existence in Queensland, let alone sites that encapsulate a garden, shop and dwelling. The house on the site is an example of another aspect of early 'alien' immigration into Australia, purpose-built buildings by non-white settlers to satisfy Commonwealth legislative requirements.

Willie Mar is iconic to Winton and is even the design chosen for the CWQ Brewing Company Winton Lager. However, repairs and community requests may take an extended period to be addressed and more opportunities exist for benefit maximisation of Willie Mar's as a cultural asset.

The long-term strategy seeks to address identified conservation issues and activate the original site and the 74 Riley Street site. The strategy outlines steps to repair and maintain the premises and increase community engagement with this important and unique heritage site. The strategy has been developed in consultation with community members and the Assets Manager.



In a consultation meeting held on 12 May 2022, the Friends of Willie Mar Group motioned to support the recommendation that Council pursue Heritage Listing for the site and were all in favour.

RISK MANAGEMENT

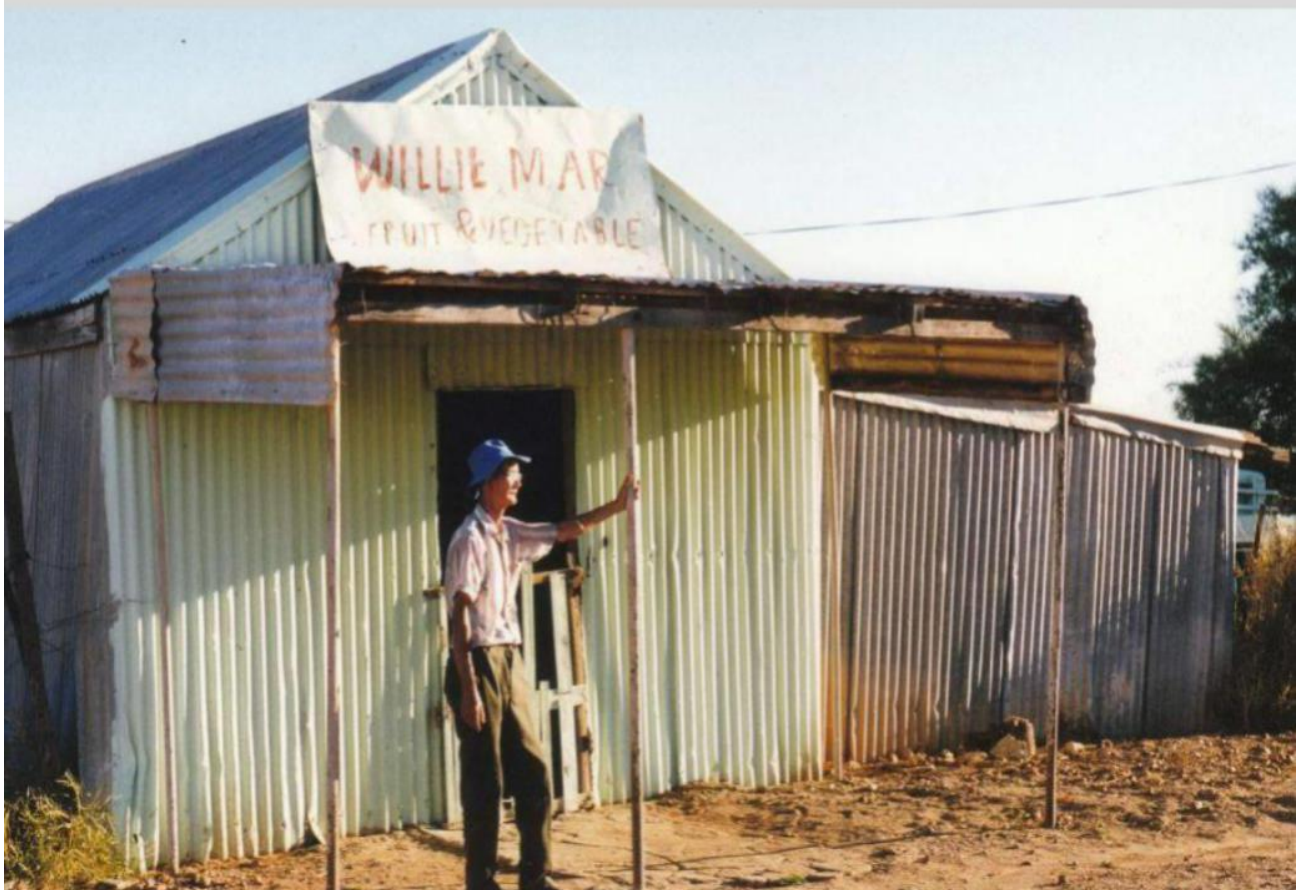
The risk associated with adopting the Willie Mar Strategy and pursuing heritage listing after having had community consultation, has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2**.

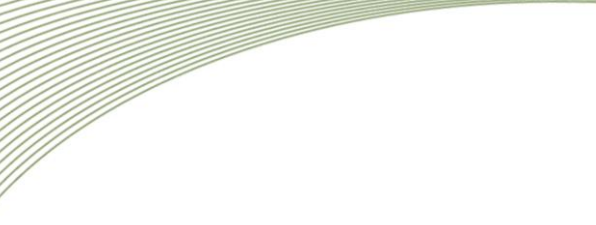
Prepared for Winton Shire Council
Authored by: Gemma Edwards
April 2022



The Willie Mar Strategy

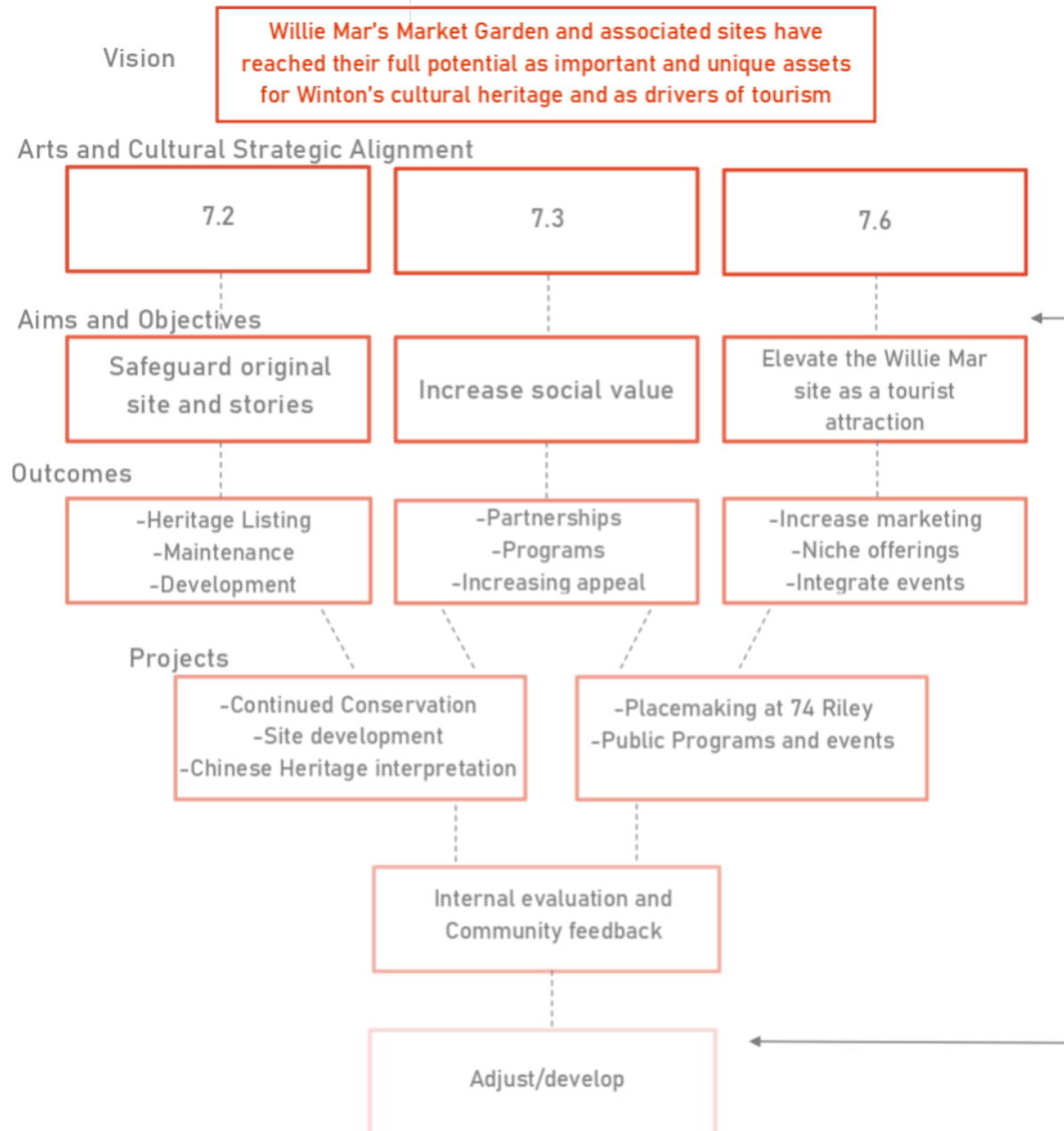
2022-2027 Revitalization Program

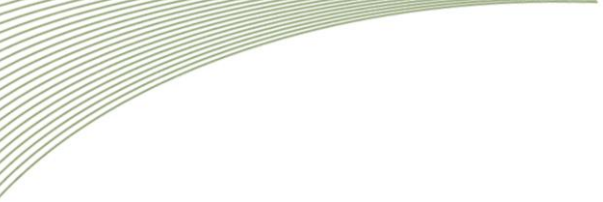




Contents

Introduction.....	6
The Strategy.....	8
Recommendations.....	14
Community Consultation.....	15
Investment.....	17
Funding Opportunities.....	18
Appendix.....	19





The Vision

Willie Mar's Market Garden and associated sites have reached their full potential as important and unique assets for Winton's cultural heritage and as drivers of tourism

Aims

1. Safeguard the original site and the story
2. Increase the social value of the site
3. Elevate the Willie Mar Market Garden and associated sites as another unique tourist attraction that captures Winton's Character

SWOT Analysis

Strengths

- Historical Value
- Community passion
- Interest from Council
- Winton's increased profile due to tourism and the Outback Way

Opportunities

- Partnerships
- Niche experience offerings
- Storytelling
- Leveraging cultural heritage

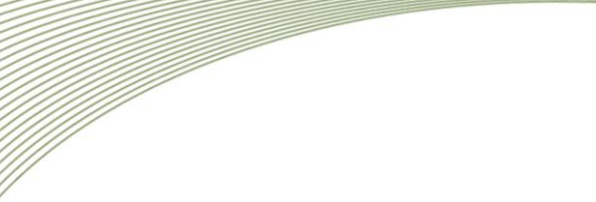
Threats

- Lack of funding
- Lack of community support and engagement
- Reduced tourism post pandemic?
- Staff turnover

Weakness

- Location
- Unstable relationships





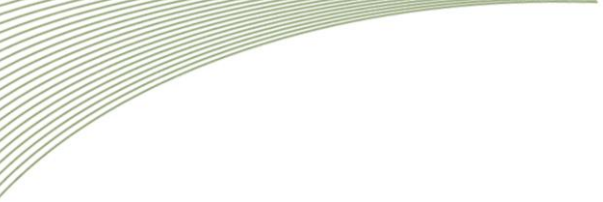
Introduction

The Willie Mar site and adjacent block offer the Winton Shire Council a unique opportunity to present an alternate historical viewpoint not widely recognised and, pay respect to the culturally diverse groups of people who were instrumental in establishing townships here and throughout the region.

Mar Yen arrived in Winton in 1923 and established the Market Garden at 68 Riley street. Later, his son Mar Yen Shoo arrived and after his father's death, took on the business and dwelling. Operations continued until a 2000 flood caused damage that could not be repaired. Mar Yen Shoo passed away in 2007, leaving the site abandoned and leaving the legacy of Willie Mar to the community of Winton, as no family was ever located.

The site is a rare intact example of the Chinese market garden and shop keeping practices that were prevalent in the early settlement of colonial Australia. There are very few of these sites still in existence in Queensland, let alone sites that encapsulate a garden, shop and dwelling. The house on the site is an example of another aspect of early 'alien' immigration into Australia, purpose-built buildings by non-white settlers to satisfy Commonwealth legislative requirements.

Currently there are identified issues with the management and maintenance of the site resulting in delays in required repairs, removal of rubbish and further development. There is feedback



received that the site is not immediately identifiable as a place of significance and this may contribute to a lack of awareness. This is also affecting key relationships that require cooperation to provide beneficial outcomes for all parties.

The 'Willie Mar Market Place' proposal that was approved by Council 17/3/22 is the beginning of a place-making project that aims to triangulate traffic to the site to begin to elevate this aspect of Winton and Australia's heritage. The revitalization and benefit maximization of the Willie Mar and Chinese outback settlers' sites and stories are reliant on arts and cultural programming directing activity to the site and driving tourist visitation.

The Willie Mar Market garden has been identified by council as a cultural asset for Winton and this strategy seeks to maximize the benefit of this site for the community and, as a unique historical site as a tourist attraction.

The Strategy

The long-term strategy is based on a 'Quicker, Lighter, Cheaper'¹ theoretical framework with a strong emphasis on community-driven initiatives².

It has been created to accommodate experimental approaches and changes based on feedback received through evaluation at the beginning and end of each stage. This approach is supported through national and international case studies³ that find that the most successful public spaces are influenced by community need and desires and developed to meet these requirements⁴.

This strategy offers opportunities to support the success of the Willie Mar legacy* into the future through bilateral partnerships, increased marketing communications activities and resource allocation in response to the identified aims.

* In this context this also refers to the legacy of Chinese Australians in outback QLD as a whole

¹ Project for Public Spaces, *'The lighter, quicker, cheaper transformation of public spaces'*, 2020, <https://static1.squarespace.com/static/5d950bfaae137b5f0cbd75f5/t/5edacd509ea26150800cbe12/1591397823238/The+Lighter%2C+Quicker%2C+Cheaper+Transformation+of+Public+Spaces.pdf> (accessed 5/5/22)

² Lin C-Y, Hsing W-C. *Culture-led Urban Regeneration and Community Mobilisation: The Case of the Taipei Bao-an Temple Area, Taiwan*. Urban Studies. 2009;46(7):1317-1342. doi:10.1177/0042098009104568

³ Hołuj, D. "Public Spaces and Cultural Heritage in Community Projects – the Example of Warsaw". European Spatial Research and Policy, vol. 24, no. 2, Jan. 2018, pp. 127-44, doi:10.1515/esrp-2017-0013.

⁴ Golden, S.M, *Occupied by design: evaluating performative tactics for more sustainable shared city space in private-led regeneration projects*, WIT Transactions on Ecology and The Environment, Vol 191, 2014 WIT Press doi:10.2495/SC140371

Stage 1: Establish

Aim: Safeguard the original site and the story

Evaluation of the site has taken place and is on-going in consultation with the community and stakeholders.

This has revealed several areas for improvement and opportunity. These are short term goals to prepare and maintain the site for visitation and conservation purposes.

Outcomes

Maintenance: An identified issue is the irregular upkeep of the original site and surrounding areas. Establishing a 'maintenance roster' with appropriate Council departments to monitor landscaping, rubbish dumping and required repairs on a more regular basis may assist in dealing with this issue. This would potentially decrease delays in responding to issues as they arise and allow the house and lean-to to be opened to visitors.

Development: There are several developments required to secure the site to open for visitors. These include signage, preventing access to the back verandah from the house and stairs to access the house whilst preserving the original structure. This may also include measures to prevent road trains parking in-front of the site for extended periods i.e; fencing, signage, concrete shoulders etc.

Heritage Listing: To establish continuity in the management and care for the site, heritage listing is advised. This would provide a legislative framework to follow for conservation of the site and ensure that it is taken care of regardless of community, staff or Council members interests. This would allow more opportunities to gain access to grants and resources for upkeep or development as the need arises. In addition, this would increase the profile of the site and assist in leveraging a truly unique and important cultural asset for Winton.

In a meeting held on the 12/5/22, the Friends of Willie Mar community group motioned to support this recommendation and was favored by all.

Stage 2: Invest

Aim: Increase the social value of the site

In this context increasing the social value refers to the use of the site by the local community and travelling public. It is understood through consultation that the site as is may not be immediately identifiable to visitors and for the Winton community this is not necessarily a space that is being used.

Outcomes

Partnerships: Opportunities for partnerships that will increase activity and profile of the site. This could include partnerships with local community groups, local businesses, shire councils throughout the region, museums, arts and cultural institutes and events and more.

Programs: Developing a portfolio of public programming to develop awareness of Chinese heritage in Outback Queensland and Willie Mar's story. These programs will give the public an opportunity to engage with the content and drive visitation to the site (the original site and 74 Riley street). These programs will be based on historic and cultural aspects associated with the site and may include: workshops, guest lecturers, and school holiday activities.

Increasing appeal: This will include the installation of the shade sail and outdoor furniture at 74 Riley street to increase comfortability and enjoyment of the site. This is also referring to general 'beautification' in line with the goals of the Town Beautification Committee. Concept development for the use of space at 74 Riley street is ongoing and consultation will continue. This will be part of increasing appeal through providing further interpretation of Chinese heritage in Outback Queensland.



Stage 3: Integrate

Aim: Elevate the Willie Mar Market Garden and associated sites as another unique tourist attraction that captures Winton's character

Integration of Willie Mar's Market garden is required to increase the public profile and platform this site as an exciting celebration of Winton's cultural heritage. This can be achieved by increased resource allocation and marketing and communications activity. These are long term goals that would be supported by implementing strategies identified previously.

Outcomes

Increasing marketing: Increased street signage on the main street to direct tourists to the site. This could include street signs and a condensed story board in line with Winton's historical signage positioned somewhere visible that alerts tourists to the location of the site. This may also include increased information about the site included in Winton's tourism material and hosting events that attract media attention.

Niche offerings: In line with developing public programming, niche events to attract new groups to Winton and alternate offerings to Winton locals is suggested. This may include demonstrations and workshops by Chinese Australians, twilight events, Chinese New Year celebrations and more. As the site develops, the opportunity for community led initiatives will be



increased and allow for experimental arts and cultural events to take place.

Integrate events: Existing events offer a fantastic opportunity to integrate this site into Winton's arts and cultural calendar. The installation of seating at the 74 Riley street site will allow visitors to sit to enjoy meals from food trucks during festivals, the possibility of hosting 'live tourism' performances and events taking place during festivals- workshops, paint and sips, games, children's activities etc. This space will also provide the opportunity for markets and outdoor community events.

Stage 4: Evaluation

Aim: Internal evaluation and community feedback

To ensure the space is reaching its potential, regular evaluation and community consultation will occur.

Outcomes

Adjust and Develop: Successful community spaces are driven by the community. Through evaluation and feedback, Council can adjust the strategy and develop projects that fulfill the needs of the community and ensure the strategy aims are being achieved. This should happen during/after each stage.

Recommendations

1. Platform and preserve the stories of Willie Mar and Chinese Heritage

- 1.1 Through integrating site into events and social calendar
- 1.2 Through obtaining heritage listing
- 1.3 Through securing the site to open safely for visitation
- 1.4 Through development of historical interpretation space at 74 Riley street

2. Develop and maintain mutually beneficial relationships

- 2.1 Through actioning requests for rubbish removal, addressing road train parking and repairs from FOWM
- 2.2 Through regular and increased community consultation
- 2.3 Through partnering with neighboring shires, businesses, historical groups and experts, and relevant stakeholders

3. Increase allocated resources for Willie Mar

- 3.1 Through developing maintenance roster to care for the site and meet the needs of the community
- 3.2 Through marketing and communications activity
- 3.3 Through development and management of public programming

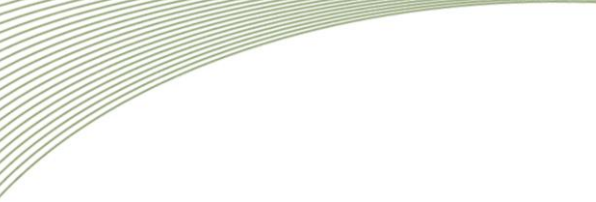
Community Consultation

The proposed strategy was developed in response to community consultation in 2022 and Council's interests (see Appendix A, Appendix B). To execute and adjust the strategy, community consultation will continue.

Date	Attendees	Key points
20/1/22	Sandi Robb FOWM Abbey Buckham	• Identified repairs • Identified improvements- stairs, securing back door, removing rubbish • Updated progress • Overview of material collected • Voted for Mango tree to be planted
10/3/22	Helen Collins Bruce Collins Gemma Edwards	• Gained insight into the past management and conservation efforts • Offered ideas and wishes for future conservation and interpretation
25/3/22	FOWM Tina Elliott Charles Dyer Abbey Buckham Gemma Edwards	• The site has authentic historical value and should continue to be preserved • Representation and interpretation of the story should remain authentic • A discussion of Chinese heritage in Outback QLD could be facilitated separately from the original Willie Mar site • Shared ideas of how the story can be interpreted • Raised concerns associated with 74 Riley street and development of Willie Mar site
7/4/22	Dr Melanie Piddock Gemma Edwards	• Advice on community engagement and community driven heritage projects

REVITALISATION STRATEGY - WILLIE MARS

14/4/22	Sandi Robb Gemma Edwards	• Discussion of past management and conservation • Advice for future interpretation and conservation
12/5/22	FOWM Gemma Edwards Abbey Buckham Charles Dyer	• Addressed previously raised concerns surrounding flooding, maintenance, and road trains (Appendix A). • The possibility of integrating the Willie Mar site into parks and gardens/works schedules to address weeds and repairs more promptly was discussed and is included in suggestions for Council to consider. • Priority repairs/maintenance to be scheduled ASAP include corrugated iron at front, roof as it is a safety issue and removal of excess materials located at 74 Riley Street. • Charles also suggested concrete shoulders could be a solution either side of the site to prevent road trains from parking and this will now be included in suggestions to council. Motion: THAT the Friends of Willie Mar support the concept for Willie Mar to be Heritage Listed. Moved: Helen Collins Seconded: Robyn Stephens All in favour

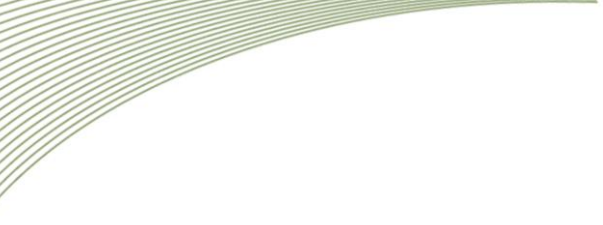


Investment

The cost of developing the site to increase appeal and secure the site for visitors are 'one off' costs that are based on concept development and community consultation that is ongoing.

The Willie Mar site currently has an allocated \$12, 000 per F/Y. Currently most of the budget has been used to pay consulting fees and cover building materials and expenses, averaging \$11,000 p/y for the last 5 years. If this funding could be utilised to activate the site through events and community engagement activities, we may be able to elevate the site and increase its appeal and social value to achieve the goals outlined in the strategy.

For example, if maintenance and repairs could be taken over by other council departments as part of scheduled works, and the Willie Mar fund continued to receive an allocated \$12,000, we would be able to utilise \$1500 p/m in peak season and \$500 p/m in the off season to arrange events and activities. This is an estimate based on the average \$1200 cost of hiring a guest speaker for a 2-day workshop. Partnerships and relevant community led initiatives may also provide low cost alternatives to accompany and increase paid programming.



Funding opportunities

The Gambling Community Benefit Fund

4 rounds of \$35,000 and 1 super round of \$100,000 per year. The grants are to assist in providing services, leisure activities and opportunities for Queensland communities.

Queensland Arts Showcase Program (QASP)

project funding for up to \$30,000 or \$60,000 with co-funding. Categories for funding to change so check with the website.

Touring Queensland Fund

Grants to support the touring of high-quality performing arts or exhibitions. It also supports Artist in Residence programs in schools.

Other sources

There are various grant opportunities available for Queensland heritage listed places that may be available should the site be enlisted. There are also community and arts grants that are available at varied times so opportunities should be checked regularly.

Appendix

Appendix A

Friends of Willie Mar- Community Consult overview 25/03/22

Why do we want to continue telling this story?

- Continuation of history- BC
- Snapshot of Chinese heritage in Australia (living, banking, engineering)- JC, TE
- Providing fresh food was important for the town's health- JC
- Rare site containing all three elements of Market Gardening (Shop, dwelling, garden)- HC
- Personal connection to the site- BC

This site has historical value, it is an authentic representation of a market garden and shop and it is important to preserve the original site because of this.

How do we want to tell this story?

- Interactive story telling- JC
- Chinese culture focus
- Including different elements of Chinese heritage with a focus on Chinese cooks, gold, agriculture, health and engineering- CD, BC
- With authenticity to the original Willie Mar site
- With unique/niche events and activities
- By engaging the right people (correct representation from Chinese Australians)

The representation and interpretation of the Willie Mar story should remain authentic and the new site could be a celebration of Chinese heritage from all over Australia and around Winton.

What are some things we can do to tell this story at the new site and into the future?

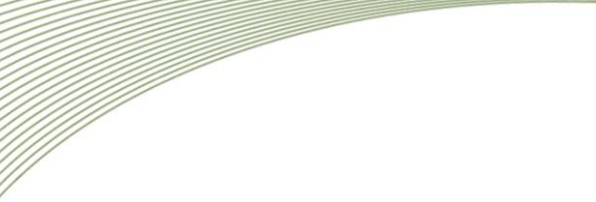
- Peanuts! – Juddy
- Incorporate stories about water management- JC, TE
- Celebrate Chinese New Year- JC
- Twilight night shows
- Rebrand the new site
- Stone pit over shots-TE
- Over shot waterfall-JE
- Demonstrations and workshops by Chinese Australians- JC
- Maintain Riley Street- BC
- Beautify the space- JE
- More Willie Mar signage on main street-AJ
- More marketing for the site
- Chinese writing on signs- RS
- Calligraphy- RS
- Chinese engineering and incorporating Feng Shui- CD
- Incorporate the festivals- film festivals and outback festivals- JC
- Plant the Mango tree- JC
- Partnerships with related organizations outside of Winton
- TMR by-pass signage

Some concerns were raised regarding the position of the new site due to flooding and road trains.

Appendix B

During community, council and expert consultation some concerns have been raised regarding the suitability of the 74 Riley street site, the maintenance of present and future sites, the interpretation of the story and Chinese heritage, and of suggestions to 'revitalise' the story and the site. These concerns have been addressed through development of this strategy and associated project planning and are detailed below.

- **Flooding-** Improvements and development at the site will be flood proof as many other community and Council sites have been developed. The strategy and placemaking projects associated have been planned in conjunction with the Assets Manager to ensure any addition or improvements at site are cognisant of the flood risk in the area.
- **Maintenance and Repairs-** A major concern identified by the community is irregular upkeep and delayed response in requested repairs and improvements. Stage 1- maintenance and development is planned to address these concerns through establishing/ including the site in a roster.
- **Road trains (Safety and parking)-** This is a passage for road train as are many other roads in Winton. To combat associated risk the suggestions of fencing, signage and concrete shoulders have been put forward. This may also deter road trains from parking in-front of the original shop and house which is another concern of the community. The



inclusion of these measures is included in phase 2 of the strategy- 'increasing appeal'.

- Funding- The strategy has been created to allow for incremental changes that can account for feedback and interest received from the community and visitors. This is to scale cost and spending as needed. There are 'one-off' costs associated with the development of the 74 Riley street site and applications for grant funding have been submitted.

The suggested strategy is not intended to overtake the management of the site- rather develop a plan to converge stakeholder interests and allow the community to influence development of activities, programs and placemaking.

References

Golden, S.M. *Occupied by design: evaluating performative tactics for more sustainable shared city space in private-led regeneration projects*. WIT Transactions on Ecology and The Environment, Vol 191, 2014 WIT Press doi:10.2495/SC140371

Hołuj, D. "Public Spaces and Cultural Heritage in Community Projects – the Example of Warsaw". *European Spatial Research and Policy*, vol. 24, no. 2, Jan. 2018, pp. 127-44, doi:10.1515/esrp-2017-0013.

Lin C-Y, Hsing W-C. *Culture-led Urban Regeneration and Community Mobilisation: The Case of the Taipei Bao-an Temple Area, Taiwan*. *Urban Studies*. 2009;46(7):1317-1342. doi:10.1177/0042098009104568

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13.9 WINTON LOCALITY BOUNDARY

File Number: 149195

Author: Ricki Bruhn, Chief Executive Officer

Attachments: 1. Email from Alison Adair inc. boundaries.pdf

Meeting Date: 19 May 2022

Corporate and Operational Plan Consideration

Strategy	Corporate Plan Reference	Organisational Responsibility	Performance Measure
Customer focus	To respond to customer communications in a prompt and informative manner	Chief Executive Officer	Customer communications are acknowledged and requests for service are completed promptly.

Budget Reference: Nil

Asset Management Reference: Nil

SUMMARY

This report provides an update on Council's efforts to amend the Winton locality boundary in consultation with the Department of Resources.

RECOMMENDATION

- 1 That the report be received.

REPORT

Council has for some time been seeking the State Government locality boundaries in and around Winton to be amended to avoid confusion for property owners and people trying to locate properties. This matter was considered at the Council Workshop held on 28 January 2022 where Mr Charles Dyer presented two suggested boundary options based on a 10km radius and a 20km radius.

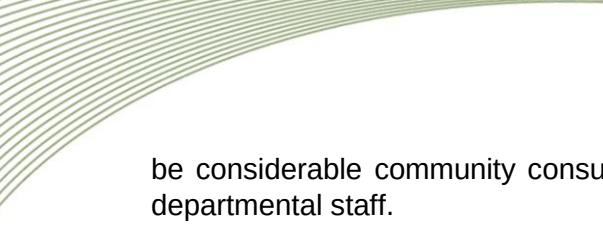
Council's preference was for a 20km radius to be pursued and this proposal (see attached copy of map) was forwarded to the Planning Services section of the Department of Resources based in Mackay.

This proposal has been reviewed by their Geographic Information Officer, Mr Justin Kingsford and considering key issues including: -

- Alignment with cadastral boundaries;
- Avoids segmentation of land parcels or adjacent properties in common ownership;
- Uses distinguishable physical barriers to define boundaries where required, for example National Parks, state forests and rivers.

Mr Kingsford has provided an amended boundary plan after taking these matters into consideration and Council is asked to confirm whether it is supportive of this amended plan (see attached copy).

I have also invited Mr Kingsford to attend the Council Meeting via teleconference to enable this boundary proposal to be fully discussed and any questions to be answered. There will also need to



be considerable community consultation to support this process and this can be outlined by the departmental staff.

RISK MANAGEMENT

The risk associated with considering the amended Winton locality boundary map has been assessed as Minor (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 4.**

This assessment has been based on departmental staff having had the opportunity to review our draft proposal which should increase the chances of the Minister approving the boundary alteration.

Ricki Bruhn

From: Alison Adair <Alison.Adair@resources.qld.gov.au>
Sent: Tuesday, 8 March 2022 1:09 PM
To: gavin.baskett@winton.qld.gov.au; Justin Kingsford
Cc: Charles Dyer; Ricki Bruhn; DoR Planning; Dale Bell
Subject: Winton - Locality boundary suggestions
Attachments: Suggested bndy_Winton.kmz

Good afternoon Gavin,

We refer to your linework for the amendment of the Winton locality boundary in the email thread below. Our Geographic Information Officer Justin Kingsford has considered the suggested boundary and drafted a map for your review. This map aligns with policy in that it:

- Aligns with cadastral boundaries.
- Avoids segmentation of land parcels or adjacent properties in common ownership.
- Uses distinguishable physical barriers to define boundaries where required, for example National Parks, state forests and rivers.

Also, in considering where we place the locality boundary of Winton, it is necessary to avoid (where possible), segmenting roads into different localities.

It is suggested that we have a virtual chat to discuss the boundary and next moves. We use teams or alternatively, you may wish to talk directly with Justin on 43 028550 or Dale on 0436620494.

It is my understanding that Council is intending to take this map to the community for consultation purposes, we will require details of these meetings, numbers attending and feedback please, to support our process. Council will need to consult with affected property owners, those whose address's will change. Importantly the people in the amended locality of Winton should identify with Winton and their physical address should make sense.

Please note that, if the Minister decides to alter the boundary, Council will need to notify the affected persons of their new addresses.

Please reach out to either Justin or Dale as soon as possible with your feedback on the new line work. Unfortunately, I will be away for five weeks and look forward to speaking with you on my return.

Alison Adair
Project Officer
Planning Services Mackay
alison.adair@resources.qld.gov.au
49 996847

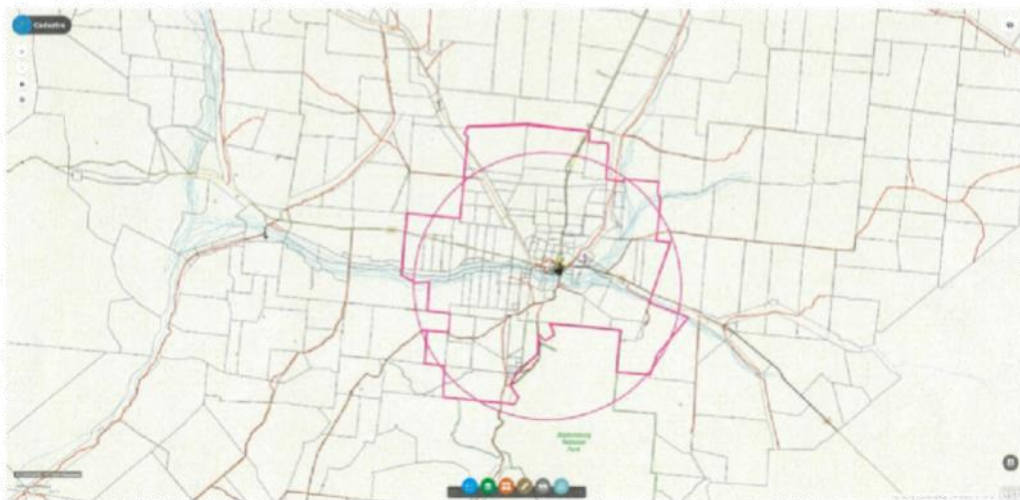
Please note I work Monday and Tuesday only

From: Charles Dyer <CharlesD@winton.qld.gov.au>
Sent: Friday, 14 January 2022 9:54 AM
To: Ricki Bruhn <RickiB@winton.qld.gov.au>; Gavin Baskett <gavin.baskett@winton.qld.gov.au>
Subject: RE: Winton - Locality boundary suggestions

10km Radius approximately



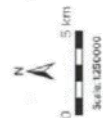
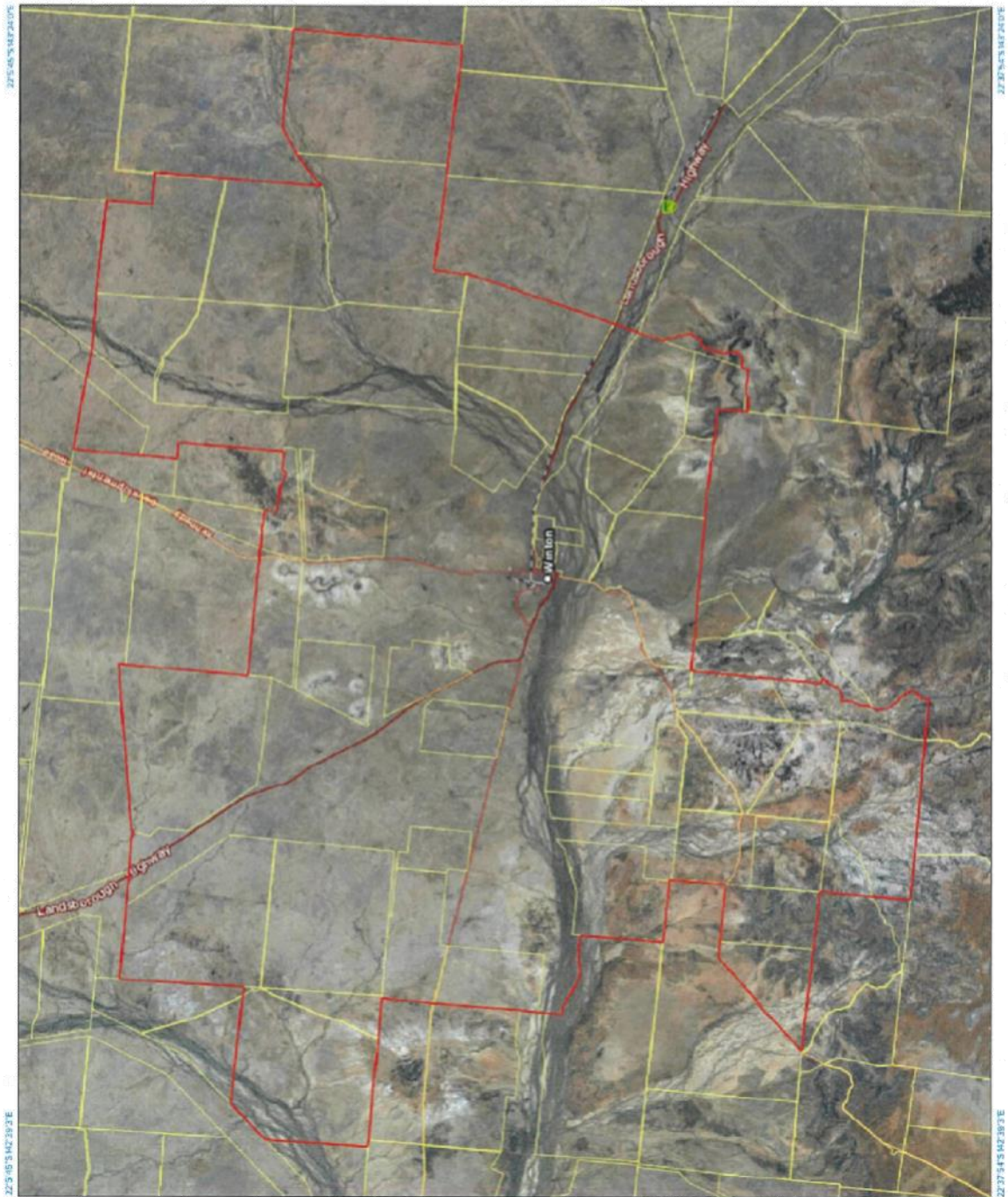
20km Radius approximately







Legend located on next page



Scale: 1:250,000

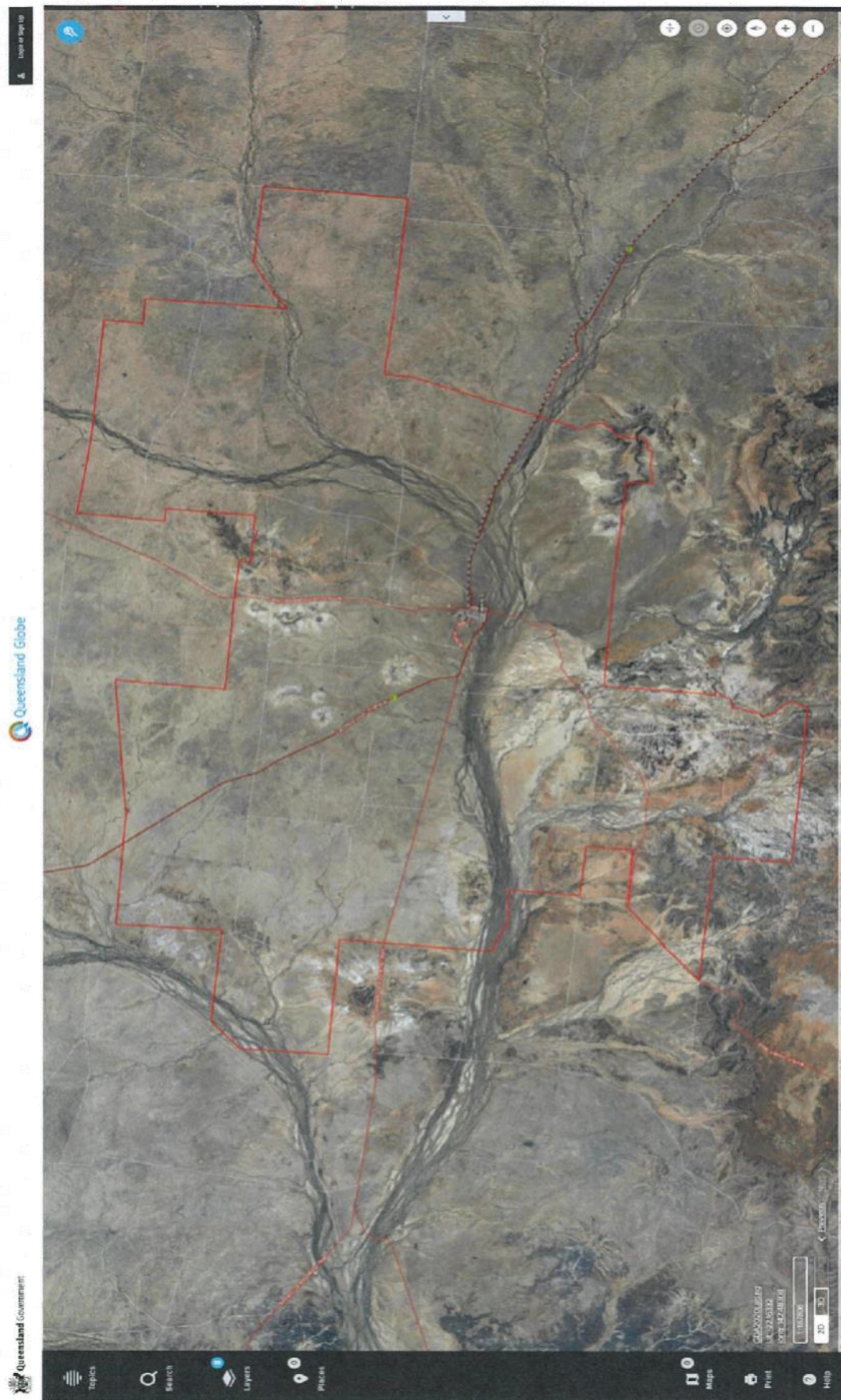
Printed at A3

Print date: 15/4/2022

Projection: Web Mercator EPSG:3857 (3857)

For more information, visit: <http://qld.gov.au/infrastructure> or call 1300 762 232

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14 ADVISORY COMMITTEE MEETING REPORTS

14.1 MINUTES OF THE WORK CAMP COMMITTEE MEETING HELD ON 2 MARCH 2022

File Number: 149302

Author: Madeleine Lawler, Director of Community and Economic Development

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. Minutes of the WORK Camp Committee Meeting held on 2 March 2022

Meeting Date: 19 May 2022

RECOMMENDATION

1. That the Minutes of the WORK Camp Committee Meeting held on 2 March 2022 be received.



MINUTES

WORK Camp Committee Meeting Wednesday, 2 March 2022

**MINUTES OF WINTON SHIRE COUNCIL
WORK CAMP COMMITTEE MEETING
HELD VIA TELECONFERENCE
ON WEDNESDAY, 2 MARCH 2022 AT 4:30 PM**

1 COMMENCEMENT OF MEETING

Cr Shane Mann (Chair) welcomed those present and declared the meeting open at 4:30pm.

2 PRESENT

Cr Shane Mann (Chair), Cr Gavin Baskett (Mayor), Mr Doug Williams, Mrs Carly Cox (Winton Show Society & Pony Hack Committee), Mr Rip Castles (Queensland Corrective Services), Mr Doug Stuart, Ms Madeleine Lawler (Director of Community & Economic Development) Ms Denise Hurley (Administration Secretary).

3 APOLOGIES

22.03.01

Moved: Mrs Carly Cox
Seconded: Mr Doug Stuart

THAT the apologies received from Cr Frank Standfast, Cr Tina Elliot, Ms Pearl Eatts and Mr John Bowden be accepted.

CARRIED

4 CONFIRMATION OF MINUTES

22.03.02

Moved: Mr Doug Williams
Seconded: Mrs Carly Cox

THAT the minutes of the WORK Camp Committee Meeting held on 23 November 2021 be confirmed.

CARRIED

5 BUSINESS ARISING OUT OF PREVIOUS MEETING

M Lawler

Provided an update on the placement of the Work Camp Diesel Mechanic into the Council workshop. Obstacles to overcome before this can happen include:

- Determining who is responsible for the Work
- Workcover insurance.

Rip Castles advised:-

Council's Work Health and Safety Officer could contact the Julia Creek WHSO to find out insurance details. The goal of Work Camp was to integrate the offenders back into the community and to provide valuable work experience. Blackall have their Work Camp crew in community jobs, which are called "sponsored jobs".

The Committee held discussions around this and agreed that it was important to show the Winton community the good work that Work Camp do in the community by way of a “good news story”. The ABC is planning on making a story about the Work Camp.

6 CORRESPONDENCE

Nil

7 ITEMS FOR DISCUSSION

- 7.1 The Committee approved the new applications for lawn assistance from :-
 - R Norris
 - P Eatts
- 7.2 The Committee confirmed Sean Sevil will be taken off the Lawn Assistance list.
- 7.3 The Committee accepts that P Eatts meets eligibility.
- 7.4 The Diamantina Rodeo and Campdraft Associations application was an annual update and as such will continue to be a work camp project.
- 7.5 Noted the Overshot at Combo Crossing – is looked after by TMR.
- 7.6 Covid Safe Agreements
- 7.7 The Lawn Assistance list 21 February 2022 was confirmed by the Committee. Mayor Baskett asked that the list of ‘Work Camp Projects’ be listed below the community groups receiving service.

8 ACTION LIST

ACTION LIST			
DATE	ACTION	RESPONSIBILITY	UPDATE
10/08/2021	Supply photos of Work Camp for social media person to put together.	R Castles	Awaiting USB.
10/08/2021	View and photograph box steel signs at Combo Creek.	The Committee	Listed in items for discussion.

9 GENERAL BUSINESS

Nil

6 CLOSURE AND NEXT MEETING DATE

Ordinary Meeting 1 June 2022.

The Meeting closed at 5:15 PM.

The minutes of this meeting were confirmed at the WORK Camp Committee held on 1 June 2022.

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CHAIRPERSON

14.2 MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 9 MAY 2022**File Number:** 149303**Author:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Audit Committee Meeting held on 9 May 2022**Meeting Date:** 19 May 2022**RECOMMENDATION**

1. That the Minutes of the Audit Committee Meeting held on 9 May 2022 be received and the recommendations therein be adopted.



MINUTES

Audit Committee Meeting Monday, 9 May 2022

**MINUTES OF WINTON SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE WINTON SHIRE COUNCIL BOARD ROOM
ON MONDAY, 9 MAY 2022 AT 1.00PM**

1 COMMENCEMENT OF MEETING

The Chair, Cr Tina Elliott welcomed everyone present and declared the meeting open at 1.05pm.

2 PRESENT

Voting Members

Cr Gavin Baskett (Mayor), Cr Tina Elliott (Chair) Cr Shane Mann, Ms Teonie Stockham (Community Member) and Ms Leia Mitchell (Community Member).

Staff/Others

Mr Ricki Bruhn (Chief Executive Officer), Mrs Alena Washington (Finance Manager), Ms Karen Bates (Minute Secretary) and Cr Frank Standfast (Observer).

Via Teleconference

Mr Matthew Monaghan (William Buck), Ms Sabrina Frank (Queensland Audit Office) and Mr Peter O'Regan (Internal Auditor).

3 APOLOGIES

Ms Mary Pearce (Community Member), Ms Helen Thompson (Community Member) and Ms Lynda Alcorn.

22.05.01

Moved: Cr Shane Mann
Seconded: Ms Teonie Stockham

THAT the apologies be accepted.

CARRIED

4 CONFIRMATION OF MINUTES

22.05.02

Moved: Cr Shane Mann
Seconded: Mayor Gavin Baskett

THAT the minutes of the Audit Committee Meeting held on 8 October 2021 be confirmed.

CARRIED

5 BUSINESS ARISING OUT OF PREVIOUS MINUTES

- The Plant Rates update report has been tabled in the Agenda for this meeting.
- The Chief Executive Officer advised 75% of the 2022/2023 Financial Assistance Grant has been received in advance which totalled \$5,017,813. Based on this payment, our annual grant

for 2022/2023 will total \$6,690,417 which will be an increase of \$684,615 on last years allocation or 11.4%.

6 REPORTS

6.1 Plant Hire Rates – Review of Cost Components

Peter O'Regan provided a detailed summary on the cost components contained in the spreadsheet and the additional commentary: -

- Council's Plant Replacement Policy probably only needs reviewing every three years after an updated policy is in place;
- The policy should be used to inform annual budgetary considerations on plant replacement. The policy would indicate for each plant type a turnover date in years and hours or kilometres as well as residual value percentages;
- The plant hire rate schedule / worksheet should be reviewed on an annual basis to incorporate the impact of new plant on hire rates;
- Regarding QRA work, they allow a review of plant rates at the start of each event so an annual review and an update of yellow and other major plant is recommended.

6.2 2022 Audit Committee Briefing Paper

Sabrina Frank advised the collective 2020/2021 local government audit report will be released next week. An update was also provided on the release of Queensland Audit Office reports with particular focus on IT security and procurement controls.

6.3 2022 External Audit Plan

Matthew Monaghan from William Buck provided an introduction to the company. Matthew outlined the key areas of audit focus for the next 12 months and advised audit staff will be onsite in Winton the week commencing 16 May 2022.

Other commentary was provided on: -

- Other Audit considerations;
- Using audit analytics;
- Prior year issues;
- Assessing internal controls;
- Assessing financial reporting maturity;
- Key financial audit milestones.

6.4 Governance Risk Report

In the absence of Lynda Alcorn, the Chief Executive Officer provided an update on the review of policies and procedures. Further work has also gone into the creation of operational risk registers for key council services. Planning is also going into establishing a structured internal audit program for 2022/2023 including the creation of a three year internal audit plan.

7 CORRESPONDENCE

7.1 Managing Invasive Species Audit Strategy 27 April 2022

This strategy involves all councils being surveyed about their invasive species management plans and practices. Following the survey results, several local councils will be selected for a detailed audit.

Moved: Cr Shane Mann
Seconded: Ms Teonie Stockham

THAT the correspondence be received.

CARRIED

8 GENERAL BUSINESS

8.1 Business Improvement Plan – Update

The Chief Executive Officer indicated progress on the Plan had stalled due to resourcing and other priority work, however regular contact is still in place with the Queensland Treasury Corporation. The current status of the Plan is: -

- 67 identified initiatives developed with QTC across Asset Management, Risk Management and Financial Management;
- 25 completed;
- 32 in progress;
- 4 not started;
- 6 on hold.

8.2 Other General Business

- Cr Gavin Baskett welcomed Matthew and Sabrina and looked forward to their work with the Winton Shire.
- The Chief Executive Officer advised the first budget workshop is planned for Monday 16 May 2022. The next Audit Committee is likely to be scheduled in late June to coincide with the adoption of the budget.
- Cr Elliott raised a question with Matthew and Sabrina in regards to non-conforming tenders and digital signatures.
- Peter O'Regan suggested Works staff need to work on the plant rates and to establish a Plant Replacement Policy. Depot staff also need to advise administration staff when a plant item is added to the Asset Register.

9 CLOSURE AND NEXT MEETING DATE

The next meeting will be held around mid to late June 2022.

The Meeting closed at 1.44pm.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on

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CHAIRPERSON

14.3 MINUTES OF THE STREETS AND MACHINERY COMMITTEE MEETING HELD ON 6 MAY 2022

File Number: 149304

Author: Suneil Adhikari, Director of Works

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. Minutes of the Streets and Machinery Committee Meeting held on 6 May 2022

Meeting Date: 19 May 2022

RECOMMENDATION

1. That the Minutes of the Streets and Machinery Committee Meeting held on 6 May 2022 be received.



MINUTES

Streets & Machinery Committee Meeting

Friday, 6 May 2022

**MINUTES OF WINTON SHIRE COUNCIL
STREETS & MACHINERY COMMITTEE MEETING
HELD AT THE WINTON SHIRE COUNCIL BOARD ROOM
ON FRIDAY, 6 MAY 2022 AT 9.04AM**

15 COMMENCEMENT OF MEETING

Cr Shane Mann opened the meeting at 9.04am and welcomed those present.

16 PRESENT

Cr Gavin Baskett (Mayor), Cr Shane Mann (Chair), Cr Anne Seymour, Mr Paul De Launay (Group Manager - Operations), Mr Charles Dyer (Group Manager – Assets and Engineering) and Miss Chloe Cain (Minute Secretary).

IN ATTENDANCE:

Cr Cathy White, Cr Frank Standfast, Mr Patrick Cronin.

17 APOLOGIES

22.05.01

Moved: Cr A Seymour

Seconded: Cr G Baskett

THAT the apologies received from Mr Louis Ludwick and Mr Brad Moden be accepted.

CARRIED

18 CONFIRMATION OF MINUTES

22.05.02

Moved: Cr A Seymour

Seconded: Cr G Baskett

THAT the minutes of the Streets & Machinery Committee Meeting held on 24 February 2022 be confirmed.

CARRIED

19 BUSINESS ARISING OUT OF PREVIOUS MEETING

Nil

6 CORRESPONDENCE

Nil

7 ITEMS FOR DISCUSSION

7.1 Plant Profit & Loss Report

- Noted that plant number 117 has been deregistered and 5287 recently sold.

7.2 Works Department Update

- Mr Paul De Launay – Event has been declared for the April rain event. All roads are being inspected to enable the flood damage to be assessed. Most roads are closed due to their current condition following the rains. Roads are open to local traffic as they need to access their property. Locals are familiar with the road conditions.
- Cr Shane Mann – Main Roads have a policy and procedure regarding the local traffic as they have to receive a permit from the police and Main Roads to access the road.
- Cr Gavin Baskett– To investigate incorporating a policy regarding local traffic accessing closed roads.
- Mr Suneil Adhikari – Richard Back (GBA) is logging all damage, Richard to report back to depot with hazards so that appropriate signage can be displayed.
- Cr Cathy White – Blue Bush Flood Camera is receiving great comments.

7.3 Parks & Gardens Update

- Parks and Gardens have recently been working on Travellers Rest, Football Field and Showgrounds due to recent events.

7.4 Asset Update

- Starting to work on the Budget for 2022-2023.
- HR have reviewed wages for the workshop staff.
- Project planning for the Jundah Road through an external contractor has commenced.
- Plant review will begin soon.

7.5 Workshop Manager Update

- Recently gone to tender for various plant items.
- New Fuel truck has arrived and very happy with the purchase.
- New apprentice has recently started.
- A new engine for truck 117 has been ordered.
- New generators to arrive at the end of May.

7.6 Project Plan for Construction Work – Hughenden Road, Richmond Road & Jundah Road Construction.

- Cr Shane Mann – Recently a truck has gone off the side of the road in the narrow section of the road.
- Cr Gavin Baskett – Recently been awarded 34km construction job on the Jundah Road to be spread over the coming years.
- Cr Gavin Baskett – Winton / Richmond \$1.4m next financial year
- Cr Gavin Baskett - Hughenden Road Rehabilitation and Widening 7.5km.

Mr Paul De Launay – Investigating at putting on another construction crew with the increased amount of work. Wanting to give continuity to the community to engage for the upcoming programs.

22.05.03

Moved: Cr S Mann

Seconded: Cr A Seymour

THAT the discussion items be noted.

CARRIED

8 ACTION LIST

Responsible Officer	Action	Date Raised	Target Date to Complete	Progress	Notes
DOW/WM	Identify the changes to the Mining Operation Act.	19/05/2021	06/05/2022	Completed	
DOW/WM	Create a policy and procedure regarding the local traffic on closed roads.	06/05/2022	05/08/2022		
DOW/WM	Complete a workplan for the upcoming construction jobs	06/05/2022	05/08/2022		

9 GENERAL BUSINESS

- Mr Paul De Launay – Regarding the Gardens out the front of the Shire office. Would like to hear suggestions. Less water hungry option. Agline would intercept the soakage from the bedline of the grass. Look into fixing the road pavement.
- Mr Paul De Launay asked what the town would like to see in the islands located in front of the school? Colour pavement was discussed.
- Cr Gavin Baskett - Budget discussions are about to commence and would like to see a list from all the managers to be presented in a prioritised list.
- Cr Cathy White – Toilet and Shower block at the truck stop update requested.
- Mr Paul De Launay – Informed that the unit is in the yard and it is a disbaled unit with shower and toilet in one block.
- Cr Cathy White - Musical fence is a great tourist attraction, although the last rain event showed how the caravans need a turning point as the buses were reversing out and causing traffic hazards. Is it possible to close the road when it rains or maybe put a gate on the road?
- Cr Anne Seymour – Street lighting audit required as there is quite a few lights that are not operating.
- Mr Suneil Adhikari – Received a call from Barcaldine TMR to do an audit on the rest areas. Would like to have a chat when they come out in the region.

10 CLOSURE AND NEXT MEETING DATE

The Meeting closed at 10.45am.

The minutes of this meeting were confirmed at the Streets and Machinery Committee held on

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CHAIRPERSON

**14.4 MINUTES OF THE REGIONAL ARTS DEVELOPMENT FUND COMMITTEE MEETING
HELD ON 4 MAY 2022**

File Number: 149305

Author: Madeleine Lawler, Director of Community and Economic Development

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. Minutes of the Regional Arts Development Fund Committee Meeting
held on 4 May 2022

Meeting Date: 19 May 2022

RECOMMENDATION

1. That the Minutes of the Regional Arts Development Fund Committee Meeting held on 4 May 2022 be received and the recommendations therein be adopted.



MINUTES

Regional Arts Development Fund Committee Meeting Wednesday, 4 May 2022

**MINUTES OF WINTON SHIRE COUNCIL
REGIONAL ARTS DEVELOPMENT FUND COMMITTEE MEETING
HELD AT THE NEIGHBOURHOOD TRAINING VENUE
ON WEDNESDAY, 4 MAY 2022 AT 5:00PM**

6 COMMENCEMENT OF MEETING

Cr Frank Standfast (Chair) introduced new member Lacey Cluff, welcomed those present to the meeting and declared the meeting open at 5:01pm.

7 PRESENT

Cr Frank Standfast (Chair), Cr Tina Elliott, Mrs Lyn Fraser (Community Member), Mrs Robyn Stephens (Community Member), Lisa Johnson (Community Member), Miss Lacey Cluff (Community Member)

IN ATTENDANCE: Madeleine Lawler (Director of Community & Economic Development) , Brittany Beetson (Administration Secretary)

8 APOLOGIES

Cr Gavin Baskett (Mayor) Mrs Alexandra Sorensen (Community Member)

22.05.01

Moved: Ms Lyn Fraser

Seconded: Cr Tina Elliott

THAT the apologies from Cr Gavin Baskett (Mayor) and Mrs Alexandra Sorensen be received and noted.

CARRIED 6 - 0

9 CONFIRMATION OF MINUTES

22.05.02

Moved: Mrs Robyn Stephens

Seconded: Cr Tina Elliott

THAT the minutes of the Regional Arts Development Fund Committee Meeting held on 8th March 2022 be confirmed.

CARRIED 6 – 0

10 BUSINESS ARISING OUT OF PREVIOUS MEETING

NIL

6 CORRESPONDENCE

An email was sent from Shannon Van Bael, on behalf of Judy Sale to advise that she was resigning from the Committee due to her relocation of residence; and

John Elliott verbally notified the Chair that he was resigning from the Committee and a paper trail has since been created on behalf of John.

22.05.03

Moved: Ms Lyn Fraser
Seconded: Miss Lacey Cluff

THAT the resignations of Mrs Judy Sale and Mr John Elliott from the Regional Arts Development Fund be received and noted and a letter of thanks be forwarded for their contribution.

CARRIED 6 – 0**7 ITEMS FOR DISCUSSION**

Miss Lacey Cluff declared a conflict of interest in this matter.

"I declare that I have a conflict of interest in this matter (as defined in the Local Government Act, 2009, section 175D), as I am a member of the State School staffing."

Departure: Miss Lacey Cluff departed the room at 5:10pm.

Application for Assistance

Name: Noosa Film Festival Academy Pty Ltd
Project Name: Digital Entrepreneurship & Screen Production Workshop for Remote Youth
Category: Building Community Cultural Capacity
Project Cost: \$11,899
Amount Requested: \$3,995.00
Finish Date: 9/08/2022

22.05.04

Moved: Ms Lyn Fraser
Seconded: Cr Tina Elliott

THAT the application submitted from the Noosa Film Academy Pty Ltd be funded to the amount of \$3,995.00

CARRIED 5 - 0

Attendance: Miss Lacey Cluff returned to the room at 5:26pm.

Mrs Robyn Stephens declared a conflict of interest in this matter.

"I declare that I have a conflict of interest in this matter (as defined in the Local Government Act, 2009, section 175D), as I am a member of the Vision Splendid Outback Film Festival Committee."

Departure: Mrs Robyn Stephens departed the room at 5:36pm

Application for Assistance

Name: Vision Splendid Outback Film Festival
Project Name: Vision Splendid Activations
Category: Cultural Tourism
Project Cost: \$71,500
Amount Requested: \$7,000
Finish Date: 02/07/2022

22.05.05

Moved: Cr Tina Elliott
Seconded: Miss Lacey Cluff

THAT the application submitted from the Vision Splendid Outback Film Festival Inc. be funded to the amount of \$3,089.40.

CARRIED 5 - 0

Departure: Mrs Robyn Stephens remained absent from the room

Application for Assistance

Name: Outback Festival Inc.
Project Name: Preserving 50 years of Winton's Memories- Winton Outback Festival
Category: Building Community Cultural Capacity
Project Cost: \$10,105.00
Amount Requested: \$5,000
Finish Date: 24/09/2022

22.05.05

Moved: Miss Lacey Cluff
Seconded: Ms Lisa Johnson

THAT the application submitted from the Outback Festival Inc. be funded to the amount of \$3,089.40.

CARRIED 5 – 0

Attendance: Mrs Robyn Stephens returned to the room at 5:58pm.

8 GENERAL BUSINESS

Cr Tina Elliott

- Great Meeting and the use of the Scoring Spreadsheet worked well.

Lyn Fraser

- Requested if the Agenda can please be sent out earlier in future.

Robyn Stephens

- Requested an update on the Vision Splendid Outback Film Festival's budget nominated in their application, and to request the CV's of the applications being nominated for the funding (Makiesha Broome, Charlie Chambers Jnr).
- Advise the Vision Splendid Outback Film Festival that their application was missing for future applications.

Cr Frank Standfast

- Thanked the Committee for their understanding with regard to the short time between the closing of Round 3 and this meeting.

11 CLOSURE AND NEXT MEETING DATE

Next Committee Meeting date to be advised.

The Meeting closed at 6:09pm.

The minutes of this meeting were confirmed at the Regional Arts Development Fund Committee held on _____.

CHAIR

**14.5 MINUTES OF THE THE BOARD OF THE WMC LIMITED COMMITTEE MEETING HELD
ON 4 MAY 2022**

File Number: 149306

Author: Ricki Bruhn, Chief Executive Officer

Meeting Date: 19 May 2022

RECOMMENDATION

1. That the Minutes of the The Board of the WMC Limited Committee Meeting held on 4 May 2022 be received.

14.6 MINUTES OF THE THE BOARD OF THE WMC LIMITED COMMITTEE MEETING HELD ON 14 MARCH 2022

File Number: 149307

Author: Ricki Bruhn, Chief Executive Officer

Attachments: 1. Minutes of the The Board of the WMC Limited Committee Meeting held on 14 March 2022

Meeting Date: 19 May 2022

RECOMMENDATION

1. That the Minutes of the The Board of the WMC Limited Committee Meeting held on 14 March 2022 be received.



MINUTES

**The Board of the
Waltzing Matilda Centre Limited
Committee Meeting
Monday, 14 March 2022**

**MINUTES OF WINTON SHIRE COUNCIL
THE BOARD OF THE WALTZING MATILDA CENTRE LIMITED COMMITTEE MEETING
HELD AT THE WINTON SHIRE COUNCIL BOARD ROOM
ON MONDAY, 14 MARCH 2022 AT 4.08PM**

1 COMMENCEMENT OF MEETING

The Chair, Mr Jeff Close opened the meeting at 4.08pm and welcomed those present.

2 PRESENT

Cr Gavin Baskett (Mayor), Mr Jeff Close OAM (Chair), Cr Frank Standfast, Mrs Robyn Stephens OAM, Mr Ricki Bruhn (Chief Executive Officer), Ms Lynda Alcorn, Mrs Lyn Fraser, Mr John Paynter, Miss Abbey Buckham (Manager of Tourism and Economic Development), Miss Shannon Van Bael (Minute Secretary).

3 APOLOGIES

Ms Sallyanne Atkinson AO, Mr Bruce Collins OAM, Ms Madeleine Lawler (Director of Community and Economic Development), Cr Shane Mann.

4 CONFIRMATION OF MINUTES

22.03.01

Moved: Cr F Standfast

Seconded: Mrs R Stephens

THAT the minutes of the Waltzing Matilda Centre Limited Board Meeting held on 30 November 2021 be confirmed subject to the following amendments:

- Page 2 – By transferring Cr Cathy White and Cr Anne Seymour from those present to in attendance;
- Page 4 – By deleting the passage “Cr Gavin gave an update on works planned for the overshots” and inserting the following as the third dot point under General Business for Cr Gavin Baskett “Provided an update on work planned for the Combo Waterhole overshots”.

CARRIED

5 BUSINESS ARISING OUT OF PREVIOUS MEETING

Robyn Stephens

Enquiring as to the location of the Carol Curr / Dagworth Station collection due to concerns over its condition if being stored inappropriately.

It was noted the collection has been collected from the Showgrounds and is currently in Council storage.

6 CORRESPONDENCE

Nil

7 WALTZING MATILDA DAY 2022

5 April 2022

- Bus to Combo Waterhole;
 - Bookings to be made at the Waltzing Matilda Centre;
 - Travel Packs to be given out on the day; and
 - \$15 per person or \$10 if taking own vehicle.
- Lunch at the Kynuna Pub;
- Advertising required.

6 April 2022

- ½ Day at Waltzing Matilda Centre
 - Story telling;
 - Shearing;
 - Whip cracking;
 - Invite school children to sing Waltzing Matilda; and
 - Morning tea.

8 MARG O'DONNELL AO – NEXT STEPS

Jeff Close

Thanked those who compiled the letter of response.

22.03.02

Moved: Mr J Close

Seconded: Ms L Alcorn

THAT Council utilise the offer from Marg O'Donnell AO in the future.

CARRIED

Cr Gavin Baskett (Mayor)

Requested there to be more acknowledgement of First Nations people at future events.

Ms Abbey Buckham

Council is investigating the possibility of inviting First Nations representatives to comment of the history at the Waltzing Matilda Centre.

22.03.03

Moved: Mrs L Fraser

Seconded: Cr F Standfast

THAT any information plaques in the main Exhibition Hall with incorrect information, be amended.

CARRIED

9 FINANCIAL REPORT

The Chief Executive Officer tabled the Financial Report as at 28 February 2022 and provided explanations and answered questions.

22.03.04

Moved: Mrs R Stephens

Seconded: Mrs L Fraser

THAT the Financial Report as at 28 February 2022 be received.

CARRIED

10 ACTION LIST

DATE	ITEM	OFFICER	UPDATE
16.08.21	Ambassador welcome letter to be circulated to prospective ambassadors	Abbey Buckham	
16.08.22	Acquisition Policy / Procedure to be sent to Board Members	Director of Community & Economic Dev.	
16.08.22	Strategic Plan for Waltzing Matilda Centre	Abbey Buckham	Workshop held on 14 March 2022
14.03.22	Bus bookings for WMC Day Drive to Combo Waterhole	Jenny Elliott	
14.03.22	Advise Kynuna Pub of lunch numbers for 5 April	Jeff Close	
14.03.22	Advertise in Winton Herald	Jeff Close	
14.03.22	Travel Pack to be made	Jenny Elliott	
14.03.22	Advertise WMC Day on Social Media	Abbey Buckham	
14.03.22	Activate Art Acquisition Sub-Committee and email Board with recommendations to purchase any items from the John Villiers Art Exhibition.	Art Acquisition Sub-Committee	

11 TUCKERBAG CAFÉ

At the Council Meeting held on 17 February 2022, it was determined Council would take over the operation of the Tuckerbag Café. The current lease finishes on 15 March 2022.

12 GENERAL BUSINESS

Mrs Lyn Fraser

- Would like to hear music softly playing in the Centre.
- Suggested having volunteers do tours around the Centre.

Cr Gavin Baskett (Mayor)

- The signage in the Gallery needs updating / maintaining.
- Thanked everyone who attended the Workshop on the Waltzing Matilda Centre Advisory Board Strategic Plan for coming.

Mrs Robyn Stephens (OAM)

- Noted the John Villier's Art Exhibition was a great success and well attended.

Cr Frank Standfast

- Hopes the decision Council has made to manage the Tuckerbag Café will increase the flow and numbers to the Centre.

Mrs Robyn Stephens (OAM)

Asked if the Café held a BYO Licence

The Chief Executive Officer advised currently there is no BYO Licence, however the process to obtain a BYO Licence is not onerous.

13 CLOSURE AND NEXT MEETING DATE

The next Board Meeting to be held 4 May 2022 commencing at 9.30am

The Meeting closed at 5.15pm.

The minutes of this meeting were confirmed at The Board of the Waltzing Matilda Centre Limited held on _____.

.....
CHAIRPERSON

20 CORRESPONDENCE

1. DEPARTMENT OF STATE DEVELOPMENT, INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING - DAMIEN WALKER, DIRECTOR GENERAL

Advising that he will be stepping down as Director-General of the Department effective from 2 May 2022.

RECOMMENDATION

THAT the correspondence be received and noted.

2. QUEENSLAND COUNTRY WOMEN'S ASSOCIATION – WINTON BRANCH

Seeking Council assistance with an endurance half-ride to be held in Winton on 3 – 4 September 2022 through: -

- Waiving the cost of camping at the showgrounds for riders and crew;
- Being the main sponsor of the half-ride. This would entail a donation of \$1,000 to cover the cost of prizes, which will be embroidered horse rugs for 4 divisional winners;
- Providing assistance with the touching up of approximately 80km of existing tracks.

RECOMMENDATION

THAT Council determine the level of support to be provided for the endurance half-ride.

3. QUEENSLAND COUNTRY WOMEN'S ASSOCIATION – CENTRAL WEST DIVISION

In celebration of QCWA's centenary, the Central West CWA ladies are working with the assistance of the Queensland Endurance Ride Association to bring the famous ride back. The event will be held on 22-23 July 2023 and a request has been made for Council to provide sponsorship towards the event.

RECOMMENDATION

THAT Council determine the level of financial support to be provided for the QCWA Centenary Endurance Ride.

4. CORFIELD RACE CLUB

Seeking sponsorship for the 2022 Corfield Race Meeting to be held on 30 July 2022. Sponsorship of \$1,500 was provided in 2021.

RECOMMENDATION

THAT Council determine the level of financial support to be provided for the 2022 Corfield Race Meeting.

5. DAVID CRISAFULLI MP – LEADER OF THE OPPOSITION

Providing information on the proposed changes to expenditure limits in Local Government elections.

RECOMMENDATION

THAT the correspondence be received and noted.

6. WINTON DISTRICT HISTORICAL SOCIETY & MUSEUM INC.

Advising of improvements required to the open shed display spaces to reduce the damaging effects of rain and dust to preserve the objects on display. Requesting Council to progress work on an engineering design to be completed in the 2022/2023 budget period, arranging finance and commencing a building program as soon as possible.

RECOMMENDATION

THAT Council consider completing an engineering design for the required works in the 2022/2023 budget period.

7. WINTON BUSINESS & TOURISM ASSOCIATION – 2022 BUSINESS AWARDS

Seeking Council assistance to stage the WBTA Business Awards to be held on 15 October 2022.

RECOMMENDATION

THAT Council determine the level of financial support to be provided for the 2022 Business Awards.

8. AUSTRALIAN GOVERNMENT – GEOSCIENCE AUSTRALIA

Inviting the Winton Shire Council to be part of their 'Basins Reference Group'.

RECOMMENDATION

THAT Council seek further information on the Trusted Environmental and Geological Information program and the Basin Reference Group.

9. REGIONAL ART DEVELOPMENT FUND ADVISORY GROUP

John Elliotts resignation from the Regional Art Development Fund Advisory Group

RECOMMENDATION

THAT the correspondence be received and noted.

Our ref: WR22/11420

21 APR 2022

Councillor Gavin Baskett
Mayor
Winton Shire Council
Mayor@winton.qld.gov.au



Department of
**State Development, Infrastructure,
Local Government and Planning**

Dear Councillor Baskett

Earlier this month, I accepted an offer to return to my home state of South Australia to become the Chief Executive of the Department of the Premier and Cabinet. This is an exciting career opportunity for me.

My last day as Director-General of the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) will be 2 May 2022. It has been my great honour and privilege to serve this great state, and its multitude of wonderful communities, in a number of capacities over the past 12 years.

I want to convey my thanks to you for the opportunity of working with you during my time in Queensland to deliver on our priorities. That work has brought me into contact with a range of business, industry and community leaders. I have been incredibly impressed with the commitment of those leaders to make Queensland a better place to live and work.

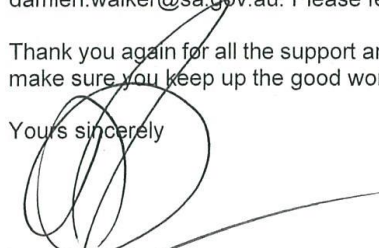
The depth and breadth of the DSDILGP portfolio has given me a keen appreciation of just how important it is to form genuine partnerships with all stakeholders to deliver for the people we serve.

Personally, I am very proud to have had the opportunity to play a part in leading the successful delivery of the Gold Coast 2018 Commonwealth Games. I am honoured to have helped play a role in leading Queensland through the economic challenges we all faced during the COVID-19 pandemic. I am especially proud to have been here, in DSDILGP, as we began the process to build a renewables industry in Queensland and prepare for the 2032 Olympic and Paralympic Games.

The Premier will announce, in due course, who the new Director-General of DSDILGP will be. I am sure you will make the next Director-General as welcome as you have made me feel. I have retained my mobile number of 0459 841 870 and my new email address is damien.walker@sa.gov.au. Please feel free to stay in contact.

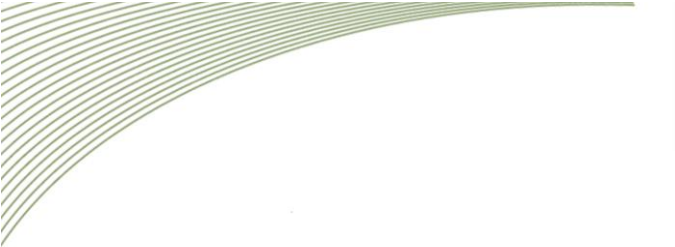
Thank you again for all the support and advice you have provided me over the years and please make sure you keep up the good work!

Yours sincerely


Damien Walker
Director-General

cc Mr Ricki Bruhn
Chief Executive Officer
Winton Shire Council
RickiB@winton.qld.gov.au

1 William Street
Brisbane Queensland 4000
PO Box 15009
City East Queensland 4002
Telephone 13 QGOV (13 74 68)
Website www.statedevelopment.qld.gov.au
ABN 29 230 178 530



Ricki Bruhn

From: CEO
Sent: Tuesday, 26 April 2022 9:33 AM
To: Ricki Bruhn
Subject: FW: Endurance ride sponsorship
Attachments: letter 1 Winton Branch Sponsorship half ride.docx; Sponsorship levels QCWA Endurance ride.pdf; Sponsorship QCWA Centenary Endurance Ride.pdf

-----Original Message-----

From: John and Donna Paynter <paynter@skymesh.com.au>
Sent: Tuesday, 26 April 2022 8:51 AM
To: CEO <CEO@winton.qld.gov.au>
Cc: Gavin Baskett <gavin.baskett@winton.qld.gov.au>
Subject: Endurance ride sponsorship

Please find attached letters for presentation at the next council meeting. They are in regard to two endurance rides being held in Winton, QCWA Centenary Endurance Ride in July 2023 and a lead up half ride in Sept 2022.

Thanks

Donna Paynter



Queensland Country Women's Association
Centenary • 1922-2022 • 100 years and beyond

QCWA
Winton Branch
Donna Paynter
Ph 46589589
Email Address paynter@skymesh.com.au
25th April 2023

To Whom it may Concern

I'm writing in regards the QCWA Centenary Endurance Ride which will be held in June 2023. I have attached a sponsorship letter from the QCWA Central West Division requesting assistance for the main ride in June 2023. We are hoping Council can assist with some level of sponsorship and also consider some in-kind assistance as the event will bring hundreds of people to Winton.

Following a meeting with organisers from Qld Endurance Ride Assoc, CWA representatives and local Winton interested parties I have also been instructed to write to council for assistance with a half ride that will be held in Winton Sept 3rd and 4th 2022 as a lead up to the Centenary ride. The half ride is a mandatory lead up to the full ride, it gives riders from all over Qld a chance to check the local terrain and volunteers a practice at running checkpoints, starts and finishes. Unlike the big event this race will not involve Longreach and the Central West it is solely Winton based. We anticipate approx. 70 riders and their crews will be camping at the show grounds for around a week.

Ways Council can assist with the half ride.

- Consider waiving the cost of camping at show grounds for riders and crew.
- Consider being main sponsor of half ride. This would entail a donation of \$1000 to cover the cost of prizes, which will be embroidered horse rugs for 4 divisional winners.
- Consider some assistance with the touching up of approx. 80km of existing tracks from racetrack, long waterhole, common fence, pipeline to dinosaur museum, Apsley lane water facility and back to showgrounds. Council employee Ernie Ellis has offered to operate any donated machines on his own time.

We believe the half ride will bring a couple of 100 people to town for about a week and the main ride next year could bring 1000 people. As well as those involved in the rides, we are hoping to encourage a large number of spectators and media people. If successful the ride could be put back on the QERA calendar and become a regular attraction to add to our thriving tourism industry.

Thanks for your consideration

Donna Paynter



Queensland Country Women's Association
Centenary • 1922-2022 • 100 years and beyond

*Celebrating QCWA Centenary
100 years and beyond*

QCWA
Central West Division
Fiona Owens
Phone: 0418 870 186
Email address: tom1898@bigpond.com
2nd April, 2022

To Whom it may Concern

From 1980 to 1988 the Stockman's Hall of Fame Endurance ride captured the interest of the nation. 230km from Winton to Longreach on horseback, retracing the paths of Cobb and Co.

In celebration of QCWA's centenary, the Central West CWA ladies are working, with the assistance of Qld Endurance Ride Association, to bring the famous ride back.

The event will be held on 22nd and 23rd July 2023 and will involve the communities of Longreach, Winton, Barcaldine, Blackall, Alpha, Jericho, Muttaborra and Morella. We anticipate interest and assistance will come from all reaches of the state. Early indications show we could have 150 to 200 riders which will hopefully attract huge media interest.

The event hopes to raise the profile of the QCWA as we celebrate our 100th birthday. It will provide an avenue of fundraising to various charity organisations who will take advantage of catering opportunities. It will also showcase our beautiful part of the world and create some fun and distraction for locals still feeling the effect of drought.

We are writing to request your sponsorship for the 'QCWA Centenary Endurance Ride'. We hope we can count on your support. Various levels of assistance are outlined on the following page.

Thank you for your consideration, please don't hesitate to contact us with any questions.

Sincerely

Secretary QCWA Central Western Division

These sponsorship packages are provided as a guide only, donations of any size will be very much appreciated.

Major Partner \$5000

Sponsors name announced in opening and closing speech
Sponsor Gift - A riders shirt and sponsorship certificate
Brand promotion on riders shirt
Banner placement for optimal media coverage – please provide banner if available, if not available provide information for a banner and corflute
Corflute advertising.
FB promotion

Gold Sponsor \$1000

Sponsor Gift - A riders shirt and sponsorship certificate
Corflute advertising
FB promotion

Silver Sponsor \$500

Sponsorship certificate
Corflute advertising
FB Promotion

Bronze Sponsor \$250

Sponsorship certificate
FB promotion.

All sponsors please provide a printable logo via email

Any donation under \$200 will have FB promotion

Payment Options

Direct Deposit BSB 084 706 ACC 10061173
Chq payable to: QCWA Central Western Division

Invoices can be requested via email

Address: Treasurer QCWA Central West. Div.,
62 Thistle St,
Blackall Q 4472

Ricki Bruhn

From: Shannon Van Bael
Sent: Wednesday, 27 April 2022 7:26 AM
To: Ricki Bruhn
Subject: Fwd: Corfield Race Club Sponsorship 2022
Attachments: Winton Shire Council.pdf

Get [Outlook for iOS](#)



Shannon Van Bael

Community Welfare Manager

EXT: 685

E: ShannonVB@winton.qld.gov.au

Winton Shire Council
75 Vindex Street
Winton, QLD, 4735

From: Corfield Race Club Sponsorship <corfieldraceclub.sponsorship@gmail.com>
Sent: Tuesday, April 26, 2022 7:42:50 PM
To: Shannon Van Bael <ShannonVB@winton.qld.gov.au>
Subject: Corfield Race Club Sponsorship 2022

To the CEO,

The Corfield Race Club is racing this year on Saturday, 30th of July.

Please find the attached sponsorship letter regarding this year's races. We thank you for your previous support and look forward to your ongoing support for our meeting this year.

See you at the "REAL" Corfield Cup.
Yours Sincerely

John Whitehead
Sponsorship Coordinator
Corfield Race Club
PO Box 333
Winton, QLD 4735
Mentone Station
Corfield, Winton, QLD 4735
E: corfieldraceclub.sponsorship@gmail.com
P: 0747417441
M: 0437557441

CORFIELD RACES



EST. 1899

Fashions - Country Racing - Golf



"The REAL Corfield Cup"

30th July 2022

Corfield Race Club

Po Box 333

Winton, Qld 4735

07 4741 7441

0437 557 441

corfieldraceclub.sponsorship@gmail.com

23-04-22

Dear CEO – Winton Shire Council,

Re – Sponsorship of the Corfield Races

Preparations are currently underway for our 2022 race meeting. Our 2021 meeting was one of the most successful meetings we have held at Corfield. A pleasing number horse nominations were received, even though we only had 9 jockeys available to us, the quality of the racing was outstanding. There were very close finishes and fast times, with one race record and one near record. The track was prepared to an excellent condition and this showed in the completeness of the racing. With around 600 patrons through the gate, it was on a par with our centenary meeting way back in 1999. They were well catered for with a hotly contested and well supported fashions on the field, 4 bookmakers, perfect weather, quality food, cold beer and plenty of entertainment. With a lot of time and effort being put into our track, events and facilities each year it is extremely rewarding to see these results.

This year we will have the usual attractions of Fashions on the Field, Nearest the Pin golf, Rick Gough Music, Calcutta, kid's entertainment, great food, cold beer and top shelf horse racing.

We have had a few busy years working on improvements to our venue. We have replaced the jockeys' room with a state-of-the-art facility, replaced the men's and ladies' toilets and shower block, installed the new judges stand, built a new portable catwalk for the Fashions on the Field judging, and other smaller improvements. We are in the process of upgrading the fences around the saddling enclosure and stables. None of this would be possible without the outstanding support we receive from our exceptional sponsors and volunteers.

Our goal is to give our sponsors as much coverage for their sponsorship as possible and we feel that the individual signs with the sponsors logo or name in full colour, displayed in the bar and eating areas work well. These signs have proved very popular with our sponsors as it puts all of our sponsors in full view of our patrons who visit this venue, not only on race day, but at all other activities held at the venue throughout the year. We also thank and promote our sponsors in our local paper and on our social media posts. Although, we feel the best way for our sponsors to get a return for their sponsorship is to be at the races in person to mingle and meet with the patrons. Sponsorship can be given in money, product or both, as some of our sponsors do.

Sponsors are also given the option of joining the club as financial members. If you would like to take up this offer, let the club know and we will put you up as a member at the next meeting and send you an invoice. We have two levels of membership – yearly membership is \$11 Inc GST and whole of life membership is \$110 inc gst. A big thank you to all those who have taken up membership.

After a positive response, the club will be running the 100's board at \$100 per ticket again this year. First prize will be \$3000, second \$1500 & third \$500. All the money raised goes into improving the facilities at the race track. Tickets are available by contacting Alex Brodie on 4741 7148, alex.brodie1952@gmail.com or Facebook messenger. Thank you very much for your previous support.

The Club will be extremely appreciative if you are able to support our races as a sponsor for the 2022 race meeting.

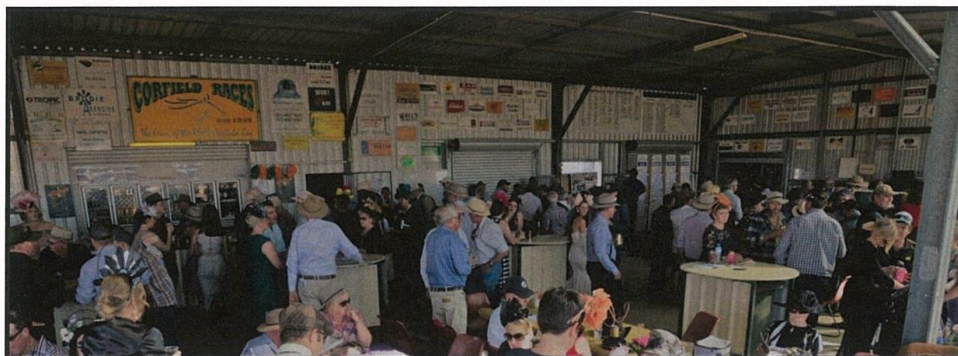
A representative will be in contact with you in the next couple of weeks or alternatively you can contact me by phone, mail or email to let me know of your decision.

Yours sincerely

*John Whitehead
Sponsorship coordinator
Corfield Race Club*

“See you at the Real Corfield Cup”





Major Sponsor - \$1650 and above inc. gst

Naming rights to a major part of the day eg, a race, golf comp, fashions of the field, race book sponsor, free entry sponsor, music sponsor, kids' entertainment, etc.

Large sign in bar area, Major Sponsor area and eating area

Logo put in a prominent part of flier

Logo on front or back page of race book

Sponsor receives a thank you gift

Special mention in advertising

Drinks and meal package on race day

Banner can be hung on running rail

Sponsors get thanked in the local newspaper

Gold sponsors - \$1100 - \$1650 inc. gst

Sponsor sign in bar and eating area

Logo in a prominent position in the race book

Sponsor logo goes on the flier

Sponsor receives a thank you gift

Drinks and meal package on race day

Banner can be hung on running rail

Sponsors get thanked in the local newspaper

Silver sponsors \$550 - \$1100 inc. gst

Sponsor logo goes on the flier

Sign in the bar area

Sponsor logo in the race book

Sponsor banners can be hung on the fences

Sponsor receives a thank you gift

Sponsors get thanked in the local newspaper

Bronze sponsors \$275 - \$550 inc. gst

Sponsor gets their name on the flier and in race book

Sign in bar area

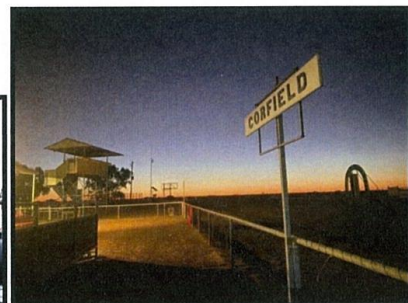
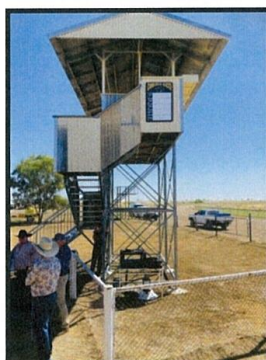
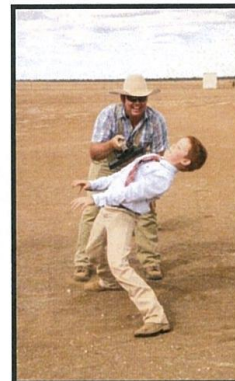
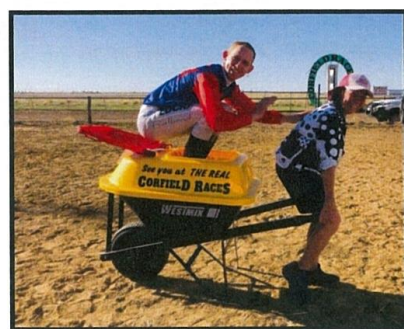
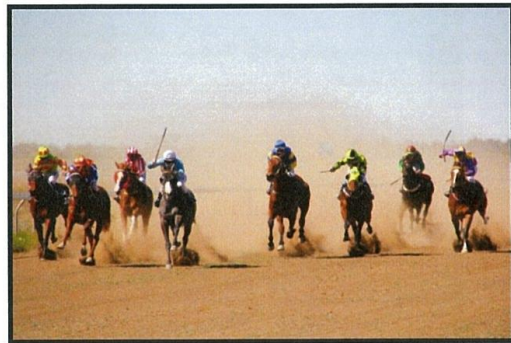
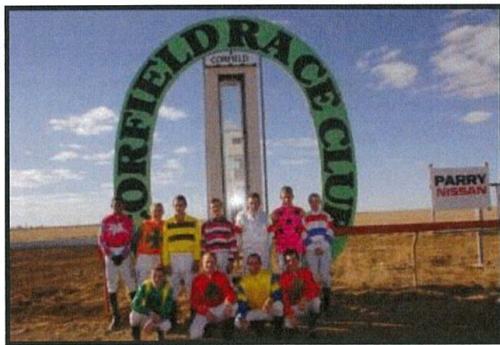
Sponsor receives a thank you gift

Sponsors get thanked in the local newspaper

Race day sponsors under \$275 inc. gst

Sponsor gets their name printed in the race book

Sponsors get thanked in the local newspaper



Ricki Bruhn

From: Gavin Baskett
Sent: Wednesday, 27 April 2022 12:18 PM
To: Ricki Bruhn
Subject: FW: Correspondence from David Crisafulli MP
Attachments: image001.png; Letter to Mayor Gavin Baskett.pdf; Government Discussion Paper - Local Government Election Spending.pdf

Should this go in the agenda for info.

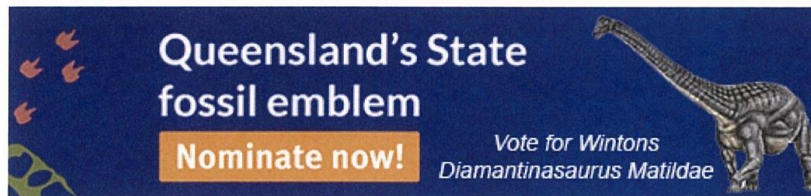


Cr Gavin Baskett

Mayor -

T: (07) 4657 2666
M: 0439 032 150
E: gavin.baskett@winton.qld.gov.au

Winton Shire Council
75 Vindex Street
Winton, QLD, 4735



Connect with us 

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager.

From: Leader <leader@opposition.qld.gov.au>
Sent: Thursday, 21 April 2022 10:27 AM
To: Gavin Baskett <gavin.baskett@winton.qld.gov.au>
Subject: Correspondence from David Crisafulli MP

Dear Mayor Baskett,

Please see attached correspondence from David Crisafulli MP, Leader of the Opposition.

Kind regards,

Office of David Crisafulli MP

Leader of the Opposition
Shadow Minister for Tourism
Shadow Minister for Olympics and Paralympics
State Member for Broadwater
Phone: (07) 3838 6767
Level 7, Mineral House, 41 George Street, Brisbane QLD 4000
PO Box 15057, City East Qld 4002



David Crisafulli MP

Leader of the Opposition
Shadow Minister for Tourism
Shadow Minister for Olympics and Paralympics

20 April 2022

Mayor Gavin Baskett
Winton Shire Council

Via Email: mayor@winton.qld.gov.au

Dear Mayor Baskett *Gavin*

The Queensland Government has released a discussion paper proposing changes to expenditure limits in Local Government elections. The Liberal National Party has serious concerns about these proposed changes.

Under the new guidelines, mayoral candidates will only be able to spend a limited amount on their election campaign (on a sliding scale based on population). However, registered third parties, such as trade unions and other special interest groups, will be able to spend the sum of every Mayor in Queensland combined and will be allowed to spend this amount in any Local Government Area of their choosing.

For example, a mayoral candidate in a Local Government Area with a population of 50,000 will be limited to spend a maximum of \$50,000 on their campaign. In comparison, each trade union or special interest group could spend up to \$3,822,941 to influence the election outcome in that Local Government Area.

This is an egregious assault on democracy and on your right to a fair election, free from the undue influence of third parties.

The Government has opened consultation on these proposed changes, and I encourage you to make your voice heard. Submissions may be sent to the Department of Local Government at localgovernmentpolicy@dsdilgp.qld.gov.au.

If you wish to discuss this matter directly, please contact Ann Leahy MP, Shadow Minister for Local Government, on 07 4570 1100 or at warrego@parliament.qld.gov.au.

The LNP will continue to fight against this blatant rigging of council elections.

Yours sincerely,

DAVID CRISAFULLI MP
Leader of the Opposition
Shadow Minister for Tourism
Shadow Minister for Olympics and Paralympics
State Member for Broadwater

Telephone 07 3838 6767 Email leader@opposition.qld.gov.au
Mineral House, Level 7, 41 George Street, Brisbane Qld 4000 • PO Box 15057, City East Qld 4002

Winton District Historical
Society & Museum Inc.
PO Box 93
WINTON QLD 4735



ABN: 32 619 752 100

President: Bruce Collins
Telephone: 0427 573053

Secretary: Lorraine Murphy
Telephone: 0488 124295

The CEO
Winton Shire Council
PO Box 288
WINTON. Qld 4735

9/05/22

Dear Ricki

Further to our meeting at the Waltzing Matilda Centre this morning I should like to first thank you and the Mayor, Gavin Baskett, for accompanying me in inspecting existing Museum display spaces along with current displays.

The damaging effect of rain in the open shed display spaces was noted along with the impact of dust and the need to weatherproof these in order to preserve the objects on display and to minimise cleaning costs as well as the resultant improvement in presentation of displays. We discussed the use of polystyrene sandwich panel on existing structures and the major improvement in presentation of displays under such conditions.

We were in agreement on the need for such improvements and discussed possibilities of Council funding same in a staged program over a period of time.

On behalf of the Society I request that Council progress work on an engineering design to be completed within the 2022-23 budget period, arranging finance and commence a building program as soon as possible. I will raise this issue at our next monthly meeting to investigate what financial contribution the Society could make toward it, bearing in mind that we have limited funding opportunities and under the MOU our obligations are primarily to the presentation of displays rather than capital works.

I note that we also inspected the recent works at the Christina Macpherson Cottage, noting that the soffit and painting had both been satisfactorily completed.

Kind regards.

Bruce Collins
President

cc Mayor Gavin Baskett



Winton Business &
Tourism Association Inc
PO Box 44
Winton QLD 4735

07 May 2022

Winton Shire Council

75 Vindex Street

WINTON QLD 4735

Dear Ricki, Mayor Basket and Councillors

RE: 2022 WBTA BUSINESS AWARDS

In recent years the Winton Business & Tourism Association implemented the Annual Business Awards and Dinner. We believe this was an ideal way to recognise local businesses and staff for the hard work they put into promoting Winton and surrounds, supporting our valuable tourism industry through what over the past few years has been challenging times with Drought, Floods and Covid.

We acknowledge the assistance provided by Winton Shire Council in supporting these events by way of sponsorship, monetary contribution and more recently in 2021 funding most of the expenses incurred to host this event.

Moving forward into 2022 the WBTA are looking to host this event once again as the feedback after the past two events has been positive and we see a lift in the local business and their positivity. We are implementing several changes to the evening including charging per seat/table to assist with meeting the expense of hosting the evening, engaging local businesses to provide the drinks, meal and entertainment for the evening reinforcing our support of the Winton Business Community. Planning is underway and to date we have submitted a booking form for the hall being for the 15th October 2022.

We are therefore requesting assistance from the council and would like to negotiate the following:

Council waives the hire fee for the Booking including Hall, Supper Room, Courtyard, Kitchen, Linen, PA System, Cold Room, Crockery, Tables and Chairs

In acknowledgement of Council's waiving the above fees:-

WBTA will include Winton Shire Council logo on a Power point display to be projected on the overhead screen throughout the night and acknowledgement of the contribution in the evening speeches.

A table at the event will be available for Council dignitaries to book at 25% off the ticketed price.



Winton Business &
Tourism Association Inc
PO Box 44
Winton QLD 4735

Alternatively, if council are willing to make a monetary sponsorship towards our evening we would welcome that.

We thank you once again for your previous support of these awards and look forward to your reply to our above request.

A handwritten signature in black ink, appearing to be 'Hylton Ward'.

Hylton Ward
President

Kathleen Cremin-Rose

Kate Cremin-Rose
Coordinator

Ricki Bruhn

From: Shannon Van Bael
Sent: Monday, 9 May 2022 11:07 AM
To: Ricki Bruhn
Subject: FW: Trusted Environmental and Geological Information (TEGI) Program 2022---
ATTN: Mayor Gavin Baskett [SEC=OFFICIAL]
Attachments: Winton Shire Council.pdf; TEGI-Information sheet.pdf



Shannon Van Bael

Community Welfare Manager

EXT: 685

E: ShannonVB@winton.qld.gov.au

Winton Shire Council
75 Vindex Street
Winton, QLD, 4735

From: Sonia Williams <Sonia.Williams@ga.gov.au>
Sent: Thursday, 5 May 2022 2:45 PM
To: Info <info@winton.qld.gov.au>; Gavin Baskett <gavin.baskett@winton.qld.gov.au>
Cc: Chris Lewis <Chris.Lewis@ga.gov.au>
Subject: Trusted Environmental and Geological Information (TEGI) Program 2022---ATTN: Mayor Gavin Baskett [SEC=OFFICIAL]

Dear Mayor Gavin Baskett,

We at Geoscience Australia are part of this TEGI Program. We would like to invite your organization to be part of our Basins Reference Group.

Attached is a letter and Information Sheet about the Program for your consideration.

We thank you for your time in looking into this.

Kind regards,

Sonia Williams | Program Support Officer – Strategic Basins
Advice, Investment Attraction and Analysis Branch
Minerals, Energy and Groundwater Division | **Geoscience Australia**

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GEOSCIENCE AUSTRALIA

APPLYING GEOSCIENCE TO AUSTRALIA'S MOST IMPORTANT CHALLENGES

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5 May 2022



Australian Government

Geoscience Australia

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Dear Mayor Gavin Baskett,

Geoscience Australia, in collaboration with CSIRO, is leading the delivery of the Trusted Environmental and Geological Information (TEGI) program.

As part of TEGI we are establishing Basin Reference Groups (BRGs) consisting of representatives across a range of key stakeholders. The purpose of the BRGs are to provide a communication channel between the program leadership group, community groups, industry bodies, First Nations people, government (local, state, federal) and other organisations with an interest in lands around our study areas.

The Winton Shire Council is a key representative for the community living and working in the region, and we would love to have a phone discussion with you, or a suitable representative, to discuss our program in more detail. During the call we can answer any questions you may have about your potential future membership on one of the BRGs.

Benefits of you being involved include:

- being a voice for your community and constituents
- having a mechanism to discuss the issues that matter to Council and its members
- build new and lasting relationships across the region
- hearing the views and opinions of broad range of society with interests in the region
- actively being able to influence the outcomes of our program to suit the needs of your community.

What do you have to do?

- Meetings of the BRG will occur twice a year.
- We simply ask that you come along to these meeting to hear about the work we are doing and feel that you will be able to influence how we deliver our science to suit your needs.

We are currently still developing our webpage and hope to announce its release soon. In the meantime, we have included an attachment to this letter which outlines our program and provides information on the areas our studies will be focussed on.

We are excited about being able to chat with you about our program and look forward to formally inviting you to become a member of the North Bowen-(north) Galilee.

Yours,

Chris Lewis | Project Officer
Program Management | Strategic Basins Section |
Advice, Investment Attraction and Analysis Branch | Minerals, Energy and Groundwater Division

t +61 2 6249 9248 e chris.lewis@ga.gov.au ga.gov.au

19 May 2022

25650



Attachment A

Trusted Environmental and Geological Information (TEGI) program

Delivering trusted baseline information and analysis for Australia's Strategic Basin locations

The Trusted Environmental and Geological Information (TEGI) program is a scientific collaboration between Geoscience Australia and CSIRO, and is managed by Department of Industry, Science, Energy and Resources (DISER) to deliver regional geological and environmental assessments underpinned by transparent, trusted, and regulator-validated baseline geological and environmental data for each Basin.

The purpose being to provide:

- an improved understanding of geological, surface water, groundwater and ecological systems
- an improved understanding of the potential hazards, risks and impacts of a resource project development
- improved access to baseline scientific data through digital platforms, and
- consolidation of baseline data, information and tools to support and optimise regulatory pathways to make development decisions as efficiently as possible, consistent with the requirements of the environment and resource developments in the strategic basin location (Figure 1).

Scope

The Strategic Basin Plans—TEGI program will be delivered across four strategic basin locations. The first location includes the north Bowen and Galilee basins, while the second location includes the Cooper and Adavale basins.

Two further strategic basin locations will be determined and announced by the government in the future.

The scope of the work for each strategic basin location will be similar and include the collation and quality assurance of contextual information, focusing on geology, energy and mineral resources, groundwater, surface water and protected environmental matters.

TEGI will build on the outputs from the Australian Government's Geological and Bioregional Assessment (GBA) programs and leverage data and information generated through Geoscience Australia's Exploring for the Future program also.

Preliminary analysis will be undertaken to identify areas in each basin where resource development is most likely, based on energy and mineral resource assessment potential.

A gap analysis will be undertaken to identify key blind-spots in the current understanding of the basin geological systems and environmental matters in relation to resource development opportunities. The gap analysis will inform the development of more detailed investigation and assessment in later phases of the program.

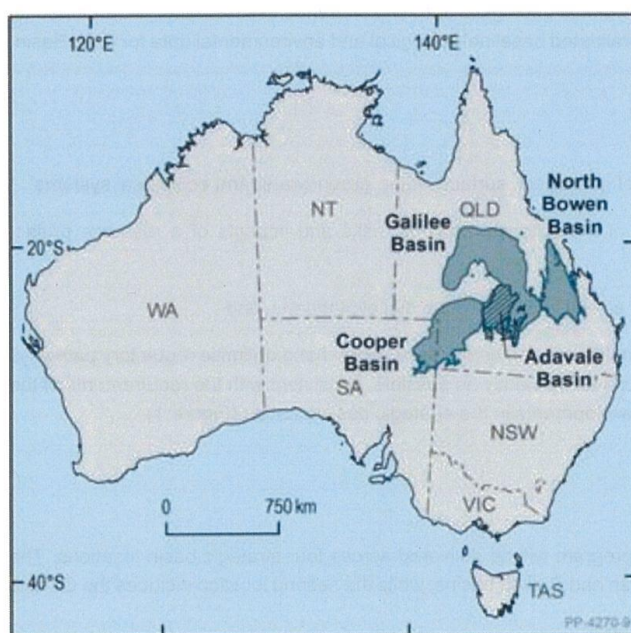


Figure 1 Strategic basin locations in focus for TEGI. Further basin locations will be announced in the future.

Governance

TEGI is committed to ensuring that it delivers science, data and information of the highest calibre. That is why the program is implementing a robust structure of oversight, user-centred design and science validation. The governance structure for the program (Figure 2) leverages the expertise of both internal and external scientists, with advice on the key information and data needs for each strategic basin location also being provided by the communities and industry who live and work in the region.

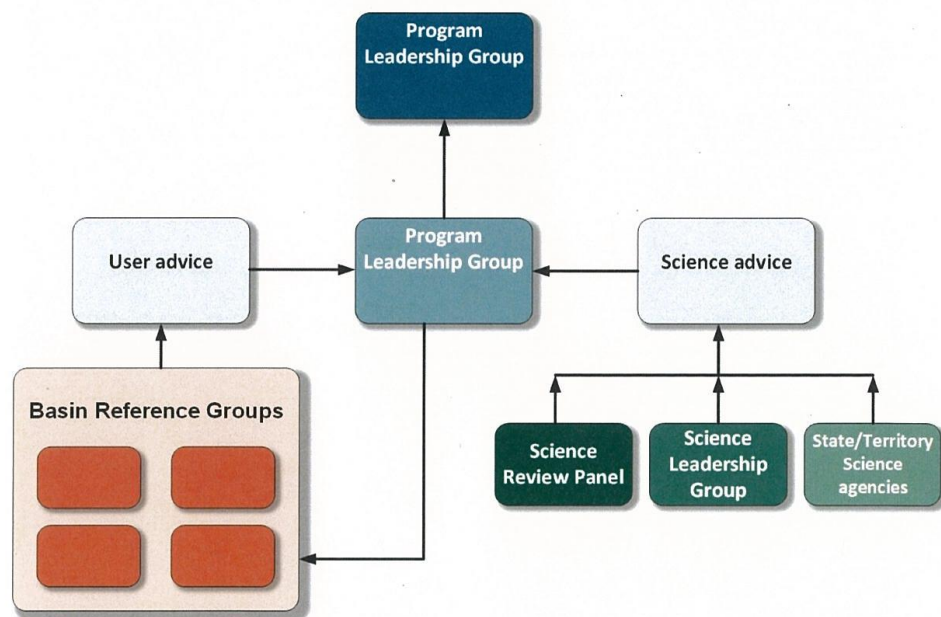


Figure 2 Governance structure of TEGI program.

Consultation and program design

TEGI will consult closely with key stakeholders to deliver the program through a dedicated user-centred design approach. Building on lessons learned through other recent Australian Government initiatives, we are committed to ensuring that products, reports and tools to be delivered through TEGI are tailored to the needs of key stakeholders who live in, work in, and rely on the strategic basin locations.

RADF Resignation



Frank Standfast

To: Brittany Beetson

Cc: Tina Elliott; Gavin Baskett; Shannon Van Bael

You forwarded this message on 5/05/2022 9:14 AM.

Reply

Reply All

Forward



Thu 5/05/2022 5:30 AM

Hi Brittany

On the afternoon of the 11th March I had a phone conversation with John Elliott where he indicated that due to his relocation to Brisbane he would be unable to continue his ongoing membership to Winton's RADF Advisory Committee, John thanked the Committee for their support during his tenure and wished them luck in the future.

Cheers Frank



Cr Frank Standfast

Councillor -

T: (07) 4657 2666

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E: frank.standfast@winton.qld.gov.au

Winton Shire Council

75 Vindex Street

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21 LATE CORRESPONDENCE

22 OFFICERS REPORTS TO COUNCIL

17.1 CHIEF EXECUTIVE OFFICERS REPORT

File Number: 149044

Attachments:

1. Balance Sheet as at 30-04-2022.pdf
2. Capital works as at 12-05-2022.pdf
3. Discrepancies report for April 2022.pdf
4. Investment report for April 2022.pdf

Meeting Date: 19 May 2022

RECOMMENDATION

That

1. THAT the Chief Executive Officer Report be received.
2. THAT the Financial Report be received.

REPORT

CEO MEETINGS & INSPECTIONS – 16 April 2022 – 13 May 2022		
Type	Parties	Purpose
11-04-2022 Teleconference	WQAC Executive Officers and Mayor Baskett	Briefing on logistics required to host the 2023 WQAC forum
20-04-2022 Meeting	Department of Sport and Recreation – Debbie Hall	Update provided on Sport and Recreation activities in Winton and future funding opportunities
21-04-2022 Meeting	Council Meeting	Monthly Ordinary Meeting of Council including Airport visit
25-04-2022 Function	Community Event	Anzac Day Remembrance Service
29-04-2022 Meeting	Office Staff	Weekly Office Staff Meeting
04-05-2022 Meeting	Waltzing Matilda Centre Board	Quarterly Board Meeting
05-05-2022 Teleconference	Phil Kuhne – Emergency Management Coordinator – Longreach District	Update on potential rain event and current status of member Councils
05-05-2022 Visit	AB Paterson College representatives and construction team	Inspection of progress at 'Barty's Place'
09-05-2022 Visit	Winton District Historical Society and Museum – Mr Bruce Collins	Inspection of Museum buildings and facilities
09-05-2022 Meeting	Audit Committee	Meeting of the Audit Advisory Committee
11-05-2022 Meeting	Red Cross and LGAQ visit	Information session on dealing with community pressures following disasters
11-05-2022 Meeting	Work Health and Safety Committee Meeting	Quarterly Committee Meeting

Governance and Risk Officer – Lynda Alcorn

1. Documents drafted or reviewed for Council adoption.

Document ID	Document Name
WSC-ADM-POL-008	Document Management Policy
WSC-FIN-POL-001	Cash Handling and Customer Payments Policy
WSC-FIN-POL-002	Advertising Policy
WSC-FIN-POL-011	Corporate Credit Card Policy
WSC-FIN-POL-003	Borrowing Policy
WSC-FIN-POL-004	Community Grants Policy

2. Other documents drafted or reviewed for Council Operations:

Document ID	Document Name
WSC-FIN-PRO-001	Cash Handling and Customer Payments Procedure
WSC-CCS-FRM-001	Consumer Service Request and Authorisation Form
WSC-CCS-FRM-002	Consumer Risk Assessment
WSC-CCS-FRM-003	Consumer Care Notes
WSC-CCS-FRM-004	Transport Waiver & Release of Liability Form
WSC-CCS-FRM-005	Consumer Consent Form
WSC-CCS-FRM-006	Consumer Restraint Authorisation Form
WSC-CCS-FRM-007	Consumer Medication Management Consent Form
WSC-CCS-FRM-008	Consumer Referral Form
WSC-CCS-FRM-009	Consumer Assessment & Re-assessment Tool
WSC-FIN-FRM-002	Employee Leave Application Form
WSC-FIN-FRM-003	Employee Leave Without Pay Form
WSC-CCS-FRM-010	Authority to Act as an Advocate Form

Human Resources Council Report (as at 9th May)

Recruitment Update – May Meeting

Position	Section	Status
Admin Officer-Rates	Corporate	Closed 24 April. Interviewed and applicant to commence 20 June 2022
Admin Officer-Reception	Corporate	Closed 24 April. Interviewed and applicant to commence 11 May.
Hospitality & Events Manager	Community & Economic Development	Position put on hold
Hospitality & Events Officers/Multiple roles	Community & Economic Development	Open until filled
VEO Officers	Community & Economic Development	Open until filled
Children's Services Worker	Community & Economic Development	Open until filled.
Personal Care Attendants	Community & Economic Development	Open until filled.
Under Review		
Water & Sewage Tech Officer	Works and Utilities	PD with the Assets Manager for review will be advertised in due course
Roads Technical Officer	Works and Utilities	Currently contracted position for 3 months, commenced early May Will be advertised in due course for full time employee.
Economic Development Officer	Community & Economic Development	PD with the Director, will be advertised in due course.

Resignations

Amount	Position	Department
1	PCA	Community & Economic Development

INFORMATION TECHNOLOGY

Windows Patching

Winton Shire Council and Cyber CX have done a large push to update several Windows machines which were lagging behind in their scheduled updates. This process has been very successful where we have now reached a patch compliance of 97.38% across our entire domain. The remaining machines are on the older end of their lifecycle and will be replaced in the next planned renewal cycle of computers.

Managed Firewalls

During the month of March, nutanix-backup was the most detected Application with 7.4 TB of data processed by the Firewalls, followed by ssl with 251.9 GB.

Applications in the Winton environment continue to match known business applications with no suspicious applications to be raised.

APPLICATION	RISK	COUNT
web-browsing	4	183
portmapper	3	116
not-applicable	1	85
soap	2	41
web-browsing	0	33
portmapper	0	21
unknown-udp	1	17
ms-exchange ↵	4	17
unknown-udp	0	16
soap	0	9

During the last month, the largest category to be blocked with 183 sessions was 'web-browsing'.

'not-applicable' continues to be blocked by design. This App-ID is assigned to any session that will be discarded due to the traffic being dropped.

DarkTrace Email Protection

Over the past 4 weeks Winton Shire Council has received a total of 13, 655 emails. Of which approx 8% have had a corrective action performed to ensure security. Within the 8% of actioned emails the majority at 48% was blocked links which may contain malicious content, 26% were deemed to be spam and were delivered to the junk folder, 24% were held for a 100% severity score and the remainder was due to other actions.

Winton Shire Council
Balance Sheet
as at 30 April 2022

30 April 2022

30 June 2021

ASSETS		282,371,824		274,346,606
Cash		29,847,526		27,099,815
Debtors		1,545,878		604,268
Debtors - Rates & Charges	280,090		291,132	
Debtors - Rural Electricity	0		0	
Debtors - Animal Control	2,798		2,117	
BAS	-388,289		0	
Debtors - Miscellaneous	1,651,278		311,019	
Accrued Revenue & Prepayments		0		938,257
Contract Assets		\$1,823,570		2,886,371
Stores & Materials		494,228		382,022
Land Bank		0		0
Capital Work in Progress		16,923,570		6,836,998
Property, Plant & Equipment		231,737,052		235,598,875
LIABILITIES		6,407,378		9,297,447
Trade & Other Payables		120,396		197,700
Accrued Expenses		560,600		2,627,370
Contract Liabilities		2,060,702		2,606,956
Provisions (A/L & LSL)		2,330,923		2,342,223
Loans		1,334,758		1,523,198
Council Depot	688,407		774,461	
Swimming Pool	646,351		748,737	
NET ASSETS		275,964,447		265,049,159
EQUITY		275,964,447		265,049,159
Reserves		8,100,000		8,100,000
Aged Care Development	1,000,000		1,000,000	
Buildings - Commercial	200,000		200,000	
Buildings - Residential	200,000		200,000	
Bladensburg Dam Development	100,000		100,000	
Integrated Financial System	200,000		200,000	
Lagoon Development	500,000		500,000	
Machinery & Plant Renewal	850,000		850,000	
Pest & Animal Control	100,000		100,000	
Saleyards	400,000		400,000	
Sewerage Infrastructure	350,000		350,000	
Shire Hall & Office Complex	250,000		250,000	
Shire Roads	1,500,000		1,500,000	
Showgrounds	150,000		150,000	
Stockroute Development/Facilities	100,000		100,000	
Streetscape Development	200,000		200,000	
Water Infrastructure	500,000		500,000	
Works - General	1,500,000		1,500,000	
Shire Capital Account		38,229,244		38,229,244
Asset Revaluation Reserve		150,034,445		150,034,445
Current Years Surplus		10,915,285		11,993,741
Accumulated Surplus		68,685,472		56,691,729

Winton Shire Council
Capital Works 21/22
as at 12 May 2022

	Actual	%	Budget	Committed	Reason / Notes
2100-4513 New Financial System	0	0%	238,423	109,737	Project postponed due to Covid19 travel restrictions.
2100-4522 Elderslie Street CCTV	0	0%	21,809	0	
2100-4523 10G Network Upgrades	0	0%	50,000	0	
2100-4524 WIFI Buildings/Public Spaces	0	0%	25,000	0	
2100-4525 10kVA Long Run UPS Main Office	19,943	---	0	0	Emergency purchase/business continuity.
2100-4526 10kVA Long Run UPS NHC	19,943	---	0	0	Emergency purchase/business continuity.
4000-4517 Building Works 21/22 Residential	443,305	222%	200,000	71,853	Combined building works budget needs review;
4000-4518 Building Works 21/22 Commercial	49,921	50%	100,000	22,640	includes painting quote \$47,824 over 3 years.
4205-4500 Hospital Estate Development	587,016	95%	615,000	223,791	Requires budget review.
4206-4500 Industrial Estate Development	1,768	---	0	0	
4300-4500 Jet A1 Above Ground Fuel Tank	18,056	18%	100,000	18,273	
4300-4501 Airport Generator	61,722	108%	56,995	0	
4300-4502 Airport Papi Lights	210,421	---	0	0	\$181,259 approved by Council resolution.
4400-4501 Small Plant Shed at Depot	0	0%	30,000	0	
4500-4309 Plant Purchases 20/21	538,810	97%	554,208	0	
4500-4310 Plant Purchases 21/22	517,869	55%	947,500	154,520	
4607-4510 Carpark Lighting (NHC)	9,459	17%	54,522	617	
4607-4511 Neighbourhood Centre Footpath	1,041	10%	10,904	0	
4607-4512 Rural Reseals 21/22	0	0%	350,472	0	
4607-4513 Town Reseals 21/22	1,822	0%	396,313	0	
4607-4514 Elderslie St Footpath (Sesbania-Fraser St)	144,904	1089%	13,306	0	TIDS/WSC \$100,000 funded over two years, brought forward to this FY.
4607-4657 Winton-Jundah Rd	1,025,917	94%	1,087,050	0	Completed.
4607-4658 K&C Rehabilitation 21/22	34,512	17%	200,000	0	
4607-4659 K&C Rehabilitation 21/22 (Oondooroo St)	24,603	25%	100,000	11,970	
4608-4700 Elderslie St Reconstruction	0	0%	78,414	0	
4608-4801 FWIN Flood Gauges	47,510	38%	125,000	763	
4608-4857 Cork Mail Rd (Ch46530-Ch46610)	6,773	---	0	4,229	\$112,478 funding approved since budget.
4608-4858 Cork Mail Rd (Ch79830-Ch79890)	6,065	---	0	0	\$84,358 funding approved since budget.
4608-4859 Cork Mail Rd (Ch87310-Ch87370)	4,249	---	0	591	\$84,358 funding approved since budget.
4608-4861 School Transport Infrastructure	33,426	10%	323,225	51,453	

Winton Shire Council
Capital Works 21/22
as at 12 May 2022

		Actual	%	Budget	Committed	Reason / Notes
4608-4862	Cork Street Shared Pathway	0	---	0	0	\$159,720 funding approved since budget, over 2 yrs.
4608-4870	Rural Signage	0	0%	103,627	0	
4608-4871	Road/Creek Signage	0	0%	62,177	0	
4610-4507	Strategic Design Fund	0	0%	100,000	2,592	
4610-4550	Pedestrian Crossovers	0	0%	30,000	0	
4610-4570	Urban Drainage Gully	1,406	1%	100,000	0	
4610-4571	Hughenden Road Ablution Block	0	0%	20,000	0	
4610-4580	Lynette Lane Sealing	39,277	75%	52,500	300	
4610-4581	Musical Fence Access	64,155	80%	80,000	4,582	
4666-4500	Flood Damage 2020 Restoration	4,881,876	65%	7,495,210	490,936	
4668-4500	Flood Damage 2021 Restoration	0	0%	1,113,420	0	
4669-4500	Flood Damage 2022 Emergent January	149,380	---	0	48,157	New event.
4670-4500	Flood Damage 2022 Emergent April	51,944	---	0	44,564	New event.
5300-4500	Lawn Cemetery Extension	3,458	8%	45,000	0	
5403-4500	Local Disaster Coordination Centre	2,315	4%	64,249	4,552	
5602-4505	Saleyards Scales Renewal	92,569	63%	146,785	16,643	
5800-4504	Billboard Signage	0	0%	7,714	0	
5800-4506	Wagon Wheels Renewal	0	---	0	51,040	\$80,040 approved by Council resolution.
5802-4505	Western Entrance Billboards	0	0%	62,177	0	
5950-4557	Kiosk/Change Room Upgrade	257,534	92%	280,000	0	Amended budget required (June meeting).
5950-4561	Gym Upgrade	46,233	23%	202,800	334,165	Amended budget required (June meeting).
5950-4601	Shire Hall Airconditioning	23,400	3%	689,736	573,270	
5950-4651	Showgrounds Stables	772,433	104%	744,400	4,545	
5950-4653	Electrical Renewal Pump Station	171,300	---	0	107,220	\$190,000 allocated from LRCIP Phase 3.
5960-4500	Land Tenure	0	0%	18,000	0	Purchase of land at saleyards.
6201-4502	Kit Home	0	0%	350,000	0	
6207-4500	Youth Centre Upgrade	50,641	4%	1,422,048	37,422	Another \$300,000 approved since budget.
6300-4500	Library Airconditioning	70,809	109%	65,000	0	
6500-4500	Hollow Log Park Ablution Block	0	---	0	47,150	
6600-4500	Showgrounds Caretaker House Fence	8,248	63%	13,000	5,388	
6600-4501	Water Upgrade for Campdraft	0	0%	40,000	0	
6600-4502	Racing Broadcasting Tower	0	0%	100,000	0	
6600-4503	Arena Power Poles Replacements	0	0%	20,000	0	

Winton Shire Council
Capital Works 21/22
as at 12 May 2022

		Actual	%	Budget	Committed	Reason / Notes
6600-4504	Sound Extension	0	0%	6,000	0	
6700-4500	Sand Replacement in Filtration Plant	72,120	90%	80,000	0	
6804-4500	Aged Care Masterplan	21,825	55%	40,000	0	
7100-4500	Garbage Tip Fencing/Control	18,587	85%	21,809	0	
7100-4501	Garbage Tip Development	130,722	87%	150,000	0	
7300-4512	Sewerage Manhole Relining	68,500	137%	50,000	0	\$43,500 budget carried from 2020-21.
7300-4513	Replace Common House Drains	0	0%	20,000	9,586	
7300-4515	Relining 300mm Rising Main	0	0%	150,000	0	
7300-4516	Sewerage Treatment Renewals	30,261	38%	80,000	0	
7300-4517	Sewerage Pond Aerator	22,034	73%	30,000	1,500	
7300-4518	Pump Station Relining	68,410	---	0	0	\$61,400 approved by Council resolution.
7400-4527	Water Main Upgrades 21/22	0	0%	100,000	0	
7400-4528	Headworks Pipes/ Connections	0	0%	15,000	0	
7400-4529	Corfield Water Design and Feasibility Study	0	0%	20,000	0	
7630-4500	Lark Quarry Building Painting	0	0%	32,000	0	
		10,928,491	55%	19,900,793	2,454,050	

Capital Works 20/21

		Actual	%	Budget	Committed	Reason / Notes
3500-4500	Childcare Playground Renewal	34,725			0	Carried from 2020-21, within original budget.
3500-4501	Washing Machine/Dryer for Childcare	6,859			0	Carried from 2020-21, expected operating surplus.
4608-4853	Betterment Cork Mail Rd	4,993			0	Late invoice.
4663-4500	Flood Damage 19 Restoration South	8,290			0	Late invoice.
5950-4570	Telstra Small Cells (2)	1,944			0	Opalton still to be completed, within original budget.
5950-4571	Saleyard Power Upgrade	8,918			0	Final claim.
5950-4602	Shire Hall Lighting/Curtain	2,110			0	Late invoice.
5950-4650	Showgrounds Power	16,320			0	Carried from 2020-21, within original budget.
5950-4652	Showgrounds Fencing/Parking	12,227			0	Wages and plant costs.
6203-4500	Training Room Teleconferencing	26,120			0	Carried from 2020-21, expected operating surplus.
6902-4500	Corfield & Fitzmaurice Painting	77,791			0	Carried from 2020-21, within original budget.
7400-4520	Automation System Upgrade	171,432			54,746	Carried from 2020-21, within original budget.
		371,728			54,746	

Winton Shire Council
Discrepancies between budget and actuals
April 2022

A/c No.	Account Name	Actual	%	Budget	Reason/Notes
New accounts for this period					
2200-2220	Councillors General Expenses	11,977	100%	12,000	Cost of service.
2400-2000	Human Resources Salaries	116,360	103%	113,500	Casual assistant employed.
4400-2330	Depot Repairs & Maintenance	40,098	100%	40,000	Review required.
4638-2330	Hughenden Rd-Construction (CN-18529)	18,811	---%	0	Fully funded project.
5601-2220	Stockroutes General Expenses	406,886	102%	400,000	Review required.
7807-2000	Café Salaries (operated by WSC)	33,976	---%	0	New service.
7807-2220	Café Operating Expenses (operated by WSC)	9,944	---%	0	New service.
Accounts previously reported on					
1300-2036	Paid Parental Leave Scheme	18,541	---%	0	Fully paid scheme.
1300-2076	Small Plant & Tools	20,961	105%	20,000	Various tools and equipment purchased.
2000-2170	Donations	181,970	104%	175,000	Outback Festival, Vision Splendid, QBOA and other donations. Cost of Variety Bash to be transferred to next financial year.
2000-2230	Insurance Premiums Paid	437,405	135%	325,000	Plant insurance premium to be transferred to Plant R&M.
2000-2270	Legal Expenses General	329,569	143%	230,000	Cost of service. Includes local law review.
2000-2360	Recruitment Expenses	28,857	144%	20,000	Travel and relocation costs.
2100-2180	IT Licences/Maintenance Agreements	340,719	108%	315,000	Ongoing licences/agreements purchased. Extra licences and security software required, unexpected increases in costs and migration of InfoXpert brought forward.
2200-2225	LGAQ Subscription	60,043	108%	55,500	Annual subscriptions.
3200-2221	CISP COVID One-off Expenditure	872	---%	0	Fully funded project.
3220-2220	Youth Officer General Expenses	14,304	102%	14,000	Cost of service.
3230-2221	Community Development Engagement	64,165	107%	60,000	Fully funded project. Overall within budget. Completed.
3230-2225	Community Development QRA Funded	10,553	---%	0	Fully funded project.
3500-2221	Childcare Sustainability Support	12,260	---%	0	Fully funded project.
3610-2220	Transitional Support for Home Care	20,055	---%	0	Fully funded project.
3700-2220	60 & Better General Expenses	21,281	106%	20,000	Overall within budget.
4602-2334	RMPC Declared Pest & Weed Management	21,032	105%	20,000	Pesticides purchased. Cost reallocation required.
4636-2330	Richmond Rd Pave & Seal 1 (CN-15871)	2,378,661	198%	1,200,000	Fully funded project over two years, variation included.
4637-2330	Richmond Rd Pave & Seal 2 (CN-16953)	2,181,567	---%	0	Fully funded project over two years..
4700-2220	Stores Products Suspense	689	---%	0	Internal processing, negative offset last financial year.
5300-2220	Cemetery General Expenses	33,941	109%	31,000	Cost of service (labour and plant).

Winton Shire Council
Discrepancies between budget and actuals
April 2022

A/c No.	Account Name	Actual	%	Budget	Reason/Notes
5600-2226	CW Pest Management Group Contribution	11,055	---	0	Budget adjustment required.
5601-2285	Stockroutes Precept	14,076	100%	14,100	Annual subscription.
5800-2003	Branding Project	48,169	---	0	As per August 2021 resolution.
5800-2661	Subscription OQTA	14,996	100%	15,000	Membership fee.
5800-2663	Great Australian Bites	33,115	166%	20,000	Part funded project. Scope increased due to funding approval.
5800-2668	Australia Day Community Grants Program	9,186	---	0	Part funded project.
5950-2072	Subscription RAPAD	55,275	100%	55,300	Membership fee.
5951-2220	Town Common General Expenses	36,531	122%	30,000	Common muster completed, lick blocks and tags purchased.
6201-2220	Council Housing General Expenses	78,840	131%	60,000	Rates & rental payments.
6600-2220	Showgrounds General Expenses	72,944	243%	30,000	Cost of running generators, cleaning and electricity.
6700-2330	Swimming Pool Repairs & Maintenance	119,138	149%	80,000	Cleaning of water park, transfer to correct account required.
6900-2220	Recreation Ground General Expenses	30,254	101%	30,000	Rates and goal posts erected.
6900-2330	Recreation Ground Repairs & Maintenance	40,597	135%	30,000	Upgrade hot water system, water bubblers, paint WOW sign & bar floor.
7100-2230	Tip Expenses	218,209	115%	190,000	Cost of service (labour and plant).
7300-2330	Sewerage Repairs & Maintenance	217,725	104%	210,000	Increased levels of maintenance.
7400-2220	Water Operating Expenses	183,582	101%	182,500	Electricity, antiscalant and labour costs.
7800-2229	Café Expenses (operated by lessee)	13,753	138%	10,000	Cost of service.

Note: 84% of year elapsed. Variances more than 100% over budget listed in this report. Items with budget less than \$10,000 excluded.

Winton Shire Council
Investment report
as at 30 April 2022

Current Term Deposits

Term Deposit Number	Amount Invested	Term	Maturity Date	Interest Rate	Interest Earned
22-105-6876	4,000,000	6 months	3/05/2022	0.25%	4,958
33-169-9821	3,000,000	6 months	3/06/2022	0.33%	4,936
29-250-6600	4,000,000	6 months	15/06/2022	0.28%	5,584
57-523-3454	2,500,000	6 months	29/06/2022	0.28%	3,490
35-729-4531	3,000,000	3 months	25/07/2022	0.45%	3,328
91-051-8247	3,000,000	6 months	13/08/2022	0.33%	4,909
77-329-6296	4,000,000	6 months	28/08/2022	0.31%	6,149
87-684-4013	1,000,000	6 months	20/09/2022	0.45%	2,268
24,500,000					35,622

Accounts closed during 2021-22

Term Deposit Number	Amount Invested	Closure Date
36-960-0591	2,000,000	24/10/2021

All term deposits are held with National Australia Bank.

17.2 DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT REPORT

File Number: 149090

Attachments: Nil

Meeting Date: 19 May 2022

REPORT

CENTRAL WEST COMMUNITY OPTIONS

- 2 Personal Care Attendants have resigned, and 1 Personal Care Attendant has been on leave as well as a number of other staff; this is quite a cause for concern
- Forms are currently being put into WSC new format by Council's Governance and Risk Officer
- Workers Bonus Grant has been successful

WINTON NEIGHBOURHOOD CENTRE PROGRAM

Human Social Services Group

- Meeting held with stakeholders from Queensland Health, Royal Flying Doctors Service and RESQ. Topics discussed were Domestic and Family Violence and Alcohol and Drugs within our community. Also had a special guest from Outback Futures to discuss Head Yakka implementation in Winton.

NAIDOC WORKING GROUP

- A meeting was held with members from the Winton State School, the Community Development Team, the Winton Hospital and the community. A fantastic week is planned for NAIDOC Week including a Family Fun Day, arts and craft at schools and special guests.

Upcoming Events

20 May 2022	The Forgotten Warrior
31 May 2022	Flood Memorial Consultation
25 May 2022	Continuity Planning for Small Businesses
14 June 2022	Head Yakka Forum
17 June 2022	Laughing Lounge
4-10 July 2022	NAIDOC Week

60'S AND BETTER

- In the month of April, the Co-Ordinator saw a noticeable reduced participation rate
- 'Learn to Knit' was offered in the Winton community on a Wednesday morning only one school student participated during the school holidays
- A second Trove sessions was offered in April zero participation
- 'Learn to Play Chess' started at Winton 60 & Better presented by the Winton Shire Council Youth and Recreation Officer. The sessions are very well run.

- The carpets and chairs were professionally cleaned over the Easter break, the coordinator requested the industrial lino not to be polished because of the slip hazard this practice creates.
- Lunch at the tuckbox attracted a smaller than normal number

COMMUNITY DEVELOPMENT RECOVERY

The Community Development Officer has been on Annual Leave post Swimming Pool operations.

Boat and Jetski Licence was scheduled to happen 30th April but due to only 3 people registering their RSVP, the course was postponed, and are hoping to have another in June/ July.

FAMILY SUPPORT

Playgroup

Playgroup has started and is held every Thursday for parents to come and engage with other parents, and for children to socialise and engage with one another. A range of sensory play and activities are offered each week.

Monthly Newsletter

Sent out monthly

Special Breakfasts

This is held once a month at both schools.

Child Health Nurse

Continuously liaising with the Child Health Nurse to hold regular visits to Playgroup.

Great Australia Bites and Bluey

Locals showcased their tasty morsels and talent. Setting up of Shire Hall for event, picking up guest performers- Bluey from Longreach.

ANZAC Day

Organised the timeline of events, set up Dawn Service Breakfast, organising of Poppy's to be displayed at memorial areas in town.

WINTON YOUTH, SPORT AND RECREATION

The Winton Chess Club

The club saw a huge rise in participation this month with over 35 individuals attending the coaching and playing session on Tuesdays and Thursday evenings. The Club was also invited to the 60s & Better community to conduct some social chess sessions for the seniors in town. The club will visit the 60s & Better program every Friday in the month of May; further continuation would depend upon the level of interest from the 60s & Better group. The youngest person to play and learn chess was 5 years old and the oldest person was 96 years old. The club has also been collecting data on the existing chess knowledge of its players, which shall be compiled and measured against a survey that shall be conducted towards the end of June. This club is run by the Youth Sport and Rec Officer for the time being.

Soccer Clinics

Weekly soccer sessions are being held at the St. Patrick's Primary School. The kids at St. Pats have always been enthusiastic about soccer, and to accommodate this interest, weekly soccer sessions

are organized during the lunch break. Kids spend a bit of time training in various skills before they transition to playing a game and scoring goals. \$400 worth of equipment, including soccer balls, bibs and markers were purchased for facilitating these clinics.

Annual Sport and Wellbeing Survey

The Annuals Sports and Well Being survey received a total of 75 responses and was closed on the 28th of April 2022. The data for this shall be used in the Youth Sport and Rec Strategic Plan and a separate report for this survey shall also be released to the community in the Month of May.

School Holiday Programs

The School Holiday program ran for 5 days from the 4th to the 8th of April 2022. There were 22 kids registered for the program, with an average attendance of 16 throughout the course of the program. The kids were also taken to the Waltzing Matilda Centre on the 6th of April 2022, to celebrate the Waltzing Matilda Day. They participated in Whip Cracking, Sheep Shearing and a Colouring Competition.

LITTLE SWAGGIES CHILDCARE

- Recruited another casual staff member - Kristen Lenton, to cover sick staff and when staff go away
- Held Luna Capri Day (Luna Capri Foundation) – Luna day is about educating children and families the importance of self-identity and self-awareness. This resulted in being a great success.
- Numbers have slowed down due to kindy starting and children being unwell
- Planning to have an open day at the Childcare to help with increasing numbers
- All staff are enrolled in study and are doing well to meet their deadlines
- Organising a Working Bee for the month of May
- Professional development training will be held at the centre on the 7th of May from Marc Armitage at Play. Marc is a consultant, writer, and researcher in play, playing and play work. He was last in Winton in 2016. The topic that he will be covering whilst on his visit will be War, Weapon and Superhero Play.

WALTZING MATILDA CENTRE

- Visitor numbers are increasing steadily, with COVID restrictions easing travellers now have an opportunity to travel to various destinations.
- Most welcome rain fell towards the end of April closing shire roads and disrupting travel plans for visitors to town.
- The Walkway of Honour is included in the annual ANZAC parade. Rain fell continuously this ANZAC day unfortunately the march had to be cancelled.

TOURISM, DESTINATION MARKETING AND ECONOMIC DEVELOPMENT

- Celebrated Waltzing Matilda Day over two days with a bus trip to Combo Waterhole on 5 April for 10 people and a well-attended event on 6 April with more than 60 kids and adults entertained with whip cracking school, sheep shearing, storytelling, colouring in competition and morning tea held at the Waltzing Matilda Centre.
- Top Tiny Tourism Town submission for Winton complete, finalist to be announced in May.

- Promotion of our State Fossil Emblem nomination for “Matilda”, otherwise known as Diamantinasaurus Matildae, voting open until July.
- Experience Winton website dropped in number of users from 3.3K for April 2022 compared to 5.4K for April 2021.

OUTBACK REGIONAL GALLERY

Outback Regional Gallery

- The 2022 John Villiers Outback Art Prize’s People Choice Vote Award will be closing and announced on Friday 6th May. The finalist artist with the highest votes will win the \$500 prize sponsored by Ros Kavanagh of Elders Insurance Central Qld. To date the tally has reached over 500 votes since opening. The exhibition will close on Sunday 8th May.
- To date, 7 artworks have been acquired from the 2022 John Villiers Outback Art Prize totalling \$15,810 in sales. It’s positive that visitors have supported artists through the prize and the gallery to increase the profile and possibilities for the 2023 prize. Call for entries will open mid-year.
- *Beforehand: The Private Life of a Portrait* is a new exhibition revealing the backstories behind iconic works from the National Portrait Gallery’s collection and the creative and social process of making a portrait, *Beforehand* features interviews with artists and sitters as well as rarely seen working drawings, scrapbooks, sketches and footage taken in artists’ studios and out on location. The exhibition will travel to Winton and is scheduled to open at the Outback Regional Gallery on Saturday 21st May.

WINTON LIBRARY

- First Five Forever – 3 sessions for April much lower due to Easter holiday break
- People Counter statistics results are pleasing – highest number of attendees since September 2021
- Library floor has been professionally cleaned.
- Increased in number of children in the library over the Easter holiday period.
- Friday 29 April – 22 children, 3 adults visited the library after school.
- Sample enquiry- lady asking if there were any ghost stories known about the North Gregory Hotel.
- Surprise visitor to the library was popular Australian author Annie Seaton. She is a delight, presented a selection of her latest books to the Winton library.
- A Physics text book purchased by a client for a pick-up arrived in the post last week. Oops! Wrong library was supposed to be sent to Winton Public Library in England. The purchaser has now donated the text book to our library (freight costs outweigh book value) and he mentioned he had visited our Winton library in 2007.

SHOWGROUNDS

Events

4/5 June	Show	Ag Show
18 – 30 June	Griffith Film School	Camping
23/24 July	Big Rigs Memorial	Camping

4 Sep	CWA	Winton Endurance Ride
17 Sep	NGTC	Races
5 Nov	NGTC	Races

No spelling of horses.
No camping.

WINTON AQUATIC CENTRE

Pool lease has been advertised publicly, on multiple advertising platforms- Herald, Longreach Leader, Townsville, Brisbane, Council website, Facebook Ad.

17.3 DIRECTOR OF WORKS REPORT**File Number:** 149177**Attachments:** 1. 110522 V33 Capital Works (21-22 CJD).xlsx
2. Flood Damage Council Monthly Report - April.pdf**Meeting Date:** 19 May 2022**REPORT****Assets, Water, Sewerage & Waste**

Assets

Please find attached: 110522 V33 Capital Works (21-22 CJD)

Majority of capital works completed or close to completion.

Shire Hall Air Conditioner renewal – Contractor has advised will be on site 23rd of May

Revaluations are underway for water/sewer and utilities

Building our Regions round 6 detailed submission in progress and due 17th May

Water**Water Pump Station**

- Water pump stations are operating well

Water Mains and Service Repairs

- Repair of cracked main at Industrial Estate
- Repair of line behind the Winton Hotel

Sewerage**Sewerage Pump Station**

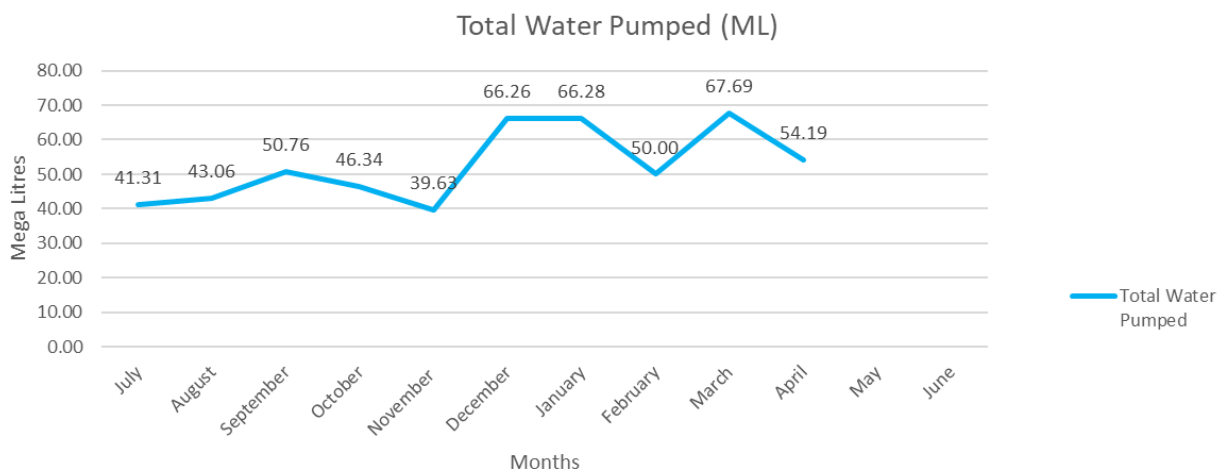
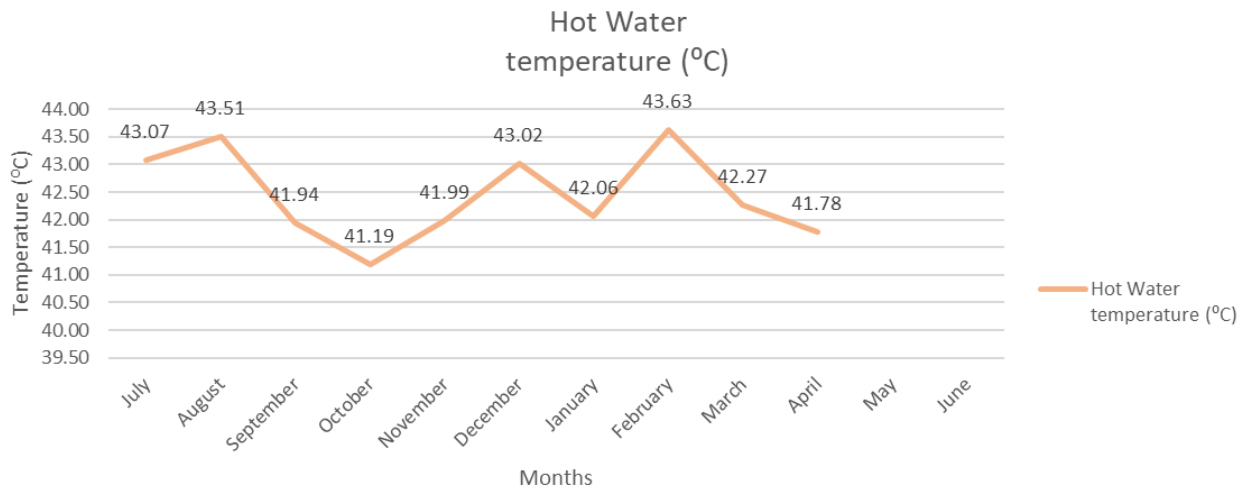
- Awaiting upgrade

Sewerage, Sewerage Mains and Sewerage Ponds

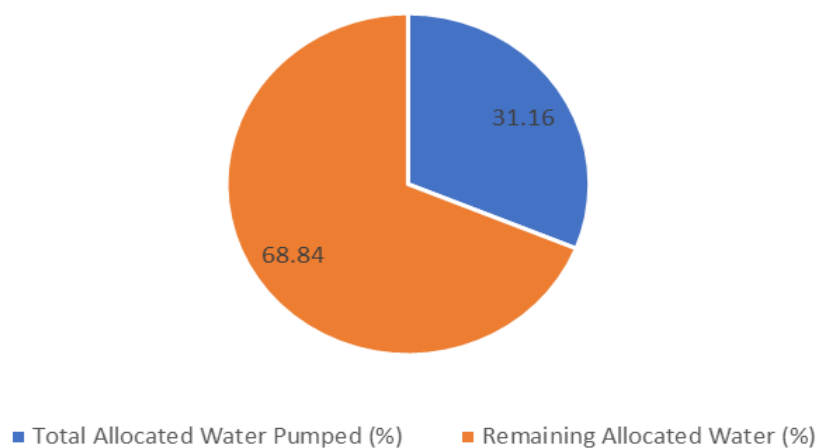
- Awaiting baffles for the dams
- Awaiting sludge beds to be concreted by external contractor

Other Works

- Showgrounds tap renewal and water services.
- Maintenance at the Plumbers Office
- Maintenance of Toilet Blocks
- Maintenance of toilets at Recreation Grounds.
- Repaired Goal Post at Recreation Grounds
- Complete fit out of bathrooms at the Diamantina Gardens Unit 7 & 8
- Cleaned gutters at the Shire Hall
- Repaired roof leak to the Winton Pool



Total Allocated Water vs Total Pumped Water (20-21)



Roads, Drainage

Shire Roads Maintenance

The current expenditure to date for rural maintenance is \$1,017,832.35, committed amount is \$422,250.20 and total budget for rural maintenance is \$1,400,000.00.

Grid Maintenance

Gridsure, the Grid contractor has completed 234 out of the contracted 260 grids. Works currently suspended due to machinery breakdown. Expected to be completed by June 2022. Five grids identified for replacement.

Town Maintenance

Current expenditure to date for Town Maintenance is \$377,792.13, Committed amount is \$27,759.13 and total budget for town maintenance is \$380,000.00.

Roads to Recovery Project

Reseal tenders are being prepared for town and rural reseal projects.

The following projects were added in R2R portal for this financial year.

- Reseal, asphalt work and construction of Kerb & Channel in Oondooroo Street (Starting from Elderslie Street to Vindex West-207m). \$95,000.00
- Reseal work and construction of drain in Cork Street (Starting from Oondooroo Street to Werna, North- -215m). \$100,000.00
- Reseals work on the Winton Jundah Road. (Ch.14.0 km - 20.0 km, Ch.20 km -24.5 km) \$394,969.00.
- Reseal work at the Winton Saleyards to reseal the current bitumen in front of loading ramp

TMR Contract Works

CN-16953 Pave & Seal 5803 Richmond – Winton (5803) Ch 119.04km – 125.00km. The work is progressing well with 90% completed.

New projects include:

- Widen & Rehabilitate Kennedy Development Road (Winton – Hughenden)
- Reseal of a section on the Winton Jundah Road

Road Maintenance and Performance Contract (RMPC)

The RMPC works program is progressing well. With an overall budget of \$494,591.00 which is made up out of the following schedules.

Schedule 1 – Maintenance of State Controlled roads \$484,591.00

Schedule 2 – Management of Declared Pest and Weeds \$10,000.00

To date the following claims have been made:

- January 2022 – No Claim made
- February 2022 - No Claim made

- March 2022 - \$101,276.93 claimed
- April 2022- \$128,855.85

Bringing the total claimed to date \$288,132.21

And a balance remaining of \$206,458.79

Hughenden Road will have shoulders degressed and graded as soon as it's dry enough to start work.

Flood Damage

In response to the rainfall and flooding event 21 to 28 April 2022, assistance has been activated for the Central Western Region.

The damage inspection is currently in progress and is expected to be completed once the current flooding subsides.

- Winton Eskdale complete
- Opalton Mayneside Complete
- Mayneside Access 20% complete, waiting on drier conditions
- Mount Windsor complete
- Footscray complete
- Wokingham SR complete

All of the 2020 flood damage program will be completed when Mayneside Access is completed

Up to date summary report attached.

Construction

Gym extension work is on hold as the awarded contractor is currently ordering the fabrication of the structural steel and site works is expected to start in May 2022.

Parks and Facilities

Public Parks.

- During the month of April, the Parks & Facilities team continued to maintain all parks and garden areas when possible after the much need rain. The town is looking lovely and colourful.

Show Grounds.

- The Showgrounds lawns and gardens have been maintained on a weekly basis.

Recreational Grounds.

- The Recreational Grounds precinct was mowed, and whipper snipped weekly.

Swimming Pool.

- The pool complex is mowed weekly and gardens maintained as needed.

Street sweeping.

- Street sweeping has been occurring after the rain.

Vegetation and Vermin Control.

- Weed control continued against unwanted vegetation on footpaths and other open areas. These areas are continuously being poisoned and mowed.

Winton Aerodrome.

- Normal twice weekly inspections were carried out.

Undertaking and Cemetery.

- N/A

Special projects.

- Preparation for a turfed area at Travelers Rest Park was started. We have not been able to get back to this because of wet weather. We are planning to have the area completed by mid-June.

Animal Control.

- No roaming animals reported or impounded this month.

Refuse Collection.

- Town garbage collection continues on schedule with some collection days being changed due to public holidays.

Meter Readings		Avgas Dispensed
Start	Finish	MAY 2022
379049	384930	5881

Details of Fuel Dispensed & Aircraft Usage	
Drums Filled – Avgas	10
Drums Filled – Jet A1	0
Planes – Fuelled	14
Helicopter – Fuelled	17
Helicopter – Overnight	6
Helicopter – Short Stay	12
Helicopter – Long Stay	6
Gyro Copter – Visits	0
Gyro Copter – Filled	0
Aircraft – Visit	15
Aircraft – Overnight	9
Aircraft – Long Stay	9
Aircraft – Short Stay	9
Aircraft – Training	0
Aircraft – RFDS/Care Flight	5
Jet Plane Visit	0
Jet Plane Short Stay	0
Oil 100+	6
Oil 100	0

Workshop

Plant	Description	Description of Work	KM
529	CAT Grader	Repairing electrical fault	
14	Toyota Hilux	Replaced fan motor and rewired electricals	
125	Isuzu Truck	Repair hydraulic oil leak, Service	
359	John Deer Tractor	Reconstruction of gearbox	
415	CAT Loader	Repairing of bucket pins	
92	Ford Dual Cab	Replace UHF Aerial	
416	JCB Backhoe	Replace Throttle Cable	
645	Generator	Maintenance	
37	Mini Buss	Service	
218	Street Sweeper	Electrics Broom repair	
639	Generator	Electrical Fault	
124	Isuzu Truck	Replace windscreen	
48	Toyota Hilux	Completed Service	171000km
914	Steel Water Tank	Replacing hoses	
	Shire Hall Gates	Building new gates for the shire hall	
918	Honda Pump	Repairing running errors	
217	Mack Truck	Repairing Control Stand	
Workshop Manager has gone on long service leave until June/July 2022. In the meantime, Louis Ludwick will be acting Workshop Manager. Whilst in the period we have been keeping up to-date with all plant maintenance.			

Rural Services**WATER FACILITY**

The Grove water upgrade has been completed (funded project).

Basic water maintenance has been carried out and is continuously being checked.

The pump at Dicks Creek was recently replaced due to age of pump.

Working closely with Department of Natural Resources to make amendments on the Mackunda Bore that fell in last month.

The wet weather has put a pause on majority of water maintenance upkeep due to locations being inaccessible due to rain, wet roads etc.

WEEDS

It has been noted that there are weeds back on the common and road reserves that will need attending to.

BAITING

The first round of baiting was cancelled due to the recent rain.

4.6 tonne of meat was collected from Townsville on Sunday/ ANZAC day in the lead up to baiting as meat quantities in the cold room were lower than needed.

1500kg of meat had to be thrown out as it rotted due to power failures and not being able to distribute in time due to weather.

COMMONS/ROUTES/RESERVES

Reserves- 280 cows were in the Four Mile due to wet weather and now have been removed. These cattle were on the Four Mile for a week.

Need to look at building a close water square behind the dump if possible- recently sick cows were in the sale yards and had to be let out.

SALEYARDS

Busy, with lots of cattle coming in and going out.

Weighbridge fabrication has turned up for Scale Upgrade.

Basic maintenance- shed roof has been screwed down after recent wind and rain.

Pressure pump fitted to overhead tanks

We need to look at putting another paddock in behind the dump as a holding facility for cows and calves during wet weather as the Four Mile is not a trucking reserve, rather a water reserve. Also, for basic purposes of sick cattle needing to be removed from the Sale Yards as this is a biosecurity issue. Due to wet weather, we are behind in funding works and will confer with Stock Routes on how we can move forward on completion of water facilities upgrades.

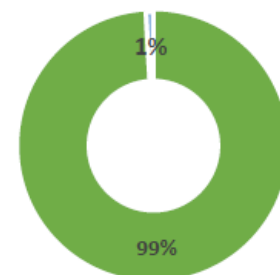
CONTRACTOR NAME		Gavin and Jodie Smith	
TYPE OF CONTRACT		Saleyards Manager	
MONTH		April 2022	
Data and statistics			
	Spelling	Weighing	Total
Current Month	7,318	7,977	15,295
Current Year (2022)	11,164	19,875	31,039
EU current month	0	0	0
EU Current Year (2022)		0	
		Total Normal plus EU	31,039
Preventative 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		

Winton Shire Council DRFA Financial/Construction Progress
Queensland Monsoonal Flooding, 23 January - 3 February 2020

Submission	Recommended Value
Queensland Monsoonal Flooding 23/1-3/2 2020	\$10.76M

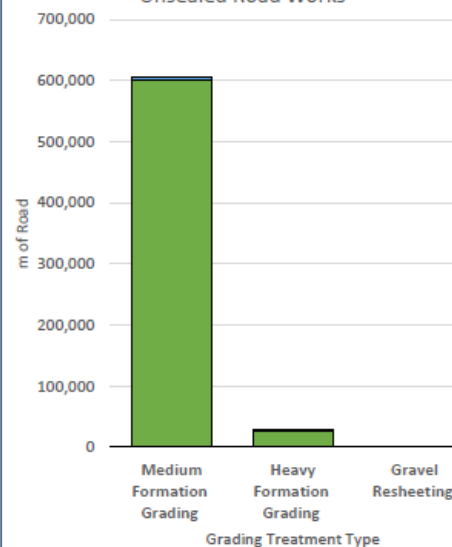
Works Complete: Road Name	Cost to Date
Amelia Access	\$ 64,956.30
Belmont Access	\$ 290,365.45
Bernborough Downs Access	\$ 13,522.34
Cambeela Access (Mundurin)	\$ 3,566.26
Chiltern Hills Access	\$ 7,212.47
Cork Mackunda Road	\$ 477,977.06
Cork Mail Road	\$ 886,934.53
Dillcar - Longreach SR	\$ 109,565.13
Fermoy Access	\$ 138,403.27
Footscray Access	\$ 86,076.93
Golf Links Bladensburg (Route of the River Gum)	\$ 104,205.55
Jundah Cork Road	\$ 43,691.13
Lark Quarry Access	\$ -
Mayfair Access	\$ 20,417.77
Middleton Kynuna Road (Kynuna Shire)	\$ 54,063.51
Middleton Park Access	\$ 45,297.94
Mt Landsborough Selwyn Park Access	\$ 87,531.51
Mt Windsor Access	\$ 31,084.06
Olio Muttaborra Road	\$ 644,645.47
Olio-Fairview Road (West)	\$ 87,395.95
Opalton Road	\$ 733,730.64
Opalton-Mayneside	\$ 302,716.11
Teviot-Leeson Road	\$ 78,182.16
Winton Eskdale Road	\$ 356,992.41
Winton Jundah Road	\$ 716,604.67
Winton-Corfield Road	\$ 100,632.91
Winton-Corfield Road (North)	\$ 345,891.71
Wirribi Jundah Road	\$ 118,247.90
Wokingham Stock Route (Collingwood-Ayshire)	\$ 137,713.87

Unsealed Grading Road Works



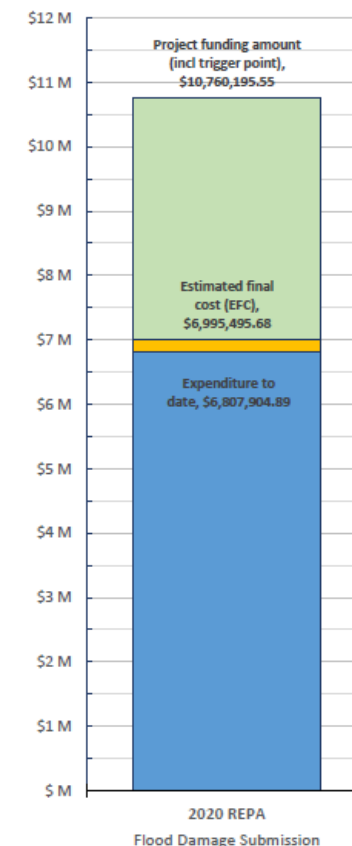
■ Works Complete ■ Works Remaining

Unsealed Road Works

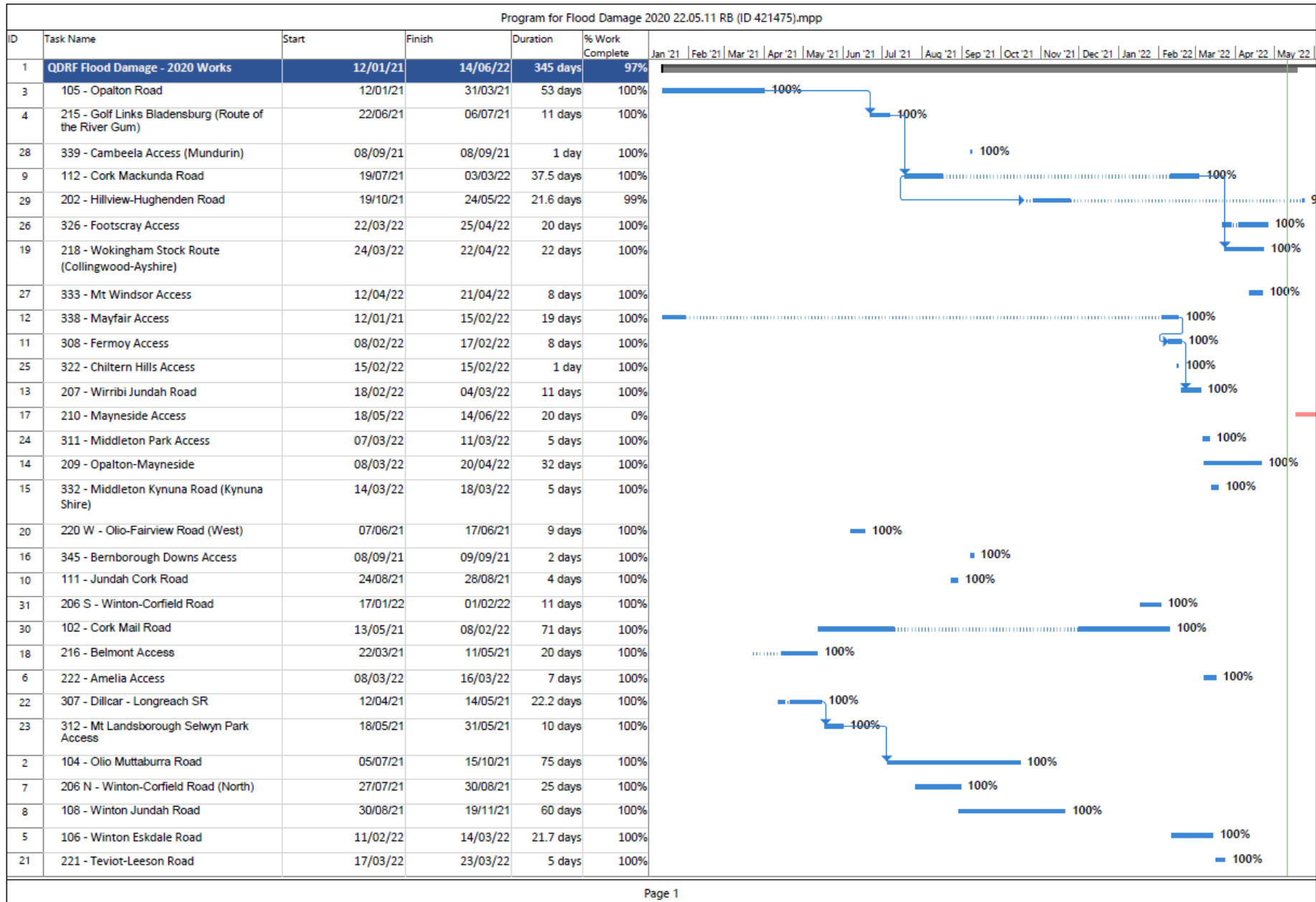


■ Total Scope ■ Progress of Scope Complete

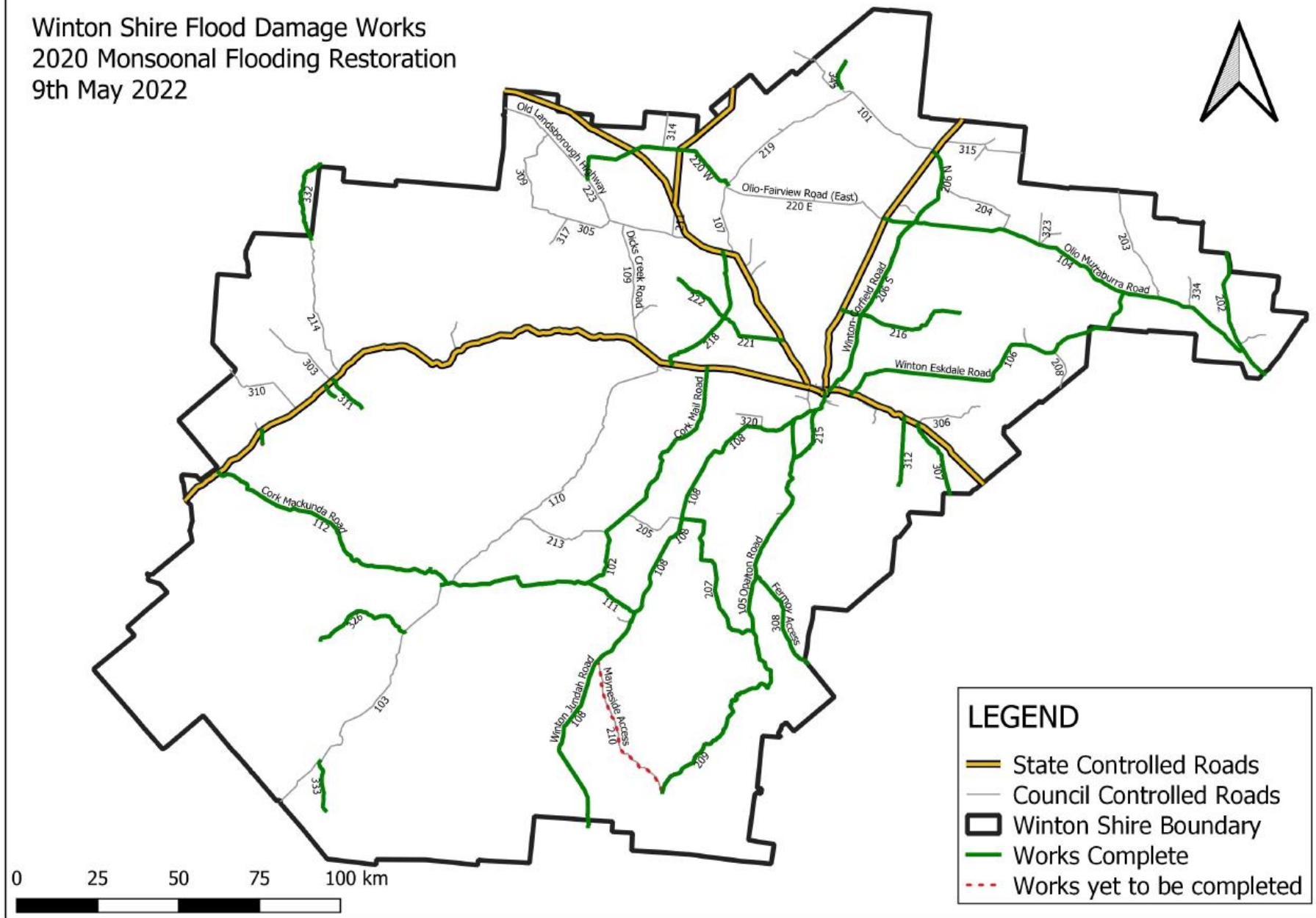
Expenditure to Date



■ Project funding amount (incl trigger point)
 ■ Estimated final cost (EFC)
 ■ Expenditure to date



Winton Shire Flood Damage Works
2020 Monsoonal Flooding Restoration
9th May 2022



WSC CAPITAL WORKS WEEK ENDING 11 MARCH 2022						
COUNCIL CAPITAL WORKS						
Item	Name	Description	Funded	Council Contrib	Current Expense	Comments
Engineering Projects						
	Rural Reseals 21/22	R2R	\$350,472.00			As per R2R program
	Jundah Rd 44.5 to 48.0	24,500m2				Out to tender
	Jundah Rd 14.0 to 20.0	42,000m2				
	Jundah Rd 20.0 to 24.5	31,500m2				
	Urban Reseals 21/22	TIDS (\$150k) plus R2R	\$306,313.00			Going to tender
	Childcare Asphalt	135m2				Out to tender
	Showgrounds Carpark - prime and seal	8000m2				
	WMC / Riley St Carpark	6500m2				
	Cork St - Manifold to Nesbit	3000m2				
	Cork St - Nesbit to Manuka	3800m2				
	Vindex St - Manifold to Nesbit	4700m2				
	Vindex St - Nesbit to Manuka	5100m2				
	Vindex St - Manuka to Oondooroo	5100m2				
	Showgrounds Carpark - Asphalt	8000m2				
	Showgrounds Carpark - some asphalt???					
	Line Marking					
	Depot Reseal	12125m2				
	Dust suppression sale yards	12800m2				
	Carpark Lighting *NHC	LRCIP 2	\$54,522.00			See LRCIP 2 for details
	Footpath *NHC	LRCIP 2	\$10,904.00			See LRCIP 2 for details
	K&C Rehabilitation 21/22	R2R	\$200,000.00			In progress
	K&C Rehabilitation 21/22	R2R and TIDS	\$100,000.00			In progress
	Oondooroo Elderslie to Vindex (West)	207m of work	\$250,000 TIDS \$50,000 R2R (\$300k total)			Completed
	Manuka St (Elderslie to Vindex, East)	215m of work				TBA - based on new Elders building driveways!
	Cork St (Oondooroo to Werna, North)	210m of work				In progress
	Cork St (Oondooroo to Werna, North) StormWater	Lump sum				Programmed. Tree culturally assessed. To be removed
	Elderslie St - final landscaping	Carry Forward		\$78,414.00		
	FWIN Flood Guages	50% carry forward		\$115,000.00		In progress
	Rural Signage	NQRRG	\$103,627.00			See NQRRG for details
	Road/Creek Signage	NQRRG	\$62,177.00			See NQRRG for details
	Town Western Entrance Billboards	NQRRG	\$62,177.00			See NQRRG for details
	School Transport Infrastructure Program	STIP \$165k & WSC \$165k	\$165,000.00	\$165,000.00		In progress
	Urban Stormwater (Cork St - Winton State School)	In conjunction with school project (STIP)	\$100,000.00			Programmed. Tree culturally assessed. To be removed
	Footpath Elderslie St (Sesbania St to Fraser St)	Finish path to Rec Grounds; TIDS discor \$6,653 21/22 & \$43,347 22/23 + \$50k WSC - 2years - clean up the intersection as part 1	\$13,306.00			Corner Fraser/Elderslie St remaining
	Truck Pad	toilet block		\$20,000.00		TBA - waiting for TMR approval of variation
	Lynette Lane Sealing	as per Council resolution February 2021		\$62,500.00		completed
	Pedestrian Crossovers Pram Ramps			\$30,000.00		To be programmed by concrete crew
	Musical Fence Access			\$80,000.00		completed
Water and Sewerage						
	Manhole Relining	2nd round of manholes PLUS pump stations 1 and 2	\$43,000.00	\$50,000.00		RS engaged and to be onsite in August.
	Common House Drains	Fix/Connect common house drains		\$20,000.00		Plumbers programmed after Hospital Estate
	Water Mains Renewals	As per asset program		\$100,000.00		Plumbers programmed after Hospital Estate
	Rising Main Works			\$150,000.00		Defer to next year (see rebudget)
	STP Renewals	Rehab sludge beds, baffle system in ponds, refresh imhoff tank, rock filter if money left over		\$80,000.00		Programmed April (contractor temporarily injured)
	Water Pumps	Standby pumps		\$15,000.00		Complete
	Sewer Pond Aerator	Aerate first two ponds		\$30,000.00		Progressing with Ergon design and connection
	Corfield Water Design / Feasibility Study	Alternate water source - nearby property bore		\$20,000.00		Concept - build new pad and place two tanks at ground level with a pressure pump. Easier to maintain and clean.
Development Projects						
	Strategic Design Fund		\$100,000.00			
	Hospital Estate	Total \$668k. Roadworks \$220k paid by R2R.	\$615,000.00			Sewer/Water done. K&C in progress. Power/Data tender awarded
	Stables 1 & 2	W4Q 20-21(COVID) \$400k & \$150k WSC, \$100,044 LRCIP 2 (bar), \$163,566 LRCIP 2	\$594,400.00	\$150,000.00		Practical Completion
	Town Dump Fencing / Waste Control	LRCIP 2	\$21,809.00			Round 1 fencing complete. New use process and signage design in process. The new changes will come with a comprehensive social media and printed media campaign, clear guides and instructions and significant signage. Tyre wall works progressing well
	Town Dump Development	New pit, bunding wall - LRCIP 3 \$95k + WCS \$55k	\$95,000.00	\$55,000.00		Works on new operations manual in progress
	Kit Homes			\$350,000.00		Cadet Engineer - researching - defer until after xmas 2021

25682

						Tyre wall has used 90% of tyres. Dump being progressively cleaned up ready for change of use. Change of use manual being developed by Asset Manager. Working on new procedure documentation which will lead into media package and signage guidelines
	Rubbish Tip Development (part)		\$95,000.00			
	Electrical Upgrade to sewer pump stations		\$190,000.00			In progress. All civil works completed
	Hall Air-conditioning (part)		\$275,000.00			see above.
			\$1,246,785.00			
	TOTAL ALLOCATION		\$2,133,570.00			
	Balance Remaining		\$886,785.00			
	Works For Queensland COVID					extensions requested
Item	Name	Description	Funded	Council Contrib	Current Expense	Comments
1	Electrical Renewal	Replace fire damaged MSB and move out of flood area, install new Pit and Pipe system, upgrade Camp area power distribution, replace existing electrical fixtures (various) and replace sub mains and DBs	\$500,000.00		\$494,338.00	Completed
2	Stables Renewal	Demolish existing failing structures and reinstate with 2 new buildings, orientated east-west to prevent sun. Incorporate swabroom. \$400k PLUS LRCI2 funding	\$400,000.00	\$170,000.00	\$730,318.00	Practical Completion. W4Q Covid acquitted.
3	Fencing and Parking (Stables)	Fencing the stable area to comply with Racing Queensland requirements. Car parking and wash down facility for horse floats.	\$140,000.00		\$102,568.00	Completed
	Works For Queensland 21'24					
Item	Name	Description	Funded	Council Contrib	Current Expense	Comments
	Youth Centre	Construct youth centre	\$1,040,000			QLD Government has requested detailed project plan - in progress.
	QRA Recovery and Resilience Grant (NQRRG)					
	Community Disaster Relief Officer		\$248,708.17	source need to budget		
	Rural Signage		\$103,627.57			
	Airport Genset		\$56,995.16			Completed
	Road/Creek Signage		\$62,176.54			
	Town Western Entrance Billboards		\$62,176.54			Progressing - Assets to advise location / GIS
	Youth Centre / Disaster Recovery Component		\$259,068.92			see W4Q 21'24
	Local Disaster Coordination Centre		\$64,249.09			
	QRA 2020'21 Queensland Resilience and Risk Reduction (QRRRF)					
	SC-EOL-5 Cork Mail Road - Ch 48530 - Ch 48610 Concrete Floodway		\$112,477.60			
	SC-EOL-5 Cork Mail Road - Ch 79830 - 79880 Concrete Floodway		\$84,358.20	Council need to budget		
	SC-EOL-5 Cork Mail Road - Ch 87310 - 87370 Concrete Floodway		\$84,358.20	10% contribution?		
	SC-EOL-5 Youth and Recovery Centre		\$300,000.00			see W4Q 21'24

	Youth Centre Summary					YELLOW = pending approval's still to come
source	component	description	funded	council contribution		
Council	Council funding	utilise for design and architecture fees		#REF!		Architect engaged
Council	Sale of current asset	estimated - used for design and architecture		\$80,000.00		Encumbrance on block to be removed (by opening easement on adjacent block). Prep for sale where is, as is
QRA recover y and resiliance	Youth Centre / Disaster Recovery Component	Augment Youth Centre with additional facilities for DR, control, coordination and evacuation centre	\$259,069			Approved
QRA recover y and resiliance	Local Disaster Coordination Centre	Augment Council operations with additional facilities during DR coordination	\$64,249			pending approval
QRA resiliance and risk reductio n	Youth Centre / Recovery Centre / Assembly Centre	Additional facilities at the proposed youth centre building to incorporate additional facilities - particularly food preparation and ablutions / laundry	\$300,000	\$30,000.00		Approved
W4Q 21	Works 4 Queensland 21'24	Principal construction	\$1,040,000			pending agreement
NQ Energy Grant		some component of the NQ energy grant for solar				failed
			\$1,663,318	#REF! totals		
	Current Approved / Guaranteed	#REF!				
	Design / Spec / Tender	\$200,000				
	Stage 1 construction (youth)	#REF!				
	As additional funding comes through					
	Stage 2 construction (indoor X-ball court)	?				
	Stage 3 fitout	?				

23 CONFIDENTIAL SECTION

Nil

24 DATE OF NEXT MEETING

Ordinary Meeting 16 June 2022