



BUSINESS PAPER

Ordinary Council Meeting Thursday, 15 August 2024

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

Date: Thursday, 15 August 2024

Time: 8:00am

Location: Winton Shire Council Board Room

**Ricki Bruhn
Chief Executive Officer**

Mayor

Cr Cathy White

Deputy Mayor

Cr Tina Elliott

Councillors

Cr Frank Standfast

Cr Adrian Lenton

Cr Jacob Mutton

Cr Julie Dorries

Management Team

Ricki Bruhn (Interim Chief Executive Officer)

Shannon Van Bael (Executive Manager
Community)

Roger Naidoo (Director of Works)

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- 1 ACKNOWLEDGEMENT OF COUNTRY AND SERVICES**
- 2 APOLOGIES**
- 3 DECLARATION OF INTEREST AND CONFLICT OF INTEREST**
- 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**
 - Ordinary Council Meeting - 18 July 2024
 - Special Council Meeting - 26 July 2024
 - Special Council Meeting - 31 July 2024
- 5 BUSINESS ARISING OUT OF PREVIOUS MEETING**
- 6 MAYOR'S REPORT TO COUNCIL**

Mayor Meeting & Inspections 18 July - 15 August 2024			
DATE	TYPE	PARTIES	PURPOSE
18/07/2024	Event	Prime Minister - The Hon Anthony Albanese MP	Visits AAOD and Waltzing Matilda Centre
	Presentation	Emerge Life and Councillors + Senior Leadership Team	Update on Accommodation Development
22/07/2024	Meeting	Minster Lindard / Mayor and CEO of McKinlay Council	Combo Water Hole
25/07/2024	Dinner	Sean Dillon LNP for Gregory	Visit the Councillors
26/07/2024	Meeting	Mayor + Councillors + Senior Leadership Team	Special Budget Adoption Meeting
	Meeting	Outback Highway Development Council	General Meeting
29/07/2024	Meeting	LGAQ - Councillors and Senior Leadership Team	Elected Members Update Training
	Dinner	LGAQ Mayor and Deputy Mayor	General Catchup
30/07/2024	Dinner	Telstra Michael Dwan + Mayor + Business Owners + Graziers	Stakeholder Roundtable Dinner
31/07/2024	Meeting	Telstra Michael Dwan + Mayor + Councillors + DOW	Telstra provide a detailed Telstra update
	Meeting	Mayor + Councillors + Senior Leadership Team	Special Budget Adoption Meeting
2/08/2024	Meeting	RAPAD	General Meeting
	Meeting	Interim CEO + Mayor and Deputy Mayor	General Catchup
5/08/2024	Meeting	Mayor + Deputy Mayor + Interim CEO + K&L Gates	Legal Meeting Briefing

6/08/2024	Meeting	Interim CEO Winton Shire Council & McKinlay Shire + Council Hon Scott Stewart MP	Compulsory Acquisition of Native Title Update
7/08/2024	Meeting	Mayor + Deputy Mayor + Interim CEO + K&L Gates	Legal Meeting
8/08/2024	Meeting	Minister McBain, DITRDCA and Local Governments	Regional Express Council Briefing
9/08/2024	Workshop	Mayor + Councillors + Senior Leadership Team	Workshop

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

NIL

9 QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS NOT BEEN GIVEN**10 PETITIONS**

NIL

11 DEPUTATIONS/PRESENTATIONS

Nil

12 CONSIDERATION OF MOTIONS

Risk Matrix (Likelihood Vs Consequence)

		Consequence				
		1	2	3	4	5
Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
A	Almost certain	Medium 6	High 11	Very High 15	Extreme 20	Extreme 25
B	Likely	Medium 5	Medium 9	High 12	Very high 16	Extreme 20
C	Possible	Low 3	Medium 7	Medium 10	High 12	Very high 15
D	Unlikely	Very low 2	Low 4	Medium 7	Medium 9	High 11
E	Rare	Very low 1	Very low 2	Low 3	Medium 5	Medium 6

See following pages to determine Likelihood and Consequence.

13 DECISIONAL REPORTS**13.1 WINTON150 YEAR CELEBRATIONS - COMMEMORATIVE BOOK - BY JOHN ELLIOTT****File Number:** 179325**Author:** Vimla Naidoo, Economic Development Manager**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 15 August 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
4 - Thriving Together	Business & Tourism	Chief Executive Officer	Support Festivals and Community Events

Budget Reference: 5800 2673**SUMMARY**

A momentous occasion awaits Winton as it prepares to mark its 150th year, with a series of meticulously planned events. The weekend of 11-13 April 2025 promises to be the highlight, brimming with engaging activities, nostalgic reunions, and a glamorous Gala Ball.

A Request for Quote to produce a Winton 150 Year Anniversary Book was released on 1st July 2024 and sent to six (6) Authors and Writers. Three quotes were received from:

- John Elliott
- Dr Neville Buch,
- Lyndon Megarrity

This Report requests Council's support and approval for a sponsorship of \$41,925 for the publication of a comprehensive 144-page colour book. The book, authored and photographed by the esteemed John Elliott, will beautifully depict the rich history of Winton and its surrounding region. The funds will be utilised for research, writing, editing, imagery, and printing of this remarkable piece.

RECOMMENDATION

1. That the amended report be received

REPORT

Winton Shire Council will celebrate this milestone year of reflection by celebrating the town's rich history of growth, perseverance, and success.

The Winton Shire Council has organized the Winton 150 Year Celebration weekend and various events throughout the year in line with their Tourism Strategic pillar. By fostering partnerships and relationships with the community, businesses, neighbouring regions, tourism, and industry organizations, as well as government agencies, the council aims to achieve its objectives.

This highly anticipated event in Winton will pay tribute to the region's original settlers, industries such as agriculture, opal mining, and the airline industry, as well as notable figures like Banjo Paterson. Additionally, it will highlight the recent growth in tourism and dinosaur discovery.

The local businesses will greatly benefit from the influx of visitors, which will contribute to the overall local economy. Furthermore, the Winton 150-year Celebration Book will serve as a valuable keepsake, capturing the essence and history of the town, its founders, notable individuals, the timeline of the region's industries and businesses, and even offering a glimpse into the future.

THE BOOK

John Elliott has cultivated a strong professional bond with the Winton community, local businesses, and neighbouring areas throughout his career. With a portfolio of 15 historical and pictorial publications, John Elliott is now suggesting to:

- Engage in discussions with the community and descendants of founding families in Winton and nearby towns through interviews and knowledge sharing to uncover significant historical details.
- Collaborate with the Council to finalize the manuscript.
- Collaborate with a graphic designer to create illustrations.
- Review artwork with the Council.
- Coordinate with a printer to produce the book.
- Attend the book launch and exhibition in April 2025 at the WMC.

The book will be available for sale for \$49.95 per copy at the Dagworth Store, as well as at various pop-up locations such as Vintage Markets during the Winton 150 Celebration weekend of 11-13 April 2025. Additionally, copies will be stocked at the Winton Shire Council Library.

The breakdown of the cost of producing this book is as follows:

- Research, interviews, writing, editing, liaising with designer and printer - \$20,000.
- 3 x visits to Winton (Brisbane to Winton return flights) - \$4,500
- Printing of 2000 copies by Cranbrook Press (Toowoomba) + delivery to Winton -\$17,425

Total cost of Winton 150 Year Anniversary Book = \$41,925.00

It is proposed that Council will provide:

- 3 x Return flights to Brisbane.

- Accommodation (Council unit/room in house) for the duration of each visit.
- Use of the Reading Room at the WMC for interviews.
- Use of an office at WMC for duration of each visit.
- Facilitate with transport required to outlying stations and towns in the region.

RISK MANAGEMENT

Risk was measured using WSC Risk Assessment Tool

Book - The risk associated with this has been assessed as Minor (Consequence) and Unlikely (Likelihood) giving an overall assessment as Low 4.

13.2 ADVISORY COMMITTEE / ASSESSMENT PANEL / BOARD MEMBERSHIP**File Number:** 178662**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 15 August 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Strategic advice from Advisory / Committees / Assessment Panels

Budget Reference: N/A**SUMMARY**

As required, this paper is to approve the replacement of a member of the Tourism and Beautification Advisory Committee and the RADF Assessment Panel.

RECOMMENDATION

1. That the report be received
2. That Naomi Miles, Head of Development at the Australian Age of Dinosaurs be confirmed as a representative for the Tourism and Beautification Advisory Committee and the RADF Assessment Panel.

REPORT

With the departure of Patrice Brandenburg from the Australian Age of Dinosaurs and Winton, Ms Naomi Miles has been nominated as a replacement for the membership that Patrice Brandenburg held.

An Advisory Committee is a group of individuals who bring unique knowledge and skills which augment the knowledge and skills of Council to more effectively guide the organisation through strategic recommendations. They also:

- Promote the awareness of a specific topic or the strategic management of a facility within Council and the community;
- Advise Council on current and emerging issues;
- Provide a process for input into the planning and provision of services and facilities; and
- Provide a process for feedback from the community to Council.

RISK MANAGEMENT

Members of committees, panels and boards provide Council with strategic advice, feedback and are a source of community engagement. The risk of adopting the above recommendation is based on those who have applied for membership. The risk consequence is considered Minor and the likelihood is considered Unlikely providing a risk score of Very Low – 4.

13.3 MOU - WINTON COMMUNITY GARDEN**File Number:** 179209**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. MOU - Winton Community Garden and Winton Shire Council**Meeting Date:** 15 August 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Agreements in relation to property

Budget Reference: N/A**SUMMARY**

This report aims to put in place a document that defines responsibilities relating to the operation of the Winton Community Garden on Winton Shire Council owned land at 102 Elderslie Street, Winton.

RECOMMENDATION

1. That the report be received.
2. That Council approves the attached document "Memorandum of Understanding between Winton Community Garden and Winton Shire Council".

That Council authorises the Chief Executive Officer to execute the document on behalf of Winton Shire Council.

REPORT

In January 2022, the Winton Shire Council offered a portion of land at 102 Elderslie Street to be used as a Community Garden.

Mr Andrew Judd and other community members established the community garden (also known as 2 ducks garden) on the land offered. Council has also contributed donations for events such as Annual Tree Day.

There is no agreement in place that provides information regarding responsibilities for operations and insurance in relation to the activities that occur on this Council owned land.

This Memorandum of Understanding (MOU) provides an opportunity to clarify responsibilities into the future in relation to the operation of the community garden. Winton Community Garden has already reviewed the document and have found it acceptable.

Under the agreement:

- Winton Community Garden holds liability insurance with Winton Shire Council being responsible for Public Liability and Building insurance.
- Winton Community Garden has the responsibilities of any normal commercial tenant.
- The operation is to be run as a not for profit – that is, it's aim is to provide opportunities for the community for health and wellbeing activities and events. Funding will be provided by charging a membership fee to cover insurance, and community financial assistance (for example, from grants).
- Council will provide a rubbish bin and a rubbish collection service and will be responsible for building maintenance and any charges for utilities (electricity and water).

RISK MANAGEMENT

The risks of approving this Memorandum of Understanding are the cost of providing utilities (which has already been occurring since the community garden's inception). The benefits are to the Winton Shire community by providing assurance to the community garden of Council's ongoing support.

Therefore, the risk is considered Unlikely and Minor consequence, giving a risk rating of **Low-4**.

Memorandum of Understanding

Between

Winton Community Garden Inc.

and



Winton Shire Council

Scope

This Memorandum of Understanding is to provide an outline of the terms and conditions for managing the relationship between Winton Community Garden and Winton Shire Council.

Parties

Party 1

Winton Community Garden
102 Elderslie Street
WINTON QLD 4735

A community garden is a piece of land gardened or cultivated by a group of people individually or collectively. Normally in community gardens, the land is divided into individual plots. Each individual gardener is responsible for their own plot and the yielding or the production of which belongs to the individual. In collective gardens the piece of land is not divided. A group of people cultivate it together and the harvest belongs to all participants.

Party 2

Winton Shire Council
75 Vindex Street
WINTON QLD 4735

Winton Shire Council is a Local Government Authority acting in a landlord / auspicings capacity of the Winton Community Garden, with the relevant Work, Health & Safety and Landlord legislative responsibilities in place.

Recitals

This document sets out some key responsibilities.

1 Insurance

- a. Insurance required for liability purposes is obtained by Winton Community Garden through a designated insurance provider via Queensland Water and Land Carers (QWaLC)
- b. Winton Shire Council requires a Certificate of Currency to confirm Winton Community Garden having Public Liability insurance coverage to the value of \$20m.
- c. Buildings Insurance is the responsibility of the Winton Shire Council.

2 Use of facility

- a. Winton Community Garden is available to be accessed by members and guests 24/7, normally by appointment via the Secretary of Winton Community Garden.

In principle, the Garden is open weekly on Sunday mornings 9am to 11am, from March through to October, with restricted opening days through the hotter summer months.

It is also opened for Special & Community Events, General Meetings, and an Annual General Meeting.

- b. Waste generated from the site is the responsibility of the Winton Community Garden. Council can provide a rubbish bin for a weekly collection; garden waste will be addressed by the Winton Community Garden, normally by composting on-site. General upkeep of the premises is the responsibility of Winton Community Garden. Day to day upkeep includes those items that would normally be the responsibility of a tenant under a commercial rental agreement.
- c. Maintenance of any building asset will be the responsibility of Winton Shire Council. It is the responsibility of Winton Community Garden to advise Winton Shire Council of any building maintenance required to ensure the asset is maintained appropriately.

3 Costs and expenses

- a. Winton Community Garden charge a membership fee to cover the insurance requirements.
- b. Funding is also provided via various community grants accessed during the course of the financial year, to help with health and wellbeing activities and events, garden improvements and tools and equipment.
- c. Winton Community Garden can apply for community financial assistance, through Winton Shire Council's Community Grants Request Form; used by non-profit community organisations to seek funding for events and services that benefit the needs and priorities of the Winton community.
- d. Utilities costs of water and electricity are provided by Winton Shire Council as part of the common area located at 102 Elderslie Street, Winton.

4 Work undertaken at the Winton Community Garden

Products, crops, or harvest, as a result of the work undertaken by Winton Community Garden cannot be sold for commercial gain or in competition with existing local businesses.

Types of work being undertaken at the garden, include but are not limited to:

- a. Activities that include gardening, composting, water management, growing of medicinal plants,
- b. Undertake community projects if desired, e.g. National Tree Day
- c. Participation in training programmes such as composting, crop rotation, raised bed gardening, cooking and demonstrations in nutrition,
- d. Participation in activities that advance the health and well-being of community gardeners,
- e. Engagement in traditional and cultural activities such as arts and crafts, traditional hunting, and fishing.

5 Reporting requirements

The Management Committee will provide an annual report to the end of June every year to Winton Shire Council to provide an overview of the Winton Community Garden's activities for the previous year.

By the signing this document, both parties agree to the outline of responsibilities provided in this Memorandum of Understanding.

Party 1

Winton Community Garden
102 Elderslie Street
WINTON QLD 4735

Name:			
Position held			
Signature		Date	
Witness signature			

Party 2

Winton Shire Council
75 Vindex Street
WINTON QLD 4735

Name:	Ricki Bruhn		
Position held	Chief Executive Officer, Winton Shire Council		
Signature		Date	
Witness signature			

13.4 COMPLAINTS MANAGEMENT POLICY**File Number:** 179218**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. WSC-GOV-POL-003 Complaints Management Policy v4 2024-08**Meeting Date:** 15 August 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Compliant complaints management

Budget Reference: N/A**SUMMARY**

The current Complaints Management Policy does not align with legislative changes, particularly the *Local Government Councillor and Other Legislation Amendment Act 2023* which now changes how complaints in relation to Councillors and the Mayor are dealt with. The opportunity has been taken to update some of the content in line with best practice as provided by the Queensland Ombudsman Policy and Procedure Guide.

RECOMMENDATION

1. That the report be received.
2. That the attached Complaint Management Policy (WSC-GOV-POL-003) be adopted.

REPORT

There are several changes to the Complaints Management Policy in line with legislated changes and best practice principles (as provided by the Queensland Ombudsman Policy and Procedure Guide).

There are many changes to the policy that are difficult to highlight in an attachment;

Additions include: -

- In Purpose, "Council seeks to resolve individual complaints and identify opportunities to make systemic improvements".
- In the Policy Statement, "Council also recognises complaint management is an essential component towards quality customer service and good corporate governance" and to the objective, an additional dot point: "Review feedback received from complaints as an opportunity to improve Council's systems, decision making, service delivery and customer experience where this is applicable".

- Additional dot points under policy principles:
 - The active interest and support of management;
 - Effective policy and procedures for an effective complaints management system;
 - Providing a positive environment that encourages and helps people make complaints,
- Heading and content of Roles and Responsibilities
- Complaint Levels
- Under Administrative Action Complaints the addition of several dot point examples:
 - Council's failure to action a request to fix a pothole in the person's street or other place they regularly travel;
 - A development approved by Council affecting a person in the neighbourhood;
 - A repeated complaint by an affected person about the general quality of park maintenance (previous version referred to quality of the water or water pressure);
 - Council's failure to take action following a request by an affected person to investigate; for example, a barking dog or noisy air conditioner;
 - Inappropriate disclosure of a person's private information (breach of privacy).
 - The amount of a charge or rate unless these are set by legislation or by resolution of Council;
 - Online commercial advertising;
 - Competitive neutrality complaint;
 - Complaints received about Council's services; for example, water and sewerage services.
 - A Councillor, including the Mayor, which is outside Chapter 6, Part 2, Division 6 or the *Local Government Act 2009*.
 - Removed Complaint from a customer whose private information has been inappropriately disclosed as this now comes under privacy law and is dealt with under that legislation as a data breach, rather than a complaint.
- Complaints about Councillors including the Mayor has completely been rewritten in compliance with legislation that was enacted in November 2023 – that is, *Local Government Councillor and Other Legislation Amendment Act 2023*.
- Review of policy now includes “will be reviewed every three years and when legislation changes”.

Other changes include formatting, punctuation, and easy read guideline changes.

RISK MANAGEMENT

There is a higher risk should the policy not be adopted as this will cause the policy to continue to not comply with legislative changes.

The risks associated with adopting the attached policy relate to compliance with legislation and best practice guidelines. Therefore, the risk factors are Unlikely with the consequence of Minor, providing a risk factor of **Low-3**.

GOVERNANCE



Complaints Management POLICY

GOVERNANCE

Purpose

The purpose of this Winton Shire Council (Council) Complaints Management policy is to establish Council's commitment to ethically, fairly, transparently, and compliantly, managing and resolving all complaints.

This policy provides a single framework for identifying, assessing, recording, managing, and resolving complaints.

Council is committed to providing a quality level of customer service that does not attract complaints. Council seeks to resolve individual complaints and identify opportunities to make systemic improvements.

Scope

This policy applies to the management of all complaints regarding Winton Shire Council actions, services, Councillors, Council employees, contractors and volunteers.

Definitions

Term	Meaning
Administrative Action	As defined in the <i>Local Government Act 2009</i> , includes a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision; an act, or a failure to do an act; the formulation of a proposal or intention; or the making of a recommendation.
Administrative Action Complaint AAC	An expression of dissatisfaction by a person who is directly affected by an administrative action of Council, including a failure to take action. An administrative action complaint can be in relation to: the lack of timeliness, quality or communication. A safety / risk concern, nonconformance of a policy or procedure or an unsatisfactory decision.
Affected Person	As defined in the <i>Local Government Act 2009</i> , a person who is apparently directly affected by an administrative action of a local government.
Chief Executive Officer (CEO)	A person who holds an appointment under section 194 of the <i>Local Government Act 2009</i> or is acting in this position.
Council	Winton Shire Council (WSC)
Council Employee	Local government employees, including the CEO or a person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Councillor Inappropriate Conduct	As defined in the <i>Local Government Act 2009</i> Part 3 Dealing with inappropriate conduct, misconduct, and corrupt conduct. 150K What is inappropriate conduct
Councillor Misconduct	As defined in the <i>Local Government Act 2009</i> Part 3 Dealing with inappropriate conduct, misconduct, and corrupt conduct. 150L What is misconduct
Duty of Care (Legal obligation)	An obligation recognised by law to avoid conduct with unreasonable risk of danger to others and to the organisation, in particular to reduce any vicarious liability risks.

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Term	Meaning
Frivolous Complaint	• A complaint which is considered to be made without evidence to cause annoyance. • Frivolous complaints may be: • Regularly focused on a trivial matter to the extent which is out of proportion to its significance and the complainant continues to focus on this matter. • Continually lodged to invoke a desired response. • On a matter which the complainant persists in pursuing despite Council's reasonable efforts to help them specify their concerns, and/or where the concerns identified are not within the realm of Council to investigate, and/or where Council has advised the complainant that the matter has been investigated and resolved.
Industrial Relations Matters	Disputes between an employee and the employer in respect to Council's certified agreements and relevant industrial instruments and matters that relate.
Maladministration	As defined in the <i>Public Interest Disclosure Act 2010</i> An administrative action that was: (a) Taken contrary to law; or (b) Unreasonable, unjust, oppressive, or improperly discriminatory; or (c) In accordance with a rule of law or a provision of an Act or a practice that is or may be unreasonable, unjust, oppressive, or improperly discriminatory in the particular circumstances; (d) Taken: (i) For an improper purpose; or (ii) On irrelevant grounds; or (iii) Having regard to irrelevant considerations; or (e) An action for which reasons should have been given, but were not given; or (f) Based wholly or partly on a mistake of law or fact; or (g) Wrong.
OIA	Office of Independent Assessor
Public Interest Disclosure	As defined in section 11 of the <i>Public Interest Disclosure Act 2010</i> , all information and help given by the discloser to a proper authority about a public interest matter referred to, in accordance with sections 12 and 13 of the <i>Public Interest Disclosure Act 2010</i> .
Unit of Public Administration UPA	As defined in the <i>Crime and Corruption Act 2001</i>, includes the following: (a) The Legislative Assembly, and the parliamentary service; (b) The Executive Council; (c) A department; (d) The police service; (e) A local government; (f) A corporate entity established by an Act or that is of a description of a corporate entity provided for by an Act which, in either case, collects revenues or raises funds under the authority of an Act;

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Term	Meaning
	(g) A noncorporate entity, established or maintained under an Act, that: (i.) Is funded to any extent with State moneys; or (ii.) Is financially assisted by the State; (h) A State court, of whatever jurisdiction, and its registry and other administrative offices; and (i) Another entity prescribed under a regulation.
Vexatious Complaint	Considered to be: • Made maliciously to damage a person's career or reputation, or the reputation of Council, • A threat of violence against others or property. • Collusion between others, in an effort to discredit others or take retribution or to have an employee removed from the workplace.
Volunteer	A person who of their own free will offers to undertake un-paid work for Council and is accepted as a volunteer by the CEO, Directors or their delegates.

Policy statement

Council acknowledges the right of a person to lodge a complaint and is committed to upholding its legal obligation by aiming to provide an effective resolution to ALL complaints received.

Council also recognises complaint management is an essential component towards quality customer service and good corporate governance.

The objective of this policy is to:

- Provide a framework for the process of identifying, assessing, recording, managing and resolving complaints.
- Ensuring the complaints management process is statutory compliant, ethical, fair, objective, transparent and consistent.
- Offer a complaints regime that facilitates continuous improvement of Council, service delivery, systems, processes and employees.
- Ensure complaints are responded to in a timely manner.
- Inform the complainant of the remedy available to them if they are not satisfied with a particular outcome, decision or action that directly affects them.
- Review feedback received from complaints as an opportunity to improve Council's systems, decision making, service delivery and customer experience where this applicable.

GOVERNANCE**Policy principles**

Council complaint management principles include:

- The active interest and support of management;
- Effective policy and procedures for an effective complaints management system;
- Providing a positive environment that encourages and helps people make complaints,
- Treating all complaints seriously and treating all complainants with respect, courtesy, dignity and fairness.
- Reviewing all complaints on merit and addressing all complaints in an equitable and impartial manner adhering to the principles of natural justice and procedural fairness.
- Acknowledging and responding to the complaint and keeping the complainant informed as to the process steps and progress.
- Managing all complaints confidentially and in accordance with the relevant legislation.
- Providing information about Council's complaints process (policy and procedure) on Council's website - complaints can be lodged in various forms (written, via email, in person).
- Providing all decisions / actions to the complainant in a timely manner.
- Identifying opportunities for improvement.

Roles and Responsibilities**Governance Coordinator**

The Governance Coordinator will be responsible for the Complaints Registers, liaising with investigation personnel and the Chief Executive Officer to ensure complaints are managed efficiently and effectively and that complainants are kept informed of the progress of their complaints and concerns.

Chief Executive Officer

The Chief Executive Officer is the final decision maker in relation to responses to complaints and the referral of matters that require further action by Council (for example, Show Cause Notice, Infringement Notice, etc.).

Senior Management

Senior Management are responsible for ensuring investigations into complaints are executed efficiently and with priority to ensure the complaint can be addressed in a timely manner. Senior Management will support the making of complaints and see them as an opportunity for improvement.

Assessment of the complaint

A complaint may be received via any communication method, such as an email, letter, through the Council website, verbally (in person, by telephone) or any other communication method. Council's preferred method for receipt of a complaint is in writing.

Note: Council does not consider comments published on social media to be complaints.

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Once information is received, it will be assessed to establish the information is a complaint, as defined and to determine the complaint category. Not all complaints will require a formal investigation.

The Level and Categorisation of the complaint will determine the applicable procedure to apply, including the management level to consult and liaise with.

Every effort will be made to address the complaint at the first point of contact, unless the complaint is related to:

- The conduct of a Councillor.
- Of a serious nature.
- Multiple complaint categories or the categorisation is unclear.

In these instances, the CEO is responsible for assessing and categorising the complaint.

Complaint level

Level 1: Frontline complaint handling (early resolution)

Level 2: Internal assessment, investigation, or review

Level 3: External assessment, investigation, or review.

Complaint categories

Administrative Action Complaints (AAC)

An Administrative Action Complaint is a complaint about an administrative action of Council made by an affected person. For a complaint to be an Administrative Action Complaint, the complainant must be an affected person, including:

- Council's failure to action a request to fix a pothole in the person's street or other place they regularly travel;
- A development approved by Council affecting a person in the neighbourhood;
- A repeated complaint by an affected person about the general quality of park maintenance;
- Council's failure to take action following a request by an affected person to investigate; for example, a barking dog or noisy air conditioner;
- Inappropriate disclosure of a person's private information (breach of privacy).
- The amount of a charge or rate unless these are set by legislation or by resolution of Council;
- Online commercial advertising;
- Competitive neutrality complaint;
- Complaints received about Council's services; for example, water and sewerage services.
- A Councillor, including the Mayor, which is outside Chapter 6, Part 2, Division 6 or the *Local Government Act 2009*.
- Referrals from outside agencies; for example, the Queensland Ombudsman.

If it has been determined that the definition of a complaint has been satisfied and the complaint is not an Administrative Action Complaint, then it will generally fall into one of the following categories.

GOVERNANCE

Complaints about Councillors, including the Mayor

The most appropriate way of making a complaint will depend on the type of conduct.

Conduct	How it is to be dealt with
Unsuitable meeting conduct	Raise a point of order with the meeting chairperson, who will deal with the matter in the meeting
Inappropriate conduct	Make a complaint to the Office of the Independent Assessor
Misconduct	Make a complaint to the Office of the Independent Assessor
Corrupt conduct	Make a complaint to the Crime and Corruption Commission

Inappropriate conduct

Behaviour contrary to the Code of Conduct, a policy, procedure, or resolution of the council.

All councils are required to adopt an investigation policy (WSC-GOV-POL-005 Investigation Policy) about how they will deal with complaints of suspected inappropriate conduct of councillors that are referred by the Office of the Independent Assessor. When the Office of the Independent Assessor (OIA) refers a matter to Council for investigation, it will provide a referral notice about the suspected inappropriate conduct.

The referral notice may include a recommendation from the Independent Assessor about how Council may investigate or deal with the conduct, which may be inconsistent with the Council's normal policy.

Once an investigation is completed, a report is submitted to a Council meeting for consideration. It is then a Council decision to determine if the councillor has been found to have engaged in inappropriate conduct and if so, what the consequences should be.

Misconduct

The conduct of a councillor is misconduct if the conduct:

- Adversely affects, directly or indirectly, the honest and impartial performance of the councillor's functions, or exercise of powers;
- Is a breach of trust placed in the councillor, either knowingly or recklessly;
- Is a misuse of information or material acquired in, or in connection with, the performance of a councillor's functions, whether the misuse is for the benefit of the councillor, or for the benefit or the detriment of another person;
- Contravenes an order of the local government or the Councillor Conduct Tribunal
- Is a failure to comply with a council's acceptable requests guidelines;
- Is a failure to comply with the council's reimbursement of expenses policy;
- Is a failure to notify the Independent Assessor that a councillor may have engaged in inappropriate conduct or misconduct;
- Is participating in a decision on a matter in which the councillor has a prescribed Conflict of Interest
- Is a failure to inform a meeting of the particulars of a councillor's prescribed or declarable Conflict of Interest;
- Is a failure to report a suspicion of another councillor's prescribed or declarable Conflict of Interest at a meeting;
- Influences or attempts to influence, direct, or discuss a matter with another person, who is participating in a decision, when a councillor has a prescribed or declarable Conflict of Interest in the matter;

GOVERNANCE

- Gives a direction to a council employee (except where the employee is providing administrative support to the councillor or the mayor directing the CEO as prescribed in the *Local Government Act 2009*, or senior executive employees as prescribed in the COBA)
- Is a release of information confidential to the council that the councillor knows is confidential, or reasonably should know;
- Is a failure to inform the CEO of particulars of interests at the start of the term, or appointment of a councillor, or to correct the Register of Interests, or update the Register of Interests annually;
- Is repeated inappropriate conduct that has led to a councillor being disciplined on three occasions within a year, or if a councillor re- engages in conduct following a previous order of council for the same type of conduct;
- Is inappropriate conduct by a chairperson while managing or leading a council meeting (including a committee meeting)

The Office of the Independent Assessor may refer the matter to the Councillor Conduct Tribunal (CCT) which is an independent body made up of members and a president. It is responsible for dealing with matters referred to it by the Office of the Independent Assessor where the Independent Assessor forms a reasonable belief that the councillor may have engaged in misconduct. The tribunal's functions include the following:

- To hear and decide matters referred by the Independent Assessor
- To investigate and make recommendations to local government about suspected inappropriate conduct if referred to them by a local government.

Tribunal decisions

After conducting a hearing, the tribunal must decide whether the councillor has engaged in misconduct. If so, it must then decide what action it will take to discipline the councillor. The tribunal may decide that no action be taken against a councillor or may make one or more of the orders or recommendations prescribed in the *Local Government Act 2009*.

Corrupt conduct

Corrupt Conduct Corrupt Conduct is defined under section 15 of the *Crime and Corruption Act 2001* as conduct that:

- Adversely affects, or could adversely affect, directly or indirectly, the performance of a councillor's responsibilities or the performance of the council and
- Involves the performance of responsibilities in a way that is not honest or impartial, or
- Involves a breach of the trust placed in a councillor either knowingly or recklessly, or
- Involves the misuse of information or material acquired in connection with the councillor's responsibilities and
- If proven would be a criminal offence.

Corrupt Conduct also means:

- The conduct of a person that impairs, or could impair, public confidence in the administration and involves; collusive tendering, fraud in relation to an application for a license or permit with a purpose of protecting health or safety of persons, protecting the environment, protecting use of natural, cultural, mining or energy resources,
- Dishonestly obtaining, or helping someone to dishonestly obtain a benefit from the payment or application of public funds or disposition of assets,
- Evading tax

GOVERNANCE

- Fraudulently obtaining or retaining an appointment that if proved would be a criminal offence or lead to termination of the person's service,

Complaints of corrupt conduct will be referred directly to the Crime and Corruption Commission (CCC).

Complaints about the Chief Executive Officer (CEO)

Complaints about the conduct of the CEO will be directed to the Mayor or their delegate who will initially assess and manage the complaint.

Public Interest disclosure

A complaint received regarding a public interest disclosure, which identifies or alleges cases of maladministration, corrupt conduct or the misuse of public resources or contraventions giving rise to dangers to public health and safety, the environment or to persons with disabilities, will be administered in accordance with the *Public Interest Disclosure Act 2010* and Council's Public Interest Disclosure Policy (WSC-ADM-POL-005).

Corrupt conduct

A complaint, information or matter that involves or may involve suspected corrupt conduct will be assessed and managed in accordance with the *Crime and Corruption Act 2001*.

The nominated person, under section 48A of the *Crime and Corruption Act 2001*, will manage complaints against the CEO that are reasonably suspected to involve corrupt conduct.

Internal complaint or grievance

An internal complaint or grievance is any type of problem, concern or complaint relating to an employee's work or the work environment. A grievance can be about any act, behaviour, omission, situation or decision affecting an employee, which the employee thinks is unfair or unjustified.

A grievance may relate to aspects of employment, such as:

- Workplace bullying including sexual harassment.
- Workplace discrimination.
- Unreasonable or lack of management action.
- Breaches of Council policy documents and legislation; that is, the Code of Conduct.

A complaint will not be deemed a grievance if it relates to reasonable management action including:

- Setting and managing performance goals and standards including dealing with unsatisfactory performance – refer to the Performance Management Policy (WSC-HR-POL-005).
- Allocating work or work location in a transparent manner.
- Implementing organisational changes or restructuring.
- Resolution for complaints or disputes pertaining to industrial relation matters.

Complaints that are considered a grievance will be administered in accordance with Council's Grievance Resolution Policy.

GOVERNANCE

Other matters governed by a Statutory review process

A complaint that has a separate statutory review process will be directed to the relevant review process, in the first instance. These include:

- Planning issues that can be addressed through the *Planning Act 2016*.
- Competitive neutrality issues that can be addressed through the *Local Government Act 2009*.
- Disputes regarding administrative decisions that can be addressed through the Queensland Civil and Administrative Tribunal.
- Disputes regarding infringement notices which can be reviewed through the Magistrate's Court.

Other complaint

Any other type of complaint that is not within the scope of an Administrative Action Complaint or categorised within this policy will be directed to the CEO for assessment and review.

Managing unreasonable conduct

Frivolous and vexatious complaints consume considerable time, resources, and finances with no benefit to the community or Council. A complaint deemed to be frivolous or vexatious will be managed in accordance with Council policy.

Frivolous or vexatious complaints include:

- Matters either deemed to be minor, in relation to higher priorities, that are not likely to cause a threat to public safety or financial loss to Council or others; that is, a complaint about a person illegally parked unless it is considered dangerous.
- A complainant who refuses to accept the decision of an authorised officer.
- A complainant who unreasonably refuses to deal with the officer appointed to undertake the review.
- A complainant who has consistently, over time, contacted Council about minor or the same matter/s, judged not to be a priority, resulting in unnecessary and costly consumption of Council resources, unless the subject matter is deemed to warrant investigation.
- Follow up calls about minor matters.
- Rhetorical comments; that is, 'can't anyone at Council do math?'
- A complainant who has a history of:
 - Making complaints and review requests about their issue / related issues and contacting or cc'ing other government agencies, Members of Parliament, Ministers or other people and organisations.
 - Complaining about Council or an officer's integrity or competence or taking their complaint to other forums alleging bias or corruption, because they are dissatisfied with the decision.
 - Giving forceful instructions about how their complaint should be dealt with and / or by whom.
 - Making unreasonable demands that organisational time and resources be spent dealing with their complaint.

GOVERNANCE**Contact with complainants**

Council prefers that a complainant provides their name and contact details. This allows the CEO or nominated person, where necessary to invite the complainant to provide further information to assist in fully understanding the concerns, the issue to be investigated (if an investigation is to be undertaken) and the outcome or remedy sought in accordance with Council policy.

If a person requires assistance to lodge a complaint, assistance will be provided.

Council is committed to transparency. Council will, acknowledge receipt of the complaint in a timely manner, keep the complainant appropriately informed of the process steps and progress of the complaint, and / or the investigation and the outcome / actions of the decision.

Note: Anonymous complaints will be accepted and assessed where sufficient information has been provided to Council.

Review options

Review options may include an internal review on the merits of the complaint, undertaken at the CEO's discretion, and / or an external review by an external agency such as the Queensland Ombudsman.

The complainant will be advised of review options when notified of the outcome of their complaint.

Reporting an Administrative Action Complaint (AAC)

The CEO will report an Administrative Action Complaint in accordance with Council's Administrative Action Complaint Procedure and other legislation.

Council will maintain a record of all Administrative Action Complaints in a Complaints Register. Council's CEO or their delegate is responsible for:

- Assessing the complaint category and actioning the complaint accordingly.
- Conducting investigations where deemed necessary.
- Investigating complaints referred to Council either verbally or written, or by an external agency such as the Queensland Ombudsman.
- Providing advice to Council departments investigating the complaint.
- Providing progress reports to senior management, identifying, and advising of potential risks requiring immediate rectification.
- Liaising with state government agencies where required.
- Administering the complaints management process, providing formal and statistical reports, recommendations and associated administrative tasks.
- Facilitating educational awareness programs in relation to the Complaint Management policy and other related policies and procedures.
- Being the central registrar for Council's Complaint Register.
- Reviewing and reporting on complaints to Council's management team and Council as required.

GOVERNANCE

Communication

Council's management team will ensure that:

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

Related Council documentation

- WSC-GOV-PRO-001 Administrative Action Complaints Procedure
- WSC-GOV-POL-004 Fraud and Corruption Management Policy
- WSC-HR-POL-012 Grievance Policy
- WSC-HR-POL-019 Code of Conduct Policy
- WSC-ADM-POL-005 Public Interest Disclosure Policy
- WSC-HR-POL-003 Anti-discrimination, Bullying and Harassment Policy
- WSC-HR-POL-002 Privacy and Confidentiality Policy
- Administrative Action Complaints Register (#157254)
- WSC-GOV-POL-005 Investigation Policy

Legislation, recognised Authorities and other sources

- [Code of Conduct for Councillors in Queensland](#) (Queensland Government)
- *Anti-discrimination Act 1991 (Qld)*
- *Australian Human Rights Commission Act 1986 (Fed)*
- Councillor Conduct Tribunal
<https://www.statedevelopment.qld.gov.au/local-government/governance/councillor-conduct-tribunal>
- *Crime and Corruption Act 2001 (Qld)*
- *Criminal Code Act 1899 (Qld)*
- *Human Rights Act 2019 (Qld)*
- *Industrial Relations Act 2016 (Qld)*
- *Information Privacy Act 2009 (Qld)*
- *Integrity Act 2009 (Qld)*
- *Local Government Act 2009 (Qld)*
- *Local Government Regulation 2012 (Qld)*
- Office of the Independent Assessor <https://www.oia.qld.gov.au/make-a-complaint>
- *Ombudsman Act 2001 (Qld)*
- *Public Interest Disclosure Act 2010 (Qld)*

GOVERNANCE

- *Public Sector Ethics Act 1994 (Qld)*
- *Planning Act 2016 (Qld)*
- *Right to Information Act 2009 (Qld)*
- Winton Shire Council Website <https://www.winton.qld.gov.au/>
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*

Review of Policy

This policy will be reviewed every three years and when legislation changes and remains in force until amended or repealed by resolution of Council.

Record of amendments and adoptions

Date	Version No	Reason for amendment	Date adopted by Council
July 2011		Adopted by Council	20 July 2011
June 2017	Version 1.0	Review by Council	16 June 2017
July 2020	Version 2.0	Review by Council	17 July 2020
March 2022	Version 3.0	Review by Council	17 March 2022
November 2023	Version 4.0	Update in line with Queensland Ombudsman guidelines	

13.5 COMMUNITY GRANT REQUEST**File Number:** 179435**Author:** Shannon Van Bael, Executive Manager Community**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 24.08 Community Grant Request Form - Opalton Bush Park.pdf
2. 24.08 Community Grant Application - NGTC.pdf**Meeting Date:** 15 August 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
4 - Thriving Together	Community Services	Executive Manager Community Services	Delivery of the Community Grants

Budget Reference: 2000-2170-0000**SUMMARY**

Council is committed to supporting not-for-profit community organisations that support the needs and liveability of the Winton community. This report is a reflection of the expenses during the 2024-2025 financial year thus far.

RECOMMENDATION

1. THAT the Report be received.
2. THAT Council do / do not accept the request from Opalton Bush Park for the monetary amount of \$10,000.
3. THAT Council do / do not accept the request from North Gregory Turf Club for the in-kind amount of \$381.00.

REPORT

For the 2024 - 2025 financial year, Council will budget funds towards community donations. This includes monetary donations, rate reimbursements, plant/equipment, in-kind assistance, and rebates. The requested summary for the month is shown below.

Community Donations			
Budget			\$300,000.00
Expenditure to date			\$56,686.46
		Total Remaining	\$24,331.54
Event Date	Event	Community Organisation	Requested Amount
	Winton Races	North Gregory Turf Club – Showground Hire 2 x days	\$250.00
		Portable Stage	\$21.80
		P/A System	\$109.20
	Opalton Bush Park	Queensland Boulder Opal Association	\$10,000
			\$10,381.00

1. North Gregory Turf Club Inc

A community event bought together by local committee members, to bring an annual event of fashions, racing and socialising to Winton.

2. Queensland Boulder Opal Association

Opalton Bush Park was established in 1995 as a State Government. Community Project. A dam and bush huts were made to attract tourists to camp and fossick in the Designated Fossicking Area for opal. The QBOA have continued to improve the area with donations from miners, grants for shelters, water tanks, 2 ablution blocks, information centre, BBQ, toilets, showers and caretakers' accommodation. The Bush Park attracts tourists from around the world, particularly since the Outback Opal Hunters series which included several locals.

RISK MANAGEMENT

The risk associated with accepting the applications have been assessed as Unlikely with a consequence of a Very low 2.

COMMUNITY GRANTS REQUEST FORM

Winton Shire Council

This form is to be used by non-profit community organisations to seek funding for events and services that benefit the needs and priorities of the Winton community (including schools, welfare, sporting and cultural groups).

CONTACT DETAILS	
Organisation Name	Queensland Boulder Opal Association Inc.
Organisation Contact No.	0418 871063
Organisation Address	P.O. Box 334 Town <u>WINTON</u> Postcode <u>4735</u>
Contact Name	Julie Byth
Contact Email	QBOA@bigpond.com

TYPE OF ORGANISATION	
Organisation Type	Is the group a non-profit organisation? (Must be a non-profit organisation to apply) ☒ Yes ☐ No
ABN or Incorporation No.	19998755269

EVENT DETAILS	
Date of event	<u>ONGOING</u> (must allow 8 weeks prior to event)
Address of event	<u>OPALTON BUSH PARK CAMPING AND HISTORIC WALKING TRACKS</u> Town <u>OPALTON</u> Postcode <u>4735</u>
Purpose of event	<u>OPALTON BUSH PARK - established in 1995 as a State Gov. Community Project</u> <u>A dam and bush huts were made to attract tourists to camp and fossick in the</u> <u>Designated Fossicking Area for opal. The QBOA have continued to improve the</u> <u>area with donations from miners and grants for shelters, water tanks, 2 ablution</u> <u>blocks, info centre, BBQ, toilets, showers and caretakers accommodation..</u> <u>The Bush Park attracts tourists from around the world, particularly since the</u> <u>Outback Opal Hunters series which included several locals. It continues to</u> <u>attract rockhounds, birdwatchers and lovers of the outback.</u> <u>The new addition - Opalton Historic Walking Tracks will attract more</u> <u>visitors. QBOA continue to improve facilities to benefit the</u> <u>community of Winton through increased tourism.</u>



Phone - 07 4657 2666
 Fax - 07 4657 1342
 Email - info@winton.qld.gov.au
 Address - PO Box 288
 Winton, QLD, 4735

PRIVACY NOTICE: Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing the application. Your personal details will not be disclosed to any other person or Agency external to Council without your consent unless required or authorised by law.

Community Grants Request Form – September 2018

1

COMMUNITY GRANTS REQUEST FORM

Winton Shire Council

LEVEL OF SUPPORT REQUESTED	
Please advise the type of support requested	☒ Monetary donation ☐ Rate reimbursement ☐ Plant/equipment ☐ In-kind assistance ☐ Rebates
Amount of support	\$ 10,000.00 Grant + in kind works including a new Dump point + septic tank and installation
Previous History	Has your organisation received any grants, financial assistance or in-kind support from Winton Shire Council in the previous 12 months? ☐ No ☒ Yes (if yes please provide details below) WSC have donated a yearly amount of \$10,000 for several years to continue to improve this attraction. Including purchase of solar batteries a second ablution block and caretakers accommodation.
Promotional Material	Please list any promotional material that will be produced that will include the Winton Shire Council logo (Council requires sighting of final artwork prior to printing). The WSC Logo is located on the front page of the QBOA website as a major sponsor of our festival and Jewellery awards. Also in all our Matilda Magazine advertising. Signs recently installed at the Bush Park include the Winton Shire council

CONFIRMATION OF APPLICATION	
I/we certify that all details supplied in this application and in any attached documents are true and correct to the best of my/our knowledge, and that the application has been submitted with the full knowledge and agreement of the applicant group/organisation. I/we also confirm that the organisation applying does not have any outstanding debts with Winton Shire Council. I/we understand that all promotional donation is subject to the discretion of Winton Shire Council. I/we will accept the decision made by Winton Shire Council and abide by the guidelines of this policy and that I/we can only receive one donation from Council per event per financial year.	
Name Julie Byth	Signature



Phone - 07 4657 2666
 Fax - 07 4657 1342
 Email - info@winton.qld.gov.au
 Address - PO Box 288
 Winton, QLD, 4735

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**Queensland Boulder Opal Association Inc.**

PO Box 334 Winton Queensland 4735

Mobile: 0448 667 529

Email: gboa@bigpond.com www.gboa.com.au29th July 2024

CEO
Winton Shire Council
PO Box 288
WINTON QLD 4735

Dear Dirk

RE: Community Grant application
Opalton Bush Park

Kirby has requested further details regarding our grant application of \$10,000 and in-kind works, lodged in April this year, before presenting to the August council meeting.

The original community grant application sought funding to complete the second ablution block at the Bush Park which would provide better services to the increasing number of tourists/visitors.

Most of the work on the ablution block has been carried out now by the QBOA at a cost of \$10,438.00. This included fixtures, fittings, shower bases, toilet systems, plumbing, a septic tank, paint, construction of a ramp and labour costs. There were also many hours of volunteer work included.

The in-kind donation request of the dump point has been completed by council and is very, very successful.

We had other projects such as a lighting system for the kitchen/BBQ area. The current solar system installed at the shop is too far away and it is not feasible to go underground.

However, we would be happy to receive reimbursement for the money spent on the ablution block as the original application was intended.

I hope this is sufficient information to process the application. If you require further information, please contact Alison on 0448667529.

Yours sincerely

Alison Summerville

Alison Summerville
President
QBOA

President – Alison Summerville	V. President - Paul Hunton	Secretary – Viviane Taranto	Treasurer – Julie Byth	Exec Assist. – Lynda Alcorn
0448 667529	0427 326306	0408 480142	0418 871063	0457 148593

Phone: 07 4657 2000
Fax: 07 4657 1342
Email: info@winton.qld.gov.au
Address: 75 Vindex Street
PO Box 288
WINTON QLD 4735

Community Grant Application

This form is to be used by non-profit community organisations to seek funding for events and services that benefit the needs and priorities of the Winton community (including schools, welfare, sporting and cultural groups).

Contact details

Organisation Name	North Gregory Turf Club Inc.
Organisation Address	PO Box 6 WINTON Q 4735
Contact Name	Leia Mitchell
Contact Email	0427 877 696

Type of organisation

Organisation Type	Is the group a non-profit organisation? (Must be a non-profit organisation to apply)	☒ Yes	☐ No
ABN or Incorporation No.	37-979-980-814		

Event details

Event name	Winton Races	
Date of event	21st September 2024	(must allow 8 weeks prior to event)
Address of event	Winton Showgrounds	

Description of event

The North Gregory Turf Club Inc. will be holding our second race meeting for 2024 on Saturday the 21st of September.
To assist in the running of our event we kindly ask that the council wave the hire fee for the showgrounds as well as the hire fee of the stage, microphone and tables.
We would like to use the funds saved on this expense towards entertainment.
We would also like to request council assistance in the use of machinery such as a grader, water truck, stabiliser ect to ready the track before race day. We will not know until closer to our date what is needed as the weather will play a large part in the track conditions. However some care will need to be taken to loosen the ground where the road crossing is located.



Phone: 07 4657 2000
Fax: 07 4657 1342
Email: info@winton.qld.gov.au
Address: 75 Vindex Street
PO Box 288
WINTON QLD 4735

Community Grant Application

Level of support requested

- ☐ Monetary donation
☒ Rate reimbursement ☒ Plant/equipment ☐ In-kind assistance ☐ Rebates

Amount of support requested

\$

Previous History

Has your organisation received any grants, financial assistance or in-kind support from Winton Shire Council in the previous 12 months?

☒ Yes

☐ No

If Yes, please provide details

We were successful in a community grant for our September 2023 race meeting. This grant was used for entertainment, namely a band. This was the first time we supplied night entertainment and it was a great success.

Promotional material

Please list any promotional material that will be produced that will include the Winton Shire Council logo (*Council requires sighting of final artwork prior to printing*)

The council logo will be displayed on our Facebook page and well as the racebook and a poster which will be displayed on race day.

Confirmation of application

I/we certify that all details supplied in this application and in any attached documents are true and correct to the best of my/our knowledge, and that the application has been submitted with the full knowledge and agreement of the applicant group/organisation.

I/we also confirm that the organisation applying does not have any outstanding debts with Winton Shire Council.

I/we understand that all promotional donation is subject to the discretion of Winton Shire Council. I/we will accept the decision made by Winton Shire Council and abide by the guidelines of this policy and that I/we can only receive one donation from Council per event per financial year.

Name

Signature



Date

PRIVACY NOTICE: Winton Shire Council is collecting the personal information you supply on this form for the purpose of processing the application. Your personal details will not be disclosed to any other person or Agency external to Council without your consent unless required or authorised by law.



14 ADVISORY COMMITTEE MEETING REPORTS

Nil

15 CORRESPONDENCE**15.1 CORRESPONDENCE**

File Number: 179468

Attachments:

1. Letter - QLD Police Services .pdf
2. Letter - Queensland Fire Department.pdf
3. Letter - The Outback Writers Festival INC.pdf
4. North QLD Sports Foundation Council Delegate .pdf

Meeting Date: 15 August 2024

RECOMMENDATION

That the Correspondence be received.

**QUEENSLAND POLICE SERVICE**

COMMISSIONER'S OFFICE
200 ROMA STREET BRISBANE QLD 4000 AUSTRALIA
GPO BOX 1440 BRISBANE QLD 4001 AUSTRALIA

Email: commissioner@police.qld.gov.au



Our Ref:

Your Ref:

23 July 2024

Councillor Cathy White
Mayor of Winton Shire Council
Chair Winton Local Disaster Management Group
75 Vindex Street
Winton QLD 4800

Email: mayor@winton.qld.gov.au

**Review and Renewal of the State Disaster Management Plan and the
Prevention, Preparedness, Response and Recovery Disaster Management
Guideline (DM Guideline)**

Dear Mayor White

As you are aware, responsibility for disaster management functions have transitioned from the former Queensland Fire and Emergency Services (now the Queensland Fire Department) to the Queensland Police Service (QPS).

QPS is implementing a range of programs and activities to continue to support disaster management in Queensland. One of these programs is the review and renewal of the State Disaster Management Plan (SDMP) and the Prevention, Preparedness, Response and Recovery Disaster Management Guideline (DM Guideline).

As a result of the transition of disaster management functions, legislative changes to the *Queensland Disaster Management Act 2003*, *Disaster Management Regulation 2014*, and the substantial stakeholder engagement required to review and renew the SDMP and DM Guideline, the QPS will implement a three-phased approach to this work on behalf of the Queensland Disaster Management Committee (QDMC).

Phases one and two will be completed before the end of 2024 and will focus on changes linked to *Administrative Arrangements Orders (No.1 and No.2) 2023*, the *Emergency Services Reform Amendment Bill 2023*, and the *Disaster Management and Other Legislation Amendment Bill 2024*. Given the legislative and administrative nature of these changes, stakeholder engagement will be limited to impacted Queensland Government departments during phases one and two of the program.

QUEENSLAND POLICE SERVICE

Phase three will commence in the second half of this year and will culminate in a comprehensively revised SDMP and DM Guideline. Extensive stakeholder consultation will be undertaken for phase three with engagement across Queensland's disaster management sector. Initial engagement rounds are anticipated to commence in July to September 2024. The QPS Doctrine and Guidelines team will be in contact with key stakeholders in the coming months to commence planning stakeholder engagement sessions.

Phase three will be the sector's opportunity to shape the SDMP and DM Guideline moving forward, and your organisation's participation is strongly encouraged. If you have any queries related to the planned approach to the review and renewal of the SDMP and the DM Guideline, please email D&GFramework@police.qld.gov.au.

In the interim, if you have any queries specifically related to the DM Guideline, please email DMGuidelines@police.qld.gov.au.

The QPS will continue to inform the sector as this body of work progresses and I thank you for your continued support during the transition of Queensland's disaster management responsibilities.

Yours sincerely,



STEVE GOLLSCHESKI APM
COMMISSIONER

RECEIVED
22 JUL

Office of the
Deputy Chief Officer
Central Region
Rural Fire Service Queensland

Queensland Fire Department

Phone: (07) 4122 0331
Our Ref: 07/2024

Cathy White
Mayor
Winton LDMG
75 Vindex Street
WINTON QLD 4735

I wish to nominate Daniel Smith who holds the position of Barcaldine Area Training Officer, Rural Fire Service Queensland to represent Queensland Fire Department on the Winton Local Disaster Management Group.

The nominee has the necessary expertise and / or experience to perform the functions of a LDMG member in accordance with the *Disaster Management Act 2003*, on behalf of Queensland Fire Department.

The contact details for the nominee are:

Telephone:	
Mobile:	0418 599 020
Email:	Daniel.Smith@qfes.qld.gov.au
Postal Address:	P O Box 460, Rockhampton, QLD 4700

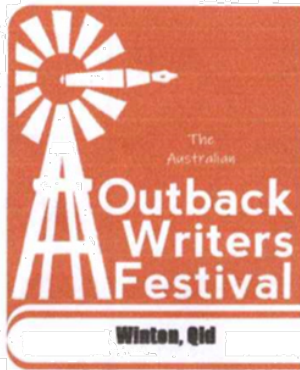
Daniel Smith has been informed that personal contact information has been collected in accordance with the *Information Privacy Act 2009* for the purposes of disaster management.

Should you require any further information, please contact Rural Fire Service Queensland, Central Region on telephone number (07) 4122 0331.

Yours sincerely

Peter Hollier AFSM
Deputy Chief Officer

Maryborough Corporate Hub
98 Lennox Street, Maryborough
Queensland 4650 Australia
Telephone 13 QGOV
Website www.fire.qld.gov.au
ABN 93 035 163 778



The Outback Writers' Festival Inc



P.O. Box 116

WINTON

Outback Queensland 4735

To: The Mayor Cathy White
Winton.
Qld. 4735

Good Morning Mayor Cathy.

On behalf of the Outback Writers Festival Inc may I thank you for opening our 9th annual event held here in Winton, and for your support of our events.

Feedback has been very positive. We confirm we had record numbers of participants, a full bus (and a waiting list) for the social visit to the Age of Dinosaurs and sunset over 'the sunlit plains extended', a marvellous festival dinner at the Lost Poet and full to overflowing in many cases at the Sarah Riley theatre.

It was especially important to us that we could also showcase local writing - the Elinor East session, Jane Knowles' book, Grace Elliott's launch of A Spot of Bother, and of course the launch of the book on the history of the Waltzing Matilda Centre by our Ambassador W Benjamin Lindner. And involve local school children.

There is no doubt that Winton is a hot spot for writing and Arts Queensland and the Queensland Writers Centre are coming on board more and more as they acknowledge this.

Our book compilation of the best of the short stories is available at the Corfield and Fitzmaurice store, as is Benjamin's book. Corfields get a commission and we acknowledge their financial support and the support of your Shire Council. Thanks.

We of course have already started planning for our 10th annual Australian Outback Writers Festival, to be held from Tuesday 24th June to Friday 27th June 2025. We will be incorporating special events to showcase Winton 150 years. One that we are already promoting is the \$150 for 150 words in three age groups in a short, short story competition.

Our raffle of donated books raised \$302 for the RFDS - 100% of proceeds from ticket sales from very generous participants.

Many thanks again for your support and involvement.

Jeff Close
President

8th July 2024
closeandmoller@gmail.com



**NORTH QUEENSLAND
SPORTS FOUNDATION.**

North Queensland Sports Foundation
Townsville Sports House
PO Box 347, Belgian Gardens, QLD, 4810
Ph. 0404 624 634



Council Delegate Advice Form

Please be advised that _____ Regional/ Shire Council hereby nominate the two named persons below as our representatives to the North Queensland Sports Foundation.

First Nominated Delegate who represents Council/ Shire / Region in Forum and on Board (if applicable).

Name _____

Postal Address _____

Mobile/ Phone _____

Email address _____

Second Nominated Delegate who represents Council/ Shire / Region in the forum.

Name _____

Postal Address _____

Mobile/ Phone _____

Email address _____

Council Authorisation:

Name _____

Email address _____

Signed _____ on behalf of _____ Council/ Shire

On this day _____

Please return completed form to :

Email: admin@nqsports.com.au



North Queensland Sports Foundation
Established in 1983 by the Cities and Shires of North Queensland



16 LATE CORRESPONDENCE

17 OFFICERS REPORTS TO COUNCIL**17.1 CHIEF EXECUTIVE OFFICER****File Number:** 179323**Attachments:** 1. Balance Sheet 31 July 2024

2. R & E Summary July 2024

Meeting Date: 15 August 2024**RECOMMENDATION**

That the Chief Executive Officers and Financial Report be received.

REPORT

CEO Report 18 July - 15 August 2024		
DATE	TYPE	PARTIES
18/07/2024	Presentation	Emerge Life and Councillors + Senior Leadership Team
26/07/2024	Meeting	Special Budget Adoption Meeting
	Meeting	Outback Highway Development Council
30/07/2024	Meeting	Senior Leadership Weekly Meeting
	Meeting	Economic Development Manager + CEO Catch up
	Meeting	Meeting CEO + DOW + Rates Officer - Advice on Water Facility Agreements
31/07/2024	Meeting	Special Budget Adoption Meeting
2/08/2024	Meeting	Interim CEO + Mayor and Deputy Mayor
5/08/2024	Meeting	Mayor + Deputy Mayor + Interim CEO + K&L Gates
6/08/2024	Meeting	Interim CEO Winton Shire Council & McKinlay Shire + Council Hon Scott Stewart MP
7/08/2024	Meeting	Mayor + Deputy Mayor + Interim CEO + K&L Gates
9/08/2024	Workshop	Mayor + Councillors + Senior Leadership Team
13/08/2027	Meeting	Senior Leadership Weekly Meeting

Corporate Services Manager

Human Resources

Recruitment:

Position	Department	Status
Shire Hall Caretaker	Corporate Services	Closes 14 July
Casual Generic Cleaner	Corporate Services	Closes 14 July
Early Childhood Teacher	Community Services	Open until filled
Personal Care Attendant	Community Services	Open Until filled
Rural Services Labourer	Works	Closes 14 July
Rural Services Manager	Works	Closes 29 July
Executive Assistant to the Director of Works	Works	Closed 7 July Shortlisting Underway
Facilities Operator	Works	Open until filled
Parks and Facilities Operator 3 positions	Works	3 candidates commenced
Visitor Information Centre Coordinator	Economic Development	Closes 22 July
Marketing Officer	Economic Development	Candidate to commence 15 July.
Hospitality and Catering Officer	Economic Development	Open until filled
Visitor Experience Officer	Economic Development	Open until filled

Staff Movements

New Starts:	3
Separations:	3
Internal Movements:	0
End of Contract:	0

Workplace Health and Safety

Work is ongoing to build the new Safety Management System. The Work Health and Safety induction materials have also been refreshed and updated to support the above and comply with an array of legislative obligations.

Workplace Health and Safety Inductions have been ongoing with high demand reflecting the upsurge in recruitment activity. To support induction and ongoing safety training, the month of June saw a continued integration of the new program into the System Management System. This on-line tool will enable safety inductions to be designed and tailored for each applicant depending upon work location and unique job characteristics. The department looks forward to creating a system in which inductions will be undertaken on-line or through interactive videos, safety questions/quizzes, enabling compliance with Codes of Practice and Queensland legislative requirements. The system also enables reports to be generated for a variety of administrative and compliance related purposes. Looking forward to creating these unique packages to roll out across the Departments within Winton Shire Council.

Work has also commenced on:

- First Aid and CPR Training has commenced 9–10 July, Corporate staff will commence their training first due to urgency with position descriptions across the organization. Then we will lock in a date for the Depot – Works department soon.
- Health & Safety Representative Training has now been completed. HSRA Qld attended Winton Neighborhood centre over a 5-day training event. Committee has now attained the qualifications to represent their workplace. Certificates will now be logged with Workplace Health & Safety Queensland by WHS Officer.
- Breathalyzer has been purchased from “Alcolizer”. Five units will be placed across WSC departments being the Depot, Neighbourhood Centre, Main office, Childcare and Waltzing Matilda Centre.
- New Incident form still to be implemented and Workplace Bullying Harassment form still to be completed and signed off.
- Fire Warden nominations and training will be next as a priority across the organization. Providers are being researched into commencing training by end of July.
- Several training events have been locked in for Works – Depot staff. Chemical Skillset – Airport Radio Training – EWP industry training. Several training will be looked into covering the rest of the year.
- Animal Control training, this issue of finding a suitable trainer is ongoing and being thoroughly researched, in the interim Council is still working with a mentor when needed.

Key WHS metrics

Incident Reports	Received May - June 2024
Vehicle/Plant Incidents	2
Number of Injuries	1
Number of LTI's (Lost Time Injuries)	0
Number (Medical Treatment Injuries)	0
Number of FAI's (First Aid Injuries)	0

Information Technology

Physical connection of the new network in the Supper Room to support disaster recovery has begun and will be completed by late August.

A number of incremental cyber security controls and policies have been identified and upgraded over the last month. Internal procedures and processes have also been elevated.

Collaborated with the Waltzing Matilda Centre and the finance department on an efficiency project. This streamlined the WMC end-of-day cash counting process, resulting in a weekly labour savings of up to 20 hours.

Started work on the Waltzing Matilda Centre Point of Sale project. This will be rolled out in the café by the end of August with the information centre following suit in around November during the quiet season.

Engaged multiple vendors to start scoping the Standard Operating Environment project.

Responded to one critical internal cybersecurity incident in partnership with CyberCX.

Attended presentation of a Contractor Management System to enhance Workplace Health and Safety processes. Project kick off meeting being held mid-August.

Work on implementing the Staff Intranet is underway. A working group with members representing all the different departments of Council has been created to ensure the needs of all staff are represented. Rollout for this will be around end of August.

External stakeholder meetings attended:

- QG Cyber fortnightly briefings
- Monthly system review meeting with CyberCX
- Fortnightly briefings with CI-ISAC
- Multiple IT consultants

Governance Coordinator Report

Policy and Procedure Reviews

General

Policy and procedure reviews continue. A prioritised list is consistently being updated as well as addressing requests for assistance in updating and creating documents.

The new area created for Registered Documents, accessible to all staff with access to infoXpert is being populated with documents as they are updated. This is also occurring as those documents published on the website are reviewed and the most recently Council adopted policy is identified.

The review of the currency of documents published on the Winton Shire Council website continues to make sure the most recent formally adopted documents are published.

Work on updating the Little Swaggies Childcare Policies in line with legislative changes is underway. There are 52 policies in this suite that will be reviewed over the next month.

Complaints

Policy in relation to Complaints has been reviewed and revised to better adhere to legislated requirements and will be submitted for Council review and adoption in August.

Delegations

- The delegations from Council to the CEO has been adopted.
- Delegations from the CEO to staff regarding financial matters have been incorporated into the published Procurement Procedure.
- Operational delegations from the CEO to staff will now be compiled now Council to the CEO delegations have been adopted. This work is scheduled for August 2024 and is based on information available from other Councils and from LGMA.

Risk Matrix / Registers

- A universal Risk Assessment Tool (which was one of the non-conformances in the WH&S Audit) has been completed and is yet to be reviewed by the Health and Safety Committee.
- A number of Risk Registers are in place across the organisation. It is anticipated that these can be consolidated into one working document for consistency.

Register of Registers

This document continues to be updated as more registers are discovered and will provide information that is required to be included in the Annual Report.

Complaints / Work Requests

Administrative Action Complaints

There is currently no active Administration Action Complaints.

General Complaints

There are 27 open complaints remaining with most of these relating to animal disturbance. The Authorised Officer (currently the Rural Services Officer in Longreach, under a Memorandum of Understanding arrangement) visited Winton in May, June and July and attended a number of the sources of these complaints.

It is anticipated a number of these complaints have been resolved and will be finalised when the requested reports are provided.

A Compliance Notice that was issued in relation to one complaint about the keeping of birds has now been largely addressed. An additional complaint received in relation to another property keeping birds has now also been served with a Compliance Notice that, it is anticipated, will resolve the two complaints lodged about the same matter.

As advised previously, a Compliance Notice was issued during one of the Authorised Officer's previous visits late last year and a further follow up has occurred.

Legal

Local Laws

With local laws enacted, work has begun on determining the processes and documentation required to enable compliance. Some processes in relation to the application for a permit for the keeping of animals and for parking of some vendors (for example, the deaf society selling tickets, visits by Services Australia, etc.) Initial work has been undertaken in relation to commercial vendors (for example, takeaway foods, etc.).

Intellectual Property

The registration of Intellectual Property has been completed with the exception of the registration of the animation. Governance has been advised by Economic Development that there are difficulties and costs involved in obtaining the animation that was adopted by Council and therefore no application has been lodged for the animation.

The process within IP Australia means that whilst all applications have been accepted, until the advertising and notification process within IP Australia has been completed, the full registration will not be provided.

Contracts for Winton Shire Council Facilities

Showgrounds Management

The Showgrounds Contract review is being progressed with consultation with Works to understand the scope of the work required scheduled with consultation with the current caretaker scheduled to occur during August. Further work on determining responsibilities will refine the final schedules to be included in the contract and will therefore determine what the contractor fees will be.

Other Winton Shire Council controlled facilities

The Winton Saleyards and Airport contracts are current and being monitored. The Airport Management contractors have been advised of the successful completion of the 3-month probationary period. The contract in relation to the Pool for the coming season (and off-season maintenance) is currently under review.

Leases / Property

Lawyers have provided draft lease documents that can be used in the future. Most agreements appear to have lapsed. The first agreement currently being progressed is for the Diamantina Heritage Truck & Machinery Museum. Whilst they have requested access to additional land, until this is resolved, a replacement of the elapsed agreement will be drafted.

Animal Control

The approved Animal Management Inspection Program has occurred with information provided by Winton Shire Council's Authorised Officer for Animal Control. The aim of the program was educating the public in relation to the keeping of animals.

Council has received advice regarding the training of Winton Shire Council employees to perform Animal Control activities. It is anticipated this will see three Council staff able to perform these duties in future which, it is anticipated, will mean complaints are addressed more efficiently at a local level.

State Penalties Enforcement Registry (SPER)

Offence Codes for Winton Shire Council have been lodged with SPER and are now active so that, when fines are levied, they may be referred to SPER to manage collection and enforcement of the fine.

Annual Operational Plan

Now that the final list of projects, included in the budget documents, has been agreed, the Annual Operational Plan is currently being compiled and is anticipated to be available for the September 2024 Council meeting.

Annual Report

The Senior Leadership Team has been requested to provide commentary in relation to their achievements over the 2023/2024 year to ensure the report is able to highlight what has been accomplished for the year.

The Annual Report will be compiled over the next month to draft, awaiting the final audited financial reports.

Economic Development

HOSPITALITY & EVENTS

It has been busy since the last week of June. This month has recorded the most significant sales at \$34,107 in 2024 thus far, the last month has the second highest sales at \$26,683. Bus groups came to Winton most days in July. The figures for sales as well as the number of visitors at the cafe could be considered to have reached the peak of the season this year. The biggest contribution of the sales every month was hot coffee. Toast was the basically highest in the food menu. Also, Croissants which were displayed in the cabinet became one of the second most popular items. It was a successful month for both walk ins and catering in July.

COUNCIL COMMUNITY NEWSLETTER

The latest issue of the Council Community newsletter has been circulated, featuring extensive coverage and photographs of the various events that took place in Winton throughout July. Additionally, updates and news on projects and works pertinent to the community and shire of Winton are provided by council departments.

WINTON 150 YEAR WEEKEND CELEBRATIONS- 2025

The Winton 150 Year Celebration weekend is progressing with the refinement of the suppliers and quotes for the main events within the weekend. Regular meetings are conducted with event organiser, Decinda and Hollie from Events Society. A volunteer Coordinator Committee is being organised for activities such as Tag-a-long Tours, the Grand Parade, Historical Displays and Walks, an Info Hub, and Reunion Registrations. We have met with and discussed opportunities for both schools to be involved in the weekend and Events Coordinator is meeting with the Creative Arts Group regarding Vintage Style markets and a Trades from the Past working display. The design of merchandise specific to this celebration is currently being designed and John Elliott will soon begin his research for the Winton 150 Year Anniversary book.

ECONOMIC DEVELOPMENT UPDATE

The Economic Development team attended the Australia Dinosaur Trail meeting in Richmond on Thursday July 25 and later visited the Kronosaurus Korner Centre in Richmond. Representatives of Council and Councillors from the three shires, Richmond, Flinders, and Winton were in attendance. Discussions considered reducing the current annual expenditure on social media and that it be managed by the Kronosaurus Korner; expanding the Dinosaur Trail to include Quilpie, Longreach, Mt Isa, and Boulia Shires; establish a dedicated website and address ticketing issues that all Council Shire VIC's have encountered. Discussions also included establishing a new MOU and monthly reporting and acquittal requirements.

All officers of the department attended the LGMA Council Report Writing workshop on 24 July which provided understanding of local government structure, references to policy and procedure and a clear direction and guidelines on researching, writing, and editing a report with a principle-based approach and relevant to the audience, primarily Councillors.

Tourism collateral in the form of Winton Town/Region Map Pads have been updated and printed; the Winton Tourism booklet has been updated and is currently in print; and the Waltzing Matilda Centre guest booklet is also being updated by Cox Architecture and will proceed to print shortly.

The fortnightly 4LG Bush Beats segment with Wattsy on a Friday continues to highlight events, news and activities in Winton and the region.

As part of Economic Development Australia accreditation, the economic development officer attended a Circular Horizons Webinar which engaged RDA Australia and Penrith City Council discussing innovative approaches and the 5-year roadmap with timeframes, initiatives across departments and resources to value add and build a better understanding of circular economy principles and involvement with all relevant stakeholders.

TOURISM SIGNAGE AUDIT

The Economic development team is in the final stage of finalising the successful company.

WISE AND WELL IN WINTON HEALTH CARE STRATEGY

The Winton Wise and Well Health Strategy is near completion with consultants producing a final draft for Council consideration and discussion for later this week.

ECONOMIC DEVELOPMENT STRATEGY AND ACTION PLAN

Council is still currently evaluating tenders received for the preparation of the 2024-2029 Economic Development Strategy and Action Plan. This is a timely process to ensure the successful advisory firm offers expertise in regional economic development, diversification and economic initiatives, stakeholder consultation and works collaboratively with Winton Shire Council to ensure the region is sustainable, competitive and offers a community with modern infrastructure and quality essential services to enable liveability, and wellbeing, while sustaining current and future population growth.

OUTBACK REGIONAL GALLERY

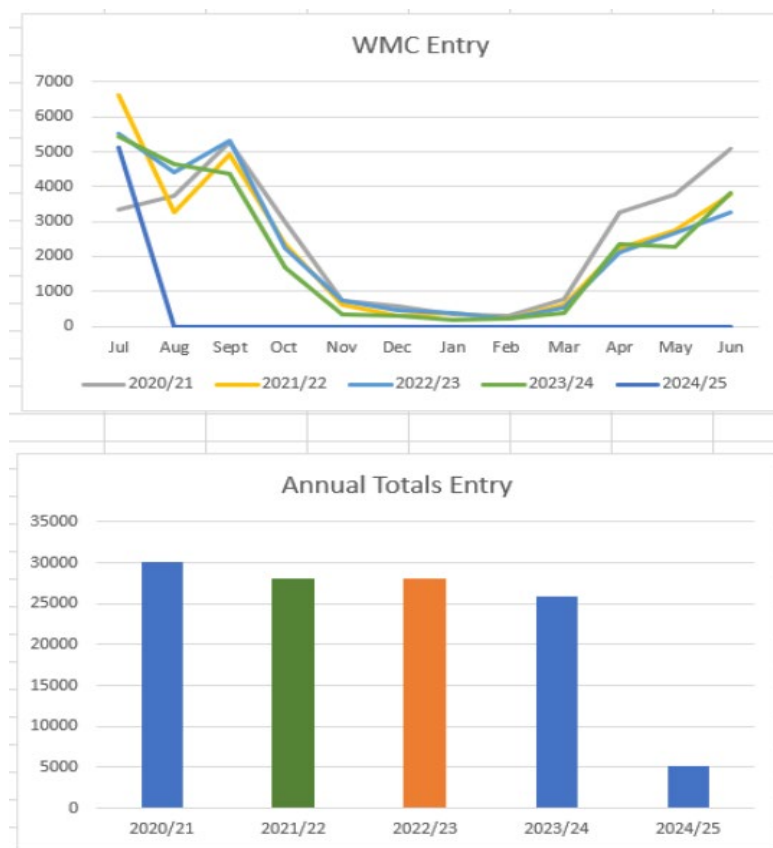
Queensland Boulder Opal Associations 2024 Queen of Gems Awards opened to the public on Saturday 6th July at the Outback Regional Gallery celebrating Winton's signature gemstone – Boulder Opal. The Awards presentation night on Saturday 13th July coinciding with Winton's Opal Festival attracted 120 people to the opening event and from over 40 entries the winners from each section announced. Entries included local and international talent with some entrants travelling as far as USA and Switzerland. Winton Shire Council Mayor Cathy White opened the event.

The 2023 National Photographic Portrait Prize, a touring exhibition from the National Portrait Gallery opened at the Outback Regional Gallery on Saturday 20th July. The National Photographic Portrait Prize exhibition is selected from a national field of entries, reflecting the distinctive vision of Australia's aspiring and professional portrait photographers and the unique nature of their subjects, and supported by the National Collecting Institutions Touring and Outreach Program, an Australian Government program aiming to improve access to the national collections for all Australians. Special guests visiting on the evening included Sarah Johnson, Senior Curator Qantas Founders Museum Longreach, Brett Aldington CEO Museums and Galleries NSW. The exhibition will be on display until 11 October.

The 2025 John Villiers Outback Art Prize Call for Entries will open this month seeking artworks with the theme: Outback: A Sense of Place. The prize open to Adult and Emerging Youth Categories is generously supported by The John Villiers Trust, Winton Shire Council and Ros Kavanagh of Elders Insurance Central Queensland.

WALTZING MATILDA CENTRE

- Visitor numbers for July 2024 – Entry to WMC 3117 with an additional 2023 walk-ins
- July was a busy month for the Waltzing Matilda Centre, significantly influenced by the Opal Festival and the influx of travellers from both the Big Red Bash and Boulia Camel races.
- The Opal festival was a major highlight of the month, attracting numerous visitors from across the globe.
- The Winton Showgrounds was opened to accommodate the overflow camping.



SOCIAL MEDIA

In terms of reach, WMC's posts collectively reached 18.4K users, which is a decrease of 19.5%. This decline is largely due to one exceptional post regarding the Top Tiny Tourism Town, which achieved a remarkable reach of 13K. This post outperformed our average reach by 1,686%, generating 1,953% more reactions and 3,200% more comments compared to our median posts in June.

The account recorded a total of 694 content interactions, indicating a 21.8% engagement rate. Additionally, 7 clicks on our webpage link, showcasing a substantial 600% increase. The total website visits of WMC for the month reached 1.2K, which is a significant 117.7% increase

compared to June. An increase of link clicks should be considered as one of the key factors to improve the number of the visitors at the centre since it has potential that directly leads to the booking system. The most successful content during this period was the QBOA Festival post, which was shared 28 times, indicating strong interest and engagement.

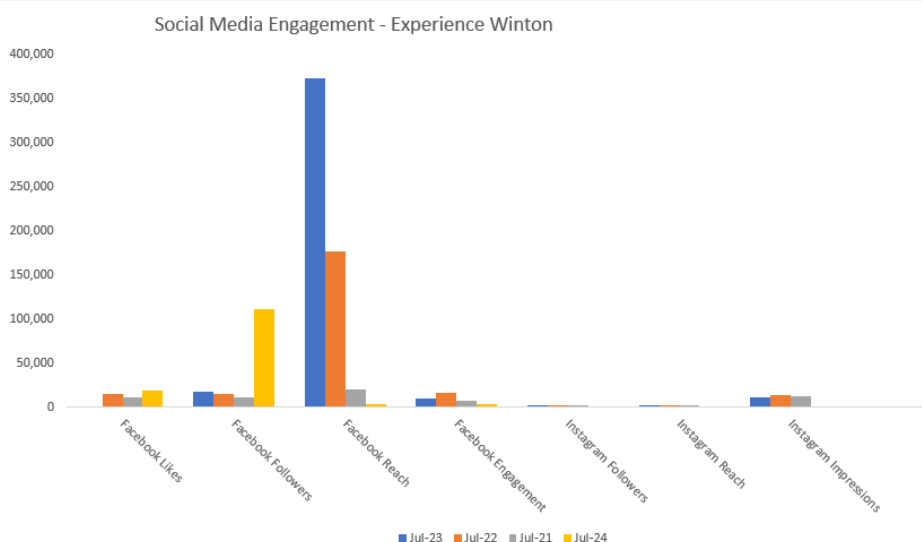
It is demonstrated that the more posts, the more followers, likes and interactions. Therefore, it is essential for WMC to adopt a more proactive and strategic approach to the social media efforts. By increasing the activity and focusing on targeted content, it brings about enhancing engagement with the target audience and ensure WMC stay competitive in the tourism industry. It is apparent that WMC's Facebook and Instagram accounts are required to increase the activities as other benchmarks do.

Experience Winton by the Numbers

	1 July 2024	31 July 2024	Growth*
Facebook Followers	18,381	18,450	+69
Facebook Reach	111.8K		+136.1%
Content Interactions	3.6K		+21%

Instagram Followers	2,909	2,944	+35
Instagram Reach	1.2K		-7%
Content Interactions	500		+1.4%

Select Month	July
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Winton Shire Council

Balance Sheet

as at 31 July 2024

	YTD 31 July 2024	Opening Balance 30 June 2024
ASSETS	302,989,297	292,331,058
Cash	31,543,356	22,243,049
Debtors	807,953	513,331
Debtors - Rates & Charges	150,596	176,383
Debtors - Rural Electricity	0	0
Debtors - Animal Control	13,704	1,192
BAS	-166,005	216,452
Debtors - Miscellaneous	809,657	119,304
Accrued Revenue & Prepayments	0	0
Contract Assets	2,520,294	2,520,294
Stores & Materials	625,592	553,931
Land Bank	0	0
Capital Work in Progress	20,063,856	19,074,949
Property, Plant & Equipment	247,428,246	247,428,246
LIABILITIES	6,785,745.32	7,212,024
Trade & Other Payables	371,529	150,789
Accrued Expenses	-165,950	937,513
Contract Liabilities	3,103,619	3,103,619
Provisions (A/L & LSL)	2,678,725	2,222,281
Loans	797,822	797,822
Council Depot	492,897	492,897
Swimming Pool	304,925	304,925
NET ASSETS	296,203,551	285,119,034
EQUITY	296,203,551	285,119,034
Reserves	7,400,000	7,400,000
Aged Care Development	1,000,000	1,000,000
Buildings - Commercial	200,000	200,000
Buildings - Residential	200,000	200,000
Bladensburg Dam Development Integrated Financial System		
Lake Development	500,000	500,000
Machinery & Plant Renewal	850,000	850,000
Pest & Animal Control	100,000	100,000
Safeyards		
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	187,540,229	187,540,229
Current Years Surplus / -Deficit	11,084,517	23,738
Accumulated Surplus	51,949,561	51,925,823

Winton Shire Council
Revenue and Expenditure Report -Summary
July 2024

		Revenue			Expenses			Surplus / (Deficiency)		
		Budget	Actual	Variance %	Budget	Actual	Variance %	Budget	Actual	Variance %
FINANCE										
1100-0002	RATES & CHARGES	2,892,940	219	0%	0	0	0%	2,892,940	219	0%
1200-0002	GRANTS, SUBSIDY, CONTRIBUTIONS	6,327,835	5,378,660	85%	0	0	0%	6,327,835	5,378,660	85%
1300-0002	FINANCIAL TRANSACTIONS	0	0	0%	(34,000)	31,997	-94%	34,000	(31,997)	-94%
1500-0002	DEBT MANAGEMENT	(500)	(12)	2%	40,000	0	0%	(40,500)	(12)	0%
1600-0002	CASH/BANK ACCOUNT	1,019,173	78,009	8%	0	0	0%	1,019,173	78,009	8%
1000-0001	FINANCE	10,239,448	5,456,876	53%	6,000	31,997	533%	10,233,448	5,424,878	53%
ADMINISTRATION										
2000-0002	GENERAL ADMINISTRATION	77,000	7,653	10%	3,633,039	316,989	9%	(3,556,039)	(309,337)	9%
2100-0002	IT AND SOCIAL MEDIA SERVICES	0	0	0%	677,000	26,348	4%	(677,000)	(26,348)	4%
2200-0002	COUNCILLORS	0	0	0%	557,000	41,867	8%	(557,000)	(41,867)	8%
2400-0002	HUMAN RESOURCES	0	0	0%	520,778	45,972	9%	(520,778)	(45,972)	9%
2500-0002	WORKPLACE HEALTH & SAFETY	0	0	0%	174,966	11,953	7%	(174,966)	(11,953)	7%
2000-0001	ADMINISTRATION	77,000	7,653	10%	5,562,783	443,129	8%	(5,485,783)	(435,476)	8%
WELFARE										
3000-0002	COMMUNITY SERVICES	0	0	0%	265,000	34,205	13%	(265,000)	(34,205)	13%
3100-0002	SPORT & REC COORDINATOR	6,000	0	0%	21,000	7,840	37%	(15,000)	(7,840)	52%
3150-0002	GYM	17,000	941	6%	2,500	0	0%	14,500	941	6%
3200-0002	COMMUNITY & INDIVIDUAL SUPPORT	273,791	93,059	34%	273,792	34,137	12%	(1)	58,923	0%
3210-0002	FAMILY SUPPORT PROGRAM	136,909	0	0%	136,909	13,591	10%	0	(13,591)	0%
3220-0002	YOUTH DEVELOPMENT OFFICER	50,696	0	0%	128,000	5,576	4%	(77,304)	(5,576)	7%
3230-0002	COMMUNITY DEVELOPMENT	0	66,000	0%	0	0	0%	0	66,000	0%
3235-0002	MENTAL HEALTH FUNDING	66,000	0	0%	66,000	0	0%	0	0	0%
3300-0002	COMMUNITY OPTIONS	410,000	42,573	10%	765,000	43,300	6%	(355,000)	(726)	0%
3400-0002	COMMUNITY AGENT	31,290	2,370	8%	31,290	1,570	5%	0	800	0%
3500-0002	CHILD CARE	324,940	35,864	11%	909,940	111,789	12%	(585,000)	(75,925)	13%
3600-0002	COMMUNITY CARE PACKAGES	245,000	20,263	8%	228,000	15,855	7%	17,000	4,408	26%
3650-0002	NDIS PROGRAM	53,000	7,094	13%	52,000	5,166	10%	1,000	1,928	193%
3700-0002	60 & BETTER	68,095	17,138	25%	96,000	7,689	8%	(27,905)	9,449	-34%
3000-0001	WELFARE	1,682,721	285,303	17%	2,975,431	280,718	9%	(1,292,710)	4,585	0%

Winton Shire Council
Revenue and Expenditure Report -Summary
July 2024

		Revenue			Expenses			Surplus / (Deficiency)		
		Budget	Actual	Variance %	Budget	Actual	Variance %	Budget	Actual	Variance %
ENGINEERING SERVICES										
4000-0002	ENGINEERING SERVICES	0	0	0%	886,000	88,338	10%	(886,000)	(88,338)	10%
4200-0002	TOWN STREETS	0	0	0%	585,000	70,866	12%	(585,000)	(70,866)	12%
4201-0002	SHIRE ROADS MAINTENANCE	0	0	0%	1,119,000	123,657	11%	(1,119,000)	(123,657)	11%
4205-0002	HOSPITAL RESIDENTIAL ESTATE	0	0	0%	0	0	0%	0	0	0%
4300-0002	AERODROMES & AIRPORTS	10,000	14,063	141%	135,000	15,193	11%	(125,000)	(1,130)	1%
4400-0002	COUNCIL DEPOT	0	0	0%	405,851	9,335	2%	(405,851)	(9,335)	2%
4500-0002	PLANT OPERATION & MAINTENANCE	4,521,000	575,101	13%	3,295,000	95,758	3%	1,226,000	479,343	39%
4600-0002	RECOVERABLE WORKS	19,237,032	6,025,214	31%	18,232,423	13,235	0%	1,004,609	6,011,979	598%
4700-0002	STORES & MATERIALS	0	0	0%	0	0	0%	0	0	0%
4000-0001	ENGINEERING SERVICES	23,768,032	6,614,378	28%	24,658,274	416,381	2%	(890,242)	6,197,997	-696%
ENVIRONMENTAL SERVICES										
5000-0002	HERITAGE PROTECTION	0	0	0%	13,000	0	0%	(13,000)	0	0%
5100-0002	HEALTH & BUILDING	8,000	0	0%	85,080	0	0%	(77,080)	0	0%
5200-0002	ANIMAL CONTROL	8,000	12,512	156%	13,000	201	2%	(5,000)	12,311	-246%
5300-0002	CEMETERIES	0	0	0%	63,000	6,441	10%	(63,000)	(6,441)	10%
5400-0002	EMERGENCY SERVICES	27,780	19,056	69%	61,780	811	1%	(34,000)	18,244	-54%
5600-0002	RURAL SERVICES	200,000	51,964	26%	998,000	27,451	3%	(798,000)	24,513	-3%
5800-0002	AREA PROMOTION	20,000	433	2%	1,582,000	85,299	5%	(1,562,000)	(84,867)	5%
5900-0002	TOWN PLANNING	15,000	103,000	687%	50,000	0	0%	(35,000)	103,000	-294%
5950-0002	ECONOMIC DEVELOPMENT	15,996,326	17,869	0%	589,000	43,886	7%	15,407,326	(26,017)	0%
5000-0001	ENVIRONMENTAL SERVICES	16,275,106	204,833	1%	3,454,860	164,090	5%	12,820,246	40,743	0%

Winton Shire Council
Revenue and Expenditure Report -Summary
July 2024

		Revenue			Expenses			Surplus / (Deficiency)		
		Budget	Actual	Variance %	Budget	Actual	Variance %	Budget	Actual	Variance %
COMMUNITY & CULTURAL										
6100-0002	HALLS	14,000	640	5%	275,000	4,559	2%	(261,000)	(3,919)	2%
6200-0002	HOUSING	50,000	2,492	5%	368,000	21,720	6%	(318,000)	(19,228)	6%
6300-0002	LIBRARIES	32,000	48	0%	309,000	28,485	9%	(277,000)	(28,438)	10%
6460-0002	RADF Program	27,500	25,000	91%	27,500	0	0%	0	25,000	0%
6470-0002	CULTURAL PROGRAMS	0	0	0%	0	0	0%	0	0	0%
6500-0002	PARKS, GARDENS, RESERVES	0	0	0%	615,000	63,042	10%	(615,000)	(63,042)	10%
6600-0002	SHOWGROUNDS	61,000	28,360	46%	335,200	9,619	3%	(274,200)	18,741	-7%
6700-0002	SWIMMING POOL	0	0	0%	574,627	4,898	1%	(574,627)	(4,898)	1%
6800-0002	PENSIONER UNITS	116,000	9,282	8%	354,500	7,498	2%	(238,500)	1,784	-1%
6900-0002	RECREATION GROUNDS	3,000	0	0%	236,000	2,843	1%	(233,000)	(2,843)	1%
6901-0002	TENNIS COURTS	0	0	0%	0	0	0%	0	0	0%
6902-0002	CORFIELD & FITZMAURICE BUILDING	2,000	0	0%	16,000	0	0%	(14,000)	0	0%
6903-0002	FILM FACILITY	0	0	0%	10,000	0	0%	(10,000)	0	0%
6904-0002	SQUASH COURTS	0	0	0%	4,000	0	0%	(4,000)	0	0%
6910-0002	PUBLIC CONVENIENCES	0	0	0%	96,000	5,225	5%	(96,000)	(5,225)	5%
6000-0001	COMMUNITY & CULTURAL	305,500	65,822	22%	3,220,827	147,888	5%	(2,915,327)	(82,066)	3%
UTILITIES										
7100-0002	GARBAGE	270,000	127	0%	301,000	24,551	8%	(31,000)	(24,424)	79%
7200-0002	RURAL ELECTRICITY	0	0	0%	46,051	0	0%	(46,051)	0	0%
7300-0002	SEWERAGE	475,000	174	0%	306,000	21,179	7%	169,000	(21,006)	-12%
7400-0002	WATER	820,000	876	0%	720,000	25,414	4%	100,000	(24,538)	-25%
7500-0002	GEOTHERMAL PLANT	0	0	0%	0	0	0%	0	0	0%
7000-0001	UTILITIES	1,565,000	1,177	0%	1,373,051	71,143	5%	191,949	(69,967)	-36%
TOURIST ATTRACTIONS										
7620-0002	LARK QUARRY - BUSINESS	0	0	0%	6,000	0	0%	(6,000)	0	0%
7630-0002	LARK QUARRY - MAINTENANCE	0	0	0%	151,000	252	0%	(151,000)	(252)	0%
7800-0002	WALTZING MATILDA CENTRE	803,000	135,045	17%	1,500,000	96,692	6%	(697,000)	38,353	-6%
7805-0002	OUTBACK REGIONAL GALLERY	26,000	590	2%	183,000	14,356	8%	(157,000)	(13,766)	9%
7807-0002	CAFE & HOSPITALITY	250,000	33,991	14%	392,000	54,503	14%	(142,000)	(20,512)	14%
7600-0001	TOURIST ATTRACTIONS	1,079,000	169,626	16%	2,232,000	165,804	7%	(1,153,000)	3,822	0%
WAY OUT WEST FEST										
7820-0001	WAY OUT WEST FEST	0	0	0%	0	0	0%	0	0	0%
TOTAL REVENUE & EXPENDITURE		54,991,807	12,805,667	23%	43,483,226	1,721,150	4%	11,508,581	11,084,517	96%

17.2 Executive Manager Community Services Report

File Number: 179389

Attachments: Nil

Meeting Date: 15 August 2024

RECOMMENDATION

1. THAT the Executive Manager of Community Services Report be received.

REPORT

WINTON NEIGHBOURHOOD CENTRE PROGRAM

Garden Club

Several additional plants have been introduced into the newly constructed raised beds, and the garden is thriving, showcasing an abundance of vegetables and greenery throughout the area.

Community Connect

Several members ventured out into the cold early morning to participate and interact with others at the Neighbourhood Centre. Upon arrival, they were welcomed into a warm room, where a delightful breakfast was provided for attendees.

Community Connect serves as a platform for local residents to come together, fostering engagement and ensuring that participants leave with valuable information.

During this session, Andrew Judd (Juddy) conducted an informative demonstration on CPR, which was well-received. These sessions will be held quarterly, featuring additional demonstrations and information to be shared with our community members.



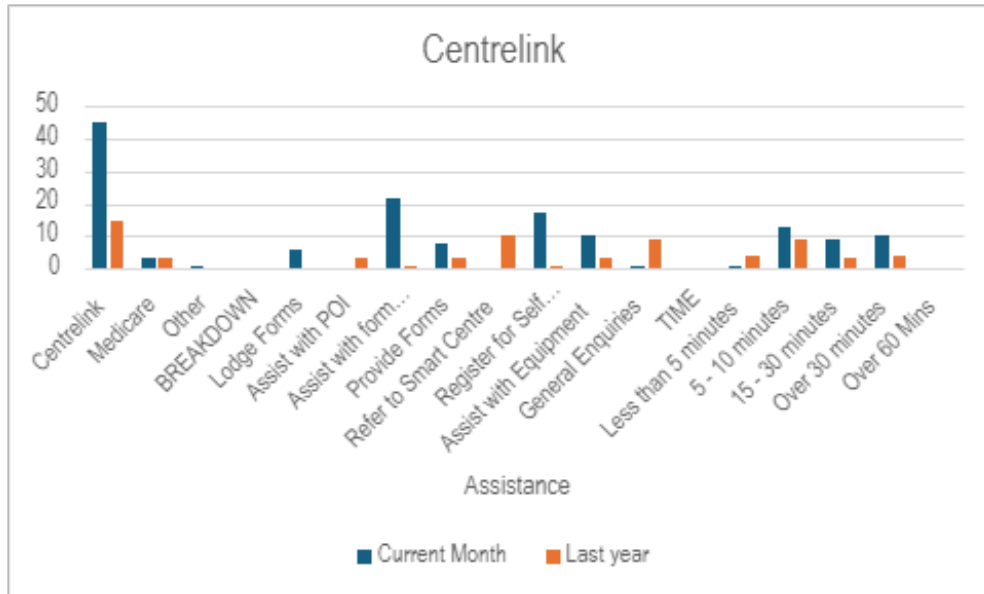
Christine Porter Art Workshop

Christine Porter has shared her extensive expertise with our community, enabling participants to acquire various techniques and discover artistic talents they were previously unaware of.

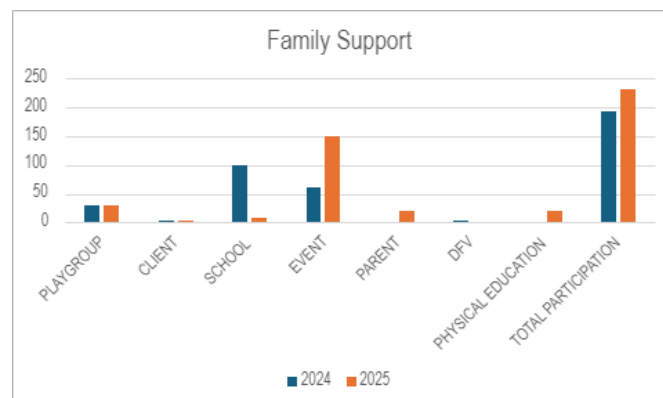


A workshop took place at Oondooroo Station, where numerous buildings were available for painting and viewing. A variety of artwork was showcased by the end of the day.



CENTRELINK**FAMILY SUPPORT PROGRAM****Playgroup**

This month, playgroup has been gathering at the park, where special areas have been set up for the children to explore their problem-solving, imaginative play and social skills. The kids have been using their creativity to turn a fort into a 'kitchen', where they playfully make cakes and tea for their parents. They have also been using tongs to pick their own fruit, which helps them develop fine motor skills, gain confidence and independence.



NAIDOC Week Celebrations

This month, the community celebrated NAIDOC at the Winton Bowls Club. The event was organized by Winton Shire Council, Charleville Western Aboriginal and Torres Strait Islander Community Health Limited CWAATSICH. The event started with a tasty roast lunch, followed by cake cutting and ended with a fun game of Bettys Bingo with plenty of prizes for everyone. RESQ Plus and Lives Lived Well from Longreach also had stalls, providing valuable information to all attendees.



Assisting Families

The Family Support Program assisted multiple families this month by travelling to Longreach to acquire Tax file Numbers for two children, as well as aiding another child in securing Centrelink Payments.

WINTON 60 & BETTER

This month has been quite eventful for the Winton Community! The Winton 60 & Better program kept its regular activities going, although the chilly, windy weather has made it a bit challenging for some. Croquet was still played, although with fewer participants due to the cold.

A standout event this month was Bingo with the high school students, which kicked off with a delicious pancake breakfast followed by a fun-filled 10-game Bingo session.

The Seniors' Lunch featured a delightful Chinese-inspired buffet, offering a wonderful variety of dishes. Chair yoga sessions continued to attract many participants.

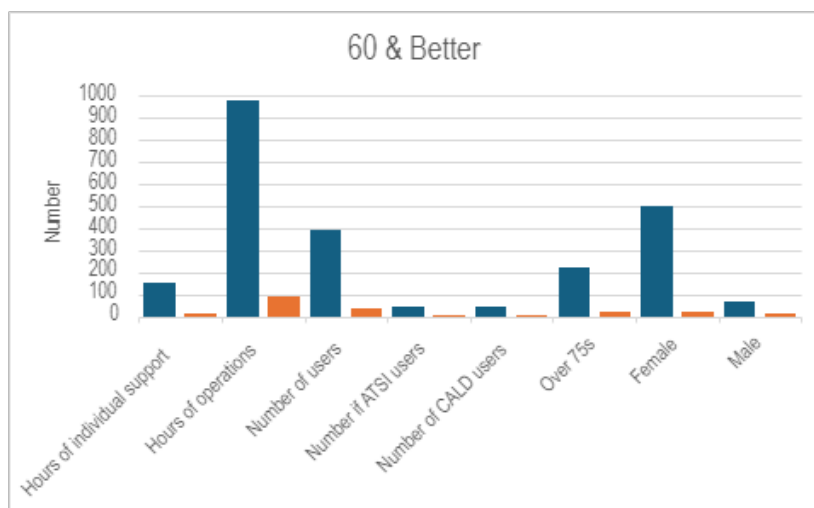


A grant kickoff meeting this month was held, attended by the 60's & Better Coordinator, Welfare Manager, and Executive Manager. Winton 60 & Better is entering a new five-year funding period starting July 1, 2024.

Additionally, a traveling musician visited and presented resources for musical engagement in aged care, which was a nice diversion from the usual movie screenings.

We distributed information about a suicide prevention program aimed at seniors.

Lastly, a buddy fire attended the building to ensure the safety and standards of the building.



YOUTH SPORT & REC

Vacation Care Program

During the second week of school holidays the Vacation Care Program was held. This included a vast variety of activities for the children including cooking session, painting of boomerangs, visits to the Waltzing Matilda Centre and the football field to play a variety of outdoor activities.

Vacation Care attendance for the second week of the June holidays where outstanding with an average of 19 children per day.



Move it NQ Program

During the month of July multiple sporting events were delivered to the community for both senior and junior age groups. This included Netball, Oztag, Yoga, and Hockey.



Blackhawks Visit

The Winton Shire Council provided a BBQ for the students at Winton State School on Thursday, the 18th, ensuring everyone had full bellies.

The Townsville Mendi Blackhawks visited the school to deliver a sporting lesson, starting with a warmup session with Lee Paterson, the Head Strength and Conditioning Coach. The students then participated in various drills with James Tamou, an ex-NRL player and current Blackhawks player, and Tim Nugent, the Development Officer.

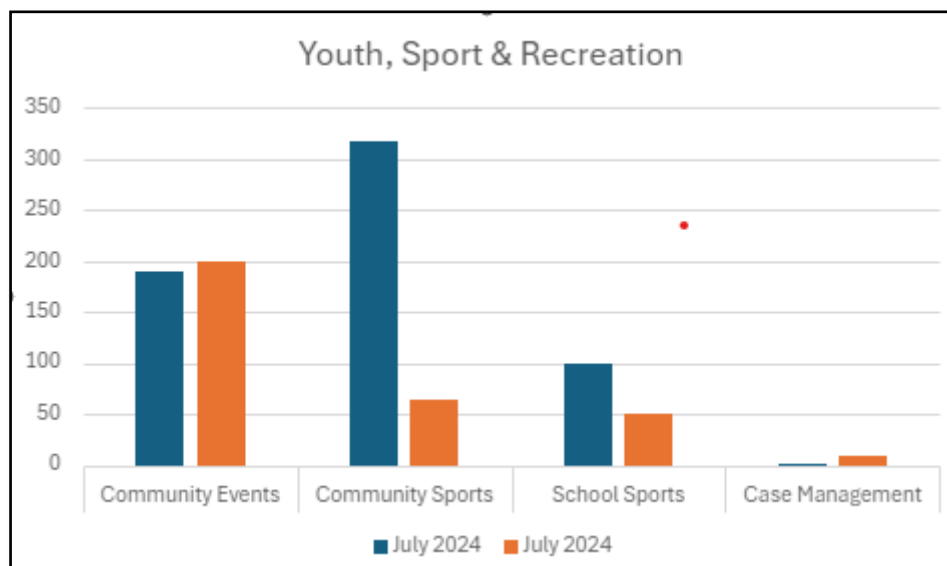
On Friday, the 19th, the Winton Shire Council supplied a hot breakfast before the St Patrick's Catholic School and Winton State School junior students had their session with the Blackhawks.

During their visit, the Blackhawks also attended the Winton Junior Rugby League training and the Winton NQ Move It Senior Oz Tag. Both Winton State School and St Patrick's Catholic School were fortunate to receive a variety of merchandise donated by the Blackhawks.



Pancake Breakfast

The Youth, Sport & Recreation Officer and Family Support Officer supplied the Winton State School Students with a free pancake breakfast on Wednesday 17th of July and then to the St Patricks Catholic School on Thursday 18th July. These breakfasts not only provide a nutritious start to the day for many students, but they also create a positive, inclusive environment that encourages social interaction and school engagement.



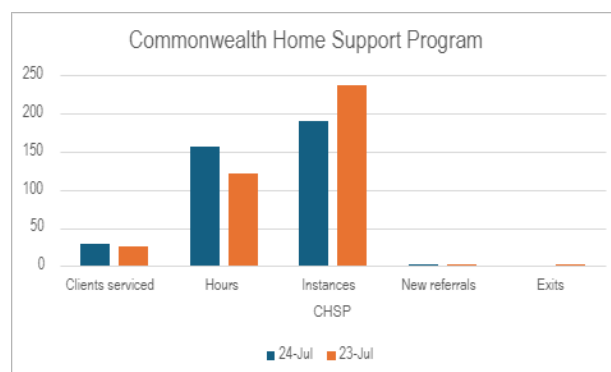
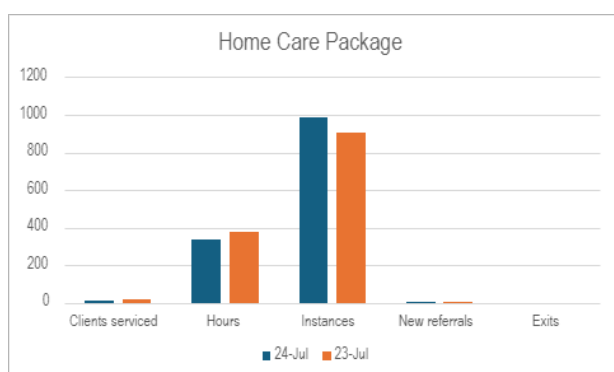
COMMUNITY CARE

Community Care Services held an information session on July 6th with many essential and valued services who are local or visit Winton regularly. The event hosted 12 guest speakers and 41 attendees with many prizes won, the businesses within the community did an excellent job with donating gifts.

The day featured insights from various service providers such as Dr. Rachael from Winton Medical Practice, Jo Winkleman from ADA Australia, podiatrists, dieticians, exercise physiologist, and continence advisors from NWRH. Jane Dennis explained the benefits of remedial massage and Emmett therapy. Advice was also provided by Graham from Aidcare. Mrs Greenwood provided a detailed presentation of the exercise program at 60 & Better and Helen Fogarty discussed the services offered by the Neighbourhood Centre. Tom Pascoe introduced himself as the new visiting Optometrist to Winton and Outback Futures Group distributed information and material on accessing mental health services in the region.

Outback futures supplied many giveaways and materials relating how to access services regarding mental health and wellbeing. 60 & Better, Meals On Wheels and the Winton Pharmacy gave great information on the services they provide and how they can be accessed. The Men's Shed and Garden Club provided a detailed brief and membership forms which resulted in new members.

Going forward, we are looking into having this event run annually, in turn we encourage all feedback and suggestions.



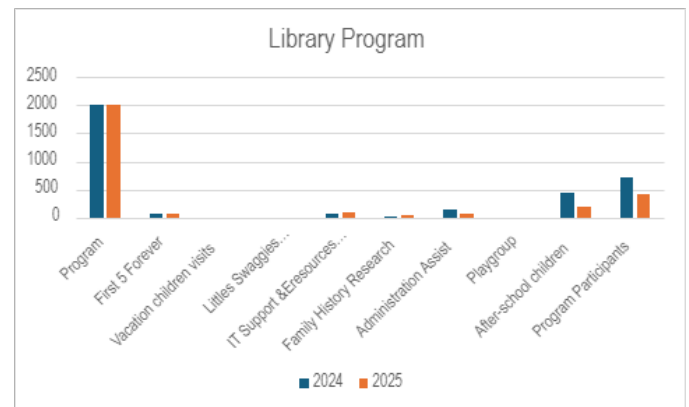
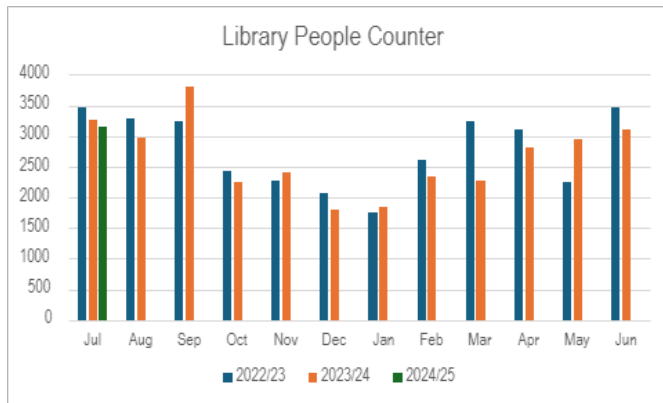
LIBRARY

The borrowing activity in 2024 was lower compared to the previous year, primarily due to a significant stocktake and the return of materials to the Public Libraries Service in July 2023. There was minimal variation in the statistics for Technology Support and the First 5 Forever Program. However, figures related to family history research decreased in 2024, while there was a notable increase in administrative assistance and the After School Program.

Professional Development - Staff member attended a Report Writing Workshop held at the Winton Supper room.

Technology support – A trial modification will be implemented, allowing technology support and workshops to be available on Wednesdays, excluding school holidays.

An Australian author, Di Morrissey who writes adult fiction popped into the library for a surprise visit. Di had introduced herself, interacted with the children and explored the shelves in the library looking for research for her upcoming book.

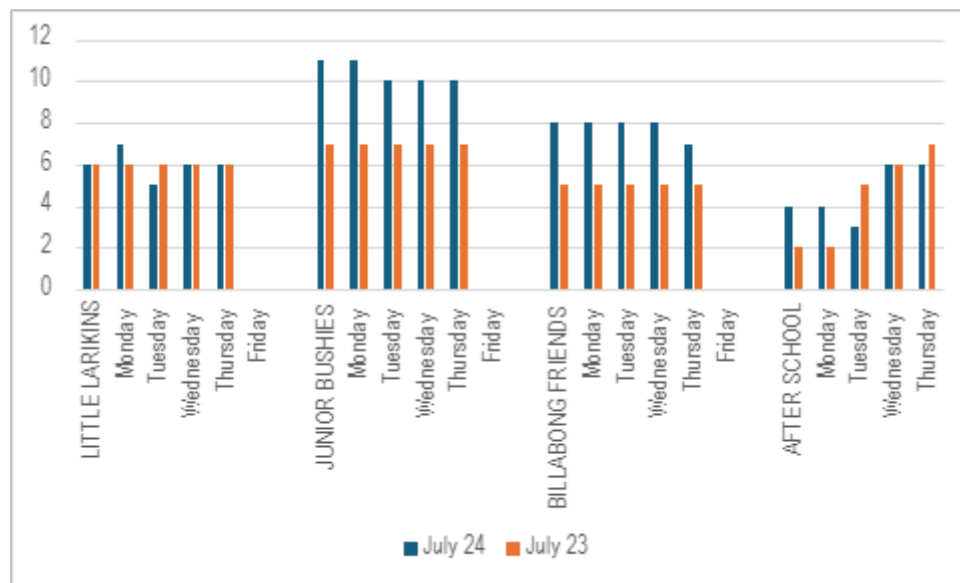


CHILDCARE

The Parent & Friends Committee applied for a grant through Woolworths which was successful to the value of \$950.00. This grant money was used by the committee to purchase some garden pods on wheels, to add to our sustainability garden.

The children have been growing some peas and have made a t-pee for themselves, every day the children get to water them and watch them grow.

Organising for 60 & Better to visit Little Swaggies for a morning tea.



17.3 DIRECTOR OF WORKS

File Number: 179217

Attachments: 1. Snap Send Solve July 2024.pdf
2. WSC July 2024 Flood Damage Reports.pdf

Meeting Date: 15 August 2024

RECOMMENDATION

THAT the Director of Works Report be received.

REPORT**PARKS AND FACILITIES****Parks & Public Areas**

- During the month of July, the Parks & Facilities team continued to maintain all parks and garden areas.
- The team continues to attend to the requests of Snap Send Solves as efficiently as possible while still prioritising daily duties.

Show Grounds

- The Showgrounds lawns and gardens have been maintained regularly.

Recreational Grounds

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

Swimming Pool

- The Swimming Pool lawns have been mowed and all garden areas tidied.

Street Sweeping

- Street Sweeping was carried out on a weekly basis but has now stopped due to a leaking seal on the collection bin lifting arm. This has been sent back to the manufacturer to be repaired under warranty.

Vegetation and Vermin Control

- Weed control continued against unwanted vegetation on footpaths and other open areas with the continued assistance from the Stock Routes team. This is ongoing and these areas are continuously being poisoned and mowed.

Winton Aerodrome

- Regular bi-weekly inspections were carried out with the area slashed and poisoned.
- Extra patrols have been carried out before each take-off and landing due to the increased numbers of bird life. This is being monitored regularly.

Undertaking and Cemetery

- The Cemetery lawns and gardens have been mowed and hedged and the Monument section has been poisoned.

- One funeral was conducted in July.

Refuse Collection & Landfill

- Town garbage collection is continuing on schedule.
- Rubbish truck was in the workshop for three days undergoing repairs to the bin extension arm. The rubbish collection was completed by hand on these days with the assistance of the work camp.

RURAL LANDS

Water Facilities

- The updates to the Agbots have been completed successfully.
- Minor trough repairs were carried out at Karoola, Mountain Dam and Canis.
- Fencing work at the Grove is complete and Nadjayamba's works have commenced.
- Contractors from the Leaky Bore Project have visited the Menin and Mackunda water facilities to assess the sites before beginning work that is scheduled for November or December 2024.
- Two water runs were completed.

Weeds

- Spraying has begun at the Karoola water facility after a request was submitted to remove the new growth of prickly acacia trees at the facility. This has been suspended until the team have obtained their required certificates.
- Chemical handling training has been scheduled for the second week in August and once this has been completed spraying will continue.

Baiting

- The new financial year has seen the bounties for wild dogs reopen with twenty scalps claimed and mapped so far.

Common, Reserves and Stock Routes

- The common is still closed to new users or additional stock.
- Stock levels are looking good, however extra stock could heavily impact the stores for the year.
- The horse common has a lot of feed, and a survey of the fencing has been completed to identify any maintenance which needs to be completed.
- A regular feed assessment will start in the beginning of August to ensure that the feed reserve is in good condition.

General

- The team has been low staffed for the past month with one acting Rural Lands Officer and one Labourer.
- Applications for a new Labourer have been received and interviews have concluded.

- Applications for the Rural Services Manager have closed and interviews will be scheduled shortly.

WATER AND SEWERAGE

Water Pump Station:

- The pump station is currently undergoing upgrades.

Sewer Pump Station:

- The upgrade to the sewer pump station has concluded successfully, and all systems are functioning properly.

Wetlands:

- Nothing to report.

Imhoff Tank

- Nothing to report.

Other works:

- Nothing to report.

Water Mains:

- Nothing to report.

Sewer mains:

- Nothing to report.

SALEYARDS

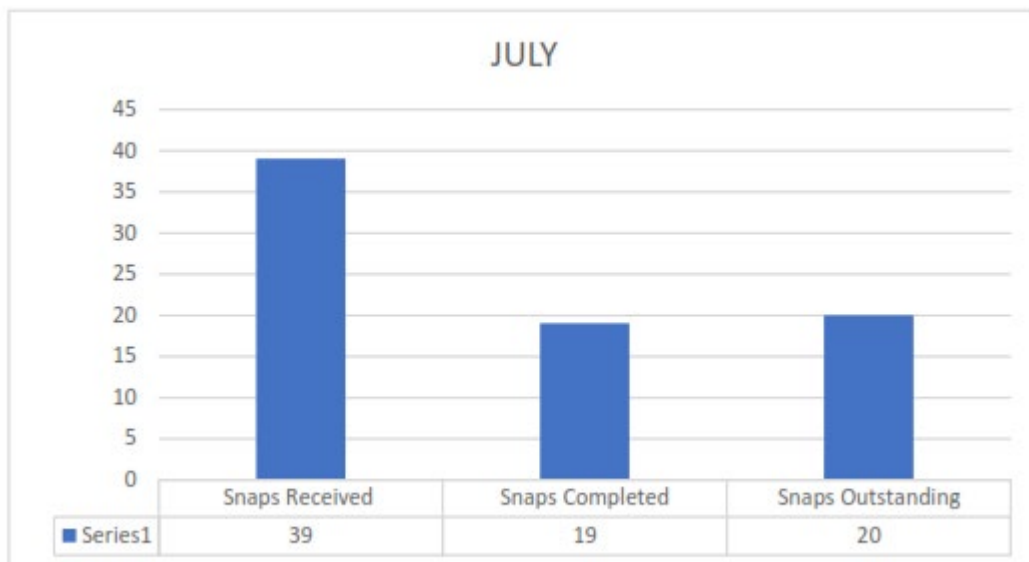
Data and statistics			
	Spelling	Weighing	Total
Current Month	13,860	10,034	23,894
Current Year (2024)	32,760	46,808	79,568
EU current month			
EU Current Year (2024)			
Organic spell (2024)	2,068		
Rail No Current month	2,875	Total	79,568
Rail No Current year (2024)	9,665		
Assets and Maintenance			
Item		Outcome	
➤ Request to complete drainage matter at the new scales to ensure the scales can be cleaned thoroughly and the accuracy			

of the scales is not affected. ➤ Request to repair the covers on the new yard troughs to ensure the control of cattle and stock safety. ➤ The cement surrounding the new scales needs to be repaired as it is a trip hazard. ➤ Request to begin the process of acquiring shade options for certain yards as the welfare of the animals is important and needs to be considered.			
Events			
Type	Actions		Outcomes
Bull Sale took place in the bull ring.	19/07/24		Bull Sale was successful with all bulls sold.

WORKSHOP

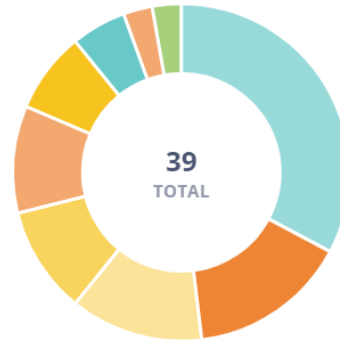
The cleaners Toyota HiAce Van was delivered this month which we are enthusiastic to put to work. The van is in the workshop being equipped with the necessary equipment and tools that our cleaners will need to keep our town and buildings clean and tidy.

SNAP SEND SOLVE



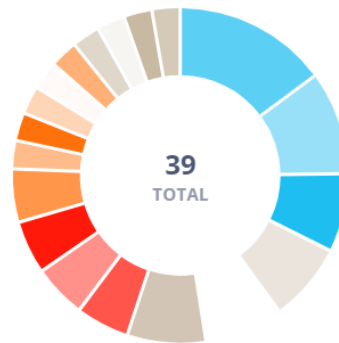
Reports by category

Roads & Signage	33.33%
Animals & Pests	15.38%
Water & Sewer	12.82%
Feedback & General Request	10.26%
Parks & Council Facilities	10.26%
Pavement & Footpath	7.69%
Trees	5.13%
Community	2.56%
Graffiti & Vandalism	2.56%



Reports by incident type

Road Signage	15.38%
General Request	10.26%
Pest / Vermin	7.69%
Poles and Signage - General	7.69%
Roads - General	7.69%
Water Leak	7.69%
Animal - General	5.13%
Facility - General Request	5.13%
Overgrown Vegetation	5.13%
Pavement - General	5.13%
Accessibility	2.56%
Animal - Deceased	2.56%
7 more	



Incident type	Reported on (UTC)	Notes	Status
Pavement - General	Mon, 29 Jul 2024 07:16:15 GMT	Resident concerned about when the hole in the footpath will be fixed as it's been there for "some time"	In progress
Water Leak	Fri, 26 Jul 2024 12:13:26 GMT	Sprinkler head snapped off outside Gov offices	In progress
Pest / Vermin	Fri, 26 Jul 2024 07:43:35 GMT	Rats everyone knows there'd rats out here but last night I looked across the creek and saw hundreds of pairs of eyes looking across the creek at me bloody rats they living in the long dead grass along the bank of the creek right next to where the tourists stop it probably needs to be burned off	In progress
Animal - General	Fri, 26 Jul 2024 02:32:41 GMT	There are Kangaroos on the grounds of the Hospital, we have tried many techniques to keep them off the grounds. There is currently a large buck roo and some smaller does on the lawn at the back of the hospital, yesterday they attacked a staff member walking between the hospital and other accommodation. Given they are not pets they are considered pests in this environment. Could animal control please investigate.	Closed
Pest / Vermin	Thu, 25 Jul 2024 23:12:07 GMT	Rats breeding in block next door. The yard is full of rubbish and no one has been at the property for a few months. The yard is overgrown and there are rat holes everywhere. We have tried to mitigate the rats in our yard but we can't because of the rubbish next door. We have also had several brown snakes come through from there too. We are worried for our health, our property/vehicles, and ongoing financial interests. We have already had one vehicle had wiring chewed. Complaint already submitted	In progress

Pest / Vermin	Thu, 25 Jul 2024 01:50:49 GMT	The tree on our front path is overgrown and has become a nesting area for a family of rats. We are in a highly vulnerable location on the ring road across from water reservoirs. Rats have already damaged our cars. We are doing everything we can on a daily basis to try and prevent further damage. We need urgent help to prune back the tree and clear the area of rats. The rats are tunneling under the concrete path. Please help, for our mental health and financial wellbeing.	Closed
Road Signage	Tue, 23 Jul 2024 06:35:55 GMT	I have been asked by a long time resident if we can please check the correct spelling for this street sign. They are saying it is supposed to be Lynett Lane without the e? Just needs clarifying I'm guessing ?	In progress
Water Leak	Sun, 21 Jul 2024 07:40:10 GMT	Rat damage to sink waste at Men's Shed Meeting Room kitchen	Closed
Road Signage	Fri, 19 Jul 2024 21:08:56 GMT	Road #310 Mackunda- Toolebuc Rd. There's a creek crossing between Mackunda & the boundary that has 2 sharp bends in and out. There's no signage on either side to indicate this.	In progress
Poles and Signage - General	Fri, 19 Jul 2024 21:03:58 GMT	Lack of signage on the Mackunda-Toolebuc Rd (# 310). There's 4 gates to the Boulia boundary and only 1 gate sign on either side of the approaches to all 4 which is dangerous as the gates are difficult to see, as you can see in the photos. In my opinion the gates need width markers(photo attached), or something similar, attached to them so you can see there's a gate from a long way back at night, especially in a truck with 3 trailers on.	In progress
Water Leak	Tue, 16 Jul 2024 22:27:52 GMT	Mains water leak at no 10 bladensberg	Closed

Animal - General	Tue, 16 Jul 2024 01:14:23 GMT	Hello, I have been trying to find out since tuesday the 5th of march. As moved to winton on 29 january. I have a horse that i would like to use this paddock on 33 Riley St. I came into the office to enquire. However, 4 months later, there istill no answer. I have tried the stock route as well. Have called numerous council and locals to find out. Has water and fenced. Is for 1 horse and a few mini donkeys. As their food need to be monitored at this stage, common unsuitable. Please advise.	Closed
Poles and Signage - General	Mon, 15 Jul 2024 21:49:06 GMT	There's no signage indicating the Olio/Fairview Rd on Both the Landsborough Highway and Kennedy Development Rd. I'm not sure about the Winton/Richmond Rd. Signage is essential for the transport industry and truck drivers who don't know the area.	In progress
Poles and Signage - General	Mon, 15 Jul 2024 21:39:02 GMT	There's no sign indicating the Winton/Eskdale Rd when heading west on the Landsborough Highway. This makes it difficult for trucks to no where to turn to access properties on this road.	In progress
Pavement - Damaged	Mon, 15 Jul 2024 05:32:46 GMT	When council repaired water pipe on footpath at 10 Blomfield the hole has got deeper needs some garden soil in dip on footpath	Closed
Pavement - General	Mon, 15 Jul 2024 04:30:08 GMT	A resident enquired why the dirt was put in the gutter seems that it would stop flow of water?	Closed
Public Toilet	Mon, 15 Jul 2024 02:31:48 GMT	Toilet blocked up	Closed
Road Signage	Mon, 15 Jul 2024 01:48:54 GMT	Incorrect road signage 60km/h sign on a 50km/h road	Closed

Overgrown Vegetation	Sun, 14 Jul 2024 23:47:09 GMT	Dead branches, falling hazard in the baby toddlers playground. Threatening life hazard for children.	In progress
Damaged Road	Sun, 14 Jul 2024 23:42:31 GMT	Cement crossing washed out over Thornbill Creek (Hughenden-muttuburra Rd). 10km from the flinders boundary. Hard to spot on the bend, truck driver lost his coffee the washout was so severe.	In progress
Road Signage	Sun, 14 Jul 2024 22:20:09 GMT	I have had a complaint about the cones across the entrance point to Riley street parking. The complaint said that by blocking that particular entrance point it is making is difficult for wide loads to use the parking	In progress
Road Signage	Sun, 14 Jul 2024 03:53:22 GMT	The sign has been removed from Allen's Range...also the posts have been damaged.	In progress
Road Signage	Sun, 14 Jul 2024 03:51:09 GMT	There is no depth markers on Craggs bowers crossing. This run very fast and deep.	Closed
Sewer - Leak / Blockage	Sat, 13 Jul 2024 22:51:33 GMT	The dump point is overflowing needs attention asap	Closed
Roads - General	Sat, 13 Jul 2024 08:53:45 GMT	I have had an enquiry today from a Landholder in the Corfield district, they are wondering if, with the current fuel load increasing the fire risk this season, Council are programmed to do any grading either shoulders or fire breaks, along the Winton to Hughenden Road? Apparently there have been several small fires along the road edge to the north and there are concerns of the same happening within our Shire. Apparently, there are WSC graders at Corfield	In progress
General Request	Sat, 13 Jul 2024 06:15:42 GMT	I have been contacted by a landowner that advised that a solar pump on a stock route is not working "Ashfield" water	In progress
Water Fountain	Fri, 12 Jul 2024 06:34:18 GMT	The water spout for the dogs water bowl on the water fountain in the fenced dog park is not working. Has been the same for several weeks	Closed
General Request	Fri, 12 Jul 2024 02:40:17 GMT	Main Street speaker system to allow for audio communication during events	In progress

Overgrown Vegetation	Wed, 10 Jul 2024 08:49:10 GMT	Was closed off but clearly has not been completed to a standard deemed satisfactory	Closed
Facility - General Request	Wed, 10 Jul 2024 03:11:08 GMT	Resident has asked if there would be any possibility of construction of a wind break on the Eastern side?	In progress
Park - General Request	Wed, 10 Jul 2024 02:46:59 GMT	The plants seem to be wilted ? Just wondering if the drillers are clogged or not working	Closed
Accessibility	Wed, 10 Jul 2024 01:38:09 GMT	At the park today and the child safety gate isn't installed even though my previous sss that was lodged two months ago has been closed. There was a close call with a young child running out onto the busy traffic this morning.	Closed
Animal - Deceased	Tue, 09 Jul 2024 23:58:35 GMT	There are dead rats on the footpath out the front of "" home. She rang and spoke with someone from the Winton Shire Council who told her that she would have to manage this herself the same as everyone else in Winton. The rotting carcasses will attract more vermin which has a high probability of becoming a public health risk.	Closed
Roads - General	Tue, 09 Jul 2024 04:17:31 GMT	what date that the Chiltern Hills access road will be graded. Another issue I have is water being taken from Britches Creek. I thought that Stock Route did not allow council to access water from the Stock Route. I just know that "" did not allow council access. Water is being taken and we had not been notified. copy of the stock route guidelines please to save confusion. like to be notified when people are accessing the property as this is part of our Bio-Security procedures as well.	Closed
Graffiti - Public Property	Sat, 06 Jul 2024 06:27:51 GMT	Graffiti at Skate Park. Offensive pics and words.	Closed
General Request	Fri, 05 Jul 2024 11:36:24 GMT	The lights are faulty and should be fixed as they are iconic and need to be maintained	In progress

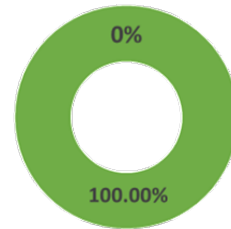
Roads - General	Fri, 05 Jul 2024 01:17:32 GMT	Out back of Diamantina Gardens, there is a narrow sealed road. There is boggy (when wet) soil between that and the path along back of units. This soil is a real problem along units 5 to 8 and then further along outside units 11 onwards. Late last year an ambulance left the sealed road to get closer to a unit. It got badly bogged. The bogged area is still evident, such are the soils here. We need sealed road to the path. I can't even go across the road to 60 and Better groups when the soil is wet	In progress
General Request	Thu, 04 Jul 2024 03:19:26 GMT	Someone on council has reversed into my fence, this can be seen through the tyre marks out front of my house and under the new sign	Closed

Winton Shire Council DRFA Financial/Construction Progress

Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022

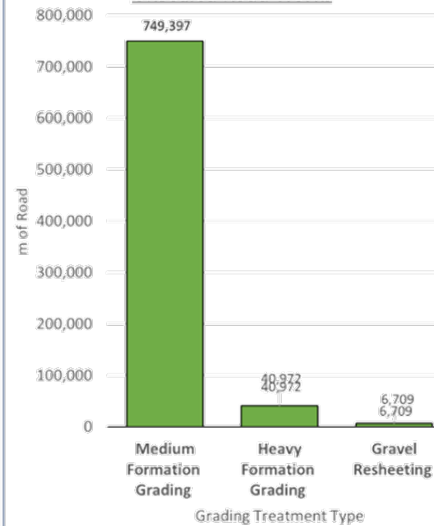
Submission	Recommended Value
Northern and Central Western	\$11.9 M

Unsealed Grading Road Works



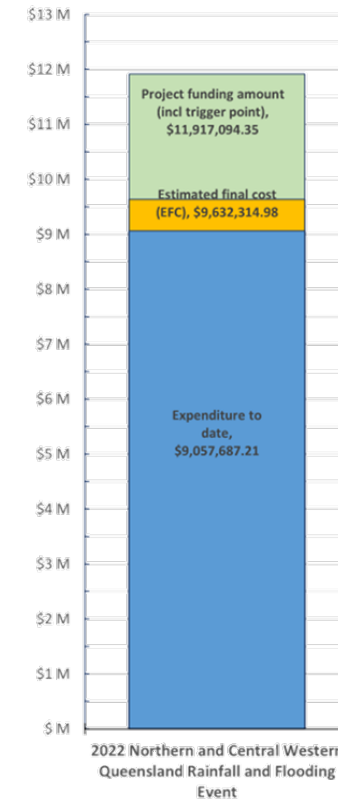
■ Works Complete ■ Works Remaining

Unsealed Road Works



■ Total Scope ■ Progress of Scope Complete

Expenditure to Date

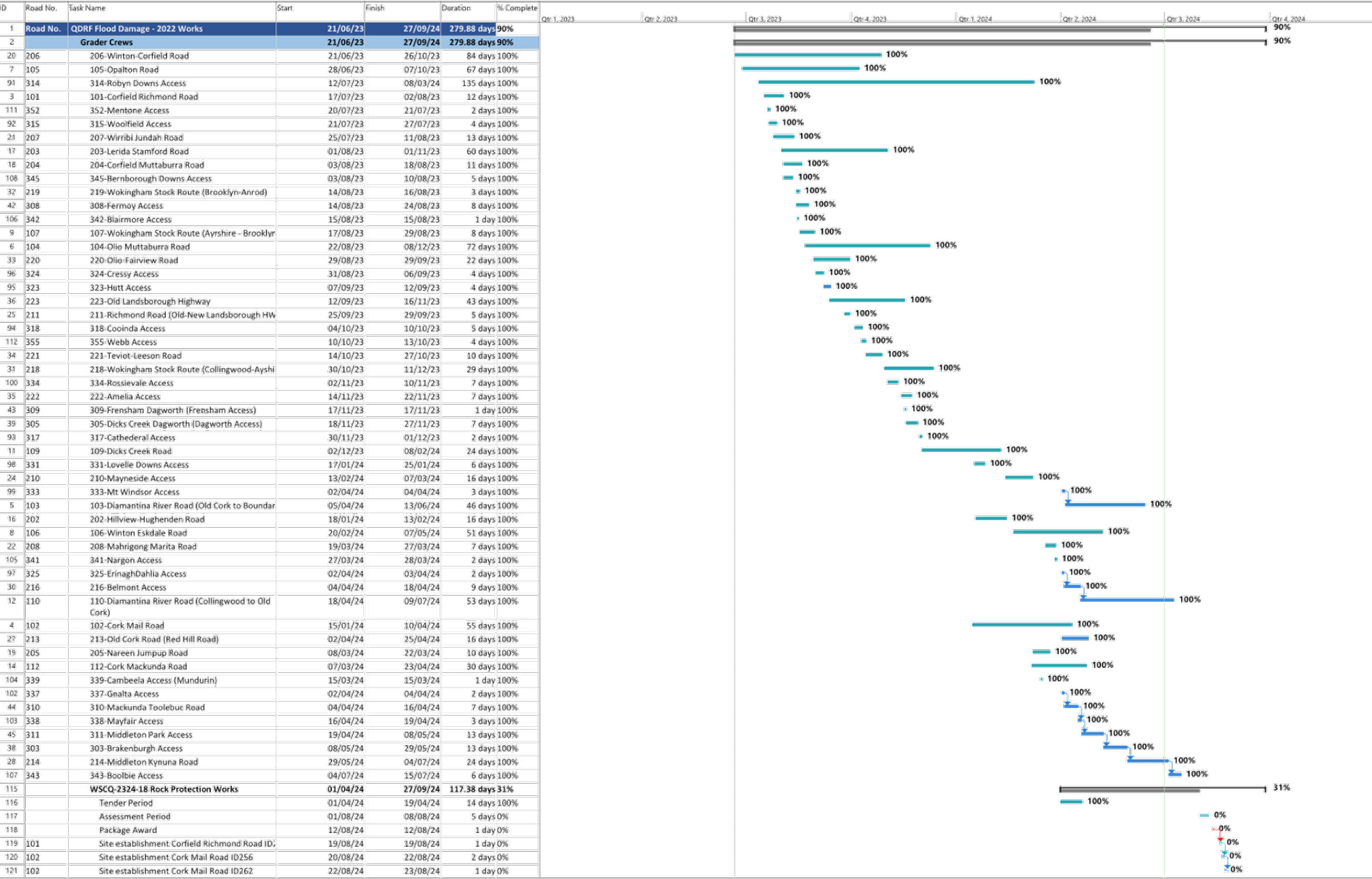


2022 Northern and Central Western Queensland Rainfall and Flooding Event

Flood Damage Submission

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

2022 Northern and Central Western Queensland Rainfall and Flooding Event
Program for Flood Damage 2022 - remove rollover and concrete works (ID 484919).mpp

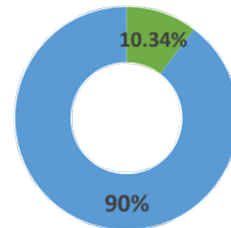


Winton Shire Council DRFA Financial/Construction Progress

Northern and Central Western Queensland Monsoon and Flooding, 20 December 2022 - 30 April 2023

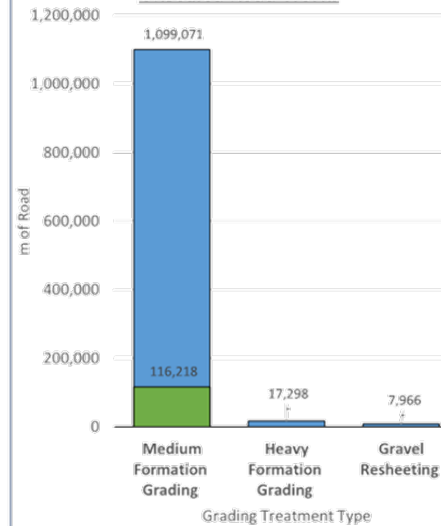
Submission	Recommended Value
Northern and Central Western	\$15,383,302.18

Unsealed Grading Road Works



Works Complete Works Remaining

Unsealed Road Works



Total Scope Progress of Scope Complete

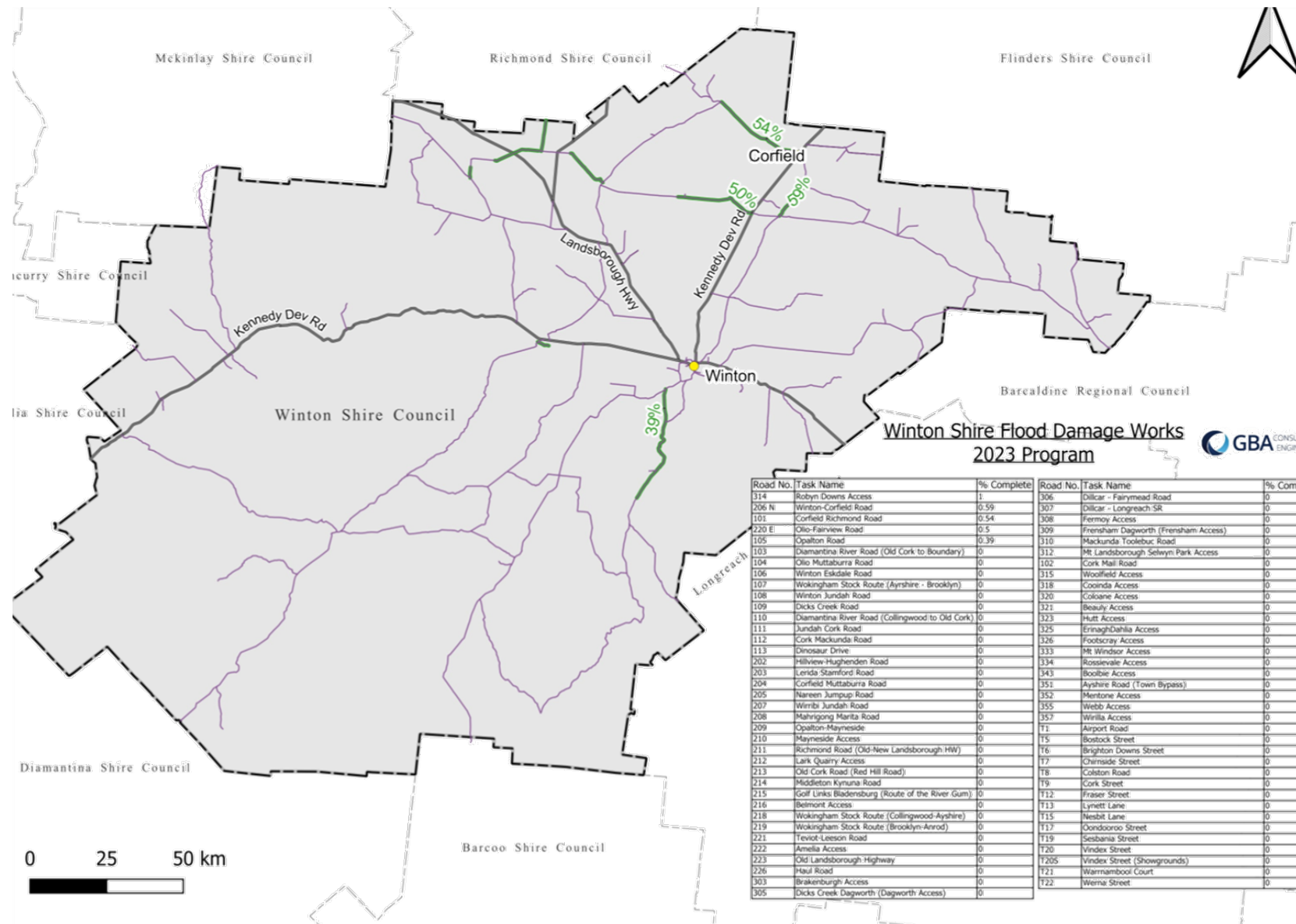
Expenditure to Date

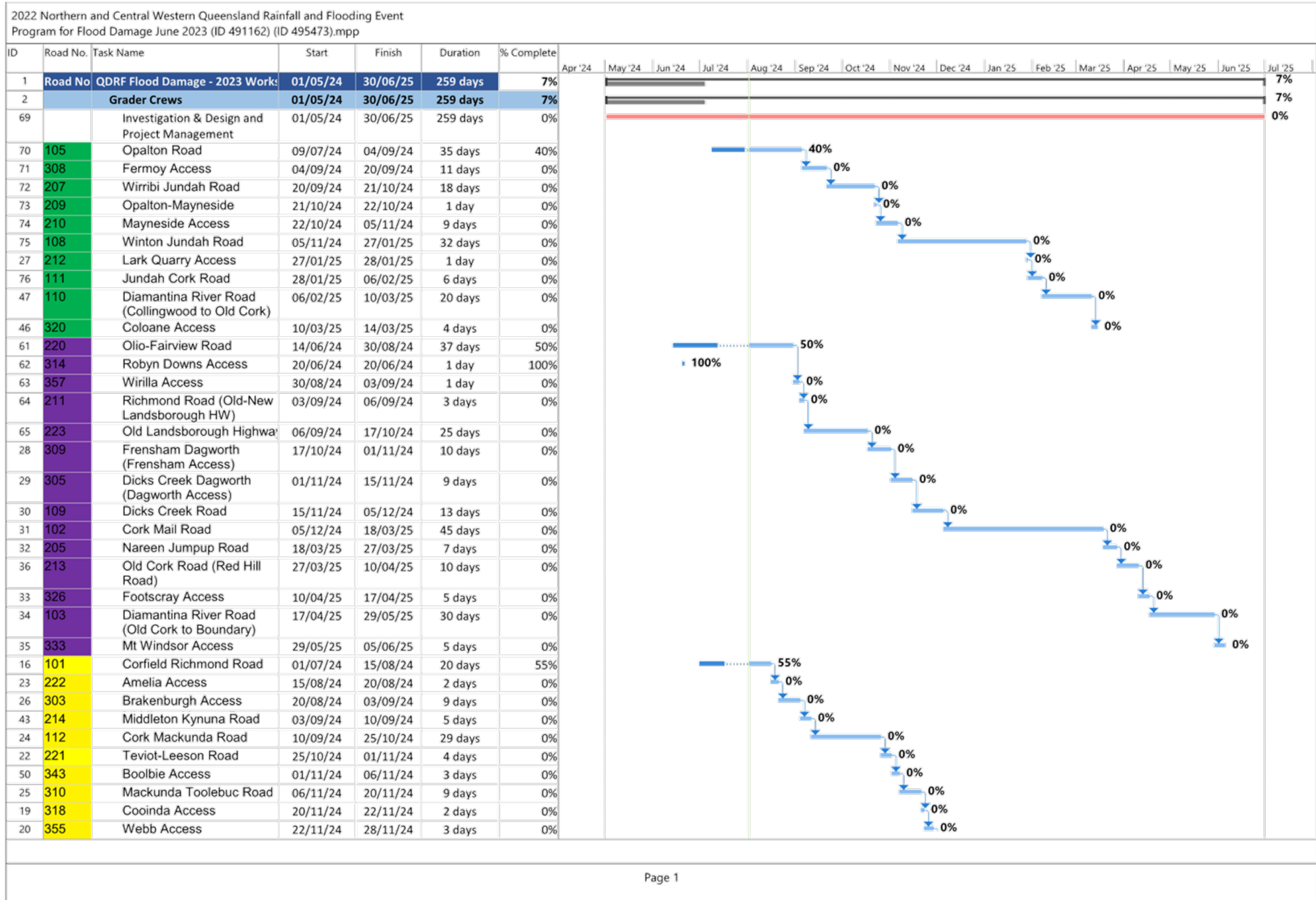


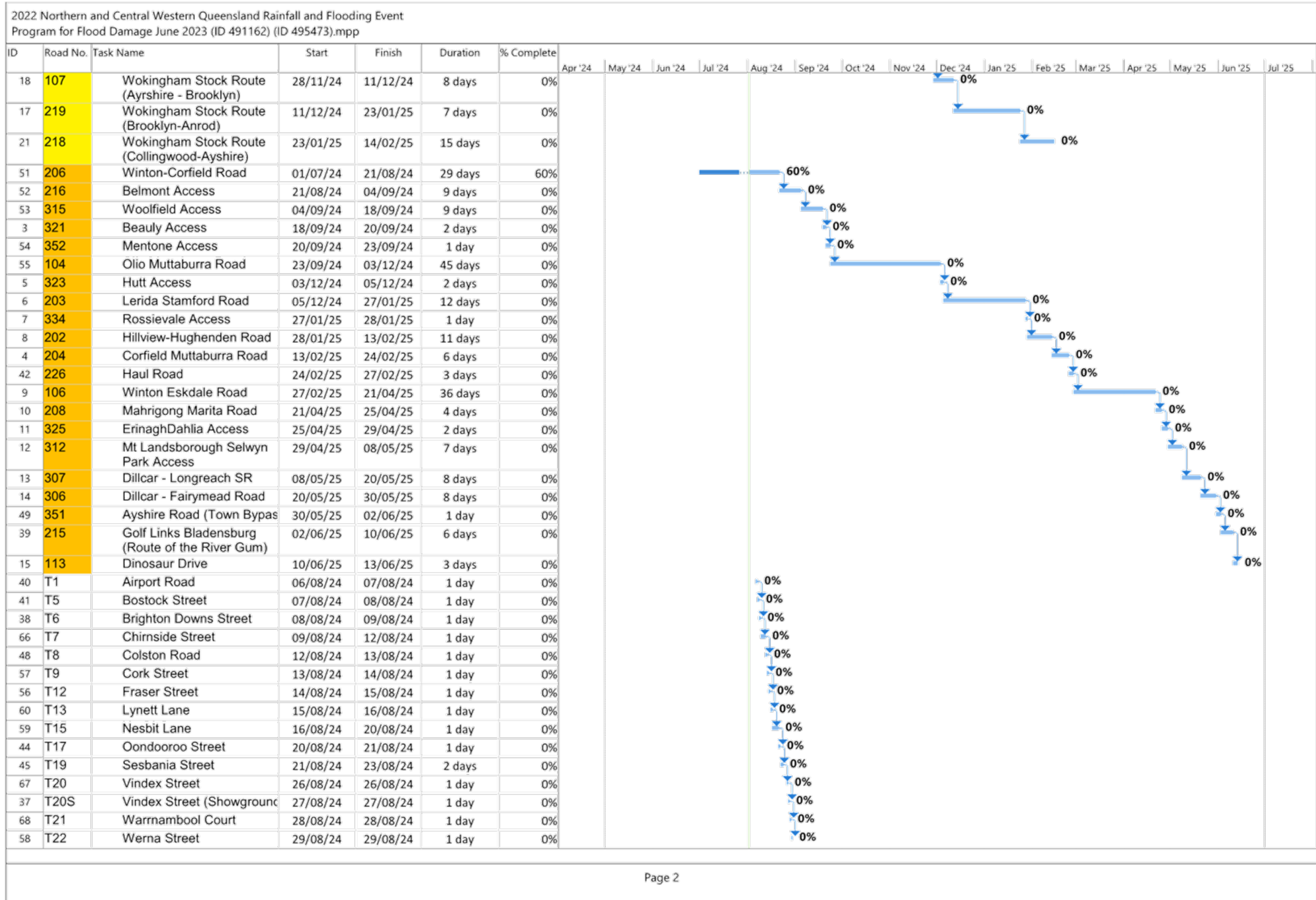
2022 Northern and Central Western Queensland Rainfall and Flooding Event

Flood Damage Submission

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







18. CONFIDENTIAL SECTION**18 CONFIDENTIAL SECTION RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

18.1 GEOTHERMAL

This matter is considered to be confidential under Section 254J (3) - f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with matters that may directly affect the health and safety of an individual or a group of individuals;.

18 DATE OF NEXT MEETING

Ordinary Meeting 19 September 2024