



BUSINESS PAPER

Ordinary Council Meeting Thursday, 19 September 2024

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

Date: Thursday, 19 September 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

Dirk Dowling (Chief Executive Officer)

Shannon Van Bael (Executive Manager
Community)

Roger Naidoo (Director of Works)

1	Acknowledgement of Country and services	32671
2	Apologies	32671
3	Declaration of Interest and Conflict of Interest.....	32671
4	Confirmation of Minutes from Previous Meetings	32671
5	Business Arising out of Previous Meeting.....	32671
6	Mayor's Report to Council.....	32671
7	Mayor's Business to be Considered Without Notice.....	32672
8	Questions for Which Notice Has Been Given	32672
NIL	32672	
9	Questions (Without Debate) for Which Notice Has Not Been Given	32672
NIL	32672	
10	Petitions	32672
NIL	32672	
11	Deputations/Presentations.....	32672
	Nil	
12	Consideration of Motions.....	32672
13	Decisional Reports	32673
13.1	WSC-FIN-POL-004 Community Grants Policy	32673
13.2	Complaints Management Policy	32682
13.3	QUEENSLAND OPERA - Sponsorship Request	32696
13.4	Disposal of old Youth Centre in Werna Street	32722
13.5	WINTON 150 year celebrations - Camerata in Winton 2025.....	32726
13.6	Nadjayamba Bursary 2024.....	32729
13.7	Community Grant Request.....	32731
13.8	Operational Plan 2024-2025.....	32735
13.9	Annual Christmas Shutdown	32747
13.10	Winton Cemetery Master Plan.....	32749
13.11	Construction of a New Bar and Canteen at the Winton Showgrounds	32764
13.12	2024 Interim Audit Report	32772
14	Advisory Committee Meeting Reports	32783
14.1	Minutes of the Work Camp Correctional Facility Advisory Committee Meeting held on 19 August 2024	32783
14.2	Minutes of the Waltzing Matilda Centre Ltd Board Meeting held on 23 August 2024.....	32786
14.3	Minutes of the Audit, Risk and Improvement Committee Meeting held on 22 August 2024.....	32792
14.4	Minutes of the Community Facilities Users Advisory Committee Meeting held on 20 August 2024	32796
14.5	Minutes of the Rural Lands and Agriculture Advisory Committee Meeting held on 21 August 2024	32800

14.6	Minutes of the Tourism and Beautification Advisory Committee Meeting held on 27 August 2024	32805
15	Correspondence	32811
15.1	Correspondence.....	32811
16	Late Correspondence	32834
17	Officers Reports to Council	32835
17.1	Director of Works	32835
17.2	Interim Chief Executive Officer	32851
17.3	Executive Manager Community Services Report.....	32868
18	Confidential Section	32873
	Nil	
19	Date of Next Meeting	32873

- 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 - 15 August 2024
- 5 BUSINESS ARISING OUT OF PREVIOUS MEETING**
- 6 MAYOR'S REPORT TO COUNCIL**

Mayor Meeting & Inspections 14 August to 19 September 2024			
DATE	TYPE	PARTIES	PURPOSE
19/08/2024	Meeting	Winton WPHS CAN Meeting	General Meeting
	Committee	Work Camp Correctional Facility Advisory Committee	Advisory Meeting
20/08/2024	Committee	Community Facilities Users Advisory Committee	Advisory Meeting
	Meeting	LGAQ - PE Meeting Pre-Briefing	General Meeting
22/08/2024	Meeting	QPS LGAQ DEM Roundtable - Mayor/CEO/CFO	With Longreach / Blackall-tambo /Barcoo /Boulia and Diamantina
	Committee	Audit, Risk & Improvement Committee	Advisory Meeting
	Meeting	150 Year Celebrations + Deputy Mayor	General Meeting
23/08/2024	EVENT	ST Patrick School	Book Week
	Committee	Board meeting of Waltzing Matilda Centre Ltd.	Advisory Meeting
26/08/2024	Meeting	CUC -inaugural board meeting	F2F meeting Longreach
27/08/2024	Committee	Tourism Advisory Committee	Advisory Meeting
26/08 - 29/08/24	Meeting	RAPAD	Face to Face Meeting - Conference Longreach
29/08/2024	Meeting	Outback Queensland and TEQ	Dinner Catch up
30/08/2024	Meeting	CEO Recruitment + Deputy Mayor and HR	Meeting with Recruitment agency
1-3/9/2024	Meeting	Outback Highway Development Council + Deputy Mayor	AGM Boulia
4-5/09/2024	Meeting	Western Queensland Alliance of Council + Deputy Mayor + CEO	Assembly 2024 - Mt ISA
11/09/2024	Meeting	Australia Top Tourism Town Awards	Canberra Awards for the Top Tiny Town
12/09/2024	Meeting	Koa Board - McKinlay Shire and Winton Shire Council	Meet and Greet

13/09/2024	Meeting	Ceremony and Celebration with Koa People	Land Handover Ceremony
	Meeting	Councillors and Senior Leadership Team - CEO	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

NIL

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

13 DECISIONAL REPORTS

13.1 WSC-FIN-POL-004 COMMUNITY GRANTS POLICY

File Number: 172677

Author: Shannon Van Bael, Executive Manager Community

Authoriser: Ricki Bruhn, Chief Executive Officer

Attachments: 1. WSC-FIN-POL-004 Community Grants Policy v6.0 2024-09.pdf [↓](#) 

Meeting Date: 19 September 2024

Corporate and Operational Plan Consideration

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
4 - Thriving Together	Arts & Culture	Executive Manager Community Services	Review of policies and procedures supporting Community Grants

Budget Reference: 2000-2170-000

SUMMARY

The WSC-FIN-POL-004 Community Grants Policy addresses requirements under the Local Government Regulation 2012 Section 189 and 194. The policy provides corporate guidelines on the provision of grants and subsidies to community individuals and organisation.

RECOMMENDATION

1. THAT the report be received.
2. THAT the WSC-FIN-POL-004 Community Grants Policy be adopted.

REPORT

The Winton Shire Council supports community organisations, groups and individuals to develop community projects, activities, and events via the distribution of funds or in-kind assistance through its grant program, in an equitable, transparent, and responsible manner. Council's community grants program improves community wellbeing by assisting community groups to hold programs and activities.

In 2022, the WSC-FIN-POL-004 Community Grants Policy was reviewed and adopted and is now due for renewal. As part of this review, certain updates have been introduced to the policy. Notably, the concept of Sponsorship has been included, allowing organizations to receive grants if they can demonstrate their positive impact on the community's economic and social well-being.

RISK MANAGEMENT

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

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

FINANCE



Community Grants

POLICY

FINANCE

Purpose

The purpose of this Winton Shire Council Community Grants Policy is to provide corporate guidelines on the provision of grants and subsidies to community organisations whereby Council provides a range of grants to encourage, engage and support individuals and groups in the community to make a positive and ongoing contribution to the community's wellbeing, economic prosperity, and environment sustainability.

Scope

- This Policy applies to:
- Winton Shire Council Councillors
- Council Employees
- Community Grant Applicants (not-for-profit organisations)
- Local Schools

Definitions

Term	What it means / refers to
Acquittal	The process by which a recipient demonstrates in writing to the funding body that it has expended the funds in accordance with the terms and conditions of the funding agreement on completion of the activity or project.
Chief Executive Officer (CEO)	The person appointed to the position of CEO under the Act and anyone acting in that position.
Community Organisation	Refers to the <i>Local Government Regulation 2012</i> meaning: (a) an entity that carries on activities for a public purpose or (b) another entity whose primary objective is not directed at making a profit.
Community Purpose	Any activity that: - encourages physical activity through participation in sporting, recreational and social pursuits. - fosters an understanding and appreciation of the Shire's heritage and cultural diversity. - promotes and encourages environmental protection and sustainability. - supports and builds relationships with disadvantaged or vulnerable groups in our community. - provides economic benefits to the Shire including promoting employment opportunities. - encourages and promotes educational opportunities and initiatives. - supports our vision: To grow our community and explore exciting, new and innovative opportunities which will retain existing and attract new people with whom we can share our unique lifestyle and rich heritage.

FINANCE

Term	What it means / refers to
Council	Winton Shire Council (WSC)
Council Employee	Any person employed directly by Winton Shire Council regardless of their employment status, undertaking duties on behalf of Council.
Grants & Subsidies	Are defined as “the giving of funds” where the recipient agrees to the conditions of the benefactor as to how the monies are to be spent. The agreement contains specific benefactor-imposed restrictions on how the money is spent. The recipient is required to formally acquit the funds as specified by the benefactor.
In-kind	The provision of Council’s services, equipment, plant, or facilities to assist with an event or project.
Senior Executive Officer	The departmental Directors and persons acting in such positions.
Sponsorship	Is a sum of money given to organisations or individuals for a specified purpose directed at achieving goals and objectives consistent with Winton Shire Council’s strategic objectives.

Policy statement

Winton Shire Council is committed to supporting not-for-profit incorporated community organisations, schools and individuals that service the needs and priorities of the Winton community (including schools, welfare, sporting, and cultural groups).

Organisations must agree to take responsibility for the receipt, application, and acquittal (where required) of the assistance provided.

Winton Shire Council provides donations and grants through an open and competitive programme where it can be demonstrated that assistance will make a positive and ongoing contribution to the public interest of the Winton community.

Eligibility criteria

Council deems the following to be the eligibility criteria for a community organisation or individual to be eligible for a grant or subsidy from Winton Shire Council:

- Applicants must not have overdue debts to Winton Shire Council. Organisations who are currently on a repayment plan for an existing overdue debt are also ineligible for grant funding.
- Political parties are ineligible for funding.
- Requests must be for not-for-profit community-based purposes.
- The request must meet the community purpose requirements in this policy.
- All previous grant or subsidy funding received from Winton Shire Council must be fully acquitted (where applicable within the 60 day timeframe).
- Applicants must show evidence of fundraising and / or sponsorship.
- The applicant is to disclose other grant or subsidy applications that were successfully funded by Winton Shire Council or are currently under consideration by Council.

FINANCE

- Applicants must provide an undertaking to fully refund any unexpended grant or subsidy monies.
- Applicants must complete an application and assessment form for the relevant grant or subsidy.
- The applicant should demonstrate attempts have been made to raise funds from other sources to assist with the event.
- Activities and projects will not be funded from multiple Winton Shire Council funding programmes.
- Community Donations must not be used for prizemoney.

Successful applicant's details, including name of community organisation or individual, amount and purpose of grant or sponsorship, can be published on Winton Shire Council's website when required.

Types of Grants Available

Council offers the following levels of grants to the Winton Community:

Category	Purpose	Available Funding
Category 1	Grant amounts between \$1 and \$5,000 will be made available to not-for-profit organisations to assist with the conduct of an event, project, or activity of Shire. Council, when considering applications in this category, will consider the overall community and economic value of the event, project, or activity to the Winton Shire. Successful applications in this category may be required to acquit funds upon request.	\$1 - \$5,000
Category 2	Grant amounts between \$5,001 - \$15,000 will be made available to not-for-profit organisations to assist with the conduct of an event, project or activity of Shire or broader area. Council, when considering applications in this category, will consider the overall community and economic value of the event, project, or activity to the Winton Shire. Successful applicants in this category are required to acquit the funds within 60 days of the event, in addition to providing to Council a full report on the community and financial outcomes of the event, project or activity.	\$5,001 – \$15,000

FINANCE

Levels of sponsorship available

Category	Purpose	Available Funding
Category 3	Standard level of sponsorship for an event which can demonstrate economic or cultural outcomes. Successful applicants in this category are required to acquit the funds within 60 days of the event, in addition to providing to Council a full report on the community and financial outcomes of the event, project or activity.	\$1 - \$15,000
Category 4	Significant level of sponsorship for an event which can demonstrate a high level of economic or cultural outcomes. Such information will include an event project or activity plan which will include as a minimum: - Goals and objectives of the event, project, or activity budget - including full revenue and expenditure statements. - Benefits to the Winton community, in addition to State and / or National significance. - Applications must be received at least 3 months prior to the event, project or activity to allow for budgeting. - Successful applicants in this category are required to acquit the funds within 60 days of the event, in addition to providing to Council a full report on the community and financial outcomes of the event, project or activity.	\$15,001 or over
Category 5	School sports sponsorship / sport representation for individual students to assist with the costs of transport, uniforms etc. Successful applicants in this category are required to acquit the funds within 60 days of the event.	\$1 - \$500

Community Grants Process

Applications for Grants

Applications for all **Grants** under this Policy must be in writing on the approved Community Grants Application Form and must be submitted to Council no later than the first Monday of the month to meet the upcoming monthly Council Meeting.

Applications for **Sponsorship Category 4** under this Policy must be in writing on the approved Community Grants Application Form and must be submitted to Council no later than 3 months before the event.

Applications for **Sponsorship Category 5** under this Policy must submit a full proposal to Council including:

FINANCE

- Goals and objectives of the event, project, or activity.
- Budget - including full revenue and expenditure statements.
- Benefits to the Winton community, in addition to State and / or National significance.
- Applications for sponsorship \$15,000 and over must submit an application at least 3 months prior to event to allow for budgeting.

Assessment

Applications are received and processed through Winton Shire Council departments and assigned to relevant officers to provide an estimate for plant/equipment hire and in-kind support.

A report and recommendations are then submitted to Winton Shire Council for decision at the next appropriate Council Meeting.

Finance

Recipient organisations must provide to Winton Shire Council all necessary information regarding their organisation's details; for example, Australian Business Number (ABN), bank account details, to enable Council to facilitate payment of monetary grants.

Budget

The total assistance provided to community organisations must be within the annual budget limits approved by Council unless otherwise amended by Council.

Communication

This document will be published on the Winton Shire Council website and will be made available to all employees and will be provided for those community organisations wishing to apply for Community Grants.

Related Council documentation

- Code of Conduct
- WSC-GOV-POL-004 Fraud and Corruption Management Policy
- WSC-GOV-POL-003 Complaints Management Policy
- WSC-GOV-POL-002 Internal Audit Policy
- Community Grants Application Form

Legislation, recognised Authorities, and other sources

- *Local Government Act 2009 (Qld)*
- *Local Government Regulation 2012 (Qld)*
- *Statutory Bodies Financial Arrangements Act 1982*

FINANCE

Review of Policy

This policy will be reviewed every three years or when legislation or standards change 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
September 2017	Version 1.0	Drafted	
October 2017	Version 1.1	Monetary Levels Included	26 October 2017
July 2019	Version 2.0	Review by Council	12 July 2019
July 2020	Version 3.0	Review by Council	23 July 2020
July 2021	Version 4.0	Review by Council	2 July 2021
April 2022	Version 5.0	Review by Council	

13.2 COMPLAINTS MANAGEMENT POLICY**File Number:** 179613**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. WSC-GOV-POL-003 Complaints Management Policy v4.2 2024-08.pdf  **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Complaints Management

Budget Reference: N/A**SUMMARY**

The report presented to Council on 15 August 2024 was laid on the table. This report introduces a revised Complaints Management Policy to respond to those queries presented by Councillors.

This policy is meant as a vehicle to inform the public how to raise complaints with the Winton Shire Council. Whilst many of the complaints received are managed within Council, there are some matters that are referred to other parties.

RECOMMENDATION

1. THAT the report laid on the table on 15 August 2024 be retrieved from the table.
2. THAT this report be considered in addition to that already retrieved.
3. THAT this report and the Complaints Management Policy (WSC-GOV-POL-003) attached to this report be substituted for that retrieved from the table.
4. THAT the Complaints Management Policy (WSC-GOV-POL-003) as presented be adopted by Council.

REPORT

This policy is a public document that informs the public how complaints will be managed at Winton Shire Council. The Policy attempts to cover all the likely types and categories of complaints that may be made to Council.

It also identifies who is responsible for the management of certain types of complaints, for example, those made about Councillors that may be referred either to the Office of the Independent Assessor or the Crime and Corruption Commission.

The category about Complaints about Councillors, including the Mayor identifies when these are managed by a party external to the organisation. This wording is taken from the Councillor conduct and complaints fact sheet issued by the Queensland Government on 23 November 2023.

Note the Governance Coordinator has carriage of the Complaints Registers. Those referred to external parties are excluded from this process as the investigation and recording of these complaints are not managed by Winton Shire Council.

Revisions to the Complaints Management Policy document presented and laid on the table at the Council meeting dated 15 August 2024 include:

1. Under Roles and Responsibilities, an additional paragraph has been added:
Complaints referred to external parties and in relation to Complaints about Councillors, including the Mayor are not within the scope of the Roles and Responsibilities of Council Officers with the exception of the Chief Executive Officer.
2. Under the Role of the Chief Executive Officer, an additional sentence has been added:
The Chief Executive Officer also has responsibilities as detailed within this document in relation to complaints that are referred to external agencies.
3. Under Complaints about Councillors, including the Mayor
Wording has now been revised to refer to the various documents already adopted by Council and published on the Winton Shire Council website which comprehensively deal with this matter.
4. An additional reference has been added to Legislation, recognised Authorities, and other sources.

Office of the Independent Assessor "Understanding Complaints"

<https://www.oia.qld.gov.au/understanding-complaints#:~:text=for%20the%20OIA%3F-.The%20OIA%20receives%20complaints%20about%20the%20conduct%20of%20all%20Queensland,actions%20and%20decisions%20of%20councils.>

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 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.

GOVERNANCE

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;

GOVERNANCE

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

Complaints referred to external parties and in relation to Complaints about Councillors, including the Mayor are not within the scope of the Roles and Responsibilities of Councillor Officers with the exception of the Chief Executive Officer.

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.). The Chief Executive Officer also has responsibilities as detailed within this document in relation to complaints that are referred to external agencies.

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.

GOVERNANCE

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

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 Chief Executive Officer 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.

GOVERNANCE

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.

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	Occurs in a Council meeting and is dealt with by the chairperson in a Council meeting.
Conduct breach	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

Further information regarding Complaints about Councillors, including the Mayor are extensively covered in Winton Shire Council's Model Meeting Procedure (WSC-GOV-PRO-004), Standing Orders Policy (WSC-GOV-POL-013), and the Queensland Government Code of Conduct for Councillors in Queensland.

Complaints about the Chief Executive Officer (CEO)

Complaints about the conduct of the Chief Executive Officer 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 Chief Executive Officer 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.

GOVERNANCE

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.

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 Chief Executive Officer 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?'

GOVERNANCE

- 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.

Contact with complainants

Council prefers that a complainant provides their name and contact details. This allows the Chief Executive Officer 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 Chief Executive Officer'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 Chief Executive Officer 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 Chief Executive Officer 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.

GOVERNANCE

- 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.

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
- WSC-GOV-PRO-004 Model Meeting Procedure
- WSC-GOV-POL-013 Standing Orders Policy

GOVERNANCE

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.Office of the Independent Assessor.qld.gov.au/make-a-complaint](https://www.OfficeoftheIndependentAssessor.qld.gov.au/make-a-complaint)
- Office of the Independent Assessor "Understanding Complaints"
<https://www.oia.qld.gov.au/understanding-complaints#:~:text=for%20the%20OIA%3F-The%20OIA%20receives%20complaints%20about%20the%20conduct%20of%20all%20Queensland.actions%20and%20decisions%20of%20councils.>
- Code of Conduct for Councillors in Queensland
https://www.dlgma.qld.gov.au/_data/assets/pdf_file/0017/45170/code-of-conduct-for-queensland-councillors.pdf
- *Ombudsman Act 2001 (Qld)*
- *Public Interest Disclosure Act 2010 (Qld)*
- *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.

GOVERNANCE

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
August 2024	Version 4.0	Update in line with Queensland Office of the Independent Assessor guidelines	

13.3 QUEENSLAND OPERA - SPONSORSHIP REQUEST**File Number:** 180380**Author:** Vimla Naidoo, Economic Development Manager**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Festival-Of-Outback-Opera-2025.pdf [↓](#) **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
3 - Securing Our Future	Arts & Culture	Chief Executive Officer	Supporting arts and culture in the region.

Budget Reference: 5800 2668**SUMMARY**

This report seeks endorsement from Council for a Sponsorship of \$13,200 in cash and \$5,000 for in-kind support to Queensland Opera for the Festival of Outback Opera 2025. Queensland Opera is also seeking approval from Council to close the Waltzing Matilda Centre Museum and Tuckerbox Café on Friday 16 May 2025 to host the Winton long lunch.

RECOMMENDATION

1. THAT the report be received.
2. THAT Council approve a cash contribution of \$13,200 and an in-kind contribution of \$5,000 to Queensland Opera in support of the Festival of Outback Opera 2025.
3. THAT Council approve the closure of the Waltzing Matilda Centre Museum and Tuckerbox Café on 16 May 2025 in return for a payment of \$3,500 to facilitate the Winton Long Lunch event.

REPORT

The Festival of Outback Opera Queensland is set to return to Winton in 2025, featuring a diverse array of events designed to engage residents as well as national and international visitors, promising an unforgettable Opera Festival in the Outback. This festival, held in Winton, is traditionally centred around performances such as the renowned concert 'Dark Sky Serenade,' complemented by a vibrant schedule of community activities and additional performances.

The festival provides Winton with a chance to immerse itself in the Arts and Opera in a profound and enriching manner, allowing residents to participate in performances and activities of this nature without the need to journey to larger metropolitan areas. Opera Queensland is poised to enhance community advantages by expanding the range of events available and improving access to these cultural offerings.

The Festival of Outback Opera's varied program gained an overwhelmingly positive response from the Winton Community in 2021, 2022, 2023 and 2024. The enthusiastic feedback from both residents and visitors indicates a strong interest in upcoming regional opera events.

A request has been submitted to Winton Shire Council for financial assistance in the amount of \$13,200, along with in-kind support valued at up to \$5,000 for the rental of the Shire Hall, portable restrooms, stage, tables, and chairs. Additionally, a separate request has been made for the exclusive use of the WMC museum and the Tuckerbox Café to facilitate the Long Lunch event. This event, priced at \$250 per person, is expected to accommodate 120 guests. Queensland Opera has agreed to provide \$3,500 for the day to offset the Council's potential revenue loss from the museum and the Tuckerbox Café, as the WMC museum will be closed to patrons on May 16, 2025.

Hosting the long lunch at the WMC Museum significantly positively impacts tourism in Winton, providing substantial advantages for the Waltzing Matilda Centre in terms of marketing. The exposure generated by this single event greatly exceeds the effectiveness of any of our existing marketing efforts. The cost associated with this initiative is minimal compared to the media coverage obtained.

RISK MANAGEMENT

This is assessed as:

Likelihood: Rare

Consequence Insignificant

Risk: L-1

Festival of Outback Opera 2025

Proposal

Organisation	Opera Queensland (OQ)
Priority	Funding – Winton Shire Council



***** (Five stars). This festival is an extraordinary achievement in improving accessibility to opera and the arts more broadly.

Jansson Antmann, Limelight Magazine, May 2022.

Contents

Contents	2
Executive Summary	3
1. Project Background	3
1.1 Key Driver for Growth Connecting Cultural Tourism	4
1.2 Strategic Objectives	5
1.3 Objectives and Benefits	5
1.4 Cultural Tourism Strategy	6
2. Evaluation Process	7
3. Timeframe and Resources	7
4. Costs and Funding	7
5. Appendices & Attachments	8

Executive Summary

Opera Queensland (OQ) launched the Festival of Outback Opera (FOO) in Winton, Longreach, Barcaldine, Blackall and Tambo in 2021. The inaugural festival was a great success, leading to investment in subsequent festivals in 2022, 2023, and 2024.

OQ has a bold ambitious vision to grow an internationally recognised festival in Outback Queensland and to attract audiences who are eager to invest in boutique cultural offerings in unique locations.

External economic impact reporting indicates that festival attendees spend considerable money, beyond the cost their tickets to the festival events, including on accommodation, meals, and shopping in local areas. This includes visitors from Queensland, interstate and overseas. Total direct expenditure attributable to the Winton and Longreach economy is more than \$1m annually.

Arts Queensland have confirmed base-level funding for the 2025 Festival. Taking this into consideration we are seeking Council investment in 2025 to support with the delivery of:

- The signature event Winton Long Lunch inside the Waltzing Matilda Centre
- The OQ Regional Touring Show at the Crackup Sisters Dustarena (TBC)

OQ will continue to grow partnerships to ensure cost efficient delivery and leverage new investment. OQ continues to invest in local businesses including Red Dirt Tours, The Royal Theatre Winton, Crackup Sisters, accommodation and food providers as well as the Waltzing Matilda Centre with acceptance of this proposal.

Investing in the Festival of Outback Opera in 2025 will ensure OQ can successfully deliver the event and demonstrate Council support for the festival as we seek ongoing funding from Arts Queensland for this high quality artistic initiative.

1. Project Background

In the last four years, OQ's Festival of Outback Opera has become an important event in the cultural life of Queensland. Patron feedback commends the high quality artistic experience alongside visiting areas of outstanding natural beauty.

Winton Shire Council (WSC) has supported the festival over the last four years, moving from a small contribution towards the touring show production in 2021 through to 2024 where provision of cash and in-kind contributions, access to venues and local expertise make FOO the visitor magnet it has now become.

In addition to positive qualitative responses received from audiences (94% (2021), 98% (2022), 98% (2023) festival attendees rated the artistic experience as a great experience), the impact of the festival is demonstrated in both economic benefit and its potential for growth.

In 2021, the program of events in the Festival of Outback Opera attracted local, intrastate and interstate visitors to five local government areas in outback Queensland. From 2022 and 2023, a 387% increase of intra and interstate visitors was achieved, by increasing the length of the festival and focussing activities in Winton and Longreach. From 2023 to 2024, FOO saw another increase of 9.8% in visitors. Rising attendance numbers demonstrate the success of the initiative, exceeding planned targets for visitors.

We thought coming to the concert would also be a great opportunity/excuse to see outback QLD, which was not part of our original travel plan ... The quality of the soloists and the orchestra was superb ... The venue! The sunset! 5 stars!!!

Audience survey response, Longreach 2021.

Across the festival in 2024 there was a total attendance of 3,482 with 77.1% attending from outside Winton or Longreach, driving significant economic outcomes for Outback Queensland.

Visitor expenditure data was collected across the festival. Attendees reported an average spend of \$198pp per day and overnight visitors stayed in the region an average of 7.8 days. The 2024 festival resulted in 6,925 direct visitor nights, an increase of 68% from 2023, and \$1,379,172 in total Overnight Visitor Expenditure across Winton and Longreach.

In delivering the Festival of Outback Opera, OQ directly spent more than \$200,000 in Outback Queensland businesses. This includes accommodation, meals, functions, local labour and equipment, local coach hire, and venue catering for signature events but does not include flights.

The Festival of Outback Opera attracts high-value travellers to regional areas, with a program that encourages visitors to stay longer in the region. Extensive media coverage has been generated in the lead up to, during and after the festival, placing Outback Queensland and its cultural and natural offerings front and centre in local, state and national media. A significant increase in media attention was evidenced from 2021 to 2024, with a media overview 2024 attached as Appendix A.

Media activation highlights included:

- 338 clippings in 2023 (**454% increase on 2021**)
- A PR audience reach of 15M in 2024 (**725% increase on 2021**)
- 136 national media clippings in 2023 (**1,600% increase from 2021**)
- 219 broadcast clips in 2023
- Today Show live weather cross in 2022 (1.38M potential audience)
- Channel 9 news (national) in 2024
- Cover of the Weekend Australian 2023
- Reviews in the Australian Traveller Magazine and Australian Stage in 2024

By staging a world-class event and showcasing Queensland's artistic excellence, the festival highlights Outback Queensland as a cultural destination.

1.1 Key Driver for Growth Connecting Cultural Tourism

After the successful delivery of the third Festival of Outback Opera, OQ is keen to build upon this achievement, recognising the festival's potential as a strong driver of growth in cultural tourism for Outback Queensland. To take advantage of existing conditions – established tourism markets and infrastructure in Longreach and Winton, strong domestic tourism growth for the state, additional tourism opportunities existing within the region – the festival provides an excellent pathway to improved accessibility for tourists and Outback communities to opera, and other high-quality arts and cultural initiatives.

Building on the success of the festival OQ is amplifying these drivers for tourism growth by engaging broader tourist markets while working with local communities, artists, and industry. To achieve this, OQ will assess, plan and implement a series of strategic actions over the next three

to five years, i.e. prioritising market segments, experiences, and partnerships that result in cultural, artistic, social, and economic returns for the region.

Audience market segments to explore include:

- travellers attracted to food and wine experiences
- outback exploration and cultural activities in unique locations
- high-end cultural consumers looking for once-in-a-lifetime experiences

OQ is laying the foundations for a major cultural event, attracting national and international audiences to Outback Queensland. The festival's growth and activities are modelled on other highly regarded international opera festivals such as Wexford Festival Opera UK (www.wexfordopera.com) and Glimmerglass Festival USA (www.glimmerglass.org). Both events provide evidence of how long term investment and high quality programming can attract significant international audiences.

1.2 Strategic Objectives

The initiative is strategically timed to coincide with the Outback tourism season, capturing both the existing drive market and high-value travellers who visit specifically for the event. The events on offer appeal to a diverse audience which includes locals and tourists, and the accessibility of free or low cost community events encourages attendance from visitors who may not normally engage with opera performances.

	Strategic Objectives
1	Create high quality opera and cultural experiences in regional locations
2	Diversify festival offerings to support cultural tourism and attract more diverse visitors
3	Increase employment opportunities for Queensland artists and arts workers
4	Extend visitation number of nights in community
5	Sustainable economic impact in regional Queensland

1.3 Objectives and Benefits

The primary objectives of the project are:

- Deliver high quality artistic experiences in regional communities
- Produce a signature Queensland cultural tourism offering
- Deliver community engagement activities
- Be cost efficient in delivery
- Attract new visitors and investment to regional Queensland locations
- Build a nationally and internationally significant festival

Outcomes of the project will include:

- Increased economic investment in regional Queensland communities
- Increased visitor attraction and length of stay in regional Queensland communities
- Significant employment opportunities for artists and arts workers
- Elevated profile of regional communities and events across national and international media

Benefits to Winton Shire Council:

- Leveraging increased investment in local businesses
- Investment in high quality artistic experiences which deliver cultural tourism opportunities
- Hosting an internationally significant arts and culture event
- Growth of signature regional event for inclusion in Cultural Olympiad activities

1.4 Cultural Tourism Strategy

OQ has an ambitious vision to grow an internationally recognised event positioned alongside other global destination opera festivals. A unique array of offerings will entice audiences to regional Queensland for both opera and signature tourism events. Diverse event programming will be trialled to encourage visitors to stay longer and spend more in regional communities.

To grow the success of Festival of Outback Opera a suite of KPIs is designed with Arts Queensland to grow audience numbers and extend visitation rates which underpin planning and programming.

Key Performance Indicator	2022 Actual	2023 Actual	2024 Actual	2025 Target
Unique individual attendance (excl OQ staff, artists and orchestra)	879	1,270	1,394	1,270
Intrastate visitors	6%	62%	63%	40%
Interstate visitors	20%	18%	13%	60%
Direct visitor nights in host regions	550	4,133	4,176	820

In addition, Opera Queensland set internal targets to grow overnight visitor expenditure and ensure local audiences support the festival.

Key Performance Indicator	2022	2023	2024	2025
Overnight Visitor Expenditure	\$368,235 (\$87,584 actual)	\$377,440 (\$1,210,107 actual)	\$386,875 (1,379,172 actual)	\$396,550
Community Pride Net Promoter score	90% (98% actual)	91% (96% actual)	92% (95% actual)	93%

2. Evaluation Process

Festival of Outback Opera is evaluated by an independent research company (IER). Economic and social impact data is gathered to demonstrate evidence of value of the cultural tourism experience.

OQ will submit copies of IER economic impact reports to council following each festival. Copies of reports for 2022, 2023 and 2024 are included in the Appendices.

3. Timeframe and Resources

	Main Activities / Milestones	Milestone Date
1	Secure investment (FOO 2025) from Winton Shire Council	September 2024
2	2025 Festival planning & scoping 2026-2029 investment. Discussions with Winton Shire Council on annual investment required (see 4. Funding – optional), to assist Tourism and Events Queensland (TEQ) and Arts Queensland (AQ) funding discussions.	April - October 2024
3	Confirmation of investment 2026-2029 with Winton Shire Council.	February 2025 (TBC)
4	Confirmation of investment 2026-2029 with state government partners.	February 2025 (TBC)
5	Festival of Outback Opera 2025 – delivery	May 2025
6	Festival of Outback Opera 2026-2028 – delivery	May (TBC)

4. Costs and Funding

A high level income and expenditure for Festival of Outback Opera 2023-2025 is included below.

FESTIVAL OF OUTBACK OPERA	2023 Actual	2024 Actual	2025 Planning
INCOME			
Box Office Income / Performance Fees	\$101,704	\$143,343	\$150,000
Directed Donation (secured)	\$150,000	\$150,000	\$150,000
Government Grants - Arts Queensland	\$200,000	\$253,056	\$300,000
Sponsorship / Grant Income - other	\$148,171	\$154,907	\$150,000
Other income	\$0	\$9,137	\$0
Total Revenue	\$599,875	\$710,442	\$750,000
EXPENDITURE			
Salaries & wages	\$136,355	\$149,525	\$165,000
Orchestra costs	\$3,387	\$4,500	\$5,000
Travel and accommodation	\$161,666	\$207,760	\$200,000
Venue costs (including venue hire and ticketing)	\$3,020	\$9,708	\$10,000
Production and event costs	\$232,199	\$265,525	\$290,000
Marketing, PR and development costs	\$69,848	\$78,870	\$80,000
Total Expenditure	\$606,474	\$715,889	\$750,000
NET RESULT	(\$6,599)	(\$5,446)	\$0

Investment requested from Winton Shire Council (WSC) for 2025:

Investment from WSC	Benefits	Recognition
Cash: \$12,000 (+GST)	- Regional touring production performance for Winton community. - One community engagement event as part of Festival of Outback Opera.	- Logo acknowledgement on tour related marketing materials and program. - Logo acknowledgement on Festival of Outback Opera marketing materials in Winton (where space permits).
Venue: Waltzing Matilda Centre as a venue for the Winton Long Lunch (exclusive use for one day)	- Festival of Outback Opera signature event featuring a Winton tourist attraction - Acknowledgment of Council support for Winton Long Lunch \$3,500 revenue in venue hire for Winton Shire Council	- Logo acknowledgement on Winton Long Lunch related marketing materials, program and signage (where space permits). - Logo acknowledgement on Festival of Outback Opera marketing materials in Winton (where space permits). - Inclusion of “supported by Winton Shire Council” presentation credit for Winton Long Lunch.

5. Appendices and Attachments

Appendices

- Media Overview 2024
- IER report 2022, 2023 & 2024

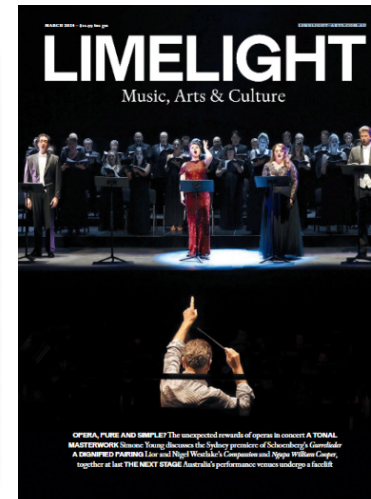
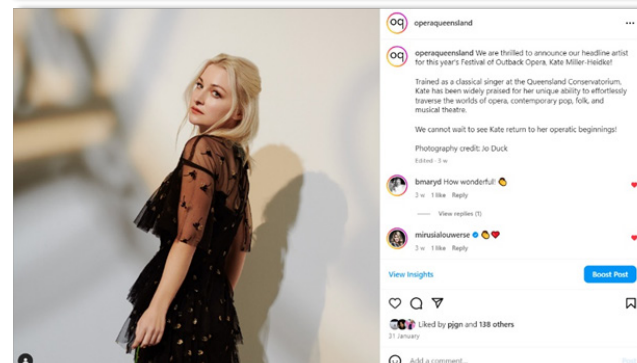
Attachments

- Proposed agreement for 2025 – Regional Touring Production and Festival activities
- Proposed agreement for 2025 – Winton Long Lunch
- Winton Shire Council Venue Hire Booking Form

APPENDIX

Media Overview 2024

2024 MARKETING AND PR ACTIVITY



Opera takes centre stage as Festival of Outback Opera returns

ARTS

Opera Queensland's week-long celebration of song promises to build upon the success of previous years, delivering an even more extraordinary celebration of opera, culture, and community.

SOCIAL MEDIA AND PAID ADVERTISING

2024 MARKETING AND PR ACTIVITY

Opera Queensland goes bush again in 2024

MUSIC

It's not just city slickers who get to see great singing in 2024 as Opera Queensland unveils a season including plenty of regional fare including the acclaimed Festival of Outback Opera, writes Phil Brown



rangelandscamp.com

OUTBACK OPERA

From May 14-20, 2024 the Festival of Outback Opera returns to Winton and Longreach with events ranging from operatic concerts under starry skies to pop-up performances in pubs. It's opera like you've never experienced before, with a program that goes from popular songs to operatic classics.

oq.com.au

The writer travelled with the support of Opera Queensland and Tourism & Events Queensland.

THE AGE

‘We need to be telling these stories’: Opera Qld pushes boundaries with 2024 season

The highly acclaimed Festival of Outback

Opera will return to Winton and Longreach in

May for a week of concerts, pop-up performances, lunches and the Gala Ball.

first Brisbane Bel Canto festival. MARCO BORRELLI

PUBLICITY CLIPPINGS

From 01 Aug 2023 - 25 Jul 2024

Media Coverage Report

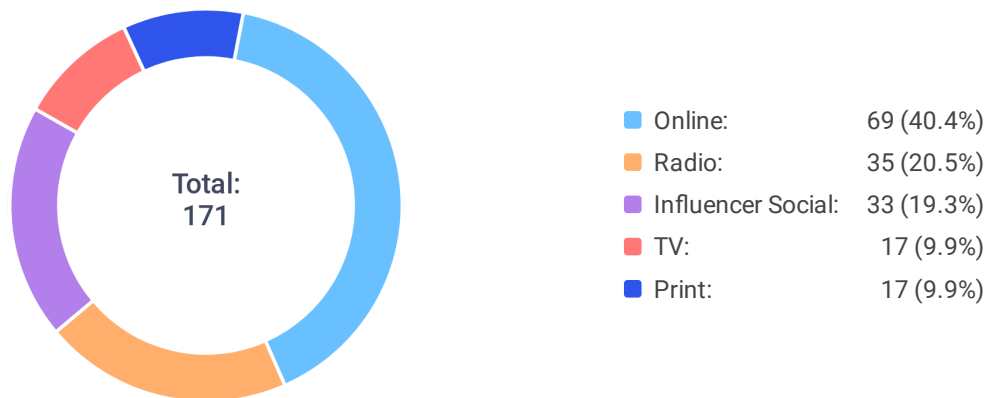
Festival of Outback Opera | Compiled for Opera Queensland on 25 July 2024, 2:27pm

oq

Media types: ■ Print ■ Online ■ TV ■ Radio ■ Influencer Social

Coverage by Media Type

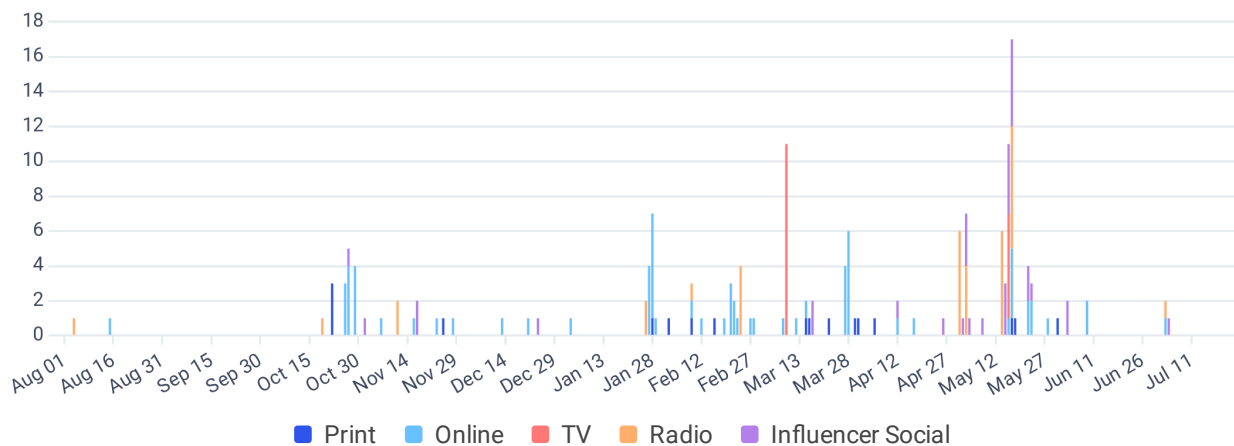
Total mentions by media type over the selected coverage period.



Coverage Volume Timeline

171 items over 360 days

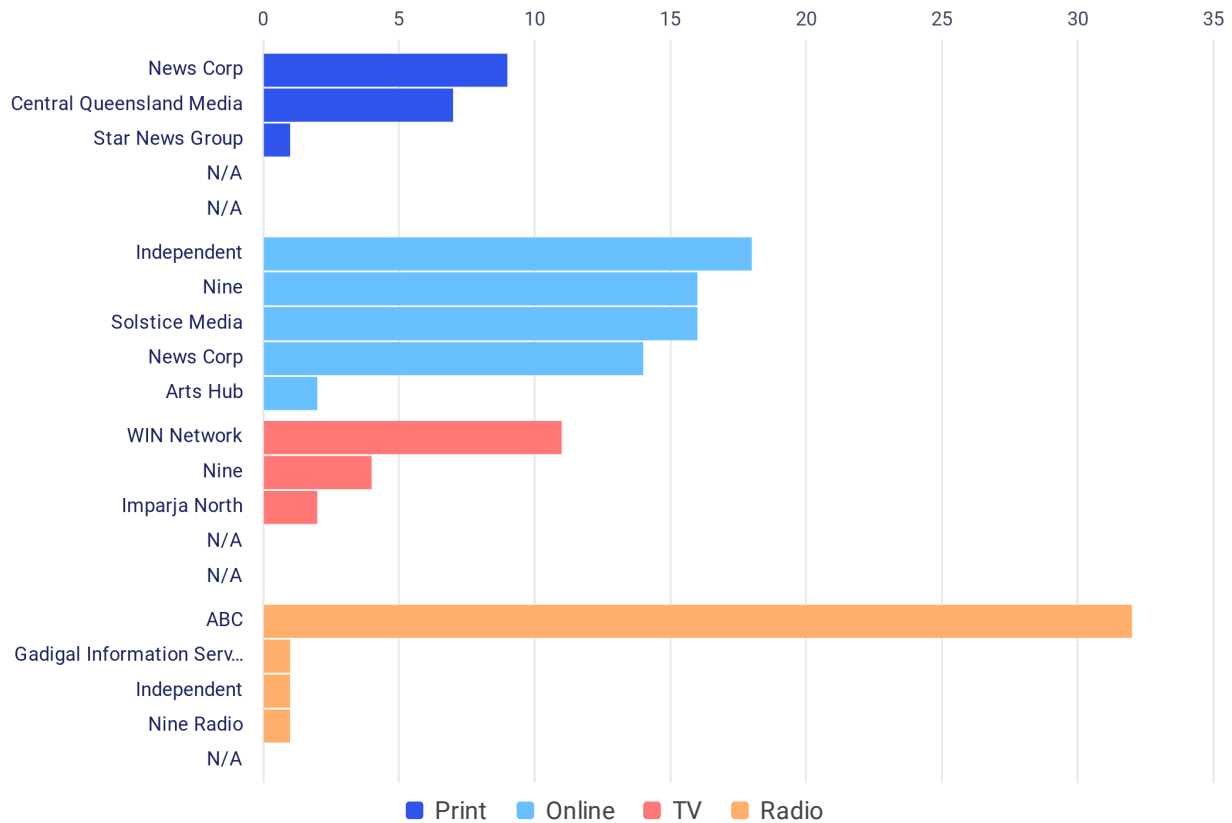
A breakdown of mentions by media type displayed over the selected coverage period.



From 01 Aug 2023 - 25 Jul 2024

Leading Media Outlets

Top 5 Media Groups over the selected coverage period.



Themes

The most frequently mentioned keywords found within the Mention Stream. Font size indicates the frequency of the keyword by volume.

festivals life

Festival of Outback Opera

program opera country way Australian

From 01 Aug 2023 - 25 Jul 2024

Leading Print Sources

Leading Print sources

#1 Longreach Leader	7
#2 The Courier Mail	4
#3 The Australian	3
#4 CQ Today	1
#4 Herald Sun	1

Leading Online Sources

Leading Online sources

#1 InQueensland	16
#2 Brisbane Times	4
#2 The Age	4
#2 The Sydney Morning Herald	4
#2 WA Today	4

Leading TV Programs

Leading TV programs

#1 National Nine News	11
#2 WIN News	4
#3 National Nine News Afternoon Edition	2
#4 N/A	
#5 N/A	

Leading Radio Programs

Leading Radio programs

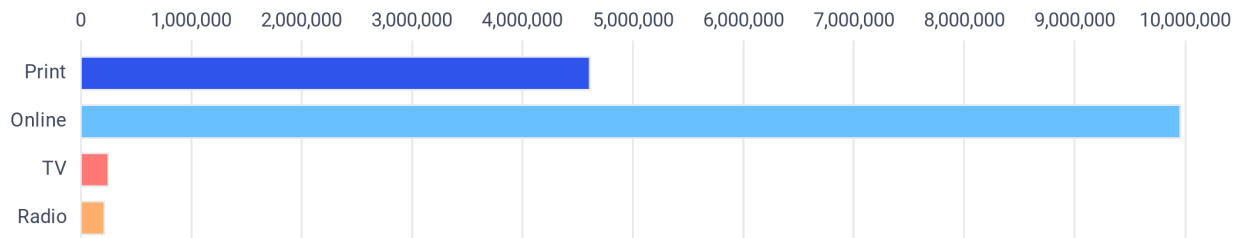
#1 Breakfast with Danny Kennedy	9
#2 Breakfast with Zara Margolis	7
#3 Queensland Northern Drive	4
#3 Saturday Breakfast with Bill Wedgwood	4
#5 Australia Wide with Sinead Mangan	2

From 01 Aug 2023 - 25 Jul 2024

Potential Audience Reach

15,057,871 over 360 days

Cumulative potential audience reach by media type for the selected coverage period.



💡 Methodology

- **Syndications:** Display of syndications is based on the report creator's selection to group or ungroup at the report creation stage.
- **Potential Audience Reach:** Roy Morgan for Print and Magazines; Nielsen for Online; OzTam and Regional TAM for TV; GFK and Xtra Insights for Radio. To read more please [click here](#).
- **Broadcast:** Coverage volumes represent individual keyword matches.
- **Themes:** Up to 30 keywords are displayed.

APPENDIX

IER Report 2022

Festival of Outback Opera

4 MAY - 5 JUNE 2022



ATTENDANCES



TOTAL ATTENDANCE
1,095

WINTON INDIVIDUALS
379

LONGREACH INDIVIDUALS
305

BLACKALL-TAMBO
INDIVIDUALS
117

BARCOO INDIVIDUALS
78

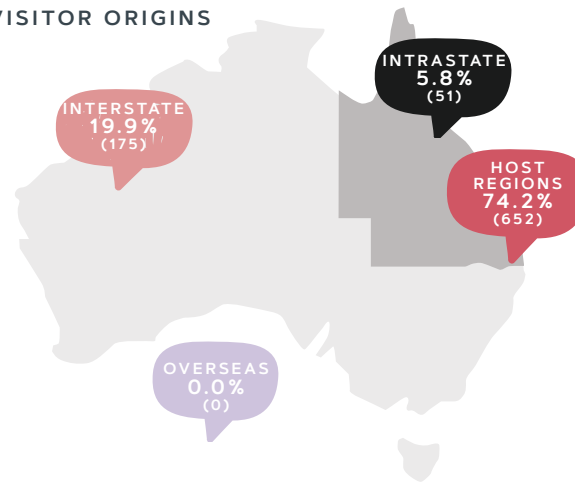


NUMBER OF
INDIVIDUALS
879

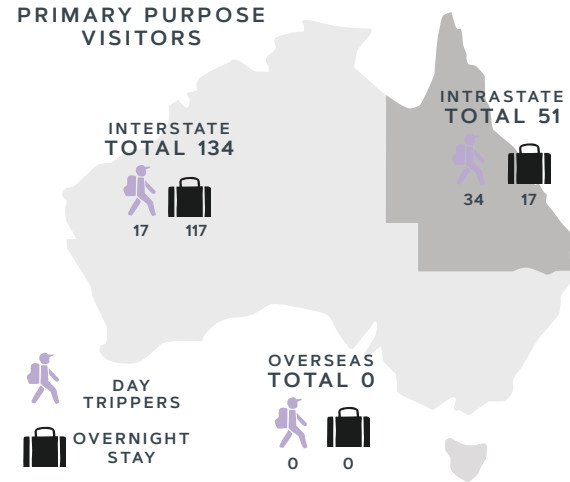
TOTAL NUMBER
OF DAYS



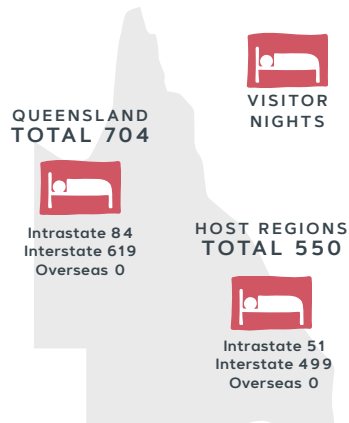
VISITOR ORIGINS



PRIMARY PURPOSE VISITORS



DIRECT VISITOR NIGHTS



INTRASTATE



INTERSTATE



OVERSEAS



OVERNIGHT VISITOR EXPENDITURE (OVE)

17 VISITORS	\$245.00 AVERAGE DAILY SPEND	3.0 AVERAGE NIGHTS STAY	\$12,392 OVE
117 VISITORS	\$153.04 AVERAGE DAILY SPEND	5.3 AVERAGE NIGHTS STAY	\$94,768 OVE
0 VISITORS	\$0.0 AVERAGE DAILY SPEND	0.0 AVERAGE NIGHTS STAY	\$0 OVE

TOTAL OVE \$107,160
AVERAGE DAILY SPEND \$144.72
AVERAGE NIGHTS STAY 1.0

VISITOR DAY TRIP EXPENDITURE

52

VISITORS

\$144.72

AVERAGE SPEN
PER VISITOR



TOTAL DAY
TRIPPER
EXPENDITURE

\$7,482

TOTAL
EXPENDITURE
STIMULUS

\$368,235

EXPENDITURE

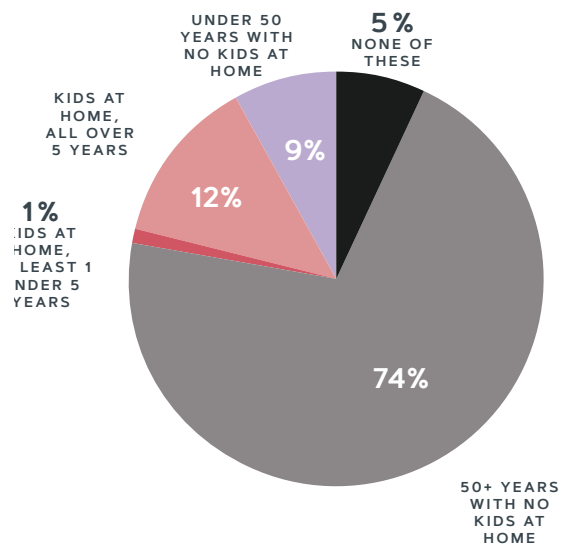
ORGANISER CONTRIBUTION
(HOST REGIONS)

GROSS EXPENDITURE - EXPENDITURE FROM OUTSIDE THE HOST REGIONS	ESTIMATED % OF INCOME OBTAINED FROM OUTSIDE THE HOST REGIONS	TOTAL OBTAINED FROM OUTSIDE THE HOST REGIONS
\$140,690	89.7%	\$126,267

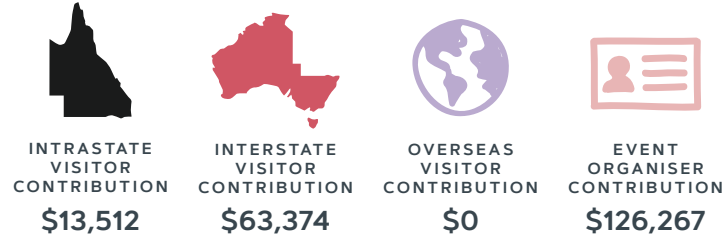
ORGANISER CONTRIBUTION (QUEENSLAND)

GROSS EXPENDITURE - EXPENDITURE FROM OUTSIDE QUEENSLAND	ESTIMATED % OF INCOME OBTAINED FROM OUTSIDE QUEENSLAND	TOTAL OBTAINED FROM OUTSIDE QUEENSLAND
\$310,314	2.2%	\$6,759

DEMOGRAPHIC PROFILE



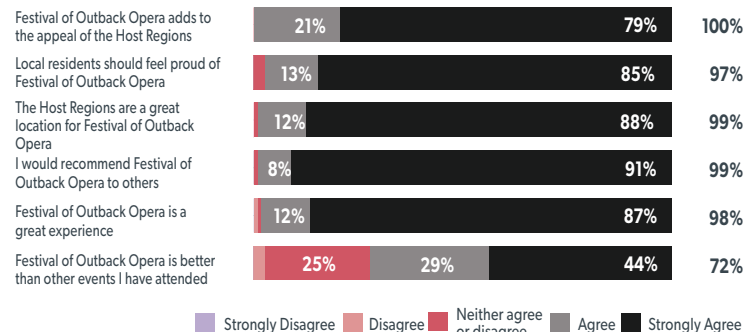
Total Direct and Incremental Expenditure for the Host Regions

TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR THE HOST REGIONS **\$203,154**

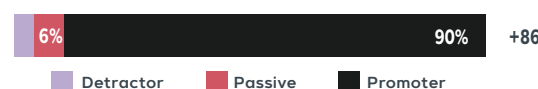
Total Direct and Incremental Expenditure for Queensland

TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR QUEENSLAND **\$80,734**

COMMUNITY PRIDE



NET PROMOTER SCORE



AT A GLANCE

+ Festival of Outback Opera attracted 879 individuals who participated or accompanied a participant to the event.

+ Festival of Outback Opera generated direct and incremental expenditure of \$203,154 attributable to the Host Regions economy and \$80,734 attributable to the Queensland economy.

+ Festival of Outback Opera was responsible for generating 550 visitor nights for the Host Regions. The majority of these nights were generated by interstate visitors (499).

+ In total, \$170,160 was spent by overnight visitors who stayed more than 40km from their normal place of residence. The majority of this spending was undertaken by interstate visitors (\$94,768).

+ When assessing 'community pride', Festival of Outback Opera rates high to very high on the majority of indicators. The highest level of agreement was recorded for the statements 'Festival of Outback Opera adds to the appeal of the Host Regions' (100%).

APPENDIX

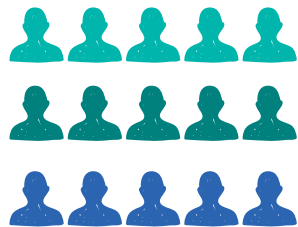
IER Report 2023

Festival of Outback Opera

16 - 22 MAY 2023

Queensland

ATTENDANCES

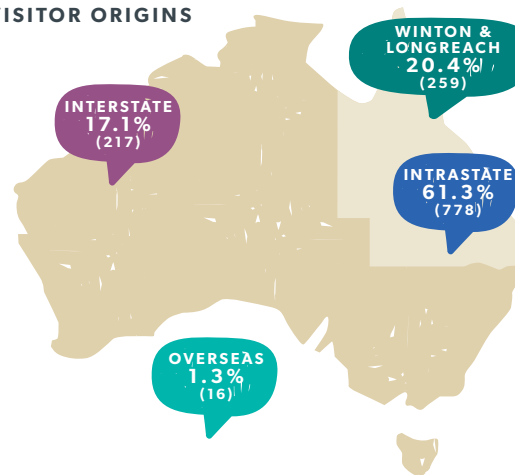


TOTAL ATTENDEES	5,490
INDIVIDUALS (WINTON)	831
INDIVIDUALS (LONGREACH)	770
INDIVIDUALS (WINTON & LONGREACH)	331

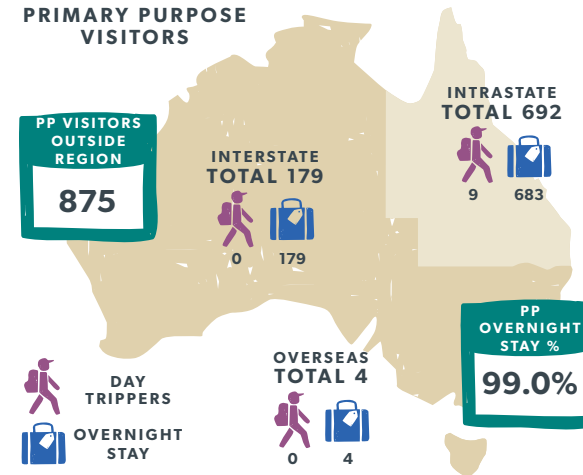
NUMBER OF INDIVIDUALS
1,270

TOTAL NUMBER OF DAYS
7

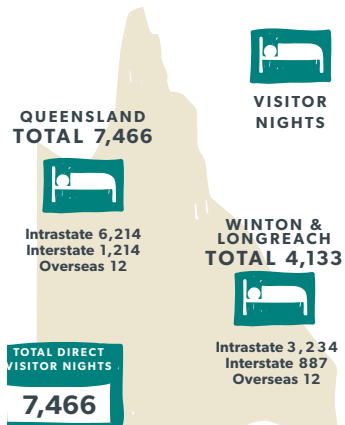
VISITOR ORIGINS



PRIMARY PURPOSE VISITORS



DIRECT VISITOR NIGHTS



OVERNIGHT VISITOR EXPENDITURE (OVE)

683 VISITORS	\$160.81 AVERAGE DAILY SPEND	9.1 AVERAGE NIGHTS STAY	\$1,003,547 OVE
179 VISITORS	\$168.91 AVERAGE DAILY SPEND	6.8 AVERAGE NIGHTS STAY	\$205,015 OVE
4 VISITORS	\$127.93 AVERAGE DAILY SPEND	3.0 AVERAGE NIGHTS STAY	\$1,545 OVE

TOTAL OVERNIGHT VISITOR EXPENDITURE
\$1,210,107

VISITOR DAY TRIP EXPENDITURE

9 VISITORS

\$50.00
AVERAGE SPEND PER VISITOR

TOTAL PRIMARY PURPOSE DAY TRIPPER EXPENDITURE
\$1,297
Based on average days attended: 1.3

ORGANISER DIRECT AND INCREMENTAL EXPENDITURE

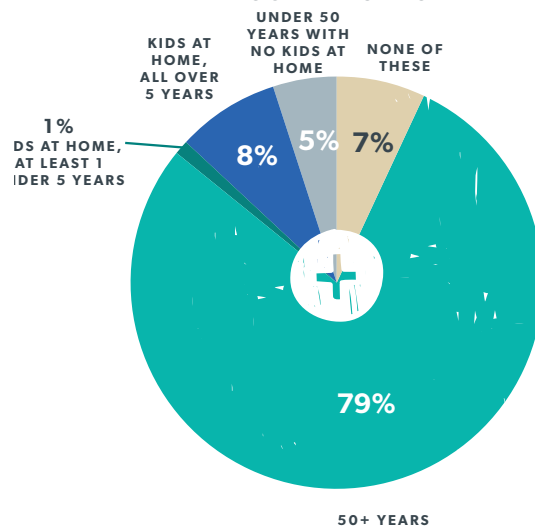
ORGANISER CONTRIBUTION (WINTON & LONGREACH)

GROSS EXPENDITURE MINUS EXPENDITURE MADE OUTSIDE WINTON & LONGREACH	X	ESTIMATED % OF INCOME OBTAINED OUTSIDE WINTON & LONGREACH	=	TOTAL CONTRIBUTION FROM OUTSIDE WINTON & LONGREACH
\$179,421		93.7%		\$168,100

ORGANISER CONTRIBUTION (QUEENSLAND)

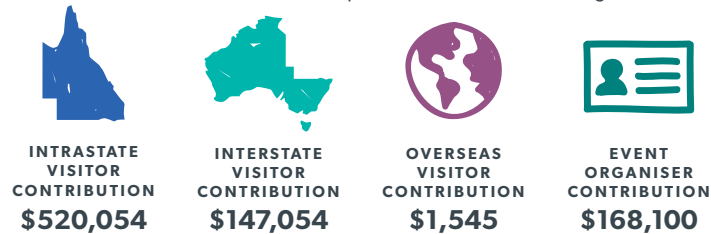
GROSS EXPENDITURE MINUS EXPENDITURE MADE OUTSIDE QUEENSLAND	X	ESTIMATED % OF INCOME OBTAINED OUTSIDE QUEENSLAND	=	TOTAL CONTRIBUTION FROM OUTSIDE QUEENSLAND
\$562,623		3.1%		\$17,499

DEMOGRAPHIC PROFILE



ECONOMIC AND TOURISM IMPACTS

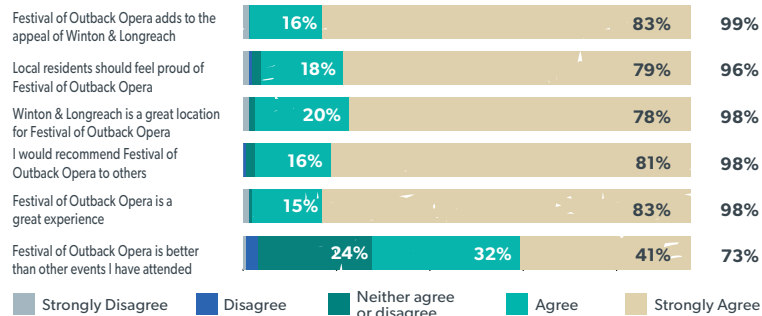
Total Direct and Incremental Expenditure for Winton & Longreach

TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR WINTON & LONGREACH **\$837,474**

Total Direct and Incremental Expenditure for Queensland

TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR QUEENSLAND **\$224,058**

COMMUNITY PRIDE



NET PROMOTER SCORE



AT A GLANCE

+ Across the 7 days Festival of Outback Opera attracted 1,270 individuals who attended or participated in one of the Festival of Outback Opera events.

+ Festival of Outback Opera generated direct and incremental expenditure of \$837,474 attributable to the Winton & Longreach economy and \$224,058 attributable to the Queensland economy.

+ Festival of Outback Opera was responsible for generating 4,133 visitor nights in Winton & Longreach. The majority of these nights were generated by interstate visitors (3,234).

+ In total, \$1,210,107 was spent by overnight visitors who stayed more than 40km from their normal place of residence. The majority of this spending was undertaken by intrastate visitors (\$1,003,547).

+ When assessing 'community pride', Festival of Outback Opera rates high to very high on all indicators. The highest level of agreement was recorded for the statements 'Festival of Outback Opera adds to the appeal of Winton & Longreach' (99%).

APPENDIX

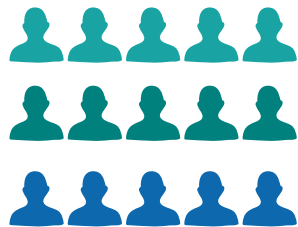
IER Report 2024

Festival of Outback Opera

14 - 20 MAY 2024

Queensland

ATTENDANCES



ATTENDEES 3,482

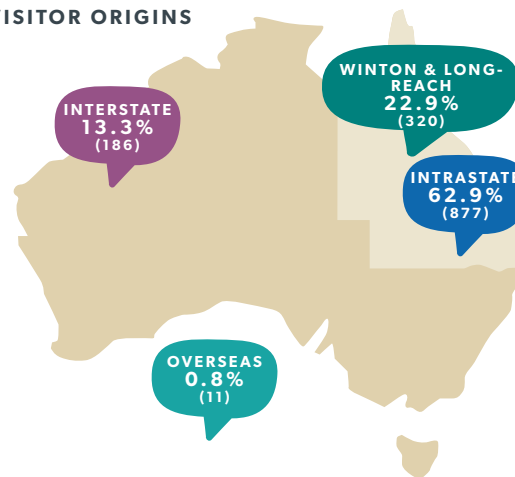
OTHER 85

NUMBER OF INDIVIDUALS
1,479

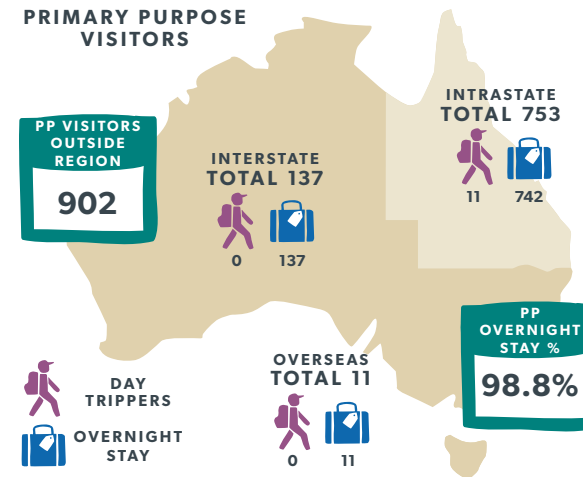
TOTAL NUMBER OF DAYS

7

VISITOR ORIGINS



PRIMARY PURPOSE VISITORS



DIRECT VISITOR NIGHTS

	WINTON & LONGREACH	OTHER QUEENSLAND	AVERAGE NIGHTS IN QUEENSLAND
INTRASTATE VISITORS	3,482	2,093	7.5
INTERSTATE VISITORS	616	633	9.1
OVERSEAS VISITORS	79	22	9.0
TOTAL	4,176	2,748	7.8
TOTAL DIRECT VISITOR NIGHTS IN QUEENSLAND			6,925

VISITOR DAY TRIP EXPENDITURE

11 VISITORS

\$121.17
AVERAGE DAILY SPEND

2.5
AVERAGE DAYS ATTENDED

TOTAL PRIMARY PURPOSE DAY TRIPPER EXPENDITURE
\$3,406

OVERNIGHT VISITOR EXPENDITURE

890 VISITORS

\$199.17
AVERAGE DAILY SPEND

7.8
AVERAGE NIGHTS STAYED

TOTAL OVERNIGHT VISITOR EXPENDITURE
\$1,379,172

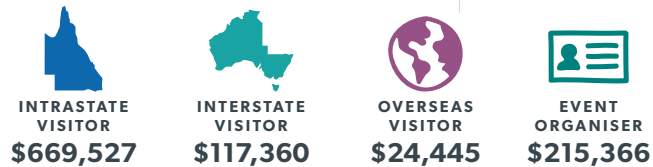
This document is commercial in confidence - not for public distribution



Queensland

ECONOMIC AND TOURISM IMPACTS

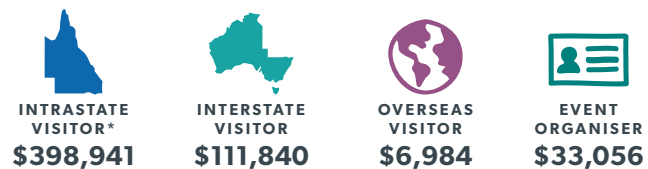
Total Direct and Incremental Expenditure for Winton & Longreach



TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR WINTON & LONGREACH

\$1,026,699

Total Direct and Incremental Expenditure for Other Queensland



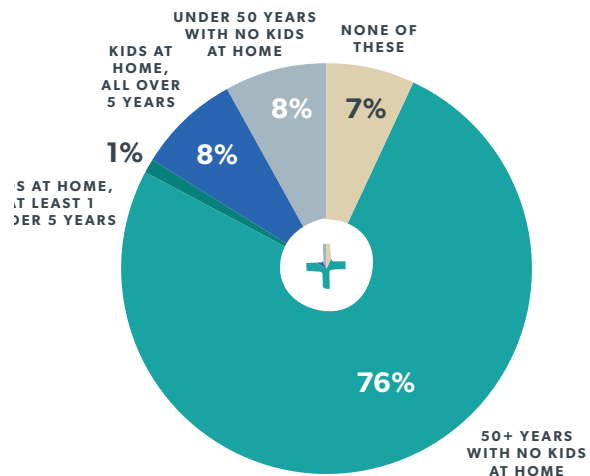
TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR OTHER QUEENSLAND

\$550,822

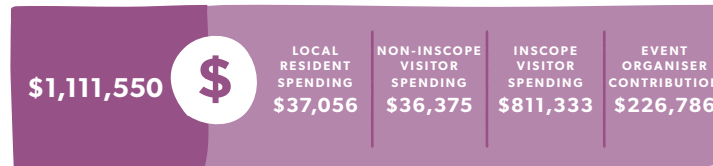
TOTAL DIRECT AND INCREMENTAL EXPENDITURE FOR QUEENSLAND

\$1,577,521

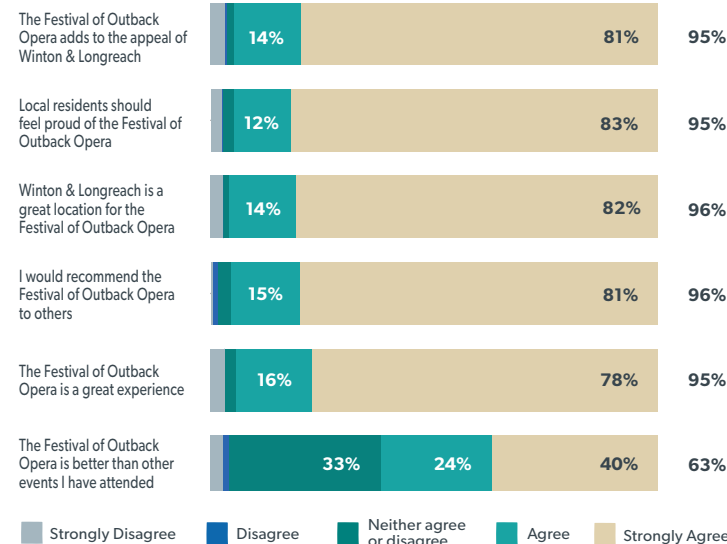
*Intrastate visitor contribution in other parts of Queensland.

DEMOGRAPHIC PROFILE**GROSS ECONOMIC STIMULUS**

Total spending in the region by in-scope/non-in-scope attendees, and the event organiser

**NET PROMOTER SCORE****+76**

■ Detractor ■ Passive ■ Promoter

COMMUNITY PRIDE

■ Strongly Disagree ■ Disagree ■ Neither agree or disagree ■ Agree ■ Strongly Agree

AT A GLANCE

+ Across the 7 days, the Festival of Outback Opera attracted 1,479 individuals who attended or participated in one of the Festival of Outback Opera events.

+ The Festival of Outback Opera generated direct and incremental expenditure of \$1,026,699 attributable to the Winton & Longreach economy and \$1,577,521 attributable to the Queensland economy.

+ The Festival of Outback Opera was responsible for generating 4,176 visitor nights in Winton & Longreach. The majority of these nights were generated by intrastate visitors (3,482).

+ In total, \$1,379,172 was spent by overnight visitors who stayed more than 40km from their normal place of residence.

+ Overall, the event generated \$1,111,550 in Gross Expenditure Stimulus. This considers all attendee spending, including non-in-scope attendees and the event organiser.



Queensland
AUSTRALIA

13.4 DISPOSAL OF OLD YOUTH CENTRE IN WERNA STREET**File Number:** 180397**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Qld Globe - old Youth Centre [↓](#) **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Method of disposal of building excess to requirements.

Budget Reference: N/A**SUMMARY**

On 19 November 2020, Council declared that the Youth Centre at 38 Werna Street was surplus to requirements and instructed the Chief Executive Officer to offer the property for sale via a tender process (Motion 20.11.08).

This paper seeks to have the property offered for sale via auction rather than by tender.

RECOMMENDATION

1. THAT the report be received.
2. THAT in accordance with Section 227 of the *Local Government Regulation 2012*, Council approve the sale of the old Youth Centre located at 38 Werna Street by auction.

REPORT

This property was declared surplus to Council's needs at a Council Meeting held on 19 November 2020. Since that time, a Building Surveyor was engaged to undertake a thorough inspection of the property to determine the structural integrity of the building.

A decision was made that the building should no longer be hired out, however the disposal of the property was deferred as there was no legal access to the property and there were covenants on the land title which needed to be satisfied before these could be removed from the land title.

In recent years, a legal access was created, and all other requirements were met which has enabled all covenants to be removed from the land title and the property can now be disposed of in accordance with the previous decision of the former Council.

Whilst the decision of the former Council was for the property to be sold via a tender process, it is considered more advantageous for Council to now sell the property through an auction process in accordance with Section 227 of the *Local Government Regulation 2012*.

Auctions

An auction is a dynamic and transparent way to sell properties. Sellers set a reserve price and the property is presented to potential buyers in a competitive bidding process. The highest bidder at a pricing level which is acceptable by the vendor secures the property.

Auctions can create a sense of urgency and competition among buyers, leading to potentially higher sales prices for the property owner. They are also a swift process as there is a date set on which the property sale is taking place, and the property is unconditionally exchanged when the hammer falls, resulting in a quick transaction.

For property owners, you have the benefit of being able to see what competing bids are made to gauge the property's market value. However, you need to be ready to decide quickly if you want to make a purchase and set a clear budget on what you are prepared to spend.

Tenders

In this method potential buyers submit sealed bids for a property by a specific deadline. The seller reviews the bids and selects the most favourable one.

Tenders can generate competitive offers and are often used when confidentiality is crucial. For the seller, there is the benefit of being able to assess multiple bids at one time to select the most attractive offer.

On the other hand, investors must be more prepared in their due diligence research to determine the property value and the amount they wish to bid. As they cannot see what other parties are offering, they must make their bid compelling.

RISK MANAGEMENT

Either of the methods available, Auction or Tender, are an acceptable method of disposal. The reserve price, generally the market value of the land, provides assurance of the amount to be gained as a result of the sale by auction whereas a tender may not provide this assurance.

Therefore, the risk of adopting the method of sale by auction is seen as Unlikely (Possible) and a Consequence of Moderate (\$10k - \$500k) giving a Risk Rating of **Medium 7**. That is; an acceptable level of risk managed by a tailored control regime (auction and reserve price).





13.5 WINTON 150 YEAR CELEBRATIONS - CAMERATA IN WINTON 2025**File Number:** 180404**Author:** Vimla Naidoo, Economic Development Manager**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
4 - Thriving Together	Arts & Culture	Chief Executive Officer	Supporting arts and culture in the region

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 and activities throughout the year.

Camerata – Queensland's Chamber Orchestra based in Brisbane, proposes a multi-day residency in the Winton Shire Hall to perform the Matilda Award nominated program "When the World Was Wide", a collaborative concert music production and acting performance on Saturday, 19 July 2025.

The performance which highlights the life and sparring friendship of two of Australia's iconic poets and writers, Henry Lawson and Banjo Paterson, has significant connection to Winton's history and the Waltzing Matilda song as a milestone celebration event.

The total cost of the residency is planned to be co-supported by Arts Queensland through the Touring Queensland Fund.

This report requests Council's support and approval for a sponsorship of \$85,000 for performance fees for artists, tour management, travel costs and equipment. This cost includes significant contingencies for fluctuations in travel costs.

RECOMMENDATION

1. THAT the report be received.
2. THAT council supports and approves a sponsorship (in-principle commitment) of \$85,000 for the Camerate performance at the Winton Shire Hall on Saturday 19th July 2025.

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 150 Year celebrations include a 150 Year Celebration weekend, special performances, and the marketing of key annual major events that align with Council's Economic Development Strategy.

Council aims to meet its objectives by facilitating partnerships with the community, retail and tourism operators, neighbouring regions, tourism and industry organizations.

Throughout the year authentic and innovative events will acknowledge the regions fore founders and early industries of agriculture, opal mining, shearing; birthplace of Qantas and notable figures including Banjo Paterson.

Additionally, the recent discovery of dinosaurs and growth in tourism has contributed to the local economy through increased visitor stay, unique visitor experiences and high-quality tourism product and merchandise offerings.

Winton has established itself as a premier Outback Queensland cultural and artistic event destination.

The performance of Camerata's "When the World Was Wide" is a melding of narrative, acting and concert music which adds richness to the collection of annual events and plays homage to Banjo Paterson and the bush ballad he penned as a milestone celebration event.

The production is a refreshing form of music making that empowers artists, inspires audiences and enriches communities through music.

Camerata regularly performs with Queensland Ballet and Opera Queensland and appears in festivals, regional tours, galleries, museums, and a variety of non-traditional venues and online through live-to-air national broadcasts, recordings and digital music platforms.

Cost/Total Fee

Considering Camerata's touring plans, available funding, and the total costs to produce the "When the World Was Wide" project, the fee payable by Winton Shire Council is estimated at \$85,000 plus GST.

Once the performance is confirmed with Winton Shire Council, Camerata will obtain quotes from suppliers, confirm funding and the final fees with the presenters.

Camerata will present "When the World Was Wide" as a 90-minute performance at the Winton Shire Hall with the opportunity to meet with the artists and the orchestra afterwards.

This will be a ticketed event with the capacity to entertain 300 patrons on Saturday, 19 July 2025. This will then reduce the overall cost of the production.

Camerata will promote the event via their website and work with the Economic Development Department in print, electronic and social media platforms to market and promote this premier event.

RISK MANAGEMENT

The risk associated with this event has been assessed as Moderate (Consequence) and Possible (Likelihood) giving an overall assessment as **Medium 10.**

The residency is planned to be co-supported by Arts Queensland through the Touring Queensland Fund (pending program and budget approval), and by the Winton Shire Council's payment of performances fees which is estimated on a 50/50 basis.

13.6 NADJAYAMBA BURSARY 2024**File Number:** 180408**Author:** Shannon Van Bael, Executive Manager Community**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** Nil**Meeting Date:** 19 September 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**

The Winton Shire Council (WSC) Nadjayamba Bursary Program aims to encourage the academic progress of students from the Winton Shire with the eligible criteria. This bursary aims to provide students with monetary assistance for costs associated with studying.

RECOMMENDATION

1. THAT the Report be received.
2. THAT approve the application from William Elliott for the 2024 Nadjayamba Bursary.

REPORT

The Nadjayamba Bursary is presented to a student who is continuing onto grades 11 and 12 to assist with financial costs of education in some way. The total award is a one-off payment of \$500.

Eligibility

To be eligible, a student must be enrolled at the Winton State School or a school outside Winton and have custodial parents with their principal place of residence within the Winton Shire.

Bursary winners are selected by Council based on Year 10 or equivalent results.

Applications

This year, the Council received a single application for the Nadjayamba Bursary, submitted by William Elliott. Following assessment of the application, including an evaluation of academic performance, it is recommended that Mr. Elliott be awarded the Bursary.

RISK MANAGEMENT

The risk associated with approving this application has been assessed as Insignificant (Consequence) and Unlikely (Likelihood), giving an overall assessment as Low 2.

13.7 COMMUNITY GRANT REQUEST**File Number:** 180462**Author:** Shannon Van Bael, Executive Manager Community**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 24.09 Outback Writers Festival Inc - Application.pdf [↓](#) **Meeting Date:** 19 September 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 also reflects 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 the Outback Writers Festival for the hire and delivery of 100 chairs and a monetary amount of \$934.00.

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			\$84,865.90
		Total Remaining	
Event Date	Event	Community Organisation	Requested Amount
24/06/2025	10 th Annual Outback Writers Festival	Outback Writers Festival Inc	\$934.00
		100 x Chairs	\$110.00
			\$1044.00

1. Outback Writers Festival Inc

An annual community event that encourages readers and writers to continue to enjoy and advocate for more Australian stories. Next year (2025) will be the 10th Annual Outback Writers Festival, which will include book launches, workshops, panel sessions, guest speakers, and a short story competition.

RISK MANAGEMENT

The risk associated with accepting this application has been assessed as Unlikely with a Consequence of Insignificant, giving a risk assessment of **Very low 2.**

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 OUTBACK WRITERS FESTIVAL INC
 Organisation Address PO Box 116
WINTON Q 4735
 Contact Name JEFF CLOSE
 Contact Email closeandmoller@gmail.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.

Event details

Event name 10TH ANNUAL OUTBACK WRITERS FESTIVAL
 Date of event 24 June 2025 - 27 June 25 (must allow 8 weeks prior to event)
 Address of event Waltzing Matilda Centre,
Winton Club + Lost Poet.

Description of event

2025 will see the 10th Annual Outback Writers Festival where there will be book LAUNCHES (including a special event with the Winton 150 book), WORKSHOPS, PANEL SESSIONS and GUEST SPEAKERS. OUR SHORT STORY competition, with entrants from across Australia and with the best published in book form, is a flagship event. We include social events to showcase Winton. We are registered users of the WINTON 150 logo.

For the proposed monetary donation, it would be used on stamps and postage bags bought 100% through the Winton Post office.

Winton Shire Council

Page 1 of 2



RECEIVED

Document No: WSC-GOV-FRM-008
Version: 2.0
Published: May 2024

Email: info@winton.qld.gov.au
 Address: 75 Vindex Street
 PO Box 288
 WINTON QLD 4735

Community Grant Application

We are running a special Winton 150 event - "150 (in 3 categories - primary secondary, open, for a 150 word short story to celebrate Winton Theme - Outback beauty".

Level of support requested

☒ Monetary donation

☐ Rate reimbursement

☐ Plant/equipment

↓ Hire of 100 chairs, delivered + picked up from Waltzing Matie Centre for evening of 24/6/24

☒ In-kind assistance

☐ Rebates

Amount of support requested

\$ 934 in monetary

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

Assistance with 2024 outback Writers Festival so will be a year ago when our 2025 Festival is on

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)

- Website
- 10th Annual Short Story book
- Flyers, Posters, Conflutes.

We will also be promoting Winton 150 and have approved logo.

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

Jeffrey Raymond CROSE

Signature

Jeffrey Raymond CROSE

Date

31/8/2024

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.

RECEIVED
- 3 SEP 2024

Winton Shire Council

Page 2 of 2



Document No: WSC-GOV-FRM-008
 Version: 2.0
 Published: May 2024

13.8 OPERATIONAL PLAN 2024-2025**File Number:** 180465**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 2024-25 Operational Plan V1.0 2024-09.pdf  **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

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

Budget Reference: N/A**SUMMARY**

The adoption of a Corporate Plan and an Operational Plan is a requirement under Local Government legislation. The attached Operational Plan outlines the delivery plan for the 2024-2025 financial year which will continue to progress the implementation of the Winton Shire Council Corporate Plan 2022-2027.

RECOMMENDATION

1. THAT Council receive the report.
2. THAT Council adopt the 2024-2025 Operational Plan

REPORT

The Operational Plan for 2024-2025 has been compiled in consultation with Winton Shire Council Councillors, the Chief Executive Officer and other management personnel.

This Operational Plan will be reported on a quarterly basis as required by the *Local Government Act 2009* and the *Local Government Regulation 2012*.

The *Local Government Act 2009* requires (under Part 3, section 104, (5)) that:

“(5) The system of financial management established by a local government must include—

- (a) the following financial planning documents prepared for the local government—
 - (i) a corporate plan that incorporates community engagement;
 - (ii) a long-term asset management plan;
 - (iii) a long-term financial forecast;
 - (iv) an annual budget including revenue statement;
 - (v) an annual operational plan;”

The *Local Government Regulation 2012* under Division 4, sections 174 and 175 requires:

“174 Preparation and adoption of annual operational plan

- (1) A local government must prepare and adopt an annual operational plan for each financial year.
- (2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.
- (3) The chief executive officer must present a written assessment of the local government’s progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.
- (4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.
- (5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.

175 Annual operational plan contents

- (1) The annual operational plan for a local government must—
 - (a) be consistent with its annual budget; and
 - (b) state how the local government will—
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - (ii) manage operational risks; and
 - (c) include an annual performance plan for each commercial business unit of the local government.”

RISK MANAGEMENT

The Operational Plan for the 2024-2025 financial year as presented, complies with the requirements as set out in s104(5) of the *Local Government Act 2009* and Divisions 1 and 2 of the *Local Government Regulation 2012*. The risk has been assessed as Minor 2 (Consequence) and Unlikely 2 (Likelihood) giving an overall assessment of **Low L – 7**.

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Stream 1 - Natural & Resource Management								
More Town Beautification Projects								
Improve the accessibility of green spaces for all abilities								
	Liveability and accessibility	Increased accessibility to green spaces (such as people with disability, wheelchair)	Council workshops leading to pedestrian and accessability priorities. Construction of appropriate infrastructure.					Director of Works
		Create pathways to assist accessibility	Walking Network Plan completed to guide future works					Director of Works
		Walking track	Design and installation of walking track					Director of Works
		Recreational lake	Design and community consultation in relation to the siting and requirements for a recreational lake					Director of Works
Increase the number of trees planted over the 2021 baseline								
	Focus on tree planning	Plan and plant additional trees	Seedlings procured, outline of planting schedule workshopped - staff and Councillors. Number of trees planted					Director of Works
		150 year project	Tree planting along McMaster Drive					Director of Works
Increase public engagement for beautification, water and waste								
	Infrastructure	Install Elderslie Street infrastructure to improve amenity and safety.	Install additional barriers and other infrastructure.					Director of Works
	Beautification, water & waste	Workshops created to focus on beautification, water and waste.	Workshops and/or public forums on topics for the creation of a new Economic Development Strategy.					Economic Development Manager
Waste Reduction & Recycling								
Reduction in the volume of landfill by increasing and promoting recycling and reuse								
	Community clean up	Assist the community to declutter yards / improve town image	Undertake one bulky goods collection per annum.					Director of Works
Water Quality, Security & Efficiency								
Increased water efficiency								
	Water Operations	Action audit outcomes	Backflow, testing and cleaning processes					Director of Works
		Implementation of Water Automation Project and SCADA	Implementation of Water Automation Project					Director of Works
		Testing of smartmeters	Pilot project to test a range of smartmeters to determine a solution appropriate to Winton					Director of Works
		Sealing of water tower	Investigate sealing options and complete works					Director of Works
Better Biosecurity & Environmental Compliance & Regulation								
Reduce populations and impacts of invasive biosecurity matter								
	Wild Dog / Pig Management	Annual Aerial and ground Baiting (maintaining a supply of meat).	Complete two baitings per year. Supplies maintained.					Director of Works
	Winton Common Muster	Muster, Brand and processing	Complete two musters per year					Director of Works

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Stream 2 - The Built Environment								
Increase the number of staff with multi-skills and job adaptability								
Transport, Roads & Mobility								
Maintain roads to an appropriate standard and increased services for pedestrians								
	Roads, Kerbs and Channels	Asset renewal programs to maintain and improve levels of service within funding constraints	Resealing program completed. Kerb and channel rehabilitation program completed.					Director of Works
		Restoration of essential public transport assets	Flood damage program delivered.					Director of Works
		Increased service standards for pedestrians	Footpath rehabilitation program completed and repairs completed in line with works requests approved.					Director of Works
		Remedial works for Lark Quarry Access Road	Temporary measures in place. Final measures to be completed.					Director of Works
		Bridge upgrade	One Mile Creek bridge					Director of Works
	Grids	Replace Grids that have reached their end of life	Grids replaced as required.					Director of Works
		Grids Policy	Grids Policy review by Advisory Committee incorporating legal advice adopted by Council and implemented					Director of Works
	Signage	Rural signage and creek signage (funded under Quality Rated Restoration Grants)	Completion of rural signage and creek signage projects					Director of Works
		Signage upgrades on Class 1 Roads	Completion of signage upgrades on Class 1 roads under Shire road maintenance					Director of Works
		Signage upgrades on Class 2 Roads	Completion of signage upgrades after Class 1 roads completed					Director of Works
	Flood damage	Flood damage remediation	Betterment / ROSI funded projects including Winton Jundah Road progressive Seal (Stages 1 and 2)					Director of Works
	Fleet	Plant renewal and replacement	Develop a 10 year plant replacement program and comple plant replacement as approved in Budget and in accordance with current market lead times					Director of Works
	Local Roads and Infrastructure program 4B Building Projects	Plan and deliver a range of Transport projects under the Local Roads and Infrastructure program (LRCI) Phase 4B	Determine and deliver projects					Director of Works
Building Services								
Upgrade Council's portfolio of residential and commercial properties								
	Local Roads and Infrastructure program 4 Building Projects	Showgrounds Bar / Kitchen (possible dining area)	Concept work, engage stakeholders and construct the Showgrounds Bar/ Kitchen Area					Director of Works
		Plan and deliver a range of building projects	Determine and deliver projects (\$1.66m)					Director of Works
	Building condition	Increase overall condition of existing Council housing/ accommodation	Maintain Council housing and accommodation assets in alignment with Asset Management Plan. Ensure 90% of identified items contained in the current year Budget (Maintenance) Program is complete.					Director of Works
		Increase overall condition of existing Council commercial buildings	Maintain Council facilities in alignment with Asset Management Plan. Ensure 90% of identified items contained in the current year Budget (Maintenance) Program is complete.					Director of Works
		Painting program for commercial buildings	Multi-year painting contract for Childcare, Shire Office and Lark Quarry, 60 and Better building; delivered as planned					Director of Works
		Focused upgrades on several identified Assets	Creative Arts Building restoration, new master key system (phase 2)					Director of Works
		Focused upgrades on several identified Assets	Waltzing Matilda Centre - full review of audio assets, solution for café doors and replacement of humidifier					Director of Works

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
	Building condition continued	Residential building works	101 Cork Street - house renovation, 57 Dagworth Street - Bathroom renovation, 92a Vindex Street - bathroom renovation and restump, 79 Manuka Street - external paint					Director of Works
		Accessible entry for Winton Shire Council building in Vindex Street	Single ramp hall entry completed to the Winton Shire Council building.					Director of Works
	Childcare & Early Childhood built environment	Maintain building safety standards for Little Swaggies	New floor coverings in complex and bathroom upgrade					Director of Works
	Electrical	Electrical upgrades at Diamantina Gardens	Complete rewiring, new main switch board and individual metering					Director of Works
	Solar	Solar Projects for Council buildings	Design and implement a solar project for the Winton Shire Council buildings					Director of Works
	Staff housing	Provision of staff housing	Development plans for housing / units for staff					Director of Works
Airport								
Continual airport upgrades								
	Airport improvement planning	Upgrade planning to continue.	Concrete path upgrade and floor covering					Director of Works
Pool and Showgrounds								
Aim to satisfy community service expectations								
	Contract arrangements	Ongong pool operations and maintenance achieved to a high standard	Secure contractor arrangement for pool in both open and closed season delivering excellent customer experiences.					Director of Works
	Accessability	Increase accessibility at the pool for increased participation	Install a chair lift					Director of Works
	Carpark	Increased amenity for accessing the Showgrounds	Installation of fencing and sealing of car park					Director of Works
	Showground access	Walkway access	Cork Street extension of footpath to Showgrounds					Director of Works

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person	
				Q1	Q2	Q3	Q4		
Stream 3 - Securing Our Future									
Engineering Services									
Improve master planning for public spaces and a continued focus on quality technical advice									
	Planning	Cemetery Master Plan	Completion of Cemetery Master Plan with relevant stakeholder communication					Director of Works	
		Strategic Design - Get Shovel Ready Projects	Advance a range of projects through selection to design in preparation for future funding (\$100,000)					Director of Works	
	Master plans	Master plans completed to guide future projects	Create Master Plans for Hollow Log Park and review Recreation Grounds and Showgrounds Masterplans.					Director of Works	
		Walzing Matilda Centre building	Complete review of the Waltzing Matilda Centre building.					Director of Works	
	Project management / technical advice	Implement a Project Control Group (PCG)	Identify appropriate structure, personnel, processes and procedures.					Chief Executive Officer	
Business & Tourism									
Support and promote current and future local businesses									
	Economic Development	Create Economic Development Strategy through extensive engagement with community and other stakeholders including local businesses	Economic Development Strategy to be created					Economic Development Manager	
	Tourism signage	Undertake tourism signage upgrades and maintenance	Corfield and Middleton Road					Economic Development Manager	
			Longreach to Winton Road					Economic Development Manager	
	Saleyards	Upgrade to loading ramp with elevated walkway to assist in loading and unloading cattle	Installation of overhead walkway					Director of Works	
		Upgrade to facility	Additional concrete at scale and crush pen					Director of Works	
	Business billboards	Business billboards policy and process implementation	Kynuna Road billboard rollout in conjunction with business engagement					Economic Development Manager	
	Flood recognition	2019 flood recognition	Plaque and artwork design and implementation to recognise the 2019 flood event					Director of Works	
	Small Business Friendly Council Program	Small business engagement	Align with the Small Business Friendly Council Program charter					Economic Development Manager	
	Tourism industry support and investment attraction								
		Destination marketing	Advertise and promote Winton	Number of publications, radio interview, social media increased					Economic Development Manager
Supporting events		Support major and minor events and festivals	Funding provided pursuant to Council's Donation Policy and Council delivers events as required					Economic Development Manager	
Winton representation at events		Event representation to promote Winton	Attend a minimum of two events per year outside of Winton					Economic Development Manager	
Accommodation options		New accommodation estate at Winton Sign	Progress of the sale of the property with accommodation options developed and development application process					Economic Development Manager	
Educational tourism		Explore educational tourism opportunities as part of the development of the Economic Development Strategy.	Educational opportunities identified and integrated into final Economic Development Strategy					Economic Development Manager	
Winton Business & Tourism Association (WBTA)		Develop relationship with the WBTA and support its growth and engagement aspirations	Relationship established and business involvement increased.					Economic Development Manager	
Land use planning		Full Review of land opportunities and zoning in the Winton Shire	Ongoing review of land opportunities					Director of Works	

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Liveability	Winton & District Historical Society & Museum	Waltzing Matilda Centre - Qantilda Museum	Support the Winton & District Historical Society & Museum with grant funding application					Director of Works
	Industrial Estate	Provide additional capacity for industry in Winton	Development of industrial estate for sale of lots					Director of Works
	150 year celebration	150 year project	Plan and deliver the 150th year celebration					Economic Development Manager
	Complete a review of Disaster Management arrangements by 2027							
	Disaster Management	Construction of Youth Centre / Disaster Recovery Centre	Disaster management components built into Youth Centre (larger kitchen, ablutions and laundry).					Director of Works
	Consider Shire preparedness for disaster events	Upgrades of Supper room to provide Disaster Management coordination centre	Purchase and upgrades					Chief Executive Officer
	Recovery and resilience	Continuity and recovery	Installation of generators at Shire Office, Supper Room, Sewer Pump Station 2 and Youth Centre					Director of Works
	Main line repair / replacement	Replacement of degraded water main lines	Replace main line on Cork Street and Colston Road					Director of Works
	Identify opportunities to increase the liveability of curent and future residents							
	Aged Care	Create an Aged Care Strategy through extensive engagement with community and other stakeholders including local businesses	Aged Care Strategy created					Economic Development Manager
Marketing & Promotion	Men's Shed	Provide better amenity and opportunities for participation	Deliver a multi purpose shed for Men's Shed and other community organisations					Director of Works
	Ray Hermann recognition	Use of Diamantina Rodeo and Campdraft Association funding	Design and installation of Ray Hermann statue					Economic Development Manager
	Increase the amount of digital engagement with Council content from 2021 levels							
	Newsletter	Create and distribute Winton Council Newsletter	New newsletter delivered monthly					Economic Development Manager
	Explore opportunities to attract new investment							
	Economic Development	Create Economic Development Strategy through extensive engagement with community and other stakeholders including local businesses	Economic Development Strategy created					Economic Development Manager
	Dark Sky Community	Investigate and work with Australian Age of Dinosaurs to determine requirements	Investigations complete, Council to work with Australian Age of Dinosaurs to deliver project and obtain accreditation					Economic Development Manager

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Stream 4 - Thriving Together								
Historical Sites								
Building presence for First Nations culture in the Shire								
	First Nations engagement	Close liaison with traditional owners, community, and other stakeholders	Continue to liaise with Koa over land parcels subject to Native Tittle					Chief Executive Officer
	NAIDOC Week	Partner with stakeholders to deliver celebrations	Event week completed.					Chief Executive Officer
Idenfication and preservation of sites of cultural and historical significance								
	Cemetery	Develop a Master Plan.	Master Plan developed					Director of Works
Arts & Culture								
Acknowledge our community's diversity and broad range of art, music, sculpture and writing								
	Waltzing Matilda Centre	Develop a business plan for the centre	Consultant to be engaged to complete a full business plan					Economic Development Manager
		Renewal of main exhibition	Scoping exercise completed in consultation with Waltzing Matilda Centre Board Ltd and other stakeholders.					Economic Development Manager
	Art collection	Enhance current Council Art Collection	Additional art pieces acquired.					Economic Development Manager
	John Villiers Trust	Retention of John Villiers Trust to 2026 at minimum	Partnership program in place until 2026.					Economic Development Manager
		Distribution of the Regional Arts Development Fund	Hold at least 2 Regional Arts Development Fund Rounds per year					Executive Manager Community Services
Community Services								
Making the community more aware of the range of valuable services provided - particularly programs aimed at youth, the elderly and families - and ensure their engagement with and input towards Council decision-making								
	Youth Centre	Construction of Youth Centre / Disaster Recovery Centre	Youth Centre constructed, funded by Works for Queensland					Director of Works
	Library Services	Literacy and life long learning	Facilitate at least 1 online class per quarter					Executive Manager Community Services
		Support a stronger and more creative community	Obtain 1 new historical and cultural collection per quarter					Executive Manager Community Services
		Informed and connected citizens	Connect with at least 1 community group per quarter					Executive Manager Community Services
		Economic and workforce development	Provide at least 1 personal development opportunity for staff					Executive Manager Community Services
		Family history services	Record the number of Family History Services provided with a view to expand the program through other funding / resourcing opportunities					Executive Manager Community Services
		Childcare Services	Maintain building safety standards for Little Swaggies	Maintain Standards to retain Childcare accreditation in accordance with National Quality Framework.				
		Develop Business Plan for Little Swaggies Childcare Centre	Business plan to be completed by June 2025					Executive Manager Community Services
		Provide quality care for all children whilst ensuring safety and standards are met	Compliance with relevant legislation and learning frameworks. Including retention of appropriate qualified staff numbers to retain Childcare accreditation in accordance with National Quality Framework					Executive Manager Community Services

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
	Calendar of Events	Annual calendar of Events	Calendar created by end of financial year 2024/5					Executive Manager Community Services
	Community Grants	Delivery of the Community Grants program	Review of policies and procedures supporting Community Grants					Executive Manager Community Services
	60's & Better Program	Increased range of physical activities for older people	Provide one physical activity for older people per week					Executive Manager Community Services
		Delivery of program focusing on those groups of older people who are particularly vulnerable to social isolation	Deliver one meeting per quarter focusing on services available to aged care and provide 1 subsidised lunch per quarter					Executive Manager Community Services
	Family Support Service	Community Welfare Case Management Model developed	Developed and implemented by June 2025					Executive Manager Community Services
		A family skills prevention program for families living in stressful and challenged settings.	Develop and implement a Stronger Families Program by June 2025					Executive Manager Community Services
	Youth Sport & Recreation	Youth Sport and Recreation Strategy	Review the Action Plan in the Youth, Sports and Recreation Strategy including consultation with stakeholders, by December 2025					Executive Manager Community Services
		Operating model for a Youth Council	Develop a Youth Council operating model					Executive Manager Community Services
		Annual survey to track youth, health and wellbeing within the community	Develop an annual survey by December 2024					Executive Manager Community Services
		Support youth self-reliance and independence	Provide one program per quarter for youth, to increase self-reliance and independence, such as Resume Writing, Healthy Eating and Shopping on a Budget					Executive Manager Community Services
		Support Community Groups	Attend at least 5 Community Group Annual General Meeting					Executive Manager Community Services
	Ancillary Services	Facilitate access to formal and informal support	Ancillary Service Framework to be developed by 2025 to include Aged Care, Family Support, allied health and disability support					Executive Manager Community Services
	Skill development for community members	Investing in skill development for local community members in welfare / support services	Bring one human service training opportunity to Winton community each year					Executive Manager Community Services
	Health Services Quality Framework (HSQF) Compliance	HSQF Accreditation and maintenance	Completed the Continuous Improvement Plan and maintain accreditation					Executive Manager Community Services
	Risk Management	Improved risk management practices	Policies and practices to be updated					Executive Manager Community Services
	Neighbourhood Centre	Provide quality care for community whilst ensuring safety and standards are met	Compliance with relevant legislation and standards in accordance with accreditation in Human Services Quality Framework.					Executive Manager Community Services
		Connect and support people experiencing social isolation and loneliness through activities and events	Offer 1 activity or event that responds to the needs and priorities of the community per quarter					Executive Manager Community Services
Improvement on satisfaction with community involvement in decision making by 2027								
	Community Engagement	Delivery of the Community Engagement Policy	Engage with the community in alignment with the Policy					Governance Coordinator

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Aged Care	Letting people stay in their own homes longer as well as a range of preventative health strategies							
	Risk management and safety	Improve in-home safety for staff	Review the risk assessment processes and documentation; for example, Home and Environment Risk Assessment and Consumer Risk Management Plan					Executive Manager Community Services
		Train staff in new processes and how to complete reviewed documentation	Conduct training session for all staff					Executive Manager Community Services
	Aged Care and NDIS Audit	Sustain provider accreditation	Complete mid-term National Disability Insurance Scheme Audit					Executive Manager Community Services
			Compliance with relevant legislation and standards in accordance with accreditation in Aged cAre and NDIS.					Executive Manager Community Services
	Promotion / advertising	Promoting Community Care Services in our community	Conduct at least 1 annual information session or distribute information to the community on services available.					Executive Manager Community Services
	Client safety / welfare checks	Enable more staff to undertake safety checking of clients	Train staff on how to follow Consumer Welfare Check Care Plans for individual client and how to respond appropriately.					Executive Manager Community Services
			Review all current welfare care plans.					Executive Manager Community Services
	Cross training of staff	Cross training staff to ensure business as usual continues if a staff member is away for an extended period	Review office manual that includes instructions on how to complete office tasks to ensure staff can take leave					Executive Manager Community Services
	Policy review	Review and update current policies and create new policies to meet legislated requirements	Commit to having policies ready for each Council meeting for review					Executive Manager Community Services

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
Stream 5 - Making It Happen								
Governance								
Utilise risk management to inform decision making, strategic planning and drive continuous improvement								
	Policies & Procedures	Documents are up to date, controlled and appropriately published	All policies and procedures determined and a schedule in place for continuous review - percentage reviewed within timeframes.					Governance Coordinator
	Local Laws & Legislation	Update Policies, Procedures and Processes to align with Local Laws and Legislation by working across whole of Council.	Policies completed and adopted. New processes and procedures in place.					Governance Coordinator
	Application and Permit	Application and Permit process that aligns with Legislation	Complete a robust Application and Permit process that is transparent and accountable for all permit types					Governance Coordinator
	Document control	Document management, naming conventions, storage and archiving is aligned across the organisation	Matrix completed and embedded					Manager Corporate Services
	Risk Management Corporate	Corporate risk assessment for all business units	Combined Risk Register in place covering all areas by 2025					Governance Coordinator
	Authorised Officers	Internal Authorised Officers and Animal Control capability	All trained officers have appropriate authorisation in place - Plumbing, Rural Services, Animal Control, Works Operations					Governance Coordinator
Lay a solid foundation for management and oversight of Council assets and resources which ensures their resilience, adequacy and efficiency								
	Mulit - Cultural awareness	Multi - Cultural Awareness programs for staff, including children services	Run Multi - cultural awareness programs for staff					Manager Corporate Services
	Mental Health and Stress	Specific strategies for mental health and stress support created	Strategy created by 2025					Manager Corporate Services
	Maintain Human Resource Compliance	Update all HR Policy's, procedures and forms	Policies completed and adopted. New processes and procedures in place.					Manager Coporate Services
	Conflict Resolution Training	Training in conflict resolution - all staff	Conflict Resolution Training conducted annually					Manager Corporate Services
	Authorised Officer Training	Appropriate staff suitably trained to provide internal expertise to manage regulatory compliance and enforcement	Staff trained in compliance and enforcement, including animal control					Manager Corporate Services
	Leadership Training	Leadership training for all Supervisors/Managers/Directors	Training Program Sourced and will be introduced by December 2024					Manager Coporate Services
Safety								
Council are committed to continual improvement and raising the profile of safety within the organisation and, by extension, the								
	Maintain WHS Systems	Maintain WHS System	Update system to new documents by 2025					Manager Corporate Services
	Safe Work Methods	Streamline Safe Work Method Statements to high risk activities	Reduce overall number of Safe Work Method Statements to 1:1 alignment with high risk activities only by 2025					Manager Corporate Services
	Hazards	Hazard Inspection improvement project	Managers and supervisors completing hazard inspection matrix and ensuring that all rectification action plans have been actioned.					Manager Corporate Services
	Equipment Controls	Improvement project on equipment controls	Improved procedures for equipment checking (1st aid), maintaining (fire extinguishers) or calibration (gas detectors)					Manager Corporate Services
	Audit compliance	Compliance with audit requirements	Outstanding audit items addressed.					Manager Corporate Services
	Online Contractor Inductions	Introduce an online safety induction program for all contrators	All contractors will be inducted online before when attending sites.					Manager Corporate Services

Corporate Plan	Projects	Activities	Measures / Indicators / Outcomes	Quarter				Responsible person
				Q1	Q2	Q3	Q4	
IT & Technology	Continue to invest in IT infrastructure							
	Multi Factor Authentication	Multi Factor Authentication	Implement Multi Factor Authentication					Manager Corporate Services
	CCTV	Close Circuit TV - Waltzing Matilda Centre	Replace and expand the current system to allow for automated customer counting and enhanced security					Manager Corporate Services
	POS System - Waltzing Matilda Centre	Upgrade of POS systems to support online booking and shopping in line with current technology/software standards	Investigate an online shop by 2024/25					Manager Corporate Services
	Standard Operating Environment	Standard Operating Environment Policy	Update group policy					Manager Corporate Services
	Network switching	Outlying network switches installed and operational	Install network switches at the Waltzing Matilda Centre, Library and Little Swaggies Child Care					Manager Corporate Services
	Future Proofing Records Management Services	InfoXpert update and renewal	Instalation complete					Manager Corporate Services
Finance	Meet legislative and Queensland Audit Office requirements while seeking opportunities for business improvements and increased							
	External audit	Liaise with external auditors and complete annual audit processes	Liaison completed, audit presented to Council as required.					Interim Finance Manager
	Internal audit	Auditors appointed and active engagement practiced	At least one Internal Audit project is completed in accordance with the Internal Audit Plan 2024 - 2026					Interim Finance Manager
	Finance system improvement	Investigate opportunities for deployment of a modern Enterprise Resource Planning (ERP) software package	Project scoped and presented to Council for consideration during 2025					Interim Finance Manager

13.9 ANNUAL CHRISTMAS SHUTDOWN

File Number: 180475
Author: Ricki Bruhn, Chief Executive Officer
Authoriser: Ricki Bruhn, Chief Executive Officer
Attachments: Nil
Meeting Date: 19 September 2024

Corporate and Operational Plan Consideration

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Customer communications are acknowledged and requests for service are completed promptly.

Budget Reference: NIL

SUMMARY

This report provides a recommendation for the proposed shutdown of Council's operations over the Christmas / New Year period.

RECOMMENDATION

1. THAT the report be received.
2. THAT Council approves the following arrangements for the shutdown of Council operations over the 2024 / 2025 Christmas / New Year period: -
 - a. Works staff commence leave on Monday 16 December 2024 and return to work on Monday 13 January 2025;
 - b. Neighbourhood Centre / Community Services staff commence leave on Monday 23 December 2024 and return to work on Monday 6 January 2025;
 - c. Administration / Shire Office staff commence leave on Monday 23 December 2024 and return to work on Thursday 2 January 2025;
 - d. Little Swaggies Childcare Centre staff commence leave on Monday 23 December 2024 and return to work on Monday 13 January 2025;
 - e. The Waltzing Matilda Centre will close only Christmas Day, Boxing Day and New Year's Day.

REPORT

It is customary for Winton Shire Council's outside workforce to shut down operations over the Christmas – New Year period. Following consultation with the employees, the proposed arrangements for 2024/2025 is that Friday 13 December 2024 will be their last work day with the shut-down to be in place from 16 December 2024 with a return to work on Monday 13 January 2025.

During this time, skeleton staffing arrangements will be in place for some service areas provided by Council.

The Administration and Community Services staff also traditionally take leave over the Christmas / New Year period. Following consultation with the employees, the proposed arrangements for 2024/2025 is: -

- Community Services staff will work up to and including 20 December 2024 with the shut-down to be in place from 23 December 2024 with a return to work on 6 January 2025;
- Administration / Shire Office staff will work up to and including 20 December 2024 with the shut-down to be in place from 23 December 2024 with a return to work on 2 January 2025;

The Waltzing Matilda Centre will continue to remain open during the Christmas / New Year period centre hours 9am - 3pm and will only close on Christmas Day, Boxing Day and New Years' Day public holidays.

The Little Swaggies Childcare Centre last day will be 20 December 2024 with a return to work on 13 January 2025.

Some staff may also utilise additional leave to take an extended break during December and January.

RISK MANAGEMENT

The risk associated with the arrangements for the shutdown of Council operations over the 2024/2025 Christmas / New Year period has been assessed as Minor (Consequence) and Possible (Likelihood) giving an overall assessment as **Medium 6**.

This assessment has been made based on the likelihood a large majority of staff may be away from Winton during this time. Operational matters will need to be attended to along with the potential risk of rain and flood damage.

13.10 WINTON CEMETERY MASTER PLAN**File Number:** 180504**Author:** Roger Naidoo, Director of Works**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. 240909 Winton Cemetery Master Plan Report.pdf [↓](#) **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
2 - The Built Environment	Community Services	Director of Works	Develop a Master Plan for the Winton Cemetery

Budget Reference: Local Roads and Community Infrastructure (LRCI) Phase 4 Funding.**SUMMARY**

The CPR Group was commissioned by Winton Shire Council to prepare a Master Plan for the Winton Cemetery. The purpose of this Plan is to build on the cemetery's rich history and to serve as a guide for its future development and management.

RECOMMENDATION

1. THAT the Report be received.
2. THAT Council adopt the Winton Cemetery Master Plan.

REPORT

The Winton Historic Cemetery, located on Cork Street at the western end of town has been a significant part of the community since its establishment in around 1876. The Lawn Cemetery, established in 2002 introduced modern burial options to Winton. In 2012, it expanded to include enhanced landscaping and the town's first columbarium, offering a dedicated space for ashes to be interred locally. In 2014, the addition of a self-guided walking tour highlighted 32 notable figures from Winton's history, transforming the cemetery into a place of remembrance, education and a popular destination for tourists.

CPR Group was commissioned by Winton Shire Council to prepare a Winton Cemetery Master Plan. The purpose of this Plan is to build on the cemetery's rich history and to serve as a guide for its future development and management. The Plan addresses current conditions and anticipates future needs, ensuring that the cemetery continues to serve the Community effectively.

This Master Plan outlines a vision for enhancing the cemetery's capacity, accessibility and sustainability, while preserving its heritage. Developed through community and stakeholder engagement, the Plan aligns with local planning frameworks and reflects the values of the Winton Community. The stakeholder engagement process for the Winton Cemetery Master Plan was

supported by the community members who provided feedback on the draft plan, which included valuable suggestions for further improvements. These suggestions were carefully considered and incorporated into the final Master Plan where appropriate.

After this process, CPR Group came up with a number of recommendations. These integrated elements ensure the cemetery remains a respectful, functional and accessible site for the community, while honouring its historical significance. Together with this in mind, CPR Group also developed a Prioritised Implementation Plan and identified short, medium and long term projects. All projects will be subject to normal budget prioritisation and consideration by Council.

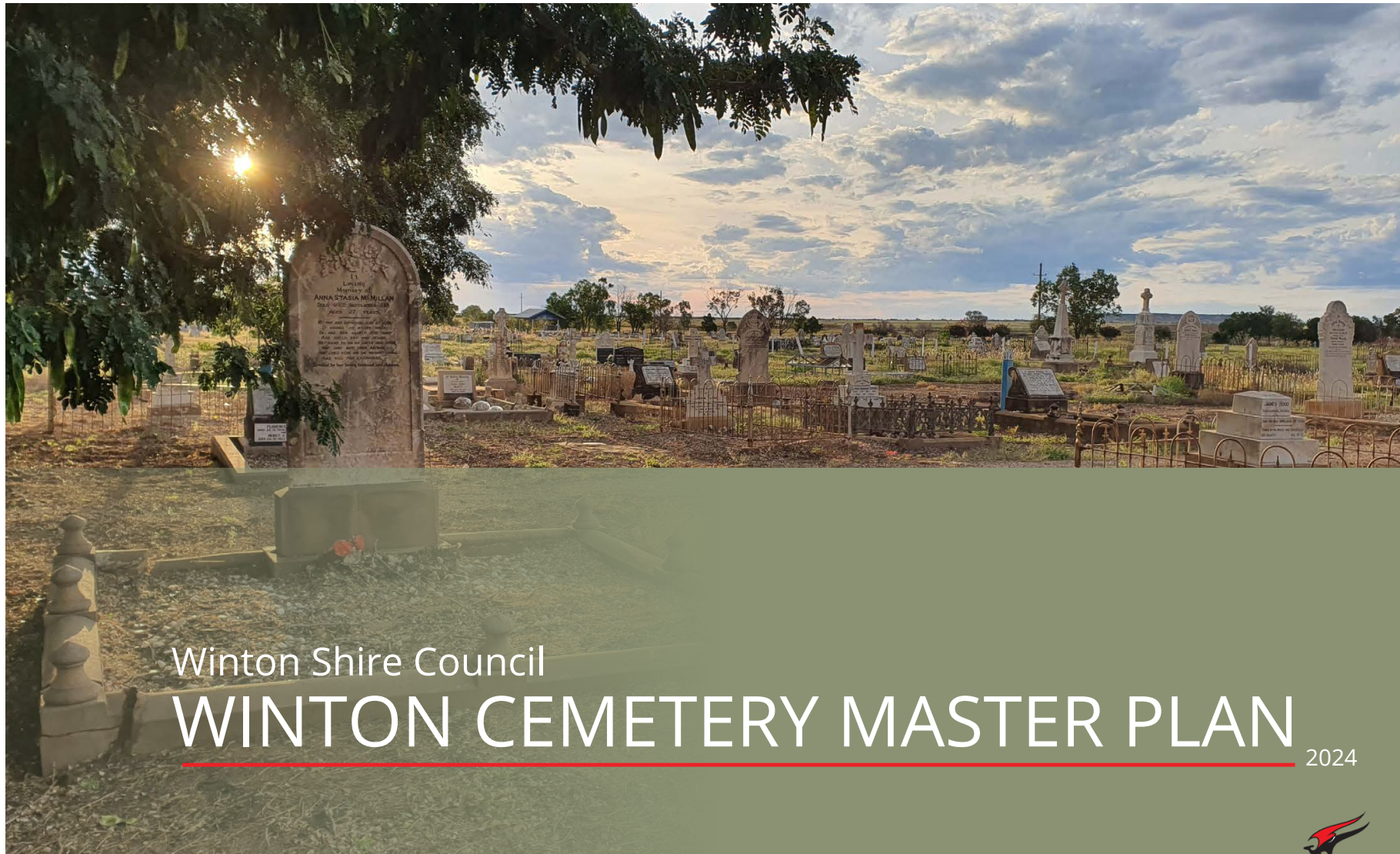
RISK MANAGEMENT

The Risk has been calculated using Council's Risk Assessment Tool.

Likelihood: Rare

Consequence: Minor

Very Low 2



Winton Shire Council

WINTON CEMETERY MASTER PLAN

2024



CPRGROUP
connelly project resources





TABLE OF CONTENTS

<u>PROJECT INTRODUCTION AND BACKGROUND</u>	<u>3</u>
<u>SITE OVERVIEW</u>	<u>4</u>
<u>OPPORTUNITIES AND CONSTRAINTS</u>	<u>5</u>
<u>STAKEHOLDER ENGAGEMENT OUTCOMES</u>	<u>6</u>
<u>RECOMMENDATIONS</u>	<u>7</u>
<u>MASTER PLAN</u>	<u>8</u>
<u>PRIORITISED IMPLEMENTATION PLAN</u>	<u>10</u>

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Council acknowledges the Traditional Owners of the land, the Koa People, on which we operate; and pays respect to Elders past, present and emerging.



CPRGROUP
connelly project resources

This project was proudly completed by CPR Group in conjunction with Winton Shire Council, 2024
www.cprgroup.com.au
PO Box 2092, Sunshine Plaza Qld 4558

PROJECT INTRODUCTION AND BACKGROUND

The Winton Historic Cemetery, located on Cork Street at the western end of town, has been a significant part of the community since its establishment in around 1876. Records dating back to June 17, 1881 show over 150 burials prior to 1890, many in unmarked graves. Key moments in its history include the allocation of Grave Number 1 to Mr. John Madigan in 1890, the creation of a special section for ex-servicemen and women in 1929 and its connection to the 1934 QANTAS 'Atalanta' crash, with one of the passengers buried in the RSL section.

The Lawn Cemetery, established in 2002, introduced modern burial options to Winton. In 2012, it expanded to include enhanced landscaping and the town's first columbarium, offering a dedicated space for ashes to be interred locally. In 2014, the addition of a self-guided walking tour highlighted 32 notable figures from Winton's history, transforming the cemetery into a place of remembrance, education, and a popular destination for tourists.

CPR Group was commissioned by Winton Shire Council in 2024 to prepare this Winton Cemetery Master Plan. The purpose of this document is to build on the cemetery's rich history and to serve as a guide for its future development and management. The plan addresses current conditions and anticipates future needs, ensuring that the cemetery continues to serve the community effectively.

This master plan outlines a vision for enhancing the cemetery's capacity, accessibility and sustainability, while preserving its heritage. Developed through community and stakeholder engagement, the plan aligns with local planning frameworks and reflects the values of the Winton community. By considering demographic trends, cultural needs and environmental sustainability, the plan ensures that Winton Cemetery remains a respectful and well-managed resting place for future generations.

DEMOGRAPHICS

As of the 2021 Census, the Winton Local Government Area (LGA) recorded a population of 1,129, reflecting a long-term decline. Between 2001 and 2006, the population decreased by 28%, followed by relative stability from 2006 to 2011. From 2011 to 2016, the population again declined by 15% before stabilising between 2016 and 2021¹.

Winton	2001	2006	2011	2016	2021
Census population	1,936	1,380	1,336	1,134	1,129

This marked decline over the past two decades can be attributed to limited economic opportunities, prompting younger residents to migrate to urban areas in search of better prospects. The Winton LGA's demographic profile reveals an ageing population, with 246 residents aged 65 and older and a median age of 45 as of 2021².

The population remains predominantly Australian-born, with a small percentage of residents born overseas³. Aboriginal and/or Torres Strait Islander residents make up 7.3% of the population, compared to 4.6% across Queensland, reflecting a higher proportion of Aboriginal and/or Torres Strait Islander residents in the Winton LGA.

Age Distribution

The median age in the region has remained relatively stable, increasing slightly from 43 in 2011 to 45 in 2021. Winton has the highest proportion of people aged 40 to 64 years, comprising 35.3% of the population in 2021. The age distribution has seen minimal change since 2016, as indicated by the following figures:

Age groups	2021		2016		% of change from 2016-2021
People aged 0 to 19 years	231	20.7%	236	20.7%	0%
People aged 20 to 39 years	244	22%	243	21.3%	3.18%
People aged 40 to 64 years	392	35.3%	401	35.1%	0.57%
People aged 65 years and over	246	22.1%	262	22.9%	-3.62%

Table 1: Winton population by age groups (2021 census)

SITE OVERVIEW

Site information	
Site name	Winton Historic Cemetery
Location	Cork St, Winton QLD 4735
Lot and plan	1SP293556 (8910m2) 2SP293556 (4078m2) 110C8106 (40470m2)
Area	Combined size of three lots- 53,458m2 Area: 5.35 hectares
Owner	1SP293556 (8910m2)- State Land 2SP293556 (4078m2)- State Land 110C8106 (40470m2)- Reserve
Zoning	Township Its purpose is to provide for: (1) small to medium urban areas in a rural or coastal area; and (2) a variety of uses and activities to service local residents, including, business, community, education, industrial, open space, recreation, residential or retail uses or activities; and (3) tourist attractions and short-term accommodation, if appropriate for the area. 

Site information	
Relevant assessable benchmarks	Township Zone Code General Development Code Within these benchmarks it is noted that the site is affected by: - Flood Hazard Area: (as identified by Queensland Floodplain Assessment Overlay) - Local Heritage Register In regards to the Local Heritage Register, it is noted that the site is recorded as meeting the following Statement of Heritage Significance: (a) The place is important in demonstrating the evolution or pattern of the Winton Shire's history. (c) The place has potential to yield information that will contribute to the knowledge and understanding of the Winton Shire's history. (g) The place has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. (h) The place has a special association with the life or work of a particular person, group or organisation of importance in the Winton Shire's history. The subject site is not impacted by any other planning scheme overlays.

Table 2: Site information

OPPORTUNITIES AND CONSTRAINTS

The Winton Cemetery Master Plan considers key opportunities and constraints that will influence its implementation. The following table outlines these factors, which are important for ensuring sustainable development. Balancing the cemetery's historical significance with modern needs, this plan provides a foundation for informed decision-making by the community and Council, guiding the future of Winton Cemetery.

Category	Opportunities	Constraints
Heritage and historical value	- Leverage the cemetery's rich history to enhance its cultural and historical significance and increase visitation - Modernise and expand the self-guided walking tour, integrating digital elements	- Existing infrastructure and historical preservation requirements may limit restoration and new developments, especially in historically significant areas - Climatic conditions and resource availability may limit landscaping and green space maintenance
Community and stakeholder engagement	- Engage key stakeholders (e.g. Winton District Historical Society, RSL) to ensure alignment with community needs - Utilise IAP2 principles for strong community involvement	Limited stakeholder input
Future growth and expansion	Strategically plan for long-term growth with identified future expansion areas (e.g. new lawn cemetery zones, columbarium and parking)	- Budget constraints may limit the extent of expansion of the cemetery in the future - Low number of burials per year dictates expansion requirements
Enhanced parking, accessibility and wayfinding	- Improve pedestrian and vehicle access to enhance visitor experience and ensure DDA compliance - Introduce new wayfinding signage for better navigation - Confidently provide for parking within the site forecasting and planning for the long-term (100 year) interment requirements	Minor site-specific challenges, such as topography and drainage may require engineered site specific solutions to maximise the useable area
Regulatory and compliance issues	Opportunity to align developments with local planning frameworks, showcasing a model for regulatory adherence	Council local laws regulate the operation of cemeteries and the burial of human remains

Table 3: Opportunities and constraints

STAKEHOLDER ENGAGEMENT OUTCOMES

The stakeholder engagement process for the Winton Cemetery Master Plan was supported by the community members who provided feedback on the draft plan, which included valuable suggestions for further improvements. These suggestions were carefully considered and incorporated into the final master plan where appropriate.

Supported elements from the draft master plan:

-  Participants supported the overall aesthetic improvements and tidying up of the cemetery
-  The provision of ample car parking was well received
-  There was strong support for including more shade trees in the cemetery
-  Participants appreciated the forward-looking aspect of the plan, ensuring Winton Cemetery's sustainability
-  Replacing existing markers with new ones was supported
-  There was a suggestion to locate the sign at the main gate, which has been included in the final plan
-  The inclusion of new Disability Discrimination Act (DDA) compliant footpaths to existing infrastructure was positively received
-  Participants supported the addition of new bins, with a clarification that these will be located at existing and new shelters

Suggested elements for inclusion in the final master plan:

-  Although there was a request for a toilet block, it was determined that it was not feasible to do so due to the proximity of other public toilets and the short duration of most cemetery visits
-  Participants suggested adding a water cooler or bubbler. After verifying that there was existing potable water available on the site, this was included into the plan
-  The suggestion to leave the northern access open and add a line of trees was considered, but the plan ultimately closed this access to prevent unrelated vehicular use
-  Large shade trees can not be planted in the historical grave section due to issues with ground stability and root invasion
-  There was a request for another DDA-compliant footpath in the old grave section, which was added to the plan
-  The plan has clarified that new marker posts will be added in the lawn cemetery and existing grave numbers will be replaced as needed

These outcomes reflect the community's input and preferences, which were carefully considered and incorporated into the final master plan where feasible.

RECOMMENDATIONS

The final Winton Cemetery Master Plan was approved by Council and has incorporated the following recommendations from the community consultation:

- » The planned general aesthetic upgrades and tidying up of the cemetery, which received strong community support, has been included in the final plan
- » Generous car parking spaces, as favoured by survey participants, has been maintained in the final plan
- » Additional shade trees have been included where feasible, considering the limitations posed by ground stability near existing graves
- » New and upgraded picnic shelters with Disability Discrimination Act (DDA) compliant footpath connections from all car parking areas has been incorporated
- » The redesign and replacement of internal roads, row markers and tour marker posts has been finalised, with the cemetery layout sign relocated near the main gate as suggested
- » The final plan includes new DDA compliant footpaths throughout the cemetery, with an additional east-west footpath connecting the RSL area to the western boundary in the old grave section
- » After confirming the availability of potable water on site, the final plan includes the installation of a water cooler/bubbler
- » The decision to exclude a toilet block from the master plan has been finalised, due to the absence of a sewer line and the cemetery's close proximity to existing public restrooms
- » The final plan includes new row markers in the lawn cemetery, with existing grave numbers to be replaced and updated as necessary
- » New bins have been incorporated into the final plan, with locations specified at both existing and new shelters

These integrated elements ensure the cemetery remains a respectful, functional and accessible site for the community, while honouring its historical significance.



WINTON CEMETERY MASTER PLAN
1-20 YEAR PLAN
CORK STREET, WINTON WINTON SHIRE COUNCIL



Ensure 1-20 Year Master Plan is read in conjunction with the 20-100 Year Master Plan, the Winton Cemetery Master Plan Infrastructure Palette and the full master plan report inclusive of the Prioritised Implementation Plan (PIP) which elaborates on the master plan legend and listed improvements.

LEGEND

- Boundary lines
- Existing unsealed parking
- Infill plant and mulch existing boundary garden, retain existing equipment shed
- Existing unsealed parking
- Replace existing marker posts in old cemetery section with new as necessary
- If existing shelter structure proves to be structurally sound, install concrete slab under, replace existing table setting, install bin, paint shelter posts, rafters and beams
- Install new DDA compliant footpaths to existing infrastructure throughout site
- Existing old cemetery section
- Install new DDA compliant footpaths to existing infrastructure throughout site
- If existing shelter structure proves to be structurally sound, install concrete slab under, replace existing table setting, install bin, paint shelter posts, rafters and beams
- Close northern entry point permanently
- Upgrade RSL cemetery section; spray weeds, install weed mat, scoria gravel and DDA compliant footpath
- Design and install new RSL entry gates (sliding or swinging north for footpath access) to match updated main entry signage, retain existing garden beds and landscape walls, backfill with topsoil and mulch to stabilise link wall, infill planting
- Tidy and mulch existing Anzac tree avenue
- Remove existing booklet box and cemetery layout sign, relocate new box and sign at entry, install DDA compliant footpath
- Existing internal road to be widened to allow 2 way traffic, perpendicular parking, new footpaths and crossings
- Replace existing fencing along internal road (main spine), upgrade balance of fencing throughout site as necessary, infill plant and mulch existing gardens
- Construct mountable kerb to allow vehicular access into existing cemetery
- Construct turn-a-round section at end of new main spine internal road
- Existing water tank
- Grade and install wheel stops to unsealed car parking area
- New internal two way road and parking
- New seating on concrete slab

Note: All maintenance, upgrade and new infrastructure works to be in accordance with the Winton Cemetery Master Plan Infrastructure Palette

- Existing lawn cemetery section A
- New seating on concrete slab
- Existing columbarium
- Mulch existing avenue trees and infill with new additional trees as necessary
- Mulch existing avenue trees and infill with new additional trees as necessary
- New seating on concrete slab with new tour booklet box and cemetery layout sign behind
- Construct balance of new lawn cemetery section B including gardens and extension of fencing around sections A and B
- New shelter with seating, bin and garden
- New one way road, parking and footpath
- New one way road, parking and crossing
- Repaint signage, planting and mulch gardens at southern entry
- Formalise drainage swale and install retaining to avoid undermining of future internal roadway

Plot Section Sequencing

Cemetery Section	Plots Available	Section Construction Timeframe
A	10	Section A existing new seating and garden bed upgrades to be scheduled in 2024
B	204	2024/2025/2026

1-20 Year Plan Car Parking

Car Park Type	Location	Number of Spaces
Sealed and formalised	As indicated on plan	142
Unsealed	Along western boundary, north and south of equipment shed	Approx. 17
Unsealed	South of internal road	Approx. 46

NOTE
This Master Plan drawing is conceptual only and shall not be used for tendering and/or construction purposes. All works are subject to Council approval. Future traffic and civil engineering detailed design shall refine car park and internal road layouts, footpath locations, pedestrian crossings, retaining and drainage designs. Future architectural and structural engineering detailed design



WINTON CEMETERY MASTER PLAN
100 YEAR PLAN
CORK STREET, WINTON WINTON SHIRE COUNCIL

LEGEND

Boundary lines

- 1 Remove existing equipment shed and replace with new shed along internal road
- 2 Backfill western zone of old cemetery section from northern end with traditional grave sites as demand requires
- 3 New equipment shed
- 4 New car parking spaces (include mountable kerb for maintenance access)
- 5 Existing old cemetery section
- 6 Existing RSL cemetery section
- 7 1-20 year master plan internal road and car park
- 8 1-20 year master plan internal road and car park
- 9 1-20 year master plan internal road and car park
- 10 Existing lawn cemetery section A
- 11 Construct second tier of columbarium as necessary
- 12 1-20 year master plan lawn cemetery section B
- 13 Remove existing water tank, install new tanks in garden zones of lawn cemetery sections C and F
- 14 Construct new lawn cemetery section C including gardens and the extension of fencing as necessary
- 15 New shelter with seating, drinking water bubbler (consider cold water), bin, water tank, footpath connection and gardens
- 16 New seating on concrete slab
- 17 Construct new lawn cemetery section D including gardens and the extension of fencing as necessary
- 18 New seating and footpath connection
- 19 New one way internal road and parking with footpath and tree planting as shown
- 20 Continuation of tree planting along southern internal road
- 21 New seating on concrete slab
- 22 New footpaths to enable DDA compliant access across site, central spine to be constructed for vehicular access (hearse)
- 23 Construct new lawn cemetery section E including gardens and the extension of fencing as necessary

Note: All maintenance, upgrade and new infrastructure works to be in accordance with the Winton Cemetery Master Plan Infrastructure Palette

- 24 New seating and footpath connection
- 25 New shelter with seating, bin, water tank footpath connection and gardens
- 26 Construct new lawn cemetery section F including gardens and the extension of fencing as necessary
- 27 New one way internal road
- 28 New seating on concrete slab

Plot Section Sequencing

Cemetery Section	Plots Available	Section Construction Timeframe
A	10	2024
B	204	2024/2025/2026
C	204	2045
D	204	2065
E	204	2085
F	204	2105

Note: This plan provides burial space for up to 2125 based on the current average of 10 burials per year in the Winton region. This rate is subject to change with increase of cremation rates and population changes over the next 100 years and does not include traditional graves in the western part of the old cemetery (2).

Car Parking Summary

Details	Number of Spaces
1-20 year plan sealed and formalised	142
1-20 year plan unsealed (incrementally removed in 20-100 year plan)	Approx. 63
20-100 year sealed and formalised	56
Total car parking spaces from 2065 onwards	198 sealed

NOTE
This Master Plan drawing is conceptual only and shall not be used for tendering and/or construction purposes. All works are subject to Council approval. Future traffic and civil engineering detailed design shall refine car park and internal road layouts, footpath locations, pedestrian crossings, retaining and drainage designs. Future architectural and structural engineering detailed design

WINTON CEMETERY MASTER PLAN
1-20 YEAR PLAN
CORK STREET, WINTON WINTON SHIRE COUNCIL

PRIORITISED IMPLEMENTATION PLAN

The following prioritised implementation plan identifies each site development plan improvement element and whether the element is a short, medium or long term priority. The implementation of the plan is planned over a 1-20 year project life cycle.

Staging the implementation of the plan will allow capital expenditure to be distributed across multiple budget years, enhance opportunities to access external funding and facilitate the amortisation of costs over a longer period. The inclusion of elements in the Master Plan does not represent a commitment from Council to fund proposed improvements, works or upgrades. Plan elements identified in the implementation plan are indications of future improvements or enhancements and are not a guarantee of implementation.

All projects will be subject to normal budget prioritisation and consideration by Council. The implementation of construction projects recommended in this plan is subject to relevant approvals.

Site Development Plan Element	Detail	Priority
End of life replacements for existing infrastructure	Monitoring and replacement of the following items in line with the Winton Cemetery Master Plan Infrastructure Palette as assets reach end of life: - Site fencing (except main spine) - Internal road, row and tour marker posts (replace marker posts and grave numbers as necessary) - Shelter structures	Incrementally over a 20 year period as required
Fencing upgrade	Upgrade existing fencing along internal road (main spine)	Short term
Garden bed upgrades	Infill planting, topping up of soil and mulching to the following garden beds: - Along western boundary - RSL section entry - Anzac tree avenue - Internal road (northern side) - Entry gates - Other garden zones as required Entry road (western side): Mulch around existing avenue trees and infill with new additional trees as necessary.	Short term
RSL section upgrade	Upgrade existing RSL cemetery section: - Spray weeds and install weed matting and scoria gravel throughout - New DDA compliant footpath - Design and install new entry gates (sliding or inwards opening) to RSL cemetery section to match updated main entry signage and also referencing the historical significance of this cemetery area	Short term
Existing shelter structure upgrades	Install concrete slab under, replace existing table setting, install bin and paint shelter posts, rafters and beams	Short term
New footpaths to existing infrastructure	Install new DDA compliant footpaths to existing infrastructure throughout site	Short term
Tour booklet box and signage replacement (relocate to entry)	- Replace existing tour booklet box with new pamphlet holder (locate at entry) - Redesign and replace cemetery layout sign (locate at entry)	Short term
Drainage swale	Formalisation of drainage swale to south of site and possible retaining works to avoid erosion/undermining of future internal roadway	Design short term, construction medium term
Widened existing and new internal roads and parking	Design and construct widening to existing roadway and new internal roadways, car parking areas, turn a round zone and pedestrian crossings as indicated on plan	Design short term, construction medium term
Spill out parking area	Informal unsealed car parking area to be graded and wheel stops installed	Medium term
Lawn cemetery section B	Construct balance of new lawn cemetery section B including gardens and the extension of fencing around and new shelter with seating, bins and gardens, install new marker posts and grave numbers to lawn cemetery sections	Medium term
New seating	Install new seating on concrete slabs in sections A and B	Medium term
Entry sign upgrade	Upgrade existing southern entry with repainted signage	Long term

TERMS

Short Term 2024-2029

Medium Term 2030-2037

Long Term 2038-2044

OPERATIONAL
RECOMMENDATIONS

- Procure a portable footpath for all abilities graveside access
- Increase maintenance schedule for old cemetery
- Coordinate community volunteer restoration works including training

NOTE

New works to be in line with Winton Cemetery Master Plan Infrastructure Palette.

Existing infrastructure items at end of life shall be replaced with elements listed in this Infrastructure palette to ensure continuity with future works.

WINTON CEMETERY MASTER PLAN

INFRASTRUCTURE PALETTE

CORK STREET, WINTON WINTON SHIRE COUNCIL

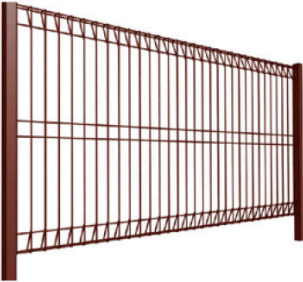
INFRASTRUCTURE ITEM	IMAGE EXAMPLES
Entry signage: Powdercoat colour Dulux Territory Red Dulux Territory Red	 
Site fencing: ARC Banskia or similar fencing panels, 1500mm high, hot dipped galvanised and powdercoated Dulux Territory Red	
Seating: Classic promenade seat and classic plaza setting from Street Furniture Australia, powdercoated legs and aluminium woodgrain look slats	 
Shade structure: Off the shelf kit shelter option from Landmark or similar	
Bin enclosure: Standard range from Street Furniture Australia or similar aluminium woodgrain look slats Bollards (marker posts): Standard range from Commercial Systems or similar Water bubbler: Landmark Pro Sandford Drinking Fountain or similar	  

Image Sources: 1 liteco.com.au 2 CPR Group 3 CPR Group 4,5&7 www.streetfurniture.com 6&9 www.landmarkpro.com.au 8 www.commercialsystems.com.au

PLANTING SPECIES

IMAGE EXAMPLES

Trees:

Frangipani species
Plumeria spp.
Yellow poinciana
Peltophorum pterocarpum
Golden Shower
Cassia fistula
Paperbark
Melaleuca spp. (plant away from concrete paths or underground water pipes)



Shrubs:

Melaleuca claret tops
Melaleuca linariifolia 'Claret Tops'
Lilly Pilly Resilience
Syzygium australe Resilience



Climbers and understorey:

Bougainvillea species
Bougainvillea spp.
Melaleuca species eg:
- *Melaleuca thymifolia*
- *Melaleuca hypericifolia* 'Ulladulla Beacon'



Image Sources: 1 www.lawn.com.au 2 www.caretransplanters.com.au 3 www.shrubz.us 4 www.territorynativeplants.com.au 5 www.thetutuguru.com.au 6 www.lakewoodpropagation.com.au 7www.greengardeningcookingcuring.com 8 www.australianplantsonline.com.au 9 www.malleedesign.com.au

NOTE

Planting selections based on existing species in cemetery site to ensure continuity of palette and climatic resilience

REFERENCE LIST

- 1 Australian Bureau of Statistics. (2021). 2021 Census QuickStats: Winton (SAL33099). <https://www.abs.gov.au/census/find-census-data/quickstats/2021/SAL33099>
- 2 City Population. (n.d.). Winton (Shire) (Queensland, Australia)- Population Statistics, Charts, Map, and Location. https://www.citypopulation.de/en/australia/admin/queensland/37400__winton/
- 3 City Population. (n.d.). Winton (Locality) (Queensland, Australia)- Population Statistics, Charts, Map, and Location. https://www.citypopulation.de/en/australia/queensland/_/321109__winton/

ACKNOWLEDGEMENTS

The contributions and cooperation from Winton Shire Council are gratefully acknowledged.

Thanks are also extended to all stakeholders who were engaged and contributed valuable perspectives during the development of the Winton Cemetery Master Plan.

COPYRIGHT AND DISCLAIMER

This Winton Cemetery Master Plan (plan) has been prepared exclusively for the benefit of and use by Winton Shire Council (the client). This plan must not be used for any other purpose, or by any other party, nor is the document to be made available to any other party without the prior written consent of the client. No part of this plan may be reproduced in part or full without the prior, written permission of the client. All statements, projections and opinions expressed in this plan are given in good faith. The client indemnifies CPR Group (which includes its consultants) against any and all claims against the client, or CPR Group by reason of any information omitted or false information included in this plan. The contents of this plan have not been independently audited. As such, the client assumes the entire risk related to its use of this plan. CPR Group does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of the contents of, or projections in this plan and disclaims any and all warranties, whether express or implied, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will CPR Group be liable to the client or to any third party for any direct, indirect, incidental, consequential, special or exemplary damages or lost profit resulting from any use or misuse of this plan. All intellectual property in the processes and methodology used to create this plan, together with the design of graphics, symbols and definitions contained in the document, is the property of CPR Group and is protected by Australian and international copyright laws. All rights reserved. No part of the intellectual property of CPR Group may be used, reproduced, sold, transferred, modified, published or made available to any other party without the prior written permission of CPR Group.



CPRGROUP
connelly project resources

This project was proudly completed by CPR Group in conjunction with Winton Shire Council, 2024
www.cprgroup.com.au
PO Box 2092, Sunshine Plaza Qld 4558



13.11 CONSTRUCTION OF A NEW BAR AND CANTEEN AT THE WINTON SHOWGROUNDS**File Number:** 180515**Author:** Roger Naidoo, Director of Works**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Winton Showgrounds Bar and Canteen - Concept Plans [↓](#) **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
2 - The Built Environment	Building Services	Director of Works	Replace old existing Assets that are not-fit-for purpose.

Budget Reference: Capital Works Program – Grant Funded**SUMMARY**

Council intends to replace the old existing Bar and Canteen at the Winton Showgrounds. CP – Architects were engaged to provide some concept Plans for this Project.

RECOMMENDATION

1. THAT the Report be received.
2. THAT Council endorse the Winton Showgrounds Bar and Canteen Concept Plan.
3. THAT Council progress to the Detailed Design Stage for the Winton Showgrounds Bar and Canteen upgrade.

REPORT

CP – Architects were commissioned by Council to develop Concept Plans aimed at replacing the outdated Bar and Canteen facilities at the Winton Showgrounds. The current structures are no longer suitable for their intended use. These Concept Plans were presented during the Community Facilities Users Advisory Committee meeting on 20th August. Additionally, the Plans were distributed to all User Groups for their input. The Council has received some feedback, which will be considered during the Detailed Design phase.

The proposed Concept Plan features an integrated space for both the Bar and Canteen, in contrast to the two separate buildings that currently exist. The new design incorporates a raised building that provides disabled access, along with a modern commercial kitchen and bar. This facility will be sited on the western side of the breezeway, allowing staff working in the facility to enjoy views of the racetrack.

RISK MANAGEMENT

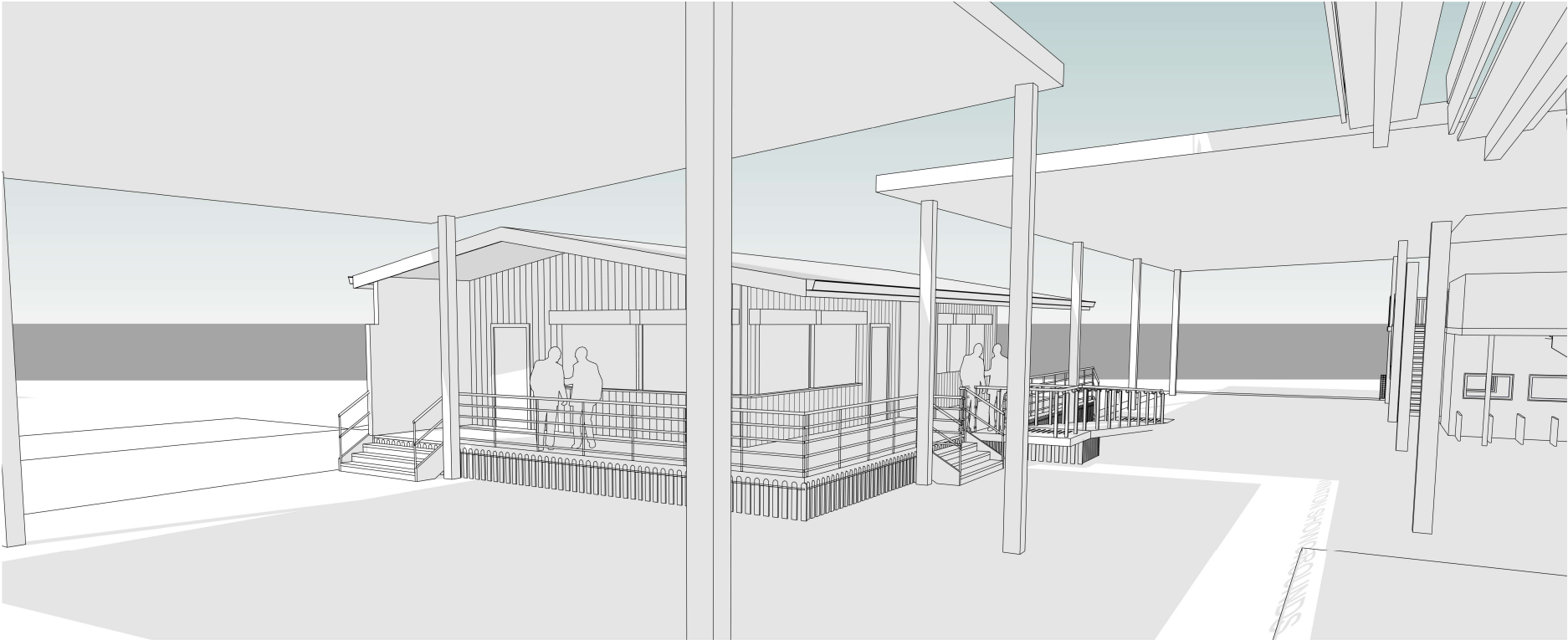
Likelihood: Rare

Consequence: Minor

Very Low 2

DRAWING SHEET ISSUE LIST		
Sheet No.	Sheet Name	Rev.
A000	COVER SHEET & DRAWING ISSUE LIST	P3
A005	SITE LAYOUT EXISTING - GENERAL ARRANGEMENT	P3
A015	SITE LAYOUT - PROPOSED GENERAL ARRANGEMENT	P3
A101	COMMERCIAL KITCHEN & BAR - PLAN LAYOUT	P3
A105	COMMERCIAL KITCHEN & BAR - PROPOSED ELEVATIONS	P3
A600	PERSPECTIVE VIEWS	P3

Grand total: 6



BAR & CANTEEN
WINTON SHOWGROUNDS
VINDEXT STREET, WINTON, QLD 4735
for
WINTON SHIRE COUNCIL

Lot 39 on RP AE87
Area: 1,084,229 m²

BARCODE

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.
IF IN DOUBT, ASK.

AMENDMENTS

Issue Date	Subject	By
P3 - 240814	ISSUED for CLIENT APPROVAL	CCP

ISSUED for CLIENT APPROVAL

CLIENT
Winton Shire Council

SITE
WINTON SHOWGROUNDS
VINDEXT ST, WINTON, QLD. 4735

PROJECT
PROPOSED BAR & CANTEEN AT
THE WINTON SHOWGROUNDS

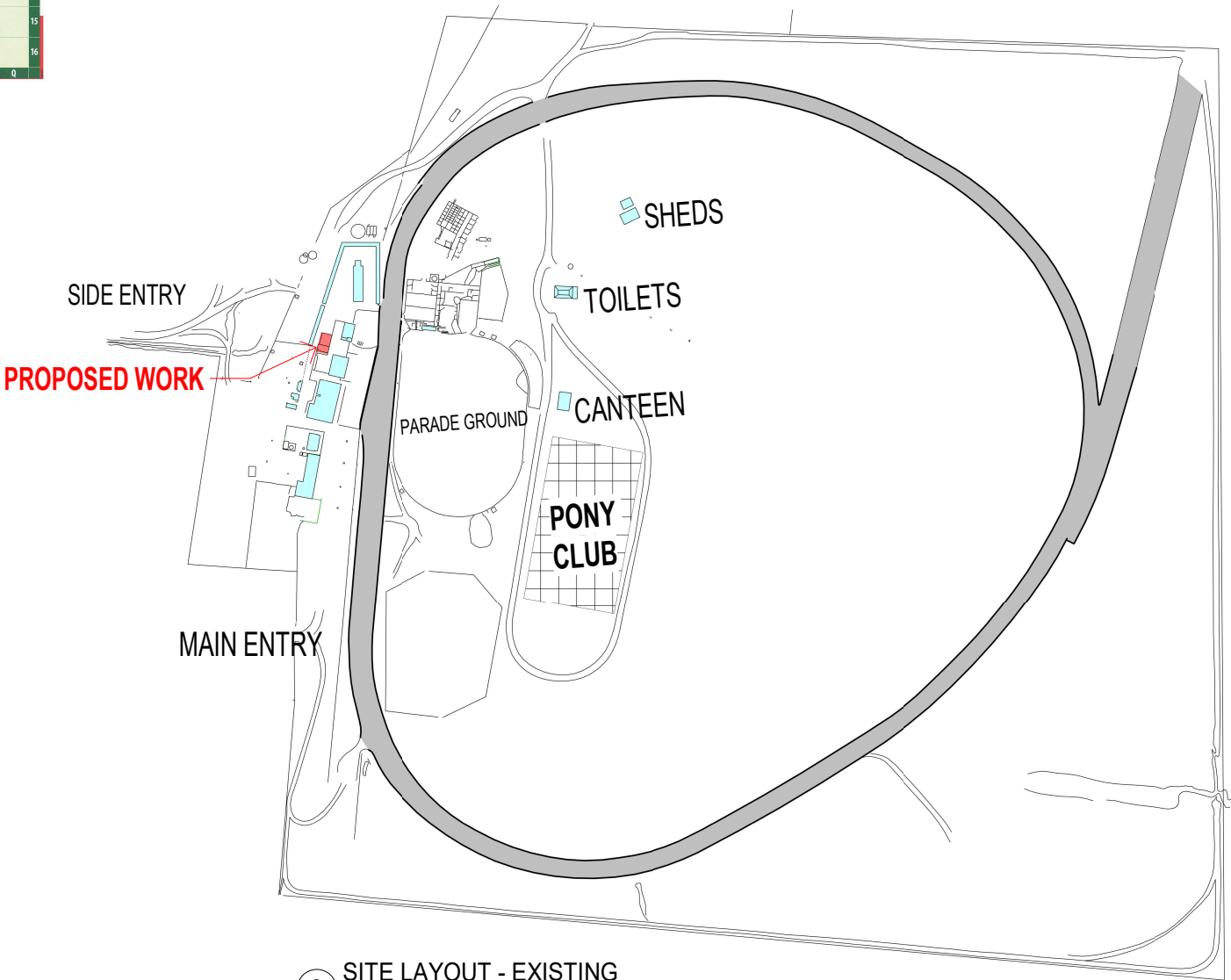
TITLE
COVER SHEET & DRAWING ISSUE
LIST

CP - ARCHITECTS
PO BOX 4349, GUMDALE, QUEENSLAND 4154
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

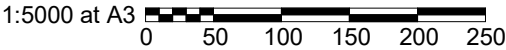
DRAWN JJA	APPROVED CCP	
SCALE @ A3 1 : 20	DATE 240814	SIZE: A3
CONTRACT No.	SHEET of	
PROJECT No. CP2410-W	DRAWING No. SK A000	ISSUE: P3



1 LOCATION PLAN
NOT TO SCALE



2 SITE LAYOUT - EXISTING
1:5000



BARCODE

NORTH

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS

Issue Date	Subject	By
P3 240814	ISSUED for CLIENT APPROVAL	CCP

ISSUED for CLIENT APPROVAL

CLIENT

Winton Shire Council

SITE

WINTON SHOWGROUNDS
VINDEX ST, WINTON, QLD. 4735

PROJECT

PROPOSED BAR & CANTEN AT THE WINTON SHOWGROUNDS

TITLE

SITE LAYOUT EXISTING - GENERAL ARRANGEMENT

CP - ARCHITECTS

PO BOX 4349, GUMDALE, QUEENSLAND 4154
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN
JJA

APPROVED
CCP

SCALE @ A3
As indicated

DATE
240814

SIZE:
A3

CONTRACT No.

SHEET of

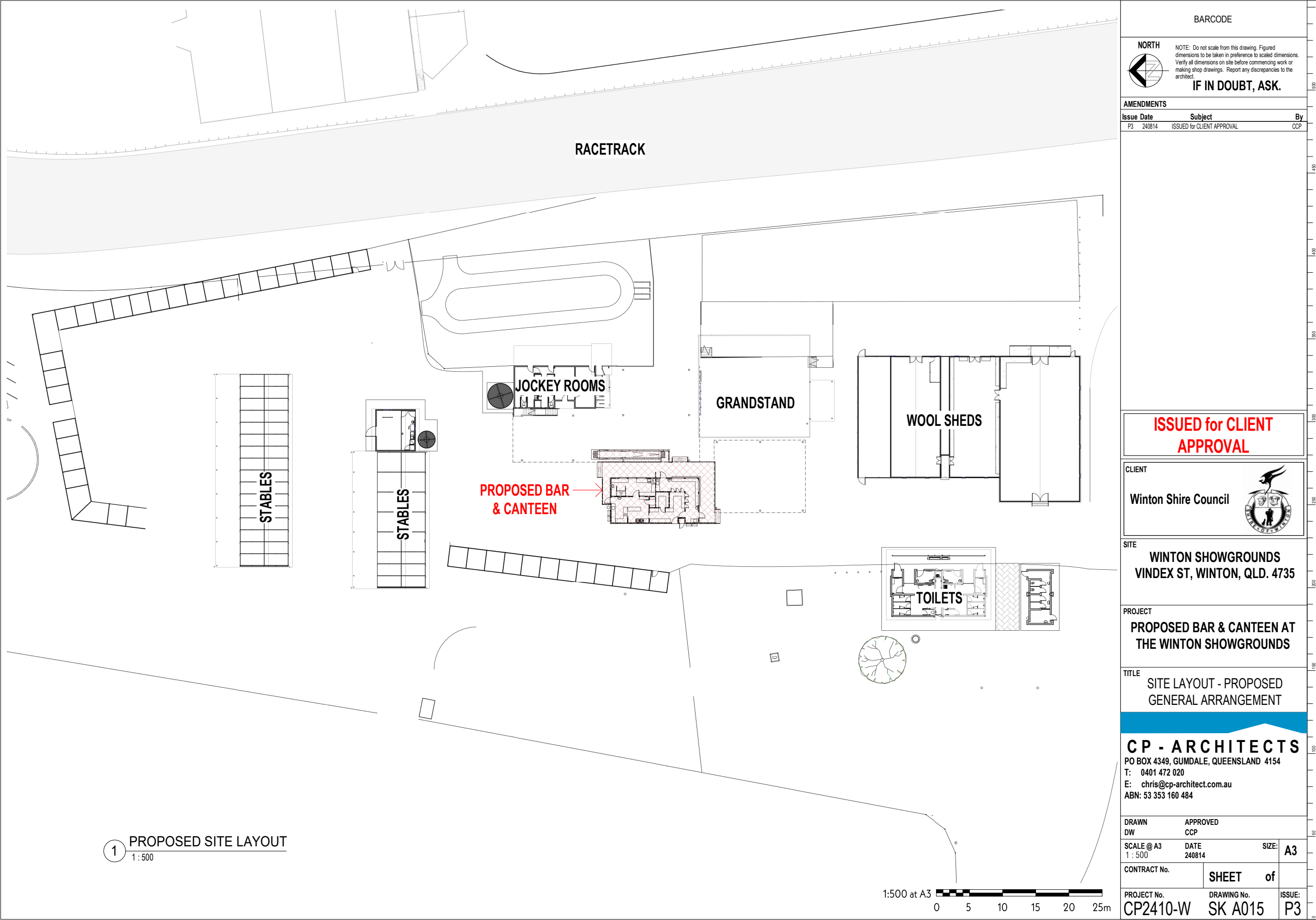
PROJECT No.
CP2410-W

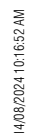
DRAWING No.
SK A005

ISSUE:
P3

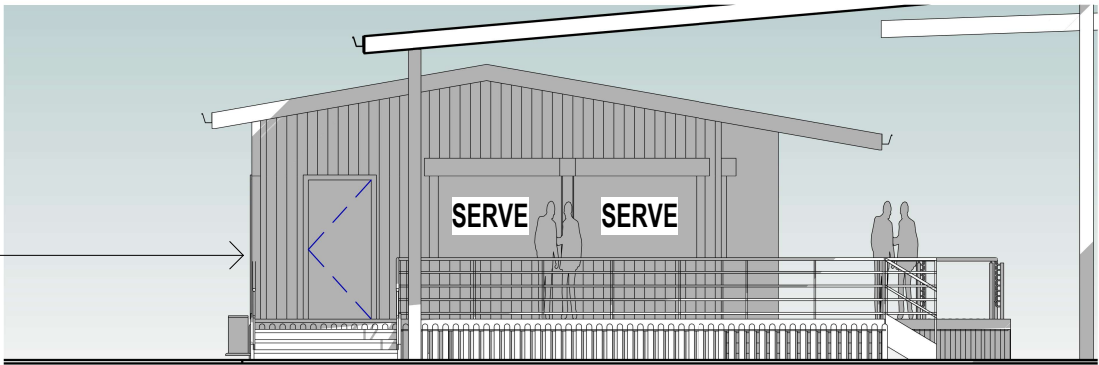
Item 13.11 - Attachment 1 - 19 September 2024

32767

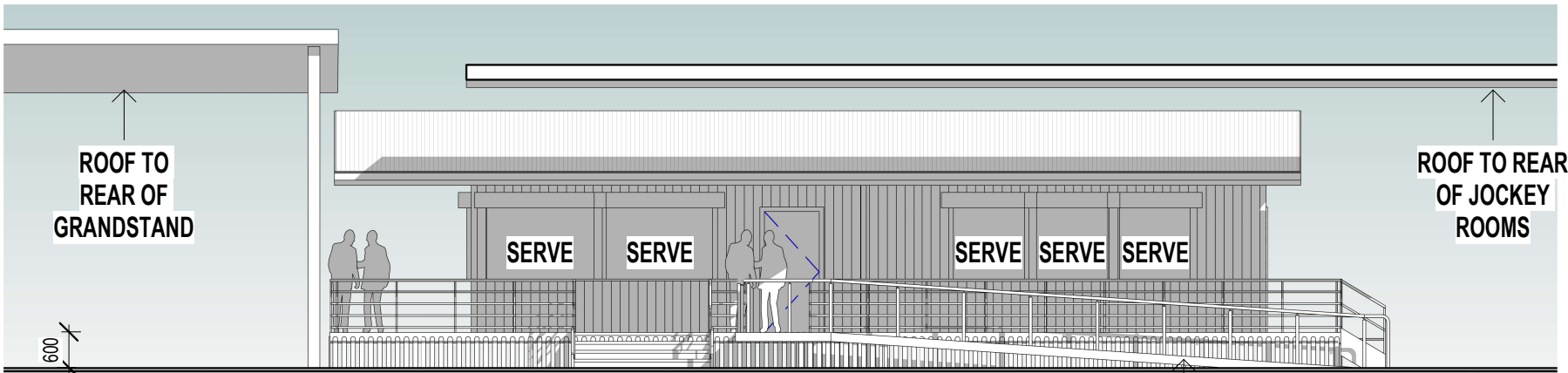




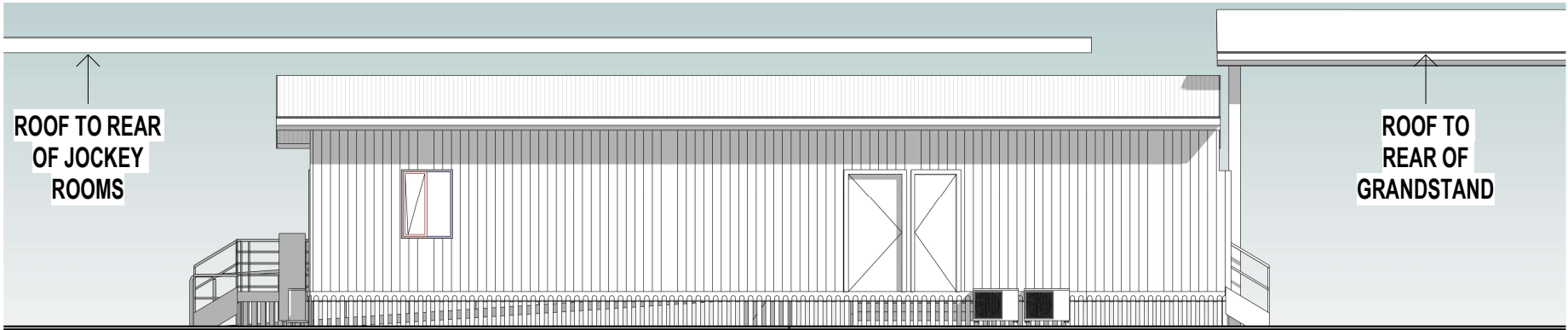
COLORBOND
CORRUGATED IRON
EXTERNAL CLADDING



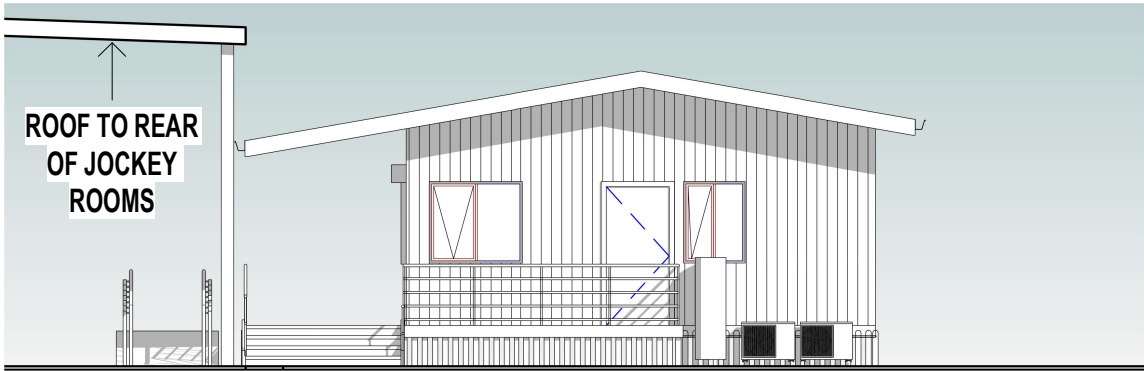
STAIRS ① BAR & CANTEEN - NORTH ELEVATION
1 : 100



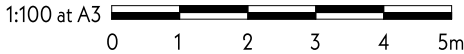
STAIRS ② BAR & CANTEEN - EAST ELEVATION
1 : 100 RAMP



③ BAR & CANTEEN - WEST ELEVATION
1 : 100



RAMP STAIRS ④ BAR & CANTEEN - SOUTH ELEVATION
1 : 100



BARCODE

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.
IF IN DOUBT, ASK.

AMENDMENTS

Issue Date	Subject	By
P3 240814	ISSUED for CLIENT APPROVAL	CCP

**ISSUED for CLIENT
APPROVAL**

CLIENT

Winton Shire Council



SITE

WINTON SHOWGROUNDS
VINDEXT ST, WINTON, QLD. 4735

PROJECT

PROPOSED BAR & CANTEEN AT
THE WINTON SHOWGROUNDS

TITLE

COMMERCIAL KITCHEN & BAR -
PROPOSED ELEVATIONS

CP - ARCHITECTS

PO BOX 4349, GUMDALE, QUEENSLAND 4154
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN

DW

APPROVED

CCP

SCALE @ A3

1 : 100

DATE

240814

SIZE:

A3

CONTRACT No.

SHEET

of

PROJECT No.

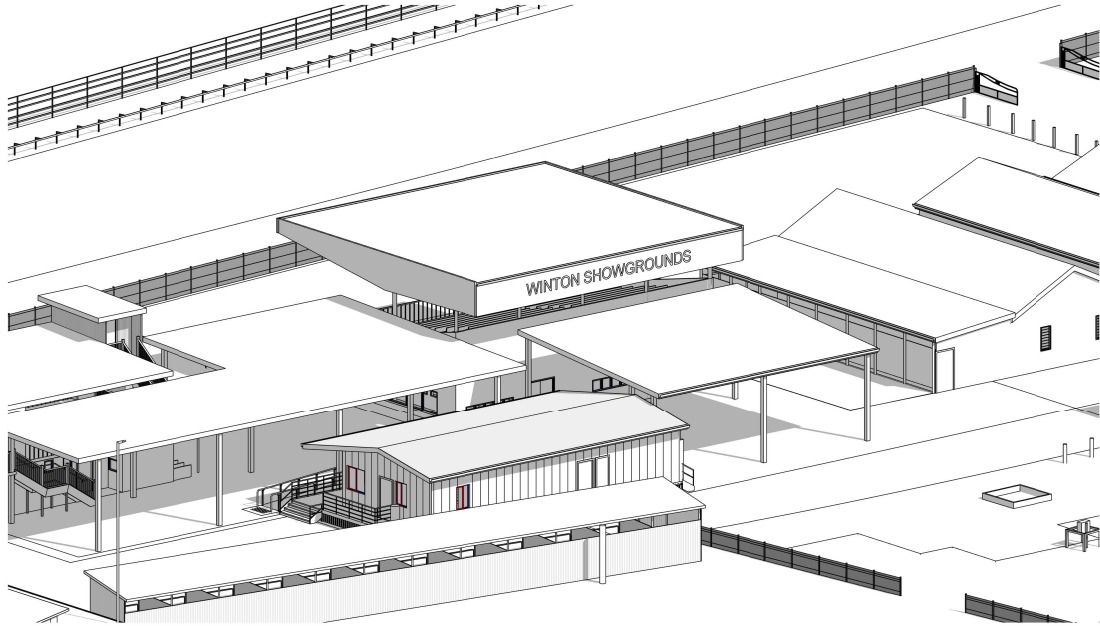
CP2410-W

DRAWING No.

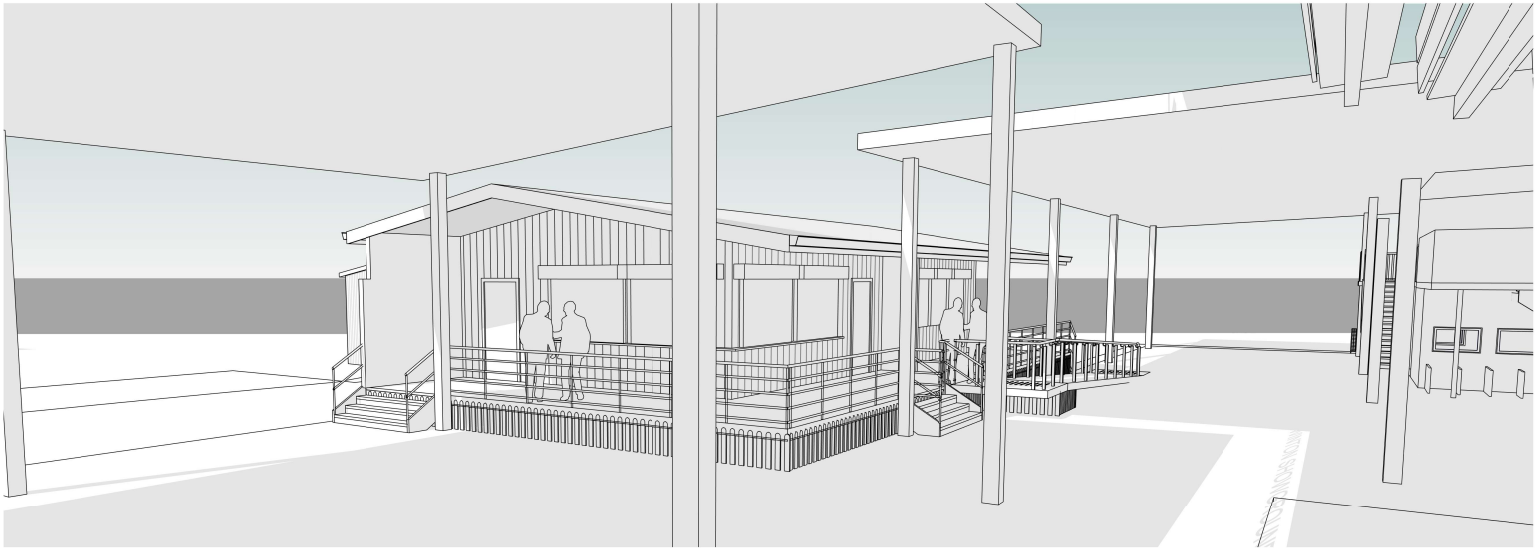
SK A105

ISSUE:

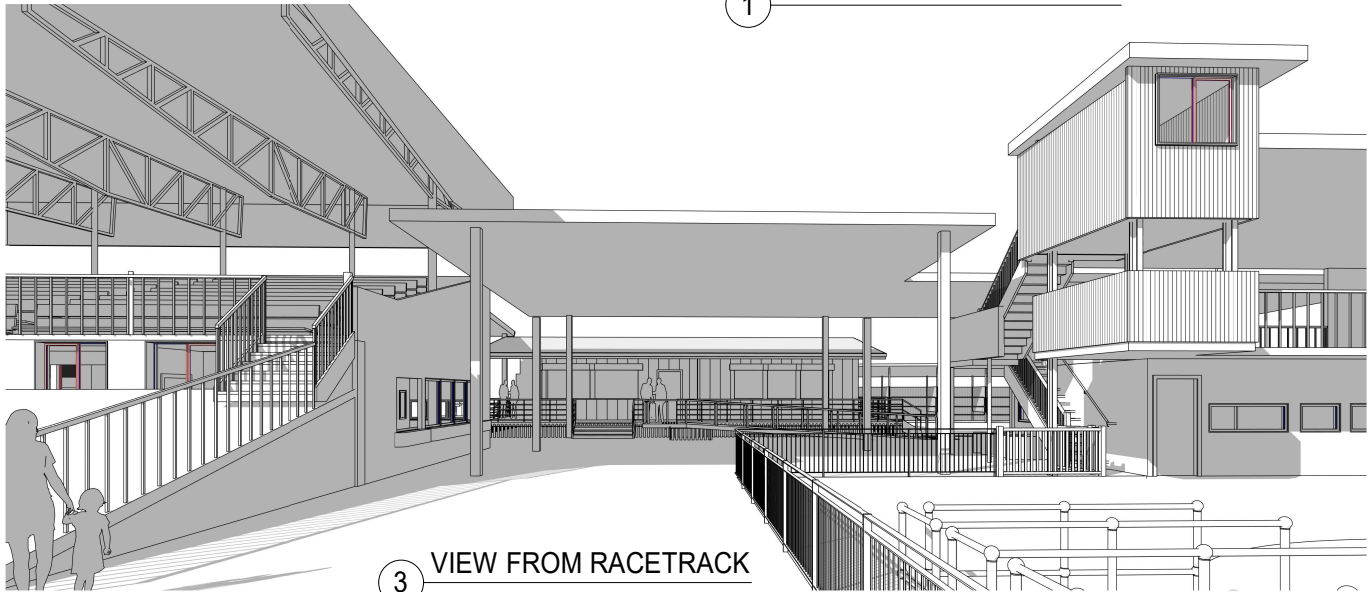
P3



2 VIEW FROM JOCKEY ROOMS



1 VIEW FROM GRANDSTAND.



3 VIEW FROM RACETRACK

BARCODE

NOTE: Do not scale from this drawing. Figured dimensions to be taken in preference to scaled dimensions. Verify all dimensions on site before commencing work or making shop drawings. Report any discrepancies to the architect.

IF IN DOUBT, ASK.

AMENDMENTS

Issue Date	Subject	By
P3 240814	ISSUED for CLIENT APPROVAL	CCP

ISSUED for CLIENT APPROVAL

CLIENT

Winton Shire Council



SITE

WINTON SHOWGROUNDS
VINDEK ST, WINTON, QLD. 4735

PROJECT

PROPOSED BAR & CANTEN AT
THE WINTON SHOWGROUNDS

TITLE

PERSPECTIVE VIEWS

CP - ARCHITECTS

PO BOX 4349, GUMDALE, QUEENSLAND 4154
T: 0401 472 020
E: chris@cp-architect.com.au
ABN: 53 353 160 484

DRAWN
JJA

APPROVED
CCP

SCALE @ A3

DATE
240814

SIZE:
A3

CONTRACT No.

SHEET of

PROJECT No.
CP2410-W

DRAWING No.
SK A600

ISSUE:
P3

13.12 2024 INTERIM AUDIT REPORT**File Number:** 180518**Author:** Ricki Bruhn, Chief Executive Officer**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. WSC 2024 Interim Report.pdf  **Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Finance	Chief Executive Officer	Produce monthly financial report for Council.

Budget Reference: Council Audit**SUMMARY**

This report presents the interim audit provided by the Queensland Audit Office for the financial year ending 30 June 2024. This audit report provides an assessment of our internal control framework, a summary of internal control deficiencies, financial reporting considerations and other matters.

This Interim Audit Report was also presented to a meeting of Council's Audit Risk and Improvement Committee held on 22 August 2024 where representatives from both William Buck (Qld) and the Queensland Audit Office were in attendance. Pursuant to section 213 of the *Local Government Regulation 2012*, a copy of this Report must be presented to Council's next Ordinary Meeting.

RECOMMENDATION

1. THAT the report be received.
2. THAT the '2024 Interim Report to the Mayor' dated 19 August 2024 and provided by the Queensland Audit Office be received and noted.

RISK MANAGEMENT

The findings of this Interim Audit Report have been assessed as Moderate (Consequence) and Possible (Likelihood), giving an overall assessment as **Medium 9**.

Most of the non-compliances are identified as deficiencies and if dealt with satisfactorily by staff, will further reduce the risk rating. However, if no action is taken by staff to address these deficiencies, the risk rating will likely increase.



2024 INTERIM REPORT

Winton Shire Council

19 August 2024



Cr C White
Mayor
Winton Shire Council

Dear Mayor

2024 Interim report

We present our interim report for Winton Shire Council for the financial year ending 30 June 2024. This report details the results of our interim work performed to 31 May 2024. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant Deficiencies:

- 1 raised in the current year, relating to purchase orders being raised after invoice date.

Deficiencies:

- 4 raised in the current year, relating to IT access controls and user rights, leave forms signed off by supervisors after leave has been taken, and contract registers not being maintained.
- 1 unresolved from prior years

Financial reporting matters:

- 1 unresolved from prior years

Based on the results of our testing completed to date and the resolution of prior year issues, we have determined your internal control environment does not support an audit strategy where we can rely upon your entity's controls.

Refer to section 1 for further details.

If you have any questions or would like to discuss the audit report, please contact me on 3229 5100.

Yours sincerely

Matthew Monaghan

Partner

Enc.

cc. Mr R Bruhn, Interim CEO Winton Shire Council
Cr Diamantina Elliott, Chair of the Audit Committee

2024 Interim report

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	1	4	1
Prior year issues – unresolved	-	1	-
Total issues	1	5	1

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 12 June 2024. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



S Significant Deficiency

24IR-1 Purchase Orders being raised and approved after the supplier invoice date.

Observation

Testing of the procurement cycle identified 9 transactions where the purchase order has been raised and approved after the invoice was received. Councils' procurement policy requires that prior to making purchases a purchase request and purchase order is approved by an officer as authorised under Council's purchasing procedure. This is also required to comply with Local Government Procurement Regulations. On further inspection of the purchase order and invoice listings we noted 1,806 transactions (29.5%) totalling \$3,726,824 (33% of total transactions) were purchase orders dated after invoice date.

Implication

- Council may not be obtaining value for money for its purchases through appropriate procurement practices and are not complying with their policy and Local Government procurement regulations.

QAO recommendation

We recommend that council provides additional staff training to ensure staff are following correct procurement processes.

Management response

This matter was noted as a Significant Deficiency by Management, and an all-staff direction was issued on Thursday 20 June 2024 with a vast increase in compliance immediately experienced.

Management note, this Significant Deficiency cannot be excluded from the Management Letter for 2024, however respect consideration by the Queensland Audit Office to not escalate further to the level of disclosure within the Independent Auditor's Report, acknowledging this has been a deficiency identified during the 2021, 2022 and 2023 Management letters.

2024 Interim report

Responsible officer: Interim Finance Manager

Status: Resolved pending audit clearance

Action date: 20 June 2024

D Deficiency

24IR-2 IT access controls and system rights not appropriately managed to prevent fraud and loss

Observation

Our review of IT system access identified several issues across multiple platforms.

We found active accounts for users who are no longer employed by council including:

- Windows Accounts – 35 users with active accounts including some contractors and former employees
- PCS accounts – 12 accounts of former employees on system, 4 accounts not yet locked

In the payroll system, we found 14 user accounts had admin access. This gives users the ability to make changes to timesheets and masterfile details beyond the level of access expected for their roles.

In the procurement system, we found that the standard level of access gives users the ability to:

- make changes to purchase orders after they have been approved
- change who authorises the purchase order and their details without a second sign off by management. One such instance was identified in our testing.

Implication

The gaps identified in councils IT system access increase the risk of fraud and financial loss. There is risk of:

- unauthorised access and changes being made to financial data and systems by terminated staff, contractors and employees whose roles are not commensurate with the level of access they should have
- employees not being paid correctly if time recorded does not accurately reflect time worked
- inappropriate and unauthorised changes being made to payroll masterfile data
- inappropriate and unauthorised expenditure being incurred.

QAO recommendation

We recommend that council implement a process whereby IT system access and user accounts are reviewed frequently to ensure access granted is valid and appropriate.

The process for exiting and terminating an employee or contractor should be updated to ensure all access to councils IT systems is removed with user accounts deactivated and removed immediately on termination of employment.

Management response

Acting Corporate Services Manager confirms a process is already in place through Winton Shire Council's exit forms for deactivation of IT accounts, however it has been recently identified the forms have not been utilised as part of the offboarding process.

On receipt of the Interim Report, the Interim Finance Manager reviewed all PCS accounts and immediately deactivated and as a concurrent process, processed a cancellation request of Corporate Credit Cards where the employee held such facility.

Responsible officer: Acting Manager Corporate Services

Status: Resolved pending audit clearance

Action date: 18 July 2024

2024 Interim report

D Deficiency**24IR-3 Disclosure of tenders and contracts****Observation**

Chapter 6, part 4, section 237 of the Local Government Regulation 2012 states that a local government must, as soon as practicable after entering into a contractual arrangement worth \$200,000 or more (exclusive of GST) publish the relevant details of the contractual arrangement on the local government's website.

Council has not disclosed its contracts on its website for the 2024 financial year.

Implication

Council is not compliant with the Local Government Regulations.

QAO recommendation

We recommend that council implement a process to ensure that all contracts are appropriately published on their website in accordance with the regulations.

Management response

Whilst a process is not required, best practice would be to regularly confirm spend with Winton Shire Council's high-value creditors. A list has since been uploaded to Council's website.

Responsible officer: Interim Finance Manager

Status: Resolved pending audit clearance

Action date: 9 August 2024

D Deficiency**24IR-4 Leave forms not evidencing approval of leave before leave is taken****Observation**

Our testing of payroll controls and transaction found instances where leave forms were not completed and authorised before an employee took leave. Out of 70 leave forms sampled, we noted:

- 16 instances where leave forms were signed off by the employee's supervisor after the leave had already been taken
- 1 instance where leave forms were not authorised by supervisors until after pays had been processed and paid.

Implication

There is increased risk that employees are being paid for leave that they are not authorised to take.

There is further risk where leave forms are not completed. This could lead to leave not being deducted correctly in payroll system and payments made to employees on termination also being incorrect. Leave liabilities in the financial statements may be misstated.

QAO recommendation

We recommend that council:

- ensure employees complete leave forms and have them authorised prior to leave being taken
- conduct office-wide training to ensure all employees are aware of leave policies and procedures
- complete a full reconciliation of leave taken, leave forms approved and leave balances recorded in the payroll system to ensure leave balances recorded in the payroll system reflect what employees are currently entitled to access.

Management response

2024 Interim report

Council Managers and Supervisors will be reminded of their obligation to ensure employees complete leave forms that are authorised prior to leave being taken.

The Acting Manager Corporate Services, in consultation with relevant SLT members, conduct staff training / toolbox talks to ensure all employees are aware of leave requirements in the certified agreement and utilise the existing policies and procedures retained online within Council's Document Management System.

Responsible officer: Acting Manager Corporate Services

Status: Resolved pending audit clearance

Action date: 18 July 2024

D Deficiency**24IR-5 Contract register not maintained.****Observation**

Council does not maintain a contract register to help manage its current contract balances and long-term procurement.

Implication

Incomplete contract registers increase the risk that Council:

- May not be able to accurately monitor contracts for compliance with performance obligations,
- Does not identify expiring contracts in a timely manner, resulting in contracts being at greater risk of lapsing without renewals or new contracts in place to avoid potential costs for delays,
- May report inaccurate commitments in their financial statements.

QAO recommendation

We recommend that council establish contract registers and update them regularly to ensure council can manage ongoing and plan future procurement.

Management response

A Contract Register will need to be developed and custodial responsibility held by the Governance Coordinator.

Further updates will be provided during the Final Audit process.

Responsible officer: Governance Co-ordinator

Status: Work in progress

Action date: 31 October 2024

O Other matter**24OM-1 Roads to recovery and LRCI grant acquittals not completed****Observation**

Council has not completed its grant acquittals for funding relating to the 30 June 2023 Roads to Recovery program and the Local Roads and Community Infrastructure program phase 1 to 3.

Implication

There is an increased risk that funding may not be supplied where acquittals are not submitted by council in a timely manner. This could result in a significant loss of revenue to Council limiting the amount of work that can be done on council infrastructure assets.

QAO recommendation

2024 Interim report

Outstanding acquittals should be completed and submitted for the 30 June 2023 year as a matter of priority to ensure ongoing funding is maintained.

Going forward council should implement a process whereby information is maintained throughout the year ensuring grant acquittals can be performed, and claims submitted by due dates each year.

Management response

The Local Roads and Community Infrastructure (LRCI) program phase 1 to 3 was acquitted in June 2024.

The Interim Finance Manager has been in communication with the Roads to Recovery (RTR) Team in relation to the final 2024 submission (end of program) and are comfortable with Council preparing the 2023 and 2024 Roads to Recovery Annual Reports concurrently.

Responsible officer: Director of Works/Interim Finance Manager

Status: Resolved pending audit clearance

Action date: 31 October 2024

Financial reporting issues

This table identifies the number of financial reporting issues we raised. Refer to section 2 *Matters previously reported* for the status of previously raised financial reporting issues.

Year and status	High risk	Medium risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	1	-
Total	-	1	-

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.

**2. Matters previously reported**

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

Ref.	Rating	Issue	Status
23IR-1	D	Insufficient finance system controls over purchase orders Purchase orders may be created by someone without sufficient financial delegation, not in compliance with procurement requirements.	Resolved

2024 Interim report

Ref.	Rating	Issue	Status
			Council has successfully implemented a period routine to ensure the necessary zero value purchase orders created in the system are being monitored by appropriate management levels. Council also regularly reviews reports of open purchase orders or orders of zero-dollar value to ensure it has been authorised sufficiently.
23IR-2	D	Contract assets and liabilities not included in monthly reporting to council control environment Only adjusting contract assets and liabilities for the annual financial statements, the monthly financial reports provided to Council may not provide them with an accurate position of its grant revenue and contract balances each month.	Completed Council has assessed its process for accounting for the contract assets and contract liabilities. Council is of the opinion that an annual recognition of changes provides sufficient data in relation to the same. Notwithstanding this, Council has completed and initial "mid year" interim review of updated contract balances. At the date of preparation there were no substantial changes in overall balances and accordingly Council did not process any changes in its general ledger. The general ledger will be updated at end of year with a revised and updated assessment. Responsible officer: Council Accountant Action date: 30/06/2024
22FR-2	M	Neighbourhood Centre payroll issue Council identified an issue with payroll at the Neighbourhood Centre, resulting in staff being underpaid for several years.	Work in progress Council has successfully appointed professional audit and legal firms to conduct the review. The work commenced by both parties in February 2024 and is expected to conclude by end August 2024. Results will be circulated to all relevant parties accordingly. Responsible officer: CEO Action date: 28/02/2024 Revised action date: 31/08/2024
21IR-2	D	Procurement cycle deficiencies Requisitions and purchase orders being raised and approved after the supplier invoice date. Audit also identified that a purchase order of 0 value can be raised in the system and can be matched against limitless invoices. It allows a person to approve a purchase order which they may not have sufficient financial delegation.	Resolved Refer to significant deficiency raised for 2024.

2024 Interim report

3. Climate-related financial disclosures

The Commonwealth Treasury has issued proposed legislation outlining the scope of mandatory climate and environmental sustainability reporting and assurance.

In June 2023, the International Sustainability Standards Board (ISSB) issued its first 2 standards – IFRS S1 *General Requirements for Disclosure of Sustainability-related Financial Information* and IFRS S2 *Climate-related Disclosures*.

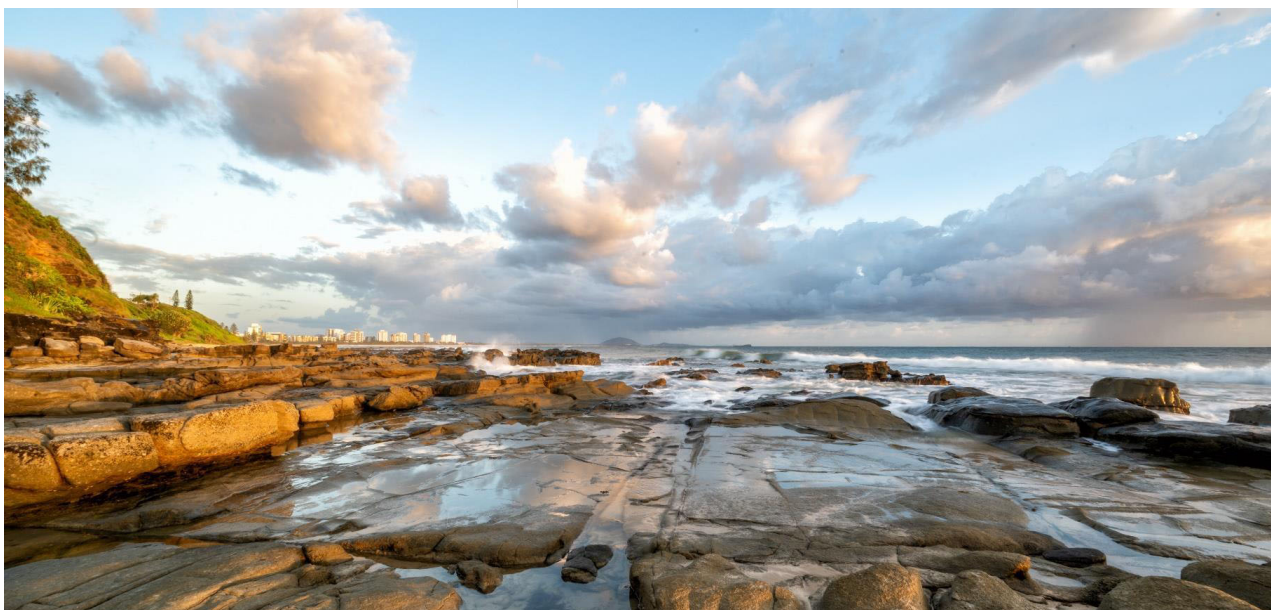
In October 2023, the Australian Accounting Standards Board (AASB) issued Exposure Draft SR1 *Australian Sustainability Reporting Standards (ASRS) 1 General requirements for disclosure of Climate-related Financial Information* for public feedback. The AASB's approach is to take a 'climate first' approach. It is proposing that references to sustainability in the ISSB standards be replaced with 'climate-related' in the Australian equivalents.

In January 2024, the Commonwealth Treasury issued proposed legislation on how it will mandate application of climate-related financial disclosures to entities reporting under the *Corporations Act 2001* (Corporations Act). These proposals are expected to affect many Queensland government owned corporations (GOCs) and large public sector companies.

It will be up to Queensland Treasury to determine how the standards apply to the public sector entities under its jurisdiction that are outside of the Corporations Act (such as departments and statutory bodies). Queensland Treasury is currently evaluating how the content of the proposed standards will apply to these entities. This will include those registered as companies who are required to report under the new standards.

The impact on your entity

Your entity is not included in the scope of the draft Commonwealth legislation. Therefore, you are not a mandatory reporting entity and will need to follow the guidance from Queensland Treasury.



qao.qld.gov.au/reports-resources/reports-parliament



Suggest an audit topic

Contribute to an audit in progress

Subscribe to news and our blog

Connect with QAO on LinkedIn

Jacques Coetzee
Queensland Audit Office
T: 3149 6066
E: Jacques.Coetzee@qao.qld.gov.au

Matthew Monaghan
William Buck (Qld)
T: 3229 5100
E: matthew.monaghan@williambuck.com

T: (07) 3149 6000
E: qao@qao.qld.gov.au
W: www.qao.qld.gov.au
53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

 **Queensland
Audit Office**
Better public services

14 ADVISORY COMMITTEE MEETING REPORTS**14.1 MINUTES OF THE WORK CAMP CORRECTIONAL FACILITY ADVISORY COMMITTEE MEETING HELD ON 19 AUGUST 2024****File Number:** 179910**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Work Camp Correctional Facility Advisory Committee Meeting held on 19 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committee

Budget Reference: N/A**RECOMMENDATION**

THAT the Minutes of the Work Camp Correctional Facility Advisory Committee Meeting held on 19 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Work Camp Correctional Facility Advisory Committee was held on 19 August 2024 and a recommendation was made that requires Council adoption to progress.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2**.

Winton Shire Council
Work Camp Correctional Facility
Advisory Committee Meeting
held at the
Winton Shire Council Boardroom
on Monday, 19 August 2024 at 5:04 pm

1 Members present

Nil

Present

Mr Rip Castles; Cr Frank Standfast (Chair), Cr Adrian Lenton (Deputy Chair), Mayor Cathy White, Mr Ricki Bruhn (Interim CEO) and Mrs Kristi Minehan (Minute Secretary).

2 Apologies

Mr John Bowden, Ms Pearl Eatts

3 Conflict of Interest

Nil

4 Minutes of previous meeting held on 6 June 2024

No amendments

5 General Business

1. Business arising out of previous meeting

Mayor Cathy White advised an onsite meeting at Combo Waterhole had been arranged with Mr Ben Klaassen (Deputy Director-General – Queensland Parks and Wildlife Service and Partnerships) and representatives from McKinlay Shire Council on 24 September 2024. It is planned for a Memorandum of Understanding (MOU) to be created between all parties.

The listing of Plant and Equipment has been provided.

A letter has been forwarded to Aysha Carter advising vacant blocks are not mowed by Work Camp participants.

The process for purchasing items from Brodie Agencies and Winton Hardware is that it goes on the monthly order sheet and is coded from there. For larger items there are quotes provided and then go through that process.

2 Recommendation status

Purchasing locally – was mostly about using Rex Airlines, but was also about purchasing locally for groceries and other items – Rip Castles continues to advocate for buying locally, however due to purchasing power, Corrections Queensland do deal with other agencies to get better prices.

Annual reporting of activities – Rip Castles is able to provide an annual report as he gathers this information as part of his administration. He is able to provide information, the number of hours in the community.

3 Planning outcomes

Nil

4. Other business

Rip Castles asked for consideration to allow council employees to be included on the Committee. Corrective Services has no problem with employees being on the Committee, however council may have a different view.

Discussion regarding whether or not employees can be included as community members.

Discussion regarding the provision of services to community. Great feedback in relation to the recent work carried out on the grandstands. They are also working on an artwork / statue to be entered into the show competition.

Suggestion that a concrete stand with a swaggie and sheep statue be erected behind the RV parking area.

Recommendation:

That Council reconsider the inclusion of employees as community members on this advisory committee.

CARRIED

Meeting closed at 5.22pm

14.2 MINUTES OF THE WALTZING MATILDA CENTRE LTD BOARD MEETING HELD ON 23 AUGUST 2024**File Number:** 180063**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Waltzing Matilda Centre Ltd Board Meeting held on 23 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committees

Budget Reference: N/A**RECOMMENDATION**

1. THAT the Minutes of the Waltzing Matilda Centre Ltd Board Meeting held on 23 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Waltzing Matilda Centre Ltd Board was held on 23 August 2024 and recommendations were made that require Council adoption to progress.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as Low 2.

The Board of the Waltzing Matilda Centre Limited Committee Meeting

Friday, 23 August 2024

1 INTRODUCTION / WELCOME (CHAIR)

The Chair opened the meeting at 10:30 am and welcomed those present and thanked them for their attendance.

2 PRESENT

Mr Jeff Close (Chair), Mr John Paynter, Cr Frank Standfast, Mrs Robyn Stephens, Mrs Lyn Fraser, Mayor Cathy White, Mrs Janice Evert, Mrs Vimla Naidoo (Manager Economic Development), Cr Tina Elliott and Mr Roger Naidoo (Acting Chief Executive Officer).

3 APOLOGIES

Mr Ricki Bruhn (Interim Chief Executive Officer) and Ms Sallyanne Atkinson.

4 CONFLICT OF INTEREST

Nil

5 CONFIRMATION OF MINUTES

Moved: Mrs Robyn Stephens

Seconded: Mr John Paynter

THAT the Minutes of the Waltzing Matilda Centre Limited Board Meeting held on 17 May 2024 be confirmed as a true and accurate record of the meeting, subject to the following amendments:

Page 3 – Number of Ambassadors should be currently 16, up to 21.

Page 4 – Should be Matilda Country magazine, not Matilda magazine

CARRIED

5 BUSINESS ARISING OUT OF PREVIOUS MEETING

New board members / resignation of Company Secretary – ASIC requirements

Resignation of Mr Dirk Dowling – ASIC paperwork to be submitted.

Action: Check that the paperwork has been submitted to ASIC for his resignation.

Director ID for Janice Evert needs to be provided to the Executive Assistant to the Mayor and Chief Executive Officer (Kirby Reents).

Discussion in relation to the position of Company Secretary particularly in relation to the different people who will be in the Chief Executive Officer chair until the new person is appointed.

Discussion regarding the position of Company Secretary being filled by the Chief Executive Officer and will need to ensure the new person is aware of the requirement.

Council policy is that the CEO is the Company Secretary. Discussion regarding having the Governance Coordinator or someone external to Council being a Company Secretary.

The Board will take advice from Council in relation to the appointment of the Company Secretary.

Currently no Company Secretary in place. The Chair has put this as an item he will address.

B) Financials

Bank Statements and the summary. The summary of the transactions that have occurred since the last report. The outgoings are generally related to the Art Prize (Villiers).

That the financial report be adopted.

Moved Janice Event, Seconded: Robyn Stephens

CARRIED

C) Art Acquisition Committee members

Members now locked in and only to do with what the Board wants to add to the collection.

Discussion relation donations – choice to donate to gallery or Board.

RECOMMENDATION:

THAT all donations and acquisitions be referred to the Art Acquisition Committee to recommend appropriateness and acceptance of donations and acquiring additional pieces.

A recommendation should come through to Council in relation to any donations and acquisitions.

There was an Art Acquisition Policy in place prior.

D) Ambassadors

Has the booklet been sent to the Ambassadors? Confirmed by Vimla Naidoo.

Benjamin Lindner has come back to the Chair with a photo. He is working towards having the Christina MacPherson statue in bronze and has met with the Baillieu family. Ongoing.

Glad there is a response from Ken Done (declined).

Discussion regarding who has the list and contact details of Ambassadors. Both Robyn Stephens and the Exhibition Supervisor have a list as Ambassadors are sent newsletters etc.

Used to have photos on the wall in the Centre that haven't been replaced since the fire.

The WMC Annual Report should be sent to Ambassadors once published.

E) Launch of the book on the history of the Waltzing Matilda Centre at the Outback Writers Festival.

The Benjamin Lindner book launch went well and is for sale in the Waltzing Matilda Centre shop and Corfield & Fitzmaurice.

F) Waltzing Matilda Day

Bus was cancelled as there were less than 12 participants – there were 6 customers – probably just as well as the site was officially closed due to the rain / flood damage.

Council has raised concerns and disappointment about the disrepair of the site and the overshot.

Ben Klaassen, the Deputy Director General of Queensland National Parks & Wildlife Service (Q.NPWS) will meet with Winton Shire and McKinlay Shire representatives on site at Combo Waterhole on 24 September 2024. Ben Klaassen will then travel to Julia Creek regarding a Memorandum of Understanding (MOU) between Q.NPWS and McKinlay Shire in relation to the Combo Waterhole site.

April 6th chosen as the Centre was opened on that day and is also the start of the tourist season and for promotional purposes. Discussion about the number of locals that have not yet been to the Centre. Discussion has occurred with the Waltzing Matilda Centre staff about the Waltzing Matilda Day next year.

Tour to Combo Waterhole on Monday, 7 April, and see if the Historical Society can contribute to the Tuesday 8 April. Special tours are being arranged in the days prior to the program of activities which don't start until 11 April. Consultation with Red Dirt Tours is occurring. No problem if Red Dirt Tours does the tours, as opposed to it being run by the Board. The Chair has advised he would be happy to be a tour guide.

Discussion that there is flexibility in relation to the timing / scheduling of activities to fit in with the 150 year celebrations with an opportunity to fill in some gaps in the program.

It will be a few days between the Day and the 150th celebration. New plinths / cabinets as an opportunity for promotion. Discussion regarding having locals involved in the presentations on the day.

Discussion about having an Open Day (free entry) into the WMC for Waltzing Matilda Day.

RECOMMENDATION

THAT Sunday 6th of April be Waltzing Matilda Day with Monday 7th of April to be the trip to Combo Waterhole.

Discussion regarding a recommendation having free admission on Waltzing Matilda Day for all. The recommendation was not supported. Noting that free admission is provided to locals on presentation of a driver's licence, or other documentation, providing they reside in the Shire.

Conflict of Interest declared by Cr Elliott and Cr White as they will be voting on the recommendation.

Discussion regarding the presentation by Bruce Collins during the Prime Minister's visit to the Waltzing Matilda Centre and that it was excellent.

Action: Manager, Economic Development include the date of Waltzing Matilda Day in the Winton Calendar

G) Promotion of the Waltzing Matilda Centre

No Annual Report was compiled last year. A Waltzing Matilda Centre newsletter used to go out. Who compiles the Annual Report? Staff at the Waltzing Matilda Centre have compiled it previously. The last one was done in 2022. In 2023 one was started but not finished.

Combined effort of staff, WMC Ltd Board and Historical Society to compile the report.

RECOMMENDATION

THAT an Annual Report be produced before Christmas by Council to inform Board Members, Councillors, Ambassadors and promotion for tourism purposes (local government, Queensland government, media and tourism promotion organisations).

Discussion regarding how visitors are aware of all of the features of the Waltzing Matilda Centre – reading room, gallery, Qantilda museum, Walk of Honour, etc. The Manager Economic Development provided an update about the marketing that is already occurring and staff that are manning the counter.

Discussion regarding a flyer / check list provided to give people a list of aspects covered by the entry fee. The construction of the centre means that areas like the gallery and reading room are not known by people who visit (tucked away). Perhaps a sign post to indicate options.

RECOMMENDATION

THAT an informative and inclusive patten be developed so people are aware of what is included in the entry fee and where to go.

The booklet provided at entry speaks to construction of the building and includes a map. Discussion regarding the Historical Society looking to compile a brochure. Discussion included that previous brochures provided information about all of the aspects available rather than the construction of the building.

The booklet is being revised at present and is more inclusive.

If a new brochure is developed, the historical society may wish to contribute if they are also included as they wish to elevate their profile.

RECOMMENDATION

THAT the Waltzing Matilda Centre collaborate with the Historical Society to compile a brochure which includes all of the features of the Waltzing Matilda Centre.

H) 150 Years of European settlement

Formal request that a float for the Waltzing Matilda Centre be included for the 150 year celebration.

Cr White requested some ideas about what could be used to place a permanent plaque regarding the 150 year celebration.

6 CLOSURE AND NEXT MEETING DATE

Discussion regarding the Manager Economic Development being included at each meeting. The next meeting date is fluid as it depends when the accounts have been completed and audited.

Would prefer a meeting after the AGM this year, rather than not having one previously.

Aware that Sallyanne Atkinson may not renew her directorship at the AGM. Discussion about a gift proposed for her departure if it occurs – perhaps a swaggie statuette.

The Chair will check on Sallyanne's intention and will advise the Board accordingly.

Meeting closed at 12:45pm

Ordinary Meeting – currently proposed for 29 November 2024 (plus AGM)

14.3 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 22 AUGUST 2024**File Number:** 180064**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Audit, Risk and Improvement Committee Meeting held on 22 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committees

Budget Reference: N/A**RECOMMENDATION**

1. THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on 22 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Audit, Risk and Improvement Committee was held on 22 August 2024 and recommendations were made that require Council adoption to progress.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2**.

Winton Shire Council
Audit, Risk & Improvement Committee Meeting
held at Winton Shire Council Boardroom
on Thursday, 22 August 2024 at 2:05 pm

1 MEMBERS PRESENT

Mr Peter Gogsch (Accountant), Ms Sabrina Frank – on line (Queensland Audit Office), Mr Matthew Monaghan – on line (Audit – William Buck)

PRESENT

Cr Tina Elliott (Chair), Cr Cathy White, Mr Adam Seiler (Interim Finance Manager) and Mr Roger Naidoo (Acting Chief Executive Officer).

2 APOLOGIES

Ricki Bruhn (Interim CEO), Cr Julie Dorries, Mr Jacques Coetzee (QAO), Lisa Fraser (will no longer be participating) – Jacques will now be standing in her place, Ms Lacey Cluff (Community Member – resigned)

3 CONFLICT OF INTEREST

Nil

4 MINUTES OF PREVIOUS MEETING

No amendments.

5 REPORT

Business arising out of previous meeting

- a) Nil other than in relation to Item No. 3

Recommendation Status

- a) Thank you letters
These letters have been written and will be signed and sent today
- b) Non-disclosure agreement
Email to community members for their review and to provide details to complete.

AUDIT REPORTS

- a) Procurement, Water Quality, Investigation Finding, WHS
Adam Seiler is to be given access to required spreadsheets
- Procurement – some of this has been progressed.
 - Water Quality – providing responses in relation to the document to go into the Queensland Government report. Is being progressed by Director of Works.
 - The Investigation Finding report may not need to go to this meeting – may need to redact if necessary.
 - WHS – a lot of this has been addressed. A mentor will be arriving shortly for a month to provide assurance and guidance to improve this area.

QUEENSLAND AUDIT OFFICE REPORTS

- a) Briefing Paper
- Asset valuations have been completed (March 2024) – the summary report was outstanding however this has now been received. (should not cause any delays with the finalisation of the audit). Result is broadly speaking break even due to indexation applied over previous years – no material change anticipated.
 - Year end visit is on track
 - Financial statements have been sent, reviewed and amended.
 - Geothermal Project – CEO is working on this following the mediation meeting.
 - Contract Assets & Liabilities – has been calculated and have a position.
 - Underpayment of wages at Neighbourhood Centre – has been finalised and reviewed and a final report should be received tomorrow.

QAO – documents and checklists issued – response and recovery from Cyber Attacks, etc. Upcoming reports – Qld Regional Water Quality has been pushed out to September 2024, and the Local Government pushed to December 2024.

- b) Interim Report
- Purchase orders raised and approved after the supplier invoice date – ensure proper process followed – noted that an email directive to staff has been issued
Discussion about how staff are educated in the process – not seen as malicious intent, rather not knowing the procedure.
 - IT access controls and system rights management – constantly needs to be updated.

- Tenders and contracts disclosures – to be completed to meet governance requirements
- Leave forms not evidencing approval of leave before leave is taken.
- Contract register not maintained
- Roads to recovery and LRCIP grant acquittals – now addressed / being attended to.

ANNUAL INTERNAL AUDIT PLAN

Internal auditors started the process but was not completed. There is a requirement to have a plan which has been sent through to the auditor now. Carolyn Eagle, Council's internal auditor (Pacifica has been engaged for the next two years).

Action: Add Internal Auditor as a person invited to this meeting in future.

OTHER BUSINESS

Not ready to consider the financial report at this time. This meeting is held a little early for the financial reports to be considered.

Items the Committee should be aware of:

- a) Property Plant & Equipment – flood damage (Council infrastructure) looking at a claim of around \$10.5 million – still ascertaining the write off impact.
- b) Decline in Cash Balances – two main issues
 - Increase in net contract balances owing to Council – money spent and not yet recovered from funding bodies (for example, QRA) \$2 million increase in this area.
 - Financial Assistance Grant is usually prepaid $\frac{3}{4}$ in June which has not occurred so a cash impact (adversely affect by \$8.5 million).

Meeting closed at 2.52pm

NEXT MEETING DATE

Ordinary Meeting scheduled: 28 November 2024. This is likely to be changed depending on when the audit is finalised, may be mid-October 2024.

14.4 MINUTES OF THE COMMUNITY FACILITIES USERS ADVISORY COMMITTEE MEETING HELD ON 20 AUGUST 2024**File Number:** 180414**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Community Facilities Users Advisory Committee Meeting held on 20 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committee reporting

Budget Reference: N/A**RECOMMENDATION**

1. THAT the Minutes of the Community Facilities Users Advisory Committee Meeting held on 20 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Community Facilities Users Advisory Committee was held on 20 August 2024 and any recommendations made will need to be considered by Council.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (consequence) and Unlikely (likelihood) giving an overall assessment as **Low 2**.

Winton Shire Council
Community Facilities Users
Advisory Committee Meeting
held at the Neighbourhood Centre Boardroom
Tuesday, 20 August 2024 at 4.04 pm

1 MEMBERS PRESENT

Mr Joe Beetson, Ms Amanda Smith, Mr Andrew Judd, Teegan Mills (on line),

PRESENT

Cr Adrian Lenton (Chair), Cr Jacob Mutton, Mayor Cathy White, Cr Tina Elliott (on line), Mr Ricki Bruhn (Interim Chief Executive Officer), Mr Roger Naidoo (Director of Works) and Mrs Kristi Minehan (Minute Secretary).

2 APOLOGIES

Mr Jesse Hitson, Ms Leia Mitchell, Ms Patrice Elliott, Mr Daniel Coulson, Ms Victoria Smith and Mrs Carly Cox

3 CONFLICT OF INTEREST

Nil

4 MINUTES OF PREVIOUS MEETING HELD ON 21 MAY 2024

Cr White attended on line

5 REPORT

BUSINESS ARISING OUT OF PREVIOUS MEETING

- a) Suggested the Chair write to members inviting them to the planning session at the beginning of the year – how does this get actioned? Action list / Monday.
- b) Location of ticketing booth – feedback received this is in a dangerous location. Discussion regarding where the booth should be located. Current location is where it was originally. Once the building has been completed it may be relocated. Temporary move perhaps due to the building activity on site. The final location in the Master Plan to be in Fraser Street.

- c) Informal discussion about a playground at the Showgrounds. May need to budget for it next year, or chase funding to put this in. There would need to be a discussion about the location – in the middle or near the grandstand.
- d) A wash bay has been installed behind the vet room at the Showgrounds – just waiting for the drainage.
- e) Men's Shed – Andrew Judd has done some preliminary investigations about the Men's Shed layout etc. Director of Works has requested this be shared to assist in planning
- f) Winton Community Garden – Memorandum of Understanding now in place (thanks to Kristi Minehan) and the concrete pad and shade area now in place (thanks to Helen Fogarty).

RECOMMENDATION STATUS

- a) Event Planning Sessions including Point of Sale, reduction of insurance and event costs. This is with the Manager Economic Development – secretariat to follow up.
- b) Council engagement with community groups – already discussed.
- c) Ticket booth at the recreation grounds.
Already discussed – need to review this once the Youth Centre building has been completed and prior to the footy season starting.
- d) Update for bar / kitchen
Current plans provided to the group for discussion. Height for unloading at the back is 600cm. Disabled ramp at the front. Discussion about the plans.

PLANNING OUTCOMES

- a) 150 year celebrations
Final stages of planning to go out to the public regarding what is planned for the 11th to 13th April. Held a well attended community consultation. Brief overview provided of planned activities. Council is looking to help other organisations in branding, etc.

Question – where to get the logo, etc? The Waltzing Matilda Centre.
Normal events badged with 150 years and leveraging the celebration.
- b) Playground for the Showgrounds
Already discussed – Race Club and Camp Draft areas – doesn't have to be a large playground. Mostly for little kids, rather than the big kids.

Must conform with safety regulations. It can be complicated in obtaining funding as a community group for a project on council land.

Any group that wishes to seek funding are required to obtain Council approval. Usually include specifications and a quote, that Council can assist with.

c) Disability and aged care access

Was included in the Wise and Wellness (aged care) strategy. These days the requirements include disability and aged care access.

Council has been successful in obtaining funding to work on walking tracks and access.

d) Membership raising

Promotion of each of the clubs – now included in the welcome packs. Need to be made more readily available.

e) Addressing the Recreation Grounds upgrade requirements

This will be underway shortly and have been included in the budget including top dressing the field, extending the shade and working on the kitchen / bar area.

Lots of dead areas in lawns across Winton. Discussion regarding the watering system pressures, direction and timing. Sprinklers are missing the spot at the Showgrounds as well. May need adjusting or a change in timing.

Perhaps is a lack of sulphur (advice provided by nursery personnel) is also causing brown areas.

OTHER BUSINESS

a) Director of Works has asked that the new plans be distributed to members for review and feedback. Ensure there are enough power points – when outside caterers come in they generally have a lot of equipment to plug in.

b) The 150 logo – looking to purchase a gazebo for the Men's Shed. Can Council provide graphic design assistance or recommend a graphic design provider. Several suggestions were provided.

c) Faults down at the Showgrounds – would rather see a letter come through to provide details. Major item / safety hazard to be followed up are the light poles which are leaning quite a bit – are budgetted this year.

Perhaps a full review of all this lighting should occur.

Meeting closed at 4.52pm

NEXT MEETING DATE

Ordinary Meeting to be held: 26 November 2024

14.5 MINUTES OF THE RURAL LANDS AND AGRICULTURE ADVISORY COMMITTEE MEETING HELD ON 21 AUGUST 2024**File Number:** 180458**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Rural Lands and Agriculture Advisory Committee Meeting held on 21 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committee meetings

Budget Reference: N/A**RECOMMENDATION**

THAT the Minutes of the Rural Lands and Agriculture Advisory Committee Meeting held on 21 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Rural Lands and Agriculture Advisory Committee was held on 21 August 2024 and any recommendations made will need to be considered by Council.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2**.

Winton Shire Council Rural Lands and Agriculture Advisory Committee Meeting held at the Neighbourhood Centre Boardroom on Wednesday, 21 August 2024 at 2:01pm

MEMBERS PRESENT

Mr Shane Hume (Queensland National Parks & Wildlife Service), Mr Mel Elliott (Rural Business Representative), Ms Sara Elliott (Community Member), Mr Ernie Ellis (Community Member), Mr John Paine (Rural Representative) and Mrs Phillipa Whitehead (Rural Representative).

PRESENT

Ms Ingrid Fomiatti Minnesma (Executive Director – North Region Water Resource Management), Mr John Ritchie (Guest), Cr Julie Dorries (Chair), Cr Tina Elliott and Mrs Kristi Minehan (Minute Secretary).

APOLOGIES

Mayor Cathy White, Cr Adrian Lenton (Deputy Chair), Mr David Birchmore (Rural Representative), Ms Adele Pentland (Wild Dog Management Working Group Representative).

CONFLICT OF INTEREST

Nil

MINUTES OF PREVIOUS MEETING HELD ON 22 MAY 2024

No changes required

GENERAL BUSINESS

Business arising out of previous meeting

Follow up required to determine if letters have been written.

Has the boundary fence with Bladensburg National Park been repaired? QNPWS advised they will investigate this.

Visitors from the Department of Regional Development, Manufacturing and Water – Georgina / Diamantina Water Planning Team.

Ingrid Fomiatti Minnesma, Executive Director Water Resource Management and

John Ritchie, Director Water Planning and Science.

Presentation and discussion

The departmental officers provided a PowerPoint presentation. Open discussion around the room to better understand each person's interest in today's presentation.

Question regarding whether additional interaction – to get back to the visitors in relation to whether it requires further consultation, particularly as no substantive change is being proposed.

Feedback welcome – that no changes, or particular change, are required. Preferably submit it in writing.

Guests departed.

Further conversation within the Committee regarding monitoring stations. Other rivers have monitoring stations about every 50 kms, the Diamantina in our area has them about every 500 kms so there is a query whether they are serious about monitoring water flows in the Winton Shire catchment. What data do they have in order to make decisions.

Are not able to tell whether or not roads are closed as there are not enough monitoring stations to capture the data, nor is there data to inform when water is likely to arrive at Winton. Discussion about how representations can be made and what people should be involved.

Invitation should be sent to those that are affected.

Email the presentation to committee members.

RECOMMENDATION STATUS

A) Land acquisition

The Deputy General from the Department came out for the Opal Festival and visited Opalton and they were made aware of the situation. Further meetings with the Department are occurring by RAPAD. Still talking with the departments involved.

B) Grids Policy

Discussion regarding number of grids across particular properties and who uses them. Grids for people's convenience and the land holder wears the cost. A lot of expense for other's convenience.

250 grids in the Shire – policy is there mostly for replacement of grids. Replaced on road priority and condition of the grid. \$20k for a grid – just a grid. \$37k to purchase a 100km / hour grid – grids need to meet a standard. Some are \$50k (double grid on bitumen).

Grid back to gate – no policy in place at this time. If unable to be replaced, then options need to be discussed.

What are the categories of road? Council does have that information.

The old policy was that Winton Shire Council took ownership, not the new policy. Legal advice is that Winton Shire Council cannot own it. Landholders do put dirt there due to make them safer.

Historically, 20-30 were owned by Council and the rest owned by land holders. Cleaning of grids has also been disputed between Council and the land holder.

Policy is up for review. Legal advice to be considered by Council. Feedback is that the landholder should not be up for the full cost of the grid, particularly on high use road (for example, the Jundah Road).

Whilst it is acceptable to leave the old grid on site, it should not be buried as it can be hazardous to landholders and road users. Council could either remove or be given to the land holder if they prefer.

Perhaps call a meeting with land owner's involved, or other way of obtaining feedback. Perhaps only talk to those that are being affected (5 grids per year over the next 5 years).

Needs to be done on a grid by grid basis – Depends on the standard of the road and the standard of the grid required.

PLANNING OUTCOMES

A) Land purchases

The protection of the mining area – talking about how this was being implemented (RAPAD discussion).

B) Alternate energy sources

Have been told it was impractical due to the distance to get the energy back to the grid. RAPAD situational analysis, because there is only a 66Kv line from Hughenden to Winton – not viable due to volume capability.

OTHER BUSINESS

Common Muster – can that be done next month (September)?

There is a little dam on the common that is starting to bog cattle (Teaspoon) may need fencing.

Rural fire people were to come to the Local Disaster Management Group and then have a meeting with all stakeholders. Planned. Cr Dorries will provide the timeline.

Fence on the park and the town common – Q.NPWS does have a Good Neighbour Policy. Under the Nature Conservation Act it is an offence to knowingly allow cattle into a protected estate – technically the people who own the cattle can be charged. Therefore, the fence does need to be repaired – it is not the obligation of the Park to build the fence. The fence will be repaired now it's known.

150th year plaque – any ideas about what it should be mounted on. Suggestions welcome.

Turnoff on the Belmont access of the bitumen is very steep – truck bullbar is hitting it – when the shoulder was done was not done well. Should be submitted by Snap Send Solve – direct line into Works. He will try that.

The meeting closed at 3.44pm

NEXT MEETING DATE

Ordinary meeting to be held on 27 November 2024

14.6 MINUTES OF THE TOURISM AND BEAUTIFICATION ADVISORY COMMITTEE MEETING HELD ON 27 AUGUST 2024**File Number:** 180459**Author:** Kristi Minehan, Governance Coordinator**Authoriser:** Ricki Bruhn, Chief Executive Officer**Attachments:** 1. Minutes of the Tourism and Beautification Advisory Committee Meeting held on 27 August 2024**Meeting Date:** 19 September 2024**Corporate and Operational Plan Consideration**

Stream	Sub Stream	Organisational Responsibility	Strategy/Planning Area
5 - Making It Happen	Governance	Chief Executive Officer	Advisory Committee meetings

Budget Reference: N/A**RECOMMENDATION**

1. THAT the Minutes of the Tourism and Beautification Advisory Committee Meeting held on 27 August 2024 be received and the recommendations therein be adopted.

REPORT

A meeting of the Tourism and Beautification Advisory Committee was held on 27 August 2024 and any recommendations made will need to be considered by Council.

RISK MANAGEMENT

The risk associated with approving the Recommendations has been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as **Low 2**.

Winton Shire Council
Tourism and Beautification
Advisory Committee Meeting
held at the Neighbourhood Centre Boardroom
on Tuesday, 27 August 2024
at 5:02pm

1 MEMBERS PRESENT

Mrs Robyn Stephens (Outback Festival), Mrs Loretta Searle (Corfield & Fitzmaurice), Mr Andrew Judd (on behalf of Winton Business & Tourism Association), Mr Gary Doak (Community Member), Ms Naomi Miles (Australian Age of Dinosaurs), Mr Jeff Close (Writers Festival) and Ms Vicki Jones (Community Member).

PRESENT

Cr Jacob Mutton (Chair), Cr Adrian Lenton, Mayor Cathy White (on line), Cr Tina Elliott (Deputy Chair), Mr Roger Naidoo (Acting CEO), Mrs Vimla Naidoo (Manager Economic Development), Ms Ann Greaves (Winton Shire Council) and Mrs Kristi Minehan (Secretariat).

2 APOLOGIES

Mrs Alison Summerville (Queensland Boulder Opal Association), Ms Amanda-Lyn Pearson (Winton Business & Tourism Association) and Mr Ricki Bruhn (Interim CEO).

3 CONFLICT OF INTEREST

Nil

4 MINUTES OF PREVIOUS MEETING

Amendments advised and noted.

5 GENERAL BUSINESS

BUSINESS ARISING OUT OF PREVIOUS MEETING.

Nil

RECOMMENDATION STATUS

A) Gary Doak's paper

Council has been successful in securing funding from the Department of Transport and Main Roads to develop a Walking Network Plan for Winton. A consultant, CPR Group has been engaged to do this work. In the first instance, a survey will be forwarded to all internal stakeholders, with a second round of surveys to go out to the community.

A second element to this was thinking strategically about a landscape plan for Winton and a structured program to progressively upgrade the town. Some works has previously been done to develop such a plan which is much more than just planting trees.

The paper recommended a strategic goal of adopting an integrated landscape plan for the town of Winton which, over time, will enhance environmental and social values and assist in retaining residents and encouraging additional visitation.

Needs more flesh on the bones – perhaps a discussion at a Council workshop. There is a lot of technical information available and it has been proven that trees do cool the township down.

The Community Garden has participated in the Toyota tree planting day for the last two years. Does Council provide a free tree to each resident at the beginning of Spring? Council will be planting 75 trees either side of the road to the airport, however more plantings need to be done throughout the town.

Some of the water systems need repairing and Council is currently doing a full audit of the watering systems now.

Friends of the Cemetery

There are no markers – unable to read the printing on the notice board and no books available. Markers are not consistently numbered. Need someone to show people where people are buried. Unmarked graves – the markers have inadvertently moved.

General discussion on the signage that is currently unreadable around town, however there was some upgraded signage.

The Director of Works is prepared to meet with members of Friends of the Cemetery to discuss the issues on the ground. Could be a 150-year celebration event as visitors will likely visit the cemetery.

Discussion regarding having a book which provides additional information about people buried in the cemetery.

People can purchase the book at the Waltzing Matilda Centre and is available on the Winton Shire Council website.

PLANNING OUTCOMES

A) Master Plan for the footpaths – already discussed.

B) Progress Master Plan for the Cemetery. This will be considered by Council for adoption at the September 2024 meeting.

- C) Increase in tourist numbers. Question: Is there any intention to have a full time Tourism Officer? There is currently a Tourism Officer appointed in Council. Who is leading the Tourism Strategy? The Tourism & Marketing Officer (Shunki Sugai) has been appointed with most roles filled. The Manager Economic Development is also able to direct enquiries to the appropriate person.

Are there any plans to develop a Tourism Strategy? This will form part of the Economic Development Strategy that Council is seeking to develop with a consultant to be appointed to progress this over the next few months. Will the Tourism Strategy include consultation with the community? The Australian Age of Dinosaurs relies on some of this information for requesting funding. An holistic strategy.

Discussion regarding the evidence of marketing of Winton. The Manager Economic Development provided information regarding marketing currently occurring.

Tourism Signage audit of the entire region is about to commence. The cemetery signage could also be included. Tourists enjoy going to the cemetery so should be included in the audit.

Billboards have all been updated – almost complete.

Can Council provide information about when particular audiences are being targeted so that others can target the same audience? Can a report be provided to this meeting about future targeting so that the campaigns can be supported by others. The detail of where and when. Send through an email and the information can be provided.

These meetings used to receive visitation numbers from operators and it would be good to have this information again as it is quite useful. Good comparison that was useful for marketing.

Visitation information is provided between Australian Age of Dinosaurs and the Qantas Founders Museum. They are happy to share that information.

RECOMMENDATION

THAT forward plans for marketing be provided monthly as this will assist tourism operators and the Winton Business & Tourism Association to plan their campaigns.

- D) Resident pride projects / campaign – move into Landscape Master Plan.
E) Renew / engage the community to freshen up the township – move into Landscape Master Plan.
F) Make recommendations on how to capitalise and engage with people who become stranded in the town. Discussed and decided to remove from the list. Good will / marketing / businesses put items on to assist. Perhaps put it down on paper what happens – formalise what is available or able to happen.

The Winton Local Disaster Management Group stands up when these incidents occur and last time the Mayor briefed people daily to advise what was available. Formalise with the Neighbourhood Centre. The new Youth Centre will be a Disaster Recovery area where showers, activities, information etc. can be provided.

Suggested that information about what is available within the community is developed. The communication line is the Neighbourhood Centre as the hub to provide information and support to the public. Needs to be centralised to the Neighbourhood Centre.

Perhaps the Welcome to Winton packs could be provided to stranded people. Through the WBTA they can put together a catalogue of activities that can be done.

- G)** Tourism – getting the word out that there's so much to do here, lead into Winton, marketing "you wish you'd stayed longer", Longreach as a suburb of Winton.

Most common feedback at Corfield & Fitzmaurice is that there is more to do than the visitor's thought.

- H)** Educating the committee in aspects of Tourism / marketing – discussed.
- I)** Renewal of marketing for all of the Shire discussed with Opalton being included. Was not a lot of marketing at the time. Change this to marketing for all the Shire.
- J)** Increased marketing for Opalton. Believe this has improved over the last 12 months. There is a plan coming together for all marketing.
- K)** Community is in tourism – everyone is in tourism – campaign about what it's like to be in a tourism town – community education.
- L)** Staff representative to provide some information, for example Rebekah Nicholson providing information about marketing, Information Centre about interactions with tourists – two way feedback.

There is a Visitor's signing book. There are surveys that can be used and the process about completion of the surveys and reviewing the results. There are currently four bar code scans in the Centre that provide feedback.

Does this include the Qantilda Museum? There is one in the theatre, but not sure. Discussed having the Walkway of Honour included in the tour and all of the other aspects of the Centre.

What to do with the arbour (classed as a road) that leads from Oondooroo Street to Arno's Park.

Did discuss this last meeting (ownership of the land and classification). An asset not being used. Even a sign as an entry to Arno's Park. Great feature to be used for the 150-year celebration and could be picked up as part of the landscape plan. Would be great as a history walk. Discussion about time capsule for the 150 years.

Action: Generalise the planning outcomes into themes.

OTHER BUSINESS

What is happening with Way out West Fest? It will be the 150th celebration next year instead. Is there talk of resurrecting the Way out West Fest in 2026? Was to encourage visitors to come early.

Upcoming tourism venture at Surprise Creek saw the foundations being put into place for the aboriginal museum / cultural facility. Interesting activities to be kicked off for the season next year. Tents and campfires – used recycled materials to build facilities and amenities. Will add a cultural dimension, pre-European – that is not available in Longreach – another element to visitor experiences. Low tech – wood fired water heating. On 13 September the same people are unveiling something at Bladensburg (part of the unveiling).

For 150th looking for something for a plaque to be placed on. Looking for suggestions. Bronze wool bale, wool press, acknowledging the past and looking to the future.

Dark Sky update – Council has agreed to become a Dark Sky Community that the AAOD is assisting with. Dark Sky is a buzz for tourism. Designation will benefit Winton – preservation of the night sky with Winton Shire Council support.

Distribution of Welcome Packs – businesses have indicated they don't wish to have them – available at the Waltzing Matilda Centre and the Neighbourhood Centre.

RECOMMENDATION

THAT a reminder to businesses when the newsletter goes out that the packs will be available for any new staff commencing.

Calendar close off is 30th September to get events in the calendar. Looking for historical photos for the calendar for 2025.

The meeting closed at 6.44pm.

6 NEXT MEETING DATE

Ordinary meeting to be held, 26 November 2024 (subject to change)

15 CORRESPONDENCE**15.1 CORRESPONDENCE****File Number:** 180474

- Attachments:**
1. Department of Education - LDMG 19 8 2024.pdf [↓](#) 
 2. Department of Resources - 2025 Land Valuation Program 23 08 2024 .pdf [↓](#) 
 3. Department Treaty Aboriginal Torres Strait Islander 28 8 2024.pdf [↓](#) 
 4. Letter Minster Leanne Linard 26 8 2024 .pdf [↓](#) 
 5. Letter Goverment House Queensland 27 8 2024 .pdf [↓](#) 
 6. Local Goverment Remuneration Commission 6 8 2024.pdf [↓](#) 
 7. Email - Wi-sky - High Speed Internet in Winton 3 9 2024.pdf [↓](#) 
 8. Letter - Jeff Close - RE Winton 150 Celebrations 1 9 2024.pdf [↓](#) 
 9. letter - Jeff Close - RE Winton 150 Celebrations 28 8 2024.pdf [↓](#) 
 10. Letter - Jeff Close - RE Winton Cemetery 31 8 2024.pdf [↓](#) 
 11. Letter Jeff Close - RE Lynette Lane 28 8 2024.pdf [↓](#) 
 12. Nominations for OQTA Management Committee .pdf [↓](#) 

Meeting Date: 19 September 2024**RECOMMENDATION**

THAT the correspondence be received.



Department of
Education

19 August 2024

Cr Cathy White
Chairperson LDMG
Winton Shire Council
PO Box 288
WINTON QLD 4735

Email: mayor@winton.qld.gov.au

Dear Cr White

I wish to confirm the Department of Education's appointed LDMG member incumbent and deputy to the Local Disaster Management Group (LDMG).

As of 12 July 2024 until further notice the incumbent will be the Ms Meggin Bahr, Principal, Winton State School, Central Queensland Region. The deputy incumbent will be Ms Deborah Green, Principal Advisor, Mackay Office, Central Queensland Region. Ms Bahr and Ms Green have the necessary expertise or experience to perform the functions and exercise the powers of an LDMG member in accordance with the *Disaster Management Act 2003*, on behalf of the Department of Education.

Ms Bahr and Ms Green have been informed that personal contact information has been collected in accordance with the *Information Privacy Act 2009* for the purposes of disaster management.

The contact details for Ms Bahr are:

Telephone	4657 2333
Mobile	0436 818 559
Email	principal@wintonss.eq.edu.au
Postal Address	PO Box 298, Winton, 4735

Central Queensland Region
Level 4, 209 Bolsover St, Rockhampton
PO Box 138, Rockhampton
Queensland 4700 Australia
Telephone 07 4932 4000
Website www.qed.qld.gov.au
ABN 76 337 613 647

The contact details for Ms Green are:

Telephone	4842 8330
Mobile	0431 732 435
Email	Deborah.GREEN@ged.qld.gov.au
Postal Address	PO Box 760, Mackay, 4740

Should you require any further information, please contact Ms Christina Rigo, Executive Director Regional Operations on telephone number (07) 4932 4010.

Yours sincerely



Christina Rigo
Executive Director Regional Operations
Ref: 24/709199

Ref CTS OVG/25



Department of Resources

23 August 2024

Mr Ricki Bruhn
Chief Executive Officer
Winton Shire Council

By email: ceo@winton.qld.gov.au; info@winton.qld.gov.au

Dear Ricki

2025 land valuation program effective 30 June 2025

I am writing to advise you of my decision on the 2025 land valuation program. In making this decision, I considered the detailed property market analysis, the timing since the last valuation, and feedback provided by local government areas (LGA) and key stakeholders.

I can confirm that Winton Shire Council will not be included in the 2025 land valuation program. For your information, I have attached a summary of all LGAs included in the 2025 program.

Queensland's land valuation system is an open and transparent process delivered consistent with the *Land Valuation Act 2010*.

As your LGA will not receive new land valuations in 2025, the current land valuations will remain in effect for rating purposes for the 2025–26 financial year.

Should you have any enquiries, please contact Ben Ilott, Area Manager, State Valuation Service on telephone 4999 6983.

Yours sincerely

A handwritten signature in black ink, appearing to read "Laura".

Laura Dietrich
Valuer-General

Department of Resources
1 William Street, Brisbane
PO Box 15216, City East
Queensland 4002 Australia
www.resources.qld.gov.au
ABN 59 020 847 551

Local government areas included in the 2025 land valuation program

- Brisbane
- Cairns
- Cassowary Coast
- Charters Towers
- Logan
- Murweh
- Paroo
- Quilpie
- Rockhampton
- Scenic Rim
- South Burnett
- Southern Downs
- Toowoomba
- Townsville

Our reference: 580199

28 August 2024

Dirk Dowling
Chief Executive Officer
Winton Shire Council
PO Box 288
WINTON Q 4734



Department of
**Treaty, Aboriginal and
Torres Strait Islander
Partnerships, Communities
and the Arts**

Dear Dirk

Notification of acceptance of HSQF Self-Assessment – Winton Shire Council

I am writing to advise you that the department has reviewed your organisation's self-assessment against the Human Services Quality Framework (HSQF) that you submitted on 27 August 2024.

Thank you for taking the time to complete this assessment and I trust that it provided a valuable opportunity to assess how well your organisation's processes and systems meet the quality and safeguarding requirements within the HSQF.

I am pleased to advise that the department's review has determined your self-assessment meets the requirement in your service agreement to undertake a self-assessment, to ensure that your services are being delivered in compliance with the Human Services Quality Standards. Congratulations on this achievement, and we look forward to working with you and your organisation.

If you require further information about the HSQF or this self-assessment process, please contact Jacky Price, Contract and Service Development Officer, Central Region, Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts, Rockhampton on email: jacky.price@chde.qld.gov.au

Thank you for working in partnership with the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts to ensure that services provided to our communities to meet the legislated standards of care.

Yours sincerely

A handwritten signature in black ink, appearing to read "Scott Green".

Scott Green
A/Manager
Contracting and Community Partnerships – Central Region
Community Services
Department of Treaty, Aboriginal and Torres Strait
Islander Partnerships, Communities and the Art

Contracting and Community Partnerships
Department of Treaty, Aboriginal and
Torres Strait Islander Partnerships,
Communities and the Arts
Ground Floor, 55 Russell Street
South Brisbane Qld 4101

PO Box 3022
SOUTH BRISBANE QLD 4101

Website www.dsdsatsip.qld.gov.au
ABN 25 791 185 155



Minister for the Environment and the Great Barrier Reef
Minister for Science and Innovation

Our reference: CTS 11695/24

1 William Street Brisbane Qld 4000
GPO Box 5078 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7330
Email environment@ministerial.qld.gov.au

26 AUG 2024

Councillor Cathy White
Mayor
Winton Shire Council
PO Box 288
WINTON QLD 4735

Dear Mayor

Thank you for your letter of 18 June 2024 regarding maintenance and protection of Combo Waterhole Conservation Park (the Conservation Park). Thank you also for meeting with me, Councillor Janene Fegan, Mayor of McKinlay Shire Council (MSC) and senior representatives from my office and the Department of Environment, Science and Innovation (the department) on 22 July 2024.

I appreciate your dedication to the preservation of our natural environment and share your commitment to ensuring the wellbeing of this historically significant protected area. I also acknowledge the large role tourism plays in outback shires and how the Conservation Park contributes to attracting people to the region. The department takes management of the Conservation Park seriously and is working to address the issues raised in your letter.

As discussed in the meeting, the Conservation Park was reopened to the public on 25 May 2024. Local Queensland Parks and Wildlife Service and Partnerships (QPWS&P) rangers have advised that heavy foot traffic is visible, indicating the Conservation Park is being accessed and used by the public. I understand that repairs to the toilet block and maintenance of the picnic shelter are now completed, and a contract has been awarded for repair of the carpark. Major work is required to rebuild the fence, and the department is currently obtaining quotes to enable works to commence once the area is dry enough.

The Conservation Park's most unique feature is its historic stone-pitched crossings, which remain accessible for visitors. I understand that one of the five crossings has been damaged by vehicle traffic, but the rock work has settled and is not loose, so is suited to pedestrian access. The department has committed to explore opportunities that support the upkeep of the stone pitching, and it was pleasing to hear both Winton Shire Council (WSC) and MSC's support for this aspect.

As agreed, Mr Ben Klaassen, Deputy Director-General, QPWS&P will arrange and attend a site visit with Mayor Fegan. The department, through QPWS&P, will work with both WSC and MSC to develop a collaborative management approach and partnerships that can ensure this important site is well managed and presented. This will include an increased frequency of maintenance activities.

I am also pleased to advise you that the department has committed funding to support MSC in commissioning new signage.

Please note that I have also written to Mayor Fegan providing the same advice.

If your advisors require any further information or assistance in relation to this matter, they may contact Mr Klaassen on (07) 3199 7547 or by email at ben.klaassen@des.qld.gov.au.

Yours sincerely



Leanne Linard MP
Minister for the Environment and the Great Barrier Reef
Minister for Science and Innovation



GOVERNMENT HOUSE
QUEENSLAND

Mayor Catherine White
Winton Shire Council
PO Box 288
WINTON QLD 4735

Dear Mayor

I am writing to extend my warm congratulations on your recent election victory. It is a testament to the hard work, dedication, and commitment you have given to the people in your electorate.

As the Governor's Acting Official Secretary, it is my role to support the Governor to be an outstanding advocate for the Constitution and support her efforts to unify and promote Queensland and Queenslanders. One of the Governor's principal ways of achieving this is through visiting regional, and remote communities.

I would therefore encourage you to communicate as early as possible with our office about any future community celebrations and milestones. Examples could include significant celebrations for the community or local schools or significant local show dates that your Local Government Area are anticipating over your term as Mayor, and which you believe would be appropriate for the Governor's attendance. Also, I would be grateful if you can communicate the best contact in your office that we can reach out to when required to govhouse@govhouse.qld.gov.au.

I am confident that with your continued dedication, your community will continue to prosper and thrive, and I look forward to seeing the great things you will achieve in the years to come.

Kind regards

Yolande Yorke
Acting Official Secretary

27 August 2024

RECEIVED
- 3 SEP 2024



Local Government
Remuneration Commission

06 August 2024

Dear Mayors and Councillors

Congratulations on your election at the 2024 local government elections and formation of your council. We note that this past four months have been a busy time with your individual inductions, and council budget approval processes.

Local governments are the backbone of Queensland providing essential services to communities across the state. The independent Local Government Remuneration Commission (the Commission) recognises this vital role and is committed to ensuring a fair and equitable remuneration structure for councillor and mayors.

As you may be aware, the Commission is responsible for establishing and reviewing the categorisation of councils for the purpose of setting maximum remuneration levels for councillors and mayors. The last category review was completed in 2023 and the report was published in the [Local Government Remuneration Commission Annual Report 2023](#)

We recognise the critical role elected members play in their communities and the challenges you face in fulfilling your duties. To ensure that your perspectives and insights are considered, the Commission extends an invitation to all Queensland councils to participate in deputations at the upcoming Local Government Association of Queensland (LGAQ) annual conference in October 2024.

These deputations may provide an opportunity for councils to share their views on the current category framework and to hear from you about your current operating environment and various impacts on the complexity and demands placed on your council.

Alternatively, you may wish to make a submission regarding remuneration framework, council categorisation or other business relevant to the Commission's authority. For an overview of submissions to the Commission please refer to the attached note (Attachment 1).

The Commission acknowledges the dedication and commitment of mayors and councillors across the state. We will continue to work towards a fit for purpose, sustainable and equitable system for the remuneration of local government representatives.

1 William Street Brisbane
PO Box 15009
City East Qld 4002
www.statedevelopment.qld.gov.au

If you have any further queries or would like to arrange a time for deputations, please contact the Commission Secretariat at LGRcenquiries@dsdilgp.qld.gov.au.

Yours sincerely



Bob Abbot OAM
Chair
Queensland Local Government Remuneration Commission

Attachment 1

1. This memo note is to assist mayors, councillors, and other stakeholders with making submissions to the Local Government Remuneration Commission (the **Commission**) in exercise of its statutory functions under the *Local Government Act 2009* (the **Act**).
2. It is not intended to dictate the content, framework nor style of submissions to be made to the Commission. Rather, it is to achieve a level of consistency efficiency for those making submissions, and to address recurring issues the Commission has identified in past submissions it has received.

Statutory framework

3. Section 177 of the Act provides the functions of the Commission are:
 - (a) to establish the categories of local governments; and
 - (b) to decide the category to which each local government belongs; and
 - (c) to decide the maximum amount of remuneration payable to the councillors in each of the categories; and
 - (d) to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
 - (i.) whether or not to prescribe a local government under section 197D(1)(a);
 - (ii.) the number of councillor advisors each councillor of a local government may appoint;
 - (iii.) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
 - (e) another function related to the remuneration of councillors if directed, in writing, by the Minister.
4. Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (the **Regulation**) sets out the processes of the Commission in deciding the remuneration that is payable to councillors.
5. The Regulation requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment.
6. After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

Submissions to the Commission

7. Each council and stakeholder may make its own submissions as it sees fit. To assist the Commission with responding to such submissions, it is requested that those submissions address, *at minimum*:
 - (a) who is making the submission, including their contact details;
 - (b) if the submission is being made by a council - whether the submission is being made by the council as a whole (unanimously or otherwise), or is being made as a councillor in their personal capacity;

Attachment 1

- (c) if the submission relates to the Commission's function to establish and decide categories of local governments quadrennially – the matters set out in regulation 242 of the Regulations; and
 - (d) if the submission relates to the Commission's function to annually set the maximum amount of remuneration payable to the councillors in each of the categories – matters relating to the Council's specific economic industry, conditions and views from its constituents (if any);
 - (e) if the submission relates to the Commission's function to vary remuneration in exceptional circumstances:
 - (i.) the facts which give rise to the exceptional circumstances;
 - (ii.) how those circumstances are exceptional;
 - (iii.) what the current applicable level of remuneration; and
 - (iv.) what the level the remuneration is submitted to be varied to.
 - (f) if the submission relates to the Commission's function to make recommendations about councillor advisors – the statutory criteria set out in regulation 277H of the Regulations.
8. Submissions to be made in writing to lgrcenquiries@dsdilgp.qld.gov.au

FW: High speed internet in Winton and surrounding stations

CEO <CEO@winton.qld.gov.au>

Tue 2024-09-03 2:31 PM

To: Ricki Bruhn <RickiB@winton.qld.gov.au>

📎 1 attachments (367 KB)

Attachment A.16 - Letters of Support - Winton Shire Council.pdf;

**Roger Naidoo**

Chief Executive Officer

EXT: 661
M: 0428 571 188
E: CEO@winton.qld.gov.au

Winton Shire Council
75 Vindex Street
Winton, QLD, 4735

Please note that my working hours may not be your working hours, so while it suits me to send this email now, I do not expect a response or action outside your own working hours.

From: William Harrington - Wi-Sky <william@wi-sky.com.au>
Sent: Tuesday, September 3, 2024 12:09 PM
To: CEO <CEO@winton.qld.gov.au>
Cc: Nyssa Currin <nyssa@wi-sky.com.au>
Subject: High speed internet in Winton and surrounding stations

Dear Dirk,

Hope all is well. We are excited to let you know that Wi-Sky QLD has been successful in our application to the Regional Connectivity Fund Round 3 to deploy a high speed 5G network in Winton and a fixed wireless microwave link to Corfield and onto Richmond.

We would like to thank council for their support to date and look forward to working with you moving forward to provide the residents of Winton and the surrounding stations with another option to connect to the internet.

To do this, we would like to request permission to install some equipment on the water tower in Winton. This would involve the installation of radio equipment at the top of the tower and a data cabinet at the base of the tower.

Please don't hesitate to contact me if you require any additional information or have any questions.

Regards,

William Harrington

Director
Wi-Sky QLD Pty Ltd



Mobile: 0428 418
531

<http://www.wi-sky.com.au>
william@wi-sky.com.au

Winton Shire Council

All Communications to:
The C.E.O.,
P.O. Box 288,
WINTON QLD 4735
AUSTRALIA
Telephone:(07) 4657 2666
Facsimile:(07) 4657 1342

11 August 2023

To whom it may concern,

RE: Letter of Support for the Northwest Queensland Gigabit Towns Project

I am writing on behalf of Winton Shire Council to express our strong support for the Northwest Queensland Gigabit Towns Project proposed by Wi-Sky Queensland. This project's goals align seamlessly with our community's needs and aspirations for enhanced connectivity and improved quality of life.

As a local government authority, we understand the critical importance of reliable and high-speed internet connectivity in our region. The proposed project's focus on deploying cutting-edge 5G fixed wireless technology to provide synchronous speeds of over 1 Gbps is a monumental step forward. This project aligns closely with our vision of fostering economic growth, community resilience, and equitable access to digital resources for all residents.

The benefits outlined in the project proposal, such as gigabit-plus speeds to towns like Richmond, Julia Creek, Karumba, and indigenous communities like Normanton and Croydon, resonate deeply with our goals of bridging the digital divide and promoting inclusivity. The project's promise of improved connectivity in remote areas will significantly enhance emergency response capabilities during extreme weather events, which are common challenges faced by our region.

Furthermore, the commitment of Wi-Sky Queensland to provide public Wi-Fi at tower locations and establish a LoRaWAN network showcases their dedication to empowering communities through technology. This commitment aligns seamlessly with our efforts to enhance community connections and create a strong sense of belonging among residents.

The proposed project's synergy with the Queensland State Government's commitment, including the co-contribution of an additional \$220,000, demonstrates a united front in addressing the digital divide and fostering economic empowerment in our region. The project's impact on health, education, and economic opportunities aligns seamlessly with our strategic priorities, and we firmly believe that the Northwest Queensland Gigabit Towns Project will be transformative for our community.

We wholeheartedly endorse the proposed project and believe that it has the potential to revolutionize connectivity in our region. Wi-Sky Queensland's track record, commitment to local engagement, and proven experience in delivering similar projects provide us with the utmost confidence in their ability to successfully execute this initiative.

Thank you for considering our endorsement of the Northwest Queensland Gigabit Towns Project.
We look forward to witnessing the positive transformation that this project will bring to our region
and residents.

Sincerely,



Gavin Baskett
Mayor
Winton Shire Council



Jeff Close
P O Box 116
WINTON
Qld 4735

The CEO
Winton Shire Council,
75 Vindex Street,
Winton Qld 4735

Dear Sir,

Might I suggest that as part of the April 2025 Winton 150 celebrations relatives of former Shire Chairs Maxwell and Shanahan be invited to participate in street naming ceremonies?

The opening of the new estate is a very important time for Winton and the naming of the two Courts historically significant.

There would be no better time than the Winton 150 celebrations to have a special function and to acknowledge the past as well as showing Winton as a progressive growing community for the future.

As always, if I can be of assistance please advise.

Thanking you,



Jeff Close
1st September 2024
closeandmoller@gmail.com

RECEIVED
- 3 SEP 2024

Jeff Close
P O Box 116
WINTON
Qld 4735

The CEO
Winton Shire Council,
75 Vindex Street,
Winton Qld 4735

Dear Sir,

The Council has recently called for ideas for a fitting memorial to WINTON 150 - celebrating 150 years of European settlement in the District.

I would like to suggest something that would be unique in the west, should be well photographed by visitors and locals, looks back and will be useful in the future, and demonstrates a resilience in a challenging environment for those who live here. It would also be great for media releases to promote the great winter weather for example, or to news outlets when there are extremes.

What I am suggesting is a large thermometer in the central strip, complete with 150 logo, a brass plaque explaining the significance and, perhaps working with the historical society, the plaque to include the highest and lowest temperatures recorded in Winton over the 150 years. For overseas visitors include both Celsius and Fahrenheit. Perhaps the date could be on show as well.

What I have in mind is similar to the thermometers in places like Arizona in the USA -designed and built with photographic records by tourists in mind, so that WINTON OUTBACK QUEENSLAND and the temperature are very prominent and head height.

I submit this idea to Council, and of course would be very happy to discuss the matter further.

Thanking you,



Jeff Close
28th August 2024
closeandmoller@gmail.com

RECEIVED
20 AUG 2024



Jeff Close
P O Box 116
WINTON
Qld 4735

The CEO
Winton Shire Council,
75 Vindex Street,
Winton Qld 4735

Dear Sir,

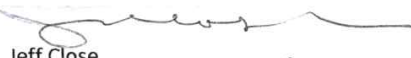
I would like to lend my personal support for work be done on the Winton Cemetery.

I am sure that many with Winton family connections will be attending the WINTON 150 celebrations, and those of us in the tourist/visitor experiences sector know that many will visit the graves of family and friends.

As well as a general clean up, the "unmarked graves" markers need to be correctly placed throughout, the signage could do with a touch up, copies of the Cemetery Booklet need to be checked for stock numbers etc. Seating could be arranged in a shady area and vehicle access and a signpost system that matches the numbering on the excellent online Cemetery page could also be looked at.

As always, if I can assist in any aspect, please advise.

Thanking you,


Jeff Close
31st August 2024
closeandmoller@gmail.com

RECEIVED
- 3 SEP 2024

Jeff Close
P O Box 116
WINTON
Qld 4735

The CEO
Winton Shire Council,
75 Vindex Street,
Winton Qld 4735

Dear Sir,

Just an update about the Street signage. I notice that a new street sign LYNETTE LANE has gone up either end of the lane.

Please be advises that this is an incorrect spelling of Lynett and ask that at an appropriate opportunity new signs are erected.

Thanking you,



Jeff Close
28th August 2024
closeandmoller@gmail.com

RECEIVED
20 AUG 2024



Nominations for OQTA Management Committee Sub-Region Representatives

Outback Queensland Tourism Association (OQTA) is calling for nominations to fill vacancies on the Management Committee as Sub-region Representatives.

The Representative nominee for a sub-region must be an **individual** and also a **financial member** of OQTA as at 11th September 2024.

Each nominee must be nominated by at least two (2) financial members of the sub-region being applied for (please note, nominees must be proposed and seconded by someone outside of your organisation). It is to be noted that the individual will hold the position for two (2) years from the date of the next Annual General Meeting.

Management Committee Representative vacancy for:

- **North West sub-region** geographically encompassed by the Local Authorities of Mount Isa, Cloncurry, McKinlay, Richmond and Flinders Shire.
- **Central West sub-region** geographically encompassed by the Local Authorities of Winton, Longreach, Barcaldine, Blackall-Tambo.
- **Far West sub-region** geographically encompassed by the Local Authorities of Boulia, Barcoo and Diamantina.

Nominations on the [attached prerequisite form](#), accompanied by a current photo, and a 100 word summary about the skills and experience of the candidate, are to be emailed no later than **11th September 2024** to: admin@outbackqueensland.com.au

A set of board papers will be provided to each elected representative. The elected members will be announced at the Annual General Meeting on Wednesday 23rd October 2024.

Late nominations, and/or nominations other than via email, will not be accepted.

16 LATE CORRESPONDENCE

17 OFFICERS REPORTS TO COUNCIL**17.1 DIRECTOR OF WORKS**

File Number: 180373

Attachments: Nil

Meeting Date: 19 September 2024

RECOMMENDATION

THAT the Director of Works Report be received.

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

- During the month of August, the Parks & Facilities team continued to maintain all parks and garden on a regular basis.
- The team continues to respond to Send, Snap and Solve requests as efficiently as possible while continuing to complete daily duties.

Show Grounds

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

Recreational Grounds

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

Swimming Pool

- The swimming pool lawns have been mowed and all garden areas tidied when needed. The pool lawns and gardens will be ready for the 2024/25 season.

Street Sweeping

- Street Sweeping was being carried out on a weekly basis but has ceased due to a leaking seal and a crack (undetectable to human eyes) inside the main lifting ram and one of the vacuum motors having a minor fault. The repairs are covered under warranty. The Street Sweeper will be back on the road soon.

Vegetation and Vermin Control

- Weed control has been continued against unwanted vegetation on footpaths and other open areas. These areas are continuously being poisoned and mowed. This is an ongoing activity.

Winton Aerodrome

- Normal twice weekly inspections were carried out with the area slashed & poisoned.
- Extra patrols have been carried out before each take-off and landing due to the increased bird life. This is being monitored regularly.
- The perimeter fence had some small holes in the bottom which was allowing pigs to enter. This has now been repaired.

- There have been tracks of wild dogs noticed in areas around the aerodrome. This is being controlled with the use of traps that are being monitored regularly.

Undertaking and Cemetery

- The Cemetery lawns and gardens have been mowed and hedged and the monumental section has been sprayed for weeds.
- There were two funerals in August.

Refuse Collection & Landfill

- Town garbage collection is continuing on schedule.
- The Garbage truck was in the workshop for three days getting repairs done to the bin extension arm. The rubbish was collected by hand on these days with the assistance of the Work Camp.

OPERATIONS

Maintenance Work was completed in the Saleyards in conjunction with the Saleyards Managers to improve safety. These works include: -

- The installation of additional and brighter lighting at the train loading ramp
- Installing a wider walkway alongside the loading ramp
- Increasing the height of one yard closest to the loading ramp.

Additional works have been identified to repair a large leaking trough, reposition a trough to improve animal welfare and install additional troughs in two of the large yards. All works have been coordinated with the Saleyard Managers.

RURAL LANDS

Water Facilities

- A comprehensive water maintenance register has been completed for the entire Winton Shire Council stock route network, with varying levels of maintenance required.
- As the weather warms up, the number of water runs will be increasing in collaboration with the use of Agbots to consistently monitor the water levels across the facilities.

Weeds

- Weed spraying has been completed in and around water facilities.

Baiting

- Numbers of Wild Dog Bounty claims have been increasing with the use of traps being very successful so far this year.

Common / Reserves / Routes

- The common requires a formal feed assessment to determine if it requires lick blocks to be distributed.

- The grasses have dropped off greatly and the waters are drying up. Regular water runs are being conducted to ensure the livestock can access water.

General

- A new labourer has joined the team and has commenced some of the more urgent maintenance jobs at facilities and around the shire that are occupied with stock.

WATER & SEWERAGE

Water Pump Station

- The Water Pump Station upgrade is almost complete.

Sewer Pump Station

- The Sewer Pump Stations have been operating efficiently after the upgrades.

Wetlands

- Pipelines from the ponds to Pelican Water Hole have been cleaned and unblocked to prevent the bank from collapsing.
- The team would like to thank the Work Camp team for whipper snipping and tidying the grounds.

Imhoff Tank

- Council is waiting to receive quotes for air blowers to be put in the dams.
- The Imhoff tank has been tidied up.
- The team would like to thank the Work Camp team for whipper snipping and tidying the grounds.

Mains

- Blomfield Street had a significant water main break. This was due to an old Tapping Band being left in the ground after work was done on this line some time back.

Sewer Mains

- Nothing to report.

Other Works:

- Corfield's town tanks keep going dry because the tanks cannot keep up with the water demand. Alternate solutions are being investigated.

WORKSHOP

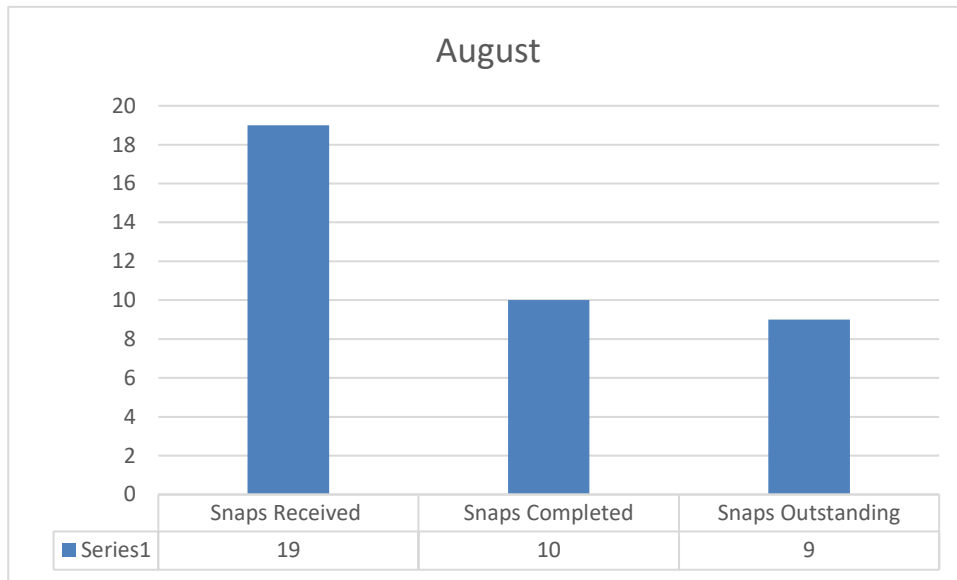
During August, Council took possession of the new Caterpillar Wheel Loader, Backhoe Loader and a new Toyota HiAce Bus equipped with mobility access to replace existing assets as part of the 2023/24 Plant Replacement program. The bus will be used by the HACC team and is a significant improvement for all users. Staff are excited to have these new pieces of machinery in service.



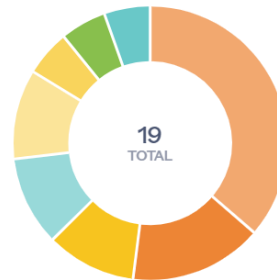
SALEYARDS

Data and statistics			
	Spelling	Weighing	Total
Current Month	12,371	13,188	25,559
Current Year (2024)	45,131	59,996	105,127
EU current month			
EU Current Year (2024)			
Organic spell (2024)	2,068		
		Total	105,127
Rail No Current month	3,049		
Rail No Current year (2024)	12,714		
Assets and Maintenance			
Item	Outcome		
- Request to complete the 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 surround 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	- Work has commenced on 9 September 2024. - The troughs have been inspected, works identified and a Contractor engaged to undertake works. - Work has commenced on 9 September 2024		

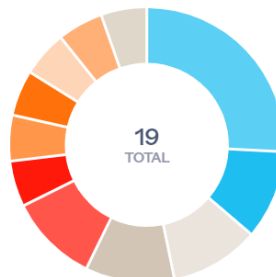
considered.

SNAP SEND SOLVE

Reports by category



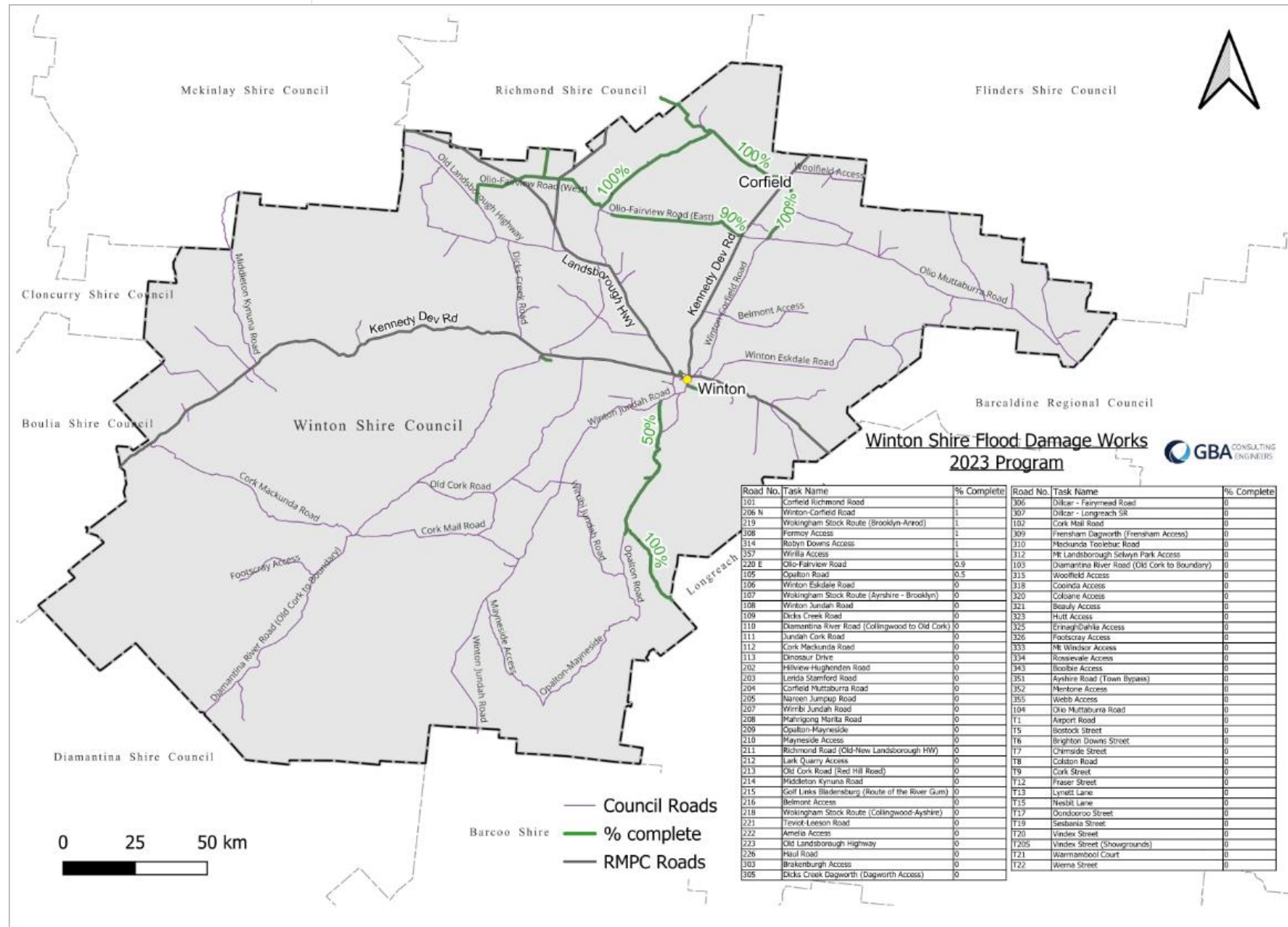
Reports by incident type



Incident type	Reported on (UTC)	Notes	Status
Animal - General	Sat, 31 Aug 2024 00:21:16 GMT	Currently, out at longhole is 2 dead pelicans. The cattle are licking the carcass of pelicans.	In progress
Trees - General	Tue, 27 Aug 2024 04:33:36 GMT	Trees are losing all leaves and falling into our pool clogging up filters. Could they possibly be trimmed or cut to a suitable height so they are not creating a mess especially in this time of the year when they do loose their leaves.	In progress
Rubbish and Bins - General	Mon, 26 Aug 2024 10:10:33 GMT	Bin not collected	In progress
Pavement - Damaged	Sun, 25 Aug 2024 23:45:56 GMT	This needs to be fixed it is a tripping hazard	In progress
Park - General Request	Thu, 22 Aug 2024 07:25:48 GMT	Cap missing and tripped in the hole	Closed
Roads - General	Tue, 20 Aug 2024 22:56:08 GMT	Grid is full	In progress
Facility - General Request	Tue, 20 Aug 2024 02:33:37 GMT	Seems to be dead patches of lawn ???	In progress
Facility - General Request	Tue, 20 Aug 2024 02:31:31 GMT	Dead trees?	Closed
Facility - General Request	Tue, 20 Aug 2024 02:29:34 GMT	Seems to be dead patches of grass? Water problems???	Closed
Water Leak	Sun, 18 Aug 2024 23:00:11 GMT	Middle tree of 3 on the footpath in front of the residence has a broken T Pce in the council controlled dripper line. When the timer comes on it floods the street. I've placed a stake where the broken T pce is.	In progress
Water Leak	Sat, 17 Aug 2024 12:52:17 GMT	Please see attached FB post	Closed

Animal - General	Thu, 15 Aug 2024 06:12:59 GMT	Had a. Complaint from a member of the public regarding the dog park,said it was a wonderful idea but was concerned regarding the amount of doggie business left behind. I went down and have to agree. I can see on the sign on the gate about picking up after your dog but maybe we need a separate sign as well, also in other dog parks they provide poop bag, extra expense ??? Also some of the lawn is not doing so well, wondering if the pop up sprinklers are reaching all entire area?	Closed
Playground Equipment	Fri, 09 Aug 2024 01:47:46 GMT	The Drum kit has been out of action for way too long and is impacting the enjoyment of the guests which our tour company bring out here regularly.	In progress
Facility - General Request	Thu, 08 Aug 2024 08:34:20 GMT	Drip system has not been working for quite some time. Corner of Bloomfield and Manuka, through to the doctor's clinic as neem trees are wilting. System may need battery replacement.	Closed
Pavement - Damaged	Thu, 08 Aug 2024 04:25:10 GMT	Bit of a hazard on this corner across from SPAR	Triaged

Animal - Domestic	Tue, 06 Aug 2024 22:43:59 GMT	One black and white dog, three brown and white unknown med-large dogs. Child sitting on ground at home of [REDACTED] with own dog, when four dogs entered into property and attacked owners dog. Child was in the middle of attack. Mother saw, went to get keys, got in car, by the time they drove around the corner, the owner was pushing dogs into the yard. Owner asked if ok. This has happened before, Council staff responded/collected but dog was not impounded. Dogs reside in [REDACTED]	Closed
Roads - General	Tue, 06 Aug 2024 01:47:17 GMT	Cotswold Hills & Colane boundary grid & middle grid on Cotswold Hills. Two grids already cleaned, but damaged by council in the process. All grids along Cork Mail Road require maintenance.	In progress
General Request	Mon, 05 Aug 2024 02:36:38 GMT	Vacant lot, overgrown yard housing snakes and rodent's. I have a 1 year old who loves to play on our grass but I'm concerned about what could be lingering in the long grass	Closed
Pavement - Damaged	Sat, 03 Aug 2024 01:15:34 GMT	Simon Baker Star has become loose from footpath, needs adhesion.	Closed
Facility - General Request	Fri, 02 Aug 2024 09:01:35 GMT	Lights in Elderslie Street are out of sync. They are not coming on until 19pm. Timer probably out of sync due to recent power outage	Closed



2022 Northern and Central Western Queensland Rainfall and Flooding Event
Program for Flood Damage June 2023 (ID 491162) (ID 495473).mpp

ID	Road No.	Task Name	Resource Names	Start	Finish	Duration	% Complete	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25
1	Road No.	QDRF Flood Damage - 2023 Works		01/05/24	30/06/25	259 days	13%																13%
2		Grader Crews		01/05/24	30/06/25	259 days	13%																13%
69		Investigation & Design and Project Management		01/05/24	30/06/25	259 days	0%																0%
70	105	Opalton Road	Bogart Crew	09/07/24	09/09/24	38 days	50%																
71	308	Fermoy Access	Bogart Crew	04/09/24	20/09/24	11 days	100%																
72	207	Wirribi Jundah Road	Bogart Crew	20/09/24	21/10/24	18 days	0%																
73	209	Opalton-Mayneside	Bogart Crew	21/10/24	22/10/24	1 day	0%																
74	210	Mayneside Access	Bogart Crew	22/10/24	05/11/24	9 days	0%																
75	108	Winton Jundah Road	Bogart Crew	05/11/24	27/01/25	32 days	0%																
27	212	Lark Quarry Access	Bogart Crew	27/01/25	28/01/25	1 day	0%																
76	111	Jundah Cork Road	Bogart Crew	28/01/25	06/02/25	6 days	0%																
47	110	Diamantina River Road (Collingwood to Old Cork)	Bogart Crew	06/02/25	10/03/25	20 days	0%																
46	320	Coloane Access	Bogart Crew	10/03/25	14/03/25	4 days	0%																
61	220	Olio-Fairview Road	Bolgem Crew	14/06/24	06/09/24	41.5 days	90%																
62	314	Robyn Downs Access	Bolgem Crew	20/06/24	20/06/24	1 day	100%																
63	357	Wirilla Access	Bolgem Crew	30/08/24	03/09/24	1 day	100%																
64	211	Richmond Road (Old-New Landsborough HW)	Bolgem Crew	03/09/24	06/09/24	3 days	0%																
65	223	Old Landsborough Highway	Bolgem Crew	06/09/24	17/10/24	25 days	0%																
28	309	Frensham Dagworth (Frensham Access)	Bolgem Crew	17/10/24	01/11/24	10 days	0%																
29	305	Dicks Creek Dagworth (Dagworth Access)	Bolgem Crew	01/11/24	15/11/24	9 days	0%																
30	109	Dicks Creek Road	Bolgem Crew	15/11/24	05/12/24	13 days	0%																
31	102	Cork Mail Road	Bolgem Crew	05/12/24	18/03/25	45 days	0%																
32	205	Nareen Jumpup Road	Bolgem Crew	18/03/25	27/03/25	7 days	0%																
36	213	Old Cork Road (Red Hill Road)	Bolgem Crew	27/03/25	10/04/25	10 days	0%																
33	326	Footscray Access	Bolgem Crew	10/04/25	17/04/25	5 days	0%																
34	103	Diamantina River Road (Old Cork to Boundary)	Bolgem Crew	17/04/25	29/05/25	30 days	0%																
35	333	Mt Windsor Access	Bolgem Crew	29/05/25	05/06/25	5 days	0%																
16	101	Corfield Richmond Road	Jacks Crew	01/07/24	15/08/24	20 days	100%																
23	222	Amelia Access	Jacks Crew	04/09/24	06/09/24	2 days	0%																
26	303	Brakenburgh Access	Jacks Crew	06/09/24	20/09/24	9 days	0%																
43	214	Middleton Kynuna Road	Jacks Crew	20/09/24	27/09/24	5 days	0%																
24	112	Cork Mackunda Road	Jacks Crew	27/09/24	14/11/24	29 days	0%																
22	221	Teviot-Leeson Road	Jacks Crew	14/11/24	20/11/24	4 days	0%																
50	343	Boolbie Access	Jacks Crew	20/11/24	26/11/24	3 days	0%																
25	310	Mackunda Toolebuc Road	Jacks Crew	26/11/24	10/12/24	9 days	0%																
19	318	Cooinda Access	Jacks Crew	10/12/24	12/12/24	2 days	0%																
20	355	Webb Access	Jacks Crew	12/12/24	17/01/25	3 days	0%																

2022 Northern and Central Western Queensland Rainfall and Flooding Event
Program for Flood Damage June 2023 (ID 491162) (ID 495473).mpp

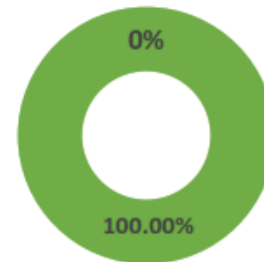
ID	Road No.	Task Name	Resource Names	Start	Finish	Duration	% Complete	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25
18	107	Wokingham Stock Route (Ayrshire - Brooklyn)	Jacks Crew	17/01/25	30/01/25	8 days	0%											0%					
17	219	Wokingham Stock Route (Brooklyn-Anrod)	Jacks Crew	11/12/24	23/01/25	7 days	100%											100%					
21	218	Wokingham Stock Route (Collingwood-Ayshire)	Jacks Crew	23/01/25	14/02/25	15 days	0%											0%					
51	206	Winton-Corfield Road	ROcky Crew	01/07/24	21/08/24	29 days	100%																
52	216	Belmont Access	ROcky Crew	30/08/24	13/09/24	9 days	0%																
53	315	Woolfield Access	ROcky Crew	13/09/24	27/09/24	9 days	0%																
3	321	Beaully Access	ROcky Crew	27/09/24	02/10/24	2 days	0%																
54	352	Mentone Access	ROcky Crew	02/10/24	03/10/24	1 day	0%																
55	104	Olio Muttaborra Road	ROcky Crew	03/10/24	13/12/24	45 days	0%																
5	323	Hutt Access	ROcky Crew	13/12/24	17/01/25	2 days	0%																
6	203	Lerida Stamford Road	ROcky Crew	17/01/25	06/02/25	12 days	0%																
7	334	Rossievale Access	ROcky Crew	06/02/25	07/02/25	1 day	0%																
8	202	Hillview-Hughenden Road	ROcky Crew	07/02/25	25/02/25	11 days	0%																
4	204	Corfield Muttaborra Road	ROcky Crew	25/02/25	06/03/25	6 days	0%																
42	226	Haul Road	ROcky Crew	06/03/25	11/03/25	3 days	0%																
9	106	Winton Eskdale Road	ROcky Crew	11/03/25	30/04/25	36 days	0%																
10	208	Mahrigong Marita Road	ROcky Crew	30/04/25	06/05/25	4 days	0%																
11	325	ErinaghDahlia Access	ROcky Crew	06/05/25	08/05/25	2 days	0%																
12	312	Mt Landsborough Selwyn Park Access	ROcky Crew	08/05/25	19/05/25	7 days	0%																
13	307	Dillcar - Longreach SR	ROcky Crew	19/05/25	29/05/25	8 days	0%																
14	306	Dillcar - Fairymead Road	ROcky Crew	29/05/25	10/06/25	8 days	0%																
49	351	Ayshire Road (Town Bypas	ROcky Crew	10/06/25	11/06/25	1 day	0%																
39	215	Golf Links Bladensburg (Route of the River Gum)	ROcky Crew	11/06/25	19/06/25	6 days	0%																
15	113	Dinosaur Drive	ROcky Crew	19/06/25	24/06/25	3 days	0%																
40	T1	Airport Road	Town work	01/10/24	02/10/24	1 day	0%																
41	T5	Bostock Street	Town work	02/10/24	03/10/24	1 day	0%																
38	T6	Brighton Downs Street	Town work	03/10/24	04/10/24	1 day	0%																
66	T7	Chirnside Street	Town work	04/10/24	08/10/24	1 day	0%																
48	T8	Colston Road	Town work	08/10/24	09/10/24	1 day	0%																
57	T9	Cork Street	Town work	09/10/24	10/10/24	1 day	0%																
56	T12	Fraser Street	Town work	10/10/24	11/10/24	1 day	0%																
60	T13	Lynett Lane	Town work	11/10/24	15/10/24	1 day	0%																
59	T15	Nesbit Lane	Town work	15/10/24	16/10/24	1 day	0%																
44	T17	Oondooroo Street	Town work	16/10/24	17/10/24	1 day	0%																
45	T19	Sesbania Street	Town work	17/10/24	21/10/24	2 days	0%																
67	T20	Vindex Street	Town work	22/10/24	22/10/24	1 day	0%																
37	T20S	Vindex Street (Showground	Town work	23/10/24	23/10/24	1 day	0%																
68	T21	Warrnambool Court	Town work	24/10/24	24/10/24	1 day	0%																
58	T22	Werna Street	Town work	25/10/24	25/10/24	1 day	0%																

Winton Shire Council DRFA Financial/Construction Progress

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

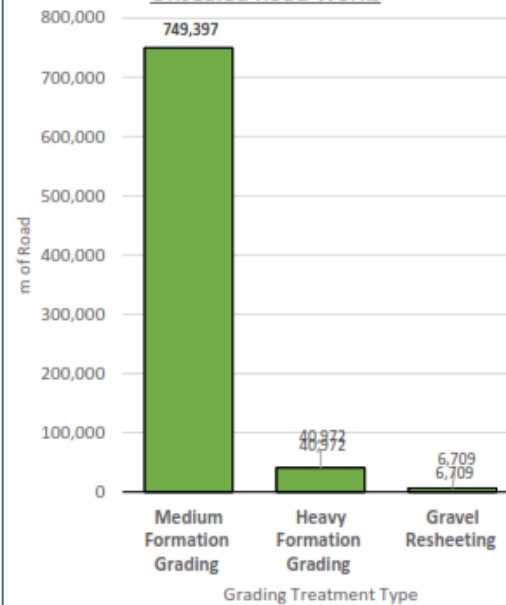
Submission	Recommended Value
Northern and Central Western	\$11.9 M

Unsealed Grading Road Works



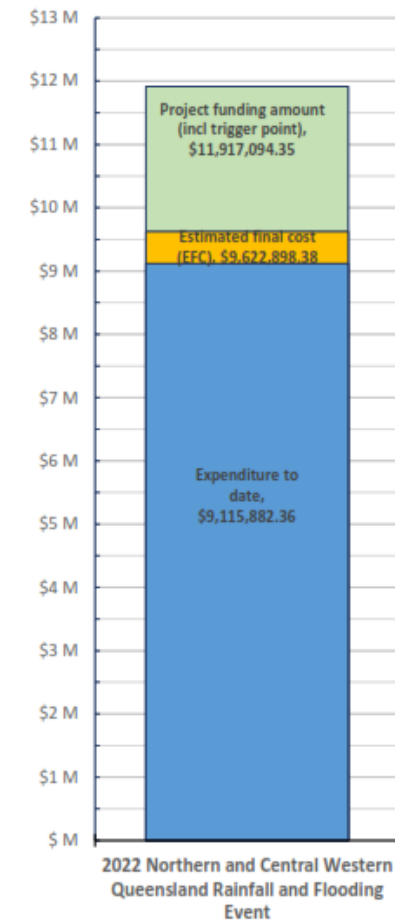
■ Works Complete ■ Works Remaining

Unsealed Road Works



■ Total Scope ■ Progress of Scope Complete

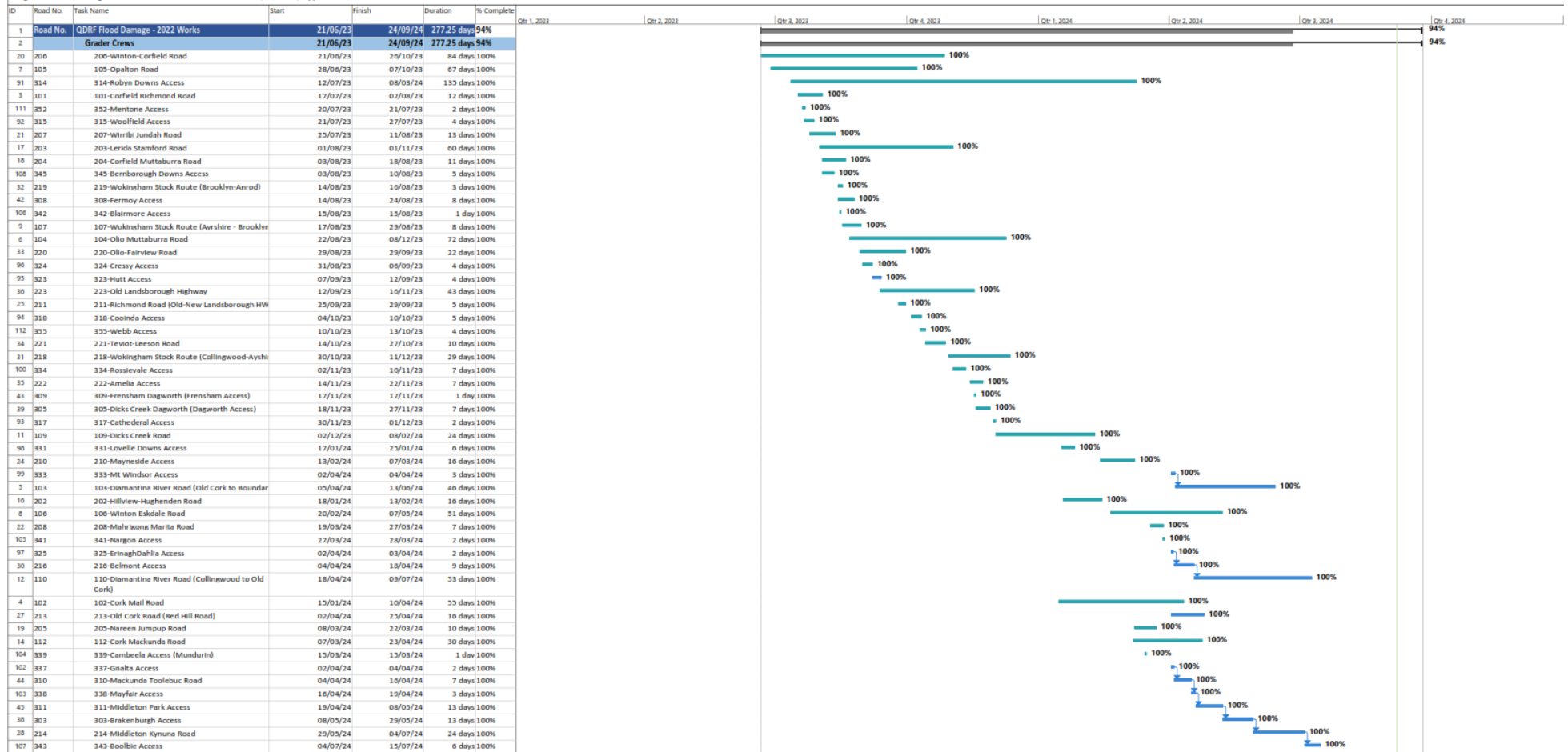
Expenditure to Date



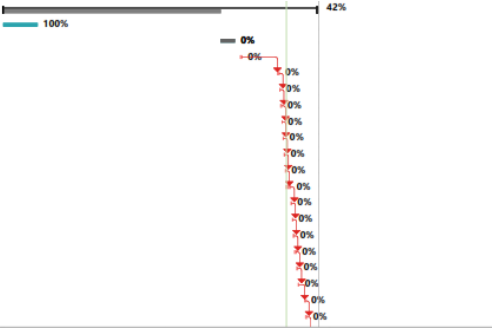
Flood Damage Submission

■ 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 454918).mpp



115	WSCQ-2324-18 Rock Protection Works	01/04/24	24/09/24	115.25 days 42%
116	Tender Period	01/04/24	19/04/24	14 days 100%
117	Assessment Period	01/08/24	08/08/24	7 days 0%
118	Package Award	12/08/24	12/08/24	1 day 0%
119	101 Site establishment Corfield Richmond Road ID1	02/09/24	02/09/24	1 day 0%
120	102 Site establishment Cork Mail Road ID256	02/09/24	03/09/24	0.5 days 0%
121	102 Site establishment Cork Mail Road ID262	03/09/24	04/09/24	0.5 days 0%
122	102 Site establishment Cork Mail Road ID269	04/09/24	04/09/24	0.5 days 0%
123	102 Site establishment Cork Mail Road ID270	04/09/24	05/09/24	0.5 days 0%
124	102 Site establishment Cork Mail Road ID276	05/09/24	05/09/24	0.5 days 0%
125	102 Site establishment Cork Mail Road ID278	06/09/24	06/09/24	0.5 days 0%
126	110 Site establishment Diamantina River Road ID34	06/09/24	09/09/24	0.5 days 0%
127	110 Site establishment Diamantina River Road ID36	09/09/24	09/09/24	0.5 days 0%
128	110 Site establishment Diamantina River Road ID36	09/09/24	10/09/24	0.5 days 0%
129	110 Site establishment Diamantina River Road ID36	10/09/24	11/09/24	0.5 days 0%
130	111 Site establishment Jundah Cork Road ID590	11/09/24	12/09/24	1 day 0%
131	104 Site establishment Olio Muttaborra Road ID80	12/09/24	13/09/24	1 day 0%
132	104 Site establishment Olio Muttaborra Road ID80	13/09/24	13/09/24	0.5 days 0%
133	104 Site establishment Olio Muttaborra Road ID81	17/09/24	17/09/24	0.5 days 0%
134	104 Site establishment Olio Muttaborra Road ID81	17/09/24	18/09/24	1 day 0%



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

ID	Road No.	Task Name	Start	Finish	Duration	% Complete	Qtr 1, 2023	Qtr 2, 2023	Qtr 3, 2023	Qtr 4, 2023	Qtr 1, 2024	Qtr 2, 2024	Qtr 3, 2024	Qtr 4, 2024
135	105	Site establishment Opalton Road ID905	18/09/24	19/09/24	1 day	0%								0%
136	105	Site establishment Opalton Road ID909	19/09/24	20/09/24	0.5 days	0%								0%
137	108	Site establishment Winton Jundah Road ID1031	20/09/24	23/09/24	1 day	0%								0%
135	108	Site establishment Winton Jundah Road ID100	23/09/24	24/09/24	0.5 days	0%								0%
73		WSCQ-2324-19 Flowable Concrete	13/03/24	20/09/24	124.88 days	79%								79%
74		Tender Period	13/03/24	12/04/24	20 days	100%								
75		Assessment Period	19/04/24	31/05/24	29 days	100%								
76		Package Award	29/07/24	02/08/24	5 days	100%								
77	101	Site establishment Corfield Richmond Road ID1	02/09/24	02/09/24	1 day	0%								0%
78	102	Site establishment Cork Mail Road ID138	02/09/24	03/09/24	1 day	0%								0%
79	102	Site establishment Cork Mail Road ID184	03/09/24	04/09/24	1 day	0%								0%
80	110	Site establishment Diamantina River Road ID21	04/09/24	05/09/24	1 day	0%								0%
81	110	Site establishment Diamantina River Road ID31	05/09/24	06/09/24	1 day	0%								0%
82	103	Site establishment Diamantina River Road ID31	06/09/24	09/09/24	1 day	0%								0%
83	113	Site establishment Dinosaur Road ID519	09/09/24	10/09/24	1 day	0%								0%
84	113	Site establishment Dinosaur Road ID536	10/09/24	11/09/24	1 day	0%								0%
85	104	Site establishment Olo Muttaborra Road ID79	11/09/24	12/09/24	1 day	0%								0%
86	104	Site establishment Olo Muttaborra Road ID80	12/09/24	13/09/24	1 day	0%								0%
87	104	Site establishment Olo Muttaborra Road ID80	13/09/24	17/09/24	1 day	0%								0%
88	106	Site establishment Winton Eskdale Road ID100	17/09/24	18/09/24	1 day	0%								0%
89	108	Site establishment Winton Jundah Road ID100	18/09/24	19/09/24	1 day	0%								0%
90	108	Site establishment Winton Jundah Road ID101	19/09/24	20/09/24	1 day	0%								0%
139		WSCQ-2324-20 Concrete Works	05/04/24	23/09/24	111.88 days	100%								100%
140		Tender Period	05/04/24	26/04/24	15 days	100%								
142		Assessment Period	24/04/24	07/06/24	31 days	100%								
141		Package Award	15/07/24	23/07/24	6 days	100%								
143	108	Site establishment Winton Jundah Road ID710	01/07/24	02/07/24	2 days	100%								100%
149	102	Site establishment Cork Mail Road ID1259	05/09/24	09/09/24	2 days	100%								100%
144	105	Site establishment Opalton Road ID2854	09/09/24	11/09/24	2 days	100%								100%
145	112	Site establishment Cork Mackunda Road ID311	11/09/24	13/09/24	2 days	100%								100%
147	102	Site establishment Cork Mail Road ID4261	13/09/24	18/09/24	2 days	100%								100%
148	110	Site establishment Diamantina River Road ID51	18/09/24	20/09/24	2 days	100%								100%
146	108	Site establishment Winton Jundah Road ID610	20/09/24	23/09/24	1 day	100%								100%
47		WSCQ-2324-21 Sealing and Patching Works	13/03/24	17/09/24	122 days	0%								0%
48		Tender Period	13/03/24	12/04/24	20 days	0%								
49		Assessment Period	22/04/24	31/05/24	28 days	0%								
50		Package Award	07/06/24	14/06/24	5 days	0%								
51	102	Site establishment Cork Mail Road ID140	02/09/24	02/09/24	0.5 days	0%								0%
52	102	Site establishment Cork Mail Road ID141	02/09/24	02/09/24	0.5 days	0%								0%
53	102	Site establishment Cork Mail Road ID150	03/09/24	03/09/24	0.5 days	0%								0%
54	102	Site establishment Cork Mail Road ID154	03/09/24	03/09/24	0.5 days	0%								0%
55	102	Site establishment Cork Mail Road ID155	04/09/24	04/09/24	0.5 days	0%								0%
56	102	Site establishment Cork Mail Road ID212	04/09/24	04/09/24	0.5 days	0%								0%
57	102	Site establishment Cork Mail Road ID263	05/09/24	05/09/24	0.5 days	0%								0%
58	102	Site establishment Cork Mail Road ID264	05/09/24	05/09/24	0.5 days	0%								0%
59	113	Site establishment Dinosaur Road ID507	06/09/24	06/09/24	0.5 days	0%								0%
60	113	Site establishment Dinosaur Road ID508	06/09/24	06/09/24	0.5 days	0%								0%
61	113	Site establishment Dinosaur Road ID509	09/09/24	09/09/24	0.5 days	0%								0%
62	113	Site establishment Dinosaur Road ID510	09/09/24	09/09/24	0.5 days	0%								0%
63	113	Site establishment Dinosaur Road ID511	10/09/24	10/09/24	0.5 days	0%								0%
64	113	Site establishment Dinosaur Road ID512	10/09/24	10/09/24	0.5 days	0%								0%
65	113	Site establishment Dinosaur Road ID513	11/09/24	11/09/24	0.5 days	0%								0%
66	113	Site establishment Dinosaur Road ID514	11/09/24	11/09/24	0.5 days	0%								0%
67	113	Site establishment Dinosaur Road ID515	12/09/24	12/09/24	0.5 days	0%								0%
68	113	Site establishment Dinosaur Road ID516	12/09/24	12/09/24	0.5 days	0%								0%
69	113	Site establishment Dinosaur Road ID517	13/09/24	13/09/24	0.5 days	0%								0%
70	113	Site establishment Dinosaur Road ID522	13/09/24	13/09/24	0.5 days	0%								0%
71	113	Site establishment Dinosaur Road ID535	17/09/24	17/09/24	0.5 days	0%								0%
72	102	Site establishment Cork Mail Road ID1151	17/09/24	17/09/24	0.5 days	0%								0%
23	209	209-Opalton-Mayneside	10/10/23	31/10/23	14 days	100%								100%
10	108	108-Winton Jundah Road	01/11/23	15/03/24	88 days	100%								100%
13	111	111-Jundah Cork Road	31/01/24	08/02/24	6 days	100%								100%
26	212	212-Lark Quarry Access	09/02/24	12/02/24	2 days	100%								100%
29	215	215-Golf Links Bladensburg (Route of the River G)	13/07/23	21/03/24	142 days	100%								100%
37	226	226-Haul Road	21/03/24	26/03/24	4 days	100%								100%
109	347	347-Long Waterhole Access	02/04/24	04/04/24	2 days	100%								100%
15	113	113-Dinosaur Drive	04/04/24	08/04/24	2 days	100%								100%
110	349	349-Pelican Waterhole Access	08/04/24	09/04/24	1 day	100%								100%
113	356	356-Windemere Access	09/04/24	12/04/24	3 days	100%								100%
101	335	335-Winton Knapdale Road	12/04/24	19/04/24	4 days	100%								100%
114	313	313-Mountain View Access	15/04/24	30/05/24	3 days	100%								100%
46	312	312-Mt Landsborough Selwyn Park Access	03/06/24	18/06/24	10 days	100%								100%
41	307	307-Dillcar - Longreach SR	18/06/24	01/07/24	8 days	100%								100%
40	306	306-Dillcar - Fairymead Road	01/07/24	10/07/24	6 days	100%								100%

17.2 INTERIM CHIEF EXECUTIVE OFFICER**File Number:** 180374

Attachments:

1. 1. Balance Sheet as at August 2024.pdf  
2. 2. R and E Summary August 2024.pdf  
3. 4. Investment report for August 2024.pdf  
4. 5. R and E Variances August 2024.pdf  

Meeting Date: 19 September 2024**RECOMMENDATION**

That the Interim Chief Executive Officer's and financial report be received.

REPORT

Interim and Acting CEO Report 15 August 2024 to 19 September 2024		
DATE	TYPE	PARTIES
19/08/2024	Committee	Work Camp Correctional Facility Advisory Committee
20/08/2024	Committee	Community Facilities Users Advisory Committee
	Meeting	CEO and DOW catch up
21/08/2024	Meeting	CEO and Jeff Close
22/08/2024	Committee	Audit, Risk & Improvement Committee
23/08/2024	Committee	Board meeting of Waltzing Matilda Centre Ltd.
27/08/2024	Committee	Tourism & Beautification Advisory Committee
28/08/2024	Committee	Rural Lands & Agriculture Advisory Committee
3/09/2024	Meeting	Senior Leadership Weekly Meeting
	Meeting	CEO and HR Catch up
4-5/09/2024	Meeting	Western Queensland Alliance of Council + Deputy Mayor + CEO
		CEO + Deputy Mayor - Roger Di Benedetto Winton Council Town Planning Direction
12/09/2024	Meeting	Koa Board - McKinlay Shire and Winton Shire Council
13/09/2024	Meeting	Ceremony and Celebration with Koa People
13/09/2024	Workshop	Mayor + Councillors + Senior Leadership Team

Corporate Services Manager**Human Resources****Recruitment:**

Position	Department	Status
----------	------------	--------

Shire Hall Caretaker	Corporate Services	Open until filled
Office Administrator	Corporate Services	Incumbent Commenced 26 Sept
Early Childhood Teacher	Community Services	Open until filled
Personal Care Attendant	Community Services	Open Until filled
Rural Services Manager	Works	Incumbent Commencing 23 September 24
Facilities Officer	Works	Open until filled
Maintenance Supervisor	Works	Open until filled
Visitor Information Centre Coordinator	Economic Development	Incumbent commenced 26 August
Events and Economic Development Coordinator	Economic Development	Incumbent Commencing 23 September
Hospitality and Catering Officer	Economic Development	Open until filled
Visitor Experience Officer	Economic Development	Open until filled

Staff Movements

New Starts: 2
 Separations: 2
 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 safety training, work is ongoing and a continued integration of the new program into the Safety 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:

- ❖ **Exciting time for Workplace Health & Safety as Kineo online training** has now been introduced back into Winton Shire Council workplace, allowing a whole range of training, approved courses, also Government funded training for local government.

- ❖ Animal Control training has now been locked in and booked for 24 September and Authorised Officer training 25th September 2024 through PEAK training.
- ❖ A range of Training has been organised for Several Departments:
 - ❖ Blue Cards
 - ❖ White Cards
 - ❖ Confined Spaces
 - ❖ Chemical Training (Completed) First Intake
 - ❖ Chemical Training (to be advised) Second Intake
 - ❖ Skid Steer
 - ❖ Roller
 - ❖ Airport Training - Completed
- ❖ New Inductions for 8 new staff members.
- ❖ One Serious Accident, a staff member returning from Lark Quarry, avoided contact with a Beast. Emergency services attended the scene, along with Management, Staff member was taken to hospital and released without any concerns or injuries.
- ❖ Winton Shire Council have now approved Kineo back into the workplace, this will allow for a wide range of staff training and creating new links with our approved policies and procedures. KINEO should be up and running within 2 weeks. This will then take place for workplace training, and KINEO will be introduced with workplace Inductions.
- ❖ New incident form has now been approved and released with new Psychosocial and Mental health options available for notification.
- ❖ All reports to do with staff complaints are now to be reported on an Incident report form. Forms will be filed under each Department to record incidents in that workplace. Each case will be confidentially monitored to provide support and consult with the involved parties, appropriately.
- ❖ New CIVICA – Link safe is now creating our new Contractor Induction online packages. This will involve individual Site check – in with QR codes, Staff contact notifications. We will introduce 3 Sign in sites when contractors arrive. Training will be sorted once roll out is completed. Full Induction will be completed before they enter worksite.
- ❖ Check-in Sites will be Depot, Main Office and Neighborhood Centre.

Key WHS metrics

Incident Reports	Received July – August 2024
Vehicle/Plant Incidents	1
Number of Injuries	1
Number of LTI's (Lost Time Injuries)	0
Number (Medical Treatment Injuries)	1
Number of FAI's (First Aid Injuries)	1

Information Technology

The Supper Room Disaster recovery location work has been completed with testing of our tertiary internet failover connection underway. The tertiary internet connection insulates us from terrestrial connectivity outages as have happened in the past. In a disaster scenario, the Supper Room is configured to be able to run stand-alone where all other internal and external communications are lost.

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

Reconfigured software licenses to realise a \$30,000 per year saving with no loss of useability or features.

Phase one of the Waltzing Matilda Point of Sale project has been completed with the café now running on the new software.

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

Started a project to migrate InfoXpert to Magiq Cloud. This will keep our records Management system up to date as well as stay abreast with the latest security updates for that system. The timeline for this project has various milestones with completion due for early December.

Staff Portal was rolled out to all users at the end of August to positive feedback.

Winton Shire Council hosted the IT professionals from the RAPAD group of Councils for an on premise tour. Cloncurry and Flinders Shires were also invited. This productive day-long event was an insightful view into how other Councils have responded to similar problems. The meeting also afforded some valuable introspection on our own systems.

External stakeholder meetings attended:

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

Economic Development HOSPITALITY & EVENTS

August has proven to be a busy month for the Tuckerbox Café, although there has been a noticeable decrease in activity compared to July. The café continues to cater to bus and tour groups, maintaining a robust service. Several new team members have joined and are currently undergoing training. On average, the café operates with three staff members each day. Additionally, some outdated equipment has been replaced, enhancing productivity and saving time. This month, a few new food variations have been introduced to diversify the menu. On the 14th, a new ordering and payment processing system, the square app, was implemented. This system links credit card payments directly to Square, thereby eliminating the need for manual price entry, which reduces human error and accelerates the cash-up process at the end of the day. Although the staff faced initial challenges in adapting to the new system, they became proficient by the month's end. The transition to delivery services for vegetables from Orlando's and milk from Bidfood has significantly improved operational efficiency by removing the necessity for grocery store visits, with the exception of catering supplies. Looking forward, we intend to expand our smoothie offerings in anticipation of the upcoming school holidays, as Winton approaches the summer season characterized by high daytime temperatures.

Council Community Newsletter

The Winton Community Newsletter is being produced monthly with input from all departments and the fortnightly 4LG Bush Beats segment with Wattsy on a Friday continues to highlight events, news and activities in Winton and the region.

Economic Development Update

The Economic Development team recently attended an Agritourism Masterclass in Longreach, presented by agriculture and tourism experts, Sparrowly Group and hosted by OQTA. This hands-on learning workshop was an opportunity for graziers, farmers and existing agritourism operators in the region to leverage existing agricultural operations and tap into the growing demand for authentic, farm-based tourism experiences. Agritourism is a rapidly growing industry with potential to build business capability and resilience, create local employment opportunities and encourage new market segments. Visitors to the outback are interested in authentic, farm-based tourism experiences and Agritourism offers the potential to grow the Outback visitor economy in ways that few knew were possible.

Winton Shire Council Tourism Signage Audit

Brett Boxsell from Armsign will be here from Monday 30 September to conduct the audit of Tourism signage in Winton and the region with recommendations to follow regarding new signage.

Winton 150 Year Celebration Weekend

The weekend program has had some changes – following the budget finalisation and approval from the Mayor and Councillors regarding the program of events and activities. The program is in this month's Council newsletter and will be uploaded to the WSC Facebook Page – along with Eol for bar and food services at various activities over the weekend. Author and Photographer, John Elliott will be in Winton to commence research and photography for the Winton 150 Anniversary book as from Monday 9 September. Winton 150 Year merchandise is being designed and an area in the Dagworth Store will be re-designed for this purpose. Discussions with Red Dirt tours regarding specialty region tours around the time of celebration weekend are underway. Loretta Searle is the Volunteer Registration Coordinator – collecting information on visitors coming to town for the event and John and Donna Payne are progressing well with Grand Parade entries.

CWQ RAPAD Power Grid Economic Development Stakeholder Consultation

A presentation was made to the Economic Development Department by Energy consultant BDO, who are interested in understanding Council's insights on the CWQ RAPAD Power Grid strategy. We were asked to comment on the vision and pillars presented and whether these reflect the key priorities for the region relating to the current and future energy landscape in CWQ. BDO were also interested in understanding whether there are any other priorities or considerations that should be included within this framework.

Outback Regional Gallery

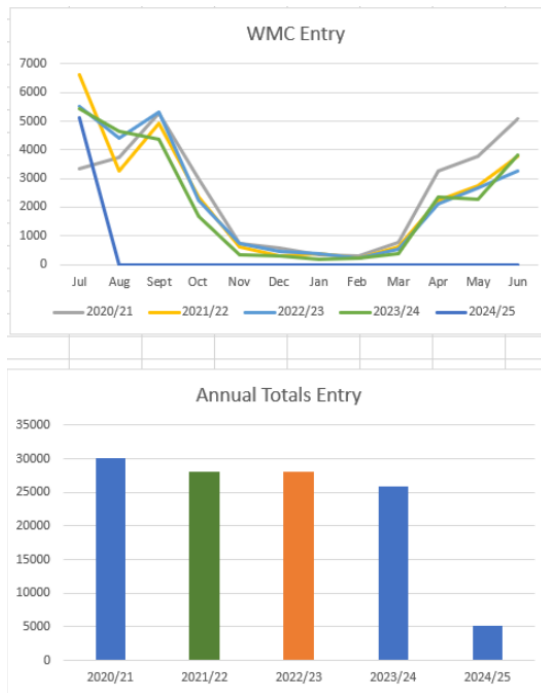
The 2025 John Villiers Outback Art Prize Call for Entries opened on the 9th of August seeking artworks with the theme: Outback: A Sense of Place. The prize is open to both Adult and Emerging Youth Categories (15-26 years) and is generously supported by The John Villiers Trust, Winton Shire Council and Ros Kavanagh of Elders Insurance Central Queensland. The date for the Awards and Opening Night of the finalist exhibition is set for Saturday 15th March 2025 at the Outback Regional Gallery, Waltzing Matilda Centre.

Waltzing Matilda Centre

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

- August saw a shift at the Waltzing Matilda Centre as the peak season begins to wind down.
- Visitor numbers for Aug 2024 – Entry to WMC 2277 with an additional 1502 walk-ins
- Bus group sales decreased from 211 in July to 143 in Aug.

- Corfield Races (Saturday, 3rd August): The Corfield Races, a long-standing tradition, brought a lively crowd to the area.
- Although primarily a local event, the races attracted visitors who were keen to experience the unique outback racing culture, contributing to the vibrancy of the community during the early part of the month.
- Diamantina Open Golf Championships (Saturday, 10th - Sunday, 11th August): This annual golf tournament attracted participants and spectators alike, providing a significant boost to local tourism. The championships not only showcased the region's golfing facilities but also brought in a diverse group of visitors, including both competitive golfers and enthusiasts.



Social Media

Overview: August was a month of notable growth and success for WMC's social media efforts, particularly on Facebook and Instagram. Compared to July, there was a marked improvement in key performance metrics, indicating a positive trend in engagement and reach.

Top Performing posts:

Top content by reach



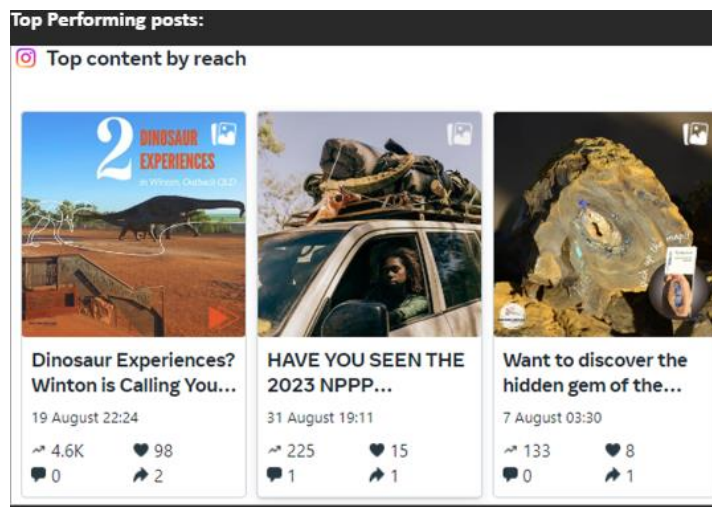
These posts resonated most with the audience, highlighting a strong interest in content related to deep history and personal stories. This suggests the followers are particularly engaged with posts that offer rich, narrative-driven content.

The increase in the number of posts has positively impacted account growth, helping us better understand the content that the audience finds engaging. The insights suggest that continuing to explore historical themes and personal stories will likely yield further success on Facebook. Instagram Insights:

This month, we launched two Instagram advertisements, a significant departure from the previous strategy. The results from these ads will serve as a baseline for future performance comparisons.

- Posts Published: 14 posts were published on the Facebook page in August.
- Follower Growth: Instagram followers increased by 73 in August, a significant jump from July.
- Profile Visits: Profile visits surged by 229.1%, showing increased interest in the contents from the account.
- Total Reach: Total Reach to the account in August was 6.9K which demonstrates 755.2 % increase from the last month.
- Webpage Clicks: We saw 211 webpage clicks from the Instagram profile, which is substantial compared to the number of link clicks on Facebook.

This indicates that Instagram is a powerful platform for driving direct traffic to the website, which could lead to increased direct sales and greater awareness of the Waltzing Matilda Centre and Winton.



The top performing post was an advertisement introducing two dinosaur sites, featuring dynamic images of the dinosaurs. This was followed by a post about the current gallery exhibition. One of the reasons for the gallery post's success was that it was shared by an artist with a large following. This suggests that featuring and introducing individual works, especially when supported by a sponsor, could be highly effective. It doesn't need to show the full piece; even a partial image can engage the audience and encourage interaction. Given the current stage of the social media growth, Instagram ads are proving to be an effective tool for increasing awareness of Winton, the region, and the Centre itself.

Moving forward, leveraging Instagram's potential while continuing to refine the Facebook content strategy will be key to sustaining and enhancing the online presence. It would be more focused on historical or knowledgeable contents Facebook and continuous Instagram post as well as Meta Instagram ads which focus on visualise impact on the post to attract people attention to increase visit the profile. For September, the focus on Facebook will be on historical and educational

content, as these types of posts have shown to resonate well with the audience. On Instagram, the account maintains regular posting while utilising Meta Instagram ads that emphasise visually impactful content. These ads will aim to capture attention and drive more profile visits, leveraging Instagram's strength in visual storytelling to boost engagement and awareness of the Waltzing Matilda Centre.

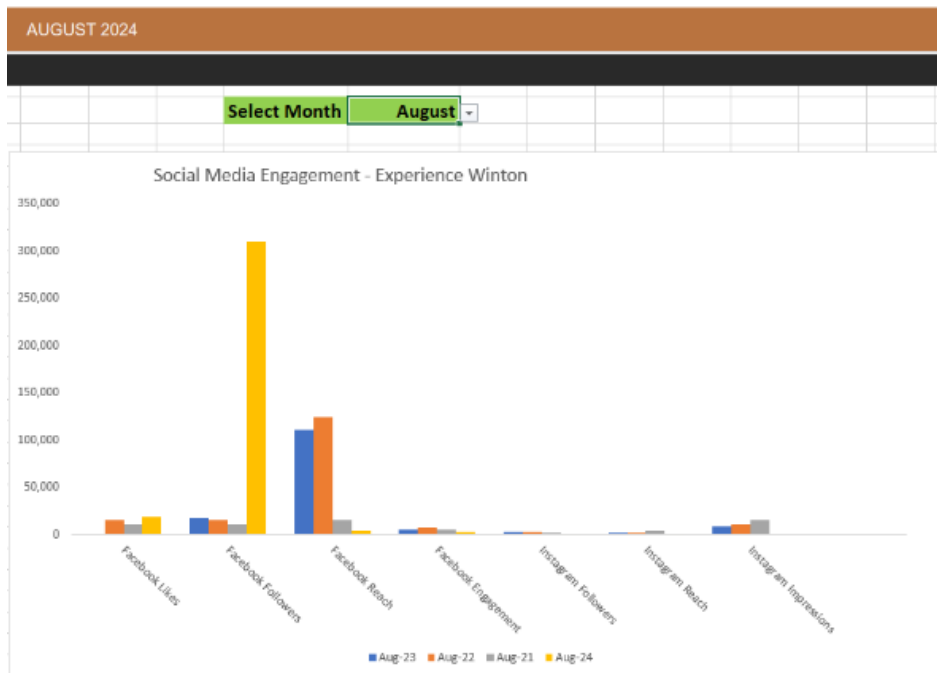
Experience Winton by the Numbers

	1 Aug 2024	31 Aug 2024	Growth*
Facebook Followers	18,450	18,601	+151
Facebook Reach	309.7K		+117%
Content Interactions	4.2K		+17%
Instagram Followers	2,944	2,955	+11
Instagram Reach	1.3K		+3.7%
Content Interactions	482		-3.6%

Reach: Unique accounts that have seen your posts

Content Interactions: Number of likes/reactions, comments, shares, saves.

* Compared to previous period.



Governance 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.

There are currently 52 Child Care and 10 Aged Care / NDIS policies requiring review.

The new area created as a staff portal is using documents from the Registered Documents area of infoXpert which is being populated with documents as they are updated. Some older documents were inadvertently published on this site which will now require review to ensure they are up to date.

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.

Complaints

Policy in relation to Complaints was presented at the August 2024 Council meeting. Updates to this document have been completed which will be considered at the September 2024 Council meeting.

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 October 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 has been reviewed by the Health and Safety Committee who found it acceptable as an organisational tool.
- Several Risk Registers are in place across the organisation. It is anticipated 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 are currently two active Administration Action Complaints – one in relation to works undertaken at a grave site and another in relation to water supply in Corfield. Both are under investigation.

General Complaints

There are 16 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 and attended a number of the sources of these complaints.

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 except for the registration of the animation. Governance has been advised by Economic Development 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.

Most applications to IP Australia have now been registered. Another two applications have been accepted, with registration expected once the IP Australian advertising and notification process has been completed.

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. 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) has been signed with a tender process to be undertaken at the end of 2024 to have some certainty for a longer period than those currently negotiated.

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.

Telco towers

A draft agreement has been reviewed by lawyers and is now able to be used for agreements with Telco providers wishing to use Council infrastructure for broadcasting purposes.

An agreement (lease) regarding the Telco tower located at Lark Quarry is currently being reviewed to ensure compliance with the requirements of the parties to Lark Quarry Conservation Park – that is, Queensland Parks and Wildlife Service, Winton Shire Council and Amplitel and legal requirements of associated legislation.

Animal Control

The approved Animal Management Inspection Program 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.

It may have resulted in more animal registrations occurring, however there is no evidence to support this view.

Training has been planned for September 2024 to upskill Winton Shire Council employees to allow for internal capability regarding animal control and other enforcement matters.

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

The Annual Operational Plan is in the final stages of development and will be presented to Council at the September 2024 meeting for adoption.

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 or so to draft, awaiting the final audited financial statements.

Winton Shire Council

Balance Sheet

as at 31 August 2024

	YTD	Opening Balance
	31 August 2024	30 June 2024
ASSETS	303,825,822	292,331,058
Cash	28,228,829	22,243,049
Debtors	373,905	513,331
Debtors - Rates & Charges	118,192	176,383
Debtors - Rural Electricity	0	0
Debtors - Animal Control	6,916	1,192
BAS	93,529	216,452
Debtors - Miscellaneous	155,268	119,304
Accrued Revenue & Prepayments	-432,768	0
Contract Assets	6,858,893	2,520,294
Stores & Materials	621,207	553,931
Land Bank	0	0
Capital Work in Progress	10,889,383	19,074,949
Property, Plant & Equipment	257,286,373	247,428,246
LIABILITIES	8,489,747.76	7,212,024
Trade & Other Payables	195,536	150,789
Accrued Expenses	1,069,684	937,513
Contract Liabilities	4,363,712	3,103,619
Provisions (A/L & LSL)	2,065,020	2,222,281
Loans	795,797	797,822
Council Depot	491,315	492,897
Swimming Pool	304,481	304,925
NET ASSETS	295,336,075	285,119,034
EQUITY	295,336,075	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
<i>Bladensburg Dam Development</i>		
<i>Integrated Financial System</i>		
Lake Development	500,000	500,000
Machinery & Plant Renewal	850,000	850,000
Pest & Animal Control	100,000	100,000
<i>Saleyards</i>		
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	196,136,984	187,540,229
Current Years Surplus / -Deficit	10,037,644	23,738
Accumulated Surplus	43,532,203	51,925,823

Winton Shire Council
Revenue and Expenditure Report -Summary
August 2024

		Revenue			Expenses			Surplus / (Deficiency)		
		Budget	Actual	Variance %	Budget	Actual	Variance %	Budget	Actual	Variance %
FINANCE										
1100-0002	RATES & CHARGES	2,892,940	477	0%	0	0	0%	2,892,940	477	0%
1200-0002	GRANTS, SUBSIDY, CONTRIBUTIONS	6,327,835	5,621,166	89%	0	0	0%	6,327,835	5,621,166	89%
1300-0002	FINANCIAL TRANSACTIONS	0	0	0%	(34,000)	151,272	-445%	34,000	(151,272)	-445%
1500-0002	DEBT MANAGEMENT	(500)	(12)	2%	40,000	0	0%	(40,500)	(12)	0%
1600-0002	CASH/BANK ACCOUNT	1,019,173	130,976	13%	0	0	0%	1,019,173	130,976	13%
1000-0001	FINANCE	10,239,448	5,752,606	56%	6,000	151,272	0%	10,233,448	5,601,334	55%
ADMINISTRATION										
2000-0002	GENERAL ADMINISTRATION	77,000	17,317	22%	3,633,039	600,407	17%	(3,556,039)	(583,090)	16%
2100-0002	IT AND SOCIAL MEDIA SERVICES	0	0	0%	677,000	93,619	14%	(677,000)	(93,619)	14%
2200-0002	COUNCILLORS	0	0	0%	557,000	83,824	15%	(557,000)	(83,824)	15%
2400-0002	HUMAN RESOURCES	0	0	0%	520,778	70,336	14%	(520,778)	(70,336)	14%
2500-0002	WORKPLACE HEALTH & SAFETY	0	0	0%	174,966	27,776	16%	(174,966)	(27,776)	16%
2000-0001	ADMINISTRATION	77,000	17,317	22%	5,562,783	875,963	16%	(5,485,783)	(858,646)	16%
WELFARE										
3000-0002	COMMUNITY SERVICES	0	0	0%	265,000	49,583	19%	(265,000)	(49,583)	19%
3100-0002	SPORT & REC COORDINATOR	6,000	0	0%	21,000	7,483	36%	(15,000)	(7,483)	50%
3150-0002	GYM	17,000	2,509	15%	2,500	0	0%	14,500	2,509	17%
3200-0002	COMMUNITY & INDIVIDUAL SUPPORT	273,791	93,199	34%	273,792	50,778	19%	(1)	42,422	0%
3210-0002	FAMILY SUPPORT PROGRAM	136,909	37,578	27%	136,909	18,936	14%	0	18,642	0%
3220-0002	YOUTH DEVELOPMENT OFFICER	50,696	13,174	26%	128,000	7,001	5%	(77,304)	6,173	-8%
3230-0002	COMMUNITY DEVELOPMENT	0	66,000	0%	0	1,476	0%	0	64,524	0%
3235-0002	MENTAL HEALTH FUNDING	66,000	0	0%	66,000	0	0%	0	0	0%
3300-0002	COMMUNITY OPTIONS	410,000	73,566	18%	765,000	60,218	8%	(355,000)	13,348	-4%
3400-0002	COMMUNITY AGENT	31,290	4,741	15%	31,290	2,838	9%	0	1,903	0%
3500-0002	CHILD CARE	324,940	68,606	21%	909,940	160,097	18%	(585,000)	(91,491)	16%
3600-0002	COMMUNITY CARE PACKAGES	245,000	56,533	23%	228,000	30,123	13%	17,000	26,410	155%
3650-0002	NDIS PROGRAM	53,000	6,354	12%	52,000	6,571	13%	1,000	(217)	-22%
3700-0002	60 & BETTER	68,095	17,397	26%	96,000	14,463	15%	(27,905)	2,933	-11%
3000-0001	WELFARE	1,682,721	439,657	26%	2,975,431	409,567	14%	(1,292,710)	30,090	-2%

Winton Shire Council
Revenue and Expenditure Report -Summary
August 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	110,485	12%	(886,000)	(110,485)	12%
4200-0002	TOWN STREETS	0	0	0%	585,000	92,365	16%	(585,000)	(92,365)	16%
4201-0002	SHIRE ROADS MAINTENANCE	0	0	0%	1,119,000	225,941	20%	(1,119,000)	(225,941)	20%
4205-0002	HOSPITAL RESIDENTIAL ESTATE	0	0	0%	0	131	0%	0	(131)	0%
4300-0002	AERODROMES & AIRPORTS	10,000	15,161	152%	135,000	24,193	18%	(125,000)	(9,032)	7%
4400-0002	COUNCIL DEPOT	0	0	0%	405,851	56,366	14%	(405,851)	(56,366)	14%
4500-0002	PLANT OPERATION & MAINTENANCE	4,521,000	978,380	22%	3,295,000	215,688	7%	1,226,000	762,692	62%
4600-0002	RECOVERABLE WORKS	19,237,032	5,572,952	29%	18,232,423	32,029	0%	1,004,609	5,540,923	552%
4700-0002	STORES & MATERIALS	0	0	0%	0	0	0%	0	0	0%
4000-0001	ENGINEERING SERVICES	23,768,032	6,566,493	28%	24,658,274	757,197	3%	(890,242)	5,809,295	-653%
ENVIRONMENTAL SERVICES										
5000-0002	HERITAGE PROTECTION	0	0	0%	13,000	0	0%	(13,000)	0	0%
5100-0002	HEALTH & BUILDING	8,000	300	4%	85,080	10,409	12%	(77,080)	(10,109)	13%
5200-0002	ANIMAL CONTROL	8,000	8,724	109%	13,000	410	3%	(5,000)	8,314	-166%
5300-0002	CEMETERIES	0	0	0%	63,000	8,157	13%	(63,000)	(8,157)	13%
5400-0002	EMERGENCY SERVICES	27,780	19,056	69%	61,780	3,855	6%	(34,000)	15,201	-45%
5600-0002	RURAL SERVICES	200,000	106,472	53%	998,000	110,822	11%	(798,000)	(4,350)	1%
5800-0002	AREA PROMOTION	20,000	23	0%	1,582,000	171,862	11%	(1,562,000)	(171,839)	11%
5900-0002	TOWN PLANNING	15,000	104,848	699%	50,000	14,206	28%	(35,000)	90,642	-259%
5950-0002	ECONOMIC DEVELOPMENT	15,996,326	16,033	0%	589,000	63,788	11%	15,407,326	(47,755)	0%
5000-0001	ENVIRONMENTAL SERVICES	16,275,106	255,455	2%	3,454,860	383,508	11%	12,820,246	(128,053)	-1%

Winton Shire Council
Revenue and Expenditure Report -Summary
August 2024

		Revenue			Expenses			Surplus / (Deficiency)		
		Budget	Actual	Variance %	Budget	Actual	Variance %	Budget	Actual	Variance %
COMMUNITY & CULTURAL										
6100-0002	HALLS	14,000	286	2%	275,000	26,632	10%	(261,000)	(26,346)	10%
6200-0002	HOUSING	50,000	6,756	14%	368,000	70,660	19%	(318,000)	(63,904)	20%
6300-0002	LIBRARIES	32,000	48	0%	309,000	47,797	15%	(277,000)	(47,749)	17%
6460-0002	RADF Program	27,500	25,000	91%	27,500	4,751	17%	0	20,249	0%
6470-0002	CULTURAL PROGRAMS	0	0	0%	0	0	0%	0	0	0%
6500-0002	PARKS, GARDENS, RESERVES	0	0	0%	615,000	91,604	15%	(615,000)	(91,604)	15%
6600-0002	SHOWGROUNDS	61,000	28,360	46%	335,200	38,838	12%	(274,200)	(10,478)	4%
6700-0002	SWIMMING POOL	0	0	0%	574,627	35,511	6%	(574,627)	(35,511)	6%
6800-0002	PENSIONER UNITS	116,000	18,203	16%	354,500	44,443	13%	(238,500)	(26,240)	11%
6900-0002	RECREATION GROUNDS	3,000	391	13%	236,000	19,542	8%	(233,000)	(19,151)	8%
6901-0002	TENNIS COURTS	0	0	0%	0	0	0%	0	0	0%
6902-0002	CORFIELD & FITZMAURICE BUILDING	2,000	0	0%	16,000	75	0%	(14,000)	(75)	1%
6903-0002	FILM FACILITY	0	0	0%	10,000	254	3%	(10,000)	(254)	3%
6904-0002	SQUASH COURTS	0	0	0%	4,000	210	5%	(4,000)	(210)	5%
6910-0002	PUBLIC CONVENIENCES	0	0	0%	96,000	13,085	14%	(96,000)	(13,085)	14%
6000-0001	COMMUNITY & CULTURAL	305,500	79,043	26%	3,220,827	393,402	12%	(2,915,327)	(314,359)	11%
UTILITIES										
7100-0002	GARBAGE	270,000	623	0%	301,000	50,131	17%	(31,000)	(49,508)	160%
7200-0002	RURAL ELECTRICITY	0	0	0%	46,051	0	0%	(46,051)	0	0%
7300-0002	SEWERAGE	475,000	379	0%	306,000	42,516	14%	169,000	(42,138)	-25%
7400-0002	WATER	820,000	1,879	0%	720,000	54,294	8%	100,000	(52,415)	-52%
7500-0002	GEOTHERMAL PLANT	0	0	0%	0	339	0%	0	(339)	0%
7000-0001	UTILITIES	1,565,000	2,881	0%	1,373,051	147,280	11%	191,949	(144,399)	-75%
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	746	0%	(151,000)	(746)	0%
7800-0002	WALTZING MATILDA CENTRE	803,000	249,086	31%	1,500,000	159,605	11%	(697,000)	89,481	-13%
7805-0002	OUTBACK REGIONAL GALLERY	26,000	696	3%	183,000	23,801	13%	(157,000)	(23,105)	15%
7807-0002	CAFE & HOSPITALITY	250,000	62,015	25%	392,000	85,263	22%	(142,000)	(23,248)	16%
7600-0001	TOURIST ATTRACTIONS	1,079,000	311,797	29%	2,232,000	269,416	12%	(1,153,000)	42,381	-4%
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	13,425,250	24%	43,483,226	3,387,606	8%	11,508,581	10,037,644	87%

Winton Shire Council

Investment report
as at 31 August 2024

Current Term Deposits

Term Deposit Number	Amount Invested	Term (days)	Maturity Date	Interest Rate	Interest Earned	Commencement Date
						6/01/2024
22-105-6876	5,000,000	124	28/09/2024	4.90%	82,562 ✓	27/05/2024
52-088-0013	1,000,000	183	4/10/2024	4.90%	24,567 ✓	4/04/2024
15-832-3520	1,000,000	183	26/10/2024	4.95%	24,818 ✓	26/04/2024
52-047-6301	1,000,000	182	3/11/2024	4.95%	24,953 ✓	5/05/2024
89-791-0497	2,000,000	194	6/11/2024	4.95%	50,178 ✓	26/04/2024
22-105-6876	5,000,000	335	10/05/2025	5.20%	143,178 ✓	9/06/2024
98-580-8388	3,000,000	335	8/06/2025	4.95%	74,047 ✓	8/07/2024
					18,000,000	424,303

	Winton Shire Consolidated Ac 084-990 / 50-901-1458	- 1,235,049.59 10	+ 10,086.34 20	+ 6,408,957.75	AUD	✓
	Winton Shire Council Cash Maxi 084-990 / 73-066-4861	0.00 0	0.00 0	+ 3,811,016.95	AUD	✓

Winton Shire Council
R & E Variances (Discrepancies) between Actual Expenditure / Budget
August 2024

Acc no.	Account Name	Actual	Budget	Variance %	Comments
Expenditure					
1000-0001	FINANCE	151,272	6,000	2521%	Impacted by above, paid in July, covering entire financial year. Will normalise
2000-2270	Legal Expenses General	213,069	364,000	59%	Legal Fees for Confidential Project captured and fully remitted
4200-2338	Street Cleaning	48,066	70,000	69%	New Street Sweeper recovery rate needs to be interrogated for accuracy
4300-2331	Rep & Maintenance - Other Airstrips	5,361	5,000	107%	Annual maintenance completed already
5601-2225	Recov Works Costs-Stock Routes Cap	4,011	3,000	134%	Account listed as Electricity in budget - requires journalling of expenses
5800-2652	Dinosaur Trails	10,050	10,000	101%	Annual Contribution
5800-2661	Subscription OQTA	16,934	19,000	89%	Annual Subscription
5800-2667	Outback Highway Admin Sup/Exec Sup	30,150	40,000	75%	Annual Membership
6201-2330	Repairs & Maint-Council Housing	24,766	40,000	62%	Advanced purchases made including furniture for Interim CEO property
6203-2330	Repairs and Mtn-Winton Neighbourhood	7,312	10,000	73%	Verification required if employee is costing to correct account
6600-2220	General Expenses-Showgrounds	21,020	49,000	43%	Electricity paid, will highly likely need amendment in budget review
6900-2220	General Expenses-Recreation Grounds	13,551	26,000	52%	Electricity paid, will highly likely need amendment in budget review
7800-2330	Repairs and Replacements	19,595	25,000	78%	WMC - New Printer/Photocopier purchased and costed, requires journal
Revenue					
1200-1100	Grants-Commonwealth Non Specific	5,621,166	6,327,835	89%	85% of FAGS and Road Grant received in July 2024
2000-1600	Miscellaneous Revenue	6,934	3,000	231%	WLQ solvency dividend
3700-1500	60 + Better Recreation Fees	482	1,000	48%	Greater early uptake in attendees
4667-1100	Flood Damage 2021 Emergent	1,191,113	-		This funding represents historic claims nor formerley accounted for
4673-1100	Flood Damage 2023 Restoration	1,386,846	-		
5200-1500	Fees-Animal Control	8,724	8,000	109%	Annual Registrations levied
6460-0002	RADF Program	25,000	27,500	91%	RADF Program funded in advance

17.3 EXECUTIVE MANAGER COMMUNITY SERVICES REPORT**File Number:** 180464**Attachments:** Nil**Meeting Date:** 19 September 2024**RECOMMENDATION**

THAT the Executive Manager of Community Services Report be received.

REPORT**WINTON NEIGHBOURHOOD CENTRE PROGRAM****Glenda Rival Interior Workshop**

This month, the Glenda Rival Interiors Workshop took place at the Neighbourhood Centre, where attendees acquired new skills in eco dyeing, indigo dyeing, and the creation of recycled mats from old jeans. Participants reported high levels of satisfaction with their finished products and expressed pride in their designs. The workshop promoted a sense of connection, belonging, participation, inclusion, and cohesion among individuals.

Comedy Show

The comedic talents of Des Dowling and Ellen Briggs were on full display this month as they delivered sharp humour that delighted the audience, guaranteeing everyone left with a smile. The North Gregory Turf Club contributed to the event by managing the bar operations, raising well deserved funds for their Club. This gathering promoted a positive, welcoming, and culturally safe environment.

Garden Club

A small group of members attended the Garden Club activities this month, however the group worked hard trimming branches and pruning plants. Additionally, some trees were donated on the day and were planted. The Garden Club encourages the sharing of knowledge, expertise, and gardening tips, fostering a supportive environment for all participants. The Winton Community Garden is dedicated to promoting sustainable practices by cultivating local, organic produce.

International Men's Day

International Men's Day is an awareness day for many issues that men face, including parental alienation, abuse, suicide and violence. The Welfare Team were excited to announce Winton's International Men's Day this month which took place at the Golf Club and was supported by The Outback Mind Foundation. The event attracted a considerable number of men who participated in the celebrations.

Activities included golf chipping, pass the footy, pool, and darts, all of which were brief yet enjoyable for the participants. The entertainment was provided by Mother's Second Choice, whose performance was well-received. The food was prepared by the Neighbourhood Staff and the bar was managed by members of the Golf Club. Attendees inquired about the possibility of a repeat

event, to which the response was affirmative. Overall, the feedback from the evening was overwhelmingly positive.

FAMILY SUPPORT PROGRAM

Playgroup

This month, activities at Playgroup continued at the park. The children engaged in various activities including magnetic block construction, chalk art, bubble play, sandpit exploration, playdough creations, and building with blocks.

The Boys' Night Out

The boys and their support team enjoyed another remarkable evening. The night commenced with a delightful taco dinner, followed by a team-building challenge known as 'The Tower Building Contest,' which utilised marshmallows, spaghetti, rubber bands, and sticky tape. The evening concluded with a meaningful discussion on resilience, where all the boys participated actively, sharing their thoughts, and contributing to the discussion.



Gather the Girls

The girls and their support team experienced a lively evening. The night commenced with a delightful taco meal, followed by an engaging game of Family Feud that emphasized team building, collaborative problem-solving, and enhancing participation. The evening concluded with a meaningful discussion on self-esteem and self-kindness, where all the girls actively participated and contributed to the discussion, culminating in the writing of a letter of kindness to themselves for the upcoming Gather the Girls event in October.



Book Week

Children's Book Week is the annual celebration of books for young people and the joy of reading. The commencement of Book Week was celebrated with a lively morning at the park, where children dressed in costumes representing their favorite literary characters to engage in delightful activities and enjoy a morning tea. The day commenced with the captivating tale of "Going on a Bear Hunt," which enthralled the children as they participated in the narrative, embarking on an exciting adventure in search for a bear.

The following morning was particularly thrilling, marked by the much-anticipated return of Bluey. After a live performance, all children and their families were invited to share warm embraces with Bluey and Bingo, creating cherished memories through photographs.



WINTON 60 & BETTER

This month Winton 60 & better enjoyed a lunch at the Boulder Opal of mocktails and burgers, the lunch was well attended which everyone enjoyed a range of refreshing mocktails on offer. It was a great effort by the team at the Boulder Opal.

Seniors were also offered a cent sale this month, those who attended had a great time with delicious food and awesome prizes. Thanks to the entertaining poems recital about rats from Mr. Jeff Close.

The Executive Manager and Community Welfare Manager attended with an information session as well as important updates from Council for Seniors in the community. This session was well received and provided much needed communication that was appreciated.

There is a successful new crocheter in town who has joined on Wednesday to learn the fine art of Crochet.

The community was abuzz with Book Week activities, Winton Seniors joined in with two days attendance at St Patricks Catholic School to read to the students.

Seniors participation in the monthly Hospital Morning Tea with the theme of Royal London. The community is grateful for the continued effort of the Winton Hospital staff by providing important social interaction for the permanent residents.



YOUTH SPORT & REC

Move it NQ Program

During the month of August multiple sporting events were delivered to the community for both senior and junior age groups. This included touch, tennis, oztag, yoga, and squash.



Emergency Services Basketball

On Thursday, August 8th, the Youth, Sport & Recreation Officer participated in the Emergency Services basketball game held at Winton State School. The Winton State School community provided a sausage sizzle for all attendees. This remarkable event attracted more than 20 children, who had the opportunity to compete against local Police Officers, Ambulance Personnel, and other parents.



Pancake Breakfast

The Youth, Sport & Recreation Officer, along with the Family Support Officer, organised a complimentary pancake breakfast for the students of Winton State School on Wednesday, August 21st, followed by a similar event at St. Patrick's Catholic School on Thursday, August 29th. These breakfasts serve not only as a healthy beginning to the day for numerous students but also foster a welcoming and inclusive atmosphere that promotes social interaction and enhances school involvement.



COMMUNITY CARE

This month, a representative from Harvest Consulting has been engaged with the Community Care Team for a week, providing support to staff in the completion of the Aged Care Self-assessment. The self-assessment plays a crucial role in advancing our care and services, offering an opportunity to assess our performance in relation to the Aged Care Quality Standards, analyse results for those receiving aged care, and identify areas for enhancement. This initiative is vital for promoting ongoing improvement and managing risks as a provider.

In August, Community Care Services engaged a Gardener / Maintenance Officer to provide minor home maintenance and general gardening to their approved clients.

Staff attended a 'CAN' meeting and other stakeholder gathering, including the Nurse Navigator.

LIBRARY

The borrowing activity remained largely consistent with that of 2023, which is encouraging. Statistics regarding the program, participants showed minimal variation from the previous month and were significantly higher than those recorded in August 2023.

First 5 Forever Literacy Program

This program is an early literacy program delivered by public libraries and Indigenous Knowledge Centre with the primary aim of providing strong early literacy foundations for all Queensland children. It is rewarding to observe the children and care-giver's progression in this literacy program and developing a love of books.

Technology Support

All staff continue to assist with technical support. Recently, a staff member demonstrated to a library member Google Earth, much to their delight.

**Sundries**

During Book Week, staff participated in reading sessions at a local school over the course of three days. This initiative proved to be both successful and enjoyable. Additionally, Winton Library collaborated with Family Services to host Book Week activities in the park. A temporary reading space was established, which reportedly attracted a significant number of children eager to engage in reading.

CHILDCARE**Father's Day Breakfast**

Little Swaggies Childcare Centre hosted a breakfast for Father's Day which was prepared by the Youth, Sport, and Recreation Officer. There was a great result of the amount of Father's that attended the morning which was very much enjoyed by all the children.

P&F Committee

This month, a fundraiser was organised by the P & F Committee which included picture plates and clocks. Over 100 orders were purchased through Winton State School, St Patricks Catholic School, and Little Swaggies Childcare Centre.

18 CONFIDENTIAL SECTION

Nil

19 DATE OF NEXT MEETING

Ordinary Meeting 17 October 2024