



MINUTES

**Ordinary Council Meeting
Thursday, 23 April 2020**

**MINUTES OF WINTON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WINTON SHIRE COUNCIL BOARD ROOM
ON THURSDAY, 23 APRIL 2020 AT 8.00am**

PRESENT: Cr Gavin Baskett (Mayor), Cr Tina Elliott (Deputy Mayor), Cr Shane Mann, Cr Sandy Gillies, Cr Anne Seymour, Cr Cathy White, Ricki Bruhn (Chief Executive Officer), Jessica Greenaway (Director of Community and Economic Development).

IN ATTENDANCE:

Nil

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor recited the Acknowledgement of Country.

2 APOLOGIES

Nil

3 DECLARATION OF INTEREST AND CONFLICT OF INTEREST

The Mayor invited Councillors to declare any relevant "Interest" to respective items.

Councillors Gavin Baskett, Cathy White, Shane Mann and Tina Elliott declared a Conflict of Interest in relation to Decisional Report 13.2 Drought Communities Program Funding Projects, as they are members of Community Groups applying for funding.

4 CONFIRMATION OF COUNCIL MINUTES

20.04.01

Moved: Cr T Elliott

Seconded: Cr S Mann

THAT the Minutes of the Ordinary Council Meeting held on 19 March 2020 be confirmed subject to the following alterations:-

- In the Mayor's Report, Cr Baskett did not attend the Community Event Twilight Markets or the Corfield Community Consultation & Trivia Night.
- In the Mayor's Report Cr Baskett did attend a teleconference with David Littleproud.

CARRIED 6-0

20.04.02

Moved: Cr A Seymour

Seconded: Cr C White

THAT the Minutes of the Statutory Meeting held on 16 April 2020 be confirmed.

CARRIED 6-0**5 BUSINESS ARISING OUT OF PREVIOUS MEETING**

Nil

6 MAYOR'S REPORT TO COUNCIL

MAYORAL MEETINGS & INSPECTIONS 20-03-2020 to 22-04-2020			
DATE	TYPE	PARTIES	PURPOSE
23-03-2020	Teleconference	District Disaster Management Group	DDMG Exercise COVID-19
24-03-2020	Teleconference	RAPAD	Election Platform 2020
24-03-2020	Meeting	Councillors, CEO	COVID-19 Restriction Discussions
25-03-2020	Teleconference	State Disaster Management Group	Statewide update on response to COVID-19 pandemic
25-03-2020	Teleconference/ Meeting	Local Disaster Management Group	Local response to COVID-19 pandemic
27-03-2020	Meeting	CEO, DCED	COVID-19 Restriction
31-03-2020	Inspection	DoW, GBA	Diamantina River Road
31-03-2020	Teleconference	Premiers & Ministers	COVID-19 Update
01-04-2020	Teleconference/ Meeting	Local Disaster Management Group	Regional response to COVID-19 pandemic
02-04-2020	Meeting	Internal Staff, CEO	WMC Headsets
03-04-2020	Teleconference	District Disaster Management Group	Regional response to COVID-19 pandemic
03-04-2020	Meeting	Jane Hancock – Qld Health	COVID-19 Update
03-04-2020	Teleconference	RAPAD Meeting	Monthly RAPAD Meeting
07-04-2020	Teleconference	State Disaster Management Group	Statewide update on response to COVID-19 pandemic
08-04-2020	Teleconference/ Meeting	Local Disaster Management Group	Local response to COVID-19 pandemic
09-04-2020	Teleconference/ Meeting	Local Disaster Management Group	Regional response to COVID-19 pandemic
15-04-2020	Teleconference/ Meeting	Dept. of State Development, Senior Management	Post COVID-19 Economic Recovery
16-04-2020	Meeting	Statutory Council Meeting	Councillor Introduction to Council
16-04-2020	Teleconference	Western Alliance	LGAQ Rural Water and Wastewater Guarantee
17-04-2020	Teleconference	Mayors, LGAQ	Final Policy Executive Meeting
17-04-2020	Teleconference	Stuart Head – GBA, CEO	QRA Monsoon Program
17-04-2020	Teleconference	Premiers & Ministers	COVID-19 Update
22-04-2020	Teleconference/ Meeting	Councillors, DLGRMA	Councillor Induction Training
		Shane Stone	

20.04.03

Moved: Cr S Gillies
Seconded: Cr S Mann

THAT the Mayor's Report be received.

CARRIED 6-0

7 MAYOR'S BUSINESS TO BE CONSIDERED WITHOUT NOTICE**20.04.04**

Moved: Cr T Elliott
Seconded: Cr C White

THAT Council endorse the appointment of Mayor Baskett onto the National Drought and North Queensland Flood Response and Recovery Agency.

CARRIED 6-0

8 QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN

The following information was provided by the Chief Executive Officer in response to the question asked by Cr Tina Elliott at the Ordinary Meeting held on 19 March 2020:

1. Does Council have a Joint Consultative Committee to represent staff for the Certified Agreement?

Yes. The Joint Consultative Committee (JCC) is provided for under clause 28 of the *Winton Shire Council Certified Agreement 2019* which was approved on 28 January 2020. The first meeting of the new JCC was held on 14 April 2020.

The following information was provided by the Chief Executive Officer in response to the questions asked by Cr Travis Harbour at the Ordinary Meeting held on 19 March 2020:

1. What stage is Council at with the skins shed at the industrial estate?

Letters have previously been forwarded to the owner of this property (7 Colston Road Winton) dated 29 March 2018 and 17 April 2019 requesting loose and damaged cladding to be refastened or replaced. No responses were received to this correspondence. A further letter and 'show cause notice' was issued on 30 March 2020 requesting the shed to be demolished and removed from the property. The owner has until 30 April 2020 to respond to this show cause notice.

2. Is the Chief Executive Officer aware of any current or pending legal action on any Council matters involving either:

1. Council
2. Councillors
3. Council staff

The only current or pending legal action I am aware of is: -

- a) Debt collection action to recover an unpaid debt;
- b) Legal advice in relation to Council's obligation to repay retention monies to a contactor.

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

Nil

10 PETITIONS

Nil

11 DEPUTATIONS/PRESENTATIONS

Nil

12 CONSIDERATION OF MOTIONS

Nil

Attendance: Mr Geoff Hatwell (Acting Director of Works) attended the meeting at 8.43am via tele-conference.

13 DECISIONAL REPORTS

13.1 INFORMATION REPORT - WINTON AIRPORT AVGAS REFUELLING

SUMMARY

This report outlines the research into Avgas storage at the Winton Airport.

20.04.05

Moved: Cr S Mann

Seconded: Cr S Gillies

1. THAT the report be received

CARRIED 6-0

20.04.06

Moved: Cr T Elliott

Seconded: Cr C White

THAT a second opinion and costing be obtained for the replacement of the existing underground Avgas storage tank with an above the ground tank of similar capacity, and other ongoing issues, for inclusion in the 2020/21 budget deliberations.

CARRIED 6-0

DECLARATION OF INTEREST:

Mayor Gavin Baskett declared an interest in this matter.

" I declare that I have a conflict of interest in this matter (as defined by *section 175D of the Local Government Act 2009*) as I am a member of the Winton Golf Club, Winton P & A Show Society and Winton's Diamantina Heritage Truck & Machinery Museum.

I have determined that this personal interest is not of a sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining Councillors must now determine, pursuant to *section 175E(4) of the Local Government Act 2009*:-

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:-
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter."

20.04.07

Moved: Cr A Seymour

Seconded: Cr S Mann

THAT Mayor Gavin Baskett is able to participate in the meeting, including by voting on the matter.

CARRIED 6-0

DECLARATION OF INTEREST:

Cr Cathy White declared an interest in this matter.

" I declare that I have a conflict of interest in this matter (as defined by *section 175D of the Local Government Act 2009*) as I am a member of the Winton Dirt Bike Club.

I have determined that this personal interest is not of a sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining councillors must now determine, pursuant to *section 175E(4) of the Local Government Act 2009*:-

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:-
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter."

20.04.08

Moved: Cr T Elliott

Seconded: Cr S Mann

THAT Cr Cathy White is able to participate in the meeting, including by voting on the matter.

CARRIED 6-0

DECLARATION OF INTEREST:

Cr Tina Elliott declared an interest in this matter.

" I declare that I have a conflict of interest in this matter (as defined by *section 175D of the Local Government Act 2009*) as I am a member of the Winton Dirt Bike Club and the Winton P & A Show Society.

I have determined that this personal interest is not of a sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining councillors must now determine, pursuant to *section 175E(4) of the Local Government Act 2009*:-

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:-
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter."

20.04.09

Moved: Cr C White

Seconded: Cr S Mann

THAT Cr Tina Elliott is able to participate in the meeting, including by voting on the matter.

CARRIED 6-0

DECLARATION OF INTEREST:

Cr Shane Mann declared an interest in this matter.

" I declare that I have a conflict of interest in this matter (as defined by *section 175D of the Local Government Act 2009*) as I am a member of the Winton P & A Show Society and the Winton Golf Club.

I have determined that this personal interest is not of a sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining councillors must now determine, pursuant to *section 175E(4) of the Local Government Act 2009*:-

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:-
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter."

20.04.10

Moved: Cr A Seymour

Seconded: Cr S Gillies

THAT Cr S Mann is able to participate in the meeting, including by voting on the matter.

CARRIED 6-0

DECLARATION OF INTEREST:

Cr Anne Seymour declared an interest in this matter.

" I declare that I have a conflict of interest in this matter (as defined by *section 175D of the Local Government Act 2009*) as I am an Ambassador for the Winton P & A Show Society and a major sponsor for the Diamantina Rodeo & Campdraft Association.

I have determined that this personal interest is not of a sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining councillors must now determine, pursuant to *section 175E(4) of the Local Government Act 2009*:-

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:-
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter."

20.04.11

Moved: Cr S Gillies

Seconded: Cr C White

THAT Cr A Seymour is able to participate in the meeting, including by voting on the matter.

CARRIED 6-0

13.2 DROUGHT COMMUNITIES PROGRAM FUNDING PROJECTS**SUMMARY**

Winton Shire Council is allocating \$100,000 of the Drought Communities Program Funding from the Federal Government to local organisational groups.

The program supports local community infrastructure and other drought relief projects for communities impacted by drought. The funds will be distributed to organisations throughout the Winton Shire.

Individual Projects still need to meet the requirements of the funding:

- The project is expected to lead to the employment of locals
- The project is expected to contribute to the economic activity of communities/regions
- The project is expected to lead to the retention of businesses, services and facilities

20.04.12

Moved: Cr S Mann

Seconded: Cr T Elliott

1. THAT the report be received.

CARRIED 6-0

20.04.13

Moved: Cr A Seymour

Seconded: Cr T Elliott

2. THAT the application from the Diamantina Rodeo & Campdraft Association, which was omitted from the report, also be considered for funding.

CARRIED 6-0

20.04.14

Moved: Cr S Mann

Seconded: Cr C White

3. THAT Council allocate \$100,800 from the Drought Communities Program – Extension 2 Funding as per the community submissions received:

Organisation	Description of Project	Amount Requested
Winton P&A Show Society	Show Cattle Yards Extension. Purchase materials and extend yards	\$20,000
Winton Dirt Bike Club	Construct water facilities for club days	\$14,000
Winton's Heritage Truck & Machinery Museum	Construction and fitout of a Covermaster Building 15280mm x 29720mm x 5000mm	\$43,000
Winton Golf Club	Side entry and exit stairwell upgrade	\$6,600
Diamantina Rodeo & Campdraft Association Inc.	Thomas Arena Plough	\$17,200
TOTAL		\$100,800

CARRIED 6-0

13.3 DRINKING WATER QUALITY MANAGEMENT PLAN

SUMMARY

This report presents the revised Drinking Water Quality Management Plan.

20.04.15

Moved: Cr S Mann

Seconded: Cr S Gillies

1. THAT the report be received.

CARRIED 6-0

20.04.16

Moved: Cr T Elliott

Seconded: Cr S Mann

2. THAT the Drinking Water Quality Management Plan as amended be released for public consultation.

CARRIED 6-0

Adjournment: Council adjourned for morning tea at 9.58am and returned at 10.22am with Mrs Kristen Williamson (Childcare Director) and Mr Charles Dyer (Asset Manager) in attendance.

13.4 URBAN STREET NUMBERING

SUMMARY

This report presents the OTB Spatial report on the Winton Township – Urban Street Numbering. There are several suggestions in the report that Council may wish to adopt in moving the current property addressing in line with the Australian Standard.

20.04.17

Moved: Cr C White

Seconded: Cr S Gillies

1. THAT the report be received.

CARRIED 6-0

Departure: Charles Dyer departed the meeting at 11.51am.

20.04.18

Moved: Cr T Elliott

Seconded: Cr S Mann

2. THAT the OTB Spatial report be received.

CARRIED 6-0

20.04.19

Moved: Cr S Mann

Seconded: Cr A Seymour

3. THAT Council note the inconsistencies identified in the OTB report.

CARRIED 6-0

20.04.20

Moved: Cr A Seymour

Seconded: Cr S Mann

4. THAT Council workshop the recommendations contained in the OTB report.

CARRIED 6-0

20.04.21

Moved: Cr T Elliott

Seconded: Cr S Mann

5. THAT Council ratify 'Nesbitt Street' as being the correct spelling in accordance with the Urban Addressing Standards.

CARRIED 6-0

13.5 CHILDCARE PLAYGROUND UPGRADES

SUMMARY

In late 2019 Council received \$300,000 in funding under Works for Queensland 2019-2021 which was allocated to the Childcare Centre. From this funding, \$50,000 was spent on the kitchen upgrade bringing it up to the required health and safety code for care centres and the remainder was allocated to playground renewal.

In order to achieve the playground renewal, Council funding was allocated for the development of a Master Plan which provides for a cohesive renewal of the entire site.

It would be beneficial for Council to consider the Master Plan in its entirety and plan and budget to carry out all the works in the 2020-21 financial year.

20.04.22

Moved: Cr C White

Seconded: Cr T Elliott

THAT Council change the order of Agenda items to accommodate the availability of staff.

CARRIED 6-0

20.04.23

Moved: Cr S Mann

Seconded: Cr S Gillies

1. THAT the report be received.

CARRIED 6-0

Attendance: Mrs Kristen Williamson departed the meeting at 10.52am.

20.04.24

Moved: Cr S Mann

Seconded: Cr S Gillies

2. THAT the report for Childcare Playground Upgrades be laid on the table.

CARRIED 6-0

20.04.25

Moved: Cr S Mann

Seconded: Cr T Elliott

3. THAT the report for Childcare Playground Upgrades be retrieved from the table.

CARRIED 6-0

20.04.26

Moved: Cr T Elliott

Seconded: Cr C White

4. THAT any arrangements in place for the Childcare Playground Upgrade be reviewed with a further report to be presented, noting Council's preference for these works to be tendered.

CARRIED 6-0

13.6 OUTCOMES AGAINST THE 2019/2020 OPERATIONAL PLAN - THIRD QUARTER**SUMMARY**

This report is the third quarterly report on the outcomes delivered against the Operational Plan for the year ended 30 June 2020.

20.04.27

Moved: Cr C White

Seconded: Cr S Mann

1. THAT the report be received.

CARRIED 6-0

20.04.28

Moved: Cr S Mann

Seconded: Cr S Gillies

2. THAT the third quarterly report on outcomes delivered against the Operational Plan for the year ended 30 June 2020 be received.

CARRIED 6-0

13.7 RAPAD MONTHLY REPORT**SUMMARY**

This report provides the draft minutes of the Central West Queensland Remote Area Planning & Development Board (RAPAD) Meeting held on 3 April 2020 and the draft Communique prepared following this meeting.

20.04.29

Moved: Cr T Elliott

Seconded: Cr S Mann

1. THAT the report be received.

CARRIED 6-0

20.04.30

Moved: Cr S Mann

Seconded: Cr T Elliott

2. THAT the draft minutes from the meeting held on 3 April 2020 including the Communique, be received and noted.

CARRIED 6-0

13.8 RATE PAYMENT ALTERNATIVE ARRANGEMENTS

SUMMARY

This report is seeking Council support to approve alternative payment arrangements for property owners to assist with the payment of their second rates instalment which was due on 31 March 2020.

20.04.31

Moved: Cr A Seymour

Seconded: Cr S Gillies

1. THAT the Report be received;

CARRIED 6-0

20.04.32

Moved: Cr S Gillies

Seconded: Cr A Seymour

2. THAT Council endorse alternative payment arrangements for the second rates instalment through the following measures: -
 - a. By extending the discount period from 31 March 2020 to 26 June 2020 for those assessments which were unpaid as at 31 March 2020 and which only have the second rates instalment amount for the 2019/2020 financial year outstanding;
 - b. That daily interest charges be waived on the above assessments from 1 April 2020 to 26 June 2020;
 - c. That the Chief Executive Officer be delegated authority to consider and resolve any subsequent payment requests received in implementing this decision.

CARRIED 6-0

Adjournment: The meeting adjourned at 1.15pm for lunch. The meeting returned at 2.50pm after the Elected Members returned from a viewing of the Childcare Centre.

13.9 BUDGET REVIEW AS AT 31 MARCH 2020

SUMMARY

A proposed amended budget report has been compiled by staff in order to revise the budget position of Council as at 31 March 2020.

The attachments to this report capture changes in relation to the budget position with major aspects impacting on the current financial position. These include but are not limited to the expected receipt of additional grant funding, both capital and recurrent, additional expenditure associated with the grant funding and revised depreciation charges.

The revised budget includes changes to the scope of flood damage works and timing of works and payments, prepayments of grants and adjustments to depreciation. The impact of the COVID-19 restrictions on the operation of the Waltzing Matilda Centre has had a significant financial impact with reduced revenue of almost \$500,000.

The amended budget report and financial documentation was only finalised on 17 April 2020 and is yet to be presented to the Audit Committee.

Council's external contract accountants have also reviewed the documentation attached to this report.

20.04.33

Moved: Cr S Mann

Seconded: Cr S Gillies

1. THAT the Report be received.

CARRIED 6-0

20.04.34

Moved: Cr T Elliott

Seconded: Cr S Mann

2. THAT the amended budget and financial documentation as at 31 March 2020 be adopted.

CARRIED 6-0

13.10 WINTON WAY OUT WEST FESTIVAL**SUMMARY**

This report presents expressions of interest for the delivery of the 2021 Way Out West Fest (WOWF).

20.04.35

Moved: Cr C White

Seconded: Cr S Mann

1. THAT the report be received.

CARRIED 6-0

20.04.36

Moved: Cr S Mann

Seconded: Cr C White

2. THAT Council further consider the 2021 event proposal in line with COVID-19 restrictions.

CARRIED 6-0

20.04.37

Moved: Cr A Seymour

Seconded: Cr T Elliott

3. THAT the Chief Executive Officer, or his delegate, be authorised to advise Chandler Shaw Events they are the preferred Event Managers for the next Winton Way Out West Fest.

CARRIED 6-0

14 ADVISORY COMMITTEE MEETING REPORTS

Nil

15 CORRESPONDENCE**15.1 CORRESPONDENCE**

20.04.38

Moved: Cr T Elliott

Seconded: Cr S Mann

THAT correspondence items 1 & 2 be received.

CARRIED 6-0

16 LATE CORRESPONDENCE

Nil

17 OFFICERS REPORTS TO COUNCIL**17.1 COMMUNITY AND ECONOMIC DEVELOPMENT REPORT**

20.04.39

Moved: Cr S Mann

Seconded: Cr S Gillies

THAT the report be received.

CARRIED 6-0

17.2 DIRECTOR OF WORK'S REPORT

20.04.40

Moved: Cr A Seymour

Seconded: Cr S Mann

THAT the report be received.

CARRIED 6-0

Departure: Mr Geoff Hatwell departed the meeting at 12.18pm.

17.3 CHIEF EXECUTIVE OFFICER'S REPORT**20.04.41**

Moved: Cr S Gillies

Seconded: Cr S Mann

THAT the Financial Report as at 31 March 2020 be received.

CARRIED 6-0

20.04.42

Moved: Cr A Seymour

Seconded: Cr T Elliott

THAT the Chief Executive Officer's Report be received.

CARRIED 6-0

18 CONFIDENTIAL SECTION

Nil

19 DATE OF NEXT MEETING

Ordinary Meeting 21 May 2020

The Meeting closed at 5.02pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 May 2020.


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