



# **MINUTES**

**Ordinary Council Meeting  
Monday, 22 February 2021**

**MINUTES OF WINTON SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE WINTON SHIRE COUNCIL BOARD ROOM  
ON MONDAY, 22 FEBRUARY 2021 AT 8.00 AM**

**PRESENT:** Cr Gavin Baskett (Mayor), Cr Tina Elliott (Deputy Mayor), Cr Anne Seymour, Cr Cathy White, Cr Frank Standfast, Cr Shane Mann, Ms Jessica Greenaway (Director of Community & Economic Development), Mr Suneil Adhikari (Director of Works), Mr Ricki Bruhn (Chief Executive Officer), Miss Shannon Van Bael (Minute Secretary).

**1 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor recited the Acknowledgement of Country and on behalf of Council, extended condolences to the family and friends of John Markwell and Alan Robinson.

**2 APOLOGIES**

Nil

**DECLARATION OF OFFICE**

Pursuant to *Section 169 (3) of the Local Government Act 2009. "The Chief Executive Officer is Authorised to Take the Declaration of Office."*

The Chief Executive Officer led Councillor Frank Standfast through his Declaration of Office.

**3 DECLARATION OF INTEREST AND CONFLICT OF INTEREST**

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

- Cr Gavin Baskett
  - Item 13.1 Lynett Lane Construction Options – Related party adjoins Lynett Lane;
  - Item 13.20 Office of the Independent Assessor Referral of a Complaint – Advised of an ongoing secondary investigation which is related to this matter and of which I am a party.
- Cr Tina Elliott
  - Item 13.1 Lynett Lane Construction Options – Related party adjoins Lynett Lane.
- Cr Shane Mann
  - Item 13.19 Winton Hotel Charity Bush Camp – Property adjoins land in question.
- Cr Frank Standfast
  - Item 13.19 Winton Hotel Charity Bush Camp – Property adjoins land in question.

- Cr Cathy White
  - Item 13.20 Office of the Independent Assessor Referral of a Complaint – Involvement with the complaint.

## 4 CONFIRMATION OF COUNCIL MINUTES

### 21.02.01

Moved: Cr S Mann

Seconded: Cr A Seymour

THAT the minutes of the Ordinary Council Meeting held on 21 January 2021 be confirmed subject to the following amendment: -

- Minute Book Page 17283 by amending Motion 21.01.04 to read:

*"THAT due to an administrative error, Council conduct a second draw of the 'rates payment incentive scheme' with a cash prize of \$1,000 being awarded to Kieran Ludwick and Peter Evert for assessment number 000-000229-000".*

**CARRIED 6-0**

## 5 BUSINESS ARISING OUT OF PREVIOUS MEETING

- Waltzing Matilda Centre Café agreement has been signed.

## 6 MAYOR'S REPORT TO COUNCIL

MAYOR MEETINGS & INSPECTIONS 20 January – 21 February 2021			
DATE	TYPE	PARTIES	PURPOSE
20 January 2021	Teleconference	Qantas Regional Manager	Qantas 100 Years Celebrations
20 January 2021	Meeting	WOWF Working Group	General Meeting
20 January 2021	Meeting	Paul Walmsley – General Manager, Stephen Smith – Regional Director, David Phelps – Manager	Post-Election Visit
21 January 2020	Meeting	Councillors, Senior Executives	General Meeting
27 January 2021	Meeting	Patrick Downing – QFES, Staff	Winton SES Members
29 January 2021	Teleconference	RAPAD	General Meeting
1 February 2021	Meeting	Tourism Strategy Advisory Committee	General Meeting
1 February 2021	Meeting	Peter Kinnane Red Tail Road to 100	Event
2 February 2021	Teleconference	Vision Splendid Film Festival	General Meeting
2 February 2021	Meeting	Shire Beautification Advisory Committee	General Meeting
2 February 2021	Meeting	Work Camp Advisory Committee	General Meeting
3 February 2021	Teleconference	Western Queensland Local Government Alliance	General Meeting
3 February 2021	Meeting	Opera Qld	Event
4 February 2021	Teleconference	Luke Bates, Director of Economic Development & Events & Communication Officer	Event
5 February 2021	Meeting	Councillors, Senior Staff	Workshop
8 February 2021	Meeting	Waltzing Matilda Centre Board	General Meeting
9 February 2021	Teleconference	RAPAD	Policy Executive pre-Meeting
9 February 2021	Meeting	Showground Users Advisory Committee	General Meeting
9 February 2021	Meeting	Youth Centre Working Group	Youth Centre
10 February 2021	Meeting	Wild Dog Management Advisory Group	General Meeting
12 February 2021	Meeting	Rural Lands Advisory Committee	General Meeting
12 February 2021	Meeting	Clive Kitchen	General
12 February 2021	Teleconference	Outback Highway Development Council	General Meeting
16 February 2021	Meeting	Cr Frank Standfast, Staff	Induction to Council

11 February 2021	Meeting	Streets and Machinery Advisory Committee	General Meeting
17 February 2021	Meeting	Lydia Evert, Kerian Ludwick, Councillors	Winton Movies Inc.
22 February 2021	Meeting	Councillors, Senior Staff	General Meeting

**21.02.02**

Moved: Cr T Elliott

Seconded: Cr A Seymour

THAT the Mayor's report be received.

**CARRIED 6-0****7 MAYOR'S BUSINESS TO BE CONSIDERED WITHOUT NOTICE**

- The fee proposals for the engagement of independent experts to further investigate the Geothermal Power Plant Project are yet to be received. Depending on when these are received, a Special Meeting may need to be called for this matter to be considered.
- The Mayor also reported on a recent meeting held with representatives from the Winton Butchery on their proposed expansion plans.

**21.02.03**

Moved: Cr G Baskett

Seconded: Cr S Mann

THAT due to the Mayor's participation with the Outback Highway Development Council's delegation to Canberra from 15-18 March 2021, the Ordinary Meeting for March be rescheduled to 19 March 2021.

**CARRIED 6-0****21.02.04**

Moved: Cr S Mann

Seconded: Cr A Seymour

THAT Council provide in-principle support for the proposed building extension to the abattoir operated by the Winton Butchery. Further, that Council investigate annexing a portion of the adjacent road reserve to accommodate the proposed extension.

**CARRIED 6-0****8 QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

The following information was provided by the Chief Executive Officer in response to Questions on Notice regarding Asset Registers from Cr Tina Elliott on 21 January 2021:

**1. Does Council have a current Asset Register that lists all real property assets including vacant land, reserves and other land which Council has control over?**

Yes. There are two ways to provide this information: -

- Through the property valuation database where revaluations are carried out every four years. This information contains all land parcels in the name of the Winton Shire Council (excluding Reserves), all buildings and other structures;

- Through the Asset Register Listings for Land (excluding Reserves), all buildings and other structures which are used in the preparation of the Annual Financial Statements.

## 2. If yes, can Councillors be provided with this register?

Yes. Copies of both documents can be forwarded to Councillors.

The following information was provided by the Chief Executive Officer in response to Questions on Notice regarding wild dog baiting, private use of council vehicles, the purchase of second-hand furniture from the previous Tourism Officer and Councillor portfolios from Cr Anne Seymour on 21 January 2021:

### 1. Was a written request sent to Council advising not to bait on the Braes family properties?

No. A search of Council's records indicates no written request advising not to bait, has been received from the Braes family over the Colston property. Council does hold an 'Authority to Sign' baiting form dated 18 October 2017 signed by Robyn Braes over Lot 6 of FM20 only and no other Lot within the Colston property. Council also has a signed form dated 28 April 2020, requesting Council's Authorised Officer, Mr Geoffrey Cox provide baits for the control of invasive animals over Lot 1 of FM21, Lot 2 of AE 51 and Lot 4 of FM17.

### 2. Is it possible for the Chief Executive Officer to impose stricter restrictions on private usage on Council vehicles being used outside of the Winton Shire?

Whilst it is possible for tighter restrictions to be imposed by Council on the private usage of Council vehicles outside of the Winton Shire, it was not considered when Council last reviewed the Motor Vehicle Policy. I have administered the private usage of Council vehicles in accordance with individual Contracts of Employment and the 'Motor Vehicle Policy' which was adopted by Council at a Special Meeting held on 23 July 2020.

### 3. If a Council vehicle was being driven by a person not employed by Council, would this vehicle be covered by insurance and is this legal?

Yes, subject to clause 5 – Private use of Vehicles within the Motor Vehicle Policy provides for: -

- *Spousal use (except where the employee is present in the vehicle as well) is not permitted unless it is expressly provided for in the employee's terms of appointment.*

If the spouse was driving the vehicle with the employee responsible for the vehicle, also in the vehicle, this would comply with the Motor Vehicle Policy. If the employee was not in the vehicle when it was being driven by the spouse, this would contravene the policy as there are no further provisions contained within an employee's term of appointment.

I clarified the insurance arrangements with Mr Kale Townsend (Account Manager – Member Services & Assets – LGM Assets) who provided the following commentary: -

- *Subject to the individual being suitably licenced and driving with your permission, then there are no implications on Council's Motor Vehicle coverage. Council should also ensure that the individual has a reasonable driving record (including claims and traffic history) and Council is confident of the individuals experience in the type of vehicle they are going to utilise.*

**4. Who authorised and why did Council purchase second-hand furniture from the previous Tourist Officer?**

The Chief Executive Officer authorised the purchase of the second-hand furniture. Council had previously requested that accommodation should be made available for visiting instructors and workshop facilitators. There are also instances where we need to accommodate short-term contract employees and other visitors.

Mr John Elliott approached the Asset Manager the week before vacating the house and asked if Council was interested in purchasing the furniture. Several times in recent months, the Building and Facilities Officer had been contacted to provide housing at very short notice for people / travellers. The Asset Manager sought my approval for the purchase of the furniture, whereby I requested an assessment of the furniture be made to enable an appropriate price to be established.

The Building and Facilities Officer inspected the furniture (noting the furniture was of very good quality and in very good condition) and researched similar products online to compile the assessment.

The total cost of the furniture was \$3,000 and included: -

- 2 Queen size beds
- 1 Dining Table with 6 chairs
- 1 Lounge Chair 3 seat
- 1 Lounge Chair 2 seat
- 1 Coffee table
- 3 Book shelves
- 2 Chest of Drawers

**5. Until the election is finalised, would it be possible for the Deputy Mayor to cover the portfolio of Finance and Governance.**

This would need to be a decision of Council, however there are no meetings of the Audit Advisory Committee scheduled prior to the induction of the new Councillor. Council will need to review the allocation of portfolios once the new Councillor is inducted.

The following information was provided by the Chief Executive Officer in response to Questions on Notice regarding recruitment processes and outstanding creditor payments from Cr Tina Elliott on 12 February 2021:

**1. Has Council received any complaint/s in the past month regarding dissatisfaction of a decision made regarding the recruiting process?**

I am aware of one letter being received on 2 February 2021 questioning the recruiting process for one of the vacancies.

**2. If so, what is the outcome from this complaint/s?**

I acknowledged the letter on 3 February 2021 and advised I would review the selection process for the position. I have since received written feedback from the Chair of the selection panel and one other panel member and I am hoping to have a formal response completed by the week ending 19 February 2021.

**3. If so, is Winton Shire Council confident that the best possible practices are in place and followed?**

Whilst I believe recruitment processes are conducted in accordance with required procedures and selection is based on merit, there is a need to review our Recruitment Policy and Procedures. Our Acting Human Resource Officer is in the process of completing this work to ensure we are using the best possible practices.

**4. Can Councillors please be advised if as at 31.01.2021, Winton Shire Council had any creditors outstanding longer than 90days?**

Whilst a Creditor's Report from our accounting system indicates there are no amounts outstanding in excess of 90 days, I have been made aware of statements received from SPAR which indicate (according to their records) there are amounts outstanding in excess of 90 days. This is currently being investigated by the Finance Officer, however the outstanding debt is yet to be confirmed.

**5. If yes, why has this occurred?**

One of the issues with the SPAR account is that separate accounts have been established for Child Care, 60's and better and Council. The Child Care account has been reviewed back to January 2019 and there is an amount of \$53.91 which cannot be accounted for and may be an issue for SPAR. In relation to the 60's and better account, regular payments have been made, however it appears not all payments made are being reflected in the statements we receive. This is currently being followed up with SPAR. The November 2020 balance is showing as \$1,087.03 owing; however, the December 2020 statement is yet to be presented to the Creditors Officer. The Main Account has been traced back to March 2019 and all payments have been made other than for October and December 2020 which are ready to be paid. Once again, there appears to be payments which have been made which are not being reflected in the statements we receive. This is also being followed up with SPAR.

**6. If yes, is there procedures in place to mitigate this happening again?**

I am confident our Finance staff will resolve the outstanding balances with SPAR. There are isolated instances where invoices are forwarded to staff to verify before payment is made, and they are either lost or misplaced which delays the payment process. Staff have been made aware of their obligations when it comes to purchasing and procurement and I believe this area has improved in recent times.

A purchasing / procurement manual is currently being prepared which should also mitigate situations where creditor payments may be delayed.

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

The following questions were asked by Cr Tina Elliott:

1. Have Rental Tenancy Agreements, that include inspection clauses, been signed by any new staff residing in Council owned housing?
2. Have entry reports been completed?

The following questions were asked by Cr Anne Seymour:

1. Can an Elected Member be included in the recruitment process and panel selection for senior management positions?
2. Can Council honour the people who contributed to the 2019 monsoon event?
3. Can the Council Organisation Chart be presented to the May Council Meeting for a review?

## 10 PETITIONS

Nil

## 11 DEPUTATIONS/PRESENTATIONS

Nil

## 12 CONSIDERATION OF MOTIONS

Nil

## 13 DECISIONAL REPORTS

### DECLARATION OF DECLARABLE CONFLICT OF INTEREST

Cr Gavin Baskett advised of a Declarable Conflict of Interest in Item 13.1 Lynett Lane Construction Options.

*"I Gavin Baskett inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.*

Particulars:

- (i) Name of related party: Nan Banset.
- (ii) The nature of my relationship with this related party is that Mrs Banset is my Mother-in-Law.
- (iii) The nature of the related party's interest in this matter is that Mrs Banset's property backs onto Lynett Lane.

*I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on."*

Cr Tina Elliott advised of a Declarable Conflict of Interest in Item 13.1 Lynett Lane Construction Options.

*"I Tina Elliott inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.*

Particulars:

- (i) Name of related party: Teresa Hasted
- (ii) The nature of my relationship with this related party is that Mrs Hasted is my Mother.
- (iii) The nature of the related party's interest in this matter is that Mrs Hasted's property backs onto Lynett Lane.

*I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on."*

**Departure:** Cr G Basket and Cr T Elliott departed the chamber at 8:33am.

## 21.02.05

Moved: Cr A Seymour  
Seconded: Cr F Standfast

THAT Cr S Mann chair the meeting for this agenda item.

**CARRIED 4-0**

## 13.1 LYNETT LANE CONSTRUCTION OPTIONS

### SUMMARY

This report summarises the options to resolve the dust control issues at Lynett Lane.

## 21.02.06

Moved: Cr A Seymour  
Seconded: Cr F Standfast

1. THAT the report be received.

**CARRIED 4-0**

## 21.02.07

Moved: Cr F Standfast  
Seconded: Cr A Seymour

2. THAT Council enforce ZM-2 of the Winton Shire Planning Scheme and commit to sealing Lynett Lane at an estimated cost of \$52,500 with the project to be included in the 2021/2022 budget.

**CARRIED 4-0**

**Attendance:** Cr G Basket and Cr T Elliott returned to the chamber at 8:51am.

## 13.2 OPAL CHICKS REQUEST FOR SPONSORSHIP

### SUMMARY

Council is asked to consider a request for sponsorship from the "Opal Chicks" Variety Bash team.

## 21.02.08

Moved: Cr S Mann  
Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

**21.02.09**

Moved: Cr T Elliott  
Seconded: Cr S Mann

2. THAT Council provide sponsorship for the "Opal Chicks" Variety Bash team to the amount of \$2,000.

**CARRIED 6-0**

**13.3 2020/21 FLOOD DAMAGE PROGRAM - PROJECT MANAGEMENT****SUMMARY**

This report summarises the Program Management works that George Bourne & Associates (GBA) have performed for Winton Shire Council in rolling out the 2019 Flood Damage Program and gaining approvals for the 2020/21 flood program. In response to the recent severe thunderstorm (21-30 December 2020) disaster, assistance has also been activated for the area formally defined as:

*"Communities within Central West Queensland affected by Severe Thunderstorms, 21 – 30 December 2020"* (details attached).

This event will further have major overlaps with the previously approved flood programs (January 2020 Flood) and careful assessment and negotiation with the Queensland Reconstruction Authority (QRA) will be required in the coming months.

GBA are on Council's Prequalified Supplier Arrangement (PSA for Professional Services) and are the current program managers. GBA have implicit knowledge of the previous events which will greatly assist in negotiating the best outcome for Winton Shire Council. It is therefore recommended that GBA be appointed for the continuing role as Program Managers for 2020/21.

Program management fees are included as part of the NDRRA works program and are determined as a percentage of the overall program value and Council is not burdened with the cost.

**21.02.10**

Moved: Cr S Mann  
Seconded: Cr C White

1. THAT the report be received.

**CARRIED 6-0**

**21.02.11**

Moved: Cr F Standfast  
Seconded: Cr C White

2. THAT Council appoint George Bourne & Associates as Program Managers for the 2020/21 Flood Damage Project.

**CARRIED 6-0**

**13.4 MUSICAL FENCE - REPAIRS AND MAINTENANCE COSTING****SUMMARY**

A report was presented at the January 2021 Council Meeting which included a quote for major repairs to be carried out on the Musical Fence. A full costing has now been prepared for Council to consider approving the cost of the repairs.

**21.02.12**

Moved: Cr A Seymour  
Seconded: Cr S Mann

1. THAT the report be received.

**CARRIED 6-0****21.02.13**

Moved: Cr S Mann  
Seconded: Cr A Seymour

2. THAT in accordance with the Purchasing Policy, Council determines that due to the specialised nature of the services sought, it would be impracticable or disadvantageous for Council to invite further quotes.

**CARRIED 6-0****21.02.14**

Moved: Cr T Elliott  
Seconded: Cr C White

3. THAT approval be granted for the repairs and upgrade to the Winton Musical Fence with the cost to be considered in conjunction with the next budget review.

**CARRIED 6-0****21.02.15**

Moved: Cr A Seymour  
Seconded: Cr T Elliott

4. THAT Council temporarily close the Musical Fence to enable urgent maintenance to be carried out.

**CARRIED 6-0****13.5 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM PHASE TWO****SUMMARY**

Winton Shire Council has approved funding under the Federal initiative - Local Roads and Community Infrastructure Program Phase Two for a preapproved amount of \$741,499.

At a Council workshop held on 5 February 2021, Councillors received recommendations from the Senior Management Team and the Asset Manager and determined the most appropriate projects for LRCI submission/consideration.

**21.02.16**

Moved: Cr S Mann  
 Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

**21.02.17**

Moved: Cr S Mann  
 Seconded: Cr A Seymour

2. THAT Council allocate projects for phase two of the Local Roads and Community Infrastructure Program as per the table below:

Project	Total Project Cost
Childcare Playground	\$75,240.34
Childcare – Carpark Asphalt	\$19,082.69
Neighbourhood Centre – Carpark Asphalt	\$20,173.13
Neighbourhood Centre - Carpark lighting	\$54,521.99
Neighbourhood Centre footpath	\$10,904.40
Showgrounds - 3rd stable	\$163,565.96
Showgrounds - bar under grandstand	\$109,043.97
Town Dump - fencing / waste control	\$21,808.79
Elderslie St CCTV	\$21,808.79
Local Roads and Town Street Sealing	\$218,087.94
Crusher Yard Emulsion Tank	\$27,260.99
<b>TOTAL</b>	<b>\$741,499.00</b>

**CARRIED 6-0**

**13.6 QRA RECOVERY AND RESILIENCE GRANT - ALLOCATION OF PROJECTS****SUMMARY**

The Winton Shire Council has been allocated \$857,000 through the North Queensland Recovery and Resilience Grants (North & Far North Queensland Monsoon Trough, 25 January – 14 February 2019). A total of fourteen Councils each received \$857,000 for recovery and resilience projects / activities to be determined by individual Councils.

**21.02.18**

Moved: Cr S Mann  
 Seconded: Cr C White

1. THAT the report be received.

**CARRIED 6-0**

### 21.02.19

Moved: Cr T Elliott  
 Seconded: Cr C White

2. THAT Council nominate the following projects through the North Queensland Recovery and Resilience Grant: -

Project name	Description	Funding sought
<b>Community Disaster Relief Officer</b>	Engagement of CDR Officer, community engagement and outreach program, mental health training. 12-month program	\$248,706.17
<b>Rural Signage</b>	Property location signage (supply), property owners to install	\$103,627.57
<b>Airport Genset</b>	Backup genset for PAL system and Comms	\$56,995.16
<b>Road/Creek Signage</b>	Location signage for roads/creeks, enhanced location service	\$62,176.54
<b>Town Western Entrance Billboards</b>	Business advertising and resilience	\$62,176.54
<b>Youth Centre / Disaster Recovery Component</b>	Augment Youth Centre with additional facilities for DR, control, coordination and evacuation centre	\$259,068.92
<b>Local Disaster Coordination Centre</b>	Augment Council operations with additional facilities during DR coordination	\$64,249.09
<b>Total</b>		\$857,000.00

**CARRIED 6-0**

### 13.7 PLANT - WEIGHT BATCHER

#### SUMMARY

This report presents options for the future use and / or disposal of the Council owned Weigh Batcher (Plant Number 822).

### 21.02.20

Moved: Cr S Mann  
 Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

### 21.02.21

Moved: Cr F Standfast  
 Seconded: Cr A Seymour

2. THAT Council determine the Weight Batcher (Plant Number 822) to be surplus to requirements and arrangements be made for its disposal, including associated material, through a tender process.

**CARRIED 6-0**

**13.8 COUNCILLOR PORTFOLIOS AND ADVISORY COMMITTEES****SUMMARY**

Due to the completion of the recent by-election and subsequent confirmation of a new Councillor, it is necessary to reassess and allocate Councillors to respective portfolios and advisory committees.

Whilst major decisions for Portfolios activities and Advisory Committee Meetings are made by Council as a whole, such avenues enable Councillors to be actively involved in areas of their particular interest.

The current five portfolios referred in the Corporate Plan are:

- a) Governance and Finance
- b) Business and Economic Development
- c) Agriculture and Rural Development
- d) Community, Culture and Lifestyle
- e) Transport, Infrastructure and Utilities

Whilst the portfolios referenced in the Corporate Plan are not changing, Council may wish to change Councillors associated with portfolio's and Councillors nominated on respective Advisory Committees.

**21.02.22**

Moved: Cr C White  
Seconded: Cr T Elliott

1. THAT the report be received.

**CARRIED 6-0**

**21.02.23**

Moved: Cr C White  
Seconded: Cr S Mann

2. THAT Councillor Tina Elliott be allocated the portfolio of Finance and Governance.

**CARRIED 6-0**

**21.02.24**

Moved: Cr T Elliott  
Seconded: Cr A Seymour

3. THAT Councillor Frank Standfast be allocated the portfolio of Community, Culture & Lifestyle.

**CARRIED 6-0**

**21.02.25**

Moved: Cr C White  
Seconded: Cr S Mann

4. THAT Councillor Frank Standfast be appointed as Councillor 1 to the Regional Arts Development Fund Advisory Committee and the Waltzing Matilda Centre Limited Board.

**CARRIED 6-0**

**21.02.26**

Moved: Cr A Seymour  
Seconded: Cr C White

5. THAT Councillor Tina Elliott be appointed Councillor 1 to the Audit Committee.

**CARRIED 6-0**

**21.02.27**

Moved: Cr T Elliott  
Seconded: Cr A Seymour

6. THAT Councillor Frank Standfast be appointed as Councillor 2 to the Shire Beautification and Cemetery Advisory Committee and Work Camp Advisory Committee.

**CARRIED 6-0**

**21.02.28**

Moved: Cr C White  
Seconded: Cr S Mann

7. THAT Councillor Tina Elliott be appointed as Councillor 2 to the Regional Arts Development Fund Advisory Committee.

**CARRIED 6-0**

**13.9 WINTON SHOWGROUNDS MASTERPLAN****SUMMARY**

This report presents to Council for endorsement, the final draft of the Showgrounds Masterplan following significant consultation with the community and Council.

**20.02.29**

Moved: Cr T Elliott  
Seconded: Cr S Mann

1. THAT the report be received.

**CARRIED 6-0**

**ADJOURNMENT:** The meeting adjourned at 9.54am for morning tea and returned at 10.14am with all in attendance.

**13.10 WINTON RECREATION GROUNDS MASTERPLAN - PUBLIC DRAFT****SUMMARY**

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

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

**20.02.30**

Moved: Cr S Mann  
Seconded: Cr T Elliott

1. THAT the report be received.

**CARRIED 6-0**

**20.02.31**

Moved: Cr C White  
Seconded: Cr T Elliott

2. THAT the Draft Recreation Grounds Masterplan as amended, be released for a 21-day period of public consultation.

**CARRIED 6-0**

**13.11 2021-22 CYCLE NETWORK LOCAL GOVERNMENT GRANTS PROGRAM****SUMMARY**

The Department of Transport and Main Roads (TMR) recently opened applications for funding for the 2021-22 Cycle Network Local Government Grants Program (CNLGG). The report asks Council to consider submitting an application for construction of a shared path on Cork Street, which has been identified in the Principle Cycle Network Plan for Winton as a "Principle Route".

**20.02.32**

Moved: Cr S Mann  
Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

**20.02.33**

Moved: Cr S Mann  
Seconded: Cr T Elliott

2. THAT Council approve an application for funding to be submitted to the 2021-22 Cycle Network Local Government Grants Program for the construction of a shared path along Cork Street from Werna Street to Manifold Street intersections.

**CARRIED 6-0**

**20.02.34**

Moved: Cr C White  
Seconded: Cr F Standfast

3. THAT Council consider an allocation of \$68,970 for this project in the 2021/22 budget in anticipation of the funding outcome.

**CARRIED 6-0**

**13.12 2022 OUTBACK QUEENSLAND MASTERS****SUMMARY**

Council has been requested to consider hosting a stage of the 2022 Outback Queensland Masters.

**20.02.35**

Moved: Cr C White  
Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

**20.02.36**

Moved: Cr T Elliott  
Seconded: Cr S Mann

2. THAT Council offer \$10,000 to Golf Australia to host a stage of the 2022 Outback Queensland Golf Masters in line with the current proposal.

**CARRIED 6-0**

**13.13 ROADSIDE ADVERTISING BILLBOARDS - KYNUNA ROAD****SUMMARY**

Back in 2008, the Winton Shire Council facilitated the construction of 26 Advertising Billboards on the Longreach Road on the approach into Winton. Due to the success of stage one of this project, a further 5 Billboards were allocated as part of the 2008/2009 budget and a further 6 Billboards were provided in 2019/2020 (these have been allocated but are yet to have signwriting completed).

Recently, there has been local interest for Advertising Billboards to be placed on the Kynuna Road like the existing signage on the Longreach Road. This report seeks consideration from Council on the placement of advertising signage on the Kynuna Road and the conditions for business owners should this be agreed to.

**20.02.37**

Moved: Cr A Seymour  
Seconded: Cr T Elliott

1. THAT the report be received.

**CARRIED 6-0**

**20.02.38**

Moved: Cr C White  
Seconded: Cr A Seymour

2. THAT Council approve the placement of Business Advertising Billboards on the Kynuna Road in accordance with the approval and conditions determined by the Department of Transport and Main Roads in their letter dated 19 August 2020.

**CARRIED 6-0**

#### **20.02.39**

Moved: Cr T Elliott

Seconded: Cr S Mann

3. THAT Council seek Expressions of Interest from businesses seeking Advertising Billboards on the Kynuna Road.

**CARRIED 6-0**

#### **20.02.40**

Moved: Cr C White

Seconded: Cr T Elliott

4. THAT the Chief Executive Officer liaise with the owners of current business signage on the Kynuna Road regarding removal / transition to new signage.

**CARRIED 6-0**

### **13.14 WINTON MOTORSPORT ASSOCIATION INC. - REQUEST FOR SUPPORT**

#### **SUMMARY**

This report presents a request from the Winton Motorsport Association Inc for the donation of Council plant and equipment to assist with their April 2021 event.

#### **20.02.41**

Moved: Cr S Mann

Seconded: Cr A Seymour

1. THAT the report be received.

**CARRIED 6-0**

#### **20.02.42**

Moved: Cr T Elliott

Seconded: Cr F Standfast

2. THAT Council approve the use of plant and equipment (as per condition of hire) for the Winton Motorsport Association's April 2021 event from the 9<sup>th</sup> – 12<sup>th</sup> April 2021 only, with the cost of this usage to be recorded as a donation.

**CARRIED 6-0**

**13.15 RAPAD MONTHLY REPORT****SUMMARY**

This report provides the draft minutes of the Central West Queensland Remote Area Planning & Development Board (RAPAD) Meeting held via teleconference on 29 January 2021. Also provided is a copy of the Communiqué prepared following the meeting held on 29 January 2021.

**20.02.43**

Moved: Cr S Mann  
Seconded: Cr C White

1. THAT the report be received.

**CARRIED 6-0**

**20.02.44**

Moved: Cr S Mann  
Seconded: Cr A Seymour

2. THAT the draft minutes from the meeting held on 29 January 2021, including the Communiqué, be received and noted.

**CARRIED 6-0**

**13.16 OTB GROUP - MEMORANDUM OF UNDERSTANDING****SUMMARY**

At the Council Meeting held on 19 November 2020, Council considered a project proposal from the OTB Group for the '*Development of a Regional Innovation and Resources Hub*' in Winton. This included a project proposal for the Winton Airport Management and Development with two options. A draft Memorandum of Understanding in relation to the airport has now been received from the OTB Group and is provided to Council for consideration.

**20.02.45**

Moved: Cr A Seymour  
Seconded: Cr T Elliott

1. THAT the report be received.

**CARRIED 6-0**

**20.02.46**

Moved: Cr S Mann  
Seconded: Cr T Elliott

2. THAT the Chief Executive Officer seek advice on the draft Memorandum of Understanding and report back to Council.

**CARRIED 6-0**

**13.17 WILD DOG MANAGEMENT ADVISORY COMMITTEE TERMS OF REFERENCE****SUMMARY**

This report presents revised Terms of Reference for Council's Wild Dog Management Advisory Committee for adoption.

**20.02.47**

Moved: Cr S Mann  
Seconded: Cr C White

1. THAT the report be received.

**CARRIED 6-0**

**20.02.48**

Moved: Cr T Elliott  
Seconded: Cr C White

2. THAT Council adopts the revised Wild Dog Management Advisory Committee Terms of Reference as presented.

**CARRIED 6-0**

**13.18 OUTBACK HIGHWAY DEVELOPMENT COUNCIL INC.****SUMMARY**

This report provides the Minutes of the Outback Highway Development Council Inc. General Meeting held on 12 February 2021.

**20.02.49**

Moved: Cr A Seymour  
Seconded: Cr S Mann

1. THAT the report be received.

**CARRIED 6-0**

**20.02.50**

Moved: Cr S Mann  
Seconded: Cr C White

2. THAT the Minutes of the Outback Highway Development Council Inc. General Meeting held on 12 February 2021 be received and noted.

**CARRIED 6-0**

**DECLARATION OF DECLARABLE CONFLICT OF INTEREST:**

Cr Shane Mann advised of a Declarable Conflict of Interest in Item 13.19 Winton Hotel Charity Bush Camp.

*"I Shane Mann inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009).*

*This declarable conflict of interest arises because my property adjoins the subject land.*

*I wish to participate in the decision in relation to this matter. I acknowledge that eligible councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I may participate in the decision about the matter, including by voting on the matter.*

#### **20.02.51**

Moved: Cr G Baskett  
Seconded: Cr T Elliott

THAT it is in the public interest that Cr Mann participates and votes in Item 13.19 Winton Hotel Charity Bush Camp, as a reasonable person would trust that the final decision is made in the public interest.

**CARRIED 5-0**

Cr Frank Standfast advised of a Declarable Conflict of Interest in Item 13.19 Winton Hotel Charity Bush Camp.

*"I Frank Standfast inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009).*

*This declarable conflict of interest arises because my property adjoins the subject land.*

*I wish to participate in the decision in relation to this matter. I acknowledge that eligible councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I may participate in the decision about the matter, including by voting on the matter.*

#### **21.02.52**

Moved: Cr C White  
Seconded: Cr T Elliott

THAT it is in the public interest that Cr Standfast participates and votes in Item 13.19 Winton Hotel Charity Bush Camp, as a reasonable person would trust that the final decision is made in the public interest.

**CARRIED 5-0**

### **13.19 WINTON HOTEL CHARITY BUSH CAMP**

#### **SUMMARY**

This report presents a request from Concept Planning and Development Consultants (on behalf of the Winton Hotel) to allow self-contained vehicle camping to occur on Lot 662 on SP104915 during the upcoming Winton Way Out West Fest. It also requests Council to amend its Planning Scheme to allow for this type of accommodation to occur for short periods of up to 7 days on both this land and other dis-used State land.

#### **21.02.53**

Moved: Cr A Seymour  
Seconded: Cr C White

1. THAT the report be received.

**CARRIED 6-0**

**DECLARATION OF DECLARABLE CONFLICT OF INTEREST:**

Cr Cathy White advised of a Declarable Conflict of Interest in Item 13.20 Office of the Independent Assessor – Referral of Complaint.

*"I Cathy White inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009).*

*This declarable conflict of interest arises because I am involved in the investigation.*

*I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on."*

**Departure:** Cr Cathy White departed the chambers at 12.18pm.

Cr Gavin Baskett advised of a Declarable Conflict of Interest in Item 13.20 Office of the Independent Assessor – Referral of Complaint.

*"I Gavin Baskett inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). This declarable conflict of interest arises because of an ongoing secondary investigation which is related to this matter and of which I am a party.*

*I wish to participate in the decision in relation to this matter. I acknowledge that eligible councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I may participate in the decision about the matter, including by voting on the matter."*

Cr Tina Elliott assumed the position of Chair while this matter was considered.

**21.02.54**

Moved: Cr T Elliott

Seconded: Cr F Standfast

THAT it is in the public interest that Cr Gavin Baskett participates and votes in the meeting as a reasonable person would trust that the final decision is made in the public interest.

**CARRIED 3-1**

***Cr Anne Seymour Against***

Cr Gavin Baskett resumed the Chair.

**Departure:** Shannon Van Bael (Minute Secretary) departed the meeting at 12.22pm.

**13.20 OFFICE OF THE INDEPENDENT ASSESSOR - REFERRAL OF COMPLAINT****SUMMARY**

This report provides an update on the Referral Notice received from the Office of the Independent Assessor dated 30 November 2020. The report also requests delegated authority be provided to the Chief Executive Officer to enable an Investigator to be appointed in accordance with Council's Investigation Policy.

**21.02.55**

Moved: Cr S Mann

Seconded: Cr F Standfast

1. THAT the report be received.

**CARRIED 5-0**

**21.02.56**

Moved: Cr S Mann

Seconded: Cr T Elliott

2. THAT Council delegate authority to the Chief Executive Officer to appoint an Investigator to conduct the investigation in accordance with the direction received from the Office of the Independent Assessor in a letter dated 30 November 2020.

**CARRIED 5-0**

**Attendance:** Cr Cathy White and Shannon Van Bael returned to the meeting at 12.30pm.

**13.21 WESTERN TOWN FILM SET PROJECT FUNDING APPLICATION****SUMMARY**

This report seeks Council approval to submit an application to the Building Better Regions Fund – Infrastructure Projects Stream – Round Five for the 'Western Town Film Set' project.

**21.02.57**

Moved: Cr S Mann

Seconded: Cr F Standfast

1. THAT the report be received.

**CARRIED 6-0**

**21.02.58**

Moved: Cr G Baskett

Seconded: Cr C White

2. THAT Council provide in-principle support for the Western Town Film Set project and authorises the Chief Executive Officer to submit an application to the Building Better Regions Fund – Round 5 for the project.

**CARRIED 4-2**

*Cr Anne Seymour Voted Against*

**21.02.59**

Moved: Cr C White  
Seconded: Cr S Mann

3. THAT Council authorise the Chief Executive Officer to investigate land tenure for the proposed site and other potential sites, with a further report to be presented to the March meeting.

**CARRIED 6-0**

**21.02.60**

Moved: Cr S Mann  
Seconded: Cr C White

4. THAT Council hold a workshop to further review the Western Town project business case based on the feedback received from the Queensland Treasury Corporation and that a revised business case is presented to the March meeting.

**CARRIED 6-0**

**13.22 SUNDRY DEBTORS - OUTSTANDING AMOUNTS****SUMMARY**

This report provides details of three outstanding sundry debtor accounts and seeks Council's consideration for these amounts to be written off.

**21.02.61**

Moved: Cr C White  
Seconded: Cr T Elliott

1. THAT the report be received.

**CARRIED 6-0**

**21.02.62**

Moved: Cr A Seymour  
Seconded: Cr S Mann

2. THAT Council write off the following outstanding debts: -

-	Pioneer Construction – Invoice No. 43595	\$1,530.14
-	A Fogarty – Invoices 44543 and 44824	\$ 576.90
-	N Howard - Invoice 41713	\$ 75.00

**CARRIED 6-0**

**Adjournment:** The meeting adjourned for lunch at 1.00pm and returned at 1.35pm with all in attendance.

**14 ADVISORY COMMITTEE MEETING REPORTS****14.1 MINUTES OF THE RURAL LANDS COMMITTEE MEETING HELD ON 12 FEBRUARY 2021****21.02.63**

Moved: Cr C White  
Seconded: Cr T Elliott

1. THAT the Minutes of the Rural Lands Committee Meeting held on 12 February 2021 be received and the recommendations therein be adopted.

**CARRIED 6-0**

**14.2 MINUTES OF THE WILD DOG MANAGEMENT COMMITTEE MEETING HELD ON 10 FEBRUARY 2021****21.02.64**

Moved: Cr C White  
Seconded: Cr T Elliott

1. THAT the Minutes of the Wild Dog Management Committee Meeting held on 10 February 2021 be received.

**CARRIED 6-0**

**14.3 MINUTES OF THE SHOWGROUND USERS COMMITTEE MEETING HELD ON 9 FEBRUARY 2021****21.02.65**

Moved: Cr T Elliott  
Seconded: Cr F Standfast

1. THAT the Minutes of the Showground Users Committee Meeting held on 9 February 2021 be received and the recommendations therein be adopted.

**CARRIED 6-0**

**14.4 MINUTES OF THE WORK CAMP COMMITTEE MEETING HELD ON 2 FEBRUARY 2021****21.02.66**

Moved: Cr S Mann  
Seconded: Cr F Standfast

1. THAT the Minutes of the WORK Camp Committee Meeting held on 2 February 2021 be received and the recommendations therein be adopted.

**CARRIED 6-0**

**14.5 MINUTES OF THE STREETS AND MACHINERY COMMITTEE MEETING HELD ON 17 FEBRUARY 2021****21.02.67**

Moved: Cr S Mann

Seconded: Cr A Seymour

1. THAT the Minutes of the Streets and Machinery Committee Meeting held on 17 February 2021 be received.

**CARRIED 6-0**

**14.6 MINUTES OF THE TOURISM STRATEGY COMMITTEE MEETING HELD ON 1 FEBRUARY 2021****21.02.68**

Moved: Cr A Seymour

Seconded: Cr C White

1. THAT the Minutes of the Tourism Strategy Committee Meeting held on 1 February 2021 be received.

**CARRIED 6-0**

**14.7 MINUTES OF THE WALTZING MATILDA CENTRE BOARD MEETING HELD ON 8 FEBRUARY 2021****21.02.69**

Moved: Cr C White

Seconded: Cr S Mann

1. THAT the Minutes of the Waltzing Matilda Centre Board Meeting held on 8 February 2021 be received and the recommendations therein be adopted.

**CARRIED 6-0**

**15 CORRESPONDENCE****15.1 CORRESPONDENCE****21.02.70**

Moved: Cr S Mann

Seconded: Cr A Seymour

1. THAT Correspondence Items 1-3 be received.

**CARRIED 6-0**

**16 LATE CORRESPONDENCE**

Nil

**17 OFFICERS REPORTS TO COUNCIL****17.1 COMMUNITY AND ECONOMIC DEVELOPMENT REPORT****21.02.71**

Moved: Cr T Elliott  
Seconded: Cr S Mann

1. THAT the Director of Community and Economic Development Report be received.

**CARRIED 6-0****17.2 CHIEF EXECUTIVE OFFICERS REPORT****21.02.72**

Moved: Cr A Seymour  
Seconded: Cr S Mann

1. THAT the Chief Executive Officers Report be received.

**CARRIED 6-0****21.02.73**

Moved: Cr T Elliott  
Seconded: Cr A Seymour

2. THAT the Chief Executive Officers Financial Report be received.

**CARRIED 6-0****17.3 DIRECTOR OF WORKS REPORT****21.02.74**

Moved: Cr S Mann  
Seconded: Cr F Standfast.

1. THAT the Director of Works Report be received.

**CARRIED 6-0****18 CONFIDENTIAL SECTION**

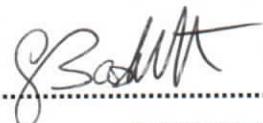
Nil

**19 DATE OF NEXT MEETING**

Ordinary Meeting 19 March 2021

**The Meeting closed at 3.11pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 March 2021.**



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**CHAIRPERSON**