



I hereby give notice that a Special Meeting of Council will be held on:

Date: Tuesday, 30 July 2024
Time: 10:00 AM
Location: Council Chamber
Mission Road
Gununa

MORNINGTON SHIRE COUNCIL

Special Council Meeting

30 July 2024

Ian McCarthy
Acting Chief Executive Officer

To empower our Community – Our people

To feel solid and strong like the rock in Mundalbe

To taste and hear the breaking waves of change

To establish clean, safe, healthy lifestyles togetherness

Pride and respect for each other in our culture, achievements and successes.

To see and smell the compassion and peacefulness of our community

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1 OPENING OF MEETING**2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to begin by acknowledging the Traditional Owners of the land on which we meet today, the Lardil people of Mornington Island and pay our respects to Elders past and present. We would also like to acknowledge the Kaiadilt, Yangkaal, Waanyi, Gangalidda and Garawa people who share our homelands.

3 PRESENT**4 APOLOGIES**

Apologies received from Councillor Farrah Linden.

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF**6 CONDOLENCES AND MEMORIALS**

7 FINANCE**7.1 ADOPTION OF 2024/25 BUDGET AND SUPPORTING MATERIAL**

Author: Chief Financial Officer

Attachments:

- 1 Statement of Income and Expenditure**
- 2 Statement of Estimated Financial Position**
- 3 Statement of Cash flow**
- 4 Statement of Comprehensive Income**
- 5 Statement of Changes in Equity**
- 6 Capital Expenditure**
- 7 Long Term Financial Forecast**
- 8 Statement of Estimated Financial Position 2024-2025**
- 9 Revenue Statement**
- 10 Revenue Policy**
- 11 Investment Policy**
- 12 Debt Policy**

PURPOSE (EXECUTIVE SUMMARY)

The 2024/25 budget and supporting documents are presented to the Council for adoption. The adoption of a budget is a significant milestone. It is important that we adopt the budget correctly in accordance with Local Government Act requirements. The resolutions and policies attached to this report allow that to occur.

A workshop was held with the Councillors 15 July 2024 to look at the key issues for the budget. These have been included into the Operational Plan and have been funded in the budget.

Most importantly, the budget is forecasting a surplus, by maximising revenue opportunities. Details are set out in the body of this report and this report is to be read in conjunction with the adoption of the Operational Plan and the adoption of the Fees and Charges.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Budget Adoption**

A budget is an estimate of revenue and expenditure for the coming financial year and is required to be adopted by Council before 31 July each year. There are a range of statutory requirements under the Local Government Act and it is important that the Council adopt the prescribed resolutions to ensure that we have a compliant budget.

There are six (6) separate recommendations below for adoption that should be moved, seconded and voted on sequentially.

About the Budget

The key issues for the Council to be aware of in relation to the draft budget are;

- The budget papers show a forecast surplus of \$1.873M for the 2023/24 financial year. This is an estimate based on the 30 June 2023 balances and is required to be identified in the 2024/25 budget adoption process. It should be noted that this is a forecast and that the detailed work on the 2023/24 financial statements will occur over coming weeks. There is a strong degree of confidence that there will be a surplus for 2023/24 once the financial statements are completed.

- Similarly, the proposed budget for 2024/25 shows a forecast surplus of \$1.36M. What are the key reasons for this expected outcome?
- A. **Revenue** – the most significant positive change in the budget is a renewed focus on obtaining additional revenue. This has been a significant focus in the past 12 months. A grants register has been established and Council now has a better understanding of what grants exist, their status, and when payments are due. Grants are also now being acquitted in a more timely manner so that we can draw down on the grant revenue.

Importantly, with the proposed changes in the organisation structure, there is a renewed focus on cashflow issues, particularly issuing invoices and ensuring that the Council is paid for work undertaken. For example, Council has recently received a payment of \$656,000 as a grant payment for the CIVIC Centre.

QBuild

As in previous years, there is a strong focus on maximising revenue from work undertaken by QBuild. This includes securing a painting contract for over \$1.5m to paint community houses over the next twelve months. Changes within the Housing and Facilities Department mean that there are now new processes that will ensure that we are being paid for work done for Q Build.

- (i) **New demountable (dongas), Visitor Information Centre (VAC)**
The new 30 units came online during April 2024 and are currently being booked on a regular basis. As well as providing additional revenue for the Council, the extra 30 rooms have provided capacity for contractors, nurses and government officials to visit the Island.
- (ii) **Queensland Reconstruction Authority (QRA) works undertaken in-house**
A previous decision to undertake roadworks in-house instead of using contractors has been a good one. In 2023/24, this provided an additional \$4.8M in revenue and in 2025 we have estimated that this revenue will grow to \$7m. This revenue will also help fund our capital replacement of plant and equipment.
- (iii) **Unrestricted cash grants.**
Like all Councils in Queensland, Council did not receive its 2025 Financial Assistance Grant (FAGs) before 29 June 2024 – arriving in the first week of July and only 85% of the total payment. This change affected our budgeted figures for 2024. The remaining 15% will be paid to Council over the next 9 months in equal instalments.

B. Expenditure

While income is increasing significantly, there is also an increase in budgeted expenditure, but that increase is lower than the increase in revenue.

- (i) **Employee costs.**
Employee costs have increased from \$10.67M to \$14.46M. This is due to two main factors. Firstly, the Commission awarded a significant pay increase last October 2023 of 5.7% to reflect the rising cost of living for workers. The budget builds in funding for another 5% increase but we will not know the actual amount of any staff wage increases until the coming October. Secondly, the budget reflects the staff required to deliver the projects. For example, we have \$1.5M in a painting contract from QBuild for maintenance painting on community housing which will require the employment of painters and assistants to undertake that work. The QRA civil teams

will double in size and there is a plan to increase the Tavern staff and create a concreting team.

(ii) Materials and Services.

There is an increase in materials and services costs from \$13.020M last year to \$14.877M in the proposed budget. This reflects both the increase in costs associated with high inflation and also the additional works to be undertaken.

Capital Program

The key capital projects for 2024/25 include:

Community housing

- 2 x 5 Bedroom duplexes and 2 bedroom plug in
- 4 x 2 bedroom men's units
- A number of new plug-ins
- proposed 13 lot subdivision (subject to Commonwealth grant funding)

Community improvements

- *Completion of the administration building and construct the Indigenous Knowledge Centre (library)*

It is intended that the library will provide a meeting space, study spaces, access to computers, multimedia options, as well as recreational and education materials. The library can be used for movie nights, storytelling and book reading sessions, visiting authors, writing workshops and a range of community activities.

- *Completion and full operation of the tavern*

In keeping with the Community Safety Plan, it is intended that that tavern will be a place for community to have sit down, as well as take away meals, and enjoy a drink.

- *Funding for the footpath program*

Footpath works have been undertaken on Lardil Street. Additional footpaths to ensure that pedestrians are able to safely walk around the community will progressively be constructed. The priority will be to ensure that the length of Lardil Street, as well as precincts around the school and hospital have footpaths.

- *Salvation Army Shop upgrade and introduction of Orange Sky laundry, as well as ablution facilities*

The opportunity shop can be improved for the community and Orange Sky is committed to rolling out their successful laundry as well as washing facilities model for community access and use. This is particularly important for personal hygiene, as well as providing dryers during the wet season.

- *Landscaping, tree planting and public open space planning*

Oval playing surface upgrade, improved playgrounds, sports playing options including multi-court (basketball, netball, tennis) playing facilities, shared pathways along the foreshore, mountain biking/ pump track, ninja course and skate park developments can be offered to foster a healthy, active, socially engaged community. Council has applied for the Australian Government Regional Precincts and Partnerships Program to undertake community consultation, planning and funding for capital projects related to public open space planning.

- *Upgrade to the barge ramp and stabilisation of the foreshore*

Safe, timely barge services are integral for all life and activity on the island. Ensuring a fit-for-purpose, contemporary barge docking and landing platform is critical for delivery of goods and services, as well as backloading to the mainland.

- *Relocate Carriage Limit facility to the tavern*

The location of carriage limit is not suitable for community members to purchase and collect their take-away alcohol sales. The barge shed is a working area for the offloading and transportation of island goods and equipment. Further, community members are exposed to the weather, suffering from sun and wind, when queuing for purchases. A process needs to be undertaken with Liquor Licensing to relocate the carriage limit.

- *Improve access to jetty and build fish filleting station*

Ensure safe, all weather access to the jetty and establish a dedicated facility for cleaning, scaling and filleting of fish catches.

- *Airport memorial garden*

A suitable, permanent memorial to acknowledge the souls lost.

- *Airport café*

There is a purpose-built café space at the airport that can be activated for the community and visitors. Food can be prepared in the commercial kitchen at the tavern and take away food options can be offered at the café with coffee and snacks.

- *Water play (swimming pool, splash park, swim enclosure) investigation*

Some feasibility studies have been undertaken previously. Council is committed to undertaking all necessary community consultation, planning and assessment to determine which type of recreational water and swimming option will be best suited for Gununa residents. Then, accurate costings can be obtained and grant chasing can occur to construct and operate a suitable facility.

Strategic and governance projects

- Timely updating of all statutory and best practice policy documents including strategic plan, corporate plan and operational plan.
- Establishment of an Indigenous Land Use Agreement (ILUA) with Gulf Region Aboriginal Corporation (GRAC) to enable expansion of cemetery, activation of Bentinck Island, housing development expansion beyond existing town boundaries, long term airport runway alignment, foreshore erosion and mitigation works, water quality and security.

Water, sewerage and waste

- Investigate water quality and security and upgrade water filtration system
- Work on the transfer station and waste removal options

Other construction projects

- Workshop shed
- Batching plant upgrade
- Warehouse maintenance
- Staff housing

Disaster Recovery

- Funding of \$7M to continue repair and upgrade of roads
- Disaster road funding will also assist with a plant and equipment replacement program (e.g. new water cart, prime mover, grader, etc). There is also an extensive plant and equipment replacement program to replace old small engine equipment which will reduce maintenance costs (e.g. mowers, slashers, woodchipper) and to procure additional plant and equipment (e.g. streetsweeper, fleet truck, etc).

What are the potential risks for Council not achieving its financial goals?

This is a good budget predicting a positive financial outcome for the 2024/25 financial year. What are the things that might stop from achieving a positive outcome and what is management doing to reduce those risks?

- Not invoicing/ not pursuing money owed to Council

This has been a problem in the past. Staff focussed on invoicing have been employed with Housing and Facilities (invoicing for VAC, motel, Q Build etc) and Engineering Services (invoicing for QRA roadworks, airport, batching plant, workshop etc). This will reduce the risk of costs being missed that can be claimed/ invoiced. Further, Finance staff now look at debtors and have an active program to pursue outstanding debts.

- Not maximising grant opportunities

As most of our revenue is grant funded, it is important to maximise those grants. Processes are in place to identify new grant opportunities and to submit properly prepared applications.

- Not delivering grant funded projects on time

We have recently recruited island-based project managers who are now driving delivery of our projects. This is speeding up project delivery and ensuring that costs are accurately captured for passing on to funding agencies.

- Lack of budget monitoring

It is important that Elected Members receive up to date and accurate monthly budget reports. This enables Council to monitor financial performance. There is more work to be

done to improve monthly financial reports for Council which will be undertaken over the next three (3) months.

- Lack of budget controls

We now have in place monthly budget processes that ensure that the quality of the financial information being presented to Council and the management team is improving. This includes monthly bank reconciliations, cost allocation reviews and streamlining financial processes.

Required Policy adoptions

As part of the annual budget adoption process, Council is required to adopt a number of policies on an annual basis pursuant to the provisions of the Local Government Act. These statutory policies are set out below and are attached to the report:-

- the revenue statement
- the revenue policy
- the debt policy and
- the investment policy.

There have been no changes to these policies from previous years other than tidying up some layout and legislative compliance issues.

Finalisation of the Budget process

This budget was prepared in unusual circumstances as Council has recently had significant changeover in staff at a management level and in particular with the Finance Team. As such, there have been some challenges to develop this budget. There has been good collaboration and support from the Management Team which should be recognised.

FINANCIAL & RESOURCE IMPLICATIONS

The budget adoption provides funding for Council operations for the next 12 months. It is also important to manage the budget through monthly reporting to Council so that we can monitor our progress in maintaining our revenue and expenditure to meet budget expectations.

It is also possible for a Council to amend its budget at any time during the year. The only element that cannot be amended are the fees and charges associated with water, sewerage and waste management that are included on the rates notice. Any other parts of the budget can be amended at any time and it is good practice to undertake a budget review at least once (around February) each year.

RECOMMENDATION

Resolution 1 - Adoption of Budget and Supporting Policies

Pursuant to s104 (5)(a)(iv) of the Local Government Act 2009 and s168, s169, s170, s171, S172 and s193 of the Local Government Regulation 2012, the **Council adopt the Budget** for the 2024/2025 financial year, incorporating:

- i. Statements of financial position;
- ii. Statements of cash flow;
- iii. Statements of income and expenditure for 2024/25 and subsequent two financial years;
- iv. Statements of changes in equity;
- v. Long-term financial forecast;

- vi. Capital Works Program;
- vii. Revenue statement;
- viii. Revenue policy;
- ix. Debt policy
- x. Investment policy
- xi. Relevant measures of financial sustainability; and
- xii. That the Council states that the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget is 7%.

Resolution 2 - Interest

Pursuant to s133 of the Local Government Regulation 2012, compound interest at the rate of 11.64% per annum may be charged on all overdue charges.

Resolution 3 – Levying rates and charges

- a) Pursuant to s107 of the Local Government Regulation 2012, Council's utility charges be levied for the year 1 July 2024 to 30 June 2025 - 1 August 2024.
- b) Pursuant to s118 of the Local Government Regulation 2012, that Council's utility charges, be payable within 30 days of the date of the issue of the rate notice.

Resolution 4 – Paying rates and charges

Pursuant to s129 of the Local Government Regulation 2012, that Council's utility charges may be payable by either weekly, fortnightly, monthly or yearly instalments within the levied financial year.

Resolution 5 - Statement of Estimated Financial Position

Pursuant to s205 of the Local Government Regulation 2012, the statement of the financial operations and financial position of the Council in respect of the previous financial year ("the Statement of Estimated Financial Position") be received and its contents noted.

Resolution 6 - Recognition of staff for their work on the budget

That Council recognise the work undertaken by its management staff in developing the 2024/25 budget and thank those staff and in particular, recognise and thank our Chief Finance Officer, for their collaborative efforts in finalising the budget that supports Council's goals.

MORNINGTON SHIRE COUNCIL
STATEMENT OF INCOME AND EXPENDITURE

	ORIGINAL BUDGET 2023-2024	BUDGET 2024-2025	FORECAST 2025-2026	FORECAST 2026-2027
REVENUE				
	Recurrent revenue			
Local Government Levies	3,374,223	3,245,060	3,576,676	3,755,510
Fees and Utility Charges	666,000	791,648	699,325	734,314
Rental Income	1,233,338	1,361,775	1,451,662	1,523,687
Interest Earned	231,961	230,480	198,656	175,987
Sales, Contracts and Recoverable Works	12,568,913	16,485,000	17,309,250	18,174,712
Other Recurrent Income				
Grants, Subsidies and Contributions	7,488,000	8,642,643	9,046,425	9,589,210
Total Recurrent revenue	25,562,435	30,756,606	32,281,994	33,953,420
CAPITAL REVENUE				
	QRA Funding			
QRA Funding	4,000,000	7,000,000	7,000,000	10,000,000
Capital Grants, Subsidies and Contributions	21,913,543	24,257,187	16,000,000	20,000,000
Total capital revenue	25,913,543	31,257,187	23,000,000	30,000,000
Total Revenue	51,475,978	62,013,793	55,281,994	63,953,420
Capital Income	0	0	0	0
TOTAL INCOME	51,475,978	62,013,793	55,281,994	63,953,420
EXPENSES				
	Recurrent expenses			
Employee Benefits	10,672,856	14,457,172	15,180,031	16,090,832
Materials and Services	14,877,431	20,163,854	21,172,047	22,442,370
Finance Costs				
Depreciation and Amortisation	6,753,248	5,789,225	6,078,686	6,382,621
Total Recurrent expenses	32,303,535	40,410,251	42,430,764	44,915,823
	Capital Expenses			
Capital Expenses	17,300,000	20,244,519	10,000,000	14,000,000
Total expenses	49,603,535	60,654,770	52,430,764	58,915,823
Net Surplus	51,872,443	51,359,023	52,851,230	55,037,597
Operating Capabilities before Depreciation and Capital Income	25,925,691			
Operating Capabilities before Capital Income	9,560,082			
Capital Works				
Civic Centre		1,400,000		
Duplex + plugin		250,000		
Units & 5 houses		7,350,000		
Plant & Equipment		4,144,519		
Barge Upgrade		4,000,000		
Tavern Upgrade		500,000		
Motel Upgrade		1,500,000		
Staff Housing		1,100,000		
		<u>20,244,519</u>		

MORNINGTON SHIRE COUNCIL

Statement of Estimated Financial Position

	BUDGET 2024-2025	FORECAST 2025-2026	FORECAST 2026-2027
	\$	\$	\$
CURRENT ASSETS			
Cash and cash equivalents	12,439,784	21,369,700	32,789,918
Trade and other receivables	3,350,518	2,656,722	2,281,819
Inventories	821,130	856,231	863,456
Contract Asset	2,964,835	1,623,892	2,568,967
Lease	234,919	234,919	234,919
Total current assets	<u>19,811,186</u>	<u>26,741,464</u>	<u>38,739,079</u>
NON CURRENT ASSETS			
Leases	6,142,043	6,142,043	6,142,043
Property, Plant and equipment	143,383,266	168,500,893	173,329,814
Total non-current assets	<u>149,525,309</u>	<u>174,642,936</u>	<u>179,471,857</u>
TOTAL ASSETS	<u>169,336,495</u>	<u>201,384,400</u>	<u>218,210,936</u>
CURRENT LIABILITIES			
Trade and other payables	3,689,567	2,563,894	1,968,785
Contract Liability	7,568,471	7,568,471	7,568,471
Provisions	490,541	520,689	530,698
Total current liabilities	<u>11,748,579</u>	<u>10,653,054</u>	<u>10,067,954</u>
NON CURRENT LIABILITIES			
Provisions	1,507,632	1,507,632	1,507,632
Total non-current liabilities	<u>1,177,986</u>	<u>1,507,632</u>	<u>1,507,632</u>
TOTAL LIABILITIES	<u>12,926,565</u>	<u>12,160,686</u>	<u>11,575,586</u>
NET COMMUNITY ASSETS	156,409,930	189,223,714	206,635,350
COMMUNITY EQUITY			
Asset revaluation reserve	103,702,481	103,702,481	103,702,481
Retained surplus/(deficiency)	52,707,449	85,521,233	102,932,869
TOTAL COMMUNITY EQUITY	<u>156,409,930</u>	<u>189,223,714</u>	<u>206,635,350</u>

MORNINGTON SHIRE COUNCIL

STATEMENT OF CASH FLOWS

	BUDGET 2024-2025	FORECAST 2025-2026	FORECAST 2026-2027
Cash flows from operating activities:			
Receipts from customers	20,521,708	21,585,251	22,664,536
Payments to Suppliers and Employees	-34,621,026	-36,352,078	-38,533,202
	<u>-14,099,318</u>	<u>-14,766,827</u>	<u>-15,868,666</u>
Interest Received	230,480	198,656	175,987
Rental Income	1,361,775	1,451,662	1,523,687
Non- Capital Grants, Subsidies and Contributions	8,642,643	9,046,425	9,589,210
	<u>10,234,898</u>	<u>10,696,743</u>	<u>11,288,884</u>
Net Cash inflow(outflow) from operating activities	<u>-3,864,420</u>	<u>-4,070,084</u>	<u>-4,579,782</u>
Cash Flows from investing activities:			
Payments for property, plant and equipment	-20,244,519	-10,000,000	-14,000,000
Payments for intangible assets			
Proceeds from sale of Property, plant and Equipment			
Capital Grants, Subsidies and Contributions	31,257,187	23,000,000	30,000,000
	<u>11,012,668</u>	<u>13,000,000</u>	<u>16,000,000</u>
Net cash inflow (outflow) from investing activities	<u>11,012,668</u>	<u>13,000,000</u>	<u>16,000,000</u>
Net increase (decrease) in cash held	7,148,248	8,929,916	11,420,218
Cash at Beginning of Reporting Period	5,291,536	12,439,784	21,369,700
Cash at End of Reporting period.	<u>12,439,784</u>	<u>21,369,700</u>	<u>32,789,918</u>

MORNINGTON SHIRE COUNCIL
STATEMENT OF ESTIMATED COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2024

		ESTIMATED ACTUALS 30 June 2024	ORIGINAL BUDGET 2023-2024
REVENUE			
	Recurrent revenue		
	Local Government Levies	2,774,009	3,374,223
	Fees and Utility Charges	514,567	666,000
	Rental Income	870,588	1,233,338
	Interest Earned	199,024	231,961
	Sales, Contracts and Recoverable Works	10,491,922	12,568,913
	Other Recurrent Income	601,132	
	Grants, Subsidies and Contributions	<u>3,960,187</u>	<u>7,488,000</u>
Total Recurrent revenue		<u>19,411,429</u>	<u>25,562,435</u>
	CAPITAL REVENUE		
	QRA Funding	4,756,836	4,000,000
	Capital Grants, Subsidies and Contributions	6,886,888	<u>21,913,543</u>
Total capital revenue		<u>11,643,724</u>	<u>25,913,543</u>
Total Revenue		<u>31,055,153</u>	<u>51,475,978</u>
Capital Income			
TOTAL INCOME		<u>31,055,153</u>	<u>51,475,978</u>
EXPENSES			
	Recurrent expenses		
	Employee Benefits	11,331,951	10,672,856
	Materials and Services	9,580,077	14,877,431
	Finance Costs		
	Depreciation and Amortisation	<u>5,789,225</u>	<u>6,753,248</u>
Total Recurrent expenses		<u>26,701,253</u>	<u>32,303,535</u>
	Capital Expenses		
Total expenses		<u>26,701,253</u>	<u>49,603,535</u>
Net Surplus		<u>\$4,353,900</u>	<u>\$1,872,443</u>
Operating Capabilities before Depreciation and Capital Income		10,143,125	15,512,429
Operating Capabilities before Capital Income		4,353,900	9,560,082

MORNINGTON SHIRE COUNCIL
STATEMENT OF CHANGES IN EQUITY

	BUDGET 2024-2025	FORECAST 2025-2026	FORECAST 2026-2027
	\$	\$	\$
Total Equity Movement			
Balance at beginning of period	129,038,021	130,397,044	133,248,274
Net Result for the period	1,359,023	2,851,230	5,037,597
Total comprehensive income for the year			
Balance at End of Period	<u>130,397,044</u>	<u>133,248,274</u>	<u>138,285,871</u>
Retained surplus/(deficit) Movement			
Balance at beginning of period	25,335,541	26,694,564	29,545,794
Net Result for the period	1,359,023	2,851,230	5,037,597
Balance at end of Period	<u>26,694,564</u>	<u>29,545,794</u>	<u>34,583,391</u>
Asset revaluation surplus/(deficit) Movement			
Balance at beginning of period	103,702,481	103,702,481	103,702,481
Revaluations/Transfers			
Balance at End of Period	<u>103,702,481</u>	<u>103,702,481</u>	<u>103,702,481</u>

MORNINGTON SHIRE COUNCIL
BUDGET 2024-2025

DEPARTMENT	CATEGORY	NEW/RENEWAL OR UPGRADE	PROJECT DESCRIPTION	COST	EXTERNAL FUNDING SOURCE	CARRY OVER FUNDING	COUNCIL FINCED	GRANT FUNCED
ENGINEERING								
	1 Upgrade Water Filtration, water supply and infrastructure	Upgrade		1,432,000		1,432,000		
	2 Concrete paths programme	New	Construction of concrete paths	143,300			43,000	100,300
	3 Waste Initiatives	New	Transfer station and implementation of dealing with waste produced on the Island, batteries, whitegoods, removal of car batteries, plastics, concrete tyres and other waste produced on the Island. Additional grant for plastic, cement, car bodies, recycling and design changes to waste station funding to be confirmed	1,182,418		1,182,418		
	4 Further Waste Initiatives							
	5 Water Investigation	Study		1,000,000				
	6 GRB Residence - Ergonomics & furniture upgrade	Upgrade		335,300		335,300		4,800,000
	7 Backing Plant Upgrade	Upgrade		500,000				500,000
	8 GRB 2025	Upgrade	New concrete floor in existing shed, new equipment shed, new concrete material bays, washdown area safety arrangements. Funding to be confirmed	1,200,000				
	9 Workshop Shed	New	Road Repairs (S13M Annual M&L)	7,800,000				7,800,000
	10 Airport runway resurfacing & lighting	Upgrade	Large shed to house plant, vehicles & equipment. Funding application to be lodged	3,000,000				1,000,000
	11 Memorial Garden - Airport	Upgrade						
	12 Jetty Road Upgrade - Effluent Station, Landscaping	Upgrade						
	13 Disabled access to Jetty, water bubbler	New		20,000			20,000	
	14 Jetty 100 new concrete	New		314,401				314,401
				11,930,418		2,927,418	65,000	12,460,000
FLEET								
			Proposed Date					
	1 Toyota RAV4 - Engineering Fuel Vehicle		July	42,000			42,000	
	2 Walker Cart		July	42,000			42,000	
	3 Delivery Truck - Logistics		August	150,000			150,000	
	4 Toyota Dual Cab utility civil		September	60,000			60,000	
	5 Toyota Hiace - Cleanroom Van		August	90,000			90,000	
	6 Honda Forza 650R - Airport		August	2,500			2,500	
	8 Isuzu Truck/Trailer		August	11,500			11,500	
	9 Isuzu Truck/Trailer		August	250,000			250,000	250,000
	9 2 Traxxas Tagger		August	40,000			40,000	
	10 Wood Chipper machine		September	75,000			75,000	
	11 Toyota Dual Cab utility - Parks & Gardens		September	60,000			60,000	
	12 Fraxia Crane		October	200,000			200,000	
	13 15 Traxxas Robot - Logistics		October	210,000			210,000	
	14 Street Sweeper		Nov	324,000			324,000	
	15 Toyota Dual Cab utility - Civil		December	60,000			60,000	
	16 CAT M Series Grader - Civil		Dec/Jan	400,000			400,000	
	17 Kubota Ride on Mower - Parks and Gardens		Dec/Jan	11,500			11,500	
	18 Cement Truck - Recycling Plant		Dec/Jan	250,000			250,000	
	19 Tractor/Trailer - Parks and Gardens		Jan/Feb	150,000			150,000	
	20 Large Tip Truck		Jan/Feb	300,000			300,000	
	21 Toyota Dual Cab utility - Fencing		March	60,000			60,000	
	22 Smooth Drum Roller - Civil		April	150,000			150,000	
	23 Masport Tractor - Civil		April	180,000			180,000	
	24 Water Truck - Civil		June	300,000			300,000	
	25 Cone Crusher - Landfill		October	600,000			600,000	
	26 Community Bus		October	90,000			90,000	
	27 SES Utility		July	95,118			12,388	82,730
				4,144,515			1,106,788	1,837,731
COMMUNITY HOUSING AND FACILITIES								
	Social Housing							
	1 2 x 2 bedroom duplex & plugin Social housing	New		2,352,941		2,352,941		
	2 4 x 2 bedroom units	New		2,528,942		2,528,942		
	6 x 4.5 Pines with kitchens	New						
	13 1st Subdivision- Cnr Lenthall & Kaitiaki Sts	New	Funding from DAFSP to be confirmed	55,733,628				
	4 Motel Expansion	Upgrade		2,652,150		2,652,150		
	Firewise relocation, ground upgrade to tavern, gym & laundry, 20 motel units landscaping and bbq area							
	5 Upgrade external toilets at the back of gym	Upgrade		75,000		75,000	30,000	30,000
	6 Upgrade Selection Entry Ramp	Upgrade		60,000				
	7 Staff housing - works for CSD	New	Toilets, shower, disabled access, painting	1,100,000				1,100,000
	Water sewerage power retails infrastructure to create site for 9 (3 x 2 bedroom) units at 131 Cemetery Road plus associated 2 units/units							
	8 Fencing Civic Centre & Library	New		160,000			160,000	
	9 Library	New	Progress costs to date	5,000				1,300,000
	10 Ground/Housing Maintenance Programme	Upgrade		2,000,000				2,000,000
	11 Prepare Designs for new Engineering & Community Housing & Facilities offices.	New		150,000				66,545
	12 Renovation to SES building	Upgrade		96,545				
				11,614,878		11,608,933	50,000	2,294,545
INFORMATION TECHNOLOGY								
	1 Replacement laptops including configuration	New		30,000			30,000	
	2 Phone system (both phones/teams)	New		20,000			20,000	
	3 Audio Visual/Meeting Technology	New		15,000			15,000	
	4 Council wide computer system	New		300,000			100,000	200,000
				365,000			165,000	200,000
COMMUNITY								
	Youth Hub Fitout							
	1 Kitchen	New		25,000			25,000	
	2 Fitout	New		20,000			20,000	
	3 Equipment - Youth Hub	New		15,000			15,000	
	4 - fit country	New		30,000			30,000	
				90,000			90,000	
HUMAN RESOURCES								
	1 Upgrade Training Rooms	Upgrade		75,000			25,000	50,000
	ESD Council Chambers & Training rooms							
				75,000			25,000	50,000
ACCOMMODATION & HOSPITALITY								
	1 Renovate kitchen, replace combi oven, new benches, preparation areas and upgrade freezer & cold rooms	Upgrade		50,000			50,000	
	2 Upgrade Cafe fit out	Upgrade		15,000 00			15,000 00	
	3 Prepare designs for 100 seat upgrade	Upgrade		10,000 00			10,000 00	
	4 Prepare designs for repurpose Old Admin building	Upgrade		10,000 00			10,000 00	
	5 Relocate Carriage Limit distribution unit to Tavern	Upgrade		10,000 00			10,000 00	
				100,000 00			100,000 00	
TOTAL CAPITAL EXPENDITURE								
				61,971,811		10,515,521	4,451,288	36,144,210

MORNINGTON SHIRE COUNCIL											
Long Term Financial Forecast											
	Original Budget 2023-2024	Budget 2024-2025	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33	Forecast 2033-34
Income & Expenditure											
Operating Income	25,562,435	30,756,606	32,281,994	33,953,420	35,311,557	36,724,019	38,192,980	36,109,726	37,554,115	39,056,280	40,618,531
Operating Expenditure											
Employee costs	-10,672,856	-14,457,172	-15,180,031	-16,090,832	-16,895,374	-17,571,189	-18,274,036	-19,004,998	-19,765,197	-20,555,805	-21,378,038
Materials & Services	-14,877,431	-20,163,854	-21,172,047	-22,442,370	-23,340,065	-24,273,667	-25,244,614	-26,254,399	-27,304,575	-28,396,758	-29,532,628
Depreciation	-6,753,248	-5,789,225	-6,078,686	-6,382,621	-6,446,447	-6,510,912	-6,576,021	-6,641,781	-6,708,199	-6,775,281	-6,843,034
Total Operating Expenditure	-32,303,535	-40,410,251	-42,430,764	-44,915,823	-46,681,886	-48,355,768	-50,094,671	-51,901,177	-53,777,971	-55,727,844	-57,753,699
Operating Surplus/Deficit	-6,741,100	-9,653,645	-10,148,770	-10,962,403	-11,370,329	-11,631,749	-11,901,691	-15,791,451	-16,223,855	-16,671,564	-17,135,168
Capital Grants & Subsidies	25,913,543	25,913,543	16,000,000	22,143,579	26,000,000	12,000,000	12,000,000	15,000,000	12,000,000	12,000,000	12,000,000
Capital Income/Expenses	-17,300,000	-17,300,000	-6,000,000	-10,000,000	-20,000,000	-5,000,000	-5,000,000	-5,000,000	-5,000,000	-5,000,000	-10,000,000
Net Result	1,872,443	-1,040,102	-148,770	1,181,176	-5,370,329	-4,631,749	-4,901,691	-5,791,451	-9,223,855	-9,671,564	-15,135,168
Movement in Asset Revaluation Reserve	0	0	0	0	0	0	0	0	0	0	0
Total Comprehensive Income	9,560,082	-1,040,102	-148,770	1,181,176	-5,370,329	-4,631,749	-4,901,691	-5,791,451	-9,223,855	-9,671,564	-15,135,168
Cash Flow											
Operating Revenue	25,562,435	30,756,606	32,281,994	33,953,420	35,311,557	36,724,019	38,192,980	36,109,726	37,554,115	39,056,280	40,618,531
Capital Revenue	25,913,543	25,913,543	16,000,000	22,143,579	26,000,000	12,000,000	12,000,000	15,000,000	12,000,000	12,000,000	12,000,000
Proceeds from Sale of Assets											
Operating Expenditure excluding depreciation	-25,550,287	-34,621,026	-36,352,078	-38,533,202	-40,235,438	-41,844,856	-43,518,650	-45,259,396	-47,069,772	-48,952,563	-50,910,665
Capital Expenditure	-17,300,000	-17,300,000	-6,000,000	-10,000,000	-20,000,000	-5,000,000	-5,000,000	-5,000,000	-5,000,000	-5,000,000	-10,000,000
Bank Increase/Decrease	8,625,691	4,749,123	5,929,916	7,563,797	1,076,118	1,879,163	1,674,330	850,330	-2,515,657	-2,896,283	-8,292,134
Bank Balance at End of Year	5,079,674										
Financial Position											
Assets	128,011,911	128,011,911	127,933,225	131,550,604	145,104,157	143,593,245	142,017,224	140,375,443	138,667,244	136,891,964	140,048,930
Liabilities	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748	14,061,748
Equity	113,950,163	113,950,163	113,871,477	117,488,856	131,042,409	129,531,497	127,955,476	126,313,695	124,605,496	122,830,216	125,987,182
Measures of Financial Sustainability											
Operating Surplus Ratio											
Target: 0%-10%											
Net operating result divided by total operating revenue	-26.4%	-31.4%	-31.4%	-32.3%	-32.2%	-31.7%	-31.2%	-43.7%	-43.2%	-42.7%	-42.2%
Asset Sustainability Ratio											
Target: greater than 90%											
Capital Expenditure on Replacement of assets (renewals) divided by depreciation expense	256%	299%	99%	157%	310%	77%	76%	75%	75%	74%	146%
Net Financial Liabilities Ratio											
Target: not greater than 60%											
Total liabilities less current assets divided by total operating revenue.		-16.6%	-15.8%	-15.0%	-14.5%	-13.9%	-13.4%	-14.1%	-13.6%	-13.1%	-12.6%

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MORNINGTON SHIRE COUNCIL

Statement of Estimated Financial Position 2024-2025

	ESTIMATED ACTUALS
	30 June 2024
	\$
CURRENT ASSETS	
Cash and cash equivalents	12,727,558
Trade and other receivables	3,482,240
Inventories	914,390
Contract Asset	715,731
Lease	208,092
Total current assets	<u>18,048,011</u>
NON CURRENT ASSETS	
Leases	6,142,043
Property, Plant and equipment	113,833,726
Total non-current assets	<u>119,975,769</u>
TOTAL ASSETS	<u>138,023,780</u>
CURRENT LIABILITIES	
Trade and other payables	3,098,804
Contract Liability	2,751,369
Provisions	441,972
Total current liabilities	<u>6,292,145</u>
NON CURRENT LIABILITIES	
Provisions	1,177,986
Total non-current liabilities	<u>1,177,986</u>
TOTAL LIABILITIES	<u>7,470,131</u>
NET COMMUNITY ASSETS	<u>130,553,649</u>
COMMUNITY EQUITY	
Asset revaluation reserve	99,160,206
Retained surplus/(deficiency)	31,393,443
TOTAL COMMUNITY EQUITY	<u>130,553,649</u>



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Revenue Statement

This is an official copy of the **Revenue Statement** of **Mornington Shire Council**, made in accordance with the provisions of *Local Government Act 2009* and *Local Government Regulation 2012*.

The **Revenue Statement** is approved by the Mornington Shire Council for the operations and procedure of Council. Note that the Revenue Statement is reviewed and replaced annually as required by the *Local Government Regulation 2012*.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	21/06/2017	2017/110	Responsible Officer Executive Manager Financial Services Description Revenue Statement
V2	27/06/2018	2018/116	Responsible Officer Executive Manager Finance & Human Services Description Revenue Statement
V3	19/06/2019	2019/099	Responsible Officer Executive Manager Finance & Human Services Description Revenue Statement
V4	24/06/2020	2020/XXX	Responsible Officer Acting Executive Manager Finance & Human Services Description Revenue Statement
V5	17/12/2021	2021/07-09.1.2	Responsible Officer Acting Executive Manager Finance and Human Services Description Revenue Statement
V5	28/06/2022	2022/143	Responsible Officer Acting Executive Manager Finance & Human Services Description Revenue Statement
V6	26/07/2023	2023/116	Responsible Officer Chief Financial Officer Description Revenue Statement

Review date	30/06/2025
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Mornington Shire Council – Revenue Statement



**MORNINGTON
SHIRE COUNCIL**

**MORNINGTON SHIRE COUNCIL
Revenue Statement**

Scope

Pursuant to Section 169(2)(b) and Section 172 of the *Local Government Regulation 2012* ("LG Reg"), Council is required to adopt a Revenue Statement stating the matters required by section 172 of the LG Reg.

General Rates

Council is unable to levy a general rate as the Shire contains no rateable land over which Council is able to levy a general rate.

Council is therefore reliant on continued government grant funding, remaining at least at its current level, to continue its operations.

On 15 March 2008 the Mornington Shire Council boundaries were amended to include land on Sweers and Bentick Islands, not previously included within the Shire. Some of this land is freehold land. However, as Mornington Shire has no funds to manage the introduction of a rating system for that land, or to provide services in keeping with those expected by ratepayers being levied such a rate, the Mornington Shire Council considers that all land within its local government area as non-rateable.

Consequently, the Council does not levy a general rate in accordance with the *Local Government Act 2009 and LG Reg*.

Utility Charges

(a) Sewerage Charges

A sewerage utility service charge will be levied on each leased or occupied property (including vacant land) that has been provided with connection to the sewerage service.

The sewerage charge is set to recover the cost associated with the provision of sewerage and wastewater services provided by Council in the financial year. These costs include the cost of on-going maintenance and operation of the system, including treatment plant operations.

The sewerage utility charge set for 2024/2025 is \$1,815 per pedestal per year. This amount has increased by 5% from last year to reflect the current inflation rate and to ensure that the Council achieves a closer to break even position as required by Council to maintain a sustainable position.



**MORNINGTON
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**MORNINGTON SHIRE COUNCIL
Revenue Statement**

(b) Water Charges

A water utility service charge will be levied on each leased or occupied property (including vacant land) that has been provided with a connection to the water service.

The water charge is set to recover the cost associated with the provision of water services provided by Council in the financial year. These costs include the cost of on-going maintenance and operation of the system, including treatment plant operations.

The water utility charge set for 2024/2025 is \$4,258 per unit. This amount has increased by 5% from last year to reflect the current inflation rate and to ensure that the Council achieves a closer to break even position as required by Council to maintain a sustainable position.

In addition to the utility charge, a separate water usage charge will also be levied to recover the cost of treating water and will cover water consumption charges. For the 2024/25 financial year, the water consumption charge is \$5.75 per KL.

(c) Waste Collection Charges

A waste collection utility service charge will be levied on each leased or occupied property (including vacant land) that has been provided with a waste collection service.

The waste collection utility service charge is set to recover the cost incurred by Council in the collection and disposal of residential or commercial premises' waste in the financial year. These costs include the cost of on-going maintenance and operation of the system, including the supply and maintenance of bins, compactors, earth-moving equipment, and a waste management facility.

For the 2024/25 financial year, the water consumption charge is \$2,150 per bin.

(d) Separate Charge

A separate charge will be levied on each leased or occupied property (including vacant land). This separate charge will be levied on commercial properties and reflects the special benefit that such properties receive from infrastructure that the Council provides such as roads, drainage and community facilities. The separate charge reflects the cost of providing this type of infrastructure and other Council services that provide a special benefit to properties used for commercial purposes.

For the 2024/25 financial year, the separate charge is \$11,240 per property.



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Revenue Statement

Fees and Charges

Council's adopted Fees and Charges register includes a mixture of regulatory and user pays fees. The regulatory charges are identified as such in Council's Fees and Charges Schedule and have been determined with reference to the relevant legislation and where applicable recover the cost of performing the function.

Council imposes cost recovery fees for services and facilities supplied by it including (among other things) for any entitlement, facility, service or thing supplied, approval, consent, licence, permission, registration or information given, admission to any structure or place, receipt of any application, product or commodity supplied or inspection undertaken. The quantum of each fee reflects as far and as accurately as possible the actual cost of providing these services and facilities. Pursuant to section 97(4) of the Local Government Act 2009, cost recovery fees must not be more than the cost to Council of taking the action for which the fee is charged.

Council has the power to conduct business activities and set business activity fees for services and facilities it provides on this basis. Business activity fees are set where Council provides a service and the other party to the transaction can choose whether or not to avail itself of the service. Business activity fees are a class of charge, which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax. Council generally aims to make a profit on commercial activities and the fees reflect that. Profits are then used to offset the provision of other services to the community.

Relevant Legislation

1. Local Government Act 2009
2. Local Government Regulation 2012

Variations

Council reserves the right to vary, replace or terminate this policy from time to time.

Gary Uhlmann
Chief Executive Officer



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Revenue Policy

This is an official copy of the **Revenue Policy** of **Mornington Shire Council**, made in accordance with the provisions of the Local Government Act and Regulations, Public Records Act, Mornington Shire Council’s Local Laws, Subordinate Local Laws, and current Council Policies.

The Revenue Policy is a Statutory Policy.

Statutory policies are prepared in response to legislative requirements and mandate employee behaviour. This Policy is approved by the Mornington Shire Council for the guidance of Council and Council staff.

DOCUMENT VERSION CONTROL

VERSION	DATE	RESOLUTION NO.	DETAILS
V1	29/6/2015	169/2015	Responsible Officer Manager Finance Description Statutory Policy
V2	29/6/2016	2016/112	Responsible Officer Manager Finance Description Statutory Policy
V3	21/6/2017	2017/110	Responsible Officer Manager Finance Description Statutory Policy
V4	27/6/2018	2018/116	Responsible Officer Manager Finance Description Statutory Policy
V5	12/07/2021	2021/07-09.1.1	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V6	28/07/2022	2022/149	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V7	26/07/2023	2023/116	Responsible Officer Chief Financial Officer Description Statutory Policy
V8	30/07/2024	TBC	Responsible Officer Chief Financial Officer Description Statutory Policy
			Review date 30/06/2025

Mornington Shire Council – Revenue Policy



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Revenue Policy

Scope

The purpose of the Revenue Policy, pursuant to *Section 193 of the Local Government Regulation 2012*, is to set out the principles used by Council in the 2024/2025 Financial Year for setting its charges. This Revenue Policy is a statutory requirement of the Local Government Regulation. The relevant provisions of that regulation are contained in section 193;

Section 193 – Revenue Policy

1. *The revenue policy must state –*
 - a. *The principles that the local government intends to apply in the financial year for:*
 - i. *the levying of charges; and*
 - ii. *granting concessions for charges; and*
 - iii. *recovering overdue charges; and*
 - iv. *cost-recovery fees; and*
 - b. *if the local government intends to grant concessions for charges – the purpose for the concessions; and*
 - c. *the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development; and*
2. *The revenue policy may state guidelines that may be used for preparing the local government’s revenue statement.*
3. *The local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.*

Scope

This policy is Council’s Revenue policy for the 2024-25 financial year, pursuant to section 192 of the Local Government Regulation 2012.

Policy Statement

Making of Utility Charges

Charges levied pursuant to Section 94 of the Local Government Act and Chapter 4 of the Local Government Regulation 2012 are to be determined after due consideration of the following factors:

- The objectives outlined in Council's Corporate Plan
- The statutory obligations as outlined in the Local Government Act 2009
- The statutory obligations as outlined in the Local Government Regulation 2012
- The needs and expectations of the community
- The expected change in prices for goods and services
- The ability of the community to pay
- The ten-year strategic financial plan

Levying of Charges

In accordance with Chapter 4, Part 9 of the Local Government Regulation 2012, Council shall issue charges notices as follows:

- Annual Charges shall be issued for the financial year (current, ensuing and previous) following Council's statutory budget meeting where the budget is adopted.
- Supplementary Charge Notices will be issued on a regular basis for those properties that have had a new service connected.
- In accordance with Chapter 4, Part 9 of the Local Government Regulation 2012, Council must adjust the charges, so they are calculated only for the period when the person was entitled to occupy the land.



**MORNINGTON
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MORNINGTON SHIRE COUNCIL
Revenue Policy

- In accordance with Chapter 4, Part 9 of the Local Government Regulation 2012, the charges notice must state the date of issue, the payment due date and if applicable, the terms of the discount and the last day of the discount period.

Recovery of Unpaid Amounts of Rates and Charges

Council requires payment of charges within the specified period. It is Council's policy to pursue the collection of outstanding charges diligently, but with due concern for the financial hardship faced by some members of the community.

Council has established administrative processes which allow for the payment of charges by instalment and access to a selection of various options (including legal action) for the recovery of debt.

In so doing, it will be guided by the following principles:

- Making the obligations clear to the payer, as well as making clear the processes used by Council to assist payers to meet these obligations.
- Making clear the processes utilised by Council to recover outstanding charges.
- The provisions of Chapter 4, Part 12 of the Local Government Regulation 2012.

Exercising Powers to Grant Rebates and Concessions

In considering the application of concessions under Chapter 4, Part 10 of the Local Government Regulation 2012, Council will be guided by the principles of:

- Equity by having regard to the different levels of capacity to pay within the local community.
- Consistent treatment for organisations with similar circumstances.
- Transparency by making clear the requirements necessary to receive concessions.

Relevant Legislation

1. Local Government Act 2009
2. Local Government Regulation 2012

Variations

Council reserves the right to vary, replace or terminate this policy from time to time.

Gary Uhlmann
Chief Executive Officer



MORNINGTON SHIRE COUNCIL

MORNINGTON SHIRE COUNCIL
Investment Policy

This is an official copy of the **Investment Policy of Morningson Shire Council**, made in accordance with the provisions of the Local Government Act and Regulations, Public Records Act, Morningson Shire Council’s Local Laws, Subordinate Local Laws and current Council Policies.

The Investment Policy is a Statutory Policy.

Statutory policies are prepared in response to legislative requirements and mandate employee behaviour. This Policy is approved by the Morningson Shire Council for the guidance of Council and Council staff.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	12/07/2021	2021/07-9.1.4	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V2	28/07/2022	2022/148	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V3	26/07/2023	2023/116	Responsible Officer Chief Financial Officer Description Statutory Policy
V4	30/07/2024	TBC	Responsible Officer Chief Financial Officer Description Statutory Policy
			Review Date 30/06/2025



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Investment Policy

Objective

The purpose of this policy is to outline Council's Investment Policy for the purposes of section 191 of the Local Government Regulation 2012.

The purpose of this policy outlines the Council's investment objectives and the process used for investing Council's funds.

Scope

This policy applies to the investment of all cash holdings of Mornington Shire Council.

Policy Statement

Investment Risk Philosophy

Council maintains a conservative and risk averse investment philosophy for surplus cash investments. As the custodian of public monies Council chooses to secure its capital base but take the opportunity to produce revenue from cash assets as far as possible within established risk averse constraints.

Prudent Person Standard

The standard of prudence is to be used when managing the overall portfolio. Investments will be managed with the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are being reviewed and overseen regularly.

Council Officers are to manage the investment portfolios not for speculation, but for investment and in accordance with the spirit of this Investment Policy. Council Officers are to avoid any transaction that might harm confidence in Council. They will consider the safety of capital and income objectives when making an investment decision.

Ethics and Conflicts of Interest

Council Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This includes activities that would impair the investment officer's or employee's ability to make impartial decisions as outlined in Council's Code of Conduct. This policy requires that Council Officers disclose to the Chief Executive Officer any conflict of interest or any investment positions that could be related to the investment portfolio.

Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the Chief Executive Officer in accordance with sections 257 and 259 of the Local Government Act 2009.



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL
Investment Policy

Authority for the day to day management of Council's Investment Portfolio is delegated by the Chief Executive Officer to the Chief Financial Officer and subject to regular reviews with the Chief Executive Officer.

Investment Objectives

- To maximise earnings with funds not immediately required for financial commitments.
- To invest funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers the most appropriate given the circumstances; and
- To preserve capital.

Preservation of Capital

Preservation of capital shall be the principal objective of the investment portfolio. This can be achieved by managing credit and interest rate risk with given risk management parameters and avoiding any transactions that would prejudice confidence in Council or its associated entities.

Credit Risk

The amount invested with any one financial institution should be in accordance with the Credit Risk Guidelines as described in Table 2. Credit risk will be minimised by Council by pre-qualifying all institutions with which we do business, diversifying the portfolio and limiting transactions to secure investments.

Interest Rate Risk

Minimising the risk of a change in the market value can be managed by maintaining Council's investment portfolio in line with cash flow requirements and limiting investments to short term investments.

Maintenance of Liquidity

This refers to Council's ability to access funds in the short-term to meet its day-to-day liquidity requirements. Council will seek to minimise the costs of failing to adequately manage its day-to-day liquidity needs through maintaining daily for next week, weekly for the next month, monthly and annual cash forecasts, establishing and maintaining an appropriate cash balance in the transactional banking account, establishing and maintaining a procedure for evaluating investment options for surplus funds and a list of approved investments for short term cash surpluses.

Return on Investment

The investment portfolio is expected Return on investments to achieve a market average rate of return, considering Council's risk tolerance, current interest rates, budget considerations, and the economic cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within the Policy.



**MORNINGTON
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Council should ensure it achieves value for money or a competitive price after considering the costs of the investment.

INVESTMENT PARAMETERS

Investable Funds

For the purposes of this policy, investable funds are Council's cash holdings available for investment at any one time.

The investable funds should match the cash flow needs of Council deemed by the Chief Executive Officer after preparing Council's annual budget and cash flow forecasts. Once it is determined that the cash flow forecast can be met, surplus funds may be invested for an appropriate period.

Portfolio Investment Parameters

The structure and features of Council's investments are to be consistent within the time horizon, risk parameters, liquidity requirements and operational guidelines of Council asset out below.

Quotations on Investments

Except for investments with the Queensland Treasury Corporation Capital Guaranteed Cash Fund, not less than three quotations shall be obtained from different authorised institutions when an investment is proposed.

In assessing the fair value of quotes obtained, the risk of the entity providing the return must be considered. The Fair Value Calculator provided by the Queensland Treasury Corporation is used to assist in this evaluation.

Maturity

The maturity structure of the investment portfolio will reflect a maximum term to maturity of one year and include an interest rate reset of no longer than six months (185 days).

Authorised Investments

Council is allocated Category 1 Investment Powers under the Statutory Bodies Financial Arrangement Act 1982. All investments must be denominated in Australian Dollars and undertaken in Australia. All investments undertaken by Council should be in accordance with the authorised investments definitions and restrictions as specified throughout this policy.

The prescribed investment arrangements are QIC Cash Fund, QTC Capital Guaranteed Cash Fund, QTC Debt Offset Facility, QTC Fixed Rate Deposit (up to 12 months) and the QTC Working Capital Facility.

Prohibited Investments

In line with Part 6 Statutory Bodies Financial Arrangement Act 1982, the following investments are prohibited by this Investment Policy:



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- Derivative based instruments (excluding floating rate notices)
- Principal only investments or securities that provide potentially nil or negative cash flow
- Standalone securities that have the underlying futures, options, forward contracts and sways of any kind, and
- Securities issued in non- Australian dollars

INTERNAL CONTROLS

New Investment Products

No new investment products will be allowed until a full risk assessment has been undertaken by management. These assessments will be signed off by the Chief Executive Officer and reported to Council.

Reporting


The Chief Executive Officer will report to Council annually, detailing the investment portfolio in terms of performance and counterparty exposure.

Relevant Legislation

1. Statutory Bodies Financial Arrangements Act 1982
2. Statutory Bodies Financial Arrangements Regulation 2007
3. Local Government Act 2009
4. Local Government Regulation 2012

Variations

Council reserves the right to vary, replace or terminate this policy from time to time.



Gary Uhlmann
Chief Executive Officer



**MORNINGTON
SHIRE COUNCIL**

**MORNINGTON SHIRE COUNCIL
Debt Policy**


This is an official copy of the **Debt Policy** of **Morningson Shire Council**, made in accordance with the provisions of the Local Government Act and Regulations, Public Records Act, Morningson Shire Council's Local Laws, Subordinate Local Laws and current Council Policies.

The Debt Policy is a Statutory Policy.

Statutory policies are prepared in response to legislative requirements and mandate employee behaviour. This Policy is approved by the Morningson Shire Council for the guidance of Council and Council staff.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	30/07/2014	67/2014	Responsible Officer Manager Finance Description Statutory Policy
V2	29/06/2015	171/2015	Responsible Officer Executive Manager Financial Services Description Statutory Policy
V3	29/06/2016	2016/112	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V4	21/06/2017	2017/110	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V5	27/06/2018	2018/126	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V6	19/06/2019	2019/105	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V7	15/07/2020	2020/116	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V8	12/07/2021	2021/2021/07- 9.1.3	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy
V9	28/07/2022	2022/147	Responsible Officer Executive Manager Finance and Human Services Description Statutory Policy

Morningson Shire Council – Debt Policy



MORNINGTON SHIRE COUNCIL

Debt Policy

V10	26/07/2023	2023/116	Responsible Officer Chief Financial Officer Description Statutory Policy
			<div style="text-align: right;">Review date</div> <div style="text-align: left;">30/06/2025</div>

Purpose

To satisfy Council’s statutory obligations under Section 192 of the Local Government Regulation 2012. The Legislation requires the policy to include:

- New borrowings planned for the current financial year and the next nine (9) financial years and
- The time over which it is planned to repay existing and proposed borrowings.

Scope

This Policy applies to employees of Mornington Shire Council and Mornington Shire Council Councillors. This Policy does not form part of any employee’s contract of employment.

Policy Statement

New Borrowings

Council has no new borrowings planned for 2024/2025 or for the next 9 financial years.

Repayment of Existing Borrowings

Council has no existing borrowings.

Application of the Policy


The Mornington Shire Council Debt Policy will take effect following the adoption of Council’s Budget at the Special Council Meeting in July 2024.

Relevant Legislation

1. Local Government Act 2009
2. Local Government Regulation 2012

Variations

Council reserves the right to vary, replace or terminate this policy from time to time.



Gary Uhlmann
Chief Executive Officer

Mornington Shire Council – Debt Policy

7.2 ADOPTION OF FEES AND CHARGES 2024/25

Author: Chief Financial Officer

Attachments: 1 MSC Fees and charges 2024-2025

PURPOSE (EXECUTIVE SUMMARY)

As part of the adoption of the 2024/25 budget, the Council is required to set its annual fees and charges. The existing fees and charges have been reviewed and changes made as per the Councillor budget workshop which was held on 30 June 2024.

The key changes from the 2024/25 fees and charges register are:

- Five percent (5%) increase for all items

There may be some additional fees and charges added in the future as a part of ongoing review, cost recovery and improvements.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

A comprehensive review of our fees and charges has been undertaken by the Chief Finance Officer in collaboration with senior staff.

This review has been undertaken within the context of high inflation impacting Council's operating costs. As such, an increase is also reflective of CPI.

Financial & Resource Implications

Council's fees and charges are important revenue source as part of our budget. It is important that we recover the costs of providing services, particularly where there is a commercial element involved.

Under the Local Government Act, Council is entitled to operate on a commercial basis for commercial type fees (i.e. it can operate on a profit basis). Conversely, for regulatory type fees where the Council is providing a statutory service, the Council is only entitled to recover fees that reflect the cost of providing that service (i.e. a cost recovery basis).

Also, for information of Council, almost all fees and charges can be amended at any time during the financial year through the simple passing of a Council resolution. The only exception relates to those fees and charges (primarily water, sewerage and waste services) that appear on the rates notice which are issued to those properties that pay rates (mainly government agencies). They cannot be changed throughout the year and are set at the time of the adoption of the budget and all of these fees have been increased by five percent (5%).

RECOMMENDATION

That Council adopt the 2024/25 Fees and Charges Register as attached to the report.

Fees and Charges Description	Authority	GST	2024/25 Fees
ADMINISTRATION			
EFTPOS Transaction Fee - Cash Out NOT AVAILABLE	Local Government Act 2009	Inclusive	\$0.00
Cheque Cashing Fee (Per Cheque) NOT AVAILABLE		Inclusive	\$0.00
A3 - Black and White (Per Page)	Local Government Act 2009	Inclusive	\$3.70
A3 - Colour (Per Page)		Inclusive	\$4.00
A4 - Black and White (Per Page)		Inclusive	\$2.70
A4 - Colour (Per Page)		Inclusive	\$3.00
Copy of Standard Document		Exclusive	\$30.00
Copy of Statutory Document (Local Laws Policies, Minutes, Budget, Regulatory & Commercial Charges, Financial Statements, Operational Plan, Corporate Plan, Annual Report or Other Public Document)		Exclusive	\$30.00
Book-Keeping Fees (Per Hour)	Local Government Act 2009	Inclusive	\$120.00
ADMINISTRATION - GRANT PROJECT MANAGEMENT			
Administration Fee - Management Operational Grants (* Not Reflected in oncost returns)	Local Government Act 2009	Inclusive	20.00%
Administration Fee - Management Capital Grants (* Not Reflected in oncost returns)		Inclusive	15.00%
RIGHTS TO INFORMATION			
These fees are set by the Right to Information Regulation 2009. These fees will automatically adjust when the State Government makes changes to the Regulation.			
Right to Information Application Fee	Part 45 Section 4 Right to Information Regulation Act 2009	Exclusive	\$53.90
Right to Information Inspection & Processing Charges (First five [5] hours free, fee of \$8.35 per 15 minutes applies thereafter)	Part 45 Section 5 Right to Information Regulation Act 2009	Exclusive	\$8.35
COUNCIL FACILITIES HIRE			
Council Chambers Bond (Refundable)	Local Government Act 2009	Exclusive	\$650.00
Council Chambers Hire (Per Day)	Local Government Act 2009	Inclusive	\$350.00
Council Meeting Rooms (1-3)	Local Government Act 2009	Inclusive	\$250.00
Council Training Room Bond (Refundable)	Local Government Act 2009	Exempt	\$650.00
Council Training Room (Per Day)	Local Government Act 2009	Inclusive	\$350.00
RECREATION			
Gym Key Bond (Refundable) *	Local Government Act 2009	Exempt	\$70.00
Gym Membership - Per Week	Local Government Act 2009	Inclusive	\$15.00

Gym Membership - Annual *	Local Government Act 2009	Inclusive	\$115.00
NOTE: *Mornington Shire Council Staff Exempt			
UTILITY CHARGES			
Sewerage - Annual Service Charge - Per Pedestal		Exclusive	\$1,815.00
Water - Annual Service Charge - Per Unit (Refer to Revenue Statement for Unit Allocations)	S99 Local Government Regulation 2012	Exclusive	\$4,258.00
Water Usage (Per KI)		Exclusive	\$5.75
Garbage - Annual Service Charge - Per Bin		Exclusive	\$2,150.00
Separate Charge (Commercial Entities) (Per Annum)	Local Government Act 2009	Exclusive	\$11,240.00

Fees and Charges Description	Authority	GST	2023/24 Fees
INTEREST ON OVERDUE RATES AND CHARGES			
Accrual of interest on rates and charges	S133 Local Government Regulation 2012(LGR) + S125 City of Brisbane Regulation 2012 (CBR)	Exempt	11.7%
WASTE MANAGEMENT			
Replacement Wheelie Bin	Local Government Act 2009	Inclusive	\$220.00
Landfill Access Fee for Demolition Material/ Trade Waste (Per Property) (Regulated liquid waste, refer to <i>Food Licence - Trade Waste Liquid</i>)	Local Government Act 2009	Inclusive	\$2,500.00
Bulk Refuse Disposal (Per m3)	Local Government Act 2009	Inclusive	\$20.00
CEMETERY			
Funeral and cemetery costs with Council supplying the casket	Local Government Act 2009	Inclusive	\$4,470.00
Funeral and cemetery costs with the casket being provided by other parties	Local Government Act 2009	Inclusive	\$3,220.00
AERODROME LANDING FEES			
All Aircraft (Except RFDS) (Per 1000Kg)	S13(1)(F) LL10 Public Aerodromes	Inclusive	\$51.50
Minimum Landing Fee	S13(1)(F) LL10 Public Aerodromes	Inclusive	\$113.50
Passenger Levy	S13(1)(F) LL10 Public Aerodromes	Inclusive	\$24.00
ANIMAL CONTROL			
Dog/Cat Trap Hire Deposit (Refundable)	Local Government Act 2009	Inclusive	\$70.00
Dog/Cat Trap Hire Fee (Per Week)	Local Government Act 2009	Inclusive	\$20.00
FOOD LICENCE			
Initial Application (Including Annual Fee)	S23 & S31 Food Act 2006	Exclusive	\$320.00
Annual Renewal Fee	S23 & S31 Food Act 2006	Exclusive	\$130.00
Licence Restoration	S73 Food Act 2006	Exclusive	\$200.00
Licence Amendment	S74 Food Act	Exclusive	\$95.00
Trade Waste Liquid (Trackable) off island, per/ m3 Trade waste (grease traps) refer to: Pumping Grease Traps/Septic's	Environmental Protection Act 1994 Environmental Protection (Waste Management) Regulation 2000	Exclusive	\$1,400.00

ACCOMMODATION			
Motel (Single Room) (Per Night)	Local Government Act 2009	Inclusive	\$299.00
Motel (Twin Share) (Per Night)	Local Government Act 2009	Inclusive	\$478.00
Motel (Day Room)	Local Government Act 2009	Inclusive	\$185.00
VAC 1 - Ensuite (Per Person) (Per Night)	Local Government Act 2009	Inclusive	\$195.00
VAC 1 - Ensuite (Per Person) (Per Week for 7 days or more)	Local Government Act 2009	Inclusive	\$1,290.00
VAC 1 - Self Contained Accommodation (Per Person) (Per Night)	Local Government Act 2009	Inclusive	\$210.00
VAC 1 - Self Contained Accommodation (Per Person) (Per Week for days or more)	Local Government Act 2009	Inclusive	\$1,340.00
VAC 2 – Ensuite (Per Person),(Per Night)		Inclusive	
VAC 2 – Ensuite (Per Person) (Per Week for 7 days or more)		Inclusive	
VAC 2 – Room only (Shared Bathroom) (Per Person) (Per Night)		Inclusive	
VAC 2 – Room only (Shared Bathroom) (Per Person) (Per Week for 7 days or More)		Inclusive	
Guest House (Per Night) (Single Room) (Less than 7 Days)	Local Government Act 2009	Inclusive	\$225.00
Guest House (Per Night) (Single Room) (7 Days or more)	Local Government Act 2009	Inclusive	\$205.00
Guest House (Per Night) (Twin Share) (Per Person)	Local Government Act 2009	Inclusive	\$110.00
Lost Key fee	Local Government Act 2009	Inclusive	\$80.00

Fees and Charges Description	Authority	GST	2023/24 Fees
ACCOMMODATION (Continued)			
Excess Cleaning Fee (Per Hour)	Local Government Act 2009	Inclusive	\$215.00
After Hours Check-In / Check-Out Fee	Local Government Act 2009	Inclusive	\$90.00
NOTE: The following cancellation rates apply to all Council accommodation:			
No Show - Full Amount of Booking Required			
(a) 1-7 Days Notice of Cancellation - One night's accommodation fee required			
(b) 8-14 Days Notice of Cancellation - 50% of one night's fee required			
Staff Housing (Rental Charge Per Week) Exclusive to Council Employees Only (no power included)	Local Government Act 2009	Exclusive	\$70.00
BARGE HANDLING FEES			
Half Pallet at Shed per box (Pickup) (Per Delivery) (Coles Express Deliveries Exempt)		Inclusive	\$12.00
Pallet at Shed per box (Pickup) (Per Delivery)		Inclusive	\$24.00
Pallet at Shed (Pickup) - Annual Fee (Community)		Inclusive	\$300.00
Pallet at Shed (Pickup) - Annual Fee (Commercial)		Inclusive	\$650.00
Per Pallet Delivered (Per Week)		Inclusive	N/A
Per Pallet Delivered (Per Week) (1 - 2 pallets)		Inclusive	\$115.00
Per Pallet Delivered (Per Week) (3 pallets or more)		Inclusive	\$138.00
Container 6 Foot (Pick Up or Delivered)		Inclusive	\$132.00
Container 10 Foot (Pick Up or Delivered)	S59 Local Government Regulation 2009	Inclusive	\$264.00
Container 20 Foot (Pick Up or Delivered)		Inclusive	\$385.00
Container 40 Foot (Pick Up or Delivered)		Inclusive	N/A
Forklift Use (Per Lift)		Inclusive	\$23.00
Plant and Equipment (Motor Bike)		Inclusive	\$160.00
Plant and Equipment (Motor Vehicle)		Inclusive	\$160.00
Plant and Equipment (Boat)		Inclusive	\$160.00
Plant and Equipment (Other vehicles etc.) - Per Tonne		Inclusive	\$18.40
Building Materials and Large Items - Per Tonne		Inclusive	\$18.40
Fuel, Water, Road base, Gravel, etc - Per Tonne		Inclusive	\$18.40
Barge Handling Fee (Non-Food Barges) - Per Vessel		Inclusive	\$270.00
PRIVATE WORKS			
Labour - Tradesman - Carpentry (Community) (Per Hour)	Local Government Act 2009	Inclusive	\$130.00
Labour - Tradesman - Plumbing (Community) (Per Hour)	Local Government Act 2009	Inclusive	\$130.00
Labour - Tradesman - Electrical (Community) (Per Hour)	Local Government Act 2009	Inclusive	\$130.00
Labour - Tradesman - Painting (Community) (Per Hour)	Local Government Act 2009	Inclusive	\$130.00
Labour - Tradesman - Carpentry (Commercial) (Per Hour)	Local Government Act 2009	Inclusive	\$275.00
Labour - Tradesman - Plumbing (Commercial) (Per Hour)	Local Government Act 2009	Inclusive	\$275.00
Labour - Tradesman - Electrical (Commercial) (Per Hour)	Local Government Act 2009	Inclusive	\$300.00

Labour - Tradesman - Painting (Commercial) (Per Hour)	Local Government Act 2009	Inclusive	\$265.00
Labour - Other (Community) (Per Hour)	Local Government Act 2009	Inclusive	\$85.00
Labour - Other (Commercial) (Per Hour)	Local Government Act 2009	Inclusive	\$180.00
Cleaning/Gardening Supervisor (Per Hour)	Local Government Act 2009	Inclusive	\$225.00
Cleaner (Per Hour)	Local Government Act 2009	Inclusive	\$205.00
Gardener (Per Hour)	Local Government Act 2009	Inclusive	\$185.00
Materials	Local Government Act 2009	Inclusive	Cost + 30%
Quotation (Refundable if Work Proceeds)	Local Government Act 2009	Inclusive	\$120.00
Temporary Fencing (Per Panel) (Per Day) (Includes Footings)	Local Government Act 2009	Inclusive	\$45.00

Fees and Charges Description	Authority	GST	2023/24 Fees
FUEL			
Diesel (Per Litre)	Local Government Act 2009	Inclusive	Cost + 30%
Opal (Per Litre)	Local Government Act 2009	Inclusive	Cost + 30%
Oil (Per Litre)	Local Government Act 2009	Inclusive	Cost + 30%
Waste Oil Disposal (Per Litre)	Local Government Act 2009	Inclusive	\$0.50
GAS			
9 kg Gas Bottle (Full)	Local Government Act 2009	Inclusive	\$102.00
9 kg Gas Bottle (Refill)	Local Government Act 2009	Inclusive	\$64.00
45 kg Gas Bottle	Local Government Act 2009	Inclusive	\$290.00
45 kg Gas Bottle (Pensioner Concession)	Local Government Act 2009	Inclusive	\$244.00
190 kg Gas Bottle	Local Government Act 2009	Inclusive	\$1,103.00
WORKSHOP TYRE FITTING / REPAIRS			
Minor Tyre Repairs	Local Government Act 2009	Inclusive	\$75.00
Major Tyre Repairs	Local Government Act 2009	Inclusive	Labour + (Cost + 30%)
Minor Tyre Fitting	Local Government Act 2009	Inclusive	\$52.00
Major Tyre Fitting	Local Government Act 2009	Inclusive	Labour + (Cost + 30%)
MATERIALS			
Bedding/ Concrete Sand (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$480.00
Crusher Dust (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$475.00
2.2 Road Base (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$544.00
Corefill Mix (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$2,618.00
20/10 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$1,670.00
25/10 Concrete (Per Cubic metre)	Local Government Act 2009	Inclusive	\$1,887.00
30/10 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$1,975.00
35/10 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$2,212.00
20/20 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$1,670.00
25/20 Concrete (Per Cubic metre)	Local Government Act 2009	Inclusive	\$1,887.00
30/20 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$1,975.00
35/20 Concrete (Per Cubic Metre)	Local Government Act 2009	Inclusive	\$2,212.00
*NOTE: The above materials expenses DO NOT include the cost of delivery. Cost of delivery will be charged in accordance with Councils Wet Plant Hire Rates as set out in the Schedule of Commercial and Regulatory Fees and Charges.			
WET VEHICLE HIRE (EXCLUDING FUEL)			
Single CAB 2WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$512.50
Dual CAB 2WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$585.00
Single CAB 4WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$600.00
Dual CAB 4WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$630.00

Station Wagon 4WD (Per Day)	Local Government Act 2009	Inclusive	\$630.00
Crew Cab Vehicle, Bus or Passenger Van (Per Day)	Local Government Act 2009	Inclusive	\$675.00
Cleaning Fee (Per Hour)	Local Government Act 2009	Inclusive	\$207.50
DRY VEHICLE HIRE (EXCLUDING FUEL)			
Single CAB 2WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$102.00
Dual CAB 2WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$135.00
Single CAB 4WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$197.00
Dual CAB 4WD Utility (Per Day)	Local Government Act 2009	Inclusive	\$225.00
Station Wagon 4WD (Per Day)	Local Government Act 2009	Inclusive	\$225.00
Crew Cab Vehicle, Bus or Passenger Van (Per Day)	Local Government Act 2009	Inclusive	\$270.00
Cleaning Fee (Per Hour)	Local Government Act 2009	Inclusive	\$208.00

Fees and Charges Description	Authority	GST	2023/24 Fees
WET PLANT HIRE (EXCLUDING FUEL)			
Prime Mover (Per Hour)	Local Government Act 2009	Inclusive	\$278.00
Tri-Trailer (Per Hour)	Local Government Act 2009	Inclusive	\$139.00
Smooth Drum Roller (Per Hour)	Local Government Act 2009	Inclusive	\$252.00
Pad Foot Roller (Per Hour)	Local Government Act 2009	Inclusive	\$252.00
Multi-tyre Roller (Per Hour)	Local Government Act 2009	Inclusive	\$252.00
6M3 Truck (Per Hour)	Local Government Act 2009	Inclusive	\$171.00
8M3 Truck (Per Hour)	Local Government Act 2009	Inclusive	\$285.00
Backhoe (Per Hour)	Local Government Act 2009	Inclusive	\$290.00
Bulldozer (Per Hour)	Local Government Act 2009	Inclusive	\$420.00
Front End Loader/ Telehandler 3.5T+ (Per Hour)	Local Government Act 2009	Inclusive	\$285.00
Telehandler 2.5T (Per Hour)	Local Government Act 2010	Inclusive	\$250.00
Grader (Per Hour)	Local Government Act 2009	Inclusive	\$370.00
Excavator 20T+(Per Hour)	Local Government Act 2009	Inclusive	\$305.00
Excavator 4T(Per Hour)	Local Government Act 2010	Inclusive	\$285.00
Multi Tyre Roller (Per Hour)	Local Government Act 2009	Inclusive	\$290.00
Tilt Tray (Per Hour)	Local Government Act 2009	Inclusive	\$250.00
Vibrating Roller (Per Hour)	Local Government Act 2009	Inclusive	\$305.00
Skidsteer Loader/ Forklift (Commercial Per Hour)	Local Government Act 2009	Inclusive	\$193.00
Skidsteer Loader/ Forklift (Community Per Hour **)	Local Government Act 2009	Inclusive	\$127.00
4X4 UTV (Per Hour)	Local Government Act 2009	Inclusive	\$102.00
4X4 UTV / Spray Unit (Per Hour)	Local Government Act 2009	Inclusive	\$134.00
Water Truck (Per Hour)	Local Government Act 2009	Inclusive	\$295.00
Boom Lift (Per Hour)	Local Government Act 2009	Inclusive	\$182.00
Low Loader Short Trailer (Per Hour)	Local Government Act 2009	Inclusive	\$278.00
Concrete Line Pump (Per Hour)	Local Government Act 2009	Inclusive	\$321.00
Box Tipper Trailer (Per Hour)	Local Government Act 2009	Inclusive	\$107.00
Tractor (Per Hour)	Local Government Act 2009	Inclusive	\$129.00
Tractor/ Slasher (Commercial Per Hour)	Local Government Act 2009	Inclusive	\$160.00
Tractor/ Slasher (Community Per Hour**)	Local Government Act 2009	Inclusive	\$105.00
Vibrating Plate (Per Hour)	Local Government Act 2009	Inclusive	\$85.00
Concrete Vibrator (Per Hour)	Local Government Act 2009	Inclusive	\$85.00
Water Pump (Per Hour)	Local Government Act 2009	Inclusive	\$75.00
Drain Cleaning Machine / Electric Eel (Per Hour)	Local Government Act 2009	Inclusive	\$118.00
Flex-drive Pump (Per Hour)	Local Government Act 2009	Inclusive	\$135.00
Sewer Jet-Rodder (Per Hour)	Local Government Act 2009	Inclusive	\$175.00
Vacuum/ Hydro Excavator (Per Hour)	Local Government Act 2009	Inclusive	\$304.00
Concrete Agitator (Per Hour)	Local Government Act 2009	Inclusive	\$252.00
Potable Batching Plant (Per m3) (additional cost on top of concrete)	Local Government Act 2009	Inclusive	\$28.00
Bobcat Auger (Commercial per Hour)	Local Government Act 2009	Inclusive	\$59.00
Bobcat Auger (Community per Hour**)	Local Government Act 2009	Inclusive	\$38.00
Furniture Trailer (Commercial Per Hour)	Local Government Act 2009	Inclusive	\$81.00
Furniture Trailer (Community Per Hour**)	Local Government Act 2009	Inclusive	\$53.00
Street Sweeper (Per Hour)	Local Government Act 2009	Inclusive	\$133.00
Box Trailer (Commercial Per Hour)	Local Government Act 2009	Inclusive	\$41.00
Box Trailer (Community Per Hour**)	Local Government Act 2009	Inclusive	\$27.00
Chain Saw (Per Hour)	Local Government Act 2009	Inclusive	\$85.00
Pole Saw (Per Hour)	Local Government Act 2009	Inclusive	\$85.00
Wacker Packer (Per Hour)	Local Government Act 2009	Inclusive	\$95.00

Cement Mixer (.19) (Per Hour)	Local Government Act 2009	Inclusive	\$102.00
Diamond Saw (Per Hour)	Local Government Act 2009	Inclusive	\$118.00
Push Mower - Community (Per Hour**)	Local Government Act 2009	Inclusive	\$11.00
Ride On Mower - Community (Per Hour**)	Local Government Act 2009	Inclusive	\$19.00
Whipper Snipper - Community (Per Hour**)	Local Government Act 2009	Inclusive	\$5.50
Push Mower - Commercial (Per Hour)	Local Government Act 2009	Inclusive	\$16.00
Ride On Mower - Commercial (Per Hour)	Local Government Act 2009	Inclusive	\$27.00
Whipper Snipper - Commercial (Per Hour)	Local Government Act 2009	Inclusive	\$8.50
Construction Water (Per KL)	Local Government Act 2009	Inclusive	\$6.00
Barge (Per Day)	Local Government Act 2009	Inclusive	\$1,690.00
Barge (Community Per Day)	Local Government Act 2009	Inclusive	\$1,104.00
Airport Bus Fees (Per Pick-Up)	Local Government Act 2009	Inclusive	\$12.00
Bus Fares (Including Staff & Contractors) (Per Week)	Local Government Act 2009	Inclusive	\$5.50
** Conditions may apply where a licence or ticket is required to operate certain machinery.			

Fees and Charges Description	Authority	GST	2023/24 Fees
TOWN PLANNING			
Note: Base + Additional = Development Application Cost			
Base Application Cost			
Preliminary Approval - Variation of the Planning Instrument	Planning Act 2016	Exclusive	\$4,815.00
Material Change of Use	Planning Act 2016	Exclusive	\$3,750
Reconfiguring a Lot	Planning Act 2016	Exclusive	\$1600.00
+ per Lot	Planning Act 2016	Exclusive	\$270.00
Operational Works	Planning Act 2016	Exclusive	\$2,675.00
Additional Application Cost			
Code Assessable Development Applications* **	Planning Act 2016	Exclusive	Base Cost
Impact Assessable Development Applications* **	Planning Act 2016	Exclusive	\$2,675.00
Referral Development Applications* **	Planning Act 2016	Exclusive	\$2,675.00
Other Application Cost			
Pre-lodgement	Planning Act 2016	Exclusive	\$1,175.00
Application seeking a time extension to the currency of an existing application	Planning Act 2016	Exclusive	\$2,700.00
Amendment or negotiated decision or cancellation of conditions of development	Planning Act 2016	Exclusive	\$4,730.00
Exemption Certificates	Planning Act 2016	Exclusive	\$1,280.00
Building Code Application Cost			
QLD Development Code (QDC) applications	Building Act 1975	Exclusive	\$375.00
Survey Plan Sealing Cost			
Application		Exclusive	\$535.00
Inspection of compliance		Exclusive	\$4,280.00
Re-signing and dating of Survey Plan		Exclusive	\$800.00

<p>Notation on Community Management Statement NOTE: This fee is in addition to the charges identified above.</p> <p>*NOTE: Complex development applications requiring specialist professional input (i.e. professional engineering and environmental specialist input) will result in an additional charge which will be calculated At Cost + 25%.</p> <p>**NOTE: Applications that trigger Referral in accordance with the Planning Act 2016 will result in an additional charge which will be calculated At Cost + 5%.</p> <p>NOTE: Any not for profit, volunteer, charitable, community, sporting, religious organisation not in possession of a liquor license may request a reduction in fees, up to 50%.</p> <p>(a) Request for reduction in application fees must be made in writing prior to application being submitted. This request must demonstrate the eligibility of the applicant as a community, sporting or religious organisation etc.</p> <p>(b) The request must demonstrate the eligibility of the applicant as a community, sporting or religious organisation etc.</p>		Exclusive	\$1600.00
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Fees and Charges Description	Authority	GST	2023/24 Fees
TOWN PLANNING (Continued)			
<p>A formal withdrawal of an application for Material Change of Use, Reconfiguration of a Lot or Operational Works will attract the following refunds based on what stage of IDAS the application is in at the time of withdrawal:</p> <p>(a) Application Stage - 80% (b) Information Stage & Referral Stage - 60% (c) Notification Stage - 40% (d) Decision Making Stage (Prior to assessment report being completed) - 20%</p> <p>Refund of Application Fees - <u>No refund</u> will be given in the event of a refusal of an application, or if an applicant decides not to proceed after Council has decided the application.</p>			
PLUMBING / WATER DRAINAGE			
<p>Search for Water or Drainage Plans (Per Hour) Camera & Operator (Per Hour) Sewer/ Water Location Fee (Per Hour) Sewer/ Water Dis-Connection</p>	<p>Plumbing & Drainage Act 2002</p>	<p>Exclusive Exclusive Exclusive Exclusive</p>	<p>\$210.00 \$285.00 \$325.00 \$325.00</p>
Lodgement of Plans for Plumbing Works			
<p>Class 1 & 10 Buildings</p> <p>Lodgement of plans for regulated plumbing & drainage work including scrutiny, inspection & final compliance certificate for Class 1 & 10 new Additional Fixtures (Each)</p>	<p>Plumbing & Drainage Act 2002</p>	<p>Exclusive Exclusive</p>	<p>\$495.00 \$55.00</p>
Commercial/Industrial/Multi-Residential - New Fixtures/Sub-meters/Testable Backflow Devices (COMM)			
<p>Assessment of assessable plumbing & drainage work for up to 5 fixtures/sub-meters/testable backflow devices</p> <p>Between 6-15 fixtures/sub-meters/testable backflow devices - per item</p> <p>16 or more fixtures/sub-meters/testable backflow devices - per item</p>	<p>Plumbing & Drainage Act 2002 Plumbing & Drainage Act 2002</p>	<p>Exclusive Exclusive Exclusive</p>	<p>\$495.00 \$37.00 \$25.00</p>
Inspection Fee			
<p>Inspection of compliance assessable plumbing & drainage work for up to 2 fixtures/sub-meters/testable backflow devices</p> <p>Inspection of compliance assessable plumbing & drainage work for 3 fixtures/sub-meters/testable backflow devices</p>	<p>Plumbing & Drainage Act 2002 Plumbing & Drainage Act 2002</p>	<p>Exclusive Exclusive</p>	<p>\$275.00 \$510.00</p>

In excess of 3 fixtures/sub-meters/testable backflow devices - per item	Plumbing & Drainage Act 2002	Exclusive	\$55.00
Plumbing Consultancy			
On Site Sewerage Assessment (Per Advice)		Exclusive	\$220.00
Reinspection (Under Slab, Drainage, Water Plumbing Rough In, Plumbing and Drainage Final)	Plumbing & Drainage Act 2002	Exclusive	\$220.00
Stormwater Inspection Fees			
Sewer Location Fee		Exclusive	\$190.00
Clean Blocked Drains/ High Pressure Jetter (Per Hour)	Plumbing & Drainage Act 2002	Inclusive	\$295.00

Fees and Charges Description	Authority	GST	2023/24 Fees
PLUMBING / WATER DRAINAGE (Continued)			
Water Services Connection Fee			
Domestic Water Service (25mm) Excluding Road Crossing	Water Act 2000	Exclusive	\$5,400
Industrial Water Service (50mm) Excluding Road Crossing		Exclusive	\$7,750
All Industrial Water Connections' Which Exceed 50mm Diameter		Exclusive	At Cost + 20%
Water Sample Testing (Per Sample)	Water Act 2000	Exclusive	\$177.00
Thermostatic Mixing Valve Testing Fee (per valve)		Exclusive	\$145.00
Thermostatic Mixing Valve Service Fee (per valve)		Exclusive	\$170.00
Back Flow Valve Testing Fee (per valve)		Exclusive	\$145.00
Back Flow Valve Testing Service (per valve)		Exclusive	\$170.00
Mag-Flow Inspection Fee (per Meter)		Exclusive	\$170.00
Jump Up Connection 150mm	Plumbing & Drainage Act 2002	Exclusive	\$3,950
Jump Up Connection Greater Than 150mm as per DA Conditions		Exclusive	At Cost + 20%
Sewerage Connection Fee - 1st Pedestal		Exclusive	\$4,250.00
Sewerage Connection Fee - Each Additional Pedestal		Exclusive	\$2,000.00
Inspection Fee - Septic/Composting/Other on Site Sewerage Systems (Per Year)		Exclusive	\$195.00
Call Out Fee (Per Hour)		Exclusive	\$175.00
Pumping Grease Trap/Septics			
Pumping Time (Includes Tankage and Disposal via STP) (Per Hour)	Plumbing & Drainage Act 2002	Inclusive	\$735.00
Pumping Time (Includes Tankage and Disposal via Landfill) (Per Hour)		Inclusive	\$1,050.00
Cleaning Blocked Drains (High Pressure Jetting) (Per Hour)		Inclusive	\$300.00
Road Closures			
Class 1		Exclusive	\$0.00
Class 2		Exclusive	\$0.00
Class 3		Exclusive	\$0.00

7.3 ADOPTION OF OPERATIONAL PLAN 2024/25

Author: Director Corporate and Community

Attachments: 1 Operational Plan 2024-2025

PURPOSE (EXECUTIVE SUMMARY)

As part of the adoption of the 2024/25 budget, Council is required to adopt an Operational Plan. An Operational Plan sets out the key focus and activity areas for the organisation for the next twelve (12) months. It is also a requirement under the Local Government Act for the Chief Executive Officer to report to Council every three (3) months about Operational Plan implementation.

The Operational Plan has been developed following a workshop with Councillors which was held on 15 July 2024.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Operational Plan format is based on previous operational plans adopted by Council.

The concept of *Top 10 priorities* within the Operational Plan is designed to keep the Council and organisation focused on the high priority issues that need to be addressed. That does not mean that other issues will not be pursued. It simply means that from an organisation focus perspective, these matters take priority.

The *Top 10 priorities* for focus are set out below:

Top 10 Priorities
1. Finish and fully open the tavern
2. Complete the 2 x 5 bedroom duplex, plus the 2 bedroom plug-in
3. 4 x single men's units are complete and 5 community houses are substantially underway
4. The new subdivision is approved and funding secured for construction
5. Foreshore erosion mitigation funding is secured and works are undertaken inclusive of the barge access point
6. The new Indigenous Knowledge Centre (library) is approved, funded and constructed
7. Youth hub drop-in centre is finished and operating
8. Community Housing strategy is completed and lobbying advanced to secure funding for the realignment of the airport runway
9. Potable water quality and security projects are advanced
10. Public open space and recreation strategy is funded and established, with staged implementation plan

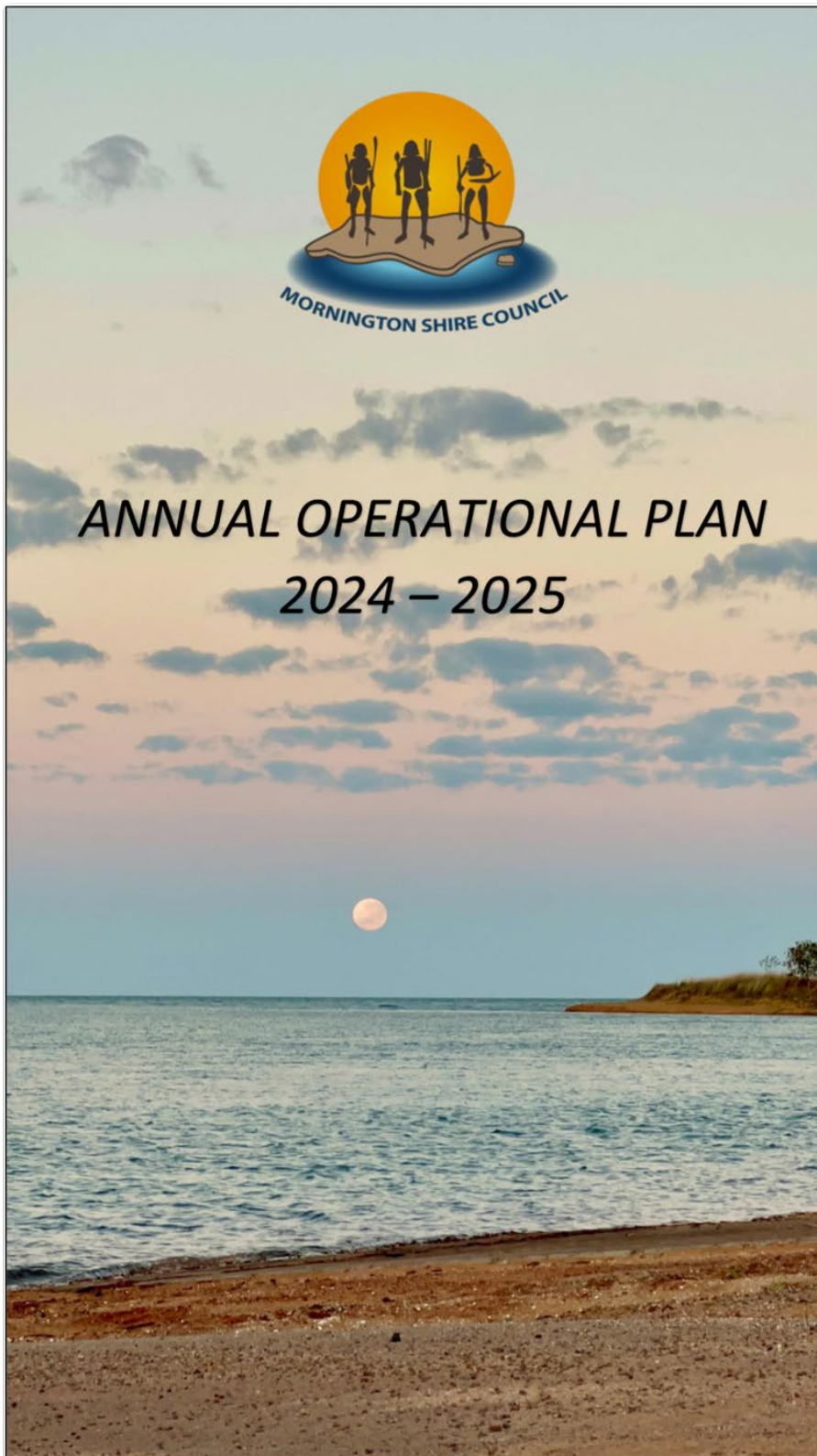
The Operational Plan is an important component of our planning framework. It helps to focus the organisation on what needs to be completed in the next twelve (12) months.

FINANCIAL & RESOURCE IMPLICATIONS

The projects and focus areas contained in the Operational Plan are funded within the proposed 2024/25 budget.

RECOMMENDATION

That Council adopt the 2024/25 Operational Plan.





Corporate Plan elements

Vision

A self-determined, happy, healthy, safe and prosperous community

Objectives

- Creating a framework for self determination
- Ensuring our people are happy, healthy and safe
- Celebrating and maintaining our history and culture
- Providing our people with high quality physical and social infrastructure
- Creating a sustainable local economy
- Creating maximum employment for our people
- Establishing an efficient, effective, financially sound council, focussed on community engagement and quality outcomes

Strategies

- Development of plans to support operational activities of an efficient, effective and financially sound Council
- Development of a community housing strategy
- Building positive partnerships with all levels of government, funding providers and other key stakeholders
- Establishment of a clear, structured councillor portfolio system to focus on community activities and outcomes
- A ten-year plan for quality physical and social infrastructure
- A ten-year plan for economic development, focussed on environment and culture
- An employment and local business development strategy
- A training and development strategy to support self-determination and capacity building
- An effective education and training strategy for children and youth
- An annual culture and festival celebration strategy
- Establishment of an Indigenous Land Use Agreement with Gulf Regional Aboriginal Corporation
- Establishment of an Interim Local Advisory Committee
- A wellbeing and community engagement approach focussed on residents of all ages and stages of life
- Development of a council organisational culture focussed on delivering timely, quality community outcomes

Values

- Honesty
- Integrity
- Respect and compassion
- Proud to belong
- Accountability and taking responsibility
- Working together
- Working for community
- Culturally appropriate



Set out below are the top 10 – Matters that Council needs to focus on to achieve the best outcome for the Mornington Island community

Top 10 priorities

Priority	Responsibility	Current Status	Assessment
1. Finish and fully open the tavern	DA&H		
2. Complete the 2 x 5 bedroom duplexes plus the 2 bedroom plug-in	DH&F		
3. 4 x single men’s units are complete and 5 community houses are substantially underway	DH&F		
4. New subdivision is approved and funding secured for construction	DH&F and CFO		
5. Foreshore erosion mitigation funding is secured and works are undertaken inclusive of the barge access point	DC&C		
6. New Indigenous Knowledge Centre (library) is approved, funded and constructed	DC&C		
7. Youth hub drop-in centre is finished and operating	DC&C		
8. Community housing strategy is completed and lobbying advanced to secure funding for the realignment of the airport runway	DH&F, CEO and CFO		



9. Potable water quality and security projects are advanced	DE		
10. Public open space and recreation strategy is funded and established, with staged implementation plan	DC&C, CFO, DE		

KEY STRATEGIC OBJECTIVES

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
Financial Management	Council aims to deliver budget surpluses as part of a fiscally responsible approach	<ul style="list-style-type: none"> Budgets operate at a surplus 	<ul style="list-style-type: none"> Council's monthly review of the General Purpose Financial Statements to ensure its revenue and expenditure is controlled in accordance with the adopted budget 		
Financial Management	Establishment of an investment strategy	<ul style="list-style-type: none"> Substantial funds are invested to generate compound interest 	<ul style="list-style-type: none"> Utilisation of Queensland Treasury 		
Corporate Plan	Develop new Corporate Plan	<ul style="list-style-type: none"> Adoption of a new Corporate Plan in 2024 	<ul style="list-style-type: none"> A well-run community plan process will engage stakeholders and agencies, as well as community to inform Council about community needs. This will assist with establishment of a 		



ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
			new Council Corporate Plan		
Advocacy	<p>Improved awareness of community issues, with improved strategies for advocacy to the Australian and Queensland Governments to address identified community priorities</p> <p>Critical to this, is an emphasis on maximising opportunities for community members, including improved employment, cultural, social and health outcomes</p>	<ul style="list-style-type: none"> • Key government representatives visit Mornington Island including the Queensland Premier, Ministerial Champions, Federal Ministers and department heads • Mayor and Councillor delegations to Federal and Queensland Governments • Current government funded services for the community are audited to provide improved visibility and accountability • Federal and Queensland Governments develop targeted strategies that meet local priorities and needs 	<ul style="list-style-type: none"> • Continued research, strategy development and advocacy to achieve outcomes identified with the Corporate and Operational Plans • Five (5) year Implementation Plan continually monitored and developed to ensure that strategies are continually put before Governments 		
Asset Management	Asset planning and maintenance funding supports quality and sustainable management of Council's assets	<ul style="list-style-type: none"> • Completion of Asset replacement program outlined in the 2024/25 budget • Long Term Asset Management Plan developed in accordance with legislative 	<ul style="list-style-type: none"> • Council is upgrading the water and sewerage infrastructure funded through Indigenous Councils Critical Infrastructure Program (ICCIP). 		



FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
		requirements, as resources permit	This will form the basis of further asset management planning, particularly for the water and sewerage reticulation network. Similarly, there is significant work to be undertaken with waste management to have good long-term plans in place		
Master Plan / Town Plan	Council considers the adopted masterplan in all major decisions	<ul style="list-style-type: none"> Queensland State Government Technical Working Group and DATSIP stakeholder partnership to plan a way forward on important initiatives contained in the Master Plan 	<ul style="list-style-type: none"> Aurecon Growth Options Study, associated Mornington Island Runway Realignment Study will be critical for representations to both the Queensland and Australian Governments. 		
	<p>Mornington Island Airport Runway realignment proceeds to ensure Master Plan recommendations for Lardil Street can occur</p>	<ul style="list-style-type: none"> Designs are developed and costs identified Representations are made to Queensland and Australian Governments to secure realignment funding 	<ul style="list-style-type: none"> Strategy developed to engage with the Queensland and Australian Governments to secure funding for the airport realignment 		



ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	Risk Mitigation	Current Status	Assessment
Governance / Administration	New Indigenous Knowledge Centre (library) A new library is constructed on the new Civic Centre site and is open for community use	<ul style="list-style-type: none"> Funding is secured for fit out, appointment of staff and staff training is undertaken Facility is completed and operational 			
	Governance Council continues to adhere to legislative requirements and builds capacity for organisational administration / management	<ul style="list-style-type: none"> Oversight by Council supports good governance, adherence to statutory requirements and use of resources in accordance with the Corporate Plan's goals Build long term local staff capacity by increasing the number of local apprentices and trainees ICT systems are managed to ensure timely and compliant reporting including financial, legislative, and contractual requirements Council's policies and procedures are updated regularly, legislative requirements are met, and support organisation performance Number of workplace occupational health and 	<ul style="list-style-type: none"> Continued emphasis on formal staff training and development New organisation structure is adopted to meet strategic needs identified in Annual Operational Plan and Annual Budget implementation Financial Management being given high priority to ensure management is in strong position to implement works and services within budget allocations Development of effective Workplace Health and Safety Plans for Council's Operations 		



FOCUS AREA	GOAL	MEASURE/S	Risk Mitigation	Current Status	Assessment
		safety incidents track downwards, and WHSQ improvements notices are kept to a minimum / completed when received			



FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
Community Development	<p>Splash Park, swimming pool or rockpool Improved social and recreational activities for the community (including youth) and examination of the best option, e.g. a splash park, swimming pool or rockpool</p>	<ul style="list-style-type: none"> An options analysis is undertaken looking at each of these options from a range of perspectives including <ol style="list-style-type: none"> construction costs ongoing annual operational costs safety water usage accessibility community masterplan Council makes a definitive decision on its preferred option and funding sources are identified 	<ul style="list-style-type: none"> Determining the best option is the most appropriate way to manage risk, at this stage Alternately, Council could build one of these options and find that the facility cannot be sustained financially, in the longer term More time at the planning stage will ensure better community outcomes 		
	<p>Home Brew Council continues to apply for relevant liquor licences needed on Mornington Island, to normalise alcohol consumption and decrease the negative health</p>	<ul style="list-style-type: none"> An appropriate Liquor Licence is granted, and an operator is in place, to run the Mornington Island tavern, inclusive of carriage licence 	<ul style="list-style-type: none"> Implementation of the 5 year Implementation Plan which address the major challenges of the imposition of alcohol prohibition on the Island and 		



ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
	impacts of home brew		lack of Government service delivery to address all social outcomes currently being experienced.		
	Youth Hub A Youth Hub is established that provides a drop in venue for younger residents and diverts them from anti-social behaviour	<ul style="list-style-type: none"> Funding is secured for half court playing facility (including basketball, netball, volleyball and tennis) and skate half pipe area The Youth hub is fully staff and operational with evening and weekend activities, as well as an alternative education program 	<ul style="list-style-type: none"> The support programs and staff working at the Youth Hub will need to be appropriate for the needs of youth 		
Community Development (continued)	Indigenous Land Use Agreement An ILUA be developed to cover all initiatives Council seeks to address including airport runway	<ul style="list-style-type: none"> Obtain funding for progression of an ILUA Engage a qualified and experienced lawyer to provide legal input 			



**MORRINGTON
SHIRE COUNCIL**

ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
	realignment (for both safety and residential land use purposes); foreshore development including rock pool; future cemetery reserve land; future town extension, festival grounds upkeep and other initiatives				
	Support for senior citizens Improve the quality of our aged care facility for the benefit of our elders	<ul style="list-style-type: none"> Advocacy together with the new service provider (Selectability) to secure funding for the refurbishment the existing aged care facility, or establishment of a new aged care facility with the latter being our preferred option 	<ul style="list-style-type: none"> Engagement with our community champions to secure funding 		



<p>Critical Infrastructure</p>	<p>Improved waste management, water security, sewerage treatment and associated infrastructure, as appropriate</p>	<p>Council meets regulatory requirements and manages infrastructure to meet community needs, including asset replacement / new assets as appropriate including -</p> <ul style="list-style-type: none"> • Successful implementation of existing 2024/25 funded programs • Development of a key partnership with Department of Environment and Science to ensure Council's Waste Management Strategy can be successfully progressed (including establishment of a waste transfer station, removal of car bodies from the island and landfill restoration) • Investigate water security via a feasibility study to increase the capacity of the potable water supply sources on Mornington Island 	<ul style="list-style-type: none"> • Failure to develop appropriate asset management planning for continued improvement in infrastructure • Continued investment in training and development of local staff to management water and sewerage services • Carry out the necessary investigation of long-term water security options 		
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ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
		<ul style="list-style-type: none">• Improved concrete batching plant facility• Planned workshop and depot improvements			



ANNUAL OPERATIONAL PLAN 2024 – 2025

FOCUS AREA	GOAL	MEASURE/S	RISK MITIGATION	Current Status	Assessment
Council and Public Housing	<p>Council Housing Housing availability and quality is sustainable and meets operational requirements of Council</p>	<ul style="list-style-type: none"> An asset management program for Council staff housing is implemented as an outcome of the 2025 budget 	<ul style="list-style-type: none"> Good project management to ensure delivery on time and on budget 		
	<p>Community Housing Extreme overcrowding and homelessness is addressed and resolved, with improved quality and quantity of social housing</p>	<ul style="list-style-type: none"> Contracts and funding are in place to deliver the following community housing: <ul style="list-style-type: none"> ➤ 2 x 5 bedroom duplex, plus 2 bedroom plug-in ➤ 4 x Single men's units ➤ 5 x new community houses That the proposed 13 lot subdivision has town planning approval and funding is secured Longer term, that additional housing development be secured to decrease housing overcrowding (measured against ABS statistics) 	<ul style="list-style-type: none"> Continued addition of new public housing will depend on completing the proposed subdivision near the airport Good project management to ensure delivery on time and on budget 		



7.4 ORGANISATION STRUCTURE

Author: Director Corporate and Community

Attachments: 1 Organisation structure July 2024

PURPOSE (EXECUTIVE SUMMARY)

Every Council is required to have an organisation structure and pursuant to the Local Government Act, it is the Council that approves that structure. Over the last twelve months, the new Executive Team has reviewed and improved the structure to ensure that there is clear understanding of the responsibility for various functions and that “like with like” functions are grouped together to ensure greater efficiencies.

The structure is presented at a function level. Further work is being undertaken at a detailed level in the coming months to correlate suitable staffing levels and ensure improved alignment between the organisation structure, payroll and budget records.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Key issues for Council to be aware of in relation to the existing structure include:

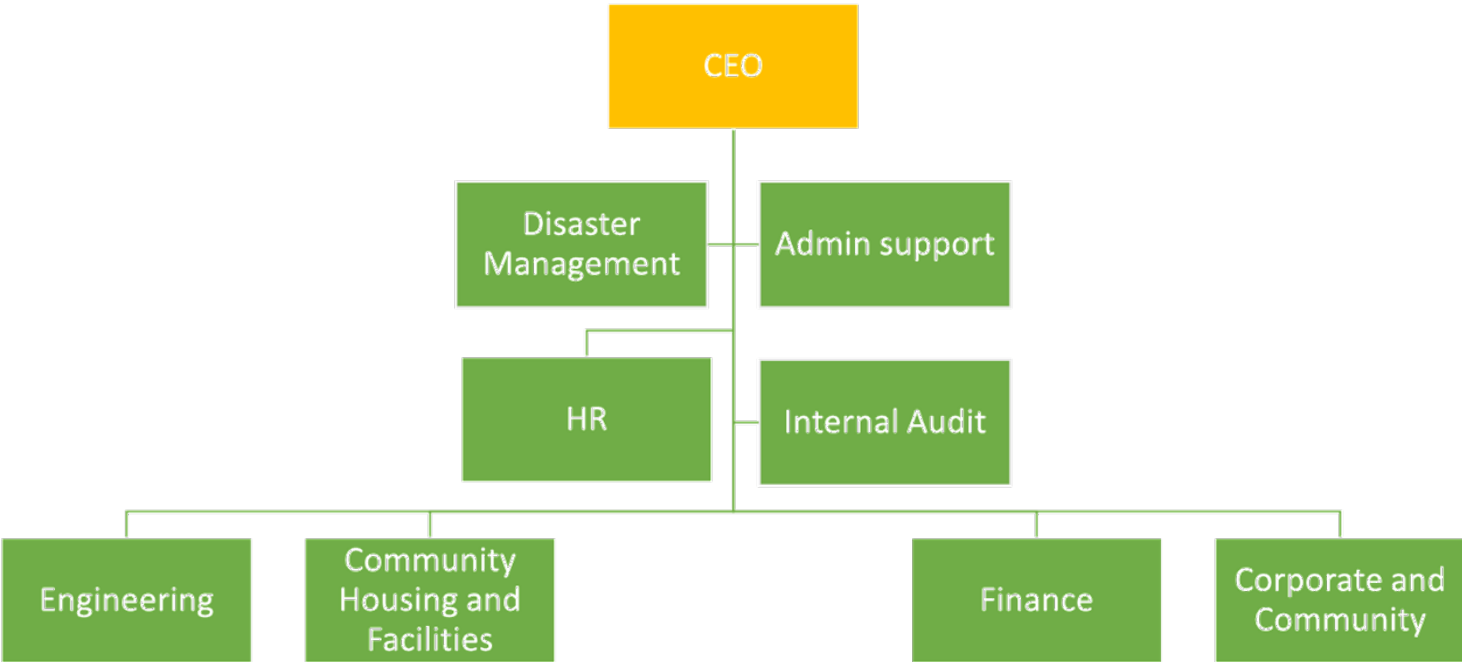
- We currently have four (4) separate divisions that report to the CEO.
- Human resources is a separate function which reports directly to the CEO. This covers recruitment and retention of staff, workplace health and safety, staff development (including trainees, apprentices etc) and staff housing allocation.
- The Division of Corporate and Community is focused on corporate matters (e.g. Council meetings, ICT, media, legal issues) and community matters (e.g. tavern, bakery, warehouse, sport and recreation, library). This area also has responsibility for funeral management and a special focus on youth and aged care advocacy.
- The Finance Department is a stand-alone Department given the importance of focusing on that function. Headed by the Chief Financial Officer, this Department manages commercial leasing for Council, as well as grants and procurement. A key focus area is ensuring that Council maximises cashflow (invoicing and debt recovery) and has a liaison role with the administration areas of Engineering and Housing and Facilities to make sure that proactive cashflow processes occur.
- The Engineering Division is essentially responsible for the civil infrastructure (roads, water sewerage, airport, waste management, batching plant etc). In addition, this Division also looks after the town environment (parks, fencing, public land maintenance) as well as Environmental Health (including animal control), fleet and equipment (e.g. workshop).
- The Housing and Facilities Division has responsibility for construction and maintenance of community housing (e.g. constructing new houses, upgrading existing housing, painting and other Q Build work). It also looks after the construction and maintenance of Council facilities (e.g. VAC, motel, cleaners). There is a renewed focus on both project management (delivering projects) and administrative support to improve the processing of invoicing to QBuild, so that the Council gets paid for works undertaken.

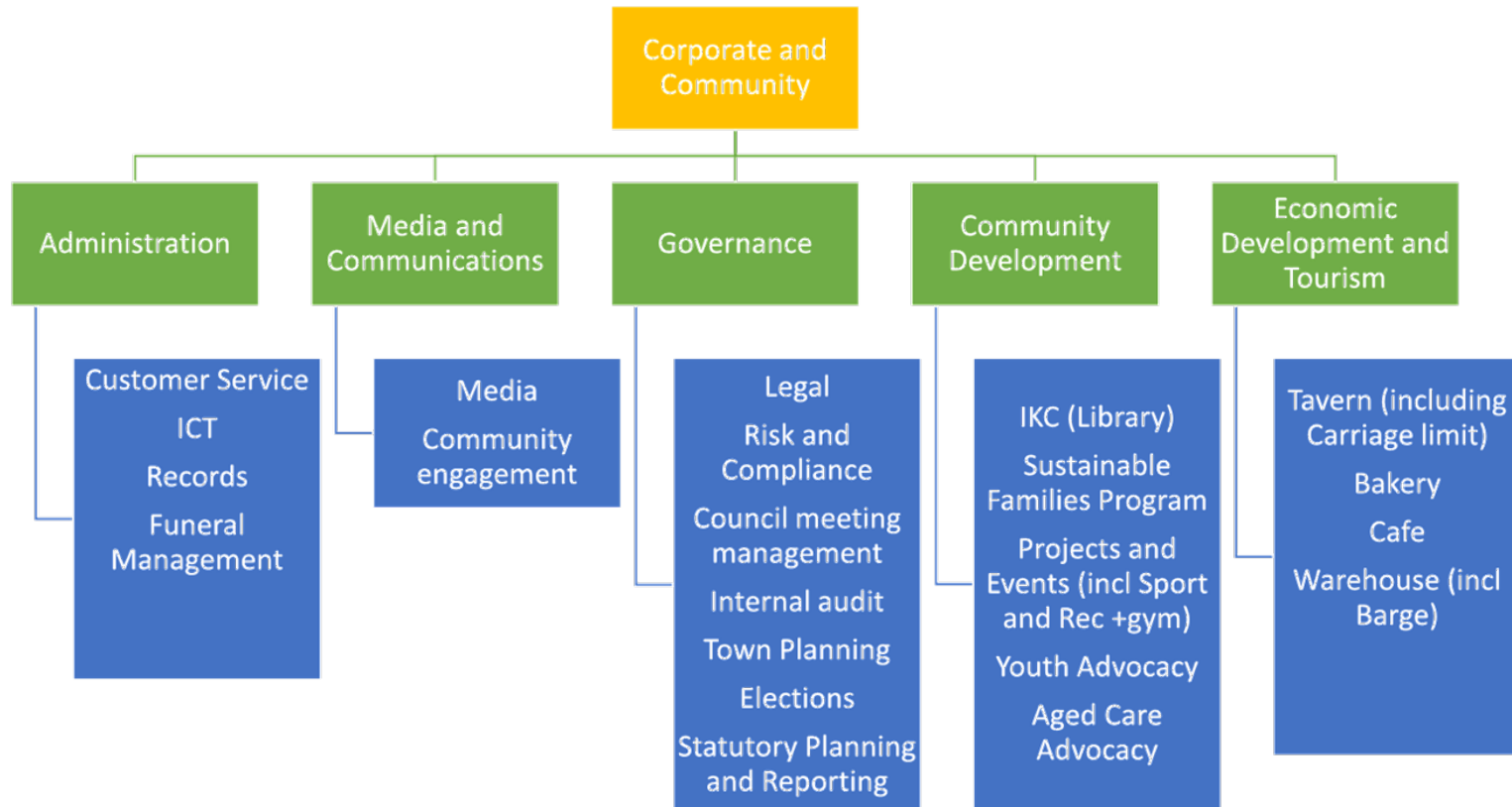
FINANCIAL & RESOURCE IMPLICATIONS

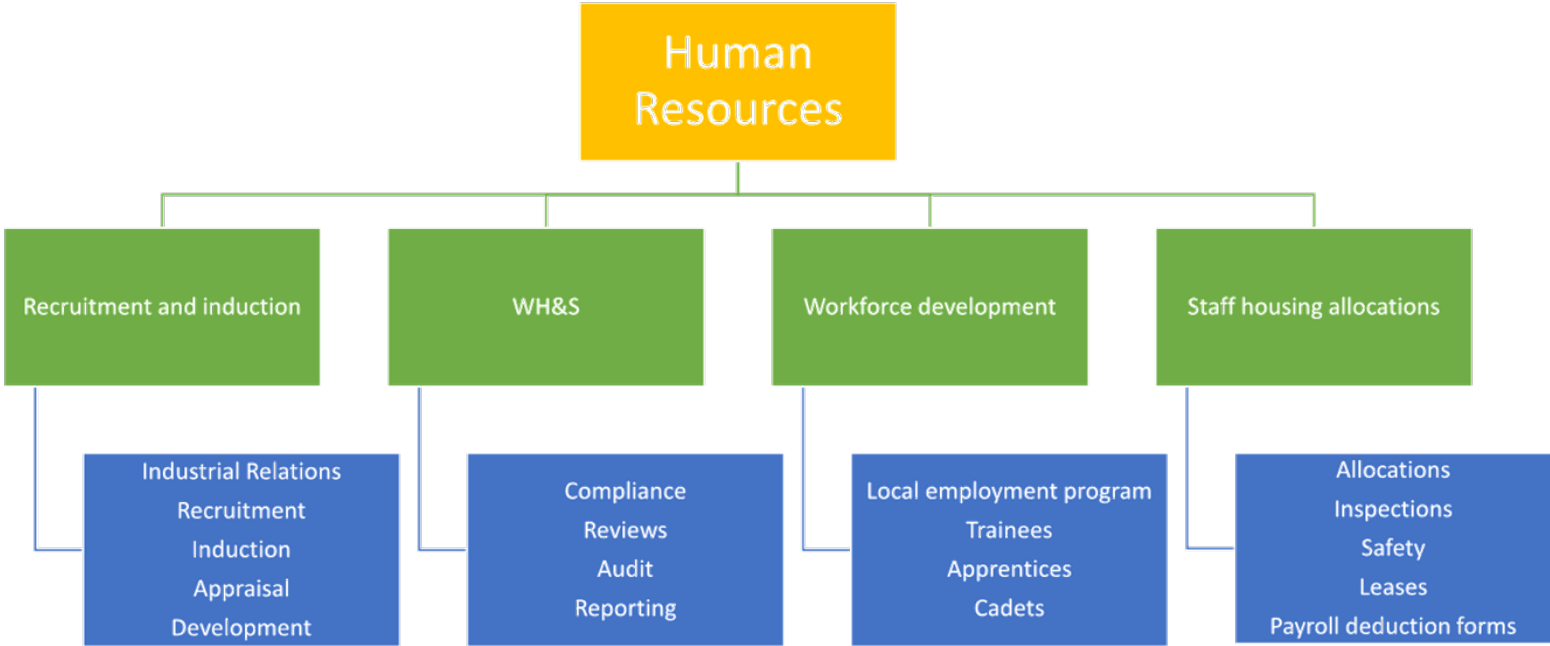
The organisation structure has been reviewed in conjunction with our current budget process. Ongoing work will be undertaken during coming months to make sure there is alignment between the detailed organisation structure, payroll and Human Resources records.

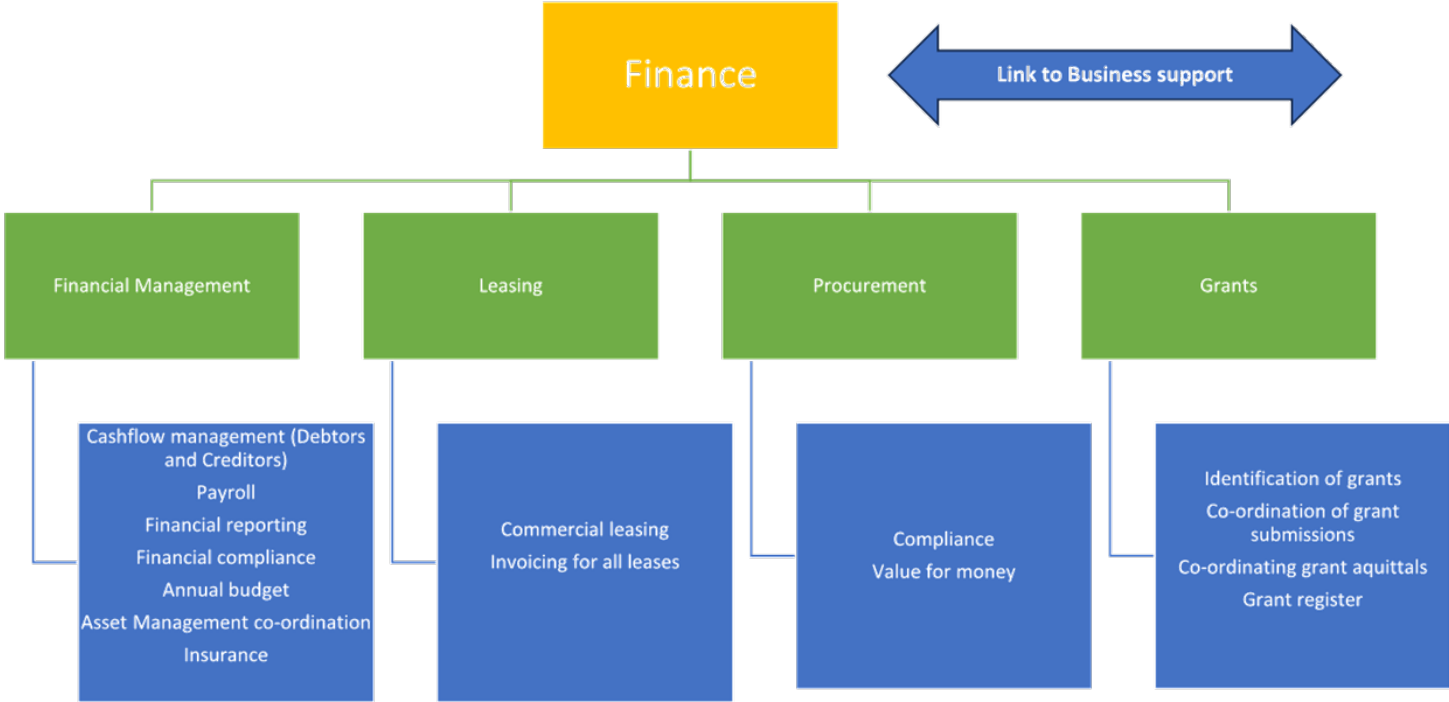
RECOMMENDATION

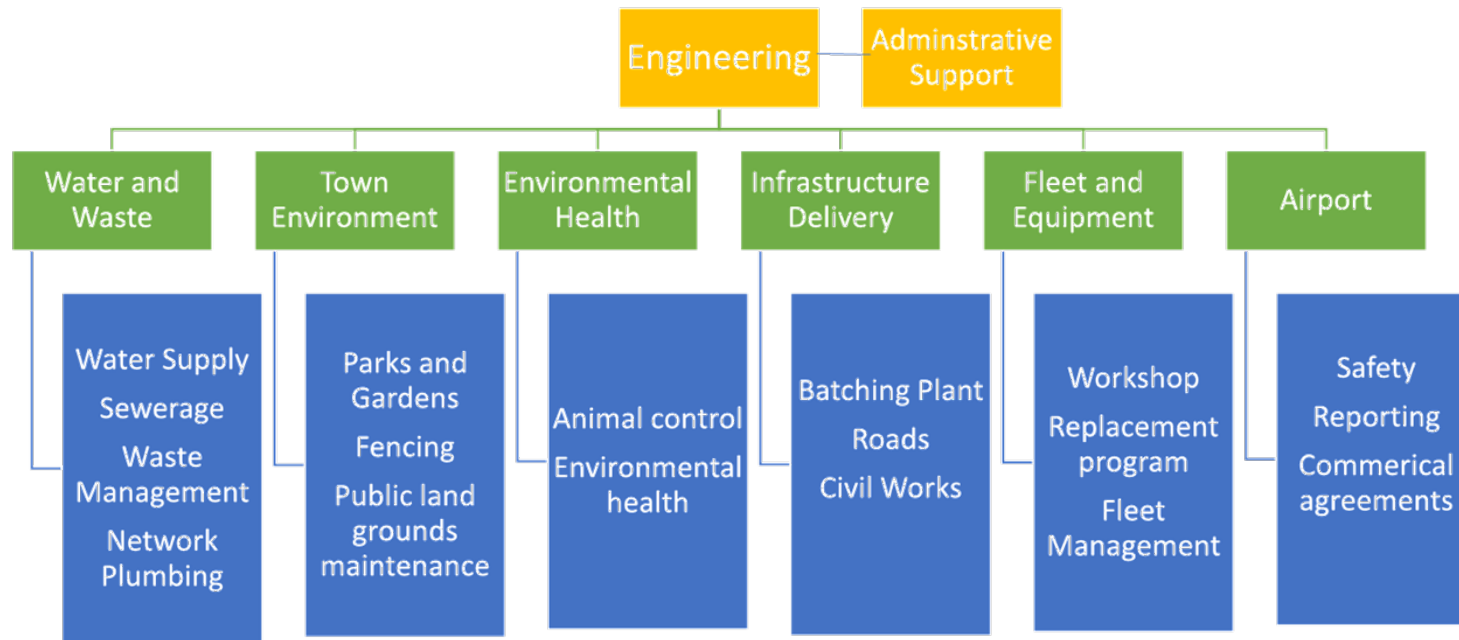
That Council received and adopt the 2024 organisation structure.

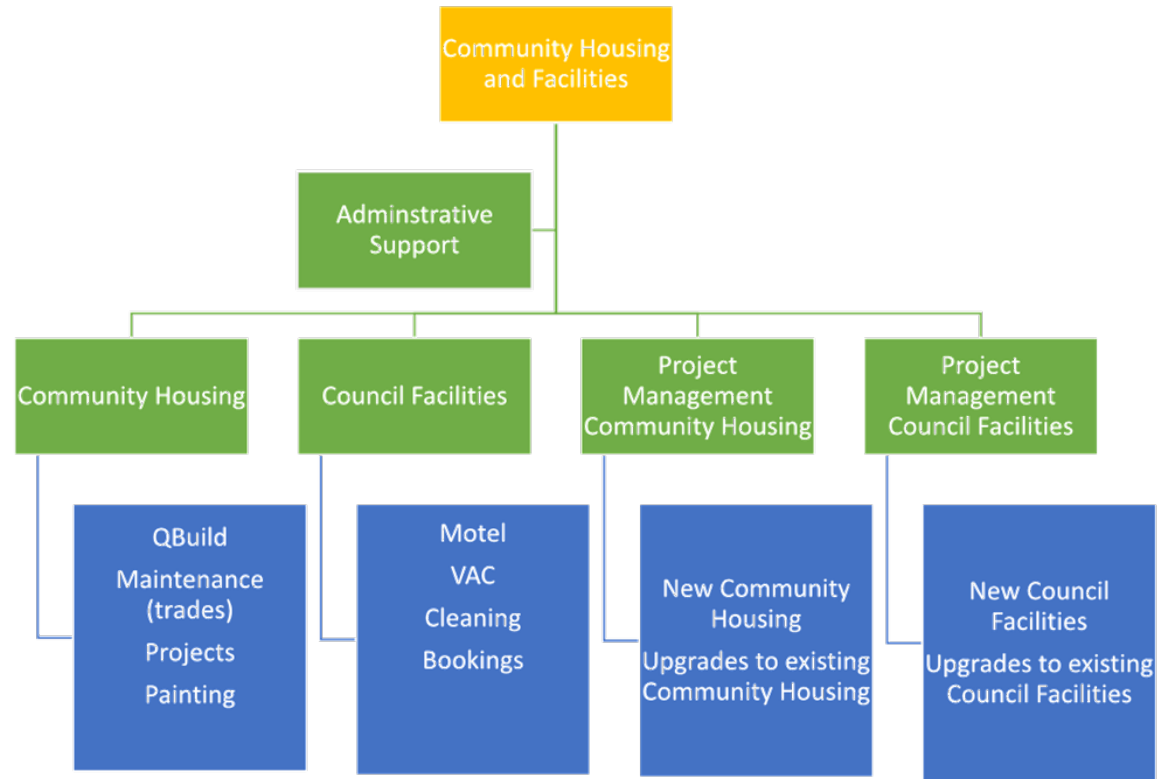












8 CONFIDENTIAL REPORTS

Nil

9 CLOSURE