



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

Date: Wednesday 30 October 2024
Time: 9:00 AM
Location: Council Chamber
Lardil Street
Gununa

MORNINGTON SHIRE COUNCIL

Ordinary Council Meeting

30 October 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

Order Of Business

1	Opening of Meeting	5
2	Acknowledgement Of Country	5
3	Present	5
4	Leave of Absence	5
5	Disclosure of Interest – Councillors and Staff	5
6	Condolences and Memorials	5
7	Confirmation of Minutes	6
7.1	Confirmation of Minutes - Ordinary Council Meeting - 25 September 2024	6
8	Deputations	14
9	Action Schedule	15
9.1	Action Items as at 21 October 2024	15
10	Policy Documents	16
	Nil	
	Reception & Consideration of Officers Reports	16
11	Mayor and Councillors Reports	16
	Nil	
12	Chief Executive Officer Report	16
	Nil	
13	Finance	17
13.1	Financial report	17
14	Human Resources Management	29
14.1	Human Resources report	29
15	Governance	32
	Nil	
16	Planning and Communities	33
16.1	Accommodation and Hospitality report	33
16.2	Queensland Government Department of Housing Tenancy Services Update	36
17	Housing Department	40
17.1	Housing report	40
18	Facilities Department	43
18.1	Facilities report	43
19	Engineering	44
19.1	Engineering report	44
20	General Business	46
	Nil	
21	Confidential Reports	46
	Nil	

22 Next Meeting 46
23 Closure 46

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 Garrawa people who share our homelands.

3 PRESENT**4 LEAVE OF ABSENCE****5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF****6 CONDOLENCES AND MEMORIALS**

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING - 25 SEPTEMBER 2024

Author: Director Corporate and Community

Attachments: 1 Ordinary Council minutes - September 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council held on Wednesday 25 September 2024 be received and recommendations therein be adopted.

ORDINARY COUNCIL MEETING MINUTES

25 SEPTEMBER 2024

**MINUTES OF MORNINGTON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, LARDIL STREET, GUNUNA
ON WEDNESDAY, 25 SEPTEMBER 2024 AT 9:00 AM**

1 OPENING OF MEETING

The meeting was opened by Deputy Mayor Robert Thompson at 9:20am.

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

Deputy Mayor Robert Thompson, Cr Farrah Linden, Cr Renee Wilson, Cr Jane Ah Kit (online).

Gary Uhlmann (Chief Executive Officer) and Skye Price (Director Corporate and Community) (online).

4 LEAVE OF ABSENCE**RESOLUTION 2024/129**

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Farrah Linden

That the apology received from Mayor Richard Sewter be accepted and leave of absence granted.

CARRIED 4/0

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

Potential conflict of interest declared at item 13.2.

6 CONDOLENCES AND MEMORIALS

A minute's silence was undertaken for loved ones lost.

Page 1

Initial: _____

ORDINARY COUNCIL MEETING MINUTES**25 SEPTEMBER 2024****7 CONFIRMATION OF MINUTES****RESOLUTION 2024/130**

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Farrah Linden

That the minutes of the Ordinary Council meeting held Wednesday 28 August 2024 be received and recommendations therein adopted.

CARRIED 4/0**8 DEPUTATIONS****1:30pm Strategic Risk and Business Continuity planning – Introduction and briefing**

Ian Barton, NQ Regional Risk Coordinator, Local Government Mutual Services (LGMS)

Robert Dwyer, Senior Risk Management Specialist, Culturev8

9 ACTION SCHEDULE**9.1 ACTION ITEMS AS AT 31 AUGUST 2024**

Deferred until October 2024 meeting.

10 POLICY DOCUMENTS**10.1 COUNCILLOR CODE OF CONDUCT****RESOLUTION 2024/131**

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Farrah Linden

That Council receive and adopt the Code of Conduct released from the Minister for Local Government's office, August 2024.

CARRIED 4/0

Page 2**Initial:** _____

ORDINARY COUNCIL MEETING MINUTES**25 SEPTEMBER 2024****10.2 MODEL MEETING PROCEDURES****RESOLUTION 2024/132**

Moved: Cr Jane Ah Kit

Seconded: Deputy Mayor Robert Thompson

That Council receive and adopt model meeting procedures as distributed by the Queensland Government Department of Housing, Local Government, Planning and Public Works, Wednesday 28 August 2024.

CARRIED 4/0**10.3 COUNCILLOR PORTFOLIO POLICY REVIEW AND UPDATE****RESOLUTION 2024/133**

Moved: Cr Renee Wilson

Seconded: Cr Farrah Linden

That Council receive and adopt the updated Councillor portfolio policy (version 2).

CARRIED 4/0**10.4 ACCEPTABLE REQUESTS GUIDELINES****RESOLUTION 2024/134**

Moved: Deputy Mayor Robert Thompson

Seconded: Cr Farrah Linden

That Council receive and adopt the Acceptable Requests Guidelines (Version 3 September 2024).

CARRIED 4/0

Page 3**Initial:** _____

ORDINARY COUNCIL MEETING MINUTES**25 SEPTEMBER 2024****RECEPTION & CONSIDERATION OF OFFICERS REPORTS****11 MAYOR AND COUNCILLORS REPORTS****RESOLUTION 2024/135**

Moved: Cr Farrah Linden
Seconded: Deputy Mayor Robert Thompson

That Councillors' verbal reports for October 2024 be received and noted. No report from Mayor Richard Sewter owing to a leave of absence.

CARRIED 4/0**12 CHIEF EXECUTIVE OFFICER REPORT****RESOLUTION 2024/136**

Moved: Cr Farrah Linden
Seconded: Deputy Mayor Robert Thompson

The Councillors receive and note the Chief Executive Officer's verbal report for October 2024.

CARRIED 4/0**13 FINANCE****13.1 FINANCIAL REPORT****RESOLUTION 2024/137**

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Renee Wilson

That Council receive and note the financial report for August 2024.

CARRIED 4/0

A potential conflict of interest related to Councillor Jane Ah Kit and Item 13.2 Sole Supplier Arrangement was declared. Councillor Ah Kit's immediate relative undertakes civil and roads projects/ contracts (the subject of the resolution). Subsequently, Councillor Ah Kit left the meeting and did not vote on the item in question.

At 11:43am, Cr Jane Ah Kit left the meeting.

Page 4**Initial:** _____

ORDINARY COUNCIL MEETING MINUTES**25 SEPTEMBER 2024****13.2 SOLE SUPPLIER ARRANGEMENT****RESOLUTION 2024/138**

Moved: Deputy Mayor Robert Thompson

Seconded: Cr Farrah Linden

1. That pursuant to section 235(a) and 235(f) of the Local Government Regulation 2012 (Qld), Council resolves to engage A-Z Project Management Pty Ltd (ABN 32 642 244 433) as the supplier to deliver Project Management (Roads) and ancillary services across the 2024/25 financial year.
2. That Council resolve to give financial delegation to the Chief Executive Officer to enter into contract with and pay invoices as and when due to A-Z Project Management Pty Ltd (ABN 32 642 244 433) subject to availability of approved budget and/or grant funds.
3. That Council resolves that the Chief Executive Officer may extend this contract engagement for the additional financial year 2025/26.

CARRIED 3/0

At 12:22 pm, Cr Jane Ah Kit returned to the meeting.

14 HUMAN RESOURCES MANAGEMENT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2024/139**

Moved: Deputy Mayor Robert Thompson

Seconded: Cr Farrah Linden

That Council receive and note the human resources report for August 2024.

CARRIED 4/0**15 GOVERNANCE**

Nil

Page 5

Initial: _____

ORDINARY COUNCIL MEETING MINUTES**25 SEPTEMBER 2024****16 PLANNING AND COMMUNITIES****16.1 ACCOMMODATION AND HOSPITALITY REPORT****RESOLUTION 2024/140**

Moved: Cr Farrah Linden
Seconded: Deputy Mayor Robert Thompson

That Council receive and note the report related to accommodation and hospitality for August 2024.

CARRIED 4/0**17 HOUSING DEPARTMENT****17.1 HOUSING REPORT****RESOLUTION 2024/141**

Moved: Cr Renee Wilson
Seconded: Cr Farrah Linden

That Council receive and note the housing report for August 2024.

CARRIED 4/0**17.2 FUTURE HOUSING PROGRAM****RESOLUTION 2024/142**

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Farrah Linden

That Council receive and note the report related to the Gununa Future Housing Program.

CARRIED 4/0**18 FACILITIES DEPARTMENT****18.1 FACILITIES REPORT****RESOLUTION 2024/143**

Moved: Cr Renee Wilson
Seconded: Cr Farrah Linden

That Council note and receive the Facilities department report for August 2024.

CARRIED 4/0

Page 6

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ORDINARY COUNCIL MEETING MINUTES

25 SEPTEMBER 2024

19 ENGINEERING

19.1 ENGINEERING REPORT

RESOLUTION 2024/144

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Farrah Linden

That Council receive and note the Engineering division report for September 2024.

CARRIED 4/0

20 GENERAL BUSINESS

Nil

21 CONFIDENTIAL REPORTS

Nil

22 NEXT MEETING

RESOLUTION 2024/145

Moved: Cr Farrah Linden
Seconded: Cr Renee Wilson

The next meeting date be changed to 30 October 2024.

CARRIED 4/0

23 CLOSURE

Deputy Mayor Robert Thompson closed the meeting at 2:07pm.

Gary Uhlmann
Chief Executive Officer.

Minutes Confirmed:

Mayor

Date: [enter date](#)

Gary Uhlmann
Chief Executive Officer

Page 7

Initial: _____

8 DEPUTATIONS

9 ACTION SCHEDULE**9.1 ACTION ITEMS AS AT 21 OCTOBER 2024**

Author: Director Corporate and Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with an updated version of the action schedule.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At each ordinary Council meeting, when resolutions are passed that require any action, those resolutions are included in Council's action schedule for the appropriate officer or elected member's attention.

At each ordinary meeting of Council, the action schedule is tabled to summarise actions that have been taken in accordance with Council resolutions.

FINANCIAL & RESOURCE IMPLICATIONS

All Council resolutions are addressed in accordance with budget allocations from general purpose revenue and grants.

RECOMMENDATION

That the action schedule as tabled be updated and that completed items be removed.

10 POLICY DOCUMENTS

Nil

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

11 MAYOR AND COUNCILLORS REPORTS

Nil

12 CHIEF EXECUTIVE OFFICER REPORT

Nil

13 FINANCE**13.1 FINANCIAL REPORT**

Author: Chief Financial Officer

Attachments: 1 Financial Report

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to present Council with a monthly consolidated financial snapshot of key information regarding the financial position of Mornington Shire Council.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

This is to enable the Council to conduct their duties in a financially responsible manner, whilst being made aware of potential risks.

Thus, enabling decisions to be made regarding the efficient use of the resources available. Resulting in a sustainable organisation for the benefit of stakeholders.

All figures are year to date until 30 September 2024.

FINANCIAL & RESOURCE IMPLICATIONS

Council is operating within allocated 2024/25 budgets.

RECOMMENDATION

That Council receive and note the financial report for October 2024.

ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Executive Summary



Traffic Lights:



On track
Need to monitor
Needs attention

Expenditure was higher than receipts. We will monitor closely as with the volume of grants in play as this puts pressure on cashflow
 Grant reporting is upto date which will result in good cashflows, it can not be underestimated the work that has gone into achieving this position
 The Audit is progressing well and highlighting the improvements made over the past 18 months
 There has been a large reduction in the amount of queries and errors found during the Audit
 It also highlights areas for improvement such as leasing and debt recovery which have been a priority and seen improvements since 2023
 Finance Team restructure adjustment has worked well
 Interest income has greatly increased from last year through better banking structures
 Preliminary investigations into a new software packages across all council enterprises including finance is progressing
 Senior members of the finance team recently attended the Finance Officers Network Meeting in Cairns. Topics included Cyber Security, Audits, AI, Sus
 Also an good networking opportunity speaking to the Audit office and other Councils getting information on their systems.
 Since the end of the month we have received various grant funding in excess of \$6m



Questions and Learnings



Our job is to give you the information so you can make the best decisions
On how to set direction for the use the scare resources of the council

How? What? Why? Why? Why?

Best question to ask is - What keeps you awake at night?

Answer was, at the end of September our cash position, today its different?

A few questions to ask and hopefully answered through out this presentation

How is all the reporting going, Financials, Audits, Grants?

How are the projects going and how are they being funded?

How are we going against budget and last year. Money in and out?

What are our priorities?

What is our biggest cost?

What training has been undertaken?

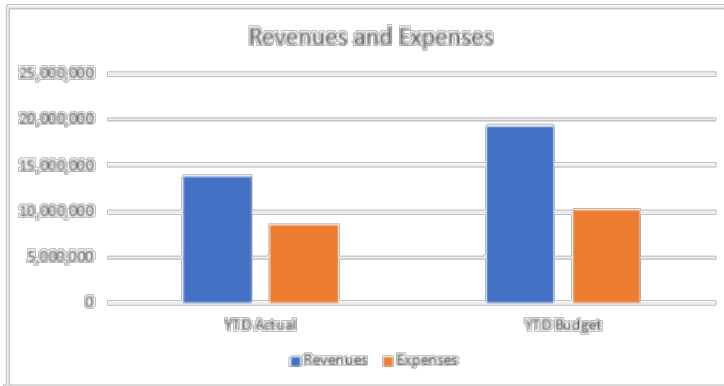
How are we building capacity locally?

Revenues and Expenses

All numbers are year to date up until 30-September-2024



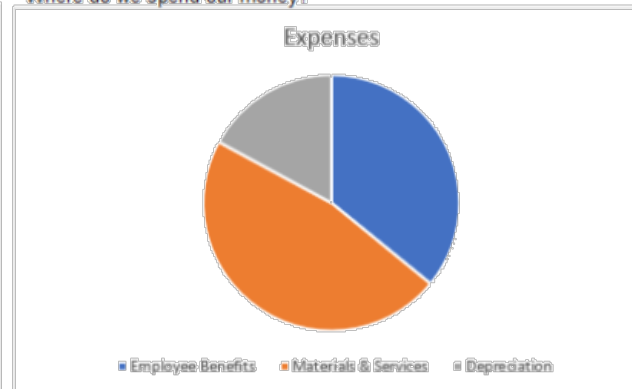
Did we make a profit ?



Where did the Money come from?



Where do we spend our money?

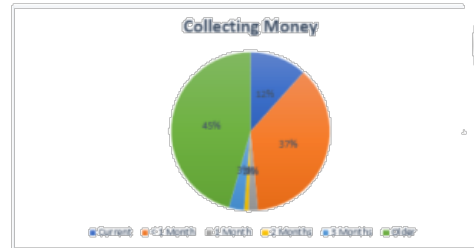
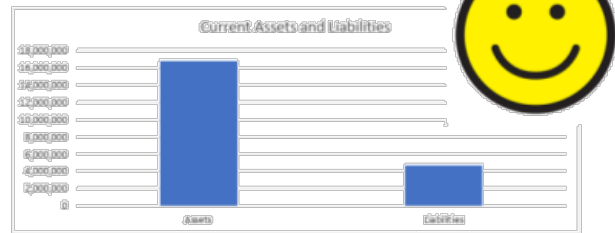


ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Cash Position

All numbers are year to date up until 30-September-2024



Assets

Cash at Bank Unrestricted	1,948,017
Cash at Bank Restricted	7,653,833
Debtors	7,175,215
	<u>16,775,066</u>

Liabilities

Creditors	2,631,297
GST	501,351
PAYG	1,198,095
Employee Entitlements	466,643
	<u>4,795,386</u>

Receivables

Current	<1 Month	1 Month	2 Months	3 Months	Older	Total
807,227.59	2,556,906.54	133,275.29	61,575.01	215,355.43	3,161,163.97	6,935,503.83
30%	8%	2%	2%	2%	56%	100%

Payables

Current	<1 Month	1 Month	2 Months	3 Months	Older	Total
1,179,422.71	263,367.51	49,359.30	(0.54)	(3,845.08)	1,023,024.74	2,511,328.64
47%	10%	2%	0%	0%	41%	100%

Who owes us money (Debtors)
But hasn't paid soon enough

	Over 90 days	Total	Notes
AISS (Australian Indigenous Security Service Pty Ltd)	1,268,193	1,518,124	See Creditor below
Dept of Energy and Public Works - QBuild BASFW	30,621	492,931	
DHLGPPW - Dept of Housing, Local Government, Planning	97,634	2,066,788	\$16m paid
Gulf Regional Aboriginal Corporation	138,276	187,533	
GUNUNAMANDA LIMITED TJA Gununamanda Store	389,479	404,488	
HC Building and Construction	160,242	205,705	
James Construction Queensland Pty Ltd	276,494	425,438	
M.I. Community Health	0	184,580	
N & J Building & Construction	100,991	100,991	
Quantum Comms Pty Ltd	0	149,730	\$108k Paid in Liquidation
Rex Airlines	0	125,000	

Total of above and others: **\$3,161,164** **\$6,935,504**

AISS (Australian Indigenous Security Service Pty Ltd)	1,008,750	1,009,631
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ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Details in the numbers

Statement of Comprehensive Income Year to date u 30-September-2024

Revenue	Actual \$	Budget \$	Variance \$		Last Year \$
Recurrent Revenue					
Fees & Charges	3,097,459	3,245,060	-147,601	-	2,911,307
Sales Revenue - Building Construction	1,053,335	1,399,588	-346,253	X	376,344
Sales Revenue - Enterprises	1,238,076	1,500,000	-261,924	-	593,731
Accommodation	1,226,970	948,750	278,220	✓	551,618
Total Recurrent Revenue	6,615,840	7,093,398	-477,558		4,432,999
					0
Capital Revenue					0
Capital, Grants, Subsidies, Contributions & Donations	6,415,951	11,415,398	-4,999,447	X	5,764,917
Total Capital Revenue	6,415,951	11,415,398	-4,999,447		5,764,917
	0	0	0		0
Rental income	524,294	340,444	183,790	✓	665,030
Interest received	75,948	57,620	18,328	✓	64,405
Airport Landing & Passenger fees	155,718	197,912	-42,194	✓	143,471
Other income	50,783	75,000	-24,217	X	204,651
	806,683	670,976	135,707		1,077,557
Total Revenue	13,838,473	19,179,772	-5,341,298		11,275,472
Expenses					
Recurrent Expenses					
Employee Benefits	3,079,016	3,614,293	-535,277	✓	2,814,687
Materials & Services	4,032,707	5,040,964	-1,008,256	✓	2,878,142
Total Recurrent Expenses	7,111,724	8,655,257	-1,543,533		5,692,829
					0
Total Expenses	7,111,724	8,655,257	-1,543,533		5,692,829
Net Operating Surplus/ (Deficit) Before Depreciation	6,726,750	10,524,515	-3,797,765		5,582,643
Less: Non Cash Expenditure					
Depreciation	1,466,819	1,447,306	19,513	✓	1,474,600
Total Expenditure	8,578,542	10,102,563	-1,524,020		7,167,430
Net Operating Surplus/ (Deficit)	5,259,931	9,077,209	-3,817,278	X	4,108,043

ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Details in the numbers



Statement of Financial Position	30-September-2024	30-June-2024	30-June-2023	
	YTD			
	2025	2024	2023	2022
	\$	\$	\$	\$
Current assets				
Cash and cash equivalents Unrestricted	1,946,017	1,371,383	5,555,210	1,023,954
Cash and cash equivalents Restricted	7,653,833	4,358,693	7,185,156	7,612,193
Receivables	7,517,381	2,972,155	3,164,155	3,375,253
Inventories	1,957,133	1,399,506	1,022,411	563,998
Contract assets	752,860	2,621,352	2,091,919	1,046,819
Lease receivable	0	252,354	252,354	235,948
Total current assets	19,827,224	12,975,443	19,271,206	13,858,165
Non-current assets				
Lease receivable	6,713,993	6,713,993	6,713,993	6,964,127
Property, plant and equipment	173,713,563	172,486,648	164,466,909	114,489,387
Total non-current assets	180,427,557	179,200,641	171,180,902	121,453,514
Total assets	200,254,781	192,176,084	190,452,108	135,311,679
Current liabilities				
Payables	4,800,810	6,085,053	4,171,283	3,927,004
Contract liabilities	9,532,061	5,429,053	8,566,408	4,906,589
Provisions	30,387	30,387	33,898	46,125
Total current liabilities	14,363,259	11,544,492	12,771,588	8,879,718
Non-current liabilities				
Provisions	1,611,620	1,611,620	1,611,620	1,545,187
Total non-current liabilities	1,611,620	1,611,620	1,611,620	1,545,187
Total liabilities	15,974,878	13,156,112	14,383,208	10,424,905
Net community assets	184,279,902	179,019,972	176,068,900	124,886,774
Community equity				
Asset revaluation surplus	153,282,126	153,282,126	153,282,126	105,443,563
Retained surplus	30,997,777	25,737,846	22,786,774	19,443,211
Total community equity	184,279,902	179,019,972	176,068,900	124,886,774

ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Cashflow

All numbers are year to date up until

30-September-2024



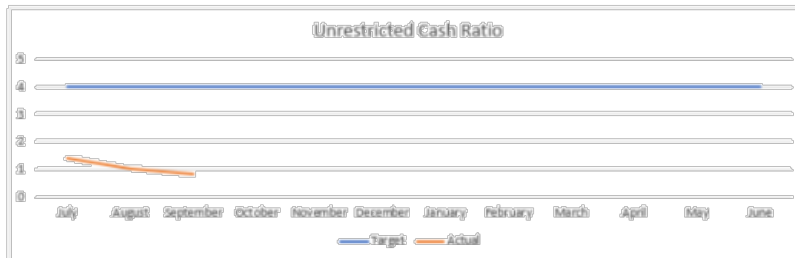
Account	Jul-24	Aug-24	Sep-24
Normal Business			
Money in	5,973,414.90	1,748,746.93	2,730,465.88
Money Out	(5,350,607.34)	(2,227,998.84)	(2,620,536.57)
Difference	522,807.56	(479,251.91)	109,929.31
Capital Grants			
Money in	344,779.25	101,405.54	487,991.68
Money Out	94,157.38	(665,573.76)	(646,613.08)
Difference	438,936.63	(564,168.22)	(158,621.40)
Other (SuperBAS)			
	(560,445.24)	(256,396.43)	(747,079.42)
	(560,445.24)	(256,396.43)	(747,079.42)
	401,298.95	(1,299,816.56)	(795,771.51)
Bank			
Start	3,619,712.33	4,021,011.28	2,735,878.26
Difference	401,298.95	(1,299,816.56)	(795,771.51)
End	4,021,011.28	2,721,194.72	1,940,106.75



Unrestricted Cash Expense Ratio

Target: Greater than 4 months

0.8



This year

Unrestricted Cash Expense Ratio

Month	Target	Actual
July	4	1.40
August	4	1.02
September	4	0.63

Last year

Unrestricted Cash Expense Ratio

Month	Target	Actual
Jul-23	4	2.84
Aug-23	4	5.48
Sep-23	4	6.31
Oct-23	4	4.92
Nov-23	4	3.39
Dec-23	4	2.08
Jan-24	4	1.54
Feb-24	4	1.63
Mar-24	4	1.10
Apr-24	4	1.07
May-24	4	1.07
Jun-24	4	0.68

Are we up to date with all the numbers and ticking the boxes



Task	Traffic Light Due	Due next	Notes
ATO Reporting	✓	21/10/2024	
Workcover	✓	15/09/2025	
Insurance	✓	4/03/2025	
Audit 2023	-		Progressing
Audit 2024	✓		Starting and Auditing 30 June stocktakes Balance Sheet Recs in progress
Grant reporting	✓	30/09/2024	Greatly improved quarterly reporting commenced a first for a considerable time
Issuing Invoices	✗		Progressing as a priority changes have been made to improve Qbuild Invoices
Paying Invoices	✓	Ongoing	With the exception of AISS upto date and cleaned up
Audit Committee	✗		To be established
5 Year Plan	✓	Ongoing	
QTC 10 Year forecast	-	Ongoing	Draft forecast completed
Policies	-	Over	To be reviewed and adopted
Adherence to Policies	-	Over	Will be an ongoing project

Measures of Financial Sustainability

Operating Surplus Ratio

Target: 0%-10% 38%
Net operating result divided by total operating revenue

Operating Cash Ratio

Target: Greter than 0% 49%
Net operating result add Depreciation Amortisation add Finance Costs divided by total operating revenue

What we need to do



Actions	Goal	Resources	Timeline (calendar)
Reworked SharePoint	Easy access to information	Existing resources	Q3 2024
Complete 2023 Accounts	Draft Financials 2023	Existing resources	Complete
Audit 2023	Reduction in management points	Existing resources	Q4 2024
Preparation of 2024 Financials	Draft Financials 2023	Existing resources	Q4 2024
Audit 2024	Reduction in management points	Existing resources	Q1 2025
Debt Recovery	Assess all debts and start recovery	Existing resources	Q1 2025
Contracts Register \$200k+	List of Contracts for last 7 years	Existing resources	Q1 2025
Contracts Register All	List of all new and ongoing	All department	Q1 2025
Local Buy Implementation	Access and basic functionality	Procurement Manager	Q4 2024
Stock Control and analysis	Quarterly Stocktakes	All department	Q2 2025
Online travel booking system	Rex agreement and booking setup	Existing resources	Q4 2024
Negotiate a new Certified Agreement	A fair agreement for all parties	Existing resources	Q2 2025
Introduction of new travel process	Electronic System for Council	Existing resources	Q1 2025
New Liquor Licence	Full Licence	Existing resources	Q1 2025

ORDINARY COUNCIL MEETING

30 OCTOBER 2024

Project Status



Major purchases the council should be made aware of

Funding	Capital projects	Project% Completion	Grant Funding	Budget% Spent	Due for Completion	How are we going	How much is owing	Commentary
	Queensland RA 2024	100%	4,541,391		30/06/2024	-		Program Finalised
	Queensland RA 2025 & 2026	0%	16,000,000		30/06/2025	-		Approved
	Queensland RA Resilience Grant	0%	4,547,831		31/12/2027	-		Upgrade Barge & Tavern Kitchen
	Resilience - Fuel & Cool Room	0%	709,000		31/12/2024	-		New Opal tanks plus freezer and cold room in barge shed
	Works 4 Queensland Staff	0%	1,100,000		30/06/2027	-		Staff Housing
	Works 4 Queensland Shed	0%	1,000,000		30/06/2027	-		Workshop Shed
	Water Filtration	5%	6,000,000		31/10/2025	-		Water Project Investigation Commenced and more funding available
	Sewage Pump Upgrade	98%	1,975,000		31/12/2024	✓		Program completed Variation for pipe in progress
	Library	70%	1,600,000		30/11/2024	✓		Internal fit out commenced floor coverings and cabinetry
	Social Housing Duplex/Plugin	90%	2,588,235		30/09/2024	-		Floor coverings and cabinetry
	Social Housing Units/Houses	3%	7,328,042		31/03/2025	-		Drawing for 4*2.90% complete
	Motel	1%	2,052,350		31/08/2024	-		Waiting on Ergon power line relocation
	Land Subdivision	2% TBA			30/06/2025	✓		To be funded by DATSIP
	Waste Initiatives	40%	1,600,000		Ongoing	✓		Completed Garbage Truck, bins in Progress, recycling. Further indicatives being investigated
	Footpath	0%	400,000		30/06/2030	✓		Over 5 years
	Design Plan for Housing Engineering of	0%	177,750		30/06/2025	✓		
	Pushbikes	0%	116,000		30/06/2025	✓		
	Restore Propeller	0%	7,000		30/06/2025	✓		
	Ilua	0%	107,910		30/06/2025	✓		

Future Projects

Swimming Pool	Landscaping	Airport Memorial Garden
Splash park	Staff Housing	Footpaths
Aged care Facility	Community Activities	Runway Realignment to produce new land for social housing
Social Housing	Coastal erosion	Batching Plant Upgrade
New Warehouse Roof		

Wins and opportunities



Cash management process implemented and generating improved revenue
Grant Reporting upto date
Painting has been split off in the accounts and is highly profitable
Footpath program initiated
Orange Sky has landed

Questions ?

14 HUMAN RESOURCES MANAGEMENT

14.1 HUMAN RESOURCES REPORT

Author: Human Resources Manager

Attachments: Nil

Staff movements

Council welcomed 16 new employees, comprising 10 permanent, 3 part-time, and 3 casual staff. Additionally, 2 employees were redeployed, 1 casual employee converted to full-time, 6 full-time employees resigned, and 1 full-time employee was terminated during probation.

Recruitment

Key positions filled include two apprentice mechanics, qualified mechanic, plumbing supervisor, qualified chef, food and beverage attendant (Airport Cafe), laundry attendant (Orange Sky), carriage limit security, commercial cleaning supervisor, office manager (Civic Centre), airport coordinator, travel officer and illegal dumping officer.

Recruitment is ongoing for the following positions:

- Boilermaker/steel fabricator
- Building supervisor
- Workshop store person
- Warehouse store person
- Indigenous Knowledge Centre Coordinator
- Library Officer
- 2 trade apprentices – Painting
- 1 trade apprentice – Baker
- Logistics officer
- Procurement specialist (Warehouse)

Human Resources statistical report

As of October 23, 2024, total staff is 192, with 128 full-time, 4 part-time, and 60 casual employees.

Employee investment

Funding submissions - Queensland Government Work Skills Traineeships

A submission has been made for funding under Work Skills Traineeships for eight trainees that will provide paid employment opportunities for local candidates – aged 15 to 19 whilst at the same time funding projects that leave a visible and long-lasting impact on social infrastructure and services in a local community. Traineeships and projects will focus on:

- Construction - create repair and upgrade public spaces and facilities.
- Environment - undertake revegetation, regeneration and river or foreshore restorations.
- Hospitality - service the community through retail and hospitality outlets.

Participants will:

- earn a certificate I level qualification in business, construction, ecosystem management and hospitality services

- gain practical experience in real work situations that align with their training
- be supported to build confidence and general life skills
- complete paid work that can be included in their resumes
- receive a mix of career advice, job preparation skills and foundation skills

Compensation and benefits

Three full-time employees received salary increases for outstanding performance and in acknowledgement of additional responsibilities undertaken.

Probation, performance appraisal and development review

Performance reviews were conducted for 3 employees (2 by CEO and 1 by Director Housing and Facilities), and probation reviews are pending for several employees.

Five employees have missed their probation review and four additional probation reviews are currently due. Notice have been sent to relevant Managers to conduct this process.

HR Strategy and Operational Management

Employee Relations

Council currently has five current cases before the Queensland Industrial Relations Commission from past employees on matters of withholding monies due to outstanding debts and application for reinstatement.

Grievances: one formal complaint lodged and resolved

Disciplinary actions: one verbal warning issued and 1 termination during probation

Workplace Health and Safety

18 reported incidents in relation to Workplace Health and Safety from vehicle damage to unsuccessful break in attempt causing property damage, verbal abuse, medical incidents, fire lit at waste facility, minor security breach at airport and exposed electrical wires at the youth hub.

Employee Engagement and Initiatives

Cultural awareness training was conducted for 12 new employees to enhance understanding of the local community protocols, engagement and working relationship with indigenous people in a culturally appropriate and effective way.

To bridge the Cultural Gap between managers, existing and potential employees, the development of an internal Employee Engagement and Cultural Awareness program has commenced with the view to conducting the initial program in November 2024. The purpose of the program is to educate managers and supervisors on how to better manage the relationship between themselves and employees.

A cultural awareness information package is currently being developed for distribution within community aimed at addressing certain barriers and issues for residents seeking employment with Council and who may need further clarifications around understanding the cultural effects and adjustments necessary to gain such employment.

Community projects include lawn mowing for 30 identified houses and fare share meal initiatives for vulnerable families. Initial identification of these vulnerable families is to be set up and managed by the Staff Liaison and Community Recruitment Officer. Additionally, Council commenced Orange Sky laundry service operations.

Apprenticeship and traineeship program

The apprenticeship and traineeship program is focussed on development of skilled professionals in light vehicle mechanics, business administration, civil construction, plumbing and carpentry.

There has been significant progress made within the groups which highlights Council's commitment to fostering talent and providing valuable training opportunities.

In September and October, opportunities have been provided for two additional apprentices who have been enrolled in Certificate III light vehicle apprenticeship, while other existing apprentices are making satisfactory progress towards their qualification, demonstrating a strong commitment to their training and development.

We have received two training laptops to assist trainees and apprentices in timely completion of their course requirements while on the island.

All current business administration trainees are making progress through their program and actively engaging with course materials and applying learning at the workplace.

Recent changes and upcoming training schedule

In Civil construction, we have changed training providers from Major Training to Martyr Training. The reason for the change is influenced by the quality of training, facilities and resources and industry connections that we believe Martyr training offers within civil construction which will benefit trainees more greatly.

Currently, block training courses in Cairns have been booked for all the three apprentices in plumbing to provide them with theoretical knowledge and hands-on experience necessary for their development.

Action plan for next month

- Develop internal employee engagement and cultural awareness program.
- Develop standardised process for managing work schedules for full-time employees and management of casual pool (potentially excel rostering system).
- Improve ways for timekeeping and leave management.
- Review current EBA, analyse terms, conditions and clauses, current wage and structures, benefits, health and safety provisions, allowances and entitlements and current industry standards.

RECOMMENDATION

That Council receive and note the human resources report for October 2024.

15 GOVERNANCE

Nil

16 PLANNING AND COMMUNITIES**16.1 ACCOMMODATION AND HOSPITALITY REPORT**

Author: Director Accommodation and Hospitality

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide an update related to accommodation and hospitality activities for the month of September 2024.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**NRL Grand Final at the tavern**

The NRL Grand Final held at the tavern was a resounding success, drawing a vibrant crowd eager to support their teams. Our dedicated team transformed the hall into a lively sports haven, utilising team-themed decorations including balloons and streamers that added to the festive atmosphere.

This event marked the debut of our new chef, who crafted a delightful smorgasbord that was a hit among attendees. The menu featured an assortment of juicy burgers, succulent sausages, and an array of sides, ensuring there was something for everyone. A standout dish was the freshly prepared chicken wings, marinated in the chef's signature blend of spices, which quickly became a fan favourite. The combination of delicious food and the electric atmosphere made for an unforgettable experience.





Airport Kiosk

We are excited to announce that our airport kiosk is in the final stages of setup and is scheduled to open in mid-November. The kiosk will offer travellers and locals a convenient selection of quick bites, enhancing their wait time at the airport and more importantly a place to grab a coffee on the island. We are putting the finishing touches on the setup to ensure a smooth opening day but think this will become a new local favourite for a quick breaky and coffee.

School Dinner

In addition to the kiosk, we have successfully secured the tender with the local school for their end-of-year dinner. We are currently finalising the menu, which promises to be an exciting culinary experience for students and staff. This partnership strengthens our community ties and showcases our commitment to providing quality dining options for local events.

New Housekeeping Supervisor

We are pleased to announce the start of our new housekeeping supervisor Debra Janssen, who has hit the ground running with our existing team especially Sophia Thompson. Their proactive approach has already made a significant impact, providing valuable training and skill development. Team members are learning new techniques and strategies, fostering collaboration and a strong sense of teamwork. The enhanced on the job training with the team will not only improved our housekeeping standards but also boosted morale among the staff, creating a more cohesive and efficient working environment.



FINANCIAL & RESOURCE IMPLICATIONS

Accommodation and hospitality business units are operating within designated 2024/25 budget allocations.

RECOMMENDATION

That Council receive and note the report related to accommodation and hospitality for October 2024.

16.2 QUEENSLAND GOVERNMENT DEPARTMENT OF HOUSING TENANCY SERVICES UPDATE

Author: Director Corporate and Community

Attachments: 1 Mornington Island Department of Housing delivery report

PURPOSE (EXECUTIVE SUMMARY)

1. The accompanying report provides a status update as at October 2024 related to the two hundred and twenty-nine (229) social housing properties in Gununa, Mornington Island.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The report from the Queensland Government Department of Housing Tenancy Services provides advice related to accounts in arrears, temporary absences and subsequent investigations, vacancies, transitional properties and a register of need.

The Department of Housing Tenancy Services team has indicated a commitment to monthly meetings with Council representatives, on island, going forward.

The Department of Housing team is also committed to providing monthly written reports related to housing allocations and any housing tenancy matters.

The department has also introduced a property allocation form, with proposed Council endorsement and sign-off. The Department of Housing proposed property allocations for the month of October 2024 will be tabled separately.

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial impacts for Council regarding Queensland Government Department of Housing Tenancy Services. (Council does retain the Q Build contract for maintenance and upgrade of social housing. However, this commercial arrangement is considered differently from the administrative allocation of housing for community members).

RECOMMENDATION

That Council receive and note the report related to Queensland Government Department of Housing Tenancy Services for October 2024.

Department of Housing and Public Works

Aboriginal and Torres Strait Housing Unit – Delivery

Delivery Update

For Mornington Aboriginal Shire Council – October 2024

Social Housing Properties

- 229 in total Social Housing Properties
 - 1 under an Agency Appointment (Dept. acting as an agent for Council)
 - 228 under a 40yr lease arrangement

Arrears – 0 weeks and higher

- 80 accounts in arrears

Tenancy management sending breach notices to tenants with outstanding rent arrears

Tenancy is working with the tenants and discussing payment plans for outstanding rent arrears – payments plans increasing and tenants are continuing to keep plans in place

Temporary Absences being investigated/reviewed – ongoing

- 5

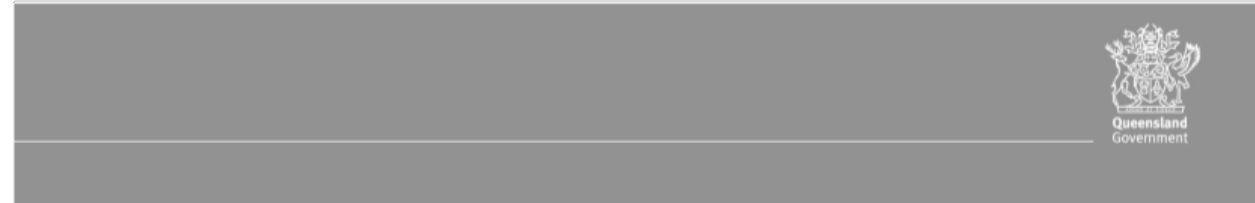
Temporary Absences Approved

- 8

VACANCIES (not including transitional housing)		
126 Wengka St		Under maintenance
157A Maarna St		Under maintenance

Transitional Properties / upgrades

- 200 Lardil St – under maintenance
- 72 Djinkiya St – under maintenance
- 198 Jimbarn St – Vacant
- 44 Wardirrkkan St – Vacant



Register of Need – 41 applications

Bedroom	#
1	19
2	8
3	7
4	5
5	1
6	1

Tenancy Management News

- Tenancy Management currently investigating tenants not residing at properties- ongoing
- Tenancy Management continue to talk to tenants around yard maintenance, letters sent to each household – ongoing
- Tenancy Management working on promoting an application drive for the community together with council and other stakeholders - ongoing
- Tenancy Management will investigate household numbers and names to help drive up the applications, working with Council – ongoing

Next Schedules Visits

The below trips have been booked and scheduled:

- 28th to 30th October - CSM Alexia Kelso and Property Manager Michael King
 - 11th to 15th November – SHO Mary Jo Craigie and SHO Duane Hulley
 - 26th to 29th November - SHO Mary Jo Craigie and SHO Duane Hulley
 - 9th to 13th December - SHO Mary Jo Craigie and SHO Duane Hulley
 - 16th to 20th December – CSM Alexia Kelso and SHO Mary Jo Craigie
-

Tenancy Team

- Alexia Kelso Client Service Manager – 0459 864 881
- Mary Jo Craigie Senior Housing Officer - 0436 632 037
- Duane Hully Senior Housing Officer – 0436 632 038
- Adi Gonerogo Senior Housing Officer – will be starting with us in 2 week

Tenancy Team Movements

- Office will be closed when the team is not on the island.
- Tenancy Management will continue to provide a housing service to the community. The team will be available by phone in the hours between 8:30 – 4:30 Monday to Friday.
- Management will commence a new recruitment process for another Local Housing Officer, advertising will be put up in the community to attract applicants. Date to be advised. – ongoing

Contact Details**Alexia Kelso Customer Service Manager****Ph:** 07 44 372 719**M:** 0459 864 881**Department of Housing and Public Works
19 West St Mount Isa Qld 4825**

17 HOUSING DEPARTMENT**17.1 HOUSING REPORT**

Author: Director Housing and Facilities

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with an update of Housing department activities for the month of September 2024.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**QBuild works programs*****2024/25 QBuild Do & Charge Program***

A total of 264 Work Orders have been issued via QBuild portal in the new financial year 24/25, 44 of them in September. 262 Do & Charge jobs have been invoiced to QBuild since July 1 2024.

2023/24 QBuild Purchase Orders Program

Council has completed and invoiced 8 upgrades to QBuild this financial year plus 10 solar hot water system replacements. 5 repaints were completed and invoiced in September. A significant number of kitchen and bathroom upgrade tenders are awaiting approval, as well early project scoping work on four termite damaged homes which will require major works.

QBuild maintenance requests

Community's request to have the blue phone relocated has been communicated to QBuild. QBuild have agreed to relocate it to the new administration building. Awaiting confirmation on the timeframe.

Funded programs***\$2.35 million interim capital works program***

The scope of this project is to deliver one duplex and one plug-in and is funded by the Department of Community, Housing and Digital Economy (DCHDE).

Duplex 152 Lardil Street

The internal and external painting works have been completed as well as kitchen joinery. Electrical fit off has commenced. Significant delays are being experienced across all projects due to a shortage of vinyl floor layers. Carports are due to arrive shortly; and external works will commence.



Plug-in 30 Lardil Street

All internal and external painting as well as the flooring have been completed. Cabinetry has arrived on site but completion is being hampered by a shortage of vinyl layers.

***Indigenous Knowledge Centre (IKC)***

The Indigenous Knowledge Centre is funded under the Local Government Grants and Subsidies Program (LGGSP). Internal fit-out is well advanced. Completion is now expected in early November.

Forward Remote Capital Programme \$7.3m

Architectural Design work on the 4 x 2 bedroom units proposed for Lot 926 Lardil St. has passed the 60% complete stage and it is proposed to go to tender in late 2024.

Preliminary work on additional Plug-in's is awaiting a decision from Council on the priority properties. Once this has been finalised survey work can commence to establish site constraints.

Works for Queensland – Staff Housing \$1.12m

An architectural firm has been engaged as the first step in developing new staff housing at 191 Cemetery Road. It is anticipated that a concept design for two bedroom lowset houses will be complete by the end of November.

Gulf Trust Grant – Salvation Army Op Shop Refurbishment

Funding has been approved and works have commenced for the Op Shop refurbishment including a front balcony renovation, toilet and shower conversion, flooring and painting works as well as a disability ramp installation. Orange Sky mobile laundry unit has arrived and is now operational.

LRCI funding phase 2: Public toilet block refurbishment

Council has been approved funding to refurbish the public toilet block at the gym. This funding will allow for roof replacement, internal and external painting, and a complete refurbishment of existing toilets, with installation of a shower cubicle each side included. Roofing works have been completed, internal fitout is complete.

Queensland Fire and Emergency Services funding: SES shed upgrade

SES shed internal fitout to install internal walls and ceilings has been completed with carport installation and concrete works scheduled for October 2024 completion.

Ergon power upgrade and motel expansion

The scope of this Motel project expansion will assist Council to increase access and provide a high standard of accommodation in a safe environment to meet the needs of visiting service providers, business travellers and tourists. This project is funded under the Local Government Grants and Subsidies Program (2022-2024 LGGSP).

Council has engaged Ergon for the overhead powerlines to be removed and a design for the redirection of the overhead power lines to underground cabling. The purpose of Ergon to provide this design is to allow the expansion of extra motel style cabins.

Switch Board construction is now complete and the unit is expected to arrive on site by the end of October. Excavation work associated with the installation of underground power is planned to commence in early November.

The motel cabin design is complete and materials are being ordered for construction to commence in November.



FINANCIAL & RESOURCE IMPLICATIONS

All housing projects are operating within designated 2024/25 budget parameters.

RECOMMENDATION

That Council receive and note the housing report for October 2024.

18 FACILITIES DEPARTMENT**18.1 FACILITIES REPORT**

Author: Director Housing and Facilities

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with a Facilities Department update for the month of September 2024.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Staffing**

More recent interest in carpentry apprenticeships within the Housing and Facilities team since the commencement of the new apprentice in July. Working together with Human Resources on course rollout and selection of training organisations.

Maintenance and upgrades

- Maintenance requests are being attended to in a timely manner and are ongoing for housing and guest accommodation
- Works carried on from the previous month: maintenance and minor upgrades to the bakery and the airport café. Concrete was poured in the Tavern Laundry in preparation for the connection of services to the commercial washers and dryers.
- Damage was caused to the power supply board at Tech Services and some damage to the Bakery and Bynoe Buildings.
- Pest control to all staff housing completed, other facilities scheduled for November
- Pricing of biannual air-conditioning cleaning for all facilities underway
- Mapping of VAC2 maintenance requirements and internal upgrades in preparation for material orders; works scheduled to commence in November

Staff housing

Partial and full refurbishment of staff housing completed in September:

- Donga 5 full refurbishment complete with Donga 4 approximately 75% complete.
- Termites were found in 194 Cemetery Rd. and are awaiting treatment by pest control.

FINANCIAL & RESOURCE IMPLICATIONS

The Facilities Department is working to ensure Council is not paying for maintenance repairs that are the responsibility of Lease holders and detailed in the lease agreements.

Projects are also being undertaken within the parameters of 2024/25 budget allocations.

RECOMMENDATION

That Council receive and note the Facilities department report for October 2024.

19 ENGINEERING**19.1 ENGINEERING REPORT**

Author: Director Engineering

Attachments: Nil

Airport

While Allen was away with Army Reserve commitments, Scott and Craig maintained the airport and Scott helped with Animal management.

Painting

Painters have been away on a break. They are returning 28 October 2024 to continue with the painting program.

Town Amenities

Chris and Wade have been doing a great job clearing unwanted materials from yards, undertaking lawn maintenance, as well as general township upkeep.

Fencing

Shannon has been completing projects including new gates at Bynoe, fencing and concreting at the Salvation Army site and helping in the new workshop at Engineering, with welding and other works.

Roads & Civil

The road crew have been working on Ballaleah Road, Dimerah-Gunbah Road, Dimerah Road and Old Gunbah Road. If the weather holds out, we will be able to complete further roads projects before Christmas.

Batching Plant

Ross Ah Fat has been working on the Parks and Gardens maintenance shed. Ross has completed the roof, concrete slabs and will be installing the roller door latter this week. By the end of the month it will be near complete.

Water & Waste

The dam is at 64.5 % capacity as of 24 October 2024 We will have to put restrictions in place if levels drop to 60%. The weather outlook is anticipating early rainfall. Last year the dam was at 45.5% at January 31 2023 and did not fill until 17 February 2023, where it reached 100%.

Dump & Recycling

Feedback and an update is anticipated following the department's most recent visit.

Health & animal management

Nikki was here at the start of the month and treated every dog she could find. \$14 000 of flea tick and worming tablets were used. Also, we found that the estimate of 10-15 cats in the community was not accurate. There are 80 cats. Drugs for the cats have been delivered to island. Nikki is here completing what wasn't finalised during the previous trip.

Shop food safety and health inspections will be undertaken next week.

Upcoming projects

Several projects are awaiting funding and approval, including:

- Shed workshop (approved)
- Laydown and washdown areas at the batching plant (not approved)
- Water plant upgrades (waiting)
- Dump upgrades (waiting)
- New roof for Warehouse 1 (not approved)
- Drainage upgrades around the football field and workshop (waiting)
- Pier seating (not approved)
- Esplanade reinstatement and upgrades (waiting)
- Cemetery seating (waiting)

RECOMMENDATION

That Council receive and note the Engineering division report for October 2024.

20 GENERAL BUSINESS

Nil

21 CONFIDENTIAL REPORTS

Nil

22 NEXT MEETING

23 CLOSURE