



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

Date: Wednesday, 22 January 2020
Time: 9:00am
Location: Council Chamber
Mission Road
Gununa

BUSINESS PAPER

Ordinary Council Meeting

22 January 2020

Frank Mills
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	Present	5
3	Apologies	5
4	Disclosure of Interest – Councillors and Staff	5
5	Condolences and Memorials	5
6	Confirmation of Minutes	5
7	Business Arising	5
8	Action Schedule	6
	8.1 Action Items as of November 2019.....	6
9	Call for Items of General Business	14
	Reception & Consideration of Committee Reports	14
10	Committee Reports	14
	Nil	
	Reception & Consideration of Officers Reports	14
11	Mayor and Councillors Reports	14
	Nil	
12	Chief Executive Officer's Reports	15
	12.1 Mornington Shire Council - Local Disaster Management Plan 2019 - 2020.....	15
	12.2 Torres Cape Indigenous Council Alliance (TCICA) - formation of a regional roads and Transport Group (RRTG).....	17
	12.3 Chief Executive Officer Report for the month of January 2020.....	20
	12.4 December 2019 Ordinary Meeting of Council agenda items for resolution.....	25
	12.5 State Government Funding - \$2.35 million for community housing.....	261
	12.6 Commonwealth Government Funding - \$105 million for community housing.....	263
	12.7 Koppens Campsite.....	265
	12.8 DRFA Roadworks Water Usage.....	268
	12.9 civic centre - administration building (LGGSP).....	269
	12.10 special projects - Lelka Murrin Upgrade.....	271
	12.11 Barge Sale.....	275
	12.12 Customer Standard & Drinking Water Quality Management Plan - for Council approval.....	283
13	Staff Reports- Corporate Governance and Communications	322
	12.13 Mornington Shire Council- Ethical Reseach Policy.....	311
	12.14 Corporate Governance and Communications Monthly Report.....	323
14	Staff Reports - Financial Services	329
	13.1 Managing the Sustainability of Local Government Services.....	329
	13.2 Delegation Manual Update.....	503
	13.3 Credit Card Policy.....	505

13.4	Executive Manager Finance and Human Services Monthly Report.....	512
13.5	Boat Safety Equipment.....	515
13.6	FINANCIAL REPORT AS AT 31st DECEMBER 2019.....	517
15	Staff Reports - Infrastructure & Technical Services	528
14.1	Technical Services Monthly Report.....	528
16	Staff Reports - Human Services	533
15.1	New Years Eve Event	533
15.2	Community Liquor Permit (CLP) Events	537
17	General Business.....	540
18	Confidential Reports.....	541
17.1	December 2019 ordinary meeting of Council confidential agenda items for resolution.....	541
17.2	Executive Manager of Infrastructure Services - termination of employment.....	541
17.3	DRFA - Koppens Claim 1	541
17.4	Development Options Analysis - Lots 925 & 926 between Lardil Street and Wengka Street - Mornington Island.....	541
17.5	Councillors Fees Overpayment.....	541
17.6	Disaster Recovery Funding Arrangements - Koppens Developments Pty Ltd - 2019 Claim number 2 for approval.....	541
19	Next Meeting.....	542
20	Closure.....	542

- 1 **OPENING OF MEETING**
- 2 **PRESENT**
- 3 **APOLOGIES**
- 4 **DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF**
- 5 **CONDOLENCES AND MEMORIALS**
- 6 **CONFIRMATION OF MINUTES**
- Ordinary Meeting - 11 December 2019
- 7 **BUSINESS ARISING**

8 ACTION SCHEDULE**8.1 ACTION ITEMS AS OF NOVEMBER 2019**

Author: Executive Manager of Corporate Governance and Communications

Attachments: 1 C:\Users\TatianaA\Desktop\Attachments\Action Schedule as of November Updated (003).docx

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with an up to date version of the Mornington Shire Council meetings action schedule that includes resolutions from previous Council meetings and actions taken regarding those resolutions

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

At each ordinary meeting of Council, the action schedule is tabled to outline those actions that have been taken in accordance with Council resolutions (see attached).

FINANCIAL & RESOURCE IMPLICATIONS

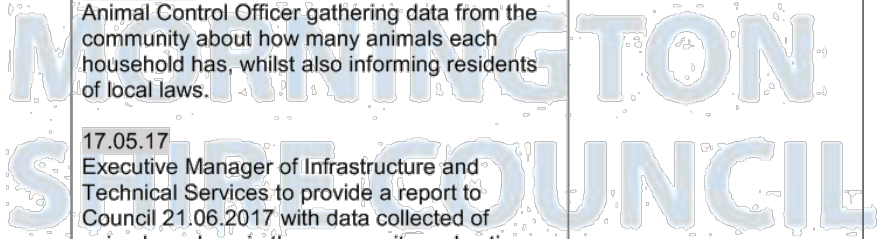
Ad per resolutions

RECOMMENDATION

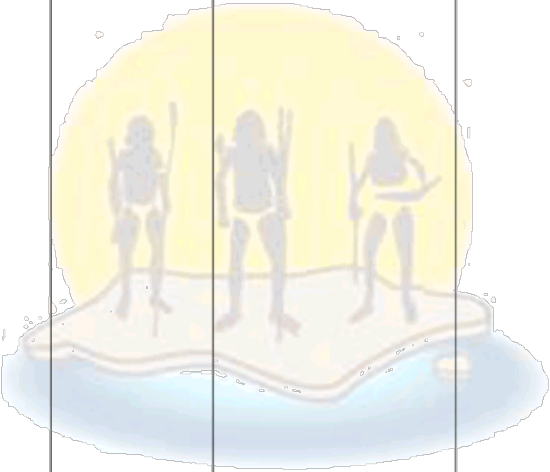
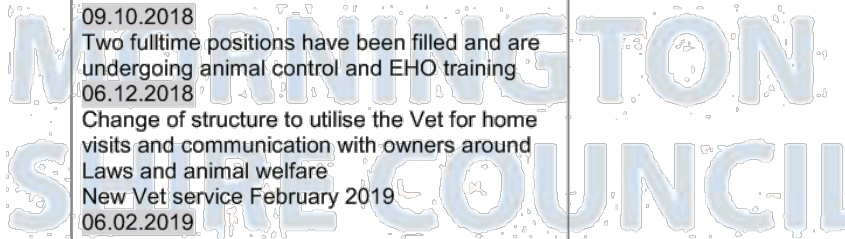
1. That Council note and receive the Mornington Shire Action Schedule as tabled, and
2. That Council endorse the removal of all completed items from the schedule as table

Mornington Shire Council - ACTION SCHEDULE –2016

Resolution #	Request	Recommendation/Action	By Whom	Actions / Outcomes Required	Status
2015/11	<p>**AGED ITEM**</p> <p>Local Laws Feral Animal</p>	Animal Management	Executive Manager of Technical Services	<p>Local Laws were presented to January 2016 Council Meeting for approval and approved by resolution. An extensive Community Education Process will now commence before enforcement begins.</p> <p>01.03.2017 Discussions held with Executive Manager of I&TS, an education program to be developed and tabled at April Council Meeting.</p> <p>10.05.2017 Animal Control Officer gathering data from the community about how many animals each household has, whilst also informing residents of local laws.</p> <p>17.05.17 Executive Manager of Infrastructure and Technical Services to provide a report to Council 21.06.2017 with data collected of animal numbers in the community and actions being taken to enforce local laws.</p> <p>22.06.17 Data is still being collected by Animal Control Officer</p> <p>08.08.17 Continuing to collect data regarding animal data.</p> <p>06.12.17 Refer to Infrastructure and Technical Service Monthly report December Ordinary Council</p>	ONGOING



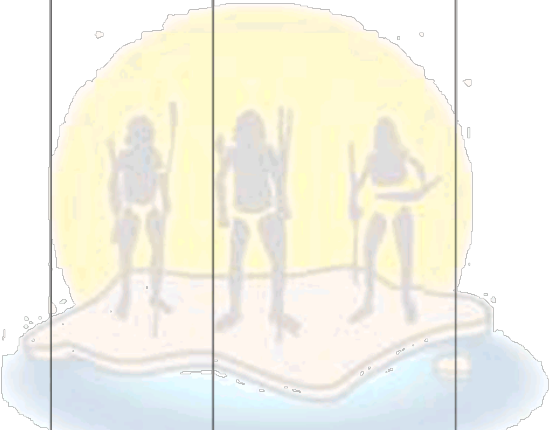
Mornington Shire Council - ACTION SCHEDULE –2016

				<p>Meeting</p> <p>04.01.18 Most residential premises have been visited and given both verbal and hand out notices to explain what's happening. Notices have also been put up in public places.</p> <p>13.02.18 EHO and ACO liaising with the school on an education program and for the removal of animals in the school grounds.</p> <p>14.03.18 We are currently advertising for a new ACO, in the meantime we are continuing to promote the introduction of local animal laws</p> <p>09.10.2018 Two fulltime positions have been filled and are undergoing animal control and EHO training</p> <p>06.12.2018 Change of structure to utilise the Vet for home visits and communication with owners around Laws and animal welfare New Vet service February 2019</p> <p>06.02.2019 Burton Veterinary Contracting commenced veterinary services to the Island for week 21-25 January 2019. Future visits will include more community engagement as well as bringing in 'PetPep' to the school.</p> <p>05.04.2019 Next visit is in April. Also training with the AMW on the importance of an animal register</p> <p>08/07/2019 Next visit is on the 8/7/19. Report to be submitted at the August council meeting regarding Council direction for animal</p>	
--	--	--	--	--	--

Mornington Shire Council - ACTION SCHEDULE –2016

				<p>management. 02.10.2019 Matter deferred to November Council meeting due to staff unavailability. 04.12.2019 Animal Management officer will present to December Briefing Meeting at 12pm, will provide a PowerPoint presentation on Animal Management Strategy and directions with a view of finalising a report for early new year 07.01.2020 .The current ACO has put in his resignation as of February but has left on the 30 December. The next Vet visit to be on February 10-14 2020</p>	
2018/138	MSC	Mornington Island Company	Executive Manager Finance & Human Services	<p>That Council endorse MacDonnell's Law to commence drafting a constitution and incorporated paperwork to set up that company. That Council provide the proposed company name, registered office of the company, and the full names, addresses and dates and places of birth of all proposed Directors and the Secretary as well as details of other Directorships they may hold in other public companies to MacDonnell's Law as soon as is practicable 10.08.2018 Direction to be received from Council and MIACSED for matter to be finalised at Council meeting on 15.08.2018. 12.09.2018 Awaiting advice from Minister Scullions Office on structure. 09.10.2018 Further request sent to Department of Prime Minister and Cabinet for advice previously agreed to be presented to Council. 15.11.2018 Report to November Council meeting for information 6/12/18 Awaiting confirmation from ML that setup of company with ASIC has been finalised and any associated new company requirements have</p>	ONGOING

Mornington Shire Council - ACTION SCHEDULE –2016

				<p>been completed 10.01.2019 Advice from MacDonnells Law, company has been registered, details to be provided to Council within 7 working days. 25.04.2019 MacDonnells Law attending to the registration of the Entity once Director details have been compiled. Directors duties and checklist has been provided by MacDonnells Law. 4.7.2019 Still awaiting confirmation from Macdonnells Law that Mundalbe Enterprises has been incorporated. In the meantime, discussions are being held in regards to independent Directors being recruited. 08.08.2019 Awaiting clarification from the Integrity Commissioner regarding Conflict of Interest for Directors 11.09.2019 Meeting set for Council to meet with the Integrity Commissioner and Independent Assessor on 17.10.2019 at the LGAQ Annual Meeting in Cairns. 04.12.2019 Report included in January Council meeting Agenda</p>	
<p>General Business</p>	<p>Street signage</p>	<p>Traffic Management Plan</p>	<p>Executive Manage of Technical Services</p>	<p>Erection of street signage around the township and the timeframe surrounding the works 06.02.2019 Regulatory speed signs stop signs and give way signs have been located. Required brackets and posts have been ordered. In mean time some suitable posts have been located and installation will commence this week. Other works in accordance with the agreed Traffic Management Plan to be implemented over the next month. In addition some further</p>	<p>ONGOING</p>

Mornington Shire Council - ACTION SCHEDULE –2016

				<p>traffic management planning will be done regarding parking areas. 05.04.2019 Erection of posts are underway, had a late start due to materials being missed placed, timeframe surrounding the works 31st May 2019 08/07/2019 The completion date has been extended due to number of signs removed, replacement signs are on order. 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 07.01.2020 Report to be tabled at Council early near Signs. have been erected in the community but some street signage have not the right or incorrect spelling-further option may be to include the English translation of the tribal word looking into. year</p>	
General Business	Lights on basketball Courts and Playgrounds	Ergon Energy	Executive Manage of Technical Services	<p>A letter to be send to Ergon Energy outlining residential lighting requirements and to report back to Council 16/07/19 waiting on report from Ergon 02.10.2019 Ergon conducting works on Mornington Island 15.10.2019 to 21.10.2019 07.01.2020 Investigation of lighting type that won't disturb surrounding residents. Still Investigating</p>	ONGOING
General Business	Town Planning	Access to Fire Hydrant	Executive Manage of Technical Services	<p>Clarification to the reason having an alleyway off Lardil street and the access to the fire hydrant. 08/07/2019 Report will be put to the August council meeting 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 04.12.2019 Investigated current access to fire hydrants,</p>	COMPLETE

Mornington Shire Council - ACTION SCHEDULE –2016

<p>General Business</p>	<p>Naming of Oval</p>	<p>Councillors</p>	<p>Council</p>	<p>additional hydrants will be installed in 2020. To be discussed further at the May ordinary Council Meeting 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 07.01.2020 Matter referred to Mirndiyan Gununa</p>	<p>ONGOING</p>
<p>2019/109</p>	<p>Proposed Road Closures</p>	<p>PCYC</p>	<p>Executive Manager of Technical Services</p>	<p>That Council request a road closure policy be investigated and brought back to July Council meeting for approval. 08/07/2019 This will be brought to the August meeting for approval. 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 04.12.2019 Report and Policy to be tabled in the new Deferred to next meeting. year</p>	<p>ONGOING</p>
<p>2019/166</p>	<p>Sorry Business</p>	<p>Community Protocol</p>	<p>Chief Executive Officer</p>	<p>That Council advise organisations delivering services to Mornington Island to respect mandatory sorry business closures, all but emergency and legislative services 11.09.2019 Meeting held with Susan Sewter acting on behalf of Mirndiyan, Mirndiyan Board to develop and distribute protocols to Council once complete 02.10.2019 Mirndiyan Board yet to develop and document protocol. 07.01.2020 This matter has been referred to Mirndiyan for development of an appropriate protocol.</p>	<p>COMPLETE</p>

Mornington Shire Council - ACTION SCHEDULE –2016

2019/186	Human Resources Policy	Work from Home Policy	Executive Manager of Corporate Governance and Communications	07.01.2020 This item be deferred until further information has been obtained, as to the strategic planning of Mornington Shire Council workforce	ONGOING
2019/194	Finance Policy	General Service Concession Policy	Executive Manager of Finance and Human Services	04.12.2019 That Council defer this matter to allow the inclusion of a 100% local concession I the public benefit section	COMPLETE
2019/195	Barge sale	Engagement of an Evaluator	Executive Manager of Infrastructure Services	That Council engage an evaluator to conduct an investigation and develop a report of the value of the barge. 07.01.2020 Report to January 2020 Ordinary Meeting of Council for decision.	COMPLETE
2019/198	Special Projects	Further information	Executive Manager of Infrastructure Services	3. That Council request further information regarding the BOR Round 5 funding application for the Tavern outdoor Upgrade 4. That Council request more information before approving the proposed POR Training Centre wheelchair ramp from the car park to the Council Chambers. Consideration needs to be given to restricting horse access to the ramp. 07.01.2020 Report to be tabled aat the January Ordinary Council Meeting	ONGOING

9 CALL FOR ITEMS OF GENERAL BUSINESS

RECEPTION & CONSIDERATION OF COMMITTEE REPORTS

10 COMMITTEE REPORTS

Nil

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

11 MAYOR AND COUNCILLORS REPORTS

Nil

12 CHIEF EXECUTIVE OFFICER'S REPORTS**12.1 MORNINGTON SHIRE COUNCIL - LOCAL DISASTER MANAGEMENT PLAN 2019 - 2020**

Author: Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with additional information and the latest draft version of the Mornington Shire Council Local Disaster Management Plan 2019 – 2020 for endorsement and approval.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Section 203 of the Queensland Disaster Management Act 2003, legislation dictates that each Local Council has a Disaster Management Plan in place that is reviewed and updated annually. The plan for Mornington Shire Council has been through a process of review and amendment and was last tabled for approval at the December 2019 Ordinary Meeting of Council.

Following advice from the Regional Manager, Northern Region of the Department of Local Government, Racing and Multicultural Affairs, Mr Jim Evans, Councils December Ordinary meeting convened on the 11th of December failed to reach a quorum and as such no business could be formally conducted and therefore discussions held at the meeting were part of an “informal meeting”.

Discussion at the “informal meeting” on the 11th December 2019, in part, involved the provision of additional background information regarding the opportunity for Council to mandate for all service providers on Mornington Island to participate in the Local Disaster Management Group.

The following additional information is provided to meet the request for additional background information and an amended version of the Local Disaster Management Plan is tabled for Council endorsement and approval.

Additional information

On the 9th of October 2019, Council’s Chief Executive Officer attended a meeting held in Mount Isa to discuss issues Council encounters each “cyclone season” with respect to Local Disaster Management Planning. Supported by Council’s Ministerial Champion, Minister Craig Crawford MP, the Minister for Fire and Emergency Services Queensland, the meeting was attended by:

Matt Chesnais - Manager - Hazard and Risk Unit - Community Resilience and Risk Mitigation – for Emergency Management and Community Capability Department, Queensland Fire and Emergency Services,

Jeffrey Magnus - Senior Sergeant - Executive Officer - Mt Isa District Disaster Management Group for the Queensland Police Service,

Elliott Dunn - Emergency Management Coordinator - Northern Region, Mount Isa for Queensland Fire and Emergency Services, and

Stephanie Saal – Caucus Liaison Officer – Office of the Honourable Craig Crawford MP – Queensland Minister for Fire and Emergency Services - (dial in) on behalf of Minister Crawford.

The intent of the meeting was to raise issues and concerns being experienced by Mornington Shire Council’s Disaster Management team particularly with State Government agencies and service providers not participating in, taking advice about or making timely decisions and readily communicating these.

Consensus from the meeting included:

“Irrespective of past actions or conversations, it was reaffirmed the avenue for appropriate discussions on these matters is via Queensland’s Disaster Management Arrangements through one channel (Local to District, District to State) with appropriate EM/DM staff in State Departments. Many of the frustrations outlined today seem to reflect communications with persons within State departments or wider Government not operating within or familiar with QDMA and that this may have delayed action on the issues previously raised.

issues outlined below were identified through the risk assessment process utilising the Queensland Emergency Risk Management Framework (QERMF) with support from the Hazard and Risk Unit, Queensland Fire and Emergency Services”.

There are no expectations for major change to Council’s Local Disaster Management processes to occur during the 2019 – 2020 wet season, Council’s Disaster Management Team will continue to work closely with Queensland Fire and Emergency Services and Queensland Police Service to have issues and concerns resolved.

A pilot project for “mass evacuation of Mornington Island is part of the issues being considered and planned for at state level. This plan will also include trigger points and actions that must be met by State Government and its departments as well as community service providers, stakeholders and community.

Amended version of Local Disaster Management Plan

Since Council’s Local Disaster Management Plan was tabled at the “informal meeting” of Council on the 11th December 2019, additional risk analysis information and amended contact details have been provided to Council and the Plan has been amended to include this information and is tabled as an attachment to this report.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

1. That Council note the additional information provided.
2. That Council endorse and approve the amended version of the Mornington Shire Council Local Disaster Management Plan as tabled.

12.2 TORRES CAPE INDIGENOUS COUNCIL ALLIANCE (TCICA) - FORMATION OF A REGIONAL ROADS AND TRANSPORT GROUP (RRTG)

Author: Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with additional background information and further knowledge of the Torres Cape Indigenous Council Alliance (TCICA) proposal to form a Regional Roads and Transport Group (RRTG).

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mornington Shire Council received a request from TCICA to endorse or not Council's intent to become a member of the proposed TCICA member RRTG. This request was tabled for endorsement at the December 2019 Ordinary Meeting of Council.

Following advice from the Regional Manager, Northern Region of the Department of Local Government, Racing and Multicultural Affairs, Mr Jim Evans, that Councils December Ordinary meeting convened on the 11th of December failed to reach a quorum and as such no business could be formally conducted, any discussions held at the meeting are considered part of an "informal meeting".

Discussion at the "informal meeting" on the 11th December 2019, in part, involved the provision of additional background information and knowledge of the TCICA proposal to form a RRTG. The following additional information is provided to meet the request:

On the 6th of November 2019, Council's Chief Executive Officer attended a meeting of TCICA held in Cairns. An agenda item at the meeting was to discuss the formation of a RRTG by members of TCICA. A workshop was convened and conducted at the TCICA meeting as follows:

4.0 Regional Roads and Transport Group workshop

The Chair welcomed workshop facilitator Simone Talbot, DTRM Executive Director Michelle Connolly, DTMR Regional Director Sanjam Ram, DTRM District Director Ross Hodgman, and DTMR Project Planning Manager Darryl Jones to the meeting to workshop the potential formation of a TCICA Regional Roads and Transport Group (RRTG).

TCICA Members agreed at the end of the workshop that further information and time was needed to properly assess the value of forming a TCICA RRTG. This decision was made on the basis:

- *That some members felt TCICA's role should be focused on advocacy with the aim of increasing the overall quantum of ATSI TIDS;*
- *Of concern expressed over the potential administrative costs associated with the operations of a TCICA RRTG;*
- *That the transition to a RRTG model did not appear to offer significant benefits over the current arrangements for the distribution of ATSI TIDS;*
- *That members of TCICA may find it difficult to prioritise funding on a regional basis;*
- *That any capability development initiatives could be pursued through direct representations to the Minister for Transport and Main Roads; and*
- *That a TCICA RRTG would not be able to access Roads and Transport Alliance TIDS funding in addition to ATSI TIDS.*

Noting the above, TCICA agreed that a further discussion paper be prepared:

1. *Describing the advantages and disadvantages of participating in the Roads and Transport Alliance, and further still, forming a TCICA RRTG;*

- a. *Providing a comparative analysis of current funding arrangements vs. future funding arrangements under a TCICA RRTG; and*
 - b. *Outlining possible scenarios for RRTG configurations should it be decided that not all TCICA members will participate in the Alliance.*
2. *This discussion paper is to be prepared in time for Council meetings in December 2019, where each Council will resolve its individual position and communicate this to TCICA for further consideration and final decision by TCICA before the end of February 2020.*

The Chair thanked Ms Talbot and DTMR officials for their work to support TCICA through this process.

Action(s): 1. Executive Officer to work with DTMR on a discussion paper as outlined above, to be circulated to Members in late November or early December.

2. TCICA Members to present the discussion paper at their respective Ordinary Council Meetings in December and provide their Councils' position to the Executive Officer following the meeting.

A briefing paper from the Department of Transport and Main Roads – “The Roads and Transport Alliance” titled BRIEFING PAPER TO TCICA MEMBERS - For consideration by Councils in December 2019 is attached hereto to further outline the proposal.

FINANCIAL & RESOURCE IMPLICATIONS

The funding referred to in the briefing and attached documents relates to the Aboriginal and Torres Strait Islander Transport Infrastructure Scheme (ATSI TIDS) of which 8.2 million dollars is allocated annually for the upgrade of transport infrastructure that improves access (roads, air and sea) to Indigenous communities.

In the absence of Mornington Shire Council joining the proposed TCICA RRTG, Council can apply annually for ATSI TIDS funding for identified projects. Current projects under discussion that would be of benefit to Mornington Island are:

Remediation works to upgrade the cross strip at the airport so that it can be opened again, and

Remediation of Jetty Road and the barge landing lay down area from Mission Road to Cemetery Road.

Perceived strengths and opportunities of TCICA member Councils forming a RRTG include:

- A RRTG is considered an authoritative and cohesive body, recognised by state and federal governments as a credible entity for advice and broader collaboration on strategic investment on the transport network. As such, a RRTG is well positioned to leverage other funding opportunities for member councils.
- A key benefit for TCICA would be moving from an application-based to allocation-based model. Currently, TCICA councils must apply for ATSI TIDS funding each year for nominated projects. TMR Far North determines which projects will receive funding. There is no guarantee of funding each year.
- An annual funding allocation, which provides certainty of funding to promote good planning and best value delivery methods. It also assists to maintain local workforces.
- Decision-making authority for infrastructure priorities sits with councils (not TMR).
- Individual council's road and transport issues are considered in the context of regional transport planning and priorities.

- Increased collaboration and information sharing between councils in the RRTG to resolve issues and share resources across the regional transport network.
- Increased capability of councils via access to SCDF and the support of a Technical Coordinator

Perceived weaknesses and threats of Mornington Shire Council agreeing to be part of a TCICA aligned RRTG include:

- It is questionable whether TCICA, due to its infancy as an advocacy organisation could be an authoritative and cohesive body, recognised by state and federal governments as a credible entity for advice and broader collaboration on strategic investment on the transport network.
- In a political environment such as TCICA, an annual allocation of funding to a RRTG does not provide certainty of funding to individual Councils.
- Decision making would sit with TCICA for prioritisation and not individual Councils.
- Individual Council's road and transport issues would be at the behest of TCICA to determine priorities.

RECOMMENDATION

1. That Council approve the two suggested submissions for funding by the Aboriginal and Torres Strait Islander Transport Infrastructure Scheme in 2020 as outlined in this report.
2. That Council provide their advice and direction regarding Mornington Shire Council supporting or not the formation of the proposed Torres Cape Indigenous Councils Alliance, Regional Roads and Transport Group.

12.3 CHIEF EXECUTIVE OFFICER REPORT FOR THE MONTH OF JANUARY 2020

Author: Chief Executive Officer

Attachments: 1 LDMG Meeting Minutes - 19.12.2019

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with an overview of the day to day activities and movements of the Chief Executive Officer since the last report to Council.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Since the last Chief Executive Officer report to Council, tabled at the November 2019 Ordinary Council meeting, the Chief Executive Officer was on a combination of personal and annual leave until the 16th of December 2019.

The primary focus of the Chief Executive Officer during December and prior to this meeting has related to ensuring disaster management processes are in place for the wet season, executive management, staffing and organisational performance, project management and meeting with community, stakeholders and relevant government agencies which include:

Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) & National Indigenous Australians Agency (NIAA) – meeting in Cairns in preparation for service delivery/AMP meeting on Mornington Island on 23.01.2020, attended by Mayor Wilson, Tatiana Ah Mat, John Bray, Denise Andrews, Greg Anderson DATSIP, Marnie Wettenhall NIAA and Kym Green Department of Child Safety Youth and Women.

Mornington Island Health Council – Susan Sewter (Mornington Island Health Strategy and Implementation Plan and the Thuaaka Child and Family Health Framework for Mornington Island),

Department of Child Safety, Youth and Women – Rose Hogarth (Service Agreement – Funding and Service Details for service delivery/AMP reform and meeting 23.01.2020),

Container Exchange Program (COEX), Bradley Luders and Allen Cunneen – meeting regarding COEX roll out for Mornington Island and grant application process to support scheme rollout.

Ministerial Champion Office - Stephanie Saal (service delivery/AMP meeting 23.01.2010, Telstra funding announcement and current Telstra issues),

Department of Local Government Racing and Multi-Cultural Affairs – Jim Evans (council meetings and “so you want to be a councillor sessions),

Queensland Industrial Relations Commission, Preston Law and Jardine Lloyd Thompson P/L, Wotton Kearney Legal – Riikka Challinor (staff disciplinary matters),

Mornington Shire Local Disaster Management Group (meeting 19.12.2019 – minutes attached),

Hobsons Bay City Council – Marg Scanlon (project management and human resource staff),

DATSIP - Remote Indigenous Land Infrastructure Project Office, meeting in Cairns regarding master planning and conduct of Technical Working Groups, attended by Tatiana Ah Mat, Gerhard Visser, Wayne Green and Tim Poole (HPW).

Queensland Police Service, Mornington Island, Mount Isa District and Brisbane Headquarters – Adam Hill Acting Officer in Charge of Mornington Island Police, Inspector Andrew Gillies Mount Isa, (police statistics regarding AMP legislation enforcement),

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and receive this report.

Mornington Shire Council Local Disaster Management Group

Meeting Minutes 19.12.2019

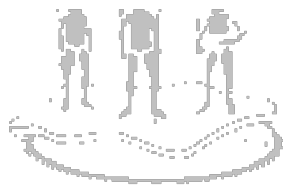
Conducted at Mornington Council Chambers

Meeting opened at 10:00am	<u>Agency</u>
Welcome- Frank Mills	MSC
Apologies	
1.	
<u>Items for Discussion</u>	
Tabling of updated LDM Plan	MSC
Current state of Awareness/Preparation - Clean-up of Community is underway - Get ready – Program to continue over Christmas Break	
Communication through Wet season - The Dam level is currently at 55%. A notification will go out to the Community to be more waterwise. Road construction will no longer be using the road which will help conserve water. However, Mornington Island will have to be cautious as the BOM have predicted a late wet season - Organisations and emergency services to provide SAT phone numbers to Council - Council to develop a LDMG email account - Council to investigate the possibility of sending sms messaging to communicate with community and provide information	-All -IT Manager MSC -IT Manager MSC
Fuel Supplies Council will maintain 20,000L of Unleaded and 50,000 Deiseal during wet season as long as weekly barge continues	MSC
Store Supplies The Store has informed the Council that if the new year and Christmas barges are not interrupted, they will have enough resources to last the next 3 months	MSC
Barges over Christmas and new year Special trading dates of the Barge are: - Monday 23 rd December - Monday 30 th December Then to be returned to normal trading days on Wednesday 8 th January 2020	MSC

Staffing of organisations - Organisations to notify Council on which staff are on Island and which staff aren't, government departments. This is to ensure the safety of everyone	-All
DDMG update - QFES have agreed to a Pilot program for Mornington Island for a mass evacuation program. Currently Jeff Magnus and Elliott Dunn are in the process of developing a plan for risk management, trigger points and natural disasters	-DDMG
Update of review by the Hazard and Risk Unit	-DDMG
Update of risk Management	-DDMG
<u>Other Business</u>	
New Town Map - Brad Dickson (MSC) to contact Gerhard about a new updated map with all the new buildings - Hard copies and electronic copies to be provided to Organisations and community on Island	-MSC Exec Manager Infrastructure
Overgrown Trees There are an alarming number of overgrown and rotten trees in the community; high risk for damage and safety. However, a large number of these trees are on government property - No funding from DHPW. Council to inspect and advise HPW on actions required	-DHPW
Close of meeting 10:30am	

Attendance sheet attached

Name	Organisation
Kerry Whiting	MSC
BRAD DICKSON	MSC
Lisa Lawin	Bynoe CACS
PETER McPITCHER	QAS
BETTY HODGES	PCYC
Emma Reilly	QPS-Mornington Is
DAVID TOAD	MSC
David Boulton	Klor Nahtha Aged Care Facility
Farrah Linden	MA
Cherise Saltmere	MSC
Frank Mills	MSC
Heidi Blesner	NWRH
Kylie Marquart	NWRH



MORNINGTON
SHIRE COUNCIL



MORNINGTON
SHIRE COUNCIL

12.4 DECEMBER 2019 ORDINARY MEETING OF COUNCIL AGENDA ITEMS FOR RESOLUTION

Author: Chief Executive Officer

Attachments: 1 C:\Users\TatianaA\Desktop\December\December Council Meeting Agenda.pdf
2 December Council Meeting Late Agenda.pdf

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to table undealt with agenda items from the December 2019 Ordinary Meeting of Council for resolution.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At the Ordinary Meeting of Council to be held on the 11th December 2019, Mayor Wilson was an apology and unable to attend the meeting. This resulted in Deputy Mayor Ah Kit and Councillor Thompson as the only two elected members present.

Advice received from the Regional Manager, Northern Region of the Department of Local Government, Racing and Multicultural Affairs, Mr Jim Evans, was that Councils December Ordinary meeting convened on the 11th of December, failed to reach a quorum and as such no business could be formally conducted, any discussions held at the meeting are considered part of an "informal meeting".

As a consequence of this advice, the following ordinary agenda and items of business from the December 2019 Ordinary Meeting of Council are tabled for resolution at this meeting (see attached).

FINANCIAL & RESOURCE IMPLICATIONS

As per reports attached

RECOMMENDATION

That Council resolve each of the agenda items as tabled and attached to this report.



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

Date: Wednesday, 11 December 2019
Time: 9:00
Location: Council Chamber
Mission Road
Gununa

BUSINESS PAPER

Ordinary Council Meeting

11 December 2019

Kerry Whiting
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

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Order Of Business

1	Opening of Meeting	5
2	Present	5
3	Apologies	5
4	Disclosure of Interest – Councillors and Staff	5
5	Condolences and Memorials	5
6	Confirmation of Minutes	5
7	Business Arising	5
8	Action Schedule.....	6
	8.1 Action Items as of November 2019.....	6
9	Call for Items of General Business	13
	Reception & Consideration of Committee Reports	13
10	Committee Reports.....	13
	Nil	
	Reception & Consideration of Officers Reports	13
11	Mayor and Councillors Reports	13
	Nil	
12	Chief Executive Officer's Reports.....	14
	12.1 Conflict of Interest Guidelines.....	14
	12.2 Torres Cape Indigenous Council Alliance (TCICA) - Formation of a Regional Roads Transport Group (RRTG)	28
	12.3 Proposed Ordinary Council Meeting Schedule 2020	49
	12.4 Mornington Shire Council - Service Delivery Update	50
	12.5 Arrangements for the Caretaker Period and amendments affecting councillor discretionary funds from 1 January — 2020 Local Government Quadrennial Elections	62
	12.6 Torres Cape Indigenous Council Alliance (TCICA) Canberra advocacy report & November meeting minutes	64
	12.7 Mornington Shire Council Local Disaster Management Plan 2019-2020	83
	12.8 Cultural Awareness Training	164
13	Staff Reports - Financial Services	166
	13.1 General Service Charge Concession Policy	166
	13.2 Financial Report as at 30th November 2019	172
14	Staff Reports - Infrastructure & Technical Services	183
	14.1 Infrastructure Services Report for the month of December	183
	14.2 State Government Funding - \$2.35M for Community Housing.....	185
	14.3 Commonwealth Government Funding - \$105 Million for Community Housing	190
	14.4 Koppens Campsite.....	192
	14.5 DRFA Roadworks Water useage	196
	14.6 Housing Report.....	197

Page 3

ORDINARY COUNCIL MEETING AGENDA	11 DECEMBER 2019
14.7	Special Projects - Lelka Murrin Upgrade 200
14.8	Civic Centre - Administration Building (LGGSP)..... 202
15	Staff Reports - Human Services..... 204
15.1	Bynoe Cacs and CDP Arrangements 204
15.2	Information and Communication Technology Quarterly Report 205
15.3	Mornington Shire Council - Tender for Security and Patrol Services 210
15.4	ICT Secondary Support & Council-wise Investigation..... 213
15.5	Facilities Quarterly Report- July to September 214
16	General Business..... 219
17	Confidential Reports..... 220
17.1	Mundalbe Enterprises Limited 220
17.2	Councillors Fees Overpayment 220
17.3	Barge Sale 220
17.4	Junkuri Laka - Letter on Possible Staff Housing Accommodation 220
17.5	Gulf Region Aboriginal Corporation (GRAC) - Lease for Rangers Base 220
17.6	DRFA - Koppens Claim 1 220
18	Next Meeting 221
19	Closure 221

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- 1 OPENING OF MEETING**
- 2 PRESENT**
- 3 APOLOGIES**
- 4 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF**
- 5 CONDOLENCES AND MEMORIALS**
- 6 CONFIRMATION OF MINUTES**
Ordinary Meeting - 20 November 2019
- 7 BUSINESS ARISING**

ORDINARY COUNCIL MEETING AGENDA**11 DECEMBER 2019****8 ACTION SCHEDULE****8.1 ACTION ITEMS AS OF NOVEMBER 2019****Author: Executive Manager of Corporate Governance and Communications****Attachments: 1 Action Schedule as of November Updated.docx****PURPOSE (EXECUTIVE SUMMARY)**

To provide Council with an up to date version of the Mornington Shire Council meetings action schedule that includes resolutions from previous Council meetings and actions taken regarding those resolutions

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

At each ordinary meeting of Council, the action schedule is tabled to outline those actions that have been taken in accordance with Council resolutions (see attached).

FINANCIAL & RESOURCE IMPLICATIONS

As per resolution

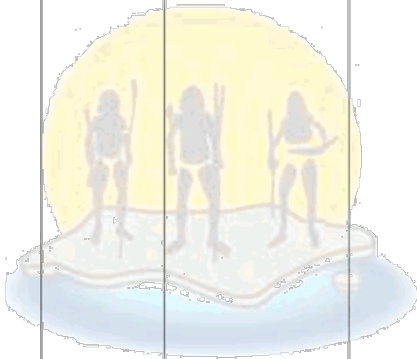
RECOMMENDATION

1. That Council note and receive the Mornington Shire Action Schedule as tabled, and
2. That Council endorse the removal of all completed items from the schedule as table

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE –2016

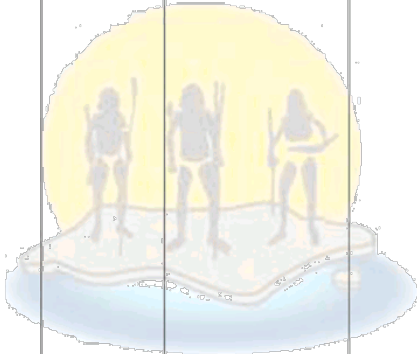
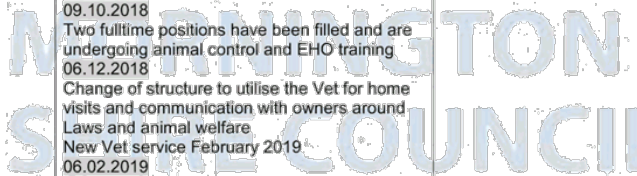
Resolution #	Request	Recommendation/Action	By Whom	Actions / Outcomes Required	Status
2015/11	<p>**AGED ITEM**</p> <p>Local Laws Feral Animal</p> 	Animal Management	Executive Manager of Technical Services	<p>Local Laws were presented to January 2016 Council Meeting for approval and approved by resolution. An extensive Community Education Process will now commence before enforcement begins.</p> <p>01.03.2017 Discussions held with Executive Manager of I&TS, an education program to be developed and tabled at April Council Meeting.</p> <p>10.05.2017 Animal Control Officer gathering data from the community about how many animals each household has, whilst also informing residents of local laws.</p> <p>17.05.17 Executive Manager of Infrastructure and Technical Services to provide a report to Council 21.06.2017 with data collected of animal numbers in the community and actions being taken to enforce local laws.</p> <p>22.06.17 Data is still being collected by Animal Control Officer</p> <p>08.08.17 Continuing to collect data regarding animal data.</p> <p>06.12.17 Refer to Infrastructure and Technical Service Monthly report December Ordinary Council</p>	ONGOING

1

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE -2016

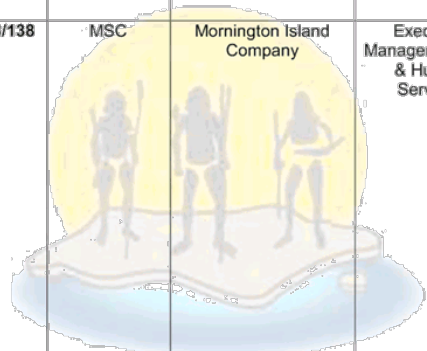
				<p>Meeting</p> <p>04.01.18 Most residential premises have been visited and given both verbal and hand out notices to explain what's happening. Notices have also been put up in public places.</p> <p>13.02.18 EHO and ACO liaising with the school on an education program and for the removal of animals in the school grounds.</p> <p>14.03.18 We are currently advertising for a new ACO, in the meantime we are continuing to promote the introduction of local animal laws</p> <p>09.10.2018 Two fulltime positions have been filled and are undergoing animal control and EHO training</p> <p>06.12.2018 Change of structure to utilise the Vet for home visits and communication with owners around Laws and animal welfare</p> <p>New Vet service February 2019</p> <p>06.02.2019 Burton Veterinary Contracting commenced veterinary services to the Island for week 21-25 January 2019. Future visits will include more community engagement as well as bringing in 'PetPep' to the school.</p> <p>05.04.2019 Next visit is in April. Also training with the AMW on the importance of an animal register</p> <p>08/07/2019 Next visit is on the 8/7/19. Report to be submitted at the August council meeting regarding Council direction for animal</p>	
--	--	---	--	---	---

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE -2016

				<p>management. 02.10.2019 Matter deferred to November Council meeting due to staff unavailability. 04.12.2019 Animal Management officer will present to December Briefing Meeting at 12pm, will provide a PowerPoint presentation on Animal Management Strategy and directions with a view of finalising a report for early new year meeting.</p>	
2018/138	MSC	Mornington Island Company	Executive Manager Finance & Human Services	<p>That Council endorse MacDonnell's Law to commence drafting a constitution and incorporated paperwork to set up that company. That Council provide the proposed company name, registered office of the company, and the full names, addresses and dates and places of birth of all proposed Directors and the Secretary as well as details of other Directorships they may hold in other public companies to MacDonnell's Law as soon as is practicable. 10.08.2018 Direction to be received from Council and MIACSED for matter to be finalised at Council meeting on 15.08.2018. 12.09.2018 Awaiting advice from Minister Scullions Office on structure. 09.10.2018 Further request sent to Department of Prime Minister and Cabinet for advice previously agreed to be presented to Council. 15.11.2018 Report to November Council meeting for information 6/12/18 Awaiting confirmation from ML that setup of company with ASIC has been finalised and any associated new company requirements have been completed 10.01.2019 Advice from MacDonnell's Law, company has been registered, details to be</p>	ONGOING



MORNINGTON COUNCIL

3

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE -2016

				<p>provided to Council within 7 working days. 25.04.2019 MacDonnells Law attending to the registration of the Entity once Director details have been compiled. Directors duties and checklist has been provided by MacDonnells Law. 4.7.2019 Still awaiting confirmation from Macdonnells Law that Mundalbe Enterprises has been incorporated. In the meantime, discussions are being held in regards to independent Directors being recruited.</p> <p>08.08.2019 Awaiting clarification from the Integrity Commissioner regarding Conflict of Interest for Directors 11.09.2019 Meeting set for Council to meet with the Integrity Commissioner and Independent Assessor on 17.10.2019 at the LGAQ Annual Meeting in Cairns. 04.12.2019 Report included in December Council meeting Agenda</p>	
General Business	Street signage	Traffic Management Plan	Executive Manage of Technical Services	<p>Erection of street signage around the township and the timeframe surrounding the works 06.02.2019 Regulatory speed signs stop signs and give way signs have been located. Required brackets and posts have been ordered. In mean time some suitable posts have been located and installation will commence this week. Other works in accordance with the agreed Traffic Management Plan to be implemented over the next month. In addition some further traffic management planning will be done regarding parking areas. 05.04.2019</p>	ONGOING

4

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE -2016

				<p>Erection of posts are underway, had a late start due to materials being missed placed, timeframe surrounding the works 31st May 2019 08/07/2019</p> <p>The completion date has been extended due to number of signs removed, replacement signs are on order.</p> <p>02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 04.12.2019</p> <p>Report to be tabled at Council early near year</p>	
General Business	Lights on basketball Courts and Playgrounds	Ergon Energy	Executive Manage of Technical Services	<p>A letter to be send to Ergon Energy outlining residential lighting requirements and to report back to Council 16/07/19 waiting on report from Ergon 02.10.2019 Ergon conducting works on Mornington Island 15.10.2019 to 21.10.2019 04.12.2019</p> <p>Investigation of lighting type that won't disturb surrounding residents.</p>	ONGOING
General Business	Sorry Business Conduct	Stakeholders	Executive Manage of Technical Services	<p>Investigate the ability to block off the road near the church during funeral proceedings 08/07/2019</p> <p>All staff are on sorry leave, Family involved to consider engaging police for traffic control and escort.</p> <p>02.10.2019 Matter deferred to November Council meeting due to unavailability of staff</p>	ONGOING
General Business	Town Planning	Access to Fire Hydrant	Executive Manage of Technical Services	<p>Clarification to the reason having an alleyway off Lardil street and the access to the fire hydrant. 08/07/2019</p> <p>Report will be put to the August council meeting 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 04.12.2019</p> <p>Investigated current access to fire hydrants,</p>	ONGOING

5

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mornington Shire Council - ACTION SCHEDULE -2016

General Business	Naming of Oval	Councillors	Council	additional hydrants will be installed in 2020. To be discussed further at the May ordinary Council Meeting 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff	ONGOING
2019/109	Proposed Road Closures	PCYC	Executive Manager of Technical Services	That Council request a road closure policy be investigated and brought back to July Council meeting for approval. 08/07/2019 This will be brought to the August meeting for approval. 02.10.2019 Matter deferred to November Council meeting due to unavailability of staff 04.12.2019 Report and Policy to be tabled in the new year	ONGOING
2019/166	Sorry Business	Community Protocol	Chief Executive Officer	That Council advise organisations delivering services to Mornington Island to respect mandatory sorry business closures, all but emergency and legislative services 11.09.2019 Meeting held with Susan Sewter acting on behalf of Mirndiyan, Mirndiyan Board to develop and distribute protocols to Council once complete 02.10.2019 Mirndiyan Board yet to develop and document protocol.	ONGOING

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

9 CALL FOR ITEMS OF GENERAL BUSINESS

RECEPTION & CONSIDERATION OF COMMITTEE REPORTS

10 COMMITTEE REPORTS

Nil

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

11 MAYOR AND COUNCILLORS REPORTS

Nil

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12 CHIEF EXECUTIVE OFFICER'S REPORTS**12.1 CONFLICT OF INTEREST GUIDELINES****Author:** Executive Manager of Finance and Human Services**Attachments:**
1 Junkuri Laka letter to Council
2 MacDonnells Law Advice COI - Nov 2019
3 Section 175 LGA**PURPOSE (EXECUTIVE SUMMARY)**

This report provides Council with advice from Junkuri Laka and Council's legal provider regarding the concerns Council have expressed over identifying Conflicts of Interests (COI), particularly where they involve local relationships. This report seeks Council's consideration of the advice and confirmation that this is an acceptable mechanism to identify and manage conflicts of interests.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council will recall its latest discussions on this matter where at the last Ordinary Council Meeting held on 20th November 2019. At this meeting Council received advice from Junkuri Laka, MacDonnells Law & a DLGRMA representative. The discussion involved two main areas of concern;

- COI involving local family
- COI involving Council's Company – Mundalbe Enterprises Ltd

In regards to the local family COI concerns the advice from Junkuri Laka was that a COI should be disclosed and managed as normal if the relationship is immediate or "first removed" (eg: first cousin), however Junkuri Laka suggested that if the relationship is "second removed" (eg: second cousin) then the matter should be disclosed. The remaining Council members could then decide on the level of involvement the councillor may have from that point.

Junkuri Laka have documented this process in the attached advice.

In addition to this "local" advice, MacDonnells Law have compiled a bullet point outline of the process that Council should employ when a COI is being declared.

In regards to the COI involving Council's Company, Mundalbe Enterprises Ltd it was suggested this is a common COI situation and MacDonnells Law have documented the steps to overcome concerns. The key in this area is declaring the interest and documenting the requirements as under Section 175 of the Local Government Act (LGA). A copy of Section 175 of the LGA is attached for information and clause 175D(3) is particularly relevant for Mundalbe Enterprises Ltd.

If Council is comfortable with the advice provided, it has been suggested that the Junkuri Laka advice be forwarded to the DLGRMA and Independent Assessor for their input and any subsequent advice / discussions. It should also be noted that Junkuri Laka have also recommended that once these discussions have taken place it is also important to ensure the community is aware of the outcomes and also invite feedback.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council confirm the advice received is acceptable and forward to the DLGRMA and Independent Assessor for their input and any advice.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019



Junkuri Laka Wellesley Islands Law
Justice & Governance Association Inc.
PO Box 1871, Gununa, QLD 4871
2 Lardil Street, Mornington Island
T: 07-47457278
M: 0447744045
F: 07-33196632
E: junkurilaka@gmail.com
ABN: 29458490745
IA: 19908

Mornington Shire Council
1 Mission Road
Mornington Island, Gununa
Queensland, 4892

27 November 2019

Dear Sir / Madam

Mornington Shire Councillors – Conflict of Interest

We refer to the above matter and the Conflict of Interest meeting held at the Council Chambers on the 20th of November 2019.

We advise that the Junkuri Laka Board of Directors and Community Elders have considered the matter of the Council being unable to make decisions due to the Conflict of Interest Rules being applied and have come up with the following suggestions to put to the Integrity Commission in order for the Council to be able to operate normally.

Pecuniary Interest

- Where a pecuniary interest involving a Councillor, or a person associated with that Councillor, arises then normal conflict of interest protocols should apply. The Councillor declares the conflict of interest and removes themselves from the discussion, and decision making.

Personal Interest

- Where a matter coming before Council involves a personal interest for a Councillor, or a person associated with that Councillor, and should that personal interest involve the immediate family of the Councillor or a family member once removed (i.e. a cousin) then the normal conflict of interest protocols should apply and the Councillor should declare the conflict of interest and remove themselves from the discussions and decision making in relation to that issue.
- If an issue arises that involves a personal interest for a Councillor, or a family member of that Councillor that is at least twice removed (i.e. a second cousin or more distant relative) then the Councillor should declare the interest and refer the matter to the other Councillors to use their knowledge of the community and the families within the community to decide whether the

Junkuri Laka Wellesley Islands Aboriginal Law, Justice & Governance Association Inc.
2 Lardil Street, C/O Post Office-Gununa, Mornington Island QLD 4871
07-47457278 – 0447744045 – office.junkurilaka@gmail.com
ASIC: 29 458 490 746 Charities Register: M19908

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019



Junkuri Laka Wellesley Islands Law
Justice & Governance Association Inc.
PO Box 1871, Gununa, QLD 4871
2 Lardil Street, Mornington Island
T: 07-47457278
M: 0447744945
F: 07-33196632
E: junkurilaka@gmail.com
ABN: 29458490745
IA: 19908

Councillor that declared the conflict of interest can participate in discussions and decision making or just the discussions, or not at all.

- The non-conflicted Councillors can decide if the relationship would be perceived by the community as being too close for the conflicted Councillor to participate or not.
- The non-conflicted Councillors would also be able to decide if the conflicted Councillor had special skills or knowledge that may assist the non-conflicted Councillors making the best decision.

Junkuri Laka would point out to the Council that regardless of whether the above protocols are accepted by the Integrity Commission, the legislation as it stands will still have all the force of law and it should be taken into account when making decisions in relation to whether a Councillor, with a personal interest in a matter that comes before Council, should be able to participate in discussions or decision making.

You should note that where we have referred to "family" or "associated person" we include blood, kinship and cultural relationships and it these relationships that the non-conflicted Councillors will be called upon to consider when deciding if a conflicted Councillor can participate.

The Junkuri Laka Board of Directors is also of the opinion that should the above protocols, or some version of them, be endorsed by the Integrity Commission and prior to the protocols being introduced, the Council should ensure that the community is made aware of the process and be given the opportunity to comment on them.

Yours faithfully

Mr Geoff Byrne
CEO
Junkuri Laka Inc

Junkuri Laka Wellesley Islands Aboriginal Law, Justice & Governance Association Inc.
2 Lardil Street, C/O Post Office-Gununa, Mornington Island QLD 4871
07-47457278 - 0447744945 - office.junkurilaka@gmail.com
ASIC: 29 458 490 745 Charities Register: M19908

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Kerry Whiting

From: Russell Beer <RBeer@MacDonnells.com.au>
Sent: Friday, 29 November 2019 11:15 AM
To: Kerry Whiting
Cc: Frank Mills
Subject: Guidelines for Conflicts & Council's Decision Making Processes - Matter: 191201
Attachments: Meeting Aid - Conflict of Interest.pdf

Kerry,

Sorry for the delay with this but I had a health thing spring up which meant I had to fly down south on very short notice.

As a follow up to the teleconference last week I note that Council would like to try and seek formal assistance from the Independent Assessor (IA). I agree that if Council could get real comfort in writing from the Independent Assessor that would likely be very valuable. However, while under the legislation the IA has general powers to investigate, **provide advice** (my bolding), training and information and to prosecute Councillors in respect of alleged or suspected inappropriate conduct, misconduct or corrupt conduct, the IA does not have the power to provide exceptions to Councils or Councillors from their obligations under the *Local Government Act 2009*. Also, early experience has been that any advice provided tends to be pretty general in terms of what they are prepared to put in writing, with caveats like "this is not legal advice and Council will need to take its own advice and make its own decisions". Accordingly, while the guidance of the IA if it is forthcoming in a format that you are happy with would be useful and worth Council arming itself with, ultimately that won't be a "get out of jail free card" if complaints are made and investigated by the Department. That means that whatever the IA may say Council will still need to ensure it complies with the legislation and basically the letter of the law.

We can help draft an advice request to the IA if required, as the more specific the questions Council asks the more useful will be any advice the IA is prepared to give.

While I would recommend that Council does seek written advice from the IA as to their view on Council's issues with personal conflicts, the best defence is to ensure appropriate disclosure by Councillors is provided of any potential conflicts of interest, and ultimately Council ensuring decisions are not made contrary to the public's interest as a result of such conflicts. A key part of that will be ensuring appropriate minutes and a general paper trail exists demonstrating that Councillors have taken appropriate steps to declare and manage interests.

The way these types of issues have historically been treated is that consideration is given to the nature, extent, significance, duration and frequency of the association/conflict. It is then determined if a reasonable and fair-minded observer involved in the decision would objectively consider the decision to be contrary to the public interest. The Office of the Independent Assessor has prepared a "Meeting Aid" for conflicts of interest which you have probably seen and which is pretty useful. I **attach** a copy for convenience. If Council were to rigorously go through the procedures set out in that Meeting Aid every time and issue came up, or do some form of "standing note" in Council agendas/minutes, for common issues which will come up at most meetings, as long as the actual conflict can be managed as per the Meeting Aid that may solve a lot of potential issues for Council, but of course that doesn't mean there is no risk.

I recommend Council seek a response in writing to the below points from the IA:

1. Due to the small and close knit community on Mornington Island, and the family and even "quasi family" relationships, there is extremely fertile ground for conflicts of interest, and like other regional and smaller Councils Mornington commonly has to deal with and manage relationships with extended family members and relatives of Councillors.
2. Accordingly, in respect of many decisions large and small, often a majority of Councillors are likely to have some sort of personal interest and therefore potential for a conflict of interest as a result of

a relationship to a friend, relative (whether blood or via an extended definition or concept of family) or associate.

- 3. Given that chronic issue, and the manner in which the Belcarra legislation has now ramped up consequences around conflicts, Council's ability to properly manage its affairs and business is constantly hamstrung, but in circumstances where arguably the perceived or apprehended conflict is at best very minor.
- 4. In those circumstances and due to the all-encompassing nature of the new legal regime and significant consequences of non-compliance Council is seeking IA guidance to set up a complaint regime and process and would appreciate the IA's views and input on and assistance with that.

It would be useful I think if in the letter to the IA we could set out some specific real world examples of the issues Council has faced since Belcarra became law, ideally with an example of how Council would like to deal with them going forward, using the "Meeting Aid as a guide. We should discuss what those examples might be and I can then craft some words around them to send to the IA.

As to dealing with the Department on this issue, I think it is critical that you keep your concerns in front of them and on their agenda, and as discussed ideally deal with that at Ministerial/DG level as proposed. Rather than complicating the approach I think sending them what you send to the IA is appropriate while asking for a meeting to discuss. As part of that you and maybe with the help of the LGAQ should submit that the legislation as it stands just doesn't work in areas such as Mornington, and ask that the legislation be amended to provide either clarification or exemptions in respect of the extent of conflict of interest obligations in remote councils. Unfortunately my expectation based on previous experience is that Departmental officers will give no formal comfort to Council in any manner you could rely on, and that without legislative change this area will continue to be difficult for you. The fact that the Stage 2 Belcarra legislation didn't deal with these issues in the way the Government had suggested it would (as set out in my earlier advice) I think makes it clear that the Government is struggling with this and really doesn't know how it is going to fix it.

Regards,

Russell Beer Director
MACDONNELLS LAW
Tel: +61 7 4030 0570 Mobile: 0418 183 357



Individual Liability Limited by a scheme approved under professional standards legislation

Important Message— Due to the increase in scams involving transferring of money between bank accounts and credit cards, we strongly advise that you **ALWAYS** contact us via phone to verify our bank account details prior to you making a deposit. If we change our bank account details, we will contact you by phone so please **DO NOT** act on any correspondence which suggests we have changed our account details without first phoning us.

This e-mail and any attachments to it are confidential and may contain legally privileged information. Unless expressly authorised by the sender, you must not use, disseminate, copy or distribute the information in this e-mail. If you are not the intended recipient, you have received this communication in error. In that case, please delete all copies of the e-mail immediately and contact MacDonnells either by return e-mail or telephone 07 3031 9700. We recommend that you scan this e-mail and any attachment for viruses before opening. MacDonnells does not accept any liability for any loss or damage incurred either directly or indirectly from opening this e-mail or any attachments to it.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Office of the
Independent Assessor



Meeting Aid – Conflict of Interest

Step One: Identifying and Disclosing a Personal Interest that might give rise to a Conflict of Interest

Questions for the councillor to consider:

- Is there a matter before Council that is not an Ordinary Business Matter and does not fall within the exceptions in section 175D(2) of the Local Government Act 2009 (Qld)?
- Do you have a personal interest that may be associated with that matter - such as financial¹, personal association or other identifiable interest (for example a religious affiliation)?
- Is the interest not insignificant?

If so, declare a personal interest to Council.

Step Two: Deciding whether the Personal Interest gives rise to a Conflict of Interest

Questions to consider:

- What is the nature and/or value of the interest?
- How significant is the personal interest?
- If the personal interest is a personal association — what is the closeness of the connection, duration, nature and strength of the relationship or association?
- Is there a realistic possibility that the outcome of the decision could affect the councillor's interest, in a way that is not minor?
- Is there a realistic possibility that the outcome of the decision could either benefit or cause a detriment to the councillor or a related party, in a way that is not minor?
- Could the councillor influence the decision in a way that could benefit them or someone they have an association with?
- Would the councillor have no greater personal interest in the matter than other persons in the local government area?
- How does this compare to similar matters where Council have decided a conflict of interest exists — is Council deciding like matters consistently?
- Are there other factors relevant to the local government area?

Test to be applied: Taking the answers to these questions into account, consider: If there was a reasonable and fair-minded observer in the room — would they think that the councillor might make a decision contrary to the public interest?

Step Three: Appropriately managing the Conflict of Interest (where the conflicted councillor has not voluntarily left the room)

Questions for the non-conflicted councillors to consider:

- Would a councillor's unique skills, knowledge or expertise help the non-conflicted councillors to make the best decision in the public interest?

¹ Note a financial interest which is not a material personal interest may still be a conflict of interest.
©The State of Queensland (Independent Assessor and Queensland Integrity Commissioner) 30 January 2019.

Office of the
Independent Assessor



- Do the non-conflicted councillors require more information from the councillor?
- Are you excluding the councillor from the deliberation simply because they represent a particular division or point of view?
- How would inclusion of the councillor in the deliberation or the decision affect public trust?
- How does this compare to similar matters Council has decided — is Council deciding like matters consistently?
- Are there other local factors that may be relevant to the inclusion or exclusion?

Remember: It is best practice to document the reasons for your decisions about conflicts of interest as well as the particulars required under the LGA.

©The State of Queensland (Independent Assessor and Queensland Integrity Commissioner) 30 January 2019.

Minister: Minister for Local Government, Minister for Racing and Minister for Multicultural Affairs
Agency: Department of Local Government, Racing and Multicultural Affairs

Local Government Act 2009

Reprint current from 18 November 2019 to date (accessed 29 November 2019 at 14:30)

[Chapter 6](#) > [Part 2](#) > Division 5A

Division 5A Dealing with councillors' personal interests in local government matters

175A Purpose of division

The purpose of this division is to ensure the personal interests of councillors are dealt with in an accountable and transparent way that meets community expectations, if the interests relate to matters to be considered—

- (a) at a meeting of the local government or any of its committees; or
- (b) by a local government employee or contractor of the local government authorised to deal with the matter.

175B Meaning of *material personal interest*

- (1) A councillor has a *material personal interest* in a matter if any of the following stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of the matter—
 - (a) the councillor;
 - (b) a spouse of the councillor;
 - (c) a parent, child or sibling of the councillor;
 - (d) a person who is in a partnership with the councillor;
 - (e) an employer, other than a government entity, of the councillor;
 - (f) an entity, other than a government entity, of which the councillor is a member;
 - (g) another entity prescribed by regulation.
- (2) However, a councillor does not have a material personal interest in the matter if the councillor, or another person or entity mentioned in subsection (1), stands to gain a benefit or suffer a loss that is no greater than that of other persons in the local government area.
- (3) Subsection (1)(c) only applies to a councillor if the councillor knows, or ought reasonably to know, that the councillor's parent, child or sibling stands to gain a benefit or suffer a loss.

175C Councillor's material personal interest at a meeting

- (1) This section applies if—
 - (a) a matter is to be discussed at a meeting of the local government or any of its committees; and
 - (b) the matter is not an ordinary business matter; and

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

11/29/2019

View - Queensland Legislation - Queensland Government

- (c) a councillor has a material personal interest in the matter.
- (2) The councillor must—
- (a) inform the meeting of the councillor's material personal interest in the matter, including the following particulars about the interest—
- (i) the name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting;
 - (ii) how the person or other entity stands to gain the benefit or suffer the loss;
 - (iii) if the person or other entity who stands to gain the benefit or suffer the loss is not the councillor—the nature of the councillor's relationship to the person or entity; and
- (b) leave the place at which the meeting is being held, including any area set aside for the public, and stay away from the place while the matter is discussed and voted on.
- Maximum penalty—
- (a) if the councillor votes on the matter with an intention to gain a benefit, or avoid a loss, for the councillor or another person or entity—200 penalty units or 2 years imprisonment; or
- (b) otherwise—85 penalty units.
- (3) If a majority of the councillors at a meeting of the local government inform the meeting about a material personal interest in a matter under subsection (2)(a), the local government must delegate deciding the matter under [section 257](#), unless deciding the matter can not be delegated under that section.
- (4) A councillor does not contravene subsection (2) by participating in the meeting, or being present while the matter is discussed and voted on, if the councillor's participation or presence—
- (a) is for the purpose of delegating deciding the matter under subsection (3); or
 - (b) is approved under [section 175F](#) and the councillor complies with the conditions of the approval.

175D Meaning of conflict of interest

- (1) A *conflict of interest* is a conflict that—
- (a) is between—
 - (i) a councillor's personal interests; and
 - (ii) the public interest; and
 - (b) might lead to a decision that is contrary to the public interest.
- (2) However, a councillor does not have a conflict of interest in a matter—
- (a) merely because of—
 - (i) an engagement with a community group, sporting club or similar organisation undertaken by the councillor in the councillor's capacity as a councillor; or
 - (ii) membership of a political party; or
 - (iii) membership of a community group, sporting club or similar organisation if the councillor is not an office holder for the group, club or organisation; or

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-017#ch.6-pt.2-div.5A>

2/6

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

11/29/2019

View - Queensland Legislation - Queensland Government

- (iv) the councillor's religious beliefs; or
- (v) the councillor having been a student of a particular school or the councillor's involvement with a school as a parent of a student at the school; or
- (b) if the councillor has no greater personal interest in the matter than that of other persons in the local government area.
- (3) Also, a councillor who is nominated by the local government to be a member of a board of a corporation or other association does not have a personal interest in matters relating to the corporation or association merely because of the nomination or appointment as a member.

175E Councillor's conflict of interest at a meeting

- (1) This section applies if—
 - (a) a matter is to be discussed at a meeting of the local government or any of its committees; and
 - (b) the matter is not an ordinary business matter; and
 - (c) a councillor at the meeting—
 - (i) has a conflict of interest in the matter (a *real conflict of interest*); or
 - (ii) could reasonably be taken to have a conflict of interest in the matter (a *perceived conflict of interest*).
- (2) The councillor must inform the meeting about the councillor's personal interests in the matter, including the following particulars about the interests—
 - (a) the nature of the interests;
 - (b) if the councillor's personal interests arise because of the councillor's relationship with, or receipt of a gift from, another person—
 - (i) the name of the other person; and
 - (ii) the nature of the relationship or value and date of receipt of the gift; and
 - (iii) the nature of the other person's interests in the matter.

Maximum penalty—100 penalty units or 1 year's imprisonment.

- (3) Subsection (4) applies if—
 - (a) the other councillors who are entitled to vote at the meeting are informed about a councillor's personal interests in a matter by the councillor or another person; and
 - (b) the councillor has not voluntarily left, and stayed away from, the place where the meeting is being held while the matter is discussed and voted on.
- (4) Subject to subsection (6), the other councillors must decide—
 - (a) whether the councillor has a real conflict of interest or perceived conflict of interest in the matter; and
 - (b) if they decide the councillor has a real conflict of interest or perceived conflict of interest in the matter—whether the councillor—
 - (i) must leave the place at which the meeting is being held, including any area set aside for the public, and stay away from the place while the matter is discussed and voted on; or
 - (ii) may participate in the meeting in relation to the matter, including by voting on the matter.

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-017#ch.6-pt.2-div.5A>

3/6

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

11/29/2019

View - Queensland Legislation - Queensland Government

- (5) The councillor must comply with a decision under subsection (4) that the councillor must leave and stay away from the place.
- Maximum penalty—100 penalty units or 1 year's imprisonment.
- (6) If a majority of the councillors at a meeting of the local government inform the meeting about personal interests in the matter under subsection (2), the local government must delegate deciding the matter under [section 257](#), unless deciding the matter can not be delegated under that section.
- (7) A councillor does not contravene subsection (5) by participating in the meeting, or being present while the matter is discussed and voted on, if the councillor's participation or presence—
- is for the purpose of delegating deciding the matter under subsection (6); or
 - is approved under [section 175F](#) and the councillor complies with the conditions of the approval.
- (8) In this section—
- gift* means a gift that is required, under a regulation, to be recorded in a register of interests.

175F Minister's approval for councillor to participate or be present to decide matter

- (1) The Minister may, by signed notice given to a councillor, approve the councillor participating in a meeting, or being present while a matter is discussed and voted on, if—
- the matter could not otherwise be decided at the meeting because of—
 - the number of councillors subject to the obligation under [section 175C\(2\)](#) (b); or
 - [section 175E\(6\)](#); and
 - deciding the matter can not be delegated under [section 257](#).
- (2) The Minister may give the approval subject to conditions stated in the notice.

175G Duty to report another councillor's material personal interest or conflict of interest at a meeting

- (1) This section applies if—
- a matter is to be discussed at a meeting of the local government or any of its committees; and
 - the matter is not an ordinary business matter; and
 - a councillor at the meeting reasonably believes, or reasonably suspects, that another councillor at the meeting has a material personal interest, real conflict of interest or perceived conflict of interest in the matter; and
 - the other councillor has not informed the meeting about the interest under [section 175C\(2\)](#) or [175E\(2\)](#).
- (2) The councillor who has the belief or suspicion must, as soon as practicable, inform the person who is presiding at the meeting about—
- the belief or suspicion; and
 - the facts and circumstances that form the basis of the belief or suspicion.

Note—

Contravention of subsection (2) is misconduct that could result in disciplinary action being taken against a councillor. See [sections 150L\(1\)\(c\)\(iv\), 150AQ and 150AR](#).

175H Offence to take retaliatory action

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-017#ch.6-pt.2-div.5A>

4/6

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

11/29/2019

View - Queensland Legislation - Queensland Government

A person must not, because a councillor complied with [section 175G\(2\)](#)—

- (a) prejudice, or threaten to prejudice, the safety or career of the councillor or another person; or
- (b) intimidate or harass, or threaten to intimidate or harass, the councillor or another person; or
- (c) take any action that is, or is likely to be, detrimental to the councillor or another person.

Maximum penalty—167 penalty units or 2 years imprisonment.

175I Offence for councillor with material personal interest or conflict of interest to influence others

- (1) This section applies to a councillor who has a material personal interest, real conflict of interest or perceived conflict of interest in a matter, other than an ordinary business matter.
- (2) The councillor must not influence, or attempt to influence, another councillor to vote on the matter in a particular way at a meeting of the local government or any of its committees.

Maximum penalty—200 penalty units or 2 years imprisonment.

- (3) The councillor must not influence, or attempt to influence, a local government employee or a contractor of the local government who is authorised to decide or otherwise deal with the matter to do so in a particular way.

Maximum penalty—200 penalty units or 2 years imprisonment.

- (4) A councillor does not commit an offence against subsection (2) or (3) merely by participating in a meeting of the local government or any of its committees about the matter, including by voting on the matter, if the participation is authorised under—

- (a) a decision mentioned in [section 175E\(4\)\(b\)\(ii\)](#); or
- (b) an approval under [section 175E](#).

175J Records about material personal interests and conflicts of interests at meetings

- (1) If [section 175C](#) applies to a matter to be discussed at a meeting of the local government or any of its committees, the following information must be recorded in the minutes of the meeting and on the local government's website—

- (a) the name of the councillor who has a material personal interest in the matter;
- (b) the material personal interest, including the particulars mentioned in [section 175C\(2\)\(a\)](#) as described by the councillor;
- (c) whether the councillor participated in the meeting, or was present during the meeting, under an approval under [section 175E](#).

- (2) If [section 175E](#) applies to a matter to be discussed at a meeting of the local government or any of its committees, the following must be recorded in the minutes of the meeting and on the local government's website—

- (a) the name of the councillor who has a real conflict of interest or perceived conflict of interest in the matter;
- (b) the councillor's personal interests in the matter, including the particulars mentioned in [section 175E\(2\)](#) as described by the councillor;
- (c) the decisions made under [section 175E\(4\)](#) and the reasons for the decisions;
- (d) whether the councillor participated in the meeting, or was present during the meeting, under an approval under [section 175E](#);

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-017#ch.6-pt.2-div.5A>

5/6

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

11/29/2019

View - Queensland Legislation - Queensland Government

- (e) if the councillor voted on the matter—how the councillor voted on the matter;
- (f) how the majority of councillors who were entitled to vote at the meeting voted on the matter.

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-017#ch.6-pt.2-div.5A>

6/6

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12.2 TORRES CAPE INDIGENOUS COUNCIL ALLIANCE (TCICA) - FORMATION OF A REGIONAL ROADS TRANSPORT GROUP (RRTG)**Author:** Executive Manager of Finance and Human Services**Attachments:** 1 TCICA - RRTG briefing papers and framework
2 TCICA Draft Operational Plan**PURPOSE (EXECUTIVE SUMMARY)**

This reports requests Council to decide whether to participate in the new RRTG that maybe formed by some or all TCICA members.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has received a briefing paper and framework from TCICA on the formation of a new RRTG. These papers are attached for Council's information. The briefing paper provides a view of the benefits of such a model.

Comments from Council's CEO who attends these meetings are as follows;

"TCICA by its own rules was not formed to run things such as RRTG and should stay out of this space

I also have concerns around the politics and future prioritisation of annual works schedules and believe Council can do just as well dealing with ATSI TIDS direct with TMR."

The inclusion of the draft operational plan for TCICA has been enclosed as this might also assist Council with this decision.

FINANCIAL & RESOURCE IMPLICATIONS

As advised above

RECOMMENDATION

That Council;

1. Confirm its involvement with the new RRTG under TCICA; OR
2. Confirm it will not be involved with the new RRTG under TCICA.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Kerry Whiting

From: Frank Mills
Sent: Wednesday, 27 November 2019 7:12 AM
To: Kerry Whiting
Subject: FW: FOR DECEMBER COUNCIL MEETINGS: Regional Roads and Transport Group discussion paper
Attachments: Discussion Paper - formation of TCICA RRTG NOV19_final.docx; Proposal for 6 Nov TCICA meeting_final.docx

FYI and attention thanks Kerry

My view is that TCICA by its own rules was not formed to run things such as RRTG and should stay out of this space.

I also have concerns around the politics and future prioritisation of annual works schedules and believe Council can do just as well dealing with ATSI TIDS direct with TMR.

Regards,

Frank Mills | Chief Executive Officer | Mornington Shire Council

1 Mission Road, Gununa, QLD 4892

Ph: 07 4745 7801
 Mobile: 0437 999 754
 Fax: 07 4745 7275
 Email: ceo@mornington.qld.gov.au
 Web: www.mornington.qld.gov.au

WARNING

This email (including any attachments) may contain legally privileged and/or confidential information and maybe protected by copyright and/or the subject of moral rights. You may use this email and/or the attachments if you are the person(s) it was intended to be sent to and if you use it in an authorised way. Any unauthorised use of this material, in particular in any form of disclosure, modification, distribution and/or publication of this email and/or the attachments, is prohibited.

If you have received this email in error, please notify the sender immediately, delete the email and attachments and any copies of it for your computer system network, and destroy any printed or electronic copies taken. Any legal privilege and/or confidentiality is not waived or destroyed by that mistake.

Unless stated otherwise, this email represents only the views of the sender and not the views of the Mornington Shire Council. The Mornington Shire Council does not accept any responsibility for any loss or damage that may result from reliance on, or the use of, any information contained in this email and/or attachments. Unless specifically stated, this email should not be construed as a purchase order, nor as an arrangement to provide a service.

From: Melinda Eades <melinda.eades@nparc.qld.gov.au>

Sent: Tuesday, 26 November 2019 6:04 PM

To: Aileen Addo (mapoon.mayor@mapoon.qld.gov.au) <mapoon.mayor@mapoon.qld.gov.au>; Bernie McCarthy (ceo@aurukun.qld.gov.au) <ceo@aurukun.qld.gov.au>; Bradley Creek (bradley.creek@hotmail.com) <bradley.creek@hotmail.com>; Bradley Wilson <mayor@mornington.qld.gov.au>; Bruce Gibson <bgibson@hopevale.qld.gov.au>; Bruce Ranga (ceo@TSIRC.qld.gov.au) <ceo@TSIRC.qld.gov.au>; Dalassa Yorkston (ceo@torres.qld.gov.au) <ceo@torres.qld.gov.au>; Dave Clarke (ceo@lockhart.qld.gov.au) <ceo@lockhart.qld.gov.au>; Deputy MAYOR Robert BLOOMFIELD (robert_bloomfield79@yahoo.com)

1

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

<robert_bloomfield79@yahoo.com>; Derek Walpo (Mayor@aurukun.qld.gov.au) <Mayor@aurukun.qld.gov.au>; Desmond Tayley (mayor@wujalwujalcouncil.qld.gov.au) <mayor@wujalwujalcouncil.qld.gov.au>; Edward Newman <mayor@nparc.qld.gov.au>; Edward Natera (ceo@pormpuraaw.qld.gov.au) <ceo@pormpuraaw.qld.gov.au>; Emily Peel (emily.peel@weipatownauthority.com.au) <emily.peel@weipatownauthority.com.au>; Frank Mills <ceo@mornington.qld.gov.au>; Fred Gela (Cr.Fred.Gela@tsirc.qld.gov.au) <Cr.Fred.Gela@tsirc.qld.gov.au>; Gary Uhlmann (Gary.Uhlmann@kowanyama.qld.gov.au) <Gary.Uhlmann@kowanyama.qld.gov.au>; Graeme Gillam <ceo@nparc.qld.gov.au>; Ilario Sabatino (ceo@napranum.qld.gov.au) <ceo@napranum.qld.gov.au>; June Pearson <june.pearson@hopevale.qld.gov.au>; Linda Cardew <L.Cardew@cook.qld.gov.au>; Michael Rowland (michael.rowland@weipatownauthority.com.au) <michael.rowland@weipatownauthority.com.au>; Michael Yam (michael.yam@kowanyama.qld.gov.au) <michael.yam@kowanyama.qld.gov.au>; Naseem Chetty (mapoon.ceo@mapoon.qld.gov.au) <mapoon.ceo@mapoon.qld.gov.au>; PScott (PScott@cook.qld.gov.au) <PScott@cook.qld.gov.au>; Ralph Kendall (mayor@pormpuraaw.qld.gov.au) <mayor@pormpuraaw.qld.gov.au>; Reagan Kulka (Cr.Kulka@wujal.qld.gov.au) <Cr.Kulka@wujal.qld.gov.au>; Rex Burke (mayor@napranum.qld.gov.au) <mayor@napranum.qld.gov.au>; Steve Linnane (ceo@hopevale.qld.gov.au) <ceo@hopevale.qld.gov.au>; Steve Wilton (ceo@wujalwujalcouncil.qld.gov.au) <ceo@wujalwujalcouncil.qld.gov.au>; Victor Mills (Victor@wujal.qld.gov.au) <Victor@wujal.qld.gov.au>; Vincent Tayley (vincetayley@hotmail.com) <vincetayley@hotmail.com>; Vonda Malone (vonda.malone@torres.qld.gov.au) <vonda.malone@torres.qld.gov.au>; Wayne Butcher (mayor@lockhart.qld.gov.au) <mayor@lockhart.qld.gov.au>; Cc: Amanda Ray (EA@aurukun.qld.gov.au) <EA@aurukun.qld.gov.au>; Amelia Ahwang-Sam - Napranum Aboriginal Shire Council (amelia.ahwang-sam@napranum.qld.gov.au) <amelia.ahwang-sam@napranum.qld.gov.au>; Dawn Brauh (mapoon.manager@mapoon.qld.gov.au) <mapoon.manager@mapoon.qld.gov.au>; Esme Newman <ea@nparc.qld.gov.au>; Narelle Dukes (NDukes@cook.qld.gov.au) <NDukes@cook.qld.gov.au>; Sherie Nikolai <Sherie.Nikolai@kowanyama.qld.gov.au>; tisha.gordon (tisha.gordon@hopevale.qld.gov.au) <tisha.gordon@hopevale.qld.gov.au>; Ursula Nai (Ursula.Nai@tsirc.qld.gov.au) <Ursula.Nai@tsirc.qld.gov.au>; Vanessa Kennedy (vanessa@wujal.qld.gov.au) <vanessa@wujal.qld.gov.au>

Subject: FOR DECEMBER COUNCIL MEETINGS: Regional Roads and Transport Group discussion paper

Good afternoon TCICA

Please find attached a discussion paper prepared by the Department of Transport and Main Roads as follow up to the workshop we had with them earlier this month to talk out forming a TCICA Regional Roads and Transport Group (RRTG).

The purpose of this paper is to provide more information on how RRTGs work, the benefits of participation, and potential funding models for a TCICA RRTG.

The paper recommends that each TCICA Member:

1. Presents this paper to their December Ordinary Council meeting for discussion.
2. Acknowledges that individual TCICA Members are not bound to be a member of a Regional Roads and Transport Group (RRTG).
3. Makes a decision during their December Ordinary Council meeting about whether to participate in a new RRTG that may be formed by some or all TCICA Members.

Please note that there is an urgency around the timeframe for TCICA and/or individual Council decisions - if a position cannot be reached by February next year, the opportunity to establish a new RRTG on 1 July 2020 will be lost as there will not be enough time to develop transitional guidelines and seek Ministerial approval.

2

Regards

Melinda

[Melinda Eades](#) * Executive Officer

Torres Cape Indigenous Council Alliance (TCICA) Inc.

225A Sheridan Street * Cairns Qld 4870

P: 07 4050 1808 * M: 0436 819 001 * TCICA.com.au



.....

.....



BRIEFING PAPER TO TCICA MEMBERS

For consideration by Councils in December 2019.

ISSUE: Formation of a new Regional Roads and Transport Group

RECOMMENDATION

That each TCICA Member:

1. Presents this paper to their December Ordinary Council meeting for discussion.
2. Acknowledges that individual TCICA Members are not bound to be a member of a Regional Roads and Transport Group (RRTG).
3. Makes a decision during their December Ordinary Council meeting about whether to participate in a new RRTG that may be formed by some or all TCICA Members.

BACKGROUND

On 6 November 2019, TCICA Members participated in a workshop to discuss and agree pathways towards creating a TCICA RRTG. The workshop was funded by the Roads and Transport Alliance under the Statewide Capability Development Fund and supported by the Roads and Transport Alliance Project Team. The discussion paper prepared for the workshop is at Attachment A and should be read with this paper.

TCICA Members agreed at the end of the workshop that further information and time was needed to properly assess the value of forming a TCICA RRTG. This decision was made on the basis:

- That some members felt TCICA's role should be focused on advocacy with the aim of increasing the overall quantum of ATSI TIDS funding;
- Of concern expressed over the potential administrative costs associated with the operations of a TCICA RRTG;
- That the transition to a RRTG model did not appear to offer significant benefits over the current arrangements for the distribution of ATSI TIDS;
- That members of TCICA may find it difficult to prioritise funding on a regional basis;
- That any capability development initiatives could be pursued through direct representations to the Minister for Transport and Main Roads; and
- That a TCICA RRTG would not be able to access Roads and Transport Alliance TIDS funding in addition to receiving an ATSI TIDS annual allocation.

Noting the above, TCICA agreed that:

1. A further discussion paper be prepared describing the advantages and disadvantages of participating in the Roads and Transport Alliance, and further still, forming a TCICA RRTG;
 - a. Providing a comparative analysis of current funding arrangements vs. future funding arrangements under a TCICA RRTG; and
 - b. Outlining possible scenarios for RRTG configurations should it be decided that not all TCICA members will participate in the Alliance.

2. This discussion paper is to be prepared in time for Council meetings in December 2019, where each Council will resolve its individual position and communicate this to TCICA for further consideration and final decision by TCICA before the end of February 2020.

DISCUSSION

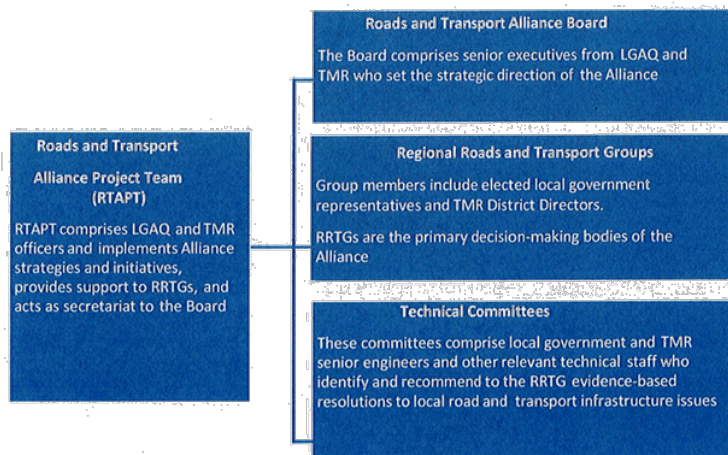
Overview of the Roads and Transport Alliance model

Established in 2002, the Roads and Transport Alliance is an innovative partnership between the Department of Transport and Main Roads (TMR) and Queensland local governments to foster a collaborative and coordinated approach to managing the roads and transport network.

Alliance members operate as 17 Regional Roads and Transport Groups (RRTGs) across Queensland. RRTGs are formed through voluntary collaboration between councils that align regionally and with the local TMR District. RRTGs are the foundation of the Alliance, with responsibility for developing and improving regionally significant transport infrastructure and building the capability of members.

Each RRTG is underpinned by an annual funding allocation from the statewide quantum of Alliance (RTA) Transport Infrastructure Development Scheme (TIDS) funding (\$61.2 million annually). RRTGs are responsible for determining investment priorities for their annual RTA TIDS allocation and delivering prioritised infrastructure projects by 30 June each year. RRTG annual allocations are determined by the Roads and Transport Alliance Board and have been fixed since 2015.

RRTGs can also apply for funding to improve the capability of their members through the TIDS Statewide Capability Development Fund (SCDF) (\$600,000 annually). Examples of projects include: standardised procurement documentation; stormwater drainage design workshop; supervisor's workshops; best practice Unsealed Roads training; and bridge inspection training.



ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Overview of the Transport Infrastructure Development Scheme (TIDS)

The Transport Infrastructure Development Scheme (TIDS) is the grants program through which TMR provides funding to local governments for targeted investment in transport related infrastructure.

TIDS aims to:

- increase overall investment in Queensland's road and transport related infrastructure
- increase collaboration between both spheres of government
- improve road and transport stewardship and delivery capability of local government and TMR
- improve safety performance on Queensland's road and transport network

The total base funding of \$70 million each year for TIDS includes:

- RTA TIDS: \$61.2 million annually for project prioritisation by 17 RRTGs
- SCDF TIDS: \$600,000 annually to develop RRTG capability and capacity
- ATSI TIDS: \$8.2 million annually for the upgrade of transport infrastructure that improves access (roads, air and sea) to Indigenous communities

The majority of ATSI TIDS funding is provided through an annual application-based program. All councils who provide access to Indigenous communities are eligible to apply and applications are called for around February each year. TMR Far North District assesses applications, prioritises funding and determines successful projects.

RTA TIDS and SCDF TIDS is generally required to be matched. ATSI TIDS funding for projects that provide primary access to Indigenous communities will not generally have to be matched.

Overview of Roads and Transport Alliance RRTG membership and TIDS funding

Currently, 65 councils in Queensland are members of the 17 established RRTGs. This includes three TCICA members:

1. Cook Shire Council – Far North Queensland RRTG
2. Wujal Wujal Aboriginal Shire Council – Far North Queensland RRTG
3. Kowanyama Aboriginal Shire Council – North West Queensland RRTG

Cook Shire Council receives RTA TIDS as part of FNQ RRTG's annual allocation. FNQ RRTG annual RTA TIDS allocation is \$5.715 million. Cook Shire's 'share' is \$1.07 million, based on the length of local government road in Cook Shire

Since agreeing to join RRTGs in 2014, Wujal Wujal and Kowanyama receive an annual allocation from ATSI TIDS.

Other TCICA members listed below, except for Weipa Town Authority, can apply for ATSI TIDS funding. Historically, these TCICA councils have collectively received around \$6.5 million annually from ATSI TIDS through the application process.

- | | |
|---|--|
| 1. Aurukun Shire Council | 7. Hope Vale Aboriginal Shire Council |
| 2. Pormpuraaw Aboriginal Shire Council | 8. Mornington Shire Council |
| 3. Napranum Aboriginal Shire Council | 9. Torres Shire Council |
| 4. Mapoon Aboriginal Shire Council | 10. Torres Strait Island Regional Council |
| 5. Northern Peninsula Area Regional Council | 11. Weipa Town Authority (not eligible for TIDS funding) |
| 6. Lockhart River Aboriginal Shire Council | |

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Non-TCICA councils also receive ATSI TIDS funding, which totals around \$1.7 million annually:

- Councils such as Burke and Carpentaria, who provide access to Indigenous communities, have applied and received funding through the application process
- Woorabinda, Doomadgee and Yarrabah councils, who agreed to become members of RRTGs in 2014, receive an annual allocation
- Palm Island and Cherbourg, who chose not to join RRTGs in 2014, also receive funding through the application process

A table showing current TIDS funding arrangements versus future TIDS funding arrangements with a TCICA RRTG is provided at the end of this paper.

Benefits of RRTG membership

A RRTG is considered an authoritative and cohesive body, recognised by state and federal governments as a credible entity for advice and broader collaboration on strategic investment on the transport network. As such, a RRTG is well positioned to leverage other funding opportunities for member councils.

A key benefit for TCICA would be moving from an application-based to allocation-based model. Currently, TCICA councils must apply for ATSI TIDS funding each year for nominated projects. TMR Far North determine which projects will receive funding. There is no guarantee of funding each year.

There are several other perceived benefits of working as a RRTG, including:

- An annual funding allocation, which provides certainty of funding to promote good planning and best value delivery methods. It also assists to maintain local workforces
- Decision-making authority for infrastructure priorities sits with councils (not TMR)
- Individual council's road and transport issues are considered in the context of regional transport planning and priorities
- Increased collaboration and information sharing between councils in the RRTG to resolve issues and share resources across the regional transport network
- Increased capability of councils via access to SCDF and the support of a Technical Coordinator

Scenarios for RRTG configurations

The ability to establish a new RRTG does not require all TCICA Members to participate. Councils that do not elect to participate can maintain their current arrangements. Scenarios include:

1. TCICA RRTG - All Members participate as TCICA RRTG, as proposed in **Attachment 1**
2. TCICA RRTG - Some Members participate.
 - Members who elect not to participate will continue to have access to ATSI TIDS funding under the current application-based process

NEXT STEPS

Once there is an agreed position from TCICA, the Roads and Transport Alliance Project Team will progress a proposal for:

- Roads and Transport Alliance Board endorsement
- Approval from the Minister for Transport and Main Roads

Concurrently, the Roads and Transport Alliance Project Team will work with TCICA stakeholders to develop *TCICA RRTG Transitional Guidelines*.

Subject to Ministerial approval, it is possible that a new RRTG can be fully operational from 1 July 2020;

Urgency

If TCICA and/or individual Councils cannot reach a position by February 2020, the opportunity to establish a new RRTG to commence on 1 July 2020 will be lost as there will be insufficient time to develop transitional guidelines and seek Ministerial approval. This timeframe is also necessary to allow enough time for the application process for the next round of ATSI TIDS funding.

Current TIDS funding arrangements versus future TIDS funding arrangements with a TCICA RRTG

As stated in the discussion paper for the 6 November 2019 TCICA workshop, TIDS funding across all sub-programs is currently set at \$70 million annually. Proposed changes to the TIDS funding model to provide an annual allocation to a TCICA RRTG should be based on a 'no disadvantage' principle, which applies to all current RRTG members and ATSI TIDS recipients as well as TCICA RRTG members.

	Total TIDS	RTA TIDS	SCDF	ATSI TIDS		Total ATSI TIDS
				TCICA share ⁱ	Other councils	
Current state	\$70m	\$61.20m	\$600,000	\$6.50m ⁱⁱ	\$1.70m ⁱⁱⁱ	\$8.20m
Future state (TCICA RRTG)	\$70m	\$60.13m ^{iv}	\$600,000 ^v	\$7.57m ^{vi}	\$1.70m ⁱⁱⁱ	\$9.27m

ⁱ Funding is generally not required to be matched
ⁱⁱ Approximation based on historical data
ⁱⁱⁱ Amount provided to Aboriginal Shire Council RRTG members plus other councils who provide access to Indigenous communities
^{iv} \$61.2m minus Cook Shire component of \$1.07m provided as a member of FNQ RRTG
^v TCICA RRTG can apply for SCDF. Funding received will not be required to be matched
^{vi} TCICA RRTG annual allocation (includes Cook Shire component of \$1.07m)
^{vii} Amount provided to Aboriginal Shire Council RRTG members plus reduced application-based fund for councils providing access to Indigenous communities



TORRES CAPE INDIGENOUS COUNCIL ALLIANCE

***FRAMEWORK FOR A NEW
REGIONAL ROADS AND TRANSPORT GROUP***

DISCUSSION PAPER

Prepared by the Roads and Transport Alliance Project Team

November 2019

1 Purpose

This document has been developed to inform discussions at the Torres Cape Indigenous Council Alliance (TCICA) workshop on 6 November 2019. The workshop has been organised by TCICA to determine and agree pathways towards creating a Regional Roads and Transport Group (RRTG).

The document proposes a framework and funding model for the operation of a new RRTG for the Cape York and Torres Strait region – TCICA RRTG – for consideration of TCICA members. It considers what is possible within the Roads and Transport Alliance framework and the current quantum of Transport Infrastructure Development Scheme (TIDS) funding.

Specifically, the document outlines:

- The minimum requirements for a functional RRTG that could apply to the new TCICA RRTG -
- A proposed funding model to underpin the new TCICA RRTG, based on providing an annual allocation of Aboriginal and Torres Strait Islander (ATSI) TIDS funding to the TCICA RRTG and giving TCICA council members autonomy to determine priority transport infrastructure projects for their region.

The proposals outlined in this document are for discussion purposes only. They have not been endorsed by the Roads and Transport Alliance Board and do not represent Government policy.

2 Background

For some time TCICA members have suggested they are interested in forming a RRTG. On 27 August 2019, TCICA Chair, Councillor Vonda Malone, wrote to Mr Neil Scales, Director General, Department of Transport and Main Roads (TMR) formally expressing interest in establishing a RRTG and requesting funding support from the Roads and Transport Alliance to hold a workshop to progress this initiative.

The Roads and Transport Alliance Board supports the establishment of a TCICA RRTG and agreed to fund the workshop, subject to holding a preliminary meeting to better understand TCICA's expectations of forming a RRTG and to clarify some key issues including:

- Membership of Cook Shire Council and Weipa Town Authority
- Funding levels and funding models
- Suitability of the Roads and Transport Alliance and RRTG governance arrangements

The preliminary meeting, which included Mr Scales and Councillor Peter Scott, Mayor Cook Shire Council, took place on 5 October 2019. There was general agreement to developing a proposal (this document) for TCICA members consideration that focused on a place-based RRTG model underpinned by ATSI TIDS funding, which could be provided to TCICA as an annual allocation.

It was also noted that, once agreed by TCICA members, the new TCICA RRTG model, particularly the proposed changes to ATSI TIDS funding, would require endorsement from the Roads and Transport Alliance Board and approval from the Minister for Transport and Main Roads before moving to implementation.

3 Considerations

- a. The Roads and Transport Alliance and the RRTG framework have been in place and maturing since 2002. Relevant policies, guidelines and governance arrangements have Ministerial and/or Roads and Transport Alliance Board endorsement and have been adopted by all current RRTG members across Queensland. Most recently, new council members joining the Roads and Transport Alliance have done so under transitional arrangements, which aim to introduce RRTG operational requirements and test their suitability for new members.

Similar transitional arrangements are proposed for TCICA RRTG, recognising members have a range of experience with the Roads and Transport Alliance, from none to 17 years, in the case of Cook Shire Council and that TCICA is a new RRTG as opposed to a new council joining an existing RRTG. At the 5 October 2019 meeting, Councillor Scott welcomed the proposal to engage Mr Gerard Read, an experienced Technical Coordinator, to work with the TCICA RRTG through a transition period under an arrangement fully funded by the Roads and Transport Alliance.

- b. At the 5 October 2019 meeting, it was agreed the TIDS funding model that will now also provide an annual allocation to TCICA RRTG should be based on a 'no disadvantage' principle. Further, that principle applies for all current RRTG members and ATSI TIDS recipients as well as TCICA RRTG members. TIDS funding across all programs is currently set at \$70 million per annum. There are no current plans or provisions to increase this quantum, therefore TIDS funding for TCICA RRTG must be calculated in a way that sees no other RRTG member council worse off. *The proposed TCICA RRTG funding model is discussed in Section 5.*
- c. At the 5 October 2019 meeting, it was agreed the TCICA RRTG funding model should be place-based, recognising that TCICA councils have limited ability to match funding, as per the current policy requirement of established RRTGs for TIDS funding. Also, that TCICA councils have responsibility for constructing and maintaining various transport infrastructure types and roads are often not the top priority. As such, the current RRTG funding allocation methodology, which is based on local government road length, would disadvantage a new TCICA RRTG.

4 TCICA RRTG – proposed operations

To operate as a RRTG under the Roads and Transport Alliance framework, the following elements of established RRTG operations are proposed for the new TCICA RRTG. In addition to participating in regular meetings, these fundamentals propose minimum requirements for a functional RRTG, but also recognise place-based needs.

a. An agreed TCICA roads and transport network

TCICA members would be required to identify member councils' primary access routes (land, sea, air), significant local roads and transport infrastructure. This information will guide TIDS investment and should reflect the strategic priorities for the region as well as local priorities.

b. A four year regionally prioritised works program

Each year, TCICA RRTG will be required to develop a four-year prioritised works program to assist the RRTG to determine 'which project' and 'when' it should be undertaken. Each year of the program must at least fit with the TCICA RRTG annual TIDS funding allocation and consider capacity required to deliver nominated projects.

c. **Manage an annual works program and deliver projects by 30 June each year**

To ensure 100% expenditure of the TIDS funding allocation each year, TCICA RRTG will be required to review their program regularly and make any necessary variations throughout the financial year. Projects can be 'staged' over several years but TIDS expenditure cannot exceed the annual allocation and unspent TIDS funding cannot be carried over to the next year.

d. **Access to TIDS Statewide Capability Development Fund (SCDF)**

The SCDF is an application-based program that provides \$600,000 annually for all RRTG members to improve capability. This includes funding for relevant training, developing technical documents and systems, holding forums and so on. Funding is generally provided under a 50:50 matched arrangement. However, it is proposed that SCDF funding provided to TCICA RRTG is not required to be matched.

e. **Support for TCICA RRTG operations**

All aspects of established RRTG operations are supported at various levels:

- All RRTGs include a TMR District as a member. For TCICA RRTG this would be TMR Far North District, led by the District Director, Mr Ross Hodgman
- All RRTGs have a Technical Committee to assist the RRTG meet its responsibilities. Technical Committees comprise council officers ideally with engineering, planning, program management and/or procurement roles
- Most RRTGs engage and fund the services of a Technical Coordinator to facilitate and coordinate the RRTG and Technical Committee. For TCICA RRTG, it is proposed Mr Gerard Read works with TCICA in this role (see also above Section 3(i))
- All RRTGs are supported by a member(s) of the Roads and Transport Alliance Project Team. For TCICA RRTG, it is proposed Ms Michelle Connolly, TMR, lead this work.

The above is a very high-level view of proposed TCICA RRTG operations. More detail will be provided in the draft Transitional Guidelines.

5 TCICA RRTG – proposed funding model

The Roads and Transport Alliance strongly supports the inclusion of TCICA councils in the Alliance. However, the establishment of a new TCICA RRTG should not be at the expense of the 17 existing RRTGs' member councils. Likewise, TCICA members should not receive any less funding as a RRTG than they currently do as individual councils through the ATSI TIDS program.

Current state

Currently, ATSI TIDS is available to any local government that provides access to Indigenous communities. It is an application-based program with eligible projects generally prioritised by TMR Far North District. While the majority of funding is provided to councils on the Cape and Torres Strait Islands, including Cook, other councils such as Burke, Carpentaria and Palm Island have historically received ATSI TIDS funding. A quarantined amount of ATSI TIDS is also provided annually to Aboriginal Shire Councils (ASCs) who are already members of RRTGs.

Proposed future state

Based on discussions to date, the Roads and Transport Alliance understands TCICA is seeking autonomy over ATSI TIDS funding. While there will be an ongoing requirement to support non-TCICA councils, as noted above, it makes good sense to provide the majority of ATSI TIDS funding to the new TCICA RRTG as an annual allocation. Receiving this funding as an annual allocation puts TCICA in the same position as the 17 existing RRTGs, giving TCICA RRTG members decision making authority to determine their investment priorities for the development and management of their transport network.

The current total ATSI TIDS quantum is \$8.2 million annually, which includes funding to non-TCICA councils. TMR is yet to work through the details but an annual allocation to TCICA RRTG, subject to confirmation of final membership, is estimated to be up to \$7.5 million. This estimate includes Cook Shire Council's portion of the FNQ RRTG's annual TIDS allocation and supports the continuation of ATSI TIDS funding available to non-TCICA councils.

Conditions of funding are proposed as per the current TIDS Policy for ATSI TIDS and as per the Transitional Guidelines developed for the current ASC RRTG members:

- Funding for projects that provide primary access within each mode (roads, air, sea) to Indigenous communities is not required to be matched
- Funding for projects allocated to works within ASCs on identified significant local transport infrastructure is not required to be matched
- Other works will generally require matched funding

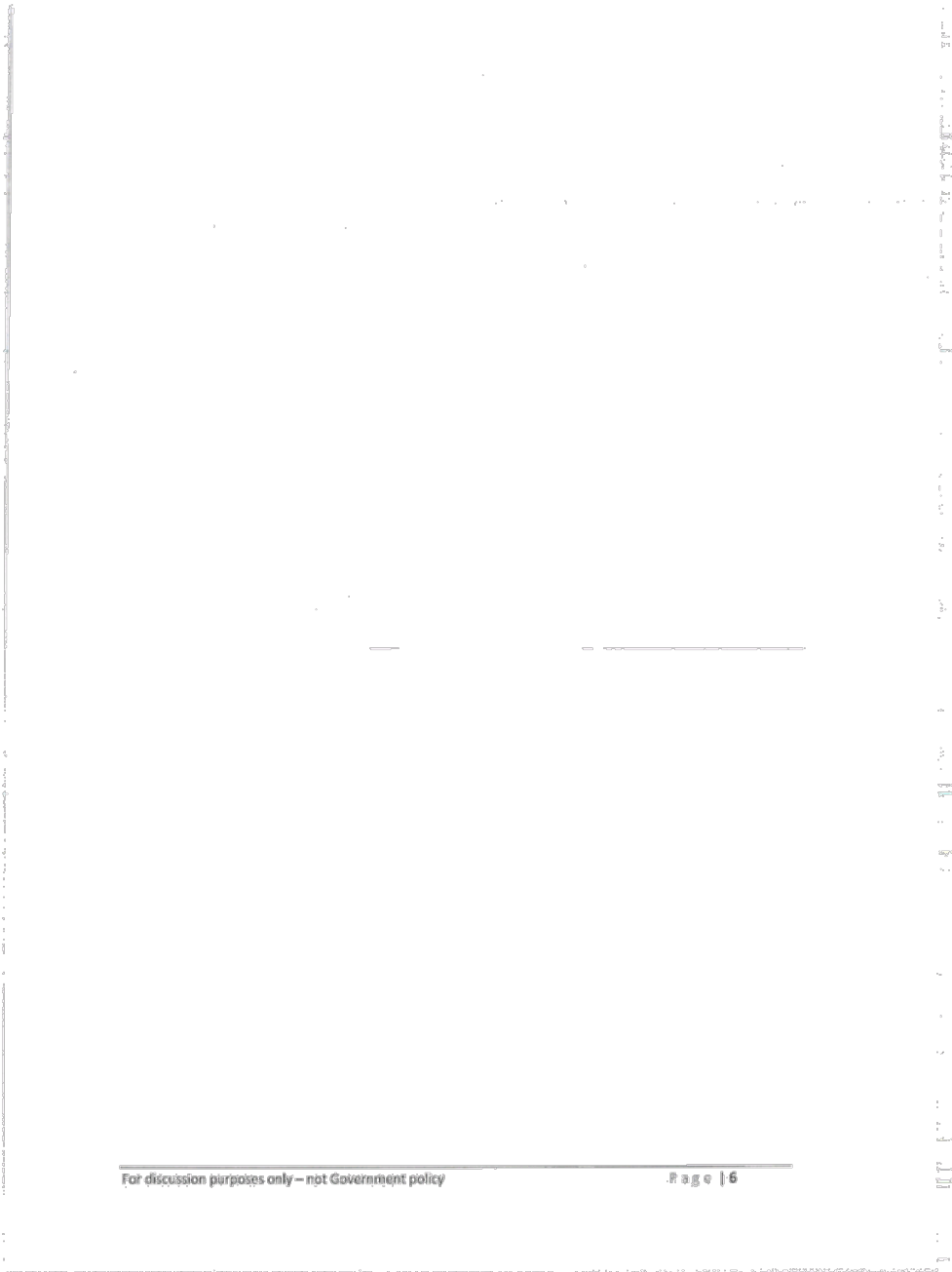
6. Next steps

At the 6 November 2019 workshop, TCICA members will be asked to endorse a position to form a new TCICA RRTG. Once there is an agreed position from TCICA, the Roads and Transport Alliance Project Team will progress a proposal for:

- Roads and Transport Alliance Board endorsement
- Approval from the Minister for Transport and Main Roads

Concurrently, the Roads and Transport Alliance Project Team will work with TCICA stakeholders to develop final *TCICA RRTG Transitional Guidelines*.

Subject to Ministerial approval, it is possible that TCICA RRTG can be fully operational from 1 July 2020.



For discussion purposes only – not Government policy

Page | 6



**2019 – 2022 STRATEGIC OPERATIONAL PLAN
DRAFT FOR DISCUSSION**

MISSION STATEMENT

Our Mission is to foster cooperation and resource sharing between member councils and effectively advocate on agreed regional positions and priorities.

VISION

Regional prosperity through interactive and collaborative planning and advocacy.

SWOT ANALYSIS

Strengths	Weaknesses
<ul style="list-style-type: none"> • Represents 11 of Queensland's 16 Indigenous local governments • 14 Members – one of the biggest ROCs in Queensland, if not Australia • Increasing recognition as powerful advocacy group • Strong State Government support and relationships • Genuine commitment by Member Councils to participate openly and collaboratively • Access to government grant funding opportunities, eg Remote Area Board program 	<ul style="list-style-type: none"> • Still an emerging entity • Limited resourcing (human and financial) • Strategic focus yet to be bedded down
Opportunities	Threats
<ul style="list-style-type: none"> • Position TCICA as the most respected and credible voice for our region • Build strong relationships with Federal Government Ministers and Shadow Ministers • Build relationships and partnerships with other key stakeholders in our region • Grow the TCICA to take on more policy development work • Progress economic development for the benefit of communities, for example tourism development, agriculture and horticulture • Play a key role in progressing social, cultural and environmental wellbeing of communities 	<ul style="list-style-type: none"> • Lack of engagement by Members post 2020 Local Government election • Ongoing funding certainty • Limited focus going forward • Getting caught up in non-important matters that divert attention elsewhere (trying to be everything to everyone)

TCICA OBJECTIVES AND STRATEGIES**1. Objective: Collaboration and Cooperation**

- 1.1. TCICA Members meet regularly in an atmosphere of goodwill and trust and commit to cooperating on issues of mutual concern or to further joint interests.
 - 1.1.1. TCICA Meetings are held at least four (4) times each year and TCICA members actively contribute agenda items for discussion.
- 1.2. Explore opportunities with DTMR and LGAQ to establish TCICA Regional Roads and Transport Group.
- 1.3. Explore opportunities to establish TCICA Regional Waste Management Group to support the implementation of the Indigenous Waste Management Strategy.
- 1.4. Explore opportunities to establish TCICA Economic Development Group to help deliver and monitor actions identified in the Cape, Torres and Gulf Opportunities Plan.
- 1.5. Explore opportunities to establish Natural Asset Management Group.
- 1.6. Identify regional procurement opportunities and arrangements to benefit TCICA Members.

2. Objective: Advocacy and Engagement

- 2.1. Build awareness of TCICA issues within all levels of government and key stakeholders.
 - 2.1.1. Develop Federal and State Priorities documents to support advocacy efforts and use as a tool for Budget submissions to State and Federal Governments.
 - 2.1.1.1. Identify and agree key issues impacting TCICA Members and the region which TCICA can and should influence
 - 2.1.2. Build effective relationships with Ministers, Shadow Ministers, cross-bench members and senior government officials.
 - 2.1.2.1. Undertake advocacy visit to Canberra at least once per year.
 - 2.1.2.2. Undertake advocacy visit to Brisbane at least once per year.
 - 2.1.3. Involve Ministerial and Government Champions in TCICA meetings to keep Champions informed of TCICA business, issues and concerns.
 - 2.1.4. Participate in all relevant Government inquiries, committees, legislative reviews, discussion papers and public hearings to ensure TCICA has a strong voice.
 - 2.1.5. Identify all key business, industry and service delivery stakeholders and ensure regular communication on TCICA activities, including providing opportunities to participate in discussions with TCICA.
- 2.2. Build public awareness of TCICA throughout Cape York, the Torres Strait and Gulf region.
 - 2.2.1. Develop and implement proactive media management and community engagement strategy to promote TCICA's work throughout the region.
 - 2.2.2. Develop social media resources to support community engagement.

3. Objective: Regional and Economic Development

- 3.1. Implement the recommendations, strategies and actions identified in the Cape, Torres and Gulf Opportunities Plan.

- 3.2. Influence State and Federal Government investments in public infrastructure.
 - 3.2.1. Work closely with the State and Federal Government to progress the Cape York Regional Package and prioritise works according the TCICA priorities, while continuing to advocacy for ongoing funding to complete the entire sealing program.
 - 3.2.2. Work with DTRM to identify opportunities to leverage other transport funding, for example DDRA funding.
 - 3.2.3. Explore opportunities for TCICA to access funding through the Commonwealth's Stronger Regional Digital Connectivity Package to improve mobile coverage and digital communications across the region.
 - 3.3. Grow a strong and sustainable tourism industry.
 - 3.3.1. Seek State and Federal Government funding to support capacity building and early stage development and coordination of tourism businesses in local communities across the Cape and Gulf region.
 - 3.3.2. Leverage the tourism coordination program managed by TTNQ currently operating across the Torres Strait and NPA region.
 - 3.3.3. Support TCICA members to collaborate with TTNQ to grow awareness of the region and its products and experiences.
 - 3.3.4. Identify options to re-establish a Local Tourism Organisation.
 - 3.4. Advocate to the State and Federal Governments for a refocus of the Northern Development agenda to address social disadvantages in northern Australia and for funding for programs and initiatives to build the capacity of Indigenous people to participate in economic opportunities.
- 4. Objective: Support communities to achieve social and cultural wellbeing**
- 4.1. Engage directly with the Federal Government to deliver on its \$105 million investment in remote Indigenous housing, and continue to advocate for a long term commitment to address housing need.
 - 4.2. Continue to ensure the State Government's Local Thriving Communities service delivery reform agenda is co-designed in partnership with local governments.
 - 4.3. Engage with TCHHS and NQPHN to ensure needs-based service delivery and positive health outcomes in Cape, Torres Strait and Gulf communities.
 - 4.4. Engage with Education Queensland to identify ways to help lift education levels in Cape, Torres Strait and Gulf communities.
 - 4.5. Work with State and Federal Governments to manage biosecurity, border control and illegal activity (eg sly grogging) risks associated with increased traffic on the PDR and GSW, and travelling in/out of Australia via the Torres Strait and NPA.
- 5. Objective: Support communities to achieve environmental wellbeing**
- 5.1. Advocate to the State and Federal Governments for a consistent national policy on managing climate change and dealing with the social, cultural and environmental impacts on communities.
 - 5.2. Grow member participation in the DES/LGAQ/DLGRMA QCoast2100 coastal adaptation program to help councils prepare plans and strategies to address climate-change related coastal hazard risks over the long-term.
 - 5.3. Grow member participation in the LGAQ/DES Queensland Climate Resilient Councils program to help councils plan for and respond to climate change.

6. Objective: Strengthen local governments

- 6.1. Work with LGAQ to help support TCICA Members to identify ways to lower the cost of insurance.
 - 6.1.1. Advocate to the State and Federal Governments to focus attention on managing increasing insurance costs for local governments and reducing the unnecessary burden of Terrorism insurance for communities at no risk of terrorist events.
- 6.2. Seek a review of the Financial Assistance Grants methodology and continue to support ALGA and LGAQ advocacy to restore Financial Assistance Grants to 1 percent of Commonwealth taxation revenue.
- 6.3. Boundary realignment – town amenities and boundaries to remain with LGA?
- 6.4. National Parks?
- 6.5. DOGIT / Land tenure issues?
- 6.6. Rating capacity?
- 6.7. Water security?
- 6.8. Energy security?

7. Objective: Strengthen TCICA as an organisation

- 7.1. Increase the revenue base of TCICA.
 - 7.1.1. Seek ongoing operational support from the State for TCICA to help build its presence.
 - 7.1.2. Submit grant applications to relevant programs and use the Strategic Operational Plan and Cape, Torres and Gulf Opportunities Plan to make a case for funding.
- 7.2. Continue to participate in the Remote Area Board program and use the Cape, Torres and Gulf Opportunities Plan to inform future RAB projects.
- 7.3. Participate in policy discussion through the research and development of regional policy positions to benefit TCICA Members and the TCICA region.
- 7.4. Develop policies for the effective operation of TCICA.
 - 7.4.1. Communications policy.
 - 7.4.2. Operations policy.
 - 7.4.3. Financial delegations policy.
 - 7.4.4. Grant funding and project governance arrangements policy.
 - 7.4.5. Procurement policy.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12.3 PROPOSED ORDINARY COUNCIL MEETING SCHEDULE 2020**Author:** Executive Manager of Corporate Governance and Communications**Attachments:** Nil**PURPOSE (EXECUTIVE SUMMARY)**

To provide Council with a recommended Special and Ordinary Council Meeting Schedule for 2020.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mornington Shire Ordinary Council Meetings are set in accordance with section 257 of the Local Government Regulation 2012.

Previously Council has met on the third Wednesday of each month (January-November) and the second Wednesday in December. It is proposed fourth Wednesday for January 2020 to fit in with other meetings being planned. The proposed 2020 schedule for Council consideration is based on the same method with dates as follows (except January as noted):

Wednesday 22nd January
Wednesday 19th February
Wednesday 18th March
Wednesday 15th April
Wednesday 20th May
Wednesday 3rd June (Special Meeting)
Wednesday 17th June
Wednesday 15th July
Wednesday 19th August
Wednesday 16th September
Wednesday 21st October
Wednesday 18th November
Wednesday 9th December

All Ordinary Council Meetings for 2020 will be held at the Mornington Shire Council Chambers, 1 Mission Road Gununa, QLD 4892, unless changed prior through Council resolution.

The recommended meeting schedule will see Council comply with the provisions under section 257 of the Local Government Regulation 2012, which stipulates (1) a Local Government must meet at least once in each month, (3) All meetings of a local government are to be held— (a) at 1 of the local government's public offices; or (b) for a particular meeting—at another place fixed by the local government, by resolution, for the meeting.

FINANCIAL & RESOURCE IMPLICATIONS**RECOMMENDATION**

1. That Council approve the proposed Ordinary Meeting of Council Schedule contained herein 22nd January, 19th February, 18th March, 15th April, 20th May, 3rd June (Special Meeting), 17th June, 15th July, 19th August, 16th September, 21st October, 18th November, 9th December 2020.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12.4 MORNINGTON SHIRE COUNCIL - SERVICE DELIVERY UPDATE

Author:	Executive Manager of Corporate Governance and Communications
Attachments:	1 C:\Users\TatianaA\Desktop\December\Service Delivery and AMP Reform
	2 CSP Development Proposed Timeline 2019-2020.png
	3 SDWG AMP combined - 01.08.2019.docx

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with an update of the service delivery program as well as table the proposed timeline for the development of the Community Safety Plan.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mornington Shire Council (Council) commenced a review of service delivery on Mornington Island in late 2016. Throughout 2017 this review ran parallel and in collaboration with the Queensland Productivity Commission (QPC) review of service delivery in remote and discrete Aboriginal and Torres Strait Island communities. During and post Mornington Island's review process a significant number of commonalities were identified between the QPC review of Queensland Government funded services (now called the Thriving Remote and Discrete Aboriginal and Torres Strait Islander Communities (Thriving Communities) reforms, the Commonwealth Governments Empowered Communities transformational reforms being trialled in eight locations across Australia and Council's identified reform recommendations.

Council has been briefed in depth by DATSIP on the proposed the Thriving Communities Reform process and have stood firm in their opinion that DATSIP and the State and Commonwealth Government need to follow and proceed under the reform model designed by Mornington Shire Council. After almost two years of intense discussion and negotiation DATSIP have officially agreed that Council is in a state of readiness to lead Service Delivery Reform and they will support the model proposed by Council.

Following the meeting between Council (represented by Deputy Mayor and CEO) and DATSIP in Cairns on the July 26th 2019, DATSIP have suggested to combine Mornington Shire Council's SDWG Terms of Reference and AMP Terms of Reference into one reform model (see attached).

Following a second meeting with DATSIP held in Cairns on the 17th of October 2019, it was suggested to hold a community/stakeholders forum to discuss the overall service delivery reform model for Mornington Island, as well as discuss the development of the Community Safety Plan.

The proposed all inclusive Service Delivery and AMP meeting is proposed for Thursday 23rd of January 2020 on Mornington Island, a copy of the agenda has been attached to this report, as well as the proposed timeline for the development of the Community Safety Plan.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

1. That Council note and receive this report
2. That Council approve the Service Delivery/ AMP meeting to be held on Thursday 23rd of January.



Taking Back Control – From Surviving to Thriving

A must attend meeting to help our community take the next steps in the journey of Service Delivery and Alcohol Management Plan Reform for Mornington Shire.

21st January 2020 **Starting at 12:30pm**

Venue: PCYC, Mornington Island

Attendance in person – no dial in details for meeting

Attendees anticipated – Mayor & Councillors, Council Executive and staff, Ministerial & Government Champions, the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP), the Department of Child Safety Youth and Women (DCSYW), the Department of Justice and Attorney General & Office of Liquor and Gaming Regulation, the National Indigenous Australians Agency, State & Commonwealth Government representatives and representatives from their departments that fund delivery of services on Mornington Island, Government and Non-Government representatives providing services on Mornington Island, all Services Providers – management and staff, community members and interested persons.

NB:

- The meeting is proposed to be as open and flexible as possible and constructive dialogue encouraged.
- Minutes will be kept by Council and an independent nominee from DATSIP/DCSYW or Govt/Ministerial Champion office.
- Attendee contact details will be recorded for ease of transmission of minutes and action items.
- There will be a break for lunch at a convenient time.
- Flights and accommodation bookings need to be made early, joint charters and share accommodation may be necessary.

Agenda Items	Speaker/s
--------------	-----------



MORNINGTON SHIRE COUNCIL



1



1.	Introduction & housekeeping	Facilitator
2.	Welcome to Country	Mayor Brad Wilson
<i>Service Delivery and Alcohol Management Plan Reform for Mornington Shire</i>		
3.	The Journey so Far <ul style="list-style-type: none"> Includes Mornington reform journey, relationship to the Productivity Commission Report, Thriving Communities and Empowered communities through to this meeting. 	Facilitator
4.	Connecting the reform process <ul style="list-style-type: none"> Describes the connectivity between service delivery reform and Alcohol Management Plan Reform 	Facilitator
5.	The role of Council <ul style="list-style-type: none"> Outlines the role of Council in the reform process as the lead agency for monitoring, review, reporting and recommendation as opposed to service delivery 	Facilitator
6.	The role of DATSIP <ul style="list-style-type: none"> Overview of the role of DATSIP in service delivery/AMP reform 	John Bray/ Greg Anderson
7.	The role of DCSYW <ul style="list-style-type: none"> Overview of the role of DATSIP in service delivery/AMP reform 	TBA
8.	The role of Ministerial/Government Champion <ul style="list-style-type: none"> Overview of the role of DATSIP in service delivery/AMP reform 	TBA
9.	The role of National Indigenous Australians Agency <ul style="list-style-type: none"> Overview of the role of the National Indigenous Australians Agency in service delivery/AMP reform 	Anne-Marie/ Marnie (TBA)
10.	The role of DJAG/OLGR <ul style="list-style-type: none"> Overview of the role of DJAG/OLGR in service delivery/AMP reform 	TBA
11.	The role of Government Department <ul style="list-style-type: none"> Outline of the expectations of Government Departments as part of service delivery/AMP reform 	Facilitator
12.	The role of Service Providers <ul style="list-style-type: none"> Outline of the expectations of Service Providers as part of service delivery/AMP reform 	Facilitator



MORNINGTON SHIRE COUNCIL



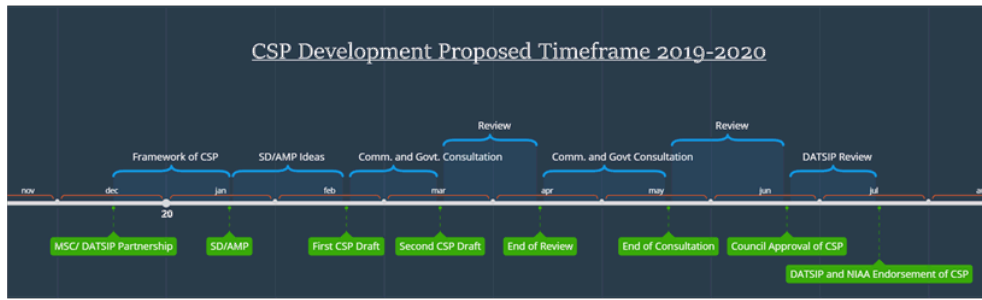


13.	The role of Community <ul style="list-style-type: none"> Outline of the expectations of Government Departments as part of service delivery/AMP reform 	Facilitator
14.	Mornington Reform model <ul style="list-style-type: none"> Model for reform and Terms of Reference and framework on display, process and working explained to meeting – emphasis on communication and consultation – opportunity for input from meeting 	Facilitator
15.	Reform model assessment template <ul style="list-style-type: none"> Display and outline the importance of the template and its connectivity to reform process, intent of plan and process for development of data base 	Facilitator
16.	Development of Community Safety Plan <ul style="list-style-type: none"> Connectivity to reform, intent of plan and process for development – framework on display and opportunity for input from meeting 	Facilitator
17.	Challenges for reform process <ul style="list-style-type: none"> Overview and discussion on the challenges faced by community & governments including legislative, government process, funding, community engagement and uptake of reforms 	Facilitator
18.	Questions & suggestions from meeting <ul style="list-style-type: none"> Open discussion and idea sharing opportunity for all attendees 	Facilitator
19.	Where to from here <ul style="list-style-type: none"> Overview of the way forward including timelines for actions, future meetings and schedules and communication and consultation processes 	Facilitator
20.	Close of meeting	Mayor Wilson



MORNINGTON SHIRE COUNCIL







**Mornington Shire Council – Service Delivery and Alcohol Management Plan Reform Process
(Service Delivery & Alcohol Management Plan Working Group - SDWG)**

Terms of Reference

Preamble:

Mornington Shire Council (Council) commenced a review of service delivery on Mornington Island and the Mornington Shire Council Alcohol Management Plan in late 2016. At the ordinary meeting of Mornington Shire Council on the 24th of October 2016, Council resolved to appoint a committee that will specifically manage discussions and consultations between Council and the community regarding review of the AMP for Mornington Island. Throughout 2017 these reviews ran parallel and in collaboration with the Queensland Productivity Commission (QPC) review of service delivery in remote and discrete Aboriginal and Torres Strait Island communities. During and post Mornington Island's review process a significant number of commonalities were identified between the QPC review of Queensland Government funded services (now called the Thriving Remote and Discrete Aboriginal and Torres Strait Islander Communities (Thriving Communities) reforms (see below), the Commonwealth Government's Empowered Communities transformational reforms (see below) being trialled in eight locations across Australia and Council's identified reform recommendations.

Thriving Communities

- **Structural reform** - to provide for place-based engagement, empowered community voice and decision-making and collaboration towards community-led service delivery;
- **Service delivery reform** - that will deliver place-based service delivery models that align with community priorities and need;
- **Economic development** - facilitated through co-designed supports to indigenous businesses, the indigenous community owned service delivery sector and to local government;
- **Capacity and capability building;** and
- **Monitoring and evaluation.**

Empowered Communities

Indigenous Empowerment is the headline policy proposal. It entails three parts:

- Empowerment of Indigenous people to take responsibility for our lives and futures
- Focusing all activities on achieving broad-scale social, economic and cultural Development
- Increasing Productivity across Indigenous affairs.

By pursuing these three elements of the headline policy, Indigenous people will be able to fulfil their vision and obtain their goals to close the gap on social and economic disadvantage and enable Indigenous cultural determination.

Tripartite

A clear mandate from the commonalities identified, is the need for a unified tripartite approach to service delivery and alcohol management plan reform that encompasses the three tiers of government i.e. Local, State and Commonwealth.

With Council taking the lead, Mornington Island has a well-established process in place through the SDWG model to guide a tripartite approach to service delivery and alcohol management plan reform and to build on this to implement the full model and further reforms.

Scope:

Following a meeting between Council and the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) held on the 26th July 2019, the scope of the SDWG has been agreed to include:

- Review all current State and Commonwealth Government funded programs and services throughout the period of their funding life. These programs may include independent and jointly funded programs and any future proposals for government funded programs and services as they may arise from time to time from community and/or government.
- Review the Mornington Shire Council Alcohol Management Plan including the outcomes desired and the unintentional outcomes and consequences and provide advice to community, council and government to support a re-introduction of alcohol strategy and alignment to service delivery reforms.

Purpose:**Service delivery**

The purpose of the SDWG is to support the empowerment of the Mornington Island community to take back control over their lives by Indigenous people exercising the right to take responsibility, with respect to their own lives and futures. At the same time recognising the government has the responsibility to equip Indigenous people with the rights and supports necessary to do this. To develop coordinated service responses that support quality outcomes for Mornington Island through:

- Council taking the lead in ensuring culturally appropriate, community designed services are funded to meet community identified needs.
- Ensuring quality services are delivered at all times.
- Providing opportunity for community and Council to work collectively with government to tailor services to meet local needs.
- A focus on outcomes with a common purpose to improve the connection between community and services.

Alcohol Management Plan

The community requires a robust and well-informed SDWG that can provide advice to community, council and government in relation to the AMP. This will address the issue of siloing of government and non-government service providers targeting alcohol and related harm that was identified in the Cape York Justice Study, by formalising an AMP Committee composed of representatives of health, justice, education, community and substance treatment service providers.

Following the appointment of this committee, referred to as the AMP Committee, there was an identified need for the following to occur:

- To ensure continuity, accountability of process and probity the SDWG should continue to act as a sub-committee of Council before, during and after any amendment of the AMP and

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

reintroduction of legal alcohol,

- Development of a set of detailed and specific terms of reference, to be approved by Council after endorsement by the DATSIP and the Office of Liquor and Gaming Regulation for the AMP Committee to follow,
- Council to be vigilant and support the SDWG to maintain its strength, veracity and proactivity in engaging all residents and stakeholders in an advisory consultancy basis on all matters dealing with the Mornington Island AMP.

Goals:

The goals of the SDWG include the following and may be amended from time to time as need is identified:

Service delivery

- To develop a service coordination and provision model which allows for greater community control to support the family unit, through being able to provide feedback and input for services delivered on Mornington Island. Aligning (where possible) with the structure for service delivery outlined in the Council's AMP Strategic Review submission.
- To ensure quality and integrated service provision across non-government and government partners and stakeholders.
- To promote continuous improvement in the delivery of all government funded services on Mornington Island through provision of information regarding needs and placed-based planning for the future funding and resources informed by data and intelligence.
- To maintain compliance and probity standards in line with State Government Procurement Policies and Guidelines.

Alcohol Management Plan

- Development and implementation of a reintroduction of legal alcohol strategy for the community of Mornington Island.

Objectives:

The objectives of the SDWG are:

Service Delivery

- To ensure views and issues that are identified through the SDWG are effectively communicated to all relevant people in the community, Council and government.
- To identify opportunities for funded programs to be assessed/evaluated and where needed, Service Agreements be amended and/or programs re-designed (in conjunction with funding agency and service provider) to better meet the needs of the community based on data and intelligence.

Service Delivery Work Group - Terms of Reference

3

ORDINARY COUNCIL MEETING AGENDA**11 DECEMBER 2019**

- To identify and facilitate strategic opportunities for collaboration within government and non-government organisations that improves service delivery outcomes for families.
- Be informed by data and intelligence to improve service delivery provision/outcomes on Mornington Island.
- Council will liaise and communicate with local groups – (as advertised in the Council AMP Strategic Review submission) and other associated groups to jointly coordinate service delivery and provide necessary feedback at the SDWG meetings or to members earlier if required.

Alcohol Management Plan

- To ensure views and issues that are identified through the SDWG are effectively communicated to all relevant people in the community, Council and government.

Meeting Schedule:

- SDWG members will participate in meetings on monthly basis, or more often as required.
- The meetings may be rescheduled or cancelled by Council if circumstances necessitate.
- Meetings will be coordinated by Council with support from the Government Champion or DATSIP representative for Mornington Island.

Membership:

Mayor, Mornington Shire Council
Deputy Mayor, Mornington Shire Council
Chief Executive Officer, Mornington Shire Council
Executive Manager of Corporate Governance and Communications, Mornington Shire Council
Government Champion for Mornington Island
National Indigenous Australians Agency (formerly Department of Prime Minister and Cabinet)
Department of Aboriginal and Torres Strait Islander Partnerships representative
State and Commonwealth Government agency representatives as identified from time to time

Chair:

- The meetings will be chaired by the Mayor or Deputy Mayor, Mornington Shire Council

Minutes:

- Will be recorded and distributed to members 5 working days after each meeting and any actions required, are to be responded by a set date noted in the minutes.

Service Delivery Work Group - Terms of Reference

4

- Members are to provide advice on follow-up actions undertaken, to Council who will distribute to other members as required.

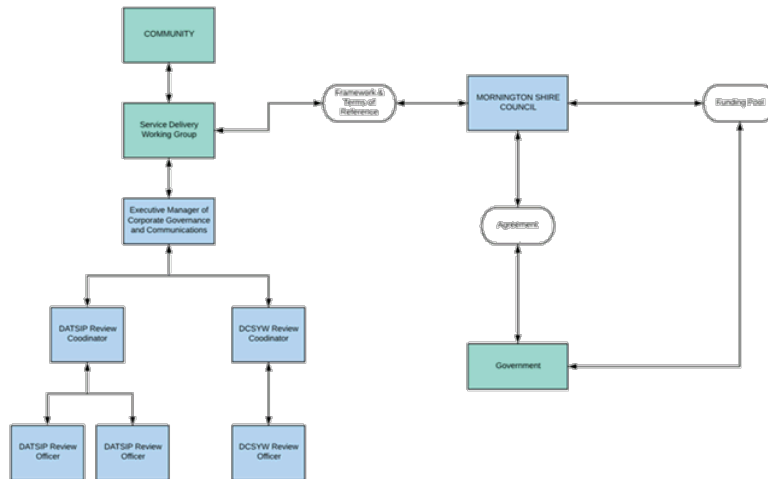
Changes to Terms of Reference:

- The Terms of Reference will be reviewed every six months or earlier if required from the date of formal agreement by Council and DATSIP members.
- Changes of the Terms of Reference can be made at review, or between review periods following identification of necessary changes by SDWG members.

SDWG and AMP Diagram

Service Delivery Work Group - Terms of Reference

5



Legend

- Mornington Shire Council- Authorising and Decision-making body
- Community- including but not limited to;
 - Community members
 - Mirndiyin Gumma
 - MIASCED
 - Mornington Island Health Council
 - Junfari Laka
 - Gumamanda
 - Service Providers and Non- Government Organisations
 - Queensland Education
 - Alcohol, Tobacco and Other Drugs (ATODS)
 - Gidgee Healing
 - North West Health and Hospital Services
 - Queensland Police
- Executive Manager of Corporate Governance and Communications-- Managing and overseeing review process and community consultation
- Government
 - State Government- Department of Aboriginal and Torres Strait Islander Partnerships
 - Commonwealth- Department of National Indigenous Australians Agency
- Service Delivery Working Group- Refer to membership page 4



Service Delivery Work Group - Terms of Reference

7

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

<p>12.5 ARRANGEMENTS FOR THE CARETAKER PERIOD AND AMENDMENTS AFFECTING COUNCILLOR DISCRETIONARY FUNDS FROM 1 JANUARY — 2020 LOCAL GOVERNMENT QUADRENNIAL ELECTIONS</p>

Author: Executive Manager of Corporate Governance and Communications

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide advice to Council on the limitations on making major policy decisions and publishing election material during the caretaker period.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The caretaker period for a Local Government is the period during Local government elections that starts on the day when public notice of the holding of the election is given. The caretaker period ends at the conclusion of the election.

The Electoral Commission of Queensland has indicated that the notice of election is likely to be published on 22 February 2020 at which time the caretaker period will commence. The caretaker period will conclude when the declaration of the poll is published by the Electoral Commission of Queensland for each Local Government.

Recent amendments to the *Local Government Act 2009* and *City of Brisbane Act 2010* have changed the definition of major policy decisions by Local Government to be consistent with some of the restrictions on State Government Elections.

During the caretaker period, your Council must not publish or distribute election material. Election material is anything able to, or intended to:

- influence an elector about voting at an election, or
- affect the result of an election.

Additionally, the Council should prepare for the caretaker period by planning to make any major policy decisions before or after the election period. Under the legislation, a major policy decision means a decision:

- about the appointment, remuneration or termination of a Chief Executive Officer of the Local Government
- to enter into a contract greater than \$200,000 or one per cent of the Local Government's net rate and utility charges (as stated in the Local Government's audited financial statements included in the Local Government's most recently adopted annual report)—whichever is greater
- to establish an exception for obtaining quotes or tenders before entering into a contract such as a panel of pre-qualified suppliers or a panel of pre-approved suppliers
- to make, amend or repeal a local law
- to make, amend or repeal a local planning instrument under the *Planning Act 2016* (the Planning Act) (i.e. a planning scheme, a temporary local planning instrument or a planning scheme policy)
- to approve variation requests or change variation approvals under the Planning Act that involve:
 - varying the category of development or category of assessment of consequential development
 - varying the assessment benchmarks or criteria for accepted development that would apply to consequential development

ORDINARY COUNCIL MEETING AGENDA**11 DECEMBER 2019**

- facilitating development that would result in a greater demand on infrastructure than the demand anticipated in the Council's infrastructure plan.

In exceptional circumstances, a Local Government can apply to the Minister for approval to make a major policy decision during the caretaker period. In this circumstance, the Minister for Local Government will decide on a case-by-case basis whether to approve a particular application to make a major policy decision during the caretaker period.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and receive this report

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12.6 TORRES CAPE INDIGENOUS COUNCIL ALLIANCE (TCICA) CANBERRA ADVOCACY REPORT & NOVEMBER MEETING MINUTES**Author:** Executive Manager of Finance and Human Services**Attachments:** 1 Canberra Advocacy Report
2 TCIA November meeting minutes**PURPOSE (EXECUTIVE SUMMARY)**

To provide Council with the minutes of the last TCICA meeting and a report on the recent delegation to Canberra

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has been a member of the TCICA meetings for sometime now and the minutes highlight they are working on some major issues including the following;

- Review of State Emergency Services Funding and governance arrangements
- Overview of Army Reserve regiment in the TCICA Region
- Regional Roads and Transport Group (RRTG) (subject of another report in this meeting agenda)
- Minister de Brenni and Housing Action Plans (subject of another report in this meeting agenda on community housing funding)
- Canberra Advocacy delegation
- LGAQ update
- Warren Entsch, MP, Minister for Leichardt
- TCICA Strategic Operational Plan (included in RRTG Report)

TCICA representatives also visited Canberra during November and met with a number of politicians including the following;

- Senator Nita Green, Labor Senator for QLD
- The Hon Catherine King, Shadow Minister for Infrastructure, Transport and Regional Development
- The Hon Jason Clare MP, Shadow Minister for Regional Services, Territories and Local Government
- Senator Murray Watt, Shadow Minister for Northern Australia, Natural Disaster and Emergency Management
- The Hon Paul Fletcher MP, Minister for Communications, Cyber Safety and the Arts
- The Hon Ken Wyatt MP, Minister for Indigenous Australians
- The Hon Mark Butler MP, Shadow Minister for Climate Change and Energy
- Senator the Hon Matthew Canavan, Minister for Resources and Northern Australia
- The Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government
- Linda Burney MP, Shadow Minister for Indigenous Australians
- The Hon Warren Entsch MP, Federal Member for Leichardt

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council notes the Report



**TCICA Delegation to Canberra
26 - 27 November 2019**

REPORT

The main purpose of the visit to Canberra was to build awareness of the TCICA with key government Ministers and Shadow Ministers, raise issues of importance and set the scene for future advocacy.

The single-most critical issue for discussion was the need for the Australian Government to make good on its commitment of \$105 million to directly fund Queensland's remote and discrete Aboriginal and Torres Strait Islander Councils to build new social housing.

TCICA Delegates

- Cr Vonda Malone, Mayor of Torres Shire Council & TCICA Chair (also attending Northern Australia Indigenous Reference Group meetings)
- Cr Eddie Newman, Mayor of Northern Peninsula Area Regional Council and TCICA Deputy Chair
- Cr Peter Scott, Mayor of Cook Shire Council and TCICA Treasurer / Secretary (also participating in FNQROC program)
- Cr June Pearson, Mayor of Hope Vale Aboriginal Shire Council
- Cr Michael Yam, Mayor of Kowanyama Aboriginal Shire Council
- Melinda Eades, TCICA Executive Officer

Meeting Outcomes

Tuesday 26 November 2019

**8.30am Senator Nita Green, Labor Senator for Queensland
Megan Jones, Adviser to Senator Green**

Key matters raised by TCICA

- All TCICA matters as per Federal Priorities document, as well as border security issues, customs, quarantine and related issues
- One-size-fits-all approach to communities does not work – the needs of every community are different and communities are unique in the way things are done.
- Natural disaster resilience and climate change.
- Challenges of home ownership, including cost of insurance.



Discussion notes:

- Senator Green is planning to visit Kowanyama and Northern Peninsula Area early next year, was recently in the Torres Strait.
- Has been advocating in Parliament on the Indigenous housing issue – spoke in the Senate on Monday 11 November.
- Is focussed on holding Federal Government to account on insurance matters, expecting some outcomes by the end of the year.
- Follows the First Nations Caucus chaired by Pat Dodson and Malarndirri McCarthy, also involving Linda Burney.
- Noted that the First Nations Caucus is concerned about the direction of the debate on Constitutional Recognition.
- Interested in how communities can ensure that the houses being built are what people want and need, and are appropriate to the climate.
- Encouraged TCICA to keep in touch, and would like to meet with TCICA at a future meeting.

Follow up:

- Send thank you letter.
- Invite Senator Green to future TCICA meeting.

**1.00pm The Hon Catherine King MP, Shadow Minister for Infrastructure,
Transport, and Regional Development
Matthew Nesham, Press Secretary to Ms King**

**The Hon Jason Clare MP, Shadow Minister for Regional Services,
Territories and Local Government**

**Senator Murray Watt, Shadow Minister for Northern Australia, Shadow
Minister for Natural Disaster and Emergency Management**

Key matters raised by TCICA

- Update on the progress of the Peninsula Development Road, importance of ensuring the PDR is fully sealed within next 10 years.
- Recognising the true costs of local government service delivery, need for increase in Financial Assistance Grants.
- Opportunities Plan and potential for regional deal for Cape, Torres and Gulf region.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- Importance of sea and river ports as access points for communities.
- Challenges of managing waste and rubbish from increased traffic on the PDR and in National Parks.
- Need for audit of community infrastructure to ensure structural integrity pre and post cyclones.

Discussion notes:

- Federal Labor was successful in pushing for \$50 million in funding to support mitigation projects – this will be funded under the Government's \$3.9 billion Emergency Response Fund.
- Applications to the mitigation fund are expected to be called by 1 July 2020.
- Senator Watt encouraged TCICA to make a submission to the Select Committee on Effectiveness of Australian Government's Northern Australia agenda.
- The Committee will hold public hearings next year in the Cape York / Torres Strait region, starting in the second quarter of next year – TCICA members are strongly encouraged to participate in the public hearings.

Follow up:

- Send thank you letter to each Shadow Minister.
- TCICA to finalise submission to Select Committee.
- Send Indigenous Local Government Disaster Resilience and Planning post-forum report to Senator Watts' office.

**3.30pm The Hon Paul Fletcher MP, Minister for Communications, Cyber Safety and the Arts
Derek Francis, Senior Adviser to Minister Fletcher**

Key matters raised by TCICA

- Lack of connectivity on the PDR and general regional telecommunications challenges.
- Concerns regarding disaster management communications, particularly for Kowanyama.
- Installation of Optus tower at Archer River when very few people are on the Optus network.
- Possibility of telehealth services when digital communications are improved – noted that people generally have a shorter life expectancy when they have to travel to access health services.
- Potential to pilot telehealth services in Cooktown and perhaps Bamaga.

*Discussion notes:*

- Minister wants to understand what the right digital / telecommunications product is for communities – should a solution be service provider led or community led?
- Minister will plan to visit the region with senior representatives of NBN Co to see for themselves the issues and challenges for regional telecommunications, including what is working and what is not.
- Sees opportunities for telehealth and notes that NBN connectivity will support health services – interested in a potential pilot for telehealth.

Follow up:

- Send thank you letter.
- Continue engagement with Minister Fletcher's office to explore potential telehealth pilot in conjunction with TCHHS.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- 4.30pm **Rachel Power, Senior Adviser to the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development**
Steven Campbell, Senior Adviser to the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development

Key matters raised by TCICA

- Importance of ensuring \$105 million housing money starts to flow now.
- Capacity of local government to deliver services and infrastructure – have governance arrangements in place, financial systems which comply with Qld Govt auditor requirements and the legislative framework to ensure accountability and compliance.
- Opportunities Plan and potential of regional deal to deliver on strategies and actions.

Discussion notes:

- Deputy Prime Minister's office will keep a watching brief on the rollout of the housing money
- Can provide advice on regional deal discussions and recommend engaging with the Hon Nola Marino MP, Assistant Minister for Regional Development and Territories as she is leading discussions on regional deals.

Follow up:

- Send thank you letter.

Wednesday 27 November 2019

- 8.00am **The Hon Ken Wyatt MP, Minister for Indigenous Australians**
Michael Fordham, Chief of Staff to Minister Wyatt

Key matters raised by TCICA

- When and how will the \$105 million for housing be released.
- A long-term commitment is still needed to address issues of overcrowding, homelessness and severe housing shortages. This is fundamental to closing the gap.
- Torres Shire and Yarrabah must be considered in future funding arrangements.
- Importance of involving local governments, and the outcomes generated through the previous NPARIH arrangements because local government was involved, eg employment, training and new private-sector business opportunities.

Discussion notes:

- Initial \$5 million will be released this financial year to start the work required, with \$100 million to be included in next year's Budget.
- The State must be at the table due to Constitutional arrangements.
- Queensland Government needs to stump up their share as well.
- Once this funding has been delivered, this is the end of the Commonwealth's commitment to remote Indigenous housing – there will not be another NPARIH.
- There is no commitment on either side of politics to another 10-year agreement.
- Any future commitment to social housing will likely be through a broader housing policy. Councils need to consider what other sources of funding they can look to instead.
- Whilst the Minister entirely understands the issue for communities, he is not going to get it past the Finance Minister or Treasurer in the current economic climate.
- Minister Wyatt committed to bringing the Treasurer to a community in the Torres Strait/ Cape region so the Treasurer can see for himself the issues facing communities.
- In terms of the \$100 million, Minister Wyatt will plan to bring all communities together for a round table meeting in late January or early February to progress the

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- rollout of funds (this will involve all 17 remote and discrete Aboriginal and Torres Strait Islander local governments).
- In the meantime, councils need to start doing some work to understand community need, including:
 - o how many existing houses are in each community
 - o The condition or functionality of those houses (eg are they all occupied)
 - o How many people are living in each house
 - o What other trunk infrastructure is needed to support existing and new housing
 - o The total population of each community and predicted population growth
 - o What sort of houses are required, eg 1 bedroom, 2 bedroom etc.
 - The Minister is also interested in understanding how much money is hitting the ground in communities and what the outcomes are. This is a key focus going forward.

Follow up:

- Send thank you letter.
- Councils to note the proposed roundtable meeting in late January and February.
- Councils to start working on needs assessment and accurate data for each of their communities to have ready for this roundtable.
- Councils to note the potential future visit by the Minister and Treasurer to a TCICA community, or communities.

**9.30am The Hon Mark Butler MP, Shadow Minister for Climate Change and Energy
Tom Skladzien, Chief of Staff to Mark Butler**

Key matters raised by TCICA

- Impact of climate change on communities including sea level rises and increased salinity of fresh water lagoons.
- Challenges and costs of maintaining infrastructure.
- Need for funding to help build community resilience, noting the advice from Senator Watt on the Government's commitment of \$50 million for mitigation funding.

*Discussion notes:*

- Mr Butler encouraged Councils to continue discussions on how Commonwealth policy on climate change and natural disaster resilience can be improved.
- The Government has not released any guidelines for the \$50 million mitigation fund – Mr Butler will be meeting with the relevant department to find out more.

Follow up:

- Send thank you letter.

**11.00am Senator the Hon Matthew Canavan, Minister for Resources and Northern Australia
Anne Stunzner, Senior Policy Adviser to Minister Canavan**

Key matters raised by TCICA

- Need for better engagement of local government in the Northern Development agenda.
- Capacity and capabilities of local government to deliver services and infrastructure in their communities.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- The role local governments can play in generating new business and economic opportunities.
- The Opportunities Plan as a catalyst to a regional deal for our region.
- The value of a Royalties to Regions program like Western Australia and what this could deliver for communities.

Discussion notes:

- The Northern Development agenda has a focus on major freight links, roads, ports and other infrastructure such as water storage, and is delivering for communities through a range of programs.
- The Minister noted that the State LNP has a policy on Royalties to Regions in Queensland – TCICA could consider taking this up with the State LNP.
- Minister Canavan is very supportive of the Lakeland Irrigation feasibility study, sees many opportunities for irrigated agriculture if the proposed dam on the Palmer River goes ahead – a full business case is underway. Money for infrastructure is available.
- Wants to take the next steps on the CSIRO's Mitchell River assessment, which includes a proposal for a dam on the Mitchell River.
- The Government will soon announce a program of funding for new bridges.
- Minister Canavan wants to explore zone tax arrangements and the potential of a Special Economic Zone for the north.
- The Minister will ensure his department engages with TCICA on the refresh of the Northern Australia White Paper. TCICA can and should seek to influence the agenda as much as possible.

Follow up:

- Send thank you letter.

**12.00pm The Hon Mark Coulton MP, Minister for Regional Services,
Decentralisation and Local Government
Catherine Heindrich, Senior Adviser to Minister Coulton**

Key matters raised by TCICA

- Restore Financial Assistance Grants to 1% of Commonwealth taxation revenue – grow the pie for all.
- Recognise that small rural and remote local governments face cost pressures that others do not.
- Need to review the Commonwealth methodology around the allocation of grants. A review needs to consider the fact that island councils and other small councils do not have significant road networks (in the case of island councils they have sea transport networks), and the per capita allocation disadvantages communities where Census data underrepresents the true population.
- Works for Queensland is a good example of how Governments can support infrastructure investment and job creation projects in smaller councils.
- TCICA local governments are sophisticated organisations that deliver a whole range of services.
- Mayors often bear the responsibility for all areas of the community, well beyond the responsibilities of large local government Mayors.

*Discussion notes:*

- As a former Mayor of a small council himself, the Minister understands the issues and challenges faced by TCICA councils.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- The Minister is open to seeing a paper from TCICA that analyses the issues with the current arrangements for financial assistance grants and how the program could be better structured to meet the needs of small rural and remote councils.
- Councils should consider how they can leverage other programs such as the Building Better Regions Fund and transport infrastructure programs like the Heavy Vehicle Safety and Productivity Program.
- Minister Coulton is receptive to the issue of a Works for Queensland-like program
- The Minister is very supportive of the work of TCICA and welcomes ongoing engagement.

Follow up:

- Send thank you letter.
- Provide a detailed briefing paper to the Minister on the need for more targeted financial support for small rural and remote councils, and provide a detailed analysis of the issues with financial assistance grants program.

**3.30pm Linda Burney MP, Shadow Minister for Indigenous Australians
Mark Boyd, Chief of Staff to Ms Burney**

Key matters raised by TCICA

- The need for an ongoing commitment to Indigenous housing to address overcrowding, homelessness and severe housing shortages in communities.
- Mayors updated Ms Burney on the outcomes of discussion with Minister Wyatt.
- The sophistication of TCICA councils and our ability to deliver a whole range of services, programs and projects.
- The role of Mayors as democratically elected leaders of their communities – non-elected third parties should not be dictating the agenda. Mayors and councils are representatives of communities.

*Discussion notes:*

- Supportive of TCICA's engagement with the Australian Government on the matter of Indigenous housing – will support however she can.
- Understands the need for Mayors and local governments to be at the table.
- Ms Burney has been engaged in the cashless card policy debate – Labor does not support it. Encourages Mayors to make their views known, particularly on the proposal to extend the trial into Cape York. NT communities have been active in their opposition.
- Planning a potential visit to the Torres Strait region in April.

Follow up:

Send thank you letter.

4.30pm The Hon Warren Entsch MP, Federal Member for Leichhardt

Key matters raised by TCICA

- Mayors briefed Mr Entsch on the outcomes of discussions with Minister Wyatt. Mr Entsch had already been given a summary of the meeting by the Minister's office and discussed this with TCICA. (A copy of the summary was provided to TCICA Members on the evening of 27 November).

Discussion notes:

- Mr Entsch noted Minister Wyatt's plan to bring the Treasurer to Far North Queensland to see for himself the situation with housing, and committed to ensuring the Minister and Treasurer see as many different communities as possible.
- TCICA councils need to ensure new accommodation meets the needs of the people living in their communities, this might include consideration of accommodation options for single men and single women.



Follow up:

- Send thank you letter.

End of Program



MINUTES OF ORDINARY MEETING
 Wednesday 6 and Thursday 7 November 2019
 Conference Room 5, The Bolands Centre, Cairns

Attendees and Apologies:

Name	Council	Position	Day 1	Day 2
Dereck Walpo	Aurukun Shire Council	Mayor	Yes	Yes
Bernie McCarthy	Aurukun Shire Council	CEO	Yes	Yes
Peter Scott	Cook Shire Council	Mayor	Yes Arrived 3.45pm	Yes
Linda Cardew	Cook Shire Council	CEO	Yes Arrived 3.45pm	No
June Pearson	Hope Vale Aboriginal Shire Council	Acting Mayor	Yes	Yes
Steve Linnane	Hope Vale Aboriginal Shire Council	CEO	Yes	Yes
Michael Yam	Kowanyama Aboriginal Shire Council	Mayor	Yes	Yes
Gary Uhlmann	Kowanyama Aboriginal Shire Council	CEO	Yes	Yes
Aileen Addo	Mapoon Aboriginal Shire Council	Mayor	No	No
Naseem Chelty	Mapoon Aboriginal Shire Council	CEO	No	No
Wayne Butcher	Lockhart Aboriginal Shire Council	Mayor	No	No
Dave Clarke	Lockhart Aboriginal Shire Council	CEO	No	No
Bradley Wilson	Mornington Shire Council	Mayor	No	No
Frank Mills	Mornington Shire Council	CEO	Yes	Yes
Rex Burke	Napranum Aboriginal Shire Council	Mayor	No	No
Ilario Sabatino	Napranum Aboriginal Shire Council	CEO	No	No
Eddie Newman	Northern Peninsula Area Regional Council	Mayor	Yes Arrived 1.30pm	Yes
Graeme Gillam	Northern Peninsula Area Regional Council	CEO	Yes Arrived 1.30pm	Yes
Ralph Kendall	Pomppuraaw Aboriginal Shire Council	Mayor	No	No
Edward Natera	Pomppuraaw Aboriginal Shire Council	CEO	No	By phone for session with Minister de-Brenni
Vonda Malone	Torres Shire Council	Mayor	Yes Arrived 12.50pm	Yes
Dalassa Yorkston	Torres Shire Council	CEO	Yes	Yes
Cr Yen Loban	Torres Shire Council	Councillor	Yes	Yes
Fred Gela	Torres Strait Island Regional Council	Mayor	Yes	Yes
Jan Pool	Torres Strait Island Regional Council	Acting CEO	Yes	Yes
Stretch Noonan	Weipa Town Authority	Deputy Chairman	Yes	Yes
Desmond Tayley	Wujal Wujal Aboriginal Shire Council	Mayor	No	No
Steve Wilton	Wujal Wujal Aboriginal Shire Council	CEO	Yes	Yes
OBSERVERS				
Tony Goode	Local Government Association of Qld	Workforce Strategy	Yes	Yes

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

DAY 1

1.1 Chair's welcome and acknowledgement of Traditional Owners

The meeting commenced at 12.15pm with Mayor Fred Gela assuming the role of Chair due to the delayed arrival of Mayor Vonda Malone. The Chair acknowledged the Traditional Owners of the land on which the meeting took place and throughout the country, paying respects to Elders past, present and future.

Mayor Walpo delivered an opening Prayer.

1.2 Attendance and apologies noted.

Attendance and apologies noted above. A quorum was present, and the meeting proceeded.

1.3 Confirmation of Previous Minutes and Actions Arising

The minutes of the Ordinary Meeting held on 6 and 7 August 2019 were accepted as read.

Mayor Gela advised Members TSIRC has responded directly to Warren Entsch in relation to Mr Entsch's letter to TCICA.

Members discussed the minutes and noted that:

- An engagement strategy needs be developed for TCICA engagement with the Northern Australia Indigenous Reference Group.
- TCICA needs to consider how it will make best use of the Cape, Torres and Gulf Opportunities Plan.
- A performance review process needs to be formalised for future Executive Officer performance reviews.
- TCICA needs to agree on a logical methodology for determining the allocation of future housing money, including the \$105 million Commonwealth funding.

The Executive Officer briefed Members on the status of actions arising from previous meeting. Actions 1.4, 1.5, 2.0, 3.0, 4.0, and 6.0 were closed. Actions 7.0, 9.0 and 15.3 remain open. See Attachment A for detail.

Resolution: That the Minutes of the Ordinary Meeting held on 6 and 6 August 2019 are endorsed.

Moved: Mayor Yam
Seconded: Mayor Walpo
CARRIED.

1.4 Conflicts of Interest

Mayor Gela declared his role as a member of LGAQ's Policy Executive.

1.5 Executive Officer's Report

The Executive Officer gave a brief overview of key items in the report.

Resolution: That the Executive Officer's report is endorsed.

Moved: Steve Wilton
Seconded: Mayor Yam
CARRIED.

1.6 Financial Reports

The Executive Officer briefed members on the current financial status of TCICA in the Treasurer's absence. No issues arising.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

Mayor Vonda Malone arrived at 12.50pm and assumed the role of Chair.

1.7 Chair's Update

The Chair briefed Members on recent declarations by councils around Australia of a climate change emergency. Members agreed that climate change is an issue that needs to be taken seriously, regardless of the cause. All levels of government need to take action based on the real facts.

LGAQ has not adopted a formal position as their view is that it is up to each individual council to determine its own position. They will however support councils that want to make declarations and can provide fact-based information on climate change to help inform council decision-making.

Members agreed that each Council should consider its own position on this matter and decide whether to make a declaration of a climate change emergency.

The Chair briefed Members on NBN Co's recent announcement that they are establishing a new NBN regional Australia business unit and launching a business satellite service to help support regional and remote customers. NBN Co's local manager Melissa Mallet is available to respond to questions or provide more information to councils.

Melissa Mallet
nbnSM local Manager – North QLD, Far North & North-West
M +61 438 831 951 | E melissamallet@nbnco.com.au
Unit 6, 508-518 Woolcock St, Townsville QLD 4814

Action(s): Executive Officer to obtain fact-based information on climate change from LGAQ and pass it onto TCICA Members for their consideration.

Mayor Newman and Graeme Gillam arrived at 1.30pm

2.0 Review of State Emergency Services funding and governance arrangements

The Chair welcomed LGAQ Manager of Advisory Services Mike Lollback and SES Regional Director Wayne Coutts to the meeting to brief Members on the review underway into the funding and governance arrangements of the SES.

Councils are encouraged to contribute to the review process and provide their thoughts and concerns about the current arrangements so that these can be included in the report to the Minister.

The SES understands that a one-size-fits-all approach will not work in all communities and that they need to recognise the diversity of communities across the state. Councils were assured that there is no intention to amalgamate the Rural Fire Brigade and SES with QFES.

3.0 Overview of Army Reserve in Cape York, Torres Strait and Gulf region

The Chair welcomed Lt Col Mick O'Sullivan, Regimental Sergeant Major Simon Foley, and Captain Adam Fairhurst to the meeting to brief Members on the presence of the 51st Battalion Far North Queensland Regiment in the TCICA region.

51FNQR has locations right across the region, including Company HQs at Thursday Island, Weipa, and Cairns and patrol bases in the Torres Strait, NPA region, western Cape, Lockhart River and Cooktown. There is nearly 100 army reservist soldiers in the NPA and Torres Strait region, 50 in the Western Cape and total of 29 in Weipa, Hope Vale and Wujal Wujal. Their goal is to grow each community to 30 soldiers by 31 December 2024. Councils who employ reservists can access financial assistance under the Employer Support Payment Scheme to help offset the costs of releasing employees for Australian Defence Force service.

51FNQR would like to work with TCICA Members to support army reservists in communities through training and skilling in communities and on country to help build a skilled workforce.

The Chair thanked 51FNQR for their interest in engaging with TCICA and for attending the meeting.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

4.0 Regional Roads and Transport Group workshop

The Chair welcomed workshop facilitator Simone Talbot, DTRM Executive Director Michelle Connolly, DTMR Regional Director Sanjam Ram, DTRM District Director Ross Hodgman, and DTMR Project Planning Manager Darryl Jones to the meeting to workshop the potential formation of a TCICA Regional Roads and Transport Group (RRTG).

TCICA Members agreed at the end of the workshop that further information and time was needed to properly assess the value of forming a TCICA RRTG. This decision was made on the basis:

- That some members felt TCICA's role should be focused on advocacy with the aim of increasing the overall quantum of ATSI TIDS;
- Of concern expressed over the potential administrative costs associated with the operations of a TCICA RRTG;
- That the transition to a RRTG model did not appear to offer significant benefits over the current arrangements for the distribution of ATSI TIDS;
- That members of TCICA may find it difficult to prioritise funding on a regional basis;
- That any capability development initiatives could be pursued through direct representations to the Minister for Transport and Main Roads; and
- That a TCICA RRTG would not be able to access Roads and Transport Alliance TIDS funding in addition to ATSI TIDS.

Noting the above, TCICA agreed that

A further discussion paper be prepared:

1. Describing the advantages and disadvantages of participating in the Roads and Transport Alliance, and further still, forming a TCICA RRTG;
 - a. Providing a comparative analysis of current funding arrangements vs. future funding arrangements under a TCICA RRTG; and
 - b. Outlining possible scenarios for RRTG configurations should it be decided that not all TCICA members will participate in the Alliance.
2. This discussion paper is to be prepared in time for Council meetings in December 2019, where each Council will resolve its individual position and communicate this to TCICA for further consideration and final decision by TCICA before the end of February 2020.

The Chair thanked Ms Talbot and DTMR officials for their work to support TCICA through this process.

Action(s):

1. Executive Officer to work with DTMR on a discussion paper as outlined above, to be circulated to Members in late November or early December.
2. TCICA Members to present the discussion paper at their respective Ordinary Council Meetings in December and provide their Councils' position to the Executive Officer following the meeting.

Day 1 Meeting closed at 4.45pm, with Mayor Gela performing a closing Prayer.

DAY 2**5.0 Chair's welcome and acknowledgement of Traditional Owners**

The meeting commenced at 9.10am.

The Chair acknowledged the Traditional Owners of the land on which the meeting took place, paying respects to Elders past, present and future.

A formal Vote of Thanks was recorded to acknowledge the generous contribution by Preston Law of \$300 towards TCICA's end of year gathering with key stakeholders the prior evening.

Attendance and apologies were noted. A quorum was present and the meeting proceeded.

6.0 Minister for Housing and Public Works Minister Mick de Brenni MP

Minister de Brenni updated Councils on the progress of the Aboriginal and Torres Strait Islander Housing Action Plan and the establishment of Queensland's first Aboriginal and Torres Strait Islander housing body, which is in the final stages of contract negotiations.

Minister de Brenni advised TCICA that he supports direct funding of Councils for the delivery of Indigenous housing. He has been trying to negotiate with the Commonwealth on a new housing agreement however they have refused to respond. The Minister committed to providing the Queensland Government's correspondence on the issue to TCICA to support TCICA addressing this matter directly with Minister for Indigenous Australians Ken Wyatt MP. Minister de Brenni advised he also has a meeting secured with Minister Ken Wyatt for 5 December.

Other discussion points:

- The Housing Action Plan puts local people at the centre of the decision-making about housing in their communities.
- Mick Gooda was engaged as a specialist advisor to Minister de Brenni to lead this process and to make sound recommendations to the Minister
- 'Local housing plans' are a new initiative – the \$40M housing commitment will in part be a pilot to test how these plans will work.
- The role of the housing body is to assist in the development and delivery of local housing plans.
- What communities want to achieve from the plans is a matter for them to decide.
- The Queensland Government has committed \$10.8 billion over 10 years under its Queensland Housing Strategy.
- Communities can decide whether funds should be allocated towards repairs and maintenance, or to capital expenditure for new housing.
- Minister de Brenni is very supportive of home ownership and understands the issues including land tenure, access to finance. Matters for individual communities should be addressed through the local housing plans – he is not going to dictate from Brisbane how communities should work through these issues.

Members acknowledged the commitment by the Minister to ongoing engagement and thanked him, his staff and senior officials from his Department for attending.

Action: Executive Officer to circulate Queensland Government's correspondence to the Commonwealth on receipt of same from DHPW.

7.0 Canberra Advocacy Visit

The Executive Officer updated Members on the progress of planning for the visit to Canberra from 25 – 28 November.

Members discussed the draft TCICA Federal Priorities document and agreed that:

- The housing priority needs to reflect TCICAs knowledge of the negotiations between the State and Commonwealth, and TCICA's acceptance of Minister de Brenni's commitment to making funds under the Housing Action Plan available for capital works, if that is what is needed in communities;
- A review into the true cost of delivering local government services in rural, remote and discrete Aboriginal and Torres Strait Islander communities is needed, as well as seeking to grow the FAGs program to 1 per cent of Commonwealth taxation revenue;
- Work is underway by councils and LGAQ to help manage insurance costs so this is less of a priority for now;
- Commitments have been made by the Commonwealth to support Indigenous tourism so this priority can be put aside for the time being;
- A review of Commonwealth service delivery is unlikely to happen as the National Indigenous Australians Agency has flagged it is not going to take part in service delivery reform; and
- Data should be included where possible to better support the priorities and commitments sought.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

- Action(s):**
1. Executive Officer to revise the Federal Priorities document based on discussion and recirculate to Members for feedback before the Canberra visit.
 2. Members to advise the Executive Officer of their participation as soon as possible if they haven't already done so.

8.0 LGAQ Update

Tony Goode updated Members on LGAQ activities and referred to LGAQ's Briefing Note for TCICA which was circulated to Members by email and tabled for discussion.

Mr Goode further briefed Members on:

- LGAQ's upcoming meeting with Queensland Investment Corporation (QIC) to discuss their purchase of Sea Swift and what this might mean going forward;
- LGAQ's planned visit to Canberra in November or early December. On their agenda to meet with Minister Ken Wyatt and opposition spokesperson Linda Burney;
- Planning for a Budget bid to increase State Government Financial Assistance program by 10 per cent;
- Ongoing work to advocate for the continuation of s 24JAA in the Native Title Act. Is a matter that needs for than a Queensland push. That is why LGAQ has written to all other local government associations in Australia to push for change. Also seeking to have this matter included as a motion for ALGA congress.

Members discussed concerns regarding the level of financial assistance for local governments through programs like SGFA and FAGs, and again raised the need to review grant arrangements so that in future they better recognise the true cost of service delivery.

Mr Goode encouraged TCICA Members to review the KPMG report that was done as a result of the DLGRMA's grant reform process. There are some good recommendations in the report that have not been taken up.

9.0 Warren Entsch MP, Member for Leichhardt

The Chair welcomed Warren Entsch to the meeting for an open discussion.

Mr Entsch outlined his recent travels around the Cape York and Torres Strait region and his work with the Joint Standing Committee on Northern Australia to inquiry into the engagement of Traditional Owners in the economic development of northern Australia. The inquiry will run until June next year and the committee is very keen for Councils to participate in public hearings, particularly around the issue of Native Title and the conflicts between local governments and RNTBCs, land trusts and other title holders.

Mr Entsch assured Members that the Commonwealth is ready to sign off on an agreement with the State on funding for housing. He restated the need for communities to understand what their future housing needs will be and that TCICA should determine the criteria or methodology for allocation of funding. It needs to be flexible so that it can respond to need.

An agreement is in place to accelerate the bringing forward of funding for the Peninsula Development Road once the State has provided costings. Mayor Newman raised the need for border protection and biosecurity issues to be taken into account in this current program and future sealing programs.

The Chair thanked Mr Entsch for his attendance and for his support during this term of local government.

10.0 TCICA Strategic Operational Plan

The Executive Officer gave Members a brief overview of the draft strategic plan and sought feedback.

ORDINARY COUNCIL MEETING AGENDA**11 DECEMBER 2019**

Members agreed that there should be two overarching objectives relating to the identity and positioning of TCICA and the advocacy role TCICA plays. Individual strategies and then actions can sit under each of these objectives.

There was general agreement that key priorities should include housing, education, health, and infrastructure, but that as an advocacy body TCICA needs to be careful not to take on a service delivery role.

CEOs Gary Uhlmann and Steve Linnane agreed to work with the Executive Officer to refine the plan over the coming weeks.

Action: Executive Officer to work with CEOs to refine plan and bring it back to TCICA for endorsement at a later date.

11.0 General Business**11.1 Local Thriving Communities**

Members briefly discussed Local Thriving Communities. DATSIP has produced a 'Pathway to Local Decision Making' map which was tabled for the information of Members.

11.2 Minister Wyatt's 'Voice to Parliament' process

Members agreed that TCICA needs to position itself up front with Minister Wyatt and make it clear that the Government must involve TCICA as a partner in the Voice to Parliament process and not non-elected third parties like Noel Pearson and Pama Futures.

15.4 Forward meeting schedule

No meeting dates set for 2020.

16.0 Meeting Close

The Chair thanked Members for their attendance and contribution to discussions over the past two days and together with the Deputy Chair, thanked Members for their commitment to TCICA over this term of local government. The Chair noted that TCICA Members have 'sat as one' and that the new relationships created are respectful and show the comraderie of Members. The TCICA has many opportunities in front of it and will be a powerful tool going forward.

The Deputy Chair noted that the right leadership has been around the table and thanked Mayor Malone and Mayor Gela for the coming together of Cape and Torres communities.

The Chair wished all Members good luck for the coming election.

Mayor Gela gave the closing Prayer.

Meeting closed at 2.35pm.

Mayor Vonda Malone
Chair

Summary of Material Resolutions and Actions Arising

Agenda Item Number	Actions
1.7 Chair's Update	<ul style="list-style-type: none"> Executive Officer to obtain fact-based information on climate change from LGAQ and pass it onto TCICA Members for their consideration.
4.0 Regional Roads and Transport Group	<ul style="list-style-type: none"> Executive Officer to work with DTMR on a discussion paper as outlined above, to be circulated to Members in late November or early December. TCICA Members to present the discussion paper at their respective Ordinary Council Meetings in December and provide their Councils' position to the Executive Officer following the meeting.
6.0 Minister for Housing and Public Works Mick de Brenni	<ul style="list-style-type: none"> Executive Officer to circulate Queensland Government's correspondence to the Commonwealth on receipt of same from DHPW.
7.0 Canberra Advocacy Visit	<ul style="list-style-type: none"> Executive Officer to revise the Federal Priorities document based on discussion and recirculate to Members for feedback before the Canberra visit. Members to advise the Executive Officer of their participation as soon as possible if they haven't already done so.
10.0 TCICA Strategic Operational Plan	<ul style="list-style-type: none"> Executive Officer to work with CEOs to refine plan and bring it back to TCICA for endorsement at a later date.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

ATTACHMENT A: Status of Actions from Previous Meetings

Agenda Item Number	Actions	Status
ACTIONS FROM AUGUST 19 MEETING		
1.4 Conflicts of Interest	Executive Officer to seek advice in relation to voting and conflicts of interest for Mayors and CEOs.	Closed. DLGRMA brief provided in EO's report
1.5 Executive Officer's Report	TCICA to respond to Warren Entsch and invite him to attend the November meeting.	Closed.
2.0 Cape York Regional Package Stage 2 briefing	Executive Officer to coordinate date for TCICA workshop to agree road funding split in the near future. Once funding split is determined, councils will need to engage DTMR to coordinate a workshop with Engineering Directors to determine road lengths and work scopes before the end of October.	Closed.
3.0 ATSI-TIDS and Regional Roads and Transport Group	Executive Officer to draft letter to Roads and Transport Alliance seeking funding for a workshop, and identify suitable dates before the end of the year for the workshop to be held, with the support of DTMR and LGAQ.	Closed. Workshop to be held on 6 Nov.
4.0 Remote Area Board Project – Cape, Torres and Gulf Opportunities Plan	<ul style="list-style-type: none"> Executive Officer to circulate proposed consultation schedule for Members' feedback. Members to authorise Executive Officer to approach DATSIP to access to Community Master Plans for Arup to review. TSIRC to provide Torres Strait shipping data shipping data, including number of ships, origin-destination etc	Closed.
6.0 Canberra Advocacy Proposal	Executive Officer to re-circulate Federal Priorities document for review by Members, and work through Warren Entsch's office to coordinate meetings with Morrison Government Ministers. Executive Officer to work through Senator Nila Green, Senator Murray Watt and Warren Snowdon MP to coordinate meetings with the Opposition.	Closed.
7.0 TCICA Draft Strategic Operational Plan	Executive Officer to re-circulate draft strategic operational plan for feedback from Members.	Ongoing.
9.0 Expiry of s 24JAA	Executive Officer to work with Mr Kerr to coordinate TCICA response to Commonwealth discussion paper.	Ongoing. Noted that both Minister Lynam and Minister Hinchliffe have written to the Cth seeking a 10 year extension.
15.3 Bertiehaugh Road	Executive Officer to work with WTA, Mapoon and Cook to put forward a strong position to Australia Zoo about the road reserve staying open.	Ongoing. Meeting with key parties to be held in Mapoon on 3 Dec.

ORDINARY COUNCIL MEETING AGENDA

11 DECEMBER 2019

12.7 MORNINGTON SHIRE COUNCIL LOCAL DISASTER MANAGEMENT PLAN 2019-2020

Author: Executive Manager of Corporate Governance and Communications

Attachments: 1 LDMP - Update 2019 - Draft 2.docx

PURPOSE (EXECUTIVE SUMMARY)

That Council endorse and approve the 2019-2020 Mornington Island Disaster Management Plan as tabled

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Under *section 203 of the Disaster Management Act 200*, Queensland legislation dictates that each Local Council has a Disaster Management Plan in place that is reviewed and updated annually. The plan for Mornington Shire Council has been through a process of review and amendment. See Attached.

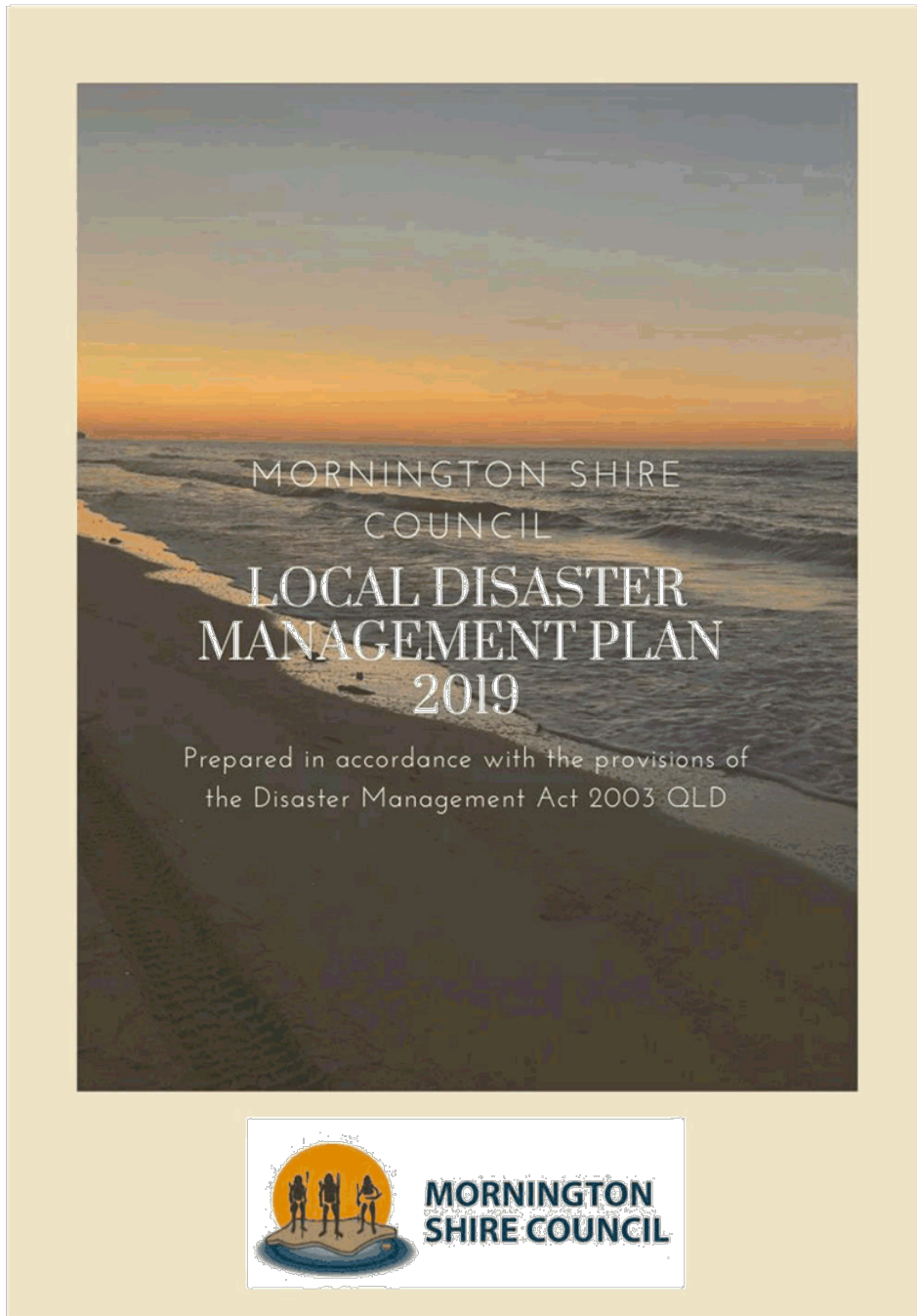
Approval of the 2019-2020 Disaster Management Plan is required.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council endorse and approve the 2019-2020 Mornington Shire Council Local Disaster Management Plan as tabled



FOREWORD

Mornington Shire Council works to serve their community, their land and their traditions. As the governing body, Mornington Shire Council strives to improve the life of all its residents whilst maintaining the core values of respect and culture. As a result, the Council work toward building local capacity, enhancing the quality of life and maintaining culture within the region.

In preparation of this plan, we acknowledge the Lardil, Yangkaal, Kaiadilt and Gangalidda people, the Traditional Owners of the Wellesley Islands archipelago and recognise their connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

Despite their somewhat idyllic location and beautiful surrounds, the Wellesley Islands are subject to regular to natural disaster events. In one of the most cyclone prone locations in Australia, the islands and their inhabitants are challenged by annual events that test their resilience, preparedness and ability to recover.

When disaster threatens or occurs, Mornington Shire Council has the primary responsibility for the coordination and management of the event. Adequate preparation and planning must occur to ensure that we have the resources, systems and process capable of meeting the challenges and addressing the responses and recovery of any event.

Preparation of the Mornington Shire Council Disaster Management Plan is an integral component Council's role in disaster management. This plan has been developed through a collaborative process and sets out, not only the legislative requirements under the Queensland Disaster Management Act 2003, but also the roles, responsibilities and joint coordination efforts by allied government and non-government organisations. This plan incorporates the following sub plans:

Community Profile
Recovery Plan

Council appoints the Local Disaster Management Group which is responsible for the development and implementation of Council's Disaster Management Plan. This group is the frontline representative body for the Shire and is part of the state-wide disaster management network that includes the District Disaster Management Group and the State Disaster Management Committee.

Preparation of this plan involves the use of the following acronyms:

Acronyms

ADF	Australian Defence Force
BOM	Bureau of Meteorology
COAG	Council of Australian Government
DACC	Defence Aid to the Civil Community
DDC	District Disaster Co-ordinator
DDCC	District Disaster Co-ordination Centre
DDMG	District Disaster Management Group
DCS	Department of Community Safety
DMA	Disaster Management Act 2003
DOC	Department of Communities

EMA	Emergency Management Australia
QFES	Queensland Fire and Emergency Services
FWCCQ	Flood Warning Consultative Committee Queensland
HAZMAT	Hazardous Material
LDMG	Local Disaster Management Group
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
NCTP	National Counter Terrorism Plan
NDRRA	Natural Disaster Relief and Recovery Arrangement
QAS	Queensland Ambulance Service
QECC	Queensland Earthquake Coordination Centre
QFRS	Queensland Fire and Rescue Service
QH	Queensland Health
QLDVETPLAN	Queensland Veterinary Emergency Plan
QPS	Queensland Police Service
QTCCC	Queensland Tropical Cyclone Coordination Committee
RFS	Rural Fire Service
RFDS	Rural Flying Doctors Service
SDCC	State Disaster Coordination Centre
SDCG	State Disaster Coordination Group
SDMG	State Disaster Management Group
SDRA	State Disaster Relief Arrangement
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SITREP	Situation Report
SOP	Standing Operating Procedures
XO	Executive Officer

Contents

1.0 ADMINISTRATION AND GOVERNANCE4

 1.1 Introduction / Purposes and Objectives 4

 1.2 Statement of Establishment / Authority to Plan 5

 1.3 LDMG Terms of Reference 5

 1.4 Roles and Responsibilities 3

 1.5 Coordination of Disaster Operations **Error! Bookmark not defined.**

 1.6 Statement of Compliance with Legislation, Guidelines and Strategic Policy Framework 14

 1.7 Amendment Register and Version Control 14

 1.8 Distribution and Availability of Plan 15

 1.9 Definitions, Abbreviations and Acronyms 16

 1.10 Processes and Timeframes – Internal and External Assessment 19

 1.11 Governance Processes 19

2.0 LOCAL DISASTER MANAGEMENT GROUP23

3.0 DISASTER RISK ASSESSMENT24

 3.1 Community Context 24

 3.2 Hazards 27

 3.3 Risk Assessment 27

4.0 CAPACITY BUILDING30

 4.1 Community Awareness 30

 4.2 Training 32

 4.3 Exercises 33

 4.4 Post Disaster Assessment 34

5.0 RESPONSE STRATEGY35

 5.1 Warning Notification and Dissemination 36

 5.2 Activation of Response Arrangements 36

 5.3 Role of The Local Disaster Coordination Centre Operation and Management 38

 5.4 QFES– Partnerships 39

 5.5 Declaration of A Disaster Situation 39

 5.6 Operational Reporting 39

 5.7 Financial Management 40

 5.8 Disaster Financial Assistance Arrangements 41

6.0 PUBLIC HEALTH42

7.0 EVACUATIONS AND EVACUATION CENTRE MANAGEMENT43

 8.1 Evacuation Centres 43

 8.2 Evacuation Centre Managers 43

8.0 IMPACT ASSESSMENT44

9.0 APPROVAL OF EXECUTIVE MEMBERS45

10.0 LDMG SUB-PLANS46

1.0 ADMINISTRATION AND GOVERNANCE

1.1 Introduction / Purposes and Objectives

Mornington Shire incorporates the twenty-two (22) islands of the Wellesley group in the Gulf of Carpentaria. It covers an area of 1227 square kilometres with Mornington Island itself estimated to be about 700 square kilometres in area. Gununa on Mornington Island is a remote community with an estimated population of 1,600 people.

Services delivered on Mornington Island include:

- Education (State School to year 10)
- Police
- Fire brigade
- SES
- Mission Australia
- Wellbeing Centre
- Junkuri Laka
- PCYC
- BYNOE
- Save the Children
- NWRH- Aged Care
- Probation and Parole
- Mirndiyan Gununa
- Gidgee Healing
- Queensland Health
- NWHHS
- Ergon Energy
- QAS
- Telstra

There are an abundant of flora and fauna on the Island, including beaches that are filled with an array of marine life consisting of turtles and the endangered dugong. Its highly sought after for its fishing and unspoiled beaches are a sight to behold.

Mornington Shire Council works to serve their community, their land and their traditions. Our shire is prone to natural disasters, whilst these types of events are not common, we cannot afford to become complacent. The key to effective disaster response and recovery is the resilience of the community and the willingness of people to work together for the benefit of the community.

Mornington Shire Council, through the work of the Local Disaster Management Group will maintain their commitment to effective disaster management for the shire. To be effective our disaster management planning must be a living process. We must learn from events of the past and continuously challenge our planning and thoughts to mitigate risk for the future. Examination of the actions of others will also ensure that we continue to improve and adapt whilst meeting the expectations of community and climate change.

This plan is a plan for the community, to be truly effective we must draw on the collective knowledge of the community to develop a plan that is both suitable and effective.

The purpose of the plan is to provide a framework that addresses the disaster management needs of the whole Shire.

The objectives of the plan are:

- To ensure that community risks related to events are effectively identified and managed;
- To ensure that risks requiring District or State level support are identified and communicated;
- To detail the obligations, arrangements and responsibilities of Council, government and non-government agencies with respect to disaster management; and

- To ensure that Council, government and non-government agencies comply with their disaster management obligations under the Disaster Management Act 2003.

1.2 Statement of Establishment / Authority to Plan

The Local Disaster Management Group (LDMG) is established under s. 29 of the *Disaster Management Act 2003* (the Act).

1.3 LDMG Terms of Reference

The Local Disaster Management Group (LDMG) is mandated as follows under provisions contained in the *Disaster Management Act 2003*.

Role – Section 4A

The local government, through the LDMG, retains primary responsibility for managing disaster events contained within the local government area.

Functions – Section 30

The LDMG has the following functions:

- *To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;*
- *To help the local government for its area to prepare a local disaster management plan;*
- *To identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area;*
- *To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;*
- *To manage disaster operations in the area under policies and procedures decided by the State group;*
- *To provide reports and make recommendations to the relevant district group about matters relating to disaster operations;*
- *To identify, and coordinate the use of, resources that may be used for disaster operations in the area;*
- *To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;*
- *To ensure information about a disaster in the area is promptly given to the relevant district group;*
- *To perform other functions given to the group under the Act; and*
- *To perform a function incidental to any of the previous functions mentioned.*

Membership – Section 33

The LDMG consists of the following members:

- *The persons appointed as members of the group by the relevant local government for the group;*
- *At least 1 person nominated by the Chief Executive of the Department of Community Safety (the Chief Executive); and*
- *At least 1 person who is a mayor or councillor of a local government.*

- s. 34
- *The LDMG must appoint a member of the group as a Chairperson and a member of the group as a Deputy Chairperson. The member appointed as the Chairperson must be a mayor or councillor of a local government.*
- s. 35
- *The Chairperson must, after consulting with the Chief Executive, appoint in writing the Chief Executive Officer or an employee of the relevant local government as Local Disaster Coordinator.*
- s. 37
- *At least once a year written notice of the members of the group must be given to the Chief Executive and the relevant District Disaster Coordinator (DDC).*

Meetings --s. 39

- *LDMG meetings must be held at least once in every 6 months at the times and places decided by the Chair; or when asked in writing by the relevant DDC or at least one-half of its members.*
- s. 40
- *A quorum for a LDMG meeting is the number equal to one-half of the members plus 1, or, if one-half of the members is not a whole number, the next highest whole number.*
- s. 40A
- *A member of a LDMG may, with the approval of the Chairperson, appoint by signed notice another person as his or her deputy. The deputy may attend a meeting in the member's absence and exercise the member's functions and powers under the Act. Deputy members are to be counted in deciding if there is a quorum for a meeting.*
- s. 41
- *The Chairperson is to preside at all LDMG meetings, or in their absence the Deputy Chairperson. If both are absent the meeting must be chaired by a person nominated by the Chairperson, a member nominated by the Deputy Chairperson, or if those offices are vacant, a member of the group chosen by the members present.*
- s. 42
- *Meetings may be held using any technology that reasonably allows members to hear and take part in discussions as they happen. Members who participate in meetings using this technology are taken to be present at the meeting.*
- s. 43
- *Minutes must be taken of LDMG meetings.*

Local Disaster Management Plan (LDMP)- s. 57

A local government must prepare a LDMP which must include provision for:

- *The State group's strategic policy framework for disaster management for the State, and the local government's policies for disaster management;*
- *The roles and responsibilities of entities involved in disaster operations and disaster management in the area;*
- *The coordination of disaster operations and activities relating to disaster management performed by the entities;*
- *Events that are likely to happen in the area;*
- *Strategies and priorities for disaster management for the area;*
- *The matters stated in the disaster management guidelines as matters to be included in the plan; and*
- *Other matters about disaster management in the area the local government considers appropriate.*

- s. 58
 - The LDMP must be consistent with the disaster management guidelines
- s. 59
 - The LDMP may review or renew the LDMP when it considers appropriate, however must review the effectiveness of the plan at least once a year.
- s. 60
 - The LDMP must be available for inspection, free of charge, by members of the public
- s.104
 - The Local Government Act 2009 states that a local government must prepare a corporate plan that identifies the local and regional issues the local government has identified as affecting its area. These issues are to include disaster management

1.4 Roles and Responsibilities

The identified roles and responsibilities of the various agencies in the disaster management system, whilst generic to some degree outline the support available at a local level and any additional support required can be accessed through the disaster management system at district or state level.

Mornington Shire Council (MSC)	Roles
Maintain services provided to the community and co-ordinate emergency services	Maintenance of Local government function (via Local government business continuity and recovery Planning)
	Maintenance of normal Local government services to the community and critical infrastructure protection
	Development and maintenance of Disaster Management Plans for the shire
	Development and maintenance of a public education/awareness program
	Establishment, maintenance and operation of a LDCC including the training of sufficient personnel to operate the centre
	Coordination of support to emergency response agencies
	Maintenance of warning to telemetry systems
	Collection and interpretation of information from telemetry systems
	Reconnaissance and post impact assessment for the shire
	Debris clearance of road and bridges
	Issuance of public information prior to, during and post disaster impact events
	Recommendations regarding areas to be considered for authorised evacuation
	Public advice regarding voluntary evacuation
	Provision of locally based community recovery services in conjunction with other recovery agencies
Evacuation centre management	

Bureau of Meteorology (BOM)	Roles
Provide forecasts, weather warnings and long-term outlooks on environmental phenomena that affect the safety, prosperity and resilience of Australians.	Collect, coordinate and distribute environmental observation data in support of advices, warnings and briefings.
	Provide seasonal climate outlooks for forward planning.
Department of Agriculture and Fisheries (DAF)	Roles
Lead agency for containment and eradication of emergency animal and plant diseases and pests. DAF also provides advice on agriculture, fisheries and forestry in a disaster event.	Coordinate efforts to prevent, respond to, and recover from plant and animal pests and diseases and invasive plants and animals.
	Provide advice on livestock welfare.
	Collaborate with stakeholders with shared responsibilities and other organisations to facilitate prevention, preparedness, response and recovery strategies and priorities for animal welfare management within a community.
	Provide advice in relation to agriculture, fisheries and forestry disaster impacts.
	Coordinate destruction of stock or crops in an emergency pest / disease situation.
	Administer DRFA relief measures including agriculture industry recovery operations as required.
	Lead the reporting on the disaster impact assessments on the agricultural sector, including economic losses and expected recovery.
	Report on the possible impact seasonal conditions and climate events will have on the agricultural sector.
	Coordinate the Agriculture Coordination Group with agricultural industry groups to provide information about the effect that a disaster event has on the are facing in responding to and recovering from a disaster event. agriculture, fisheries and forestry industries and the issues that individuals and businesses
	Engage with industry on preparedness for climate risks and aid with economic recovery.
Assist agriculture and fishery industries in prevention and preparedness through normal business operations and service provision to industry and the communities.	
Department of Communities, Disability Services and Seniors (DCDSS)	Roles
Functional lead agency for planning, coordination and implementation of human and social recovery in Queensland.	Coordinate and/or provide human and social recovery information and/or resources to support Local and District Disaster Management Groups.
	Enable access to information and/or coordinated government and non-government human and social recovery services through a range of service delivery channels which may include:
	— promotion and/or referral to local community services

— 1800 recovery hotline
— grants portal
— multi-agency recovery hubs
— community recovery information & referral centres
— case coordination of vulnerable persons
— outreach teams.
Purchase extraordinary human and social recovery services when local capacity is exhausted.
Facilitate matching and enabling of EV CREW registered volunteers.
Enable the matching of donated goods and offers of assistance.
Enable access to emergency and temporary accommodation assistance.
Administer SDRA & DRFA financial relief measures for eligible individuals
Manage the Queensland Government’s Community Recovery “Ready Reserve”.

Department of Education (DoE)	Roles
Lead, manage and coordinate the department’s planning, preparation, response and recovery from disasters and emergencies.	Maintain the safety and wellbeing of students, staff and volunteers who work or participate in DoE schools, institutions and workplaces.
	Ensure that all state schools, regional offices and other workplaces have a documented emergency response plan.
	Ensure that all DoE regional offices and key workplaces have a tested business continuity plan.
	Ensure that DoE is prepared to respond to and recover from, disasters and emergencies.
	Facilitate the return of affected state schools to normal operations as soon as safe and practicable following an event.
	Facilitate the transition of DoE facilities to cyclone shelters, places of refuge and evacuation centres as required or directed.
	Provide workplace health and safety advice, information and awareness about electrical, chemical, asbestos and general safety matters in the lead up to, during and following cyclones, storms, floods and other disasters.

Department of Environment and Science (DES)	Roles
Provide technical advice to response activities, regulatory support to affected stakeholders, coordination of environmental recovery initiatives, and the conservation park, state forest users and manage impacts	Liaise with key stakeholders regarding an imminent disaster event and the status of their operations to understand pressing issues.
	Provide expert assessment and advice on:
	— impacts and potential harm of incidents on environmental values
	— priorities for protection of environmental values
	— contaminant containment and treatment measures
— environmental harm mitigation measures	

<p>from natural disasters on these community assets. development of climate change adaptation strategies as well as ensure the safety of national park,</p>	<p>— clean up measures for environments and wildlife</p>
	<p>Provide environmental risk assessment of events and incidents affecting infrastructure, mining and industrial sites and, where necessary, authorise emergency actions and releases.</p>
	<p>Provide situational monitoring of local government infrastructure including landfills, sewage treatment plants and sewage pump stations, and the provision of expert advice.</p>
	<p>Monitor and coordinate any actions relating to heritage buildings pursuant to the Queensland Heritage Act 1992.</p>
	<p>Monitor and advise on management of impacted native wildlife outside the national park estate and reduce conflict and risks to the community due to their displacement.</p>
	<p>Provide environmental management advice, assistance and direction during incident response and recovery phases as required under the State Disaster Contingency Action Plan, National Plan for Maritime Emergencies, related MoUs and agreements. Management Plan, State Chemical, Biological and Radiological Plans, Queensland Coastal</p>
	<p>Establish mechanisms for industry, landowners and local governments to receive necessary environmental approvals for recovery (e.g. temporary landfills, port nature refuge holders), facility dredge spoil disposal, retrieval of hazardous materials, repairs to heritage listed places and dispensation to beach replenishment, replacement of coastal infrastructure, fill extraction for road repairs,</p>
	<p>Conduct investigations pursuant to the Environmental Protection Act 1994 and other environment and conservation legislation.</p>
	<p>Provide reports under the water catchments target of the National Impact Assessment Model (NIAM) measure # 46 – km of polluted flood water.</p>
	<p>Maintain plans, skills, preparedness and response capability for disasters through structured training, exercises and review of readiness across all levels of the department.</p>
	<p>Maintain relationships and cooperative arrangements with other relevant state and Commonwealth departments and entities through regular review of agreed roles and responsibilities.</p>
	<p>Closing affected national parks, conservation parks, and state forests.</p>
	<p>Coordinating evacuations of national parks, conservation parks, state forests and department owned areas with the QPS.</p>
	<p>Lead firefighting on national parks, conservation parks and state forests where there is no threat to life or property.</p>
	<p>Manage impacts on national parks, conservation parks, and state forests, and reopen facilities to the public.</p>
	<p>Provide storm tide and wave information, expertise, and advice in accordance with the 12th edition of the Tropical Cyclone Storm Tide Warning Response System Handbook (2016).</p>
	<p>Undertake post event coastal field investigations to assess coastal impacts and storm tide inundation levels following a significant storm tide event.</p>
<p>Provide assistance with satellite imagery processing and distribution activities from cross-agency coordination with Department of Natural Resources Mines and Assistance Team, Energy, Land and Spatial Unit, and Geoscience Australia's Disaster</p>	

	Provide information about land use mapping and supporting services and activities to key government agencies and industry groups.
	Provide water quality monitoring through Catchment Monitoring Programs including the Great Barrier Reef catchment and other monthly grab sampling of water suspended sediments and selected pesticides that may impact the natural environment. catchments to provide data on nitrogenous and phosphorous contaminants.
	Deliver hydrodynamic / biogeochemical modelling, through the eReefs data portal providing near real time river plume footprints.

Department of Housing and Public Works (DHPW)	Roles
Functional lead agency for building and engineering services and building recovery. Functional lead agency for coordination of ICT and telecommunications advice and back-end financial transaction processing on behalf of response and recovery lead agencies. Ensure the safety of recreation centre users and manage impacts from natural disasters on these community assets.	Coordinate technical advice on structural suitability of buildings to use as evacuation centres, places of refuge or cyclone shelters.
	Coordinate temporary office accommodation for use by state agencies, where occupied.
	Coordinate structural assistance grant assessments on behalf of the Department of Communities, Disability Services and Seniors.
	Coordinate emergency fleet vehicles for state agencies.
	Advise on and provide temporary emergency accommodation solutions for people displaced by disaster events and for government agency response and/or recovery workers.
	Maintain contact registers of professional service providers, specialist building contractors, building services and trades.
	Coordinate evacuations, closures and restoration of damaged infrastructure of recreation centres and department owned areas.

Department of Innovation, Tourism Industry Development and the Commonwealth Games (DITIDCG)	Roles

<p>Assist the Queensland Government to help Queensland prepare for, respond to and recover from an emergency through the DITID Emergency Management Plan (EMP). The EMP complements the Queensland State Disaster Management Plan and is enacted in line with the Disaster Management Act 2003, Disaster Management Strategic Policy Statement and Queensland Recovery Guidelines.</p> <p>Operate in partnership with other Queensland Government departments.</p> <p>Coordinate activities following a disaster to support tourism throughout Queensland through the Economic Recovery Group and actively engage with key partners to ensure a coordinated approach to economic recovery efforts, including:</p> <ul style="list-style-type: none"> — Regional Services, DSDMIP — Tourism and Events Queensland (TEQ) — Queensland Tourism Industry Council. 	
	<p>Compile and provide situation reports on impacts to tourism zones and tourism infrastructure.</p>
	<p>Resilience and recovery strategies for the tourism industry.</p>

Department of Local Government, Racing and Multicultural Affairs (DLGRMA)	Roles
<p>Support disaster mitigation considerations in development planning, built environment and infrastructure design.</p> <p>Manage some funding programs to local governments for disaster resilience and preparedness.</p>	<p>Manage the development and implementation of funding programs that provide funding for works that protect existing essential public infrastructure and/or build resilience to future natural disaster events.</p> <p>Multicultural Affairs Queensland to advise emergency management and recovery agents on the best ways to reach multicultural and ethnic community organisations and groups.</p>

Department of Natural Resources, Mines and Energy (DNRME)	Roles

<p>Establish and communicate arrangements for an emergency event that impacts or has the potential to impact on security of water, electricity, gas, or liquid fuel supply or pose a risk to dam safety.</p> <p>Develop and maintain DNRME emergency management procedures that provide guidance in the response to an energy or water supply emergency, regardless of the hazard.</p> <p>Deliver innovative policy, planning and regulatory solutions in partnership with stakeholders to support reliable energy and water supply.</p> <p>Contribute to disaster management responses across those areas where the department has responsibilities or special expertise that include:</p> <ul style="list-style-type: none"> — Manage impacts on unallocated state land and other land managed by the department. — Maintain DNRME stream gauges that provide stream height, flow and rainfall data used by the Bureau of Meteorology. — Provide assistance during a disaster to QFES, the Public Safety Business Agency (PSBA) in the capture of spatial imagery and spatial information analysis and product production as necessary. — Manage impacts on and from Queensland abandoned mines. — Provide updates on the closure and opening status of current mining operations. 	<p>Energy</p> <p>Act as a conduit of information between all relevant parties, including advice on, action and implement the use of any emergency powers.</p> <p>Develop capability to facilitate emergency actions and responses to an actual or potential energy supply emergency event.</p> <p>Maintain a watching brief and facilitate information transfer in an emergency that may impact at the local, district, state or national level for an electricity, reticulated gas supply and liquid fuels.</p> <p>Advise the Minister if emergency powers are required to maintain supply security.</p> <p>Where appropriate, undertake process to enable the Minister to invoke emergency powers.</p>
	<p>Water</p> <p>Provide information and advice on the issues of dam safety and drinking water supply (continuity and/or safety) as required.</p>
	<p>Dam safety</p> <p>Ensure emergency action plans are in place for referable dams to ensure appropriate action is taken in the event of incidents or failures of the dams.</p> <p>Collate information from dam owners on event impacts.</p> <p>Exercise dam safety emergency powers if needed to minimise the risk of failure or consequences of a dam failure.</p>
	<p>Drinking water</p> <p>Ensure drinking water quality management plans are in place by registered drinking water service providers (this does not include private or unregistered providers).</p> <p>Collate information from service providers and operators of drinking water supply schemes.</p> <p>Work in partnership with Public Health Units (Queensland Health) regarding drinking water quality issues.</p>
	<p>Act as a conduit of information between all relevant parties, including the support and enactment of emergency powers.</p>

<p>Department of State Development, Manufacturing,</p>	<p>Roles</p>
---	---------------------

Infrastructure and Planning (DSDMIP)	
Lead agency for economic recovery during a disaster event, playing a key role in assisting local government, business and industry in resilience and recovery strategies. During a disaster, DSDMIP chairs the Economic Recovery Group (ERG) which provides strategic advice to the Queensland Government and relevant stakeholders on economic impacts and develops and implements immediate response actions. The ERG also coordinates input from relevant departments, local government and industry bodies to develop a longer-term economic recovery plan.	Initial situation report on economic impacts on jobs, business and industry in disaster affected areas.
	Initial situation reporting on economic impacts of local government areas (LGAs).
	Provide support to relevant authorities restoring power, water and communications in the affected communities for the resumption of economic activity.
	Ongoing coordination and reporting on the economic recovery tasks for the life of the recovery plan.
	Prepare and implement regional plans that identify and interpret relevant matters of state interests for a particular region, including natural hazards, risk and resilience, to achieve desired outcomes.

Department of Transport and Main Roads (DTMR)	Roles
Coordinate the effective and efficient delivery of state-controlled road and transport recovery and reconstruction activities. DTMR also engages directly with industry and the community on the recovery and reconstruction phases following the natural disaster and leads the planning and implementation of the roads and transport functional line of recovery activities.	Provide information and advice regarding the impact of event on road, rail, aviation and maritime infrastructure.
	Assist with the safe movement of people resulting from mass evacuation.
	Enable an accessible transport system through reinstating road, rail and maritime infrastructure.
	Ensure the capability of logistics-related industries is appropriately applied to disaster response and recovery activities.

Queensland Ambulance Service (QAS)	Roles
Provide, operate and maintain ambulance services and service delivery during rescue and other related activities. This includes protecting persons from injury or death, whether or not the individuals	Provide, operate and maintain ambulance services.
	Access, assess, treat and transport sick and injured persons.
	Protect persons from injury or death, during rescue and other related activities.
	Coordinate all volunteer first aid groups during major emergencies and disasters.
	Provide and support temporary health infrastructure where required.

are sick or injured.	Collaborate with Retrieval Services Queensland in the provision of paramedics for rotary wing operations.
	Participate in search and rescue, evacuation and victim reception operations.
	Participate in health facility evacuations.
	Collaborate with Queensland Health in mass casualty management systems.
	Provide disaster, urban search & rescue (USAR), chemical hazard (Hazmat), biological and radiological operations support with specialist logistics and specialist paramedics.

Queensland Corrective Services (QCS)	Roles
Lead role for deploying and coordinating low risk prisoners and offenders to assist response and recovery operations.	Deployment and coordination of low risk prisoners and offenders to assist response and recovery operations.

Queensland Fire and Emergency Services (QFES)	Roles
Ensure the safety of people and property in Queensland through the provision of effective prevention, preparation, response and recovery activities across a range of emergency situations through the capabilities of Fire & Rescue, Rural Fire Service and State Emergency Service.	Primary response agency for structural incidents.
	Primary response agency for bushfire incidents.
	Primary response agency for chemical / hazmat incidents.
	Provide advice, chemical analysis and atmospheric monitoring at relevant incidents.
	Provide mass and technical decontamination capability.
	Provide rescue and search functions and perform other operations to help and protect injured persons from danger or potential danger.
	Distribute and develop (where primary agency) warnings to disaster management stakeholders and communities.
	Ensure that persons performing functions under the Disaster Management Act 2003 in relation to disaster operations are appropriately trained.
	Provide advice and support to the state group and local and district groups in relation to disaster management and disaster operations.
	Emergency supply acquisition and management of supplies and services in support of disaster operations.
Resupply of essential goods (food and basic commodities) to temporarily isolated communities, properties and individuals.	
Ensure the capability and capacity of Disaster Assistance Response Teams (DART) to assist communities affected by disasters or emergency situations.	

	Undertake damage assessment function (residential and commercial structures) as soon as practical post disaster / emergency situation and provide findings to disaster management stakeholders.
--	---

Queensland Health	Roles
Coordinate and manage the health aspects of a disaster or emergency incident across the full spectrum of prevention, preparedness, response and recovery including health advice to the community, public health, clinical care, forensic support and mental health.	Provide health disaster and emergency incident information to the public and disaster management stakeholders.
	Health services – clinical and forensic.
	Clinically coordinate aeromedical transport and emergency medical retrieval (with QAS) and provide membership to the SDCC aviation cell when activated.
	Clinical response to mass casualty management (with QAS).
	Forensic and scientific health services to mass fatality management and terrorism (with QPS).
	Recovery mental health support to affected communities (with DCDSS).
	Public health and environmental health advice and support to local governments and affected communities and industries.
	Environmental health risk assessment advice to other agencies, local government and industries.
Messaging on public health risks to affected communities.	
Communicable disease surveillance and response arrangements.	

Queensland Police Service (QPS)	Roles
To enhance the safety of the community by assisting them to prepare for, respond to and recover from disaster events by providing support and guidance to disaster management groups at all levels.	Preserve peace & good order.
	Operational responsibility for first response to terrorism.
	Provide the Chair (DDC) and executive support to District Disaster Management Groups.
	Managing and coordinating the business of District Disaster Management Groups.
	Develop and facilitate a program of disaster management themed exercises.
	State Search and Rescue authority and responsible for the coordination of search and rescue operations.
	Provide support to Local Disaster Management Groups.
	Manage the registration of evacuees and inquiries in partnership with Red Cross.
	Provide traffic management, including assistance with road closures and maintenance of road blocks.
	Conduct coronial investigations.
Provide a Disaster Victim Identification capability.	

Queensland Reconstruction Authority (QRA)	Roles
Manage and coordinate the state government's program of	Drive and coordinate enhancement of resilience throughout Queensland.

<p>infrastructure reconstruction within disaster-affected communities. QRA focuses on working with state and local government partners to deliver value for money and best practice expenditure and acquittal of public reconstruction funds. QRA is also the lead agency responsible for disaster recovery, resilience and mitigation policy.</p>	<p>Plan and coordinate Queensland and Australian Government assistance under the Disaster Relief and Funding Arrangements (DRFA).</p>
	<p>Develop and maintain the Queensland Recovery Plan and event-specific plans.</p>
	<p>Monitor damage of public infrastructure and private properties.</p>
	<p>Administer DRFA and State Disaster Relief Arrangements.</p>
	<p>Manage the service agreement with GIVIT for the coordination of offers of goods and services following a relevant disaster on behalf of the Queensland Government.</p>
	<p>Monitor reconstruction activities in affected communities.</p>

<p>Royal Society for the Prevention of Cruelty to Animals (Qld) Ltd (RSPCA)</p>	<p>Roles</p>
<p>Provide situational awareness and operational intelligence in relation to animal welfare.</p>	<p>Monitor the responsible care of animals, provide standards of care for animals and protect animals from unjustifiable, unnecessary or unreasonable pain.</p>
	<p>Collaborate with stakeholders with shared responsibilities to ensure effective prevention, preparedness, response and recovery strategies and priorities for disaster management within a community.</p>
	<p>Assist in identifying and addressing immediate, medium- and long-term animal welfare recovery needs to enhance the capacity of the local community to recover from a disaster.</p>

<p>Surf Life Saving Queensland (SLSQ)</p>	<p>Roles</p>
<p>Provide support to all agencies during the response phase of any disaster event. SLSQ works proactively with all emergency services and provides qualified lifesaving personnel to ensure the Queensland public are kept safe during natural disasters. SLSQ makes all surplus lifesaving resources available for use with qualified personal to assist across the Queensland coastline.</p>	<p>Provide advice on coastal and aquatic rescue management to government (state and local) agencies across the state.</p>
	<p>Provide a network of support and advice to the QDMC, DDMGs and LDMGs in relation to disaster and emergency response via volunteer surf life savers, professional lifeguards, and the Westpac Life Saver Helicopter Rescue Service.</p>
	<p>Provide inflatable rescue boats (IRBs) for use in flood waters, or assist with the relocation of people, emergency service personal and gear / equipment.</p>
	<p>Provide members to assist QPS, SES or QFES with door knocking and welfare checks in isolated or affected areas.</p>
	<p>Supply suitably qualified personnel with current Surf Lifesaving Awards and appropriate personal protective equipment (PPE).</p>
	<p>Maintain a primary focus on Queensland's patrolled beaches and only supply personnel and equipment not operationally required during the disaster period.</p>
	<p>As the primary authority for closing beaches in Queensland, SLSQ will work with all local councils and land managers to ensure proactive and concise messaging about beach closures and associated hazards.</p> <p>Actively collect and collate information through SLSQ's State Operations and Communications Centre (SOCC) (which coordinates and monitors 39 coastal cameras and a private radio network from Port Douglas to Tweed Heads) and use existing media channels for key</p>

	messaging.
--	------------

1.6 Statement of Compliance with Legislation, Guidelines and Strategic Policy Framework

Council’s Local Disaster Management Group will ensure that its responsibilities outlined in the Terms of Reference as detailed in section 1.3 of this plan, are executed with the available resources of both the group and the district. Council is committed to the values of the disaster management strategic framework that include:

- Protecting health, safety, quality of life and economic vitality.
- Building and maintaining partnerships and collaboration across all levels of government, community and industry, in all aspects of disaster management.
- Protecting our natural and built environment.
- Respecting the diversity of Queensland communities.
- Ensuring accountability and transparency of the Queensland disaster management arrangements.

1.7 Amendment Register and Version Control

As a living document, this plan must reflect external and internal changes within the Shire and community. Consequently, it will undergo continued development and refinement as the Shire and community develop over time.

Until further notice, proposed amendments to this plan are to be submitted to the Chief Executive Officer of the Mornington Shire for provision to the Local Disaster Management Group and Council for consideration for inclusion in the plan.

Amendment Register

Amendment Number	Date	Section Amended	Amended By
1	31.11.16	Review of Plan-Contact List	Governance
2	17.04.17	Review of Plan-Contact List	Governance

3	01.12.17	Review of Plan-Contact List	Governance
4	01.01.18	Review of entire plan	Governance
5			
6			
7			
8			

Version Control

Version	Date	Date accepted by LDMG
1	11.12.2014	
2	28.07.2015	
3	11.11.2016	14.12.2016
4	06.12.2017	13.12.2017
5	01.01.2019	
6		
7		
8		

1.8 Distribution and Availability of Plan

17.01.2019		

1.9 Definitions, Abbreviations and Acronyms

Definitions	
Activation of Relief and Recovery Measures:	Activated by Minister of Emergency Services for a special geographical area affected by a natural disaster to activate and co-ordinate NDRRA assistance measures
Area Director:	A Public Servant employed by QFES, Department of Community Safety, appointed to provide advice and training To Local Government and District Groups. In Planning and Operations. Support to SES/VMR Units.
Chairperson:	The Chairperson of the Disaster Management Group, means the person appointed or acting as the chairperson of the group under section 20 of the Disaster Management Act 2003.
Command:	The direction of members and resources of an agency in the performance of the agency's roles and tasks. Command operates vertically within an agency.
Control:	The overall direction of the activities, agencies or individuals concerned. Control operates horizontally across all agencies, functions and individuals. Situations are controlled.
Co-Ordination	The bringing together of agencies and individuals to ensure effective disaster management but does not include the control of agencies and individuals by direction.
Co-Ordination Centre:	A Centre established at State, District or Local level as a Centre of communications and co-ordination during response and recovery operations e.g. DDCC- District Disaster Co-ordination Centre, SDCC- State Disaster Co-ordination Centre, LDCC-Local Government Disaster Co-Ordination Centre.
Declared Disaster Officer:	i) a police officer; or (ii) a persons authorized under <i>s75(1) of the DMA</i> to exercise declared disaster powers for the disaster situation.
Disaster:	(1) A "disaster" is a serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to assist the community recover from the disruption. (2) In this section – 'serious disruption' means – (a) Loss of human life, or illness or injury to humans; or (b) widespread or severe property loss or damage; or (c) Widespread or severe damage to the environment.
Disaster District:	A part of the State prescribed under a regulation as a disaster District.

Disaster District Management Group:	The functional group as set out in the Disaster Management Act 2003
Executive Officer-State Disaster Management Group: (SDMG)	Of the State group, means the person who is the executive officer of the group under <i>section 19(3)</i> .
Operations Officer-District Disaster Management Group:	That person appointed by the District Disaster Coordinator to be the Operations Officer of the District Disaster Management Group for disaster management purposes.
Functional Lead Agency:	A Government Department allocated a responsibility by the State Disaster Management Group to coordinate a particular function in respect of disaster management.
Hazard:	A potential or existing condition that may cause harm to people or damage to property or the environment.
Incident:	Day-to-day occurrence which are responded to by a single Response agency by itself or in cooperation with other response agencies.
Local Disaster Co-Ordinator:	Chief Executive Officer or other council officer appointed by the Chair of the LDMG, as the Local Disaster Coordinator.
Local Controller:	The controller of a Local State Emergency Service Unit appointed under the <i>Disaster Management Act 2003</i> . The Local Controller is usually the appointed leader of a volunteer SES unit.
Local Disaster Management Group:	The persons responsible for implementing the requirements of Local Government with respect to development and implementation of disaster arrangements for their area
Local Disaster Management Plan:	A plan that documents agreed arrangements that are in place to deal with disaster events within its area of responsibilities.
Mitigation:	Measures taken in advance of an event aimed at decreasing or eliminating its impact on society and the environment.
NDRRA Financial Guidelines QLD:	Financial arrangements for the activation and delivery of Natural Disaster Relief and Recovery assistance within Queensland.
Non-Government Organisation:	A voluntary organisation or any other private individual or body, other than a government agency.
Planning:	Process of developing arrangements for coordinating a response and establishing priorities, duties roles and responsibilities of different individuals and organisations, including an actual state of preparedness.
Preparedness:	Action designed to minimise loss of life and damage, and to organise and facilitate timely and effective rescue, relief and rehabilitation in case an event. Preparedness is concerned with understanding the threat; forecasting and warning; educating and training officials and the population; and establishing organisations for the management of disaster situations including preparation of operational plans, training

	relief groups, stockpiling supplies, and accessing necessary funds.
Prevention:	Includes the identification of hazards, the assessment of threats to life and property and the taking of measures to reduce or eliminate potential loss of life or property and protect economic development.
Recovery:	Includes the process of returning an affected community to its actual level of functioning after a disaster. This process is divided into short term Recovery and Long-Term Recovery/Reconstruction. <ul style="list-style-type: none"> • Initial Recovery – the aim of initial recovery operations is to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies • Long Term Recovery – long term recovery, reconstruction or rehabilitation measures are the subject of separate arrangements.
Resources:	Includes food, manpower, any horse or other animal, vehicle, vessel, aircraft, plant, apparatus, implement, earthmoving equipment, construction equipment or other equipment of any kind or any means of supplying want or need.
Response:	Includes the process of combating a disaster and of providing immediate relief for persons affected by a disaster.
Risk:	Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability.
Risk Management:	The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, assessing, treating and monitoring risk.
State Disaster Management Group:	Queensland body responsible for the development of Disaster Management policy and coordination of resources necessary to ensure that all steps are taken to plan for and counter the effects of disaster.
Supporting Organisations:	Government Departments, statutory authorities, volunteer organisations and other specialist agencies who have indicated a willingness to participate and provide specialist support resources to a functional or threat specific lead agency during disasters.
Warning:	Dissemination of message signaling imminent hazard, which may include advice on protective measures.

1.10 Processes and Timeframes – Internal and External Assessment

This Local Disaster Management Plan will be reviewed every 12 months by the members of the LDMG, that plan will also be reviewed under the following circumstances:

- Following activation of the LDMG in response to an event,
- Following significant changes to the planning environment including changes in threats or the community,
- In response to changes in the planning guidelines, or
- In any other circumstance that the Chair believes a review is warranted.

1.11 Governance ProcessesCore Group

List for Mornington Local Disaster Management Group (Core Group)		
Name	Agency	Position
Brad Wilson	Mayor	Chair
Jane Ah Kit	Deputy Mayor	Deputy Chair
Frank Mills	Council (CEO)	XO
Brad Dickson	MSC (EXEC.Manager Infrastructure)	Representative
Kerry Whiting	MSC (EXEC Manager Finance & Human Services)	Representative
TBA	MSC (EXEC Manager Technical Services)	Representative
Tatiana Ah Mat	MSC (EXEC Manager Corporate Governance and Communication)	Representative
S/S Emma Riley	Queensland Police	OIC Mornington Police
Elliot Dunn	Emergency Management Coordinator Mt Isa QFES	Representative
Sgt Shane Smith	Queensland Police	Representative

Tony Francesco	Gunnamanda Store	Representative
Terri Byrne	Mornington Island State School	Representative
Peter McCutcheon	Queensland Ambulance	Representative
Leeona West	NWHHS	Representative
Area Director Mount Isa	Emergence Management QLD	Representative
Tommy Wilson	Wellesley Islands Rangers	Representative

Service Providers & Advisors

List for Mornington Local Disaster Management Group (Service Providers & advisors contacts)		
Name	Organisation	Position
Bobby Thompson	Wellbeing Centre	Representative
Farrah Linden	Mission Australia	Representative
	BYNOE	Representative
Geoff Byrne	Junkuri Laka	Representative
TJ Baker	PCYC	Representative
David Snowman	Telstra	Representative
	BAS	Representative
Jenny Sewter	Save The Children	Representative
Jeremy Palmer	NWRH-Aged Care	Representative
Jane Ah kit	Gidgee Healing	Representative
Susan Sewter	Mimdiyan Gununa	Representative
	Ergon Energy	Representative
Vanita Ah Kit	Probation and Parole	Representative
	SES	SES Local Controller
	QAS	OIC Queensland Ambulance
	Queensland Health	Queensland Health Rep
	Rural Fire Service	Rural Fire Inspector
	Telstra	Telstra
	EQ	Mornington Island State School
Tom Atu	DPMC	Representative
Jeff Magnus	Executive Officer Mt Isa DDMG	Representative

Membership of the Committee shall mean and include the person acting in the capacity of any of the above members or the delegate of the member as the case maybe. The delegate must have the authority to commit resources from parent body

Specialist Advisors

The following members whilst not regarded as “core” members of the LDMG, they may be called upon to give specialist advice about the role and capabilities that their organisation may be able to provide to the LDMG

Agency	Member
Jeff Magnus	Executive Officer Mt. Isa DDMG

Appointment of representative to District Group

The Mornington Shire CEO and Mayor are appointed as a member of the District Disaster Management Group.

Notification of membership to State Group

The LDC shall notify the State Disaster Management Group and District Group of the Local group’s membership once per annum. Changes to the executive membership will be forwarded to the state and district groups as they occur.

Meeting Schedule

The Mornington LDMG has an obligation under the Disaster Management Act to meet twice per year. Traditionally these meetings have been held prior to the traditional wet season and post season. The XO of the Mornington group will schedule these meetings and notify the members. All meeting will be minuted, and a copy of these minutes will be sent to the district group.

Administrative responsibilities

The LDC of the local group is responsible for the administrative responsibilities of the group. The following administrative tasks are to be undertaken by the group:

- Keeping of meeting minutes,

- Maintenance of contact list,
- Maintenance of membership lists
- Updating of local plan,
- Registration of correspondence,
- Reporting (as listed), and
- Conduct of meetings

Authority to activate the Group

The group may be activated by the Chair of the local group should the Chair believe that the activation in response to a threat is significant to warrant activation. The level of activation will be determined by the chair taking into account the likelihood and possible impact of the threat.

The group may be activated by the District Disaster Coordinator (DDC)

Activation of the group will occur independently of activation of NDRRA, the decision to activate will be based on threat rather than financial implications.

Once the group is activated situation reports will be compiled and submitted to the district group at a frequency determined by the district group.

Whilst there may be no requirement for the entire group to be in attendance at a coordination centre the chair is to ensure that the entire group is kept informed of the situation and actions of the group.

The group will stand down only after the decision to cease activity has been made from the chair and the DDC.

Once the group has stood down a final situation report will be compiled and sent to the district group.

Reporting Requirements

The LDC of the Mornington Group is responsible for the administrative and reporting obligations of the group. The following reporting must be undertaken by the group:

Report	Submitted to	Frequency	Format
Meeting minutes	DDMG/SDMG	Following every meeting	Council minutes
LDMG Report	DDMG/SDMG	Yearly	Issued by SDMG
LDMG Membership	DDMG/SDMG	Yearly	With above
Situation reports	DDMG	As negotiated	As issued
Activation report	DDMG	As required	Issued by DDMG

2.0 LOCAL DISASTER MANAGEMENT GROUP

Under the Disaster Management Act 2003 (section 29) a local government must establish a Local Disaster Management Group for the local government area. The roles and responsibilities for the core group are detailed in the Terms of Reference in section 1.3 of this plan.

State government agencies and organisations have designated responsibilities in disasters which reflect their legislated and/or technical capability and authority with respect to hazards, functions and/or activities of disaster management.

This list contained in Annexure A – Agency Roles and Responsibilities of the State Disaster Plan is not exhaustive; it focuses on the roles and responsibilities of agencies at the State level only. Importantly, this list aims to ensure, from a whole-of-government perspective, that all accountabilities of the State government with respect to disaster management have been addressed.

DRAFT

3.0 DISASTER RISK ASSESSMENT

3.1 Community Context

Geography

Mornington Island is the largest Island in the Wellesley group with an area of 700km. Located in the South-West of the Gulf of Carpentaria the island has one populated town Gununa on the South West side of the island. There are numerous outstations on the Island that are populated by family group from time to time. The other island in the Wellesley group have a number of outstations located on them the largest being Bentinck Island, Sweers Island has a permanent fishing lodge with two permanent residents.

The Island is moderately vegetated in the central areas with numerous open tidal plains across the island. The Island is reasonably flat with more elevation on the Northern Side of the Island.

There are no river systems on the island however low-lying areas are prone to flooding.

Climate and Weather

Mornington Island experiences the extreme of summer hot days combined with a wet season from November to March and a cooler and dry winter. The Shire can experience severe Cyclones during the wet season. Dust storms and smoke haze can occur often during the dry months.

Rain events are common during the summer months, but winter rain has been experienced at times.

The weather radar is on the Island, which covers the Gulf.

Population

The population of the Island is 1,600 (community census). The population is predominantly Indigenous (73.1%) and mostly resides in the main town area.

Vulnerable People

Elderly and infirmed individuals in the community are known to the care providers.

Community Preparedness

Residents of the Mornington Shire are resilient and accustomed to the regular storms and severe weather that accompanies the wet season in the area.

Industry

Industry in the Mornington Shire is predominately council employment; there is no agricultural or manufacturing industry.

Critical Infrastructure

Critical infrastructure includes power, water, sewage, roads and essential services buildings.

Electricity Supply

Mornington Shire is powered by a diesel generator.

Water Supply

Water supply is treated dam supply.

Sewerage

The Island is serviced by a sewage system.

Roads

There are a number of unsealed roads on the Island.

Airport

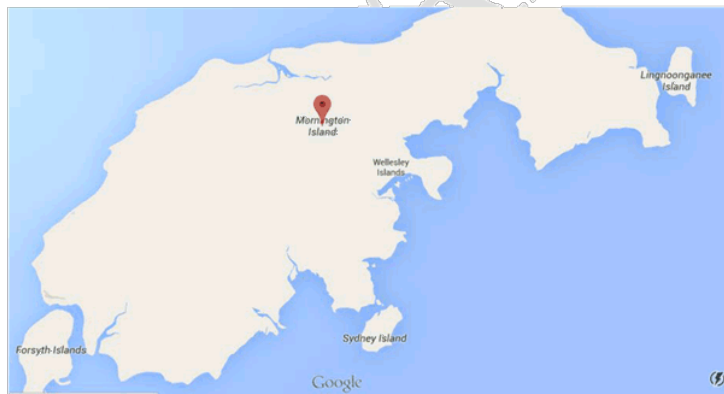
There is a council owned Airport.
Regular flights from Mornington to Mount Isa and Cairns

Airport codes: ONG YMTI
Type: local airport (light traffic)
Scheduled airline service: yes
Latitude: -16.662500 | 16 39.750023 S | S16 39 45
Longitude: 139.177994 | 139 10.679626 E | E139 10 40
Field elevation: 33 ft/10 m MSL
Magnetic variation: 5.4°E

09/27 4,987 x 98 ft (1,520 x 30 m) — other (PER) — lighted

12/30 2,480 x 59 ft (756 x 18 m) — gravel — not lighted

The Barge service operated weekly from Karamba, this is the normal method of transferring goods to and from the island. There is a loading and unloading facility at Gununa.



Essential Services

Mornington Island:

Queensland Ambulance
Queensland Police
Queensland Health (inpatient facility)
SES
Rural Fire Service

Hazardous Sites

There are no hazardous facilities on the island.

Public Buildings, Spaces and Events

The Mornington Shire has no areas that would be considered high density.

Neighbour relationships

The Mornington Shire has good working relationships with all neighbouring Shires.

DRAFT

3.2 Hazards

The risk management record draws heavily on information in the Mornington Natural Disaster Risk Management Study.

3.3 Risk Assessment

Risk analysis and evaluation

The risk assessment was conducted by AECOMs in January 2013.

18.2 Intolerable Risks

The analysis has not nominated any extreme risks and therefore no risks have been identified as intolerable.

18.3 Tolerable subject to ALARP

The ALARP Process aims to determine what, if any, control measures will reduce the risk to a tolerable level. At the conclusion of the analysis, the risk severity may not have been reduced. However, it is entirely appropriate and acceptable to tolerate the risks, provided that the risks are known and managed.

The ALARP analysis will focus on current controls in place and whether any control implementation or improvement opportunity will shift the risk rating and hence the tolerability rating.

Another factor that needs to be questioned is whether a change in the confidence of the risk rating would make the risk more tolerable according to Table 25.

For the purposes of this project the treatment process in Section 18.1 of this report will be used to assess ALARP.

The following risks have been identified as tolerable subject to ALARP:

Table 26 Summary of risks identified as tolerable subject to ALARP

Risk Statement (Potential for)	Flooding	Cyclone	Thunderstorm	Wildfire	Storm Surge	Tsunami	Earthquake
INFRASTRUCTURE AND BUILDINGS							
Loss of supplies to community		✓					

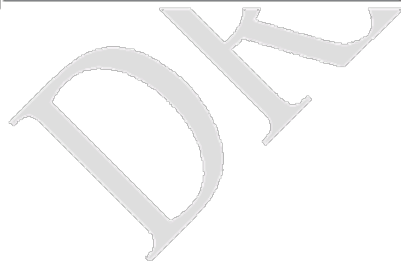
18.4 Broadly Acceptable Risks

The risks that are broadly acceptable and based on the continuing vigilance to existing preventative and preparedness controls are listed in the risk register and as per the definition of broadly acceptable will not require further analysis and discussion.

The following risks have been identified as broadly acceptable:

Table 27 Summary of risks identified as broadly acceptable

Risk Statement (Potential for)	Flooding	Cyclone	Thunderstorm	Wildfire	Storm Surge	Tsunami	Earthquake
PEOPLE							
Residents possessions to be damaged or lost	✓	✓	✓	✓	✓	✓	✓
People to be isolated	✓	✓	✓	✓	✓	✓	✓
Homelessness among community residents	✓	✓	✓	✓	✓	✓	✓
ENVIRONMENT							
Widespread environmental damage	✓	✓	✓	✓	✓	✓	✓
Climate change impacts							
ECONOMY							
Employment to be impacted	✓	✓	✓	✓	✓	✓	✓
PUBLIC ADMINISTRATION							
Council administration and functions to be impacted	✓	✓	✓	✓	✓	✓	✓
Public administration to be impacted	✓	✓	✓	✓	✓	✓	✓



19.0 ALARP and Treatment Analysis

The following sections document the analysis on current controls and whether a gap in the information requirement exists in order to make a confident analysis. Both these factors will lead to a decision on whether the risk is as low as reasonably practical or requires further analysis.

19.1 Treatment Principles

The principles of prevention, preparedness, response and recovery provided the framework within which risk treatment options were devised and developed. Natural disaster risks can be managed and controlled by implementing risk treatment options that are identified by taking each classified risk and evaluating what intervention strategies are possible. Risk treatment options typically fall into the categories of: advance warning and monitoring; public knowledge, awareness and preparedness; planning and legislative measures; and engineering and public works measures.

19.1.1 Advance Warning and Monitoring

Council, in conjunction with the Bureau of Meteorology and emergency response agencies, has implemented strategies in the form of advance warning and monitoring systems that allow Council to issue warnings to the community. The Bureau of Meteorology's flood warning network facilitates the advance warning and monitoring of flooding in the Shire. Flood warnings and river height bulletins are delivered to the Council, the Police Force, State Emergency Services, to other agencies involved in flood response and to the public prior to and during flooding.

When weather conditions cause the bushfire risk to become extreme, the Bureau of Meteorology issues Fire Weather Warnings. Warnings are broadcast on radio and television. Local fire authorities declare total fire bans when they receive a Fire Weather Warning from the Bureau. Monitoring of the quantity of vegetation available for fuel for fires by the Rural Fire Service also serves to manage and control bushfire risks.

19.1.2 Public Knowledge, Awareness and Preparedness

Being prepared, and having knowledge and a capacity to improvise lessens an individual's vulnerability to natural disasters. Those who lack knowledge of local conditions or who wait and rely on others for help are more vulnerable. Raising the community's knowledge and awareness of natural disaster risks, of warning and monitoring services and of self protective measures that can be taken is therefore recommended. The assistance and input from emergency services agencies is necessary to ensure information delivered is accurate and effective. The Council newsletter is a medium through which a community awareness and education campaign could be delivered.

The transient population of indigenous communities necessitates awareness and education campaigns be delivered annually (or whenever the natural disaster risk occurs) so that newly arrived residents are not missed.

19.1.3 Planning and legislative Measures

It is recommended that a Natural Hazards Code be developed and included in the current revision of the Town Plan under the Integrated Planning Act. Controls for future land and building development, making reference to known flood levels and bushfire prone areas should also be drafted and included.

It is recommended that statements regarding the safety and well-being of the community from the perspective of natural hazard impacts be drafted and included in the Corporate Plan. Provision for expenditure on natural disaster mitigation should be included in the Operational Plan.

The Local Disaster Management Plan is out of date and is needed to be rewritten to be brought in line with the current recommended planning guidelines. Other planning and legislative measures suggested include drafting procedures for inspections, recommissioning and cleaning up after natural hazard impacts.

19.1.4 Engineering and Public Works Measures

Numerous engineering and public works measures have been recommended to mitigate the disruptions and damage caused by flooding, bushfires and severe thunderstorms. Recommended measures include upgrading and sealing roadways, upgrading communication capabilities, upgrading stormwater drainage and clearing silt and debris, maintenance of levee walls and improving emergency response facilities.

It is recommended that fire breaks be graded on Council owned property, controlled burn-offs be conducted in bushfire risk areas and water supply infrastructure in rural communities be upgraded to enable fire fighting from town mains supply.

19.2 Treatment Outcomes

The treatments are identified below in Error! Reference source not found, and have been linked to the respective sub-sections that address each of the risks in more detail.

4.0 CAPACITY BUILDING

8.11. Capacity Building

Capacity is a combination of the capability and the resources available to the LDMG that can reduce the level of risk, or the effects of a disaster. Capacity can be built through a combination of training and exercise programs targeted to specific local requirements.

The practice of continuous improvement involves processes and arrangements being regularly evaluated and improved to ensure they remain relevant, efficient, effective and flexible.

Figure 7: Continuous Improvement Process



4.1 Community Awareness

There is an ongoing public awareness programme conducted through the Mount Isa Area Director, Emergency Management Queensland.

This programme comprises the following elements:

- (a) Publications explaining flooding and emergency procedures;
- (b) Preparation of media releases explaining flooding preparedness and emergency procedures;
- (c) Publications prepared by statutory services detailing the measures that should be taken to prevent, minimise and deal with the effects of emergency situations; and
- (d) Ongoing media campaign to encourage the public to "be aware".

Stocks of these publications will be made available to the public by Council.

A local public education campaign should be held in Mornington using these materials.

Public information is that information which is passed on to the public prior to, during, and after, a Disaster, such as warnings and directions.

Due to the remote location of Mornington, it is unlikely

Providing such information is not urgent, the Disaster Management information will be passed to radio and television media for dissemination to the public of as directed by the Controlling Authority. However, where there is insufficient time for this means of dissemination, it will be necessary to inform the public directly and this will become a task for the LDMG.

All outside media inquiries are to be directed to the Chairperson or their delegate.

8.11.1. Community awareness

LDMGs and DDMGs have a joint responsibility to ensure their community is as prepared and resilient for potential events as available resources will allow. It is important to acknowledge that hazards and community characteristics may be similar across local government and media broadcast areas will routinely overlap local government boundaries. In recognition of these facts, LDMGs should identify opportunities for consistent messaging, joint programs and commonalities in conjunction with the relevant DDMG.

The LDMG can also add to community awareness by identifying and consulting on consistencies and inconsistencies across local, district and State boundaries. Local government areas that border on State boundaries may wish to coordinate consistent community awareness programs with their jurisdictional neighbours.

LDMGs should develop a community awareness program targeted at addressing the specific needs of local communities through:

- community awareness events;
- joint projects and opportunities for community engagement; and
- social marketing projects.

The Mornington Shire will ensure that public education material in relation to natural hazard events is available on the Council website on a page specifically dedicated to Local Disaster Management.

Prior to the onset of the traditional wet season additional public education will be undertaken by the State Emergency Service and Queensland Fire and Rescue. The focus of this education will be school aged children.

During flood events the Shire will work closely with media to ensure that the condition of roads in the shire is widely disseminated, this will assist in reducing the number of persons becoming stranded in the town and on roads in the shire.

4.2 Training

8.11.2. Training

Disaster management training has been identified nationally as an essential means through which agencies can develop and maintain their disaster management capabilities and capacity. Training and education can provide the knowledge, skills and attitudes required to address the issues of disaster management through prevention, preparedness, response and recovery. Furthermore, training is important in ensuring that all agencies can seamlessly integrate their arrangements and contribute to effective and coordinated disaster operations.

Training for disaster management stakeholders is undertaken in accordance with the Queensland Disaster Management Training Framework which outlines available training courses and the intended stakeholders. The Framework encompasses the arrangements themselves, the processes, functions and activities that underpin disaster management and disaster operations.

As one of the activities undertaken to maintain or enhance capability under the QDMA, the Act provides a legislative requirement for EMQ to ensure that persons involved in disaster operations are appropriately trained. It is also the responsibility of all stakeholders with disaster management and disaster operations roles to undertake the training relevant to their role as outlined in the Queensland Disaster Management Training Framework.

Each LDMG should regularly assess training needs and develop a LDMG Training Program in consultation with the EMQ member on the LDMG. Where possible, this training program should maximise opportunities for joint training between LDMGs and other groups involved in the QDMA.

The Queensland Disaster Management Training Framework is available on the DM Portal and further information on the Framework and disaster management training can be obtained through the EMQ member on the LDMG.



The Mornington Local Disaster Management group will undertake disaster management training in line with the Queensland Disaster Management Training Framework.

	LDC	Chair/Deputy Chair	LDMG Member	Local Recovery Coordinator	LDCC Staff	LDMCC Liaison Officer
QDMA						
Disaster Management Planning						
Disaster Coordination Centre Modules 1, 2 & 3						
Evacuation Modules 1 & 2						
Evacuation Centre Management						
Recovery Modules 1, 2 & 3						
Resupply						
Warnings & Alert Systems						
Disaster Relief & Recovery Funding Arrangements						
LDMG Member Induction						
Local Disaster Coordinator Induction						
Local Recovery Coordinator Induction						

4.3 Exercises

The LDMG has the responsibility to conduct disaster management exercises with each individual agency to ensure they have exercised and practiced procedures. EMQ will be utilised to facilitate exercises conducted for groups in the disaster management arrangements.

A hot debrief will be conducted immediacy following the exercise, a debrief will be conducted in the format of SWOT:

- Strengths: characteristics of the team that give it an advantage over others
- Weaknesses: are characteristics that place the team at a disadvantage relative to others
- Opportunities: external chances to improve performance in the environment
- Threats: external elements in the environment that could cause trouble for the team.

Any issues identified should be noted and recorded against one or more of the P²OST²E categories, depending on your perception of the reason behind the issue identified.

People	roles, responsibilities and accountabilities, skills
Process	includes plans, policies, procedure, processes
Organisation	structure and jurisdiction
Support	infrastructure, facilities, maintenance
Technology	equipment, systems, standards, interoperability, security

Training	capability qualifications/skill levels, identify courses required
Exercise Management	exercise development, structure, management, conduct

4.4 Post Disaster Assessment

Following any operational activity, the LDMG will meet to identify and adopt any lessons that can be learnt from the actions taken during the response to continuously improve the LDMP. The LDMP has been delegated the role of continually reviewing and assessing the effectiveness of disaster management. Immediately following an event a HOT debrief will be conducted as detailed in the Exercises heading. A post full post event review will be conducted with the results including any corrective actions to be disseminated to the LDMG members and the XO of the District Group.

DRAFT

5.0 RESPONSE STRATEGY

The Mornington Shire has access to the staff and equipment to deal with the majority of events that threaten the shire. Widespread damage or multiple events would require the resources of the shire to be supplemented by the district group.

Mornington has predominantly activated for flooding in the past. Due to the nature of the flooding there is a considerable lean forward phase where flooding can be reasonably predicted. In the event of incident with little or no warning and widespread damage (earthquake or severe storm) local emergency response agencies would be quickly overwhelmed. In this case additional resources would be requested from Mount Isa.

During major or prolonged flooding, the LDMG may need to request a resupply of essential goods due to the normal transport route (via Karumba) being impassable.

The Mornington Shire has the capability to manage events that occur in the shire on a regular basis, these include minor to moderate flooding, fires with minimal structural damage and short duration storms.

Larger scale events in the shire or multiple events would require the support of outside agencies. The shire has the capacity to effect small scale evacuations however larger scale evacuation with prolonged shelter phases would require assistance from outside of the shire.

Whilst the shire has access to a range of services it recognises the limitations within these services. An example of this is that lack of a surgical facility in the shire.

Events that would be beyond the capacity of the shire would include, but not be limited to:

- Flash flooding of significant dwellings,
- Earthquake with multiple structural failures,
- Exotic animal disease,
- Events that require long term housing for evacuated persons, and
- Events with multiple fatalities or multiple serious injuries.

Operational Planning

The Concept of Operations document is held separately to this plan.

The Concept of operations document is known as the working papers and is a summary of this document design to assist LDMG in times of disaster by providing quick access to important information contained in this plan.

The COO details the stages of activations of the group and the roles of the staff in the coordination centre. Within the COO document there is a large portion of operational plans, these plans detail items that should be covered during different phases or actions of the response.

Management of Residual Risks

Throughout the risk management process there will be residual risks. These are the risks to the shire that cannot be reduced within the capacity of the shire.

For the Mornington shire there will be two main residual risks:

Staffing: It is recognised that the shire will lack the staff or specialised skill sets that may be required during an event. These identified residual risks will be referred to the DDMG for inclusion in the district disaster management plan.

Engineering: In order to remove or significantly reduced certain risks modification assets through engineering will be required. As an example, in order to flood proof, the highway to Townsville all bridges and roads must be constructed above Q100. Residual risk will remain where these engineering modifications are not cost effective for the risk posed, this residual risk will be accepted by the shire.

5.1 Warning Notification and Dissemination

Extract from Local Disaster Management Guidelines

8.12.1. Warning notification and dissemination

Warning products issued by the Bureau of Meteorology include, but are not limited to, severe weather warning, tropical cyclone advice and tsunami warning. The LDC can also request, through their EMQ member on the LDMG, an Emergency Alert campaign to be delivered via landline and text messages to potentially affected constituents.

The LDMG has an important role in ensuring the notification and dissemination of warnings to members of the LDMG and elements of the community that may fall under the responsibility of LDMG member agencies.

It is important that the LDMG has an established notification and dissemination process prepared, documented within the LDMP, and able to be implemented. It is essential that this notification and dissemination process takes into account the time restrictions of rapid onset events like tsunami.

The process for the notification and dissemination of warning products is not a function dependent on the activation of the LDMG; rather it should be the automatic responsibility of LDMG Executives and members, regardless of the status of activation of the LDMG.

For further information on warnings see the section on Public Information and Warnings Sub-Plan in section 9 of this document and also refer to the Emergency Alert Operational Guidelines available at www.disaster.qld.gov.au

5.2 Activation of Response Arrangements

Timely activation of the LDMG is critical for an effective response to an event. The decision to activate is dependent upon several factors including the perceived level of threat. The activation of the QDMA may either be bottom up or top down. Bottom up activations escalate up through the disaster management arrangements where the LDMG requires support and top down activations involve escalation down through the arrangements from the SDMG where the imminent threat has a broader implication across the State.

The QDMA are activated using an escalation model based on the following levels:

- **Alert** – A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.
- **Lean forward** – An operational state characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on stand by and prepared but not activated.
- **Stand up** – An operational state where resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated.
- **Stand down** – Transition from responding to an event back to normal core business and / or continuance of recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.

The movement of disaster management groups through this escalation phase is not necessarily sequential, rather is based on flexibility and adaptability to the location and event. Activation does not necessarily mean the convening of the LDMG, rather the provision of information to group members regarding the risks associated with a pending hazard impact.

The four levels of activation, as defined in the SDMP, are shown in table below.

	Triggers	Actions	Communications
Alert	Awareness of a hazard that has been the potential to affect the local government area	<ul style="list-style-type: none"> • Hazard & risks identified • Information sharing with warning agency • LDC contacts EMQ • Initial advice to all stakeholders 	Chair and LDC on mobile remotely
Lean Forward	There is a likelihood that threat may affect local government area Threat is quantified but may not yet be imminent Need for public awareness LDMG is now to manage the event	<ul style="list-style-type: none"> • EMQ and LDC conduct analysis of predictions • Chair and LDC on watching brief • Confirm level & potential of threat • Check all contact details • Commence cost capturing • Conduct meeting with available LDMG • Council staff prepare for operations • Determine trigger point to stand up • Prepare LDCC for operations • Establish regular communications with warning agency • First briefing core members of the LDMG • LDC advises DDC of lean forward & establishes regular contact • Warning orders to response 	Chair, LDC and LDMG members on mobile and monitoring email remotely Ad-hoc reporting