



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

Date: Wednesday, 15 June 2022
Time: 9AM
Location: Council Chamber
Mission Road
Gununa

BUSINESS PAPER

Ordinary Council Meeting

15 June 2022

Graham King
Acting Chief Executive Officer

To empower our Community – Our people
To feel solid and strong like the rock in Mundalbe
To taste and hear the breaking waves of change
To establish clean, safe, healthy lifestyles togetherness
Pride and respect for each other in our culture, achievements and successes.
To see and smell the compassion and peacefulness of our community

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

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

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

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - COUNCIL MEETING - 18 MAY 2022

Author: Acting Chief Executive Officer

Attachments: Nil

OFFICER'S RECOMMENDATION

That the Minutes of the Council held on Wednesday 18 May 2022 be received and the recommendations therein be adopted.

**MINUTES OF MORNINGTON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MISSION ROAD, GUNUNA
ON WEDNESDAY, 18 MAY 2022 AT 9AM**

1 OPENING OF MEETING

The meeting was opened by Deputy Mayor, David Barnes at 9:10am.

Mayor Yanner to join the meeting later.

2 ACKNOWLEDGMENT OF COUNTRY

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

3 PRESENT

Deputy Mayor David Barnes, Cr Dwayne Rogers, Cr Roxanne Thomas, Cr Robert Thompson Graham King , Jarrod Martin , Jayne Schulze , Geoffrey Rewald , Violet Taulanga , Rhianne Williams and Jamie Naidu.

4 LEAVE OF ABSENCE

Nil

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

Nil

6 CONDOLENCES AND MEMORIALS

One minute silence of loved ones who have passed.

7 CONFIRMATION OF MINUTES

That the Minutes of the Council held on Wednesday 20th April 2022 be received and the recommendations therein be adopted.

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

CARRIED 4/0

8 DEPUTATIONS

Gayle de la Cruz: Project Manager of Gulf Academy gave Council an update on the project.

This project is to have a community controlled centre of excellence made up of a number of integrated parts, established to nurture young people from across the Lower Gulf in a culturally appropriate holistic environment that focuses on their cultural, social and emotional needs – providing them with quality education and training to support their transition into adulthood and employment.

9 ACTION SCHEDULE**9.1 ACTION ITEMS AS AT 18TH MAY 2022****RESOLUTION 2022/86**

That Council receive and note the Report and authorise the removal of the Barge operations 2021/07-27.

Moved: Cr Roxanne Thomas

Seconded: Cr Dwayne Rogers

CARRIED 4/0

RECEPTION & CONSIDERATION OF OFFICERS REPORTS**10 MAYOR AND COUNCILLORS REPORTS**

Nil

11 CHIEF EXECUTIVE OFFICER'S REPORTS

Cr Robert Thompson left the Meeting at 9:53am and returned to the meeting at 9:54am.

11.1 PROVISION OF PEST WEED AND FIRE CONTROL SERVICES**RESOLUTION 2022/87**

That Council receive and note the Report.

Moved: Cr Dwayne Rogers

Seconded: Cr. Roxanne Thomas

CARRIED 3/0

11.2 TABLING OF QUEENSLAND AUDIT OFFICE REPORT TO PARLIAMENT 2021-22**RESOLUTION 2022/88**

That Council receive and note the Report.

Moved: Cr Robert Thompson

Seconded: Cr Roxanne Thomas

CARRIED 4/0

Jarrold Martin left the Meeting at 10:06am and returned to the meeting at 10:08am.

11.3 LGAQ UPDATE TO TCICA MEETING MAY 2022**RESOLUTION 2022/89**

That Council receive and note the report.

Moved: Cr Dwayne Rogers

Seconded: Cr Roxanne Thomas

CARRIED 4/0

11.4 INDIGENOUS SUICIDE POSTVENTION SERVICE**RESOLUTION 2022/90**

That the Mayor, on behalf of Council, invites both the StandBy and Thirrili Services to Mornington Island to meet with the community and further explain their services and to conduct any relevant training sessions.

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

CARRIED 4/0

11.5 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION**RESOLUTION 2022/91**

That council authorise the Mayor, Deputy Mayor and any other Councillors to attend the National Assembly in Canberra from 19-22 June 2022.

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

CARRIED 4/0

11.6 ESTABLISHMENT OF A LIBRARY SERVICES - GUNUNA MORNINGTON ISLAND**RESOLUTION 2022/92**

That council authorise the Acting CEO to enter the agreement with State Library for Mornington Island.

Moved: Cr Rogers

Seconded: Cr Thompson

CARRIED 4/0

Rhianne Williams left the Meeting at 10:25am and returned to the meeting at 10:28am.

11.7 PCYC FUNDING**RESOLUTION 2022/93**

That council enter into a 3 year agreement with the PCYC Mornington Island to conduct Sport and Recreation programs from July 1st 2022 to June 30th 2025 to be funded from the State Governments Deadly Active Sport and Recreation Program.

Moved: Cr Roxanne Thomas

Seconded: Cr Robert Thompson

CARRIED 4/0

Cr Roxanne Thomas left the Meeting at 10:35am and returned to the meeting at 10:38am.

11.8 QUEENSLAND LOCAL GOVERNMENT GRANTS COMMISSION**RESOLUTION 2022/94**

That Council receive and note the Report.

Moved: Cr Roxanne Thomas

Seconded: Cr Dwayne Rogers

CARRIED 4/0

Mayor Yanner joined the meeting 10.43am.

11.9 RELOCATION AND REPATRIATION POLICY**RESOLUTION 2022/95**

That Council receive and adopt the Relocation and Repatriation Policy.

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

CARRIED 5/0

10.50am Meeting adjourned for morning tea.

11.05am Meeting resumed.

12 STAFF REPORTS - FINANCIAL SERVICES**12.1 COMMUNITY DEVELOPMENT REPORT****RESOLUTION 2022/96**

That Council:

1. Receive and note this Report;
2. That Council provide “in principle” support for the submission of 7 applications for a Community Liquor Permit; and
3. That council conduct a community survey to get input into how and when alcohol should be distributed around Sorry Day.

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

CARRIED 5/0

12.2 MORNINGTON ISLAND GAZETTED HOLIDAYS 2022**RESOLUTION 2022/97**

That Council note and accept this Report.

Moved: Deputy Mayor David Barnes
Seconded: Cr Dwayne Rogers

CARRIED 5/0

12.3 FACILITIES REPORT**RESOLUTION 2022/98**

That Council receive and note this Report.

Moved: Cr Roxanne Thomas
Seconded: Deputy Mayor David Barnes

CARRIED 5/0

12.4 FINANCE REPORT**RESOLUTION 2022/99**

That Council:

1. Receive and note this Report.
2. Adopt the 2022/23 budget timetable as contained in this Report.

Moved: Deputy Mayor David Barnes
Seconded: Cr Roxanne Thomas

CARRIED 5/0

13 STAFF REPORTS - GOVERNANCE AND COMMUNICATIONS

Nil

14 STAFF REPORTS - INFRASTRUCTURE & TECHNICAL SERVICES

14.1 HOUSING REPORT

RESOLUTION 2022/100

That Council receives and notes this Report.

Moved: Deputy Mayor David Barnes

Seconded: Cr Roxanne Thomas

CARRIED 5/0

14.2 WHS REPORT MAY 2022

RESOLUTION 2022/101

That Council receives and notes this Report.

Moved: Mayor Yanner

Seconded: CR Roxanne Thomas

CARRIED 5/0

14.3 INFRAStructure AND TECHNICAL SERVICES REPORT

RESOLUTION 2022/102

That Council receive and note this Report.

Moved: Deputy Mayor David Barnes

Seconded: CR Robert Thompson

CARRIED 5/0

Jamie Naudi & Jarrod Martin left the Meeting at 3:17pm and returned to the meeting at 3:19pm.

14.4 LOT 911 SUBDIVISION

RESOLUTION 2022/103

That Council note the two design Options (1 & 2) and the two indicative infrastructure cost associated with the two designs,

That Council note that the indicative infrastructure costs does not include:

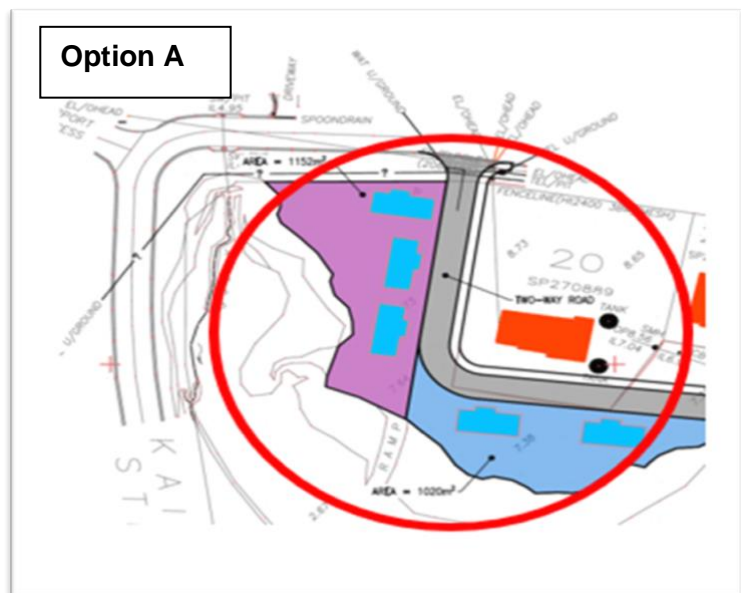
- a. Geotechnical costs,
- b. Electricity supply costs, or
- c. Dwelling construction costs.

Revised project scope

That Council still wants to provide single women's accommodation at this location and request RILIPO to investigate the following options.

Option A

- a) The cost to provide infrastructure for a development on the purple and blue blocks only.
- b) Including the redevelopment of Lot 20 as part of the larger women's accommodation precinct.



Option B

- a) The cost to provide infrastructure for a development on the orange, yellow and greens blocks only.
- b) Access from Marndatharrkan Street
- c) Moving of the Electrical post at Marndatharrkan Street
- d) Protecting the sewer line.



That Council is to incorporate this subdivision report into the Gununa Airport Runway Realignment Project indicating the associated high costs of developing on the remainder available Council Land.

That council request Remote Indigenous Land and Infrastructure Program Office to investigate the provision of a single women’s accommodation at LOT 911 & LOT 20.

Council to advise on Option A revision and discuss development plans and costings in next Council Meeting.

That Council request the Remote Indigenous Land and Infrastructure Program Office (RILIPO) not to progress with the Development Application (DA) in its current form for Option 1 & 2.

Moved: Deputy Mayor David Barnes
 Seconded: CR Robert Thompson

CARRIED 5/0

14.5 INFRASTRUCTURE AND TECHNICAL SERVICES**RESOLUTION 2022/104**

That Council receive and note this Report.

Moved: Deputy Mayor David Barnes
Seconded: CR Robert Thompson

CARRIED 5/0

Cr Robert Thompson left the Meeting at 3:33pm and returned to the meeting at 3:34pm.

14.6 ERGON ENERGY**RESOLUTION 2022/105**

That Council accept the offer by Ergon Energy to undertake the repairs and replacement of street lights in Gununa at a cost of \$76,560.

Moved: CR Robert Thompson
Seconded: Deputy Mayor David Barnes

CARRIED 5/0

14.7 DEVELOPMENT APPLICATION (SECTION 51 OF THE PLANNING ACT 2016) FOR PROPOSED DEVELOPMENT OF LOT 9SP270889 CEMETERY ROAD, GUNUNA, MORNINGTON ISLAND**RESOLUTION 2022/106**

That Council approve: (subject to conditions)

- a) The Development Application lodged with Council by Innovate Urban on behalf of the Mornington Shire Council for:
 - I. Material Change of Use to enable the start of a new use being six (6) Multiple Dwellings within the General Residential Zone on Lot 9SP270889; and
 - II. Operational Works to enable the development of infrastructure services requirement for the development.

Moved: CR Roxanne Thomas
Seconded: Deputy Mayor David Barnes

CARRIED 5/0

That Council moves into Closed Council at 4:10pm

15 STAFF REPORTS - HUMAN SERVICES

Nil

16 CONFIDENTIAL REPORTS**RESOLUTION 2022/107**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the Local Government Regulations 2012:

16.1 Confidential Report - Mornington Island New Civic Centre

This matter is considered to be confidential under Section 254J3(g) of the Local Government Regulations 2012, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

16.2 Confidential Report - Council Organisational Structure

This matter is considered to be confidential under Section 254J(b) of the Local Government Regulations 2012, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees.

Moved: CR Robert Thompson
Seconded: Deputy Mayor David Barnes

CARRIED 5/0

That Council moves out of Closed Council into Open Council.

16.1 CONFIDENTIAL REPORT - MORNINGTON ISLAND NEW CIVIC CENTRE**RESOLUTION 2022/108**

That Council received and note the Report and confirm the Acting CEO acceptance of the appointment of the successful tender as recommended by the Project Manager.

Moved: Deputy Mayor David Barnes
Seconded: CR Robert Thompson

CARRIED 5/0

16.2 CONFIDENTIAL REPORT - COUNCIL ORGANISATIONAL STRUCTURE**RESOLUTION 2022/109**

That in accordance with Section 196(1) of the Local Government Act 2009, Council resolves to approve changes to the organisation structure as presented by the Acting Chief Executive Officer.

Moved: CR Robert Thompson
Seconded: Deputy Mayor David Barnes

CARRIED 5/0

17 NEXT MEETING

The next meeting will be held on 15 June 2022.

18 CLOSURE

Mayor Yanner closed the meeting at 4:12pm.

Graham King
Acting Chief Executive Officer.

Minutes Confirmed:

Mayor

Date: 26 May 2022

Graham King
Acting Chief Executive Officer

8 DEPUTATIONS

9 ACTION SCHEDULE

9.1 ACTION ITEMS AS AT 15 JUNE 2022

Author: Acting Chief Executive Officer

Attachments: 1 Action Sheet

PURPOSE (EXECUTIVE SUMMARY)

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The last time Council reviewed the Action Schedule was in October 2022. The following comments have been updated from previous meeting:

Horse Containment and Fencing Program

MAY 2022 update

- All the fencing has been finished
- Should be able to get the water onto the horse trough very soon
- Once that is complete, we are ready for horse containment
- Jarrod would like to organise a workshop
- Discuss with owners about containment procedure going forward.
- CR. Thompson raised the issue with the dogs in the community and asked about animal control

Gununa Cemetery – survey of cemetery to be done and all plots identified.

MAY 2022 update

- In the budget this year there will be a dedicated position
- Fulltime position who will run the Cemetery
- Third party help develop a software to keep a database
- Nick Barnes willing to help with database
- Headstones to be organised for past Chairmen & Mayors

Burial Assistance for the return of deceased persons back to Island – ongoing

- MAY 2022 update
- Disused with the Champions and they are working on a solution

Long Term Asset Management Plan

Local Government Compliance Checklist

Corporate Plan

Council's Security Contract

Provision of Men's Shed

MAY 2022 update

- Ongoing finding a location

Preliminary discussion on ILUA for GRAC Lands

MAY 2022 update

- Graham requested an update and received quotes.
- Councillor B. Thompson mentioned alternative place to collect sand - Late former Mayor Jacobs Country.
- Deputy Mayor requested an urgency on locating alternative location to collect sand - The road to access needs fixing

Improving barge services/barge service Review

MAY 2022 update

- 3 minor matters (equipment missing) should be arriving week ending 22.05.22
- New survey after amendments is made
- Enquiring if the barge can carry passengers

Plaque to recognise families of the original settlement

- MAY 2022 update
- Permission granted; location & design has been given to V. T

Fisheries Licences Gulf of Carpentaria – Green Zone**Council's Funeral and Undertaking Role – ongoing**

Mornington Island Nursing Home – this involves undertaking emergent replacement works as previously reported to Council.

MAY 2022 update

- Include in the budget, 3 quotes have been done for emergency fencing

HR Applications completion rates**HR External Training****HR Apprenticeship Training and Development****Mirabou Pty Ltd – on-going****Proposed Bynoe and Council Workshop Agreement**

MAY 2022 update

- Bynoe has presented a drawing and location where they would like - Re-visit the town plan

Policy to support local residents in achieving excellence in an activity in which they have received high recognition**Headstones for past Chairman/Mayors**

- Council authorised headstones to be provided on all past Chairman/Mayors who are buried in the Mornington Island Cemetery in recognition of their significant contribution to Community life.

Indigenous Knowledge Centre

- Investigation of suitable accommodation for such a Centre.

Community Wi-Fi

- Enter into an agreement with NBN to locate a Sky Muster Satellite in the Community at a suitable location.

Lelka Murrin Tavern Concrete Driveway

- Approved emergent expenditure to undertake repairs to the road access to the laundry.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That the Action Schedule as tabled be updated and that completed items be removed.

Placeholder for Attachment 1
Action Items as at 15 June 2022
Action Sheet
0 Pages

RECEPTION & CONSIDERATION OF OFFICERS REPORTS**10 CHIEF EXECUTIVE OFFICER'S REPORTS****10.1 ROUND 6 OF THE QUEENSLAND GOVERNMENT'S BUILDING OUR REGIONS PROGRAM**

Author: Acting Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The Council thank the Minister for Regional Development and Manufacturing, Minister of Water for the State Government Grants under Round 6 of the Queensland Government Building our Regions programs being:

- Mornington Shire Council – Wastewater Investigation - \$300,000.00
- MSC Water Security - \$40,000.00
- Mornington Shire Council – Water Investigation - \$295,000.00

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note report.

10.2 MIRNDIYAN GUNUNA ABORIGINAL CORPORATION

Author: Acting Chief Executive Officer
Attachments: 1 Support Letter for Council

PURPOSE (EXECUTIVE SUMMARY)

Mirndiyan Gununa Aboriginal Corporation is seeking support from Council to bring back the Mornington Island Festival in 2023.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That in respect to the Mirndiyan Gununa Aboriginal Corporation request for Council funding and support, Council delegate the decision to the Acting CEO under section 150EU(4) of the act.

**Mornington Shire Council**

1 Mission Rd, Gununa QLD

Dear Acting CEO and Councillors,

Over 10 years between Festivals, Mirndiyan Gununa is hoping bringing back the Mornington Island Festival in all its price and glory in 2023. Previously hosting dancers from across the Gulf, Torres Strait Islands, Northern Territory, Central Desert and Far North Queensland, the Mornington Island Festival is a celebration of culture and dance. Over a 3-day long weekend in September, Gununa township festival grounds will come alive with evening corroborees and feasts to bring community together and celebrate the rich Lardil culture. Established in 1978, by the late Mornington Shire Council Chairmen Larry Lanley, the Mornington Island Festival was a key cultural event to celebrate and share culture, with dancers travelling from across the region to connect and perform. 2023 is also the celebration of the anniversary of the 45th year of the Mornington Shire Council.

In 2023, Mirndiyan Gununa plans to invite dancers from the communities of Boorooloola (NT), Napranum (QLD), Saibai (Torres Strait) and Doomagee (QLD) to share their culture and dances with the community of Mornington Island. With three big nights of performances plus daytime activities to celebrate culture and welcome the visiting guests, this is an event to remember.

In addition, live performances from popular contemporary artists, like Normey Jay or Salt Water Band, will accompany the dancers with a public performance, and the opportunity to also perform at the Tavern.

Mirndiyan Gununa has a plan, to see the Mornington Island Festival re-ignited as a permanent event on the annual calendar, attracting tourists to travel to the community and participate in this significant annual celebration. Through the Festivals, youth would have the opportunity to perform alongside the established Mornington Island Dancers and participate in mentorships to develop their skills and lead to career pathways in the creative industries.

The Mornington Island Festival has instilled pride in our community since first being established. It has also brought the Lardil people together as one, with opportunities to share our culture and traditions with the visiting groups. This also strengthens our ties and relationships with our neighbouring communities in the Gulf region and beyond.

Mirndiyan Gununa is currently seeking funding to support the costs associated with the 2023 Festival. I am writing to request a letter of your support for this initiative, which we can include in our funding application.

Mirndiyan Gununa invites the Mornington Island Shire Council to partner on this exciting opportunity to co-host the Mornington Island Festival in 2023.

Sincerely,

Roxanne Thomas
Mornington Island Dance Manager, Chairperson
Mirndiyan Gununa Aboriginal Corporation



Mornington Shire Council

Dear CEO and Councillors,

Established in 1978, the Mornington Island Festival was a key cultural event to celebrate and share culture, with dancers travelling from across the region to connect and perform. The Mornington Island Festival has instilled pride in our community since first being established. It has also brought the Lardil people together as one, with opportunities to share our culture and traditions with the visiting groups. This also strengthens our ties and relationships with our neighbouring communities in the Gulf region and beyond. We are planning to bring back the Mornington Island Festival in all its pride and glory in 2023, however in 2022 we are hoping to host a smaller scale event in Gununa.

In September, we are seeking to hold a traditional dance competition between the various tribes currently living on Mornington Island. Each group will compete for the prize of Best Dance Group, Best Costume and Best Youth Dancers, but ultimately compete for the pride of their culture. The community will gather to celebrate family and culture, through dance and a community feast.

I am writing to you to seek your interest in supporting the revitalisation of the Mornington Island Festival in 2022.

There is real concern about the lack of cultural knowledge and identity in the community of Mornington Island, contributing to the social disfunction we see today. Mirndiyan Gununa is working to ensure that the Lardil culture and language remains strong before this knowledge is forgotten.

Your support for this event would be invaluable, and assist to strengthen the community pride of Gununa. If you are interested to partner with us on this community event, please contact me to discuss this opportunity further.

Sincerely,

Roxanne Thomas
Mornington Island Dance Manager
Mirndiyan Gununa Aboriginal Corporation

0407 628 173

10.3 APPOINTMENT OF PROJECT MANAGER DISASTER RECOVERY FUNDING ARRANGEMENTS (DRFA)

Author: Acting Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To advise Council that a Project Manager has been appointed for head up the Flood Damage Restoration Works.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council's Project Director, in conjunction with the Acting CEO and in association with the Queensland Reconstruction Authority, has appointed a Project Manager.

Erscon Consulting Engineers, Cairns, Principal John Martin will be providing Project Management Services.

John comes with a good history in Queensland Reconstruction Project Management and arrangements are being made for a prestart meeting with Council on Island as soon as possible.

I will keep Council informed and ensure that Council has good input into the program.

FINANCIAL & RESOURCE IMPLICATIONS

Costs associated with Project Management are recovered under the DRFA.

RECOMMENDATION

That Council receive and note the Report.

10.4 SAFE AND HEALTHY DRINKING WATER IN INDIGENOUS LOCAL GOVERNMENT AREAS PROGRAM

Author: Acting Chief Executive Officer

Attachments: 1 Safe and Healthy Drinking Water Program

PURPOSE (EXECUTIVE SUMMARY)

Townsville Public Health Unit would like to invite Council to participate in the “Safe and Healthy Drinking Water in Indigenous Local Government Areas Program”

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council accepts the proposal forwarded by Townsville Public Health Unit to participate in the “Safe and Healthy Drinking Water in Indigenous Local Government Areas Program” and thank the Townsville Public Health Unit for such offer.



Queensland
Government

Townsville Hospital
and Health Service

Graham King
Chief Executive Officer
Mornington Shire Council
1 Mission Road
Gununa, QLD 4892

By email: ceo@mornington.qld.gov.au

Dear Mr King,

Safe and Healthy Drinking Water Program

Townsville Public Health Unit would like to invite Mornington Shire Council to participate in the "Safe and Healthy Drinking Water in Indigenous Local Government Areas Program". The project aims to build the skills, knowledge, and capacity of indigenous water operators to assure the ongoing safety and quality of water supplied by Aboriginal and Torres Strait Islander local governments. While also improving regulatory compliance and overall public health.

It is proposed the project commence in Mornington in July 2022.

In summary, the project aims to:

1. Upskill water treatment operators on the importance of safe drinking water and provide ongoing support to Council and their water operators over a minimum 6-month intensive phase before moving to a long-term support strategy.
2. Where applicable facilitate improvements to drinking water operations and infrastructure to ensure an ongoing supply of safe drinking water including continuous disinfection.

Should you wish to participate in the project, we request a commitment to the project from Council to allow us to work in your community and with your team. There are minimal cost implications to Council to participate in the program, with costs limited to ensuring normal workplace requirements including workplace health and safety equipment is available for water operators.

The project has been in operation since 2017 and has been successfully applied in number of communities including Palm Island, Doomadgee, Mapoon, and the communities throughout the Torres Strait. Each community that has participated in the project to date has benefited from a significant improvement in drinking water quality supplied to the community, and empowerment of local staff through enhanced skill, knowledge, and confidence in water treatment plant operations.

Townsville Hospital and Health Service
Queensland Government
health.qld.gov.au/townsville

T +61 7 4433 6900
E EH.Townsville@health.qld.gov.au

242 Walker Street
Townsville Qld 4810
LMB 4016
Townsville Qld 4810

I wish to formally offer the option of partnering to implement the 'Safe and Healthy Drinking Water in Indigenous Local Government Areas Program' in Mornington. If this is acceptable, I propose that at our meeting on 14/06/2022 we sign a Partnership Agreement – copy attached, which demonstrate our joint acceptance and willingness to participate in the program.

Please do not hesitate to contact myself on 4433 6920 or Abhilasha Badal, Environmental Health Officer on 4744 7178 should you wish to discuss this opportunity further.

Yours sincerely,



Damien Farrington
Manager Environmental Health
Townsville Public Health Unit

10/06/2022

10.5 NEW QUEENSLAND ABORIGINAL AND TORRES STRAIT ISLANDER ECONOMIC STRATEGY

Author: Acting Chief Executive Officer

Attachments: 1 Queensland Aboriginal and Torres Strait Islander Economic Strategy.
2 Economic Strategy Survey

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the development of a new Queensland Aboriginal and Torres Strait Islander Economic Strategy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Attached is a copy of an advice from the Director General Department of Aboriginal and Torres Strait Islander Partnerships which explains the proposal and advises on ways to have input.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report and for any interested Councillor to attend the Townsville Workshop if available. Further that Council provide an on-line submission to the Queensland Communities Hub by 30 June, 2022

Dear Mayors,

I am writing to inform you of and seek your views on the development of a new Queensland Aboriginal and Torres Strait Islander Economic Strategy.

As you may be aware, my department is currently developing a new Aboriginal and Torres Strait Islander Economic Strategy (the Strategy) to succeed our existing approach, known as [Moving Ahead](#), which is due to expire later this year.

I regard this new Strategy as a key opportunity to improve economic empowerment and self-determination for First Nations Queenslanders, consistent with the Statement of Commitment to reframe the relationship between Aboriginal and Torres Strait Islander peoples and the Queensland Government, and other work including the [Local Thriving Communities](#) reforms and the [Path to Treaty](#). The new Strategy will also build on other opportunities, including the Closing the Gap Partnership Agreement, the National Roadmap for Indigenous Skills, Jobs and Wealth Creation, and reforms being developed by other Queensland Government agencies.

Our engagements with Aboriginal and Torres Strait Islander Queenslanders, businesses, and industry to develop the new Strategy are ongoing. However, during our engagements to date, we have clearly heard that there is strong support to recognise the ongoing and vibrant contribution of First Nations peoples, and their cultures, to the Queensland economy and for the Strategy to provide a long-term strategic framework to deliver enhanced economic empowerment and self-determination.

To ensure the Strategy reflects and embeds local considerations and aspirations, I would love to hear from you directly. I'd particularly welcome your advice on what you see as the major opportunities in the economic space and what vision and principles should be at the very heart of the new Strategy. I'd note a range of methods for you to provide this advice, including:

- Attending one of our upcoming three workshops in Townsville, South East Queensland and Rockhampton, tentatively scheduled between **26 May – 15 June 2022**.
- Participating in an online survey or providing a written submission via the **Queensland Communities Hub** ([Queensland Communities Hub](#)) by 30 June 2022.

Alternatively, please feel free to give me a call to discuss the new Strategy directly. I'd also encourage you to reach out to the team developing the Strategy on economicstrategy@dssatsip.qld.gov.au if you have any questions or would like to schedule a meeting to discuss the Strategy.

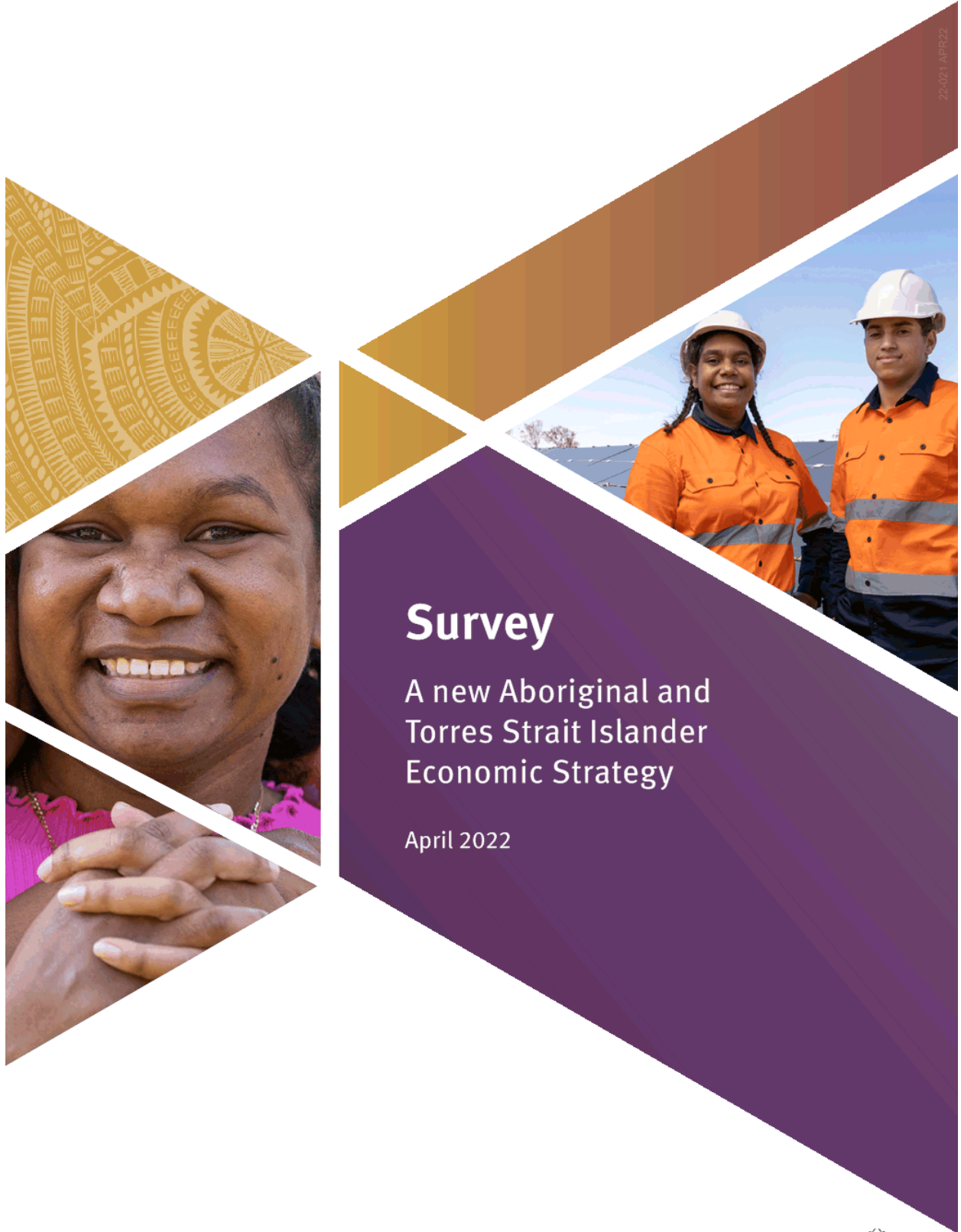
Finally, I'd really appreciate you sharing this advice with stakeholders within your communities who have a particular interest in this area of work.

Looking forward to working together to deliver this very important piece of work.

Kind regards

Dr Chris Sarra

Director-General
Department of Seniors, Disabilities Services and Aboriginal and Torres Strait Islander Partnerships
T: 07 3003 6451 | E: chris.sarra@dssatsip.qld.gov.au





Acknowledgment

We pay our respects to the Aboriginal peoples and Torres Strait Islander peoples of this land, their spirits and their legacy. The foundations laid by these ancestors — the First Australians — give strength, inspiration and courage to current and future generations towards creating a better Queensland.

We recognise it is our collective efforts and responsibility as individuals, communities and governments to ensure equality, recognition and advancement of Aboriginal and Torres Strait Islander Queenslanders across all aspects of society and everyday life.

We are committed to working with, representing, advocating for and promoting the needs of Aboriginal and Torres Strait Islander Queenslanders with unwavering determination, passion and persistence.

As we reflect on the past and give hope for the future, we walk together on our shared journey of reconciliation where all Queenslanders are equal and the diversity of Aboriginal and Torres Strait Islander cultures and communities across Queensland is fully recognised, respected and valued by all Queenslanders.

A new Aboriginal and Torres Strait Islander economic strategy

We want to hear your views on the development of a new Aboriginal and Torres Strait Islander economic strategy.

Your feedback will help strengthen the Queensland Government's approach to increase economic growth and empowerment for Aboriginal and Torres Strait Islander Queenslanders.

This consultation is a key step in shaping how we work with First Nations communities, businesses and industries and is part of the Queensland Government's commitment to strengthening First Nations self-determination through economic empowerment.



Print (Pg 4-12)



Complete



Return by 30 June 2022 to:

Economic Policy Team
Department of Seniors, Disability Services
and Aboriginal and Torres Strait Islander Partnerships
PO Box 15397, City East QLD 4002

SURVEY SECTIONS

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About You

Q.1 Are you of Aboriginal and/or Torres Strait Islander descent?

- Yes, Aboriginal
- Yes, Torres Strait Islander
- Yes, both Aboriginal and Torres Strait Islander
- No
- Prefer not to say

Q.2 What region do you reside in?

- Cape and Torres region
- Cairns and Hinterland region
- North Queensland region
- Central Queensland region
- South West region
- South East Queensland (South) region
- South East Queensland (North) region

Q.3 Select which option best describes your current role:

- Small business owner
- Corporate representative
- Government officer or public servant
- Education provider
- Individual
- Non-Government organisation
- Other (please specify):

Q.4 What is the primary function or service provided by your organisation?

For example: "We provide building and construction training to First Nations people" "We connect job seekers with employment opportunities" "We are a day care provider" "We are primarily involved in the delivery of large scale mining rehabilitation services" "We are a retail store"

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Q.5 Does your organisation or business, provide services or goods aimed specifically to First Nations people or communities?

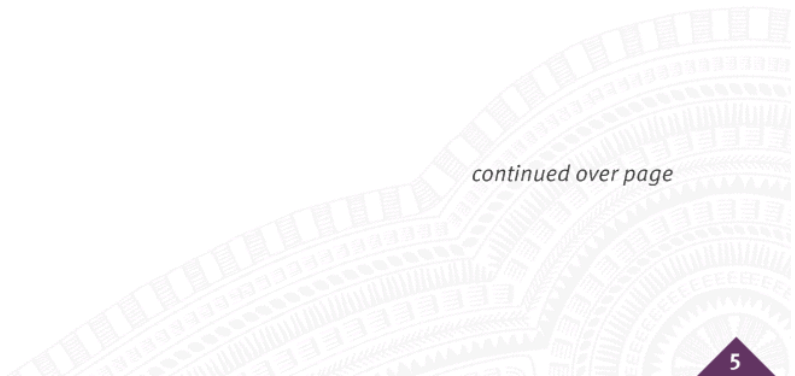
- Yes, primarily Aboriginal people or communities
- Yes, primarily Torres Strait Islander people or communities
- Yes, we aim to work primarily with both Aboriginal and Torres Strait islander people or communities
- Not specifically; Aboriginal and Torres Strait islander people or communities are part of our wide customer base
- No, we work with neither Aboriginal and Torres Strait islander people or communities
- Not applicable
- Prefer not to say

Provide comment:

Q.6 Does your organisation employ Aboriginal and/or Torres Strait Islander people, and to what extent?

- Yes, we actively seek a diverse workforce.
- Yes, we actively seek Aboriginal and Torres Strait Islander people as the majority of our workforce.
- Not actively, but we do have First Nations people employed in our workforce.
- No, we do not.
- We are a First Nations owned and run business.
- We do not have any employees.
- Prefer not to say

Provide comment:



Culture, Principles and Vision

Q.7 Do you agree that First Nations economic empowerment and self-determination are important goals to reflect in the new Strategy?

- Yes
- No
- Unsure
- Prefer not to say

Provide comment:

Q.8 How could the Strategy reflect the diversity and richness that First Nations cultures bring to Queensland’s economy?

Q.9 What elements of Aboriginal and Torres Strait Islander cultures should be reflected in the Strategy?

continued over page



Q.10 Do you think the Aboriginal and Torres Strait Islander Economic Strategy should have a First Nations language name?

- Yes
- No
- Unsure
- Prefer not to say

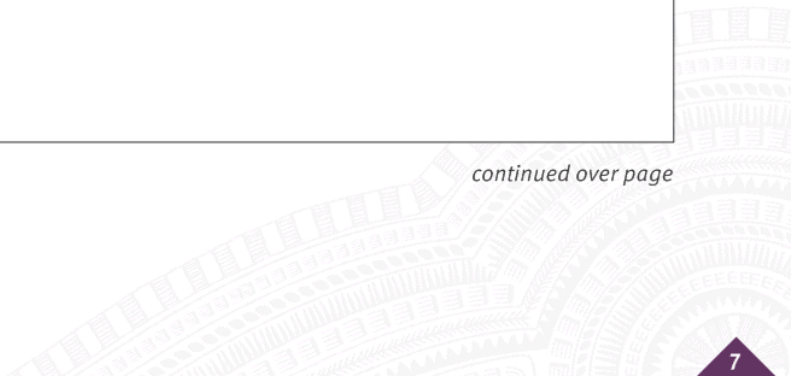
Provide comment:

Q.11 The Queensland Government is committed to reframing the relationship with First Nations Queenslanders, built on the principles contained in the Statement of Commitment. What guiding principles do you think are most relevant to the Strategy?

- Self-determination
- Locally led decision-making
- Shared commitment, shared responsibility and shared accountability
- Empowerment
- Free, prior and informed consent
- A strengths based approach
- Other (please specify):

Q.12 The draft vision of the Strategy is to reframe the relationship between Governments, industry, business, communities and First Nations peoples, and to develop Queensland as an environment where economic empowerment and self-determination is a reality for First Nations Queenslanders. Is this meaningful to you?

continued over page





Opportunities

Q.13 Please indicate what you believe are the top three key areas the Strategy should focus on?

- Education, skills and training
- Employment
- Business and industry Innovation
- Building community capacity
- Supporting business and industry
- Wealth creation and financial literacy
- Other (please specify):

Q.14 What current and emerging economic opportunities should be reflected in the Strategy?

During previous engagements, stakeholders have noted a range of current and future economic opportunities for Indigenous businesses and First Nations peoples, including major infrastructure, procurement, the 2032 Olympic and Paralympic Games, and the National Disability Insurance Scheme.

Q.15 How should progress under the Strategy be reported and shared?

continued over page

Opportunities: Education and Training

Q.16 What education and training opportunities are available in your region?

Q.17 What opportunities would you like to see in your region for education and training for First Nations people?

Q.18 How can Government, industry and the community-controlled sector support these opportunities?

continued over page

Opportunities: Employment

Q.19 Please describe some of the challenges in gaining employment in your region.

Q.20 What opportunities would you like to see in your region for employment for First Nations peoples?

Q.21 How can Government, industry and the community-controlled sector support current and future employment opportunities?

continued over page

Opportunities: Business and Industry

Q.22 What challenges do Indigenous businesses face in your region?

Q.23 How can Government, industry and the community-controlled sector better support Indigenous businesses?

Q.24 What is the best way to engage business and industry to encourage investment in First Nations businesses, communities and people?

Q.25 How can we harness business and industry opportunities to support greater economic empowerment and self-determination for First Nations Queenslanders?

continued over page

Further Comments

Q.26 Do you have any additional comments or advice in relation to the new Strategy?



Thank you

Thank you for taking your time to complete the survey on the new Queensland Aboriginal and Torres Strait Islander Economic Strategy (the Strategy). Your comments and ideas are very valuable and will help us to finalise the Strategy.

If you have any questions please email economicstrategy@dssatsip.qld.gov.au

10.6 RECRUITMENT POLICY JUNE 2022

Author: Acting Chief Executive Officer

Attachments: 1 Mornington Shire Recruitment Policy- June 2022

PURPOSE (EXECUTIVE SUMMARY)

To advise Council on the Recruitment Policy and for readoption.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Attached is a copy of the Recruitment Policy for readoption.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council adopt the Recruitment Policy as presented.

RECRUITMENT POLICY

RESOLUTION NO. V4

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

Statutory Policies comply with a legislative requirement; the **Recruitment Policy** is approved by the Mornington Shire Council for the operations and procedure of Council.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	30.12.2015		Responsible Officer Exec Manager Human Services
V2	21.09.2016	2016/158	Responsible Officer Exec Manager Human Services
V3	18.07.2018		Responsible Officer Manager Human Resources
V4	27.05.2022		Responsible Officer HR Consultant
			EXPIRY 30 June 2024



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL

PURPOSE

To ensure that the recruitment and selection activities of Mornington Shire Council ("Council" and/or "MSC") is conducted in accordance with relevant legislative requirements and adherence to merit principles.

COMMENCEMENT OF THE POLICY

This Policy was reviewed 27 May 2022 and replaces all other MSC recruitment and selection policies (whether written or not).

APPLICATION OF THE POLICY

This Policy applies to employees, agents and contractors (including temporary contractors) of MSC, collectively referred to in this Policy as 'workplace participants'.

POLICY

Council is committed to equitable and fair merit-based recruitment and selection processes to ensure that council has a skilled and diverse workforce capable of achieving operational and corporate objectives.

Equal Employment Opportunity

Council is an equal employment opportunity employer. Equal employment opportunity exists when people are treated on their merits at every stage of the employment relationship, including recruitment and selection.

Council is committed to ensuring that all applicants for selection or promotion are not discriminated against on any grounds of discrimination contained in equal employment opportunity laws or Council's Harassment, Sexual Harassment and Discrimination Policy. The members of the selection panel must ensure that no unlawful discrimination will take place in job advertisements, job interviews or during the selection process.

Internal Advertising

Council recognises the importance of providing career development opportunities to existing employees, and the role this plays in succession planning and employee retention. Council will endeavour to advertise all permanent and/or full-time vacancies **internally** in the first instance, where it is believed that the necessary skills and qualifications exist within the organisations work force.

External Advertising

Concurrent, internal and external advertising is at the discretion of the Chief Executive Officer and will be used in circumstances where there are no suitably skilled or qualified employees within Council, or where internal advertising is not expected to provide a sufficient applicant pool.

**Applicant Pool**

Council will accept general applications which are not for a specific vacancy from external applicants. The external applicants must specify what types of positions and roles they are interested in and include details of qualifications and relevant experience. Council will retain these applications for a 12-month period in a general application pool. When a vacancy arises, the applications will automatically be put forward and considered in a recruitment process. Whilst Council will put forward applicants from the general applicant pool for vacancies, it is still required to undertake advertising as specified within this policy.

External Agency

In some circumstances, there may be a requirement to source applicants from recruitment agencies where there is a limited labour market or for specifically skilled professionals. The Chief Executive Officer may authorise the use of a recruitment agency to obtain a recruitment/selection service.

Conflicts of Interest

The selection panel will review applications received. Any real or perceived **conflicts of interest** must be disclosed, prior to assessment of applications. If a conflict of interest arises an alternative selection panel member is to be sourced.

Recruitment Guideline

The selection panel are the parties who will assess the applicants and conduct the interview process. The selection panel must ensure that they are familiar with and undertake recruitment and selection activities in accordance with Council's Recruitment Guideline.

Council's Recruitment Guideline sets out the responsibility of the selection panel members and the recruitment process with which they must adhere to.

Location

It is a condition of this policy that all candidates who are offered employment with Council are to be based in the Mornington Island community, unless otherwise approved by a Council resolution.

Right to Work in Australia

All candidates who are offered employment in Council shall be required to have the right to work in Australia.



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL

Pre-employment Medical

As part of the selection process, any candidate selected to progress past the interview stage may be required to undertake a pre-employment medical assessment by Council's chosen medical professional. A pre-employment medical examination may examine physical attributes which are required to enable the workplace participant to fulfil the inherent requirements of the position. Appointment may also be subject to a drug and alcohol test, and where identified a functional capacity assessment. Council is responsible for arranging and payment of the pre-employment medical.

If a candidate is not willing to undertake any aspect of a pre-employment medical or is deemed unfit to fulfil the inherent requirements of the position by Council's medical professional, Council may be unable to make an offer of employment to the candidate.

Where a job applicant has a medical condition but is in all other respects the best person for the job, MSC will endeavour to make reasonable adjustments to the position to enable that person to do the job. This may require adjustments to the work station or job, for example. Reasonable adjustment will be afforded to successful applicants unless this would cause unjustifiable hardship to MSC.

Further Assessments

Dependent on the role requirements, additional testing and assessments may be required. Further assessments may include, but are not limited to, criminal history checks, blue card checks, plant operation competency assessments, behavioural testing, literacy and numeracy testing and computer skills testing. Applicants will be advised during the recruitment and selection process of any testing or assessment requirements that must be fulfilled.

If a candidate is not willing to undertake any testing or assessment process required or is deemed unfit to fulfil the inherent requirements of the position during these assessments, Council may be unable to make an offer of employment to the candidate.

Confidentiality

Council considers any breach of confidentiality as a serious matter and is committed to ensuring that confidentiality of the recruitment and selection process is maintained under all circumstances. Information relating to the recruitment and selection process should not be discussed outside of the selection panel and any documents relating to the process are to be stored securely.

EMERGENCY RECRUITMENT

In situations where there is a new position identified and or an existing position is vacant and council has been unsuccessful to fill the position the CEO can appoint a person who he or she sees fit for the role for 12 months.



**MORNINGTON
SHIRE COUNCIL**

MORNINGTON SHIRE COUNCIL

BREACH OF THE POLICY

Suspected breaches of this Policy will be investigated and dealt with in accordance with the process in Council's Grievance Policy. All suspected breaches will be dealt with on a case by case basis. Depending on the severity of the breach, Council may take formal disciplinary action against the employee, up to and including termination of employment. When investigating suspected breaches, the principles of natural justice will apply.

VARIATIONS

MSC reserves the right to vary, replace or terminate this policy at any time.

WORKPLACE PARTICIPANT ACKNOWLEDGEMENT

I acknowledge:

- Receiving the MSC Recruitment Policy;
- My requirement to comply with this policy.
- Disciplinary action resulting in termination of employment may apply if I fail to comply with this policy.

Your name: _____

Signed: _____

Date: _____

10.7 REVIEW OF ANNUAL OPERATION PLAN

Author: Acting Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To advise Council on the progress of the Annual Operational Plan for 2021-22

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

A copy of the Annual Operational Plan is attached.

Section 174 of the Local Government Regulations 2012 provides for the following:

- 1) A local government must prepare and adopt an annual operational plan for each financial year.
- 2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopt its budget for the financial year.
- 3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more 3 months.
- 4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.
- 5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.

Report for the period February 2022 to 30 June, 2022

Financial Management

- Council has been presented with end of Month Financial Statements for the 2021/22 Year together with explanations of financial position. A major concern is the difficulty in not being able to recruit finance officers. Detailed explanations have been given to Council on the Monthly finance outcomes.
- Business planning has been undertaken in respect to Water and Waste Water planning.

Service Delivery Standards

Service delivery standards covering such areas of parks and gardens, street sweeping, waste management, and any other services sought by Council, need to be developed to ensure regular maintenance programs are planned and implemented in accordance with Council's direction.

Asset Management

Following discussions with Council, Council's 2022/23 Budget will consider a dedicated position or Consultant to oversee Asset Management Planning for Council's consideration.

In the meantime, Council's 2021/22 Budget did provide for extensive asset management replacement in key areas concentrating on plant and equipment and Facilities, and the 2022/23 Budget will provide for extensive work on the Water Management system and hopefully the Water Treatment Plants.

Mornington Island Master Plan

Council's Master Plan is used as a key planning document. This Plan has been used to facilitate the realignment of the Runway and future public housing.

Corporate Plan

Council's Five Year Implementation Plan has been the driving planning document behind Council's Corporate Plan.

A revised copy of the 5 Year Implementation Plan is attached.

New Civic Centre

Attached is a copy of the project timelines for the completion of this facility.

Organisational capacity

Governance: Council's Governance position is vacant, with recent advertising being unsuccessful.

IT Systems – adequately serviced by Fourier, Council's on-line contractors

Polies and Procedures - Recent Policy reviews has been conducted for the following Policies

Workplace Health and Safety:

- 1 x vessel manage plan for the barge
- 4 x Safety Management plan for council projects
- 1 x traffic management plan
- WHS Operation Data 1 July 2021 – 30 June 2022

Work Place Health and Safety Operations 1 July, 2021 to current

Reported Incidents - Person	6
Reported Incidents - Property	9
Hazards - Open	2
Hazards - Closed	12
Hazards - Total	14
Site Inspections conducted	17
Toolbox training completed	81 attendees
WHS Inductions completed	121 attendees
SWMS developed	22
Workcover Claims	6 (no active)
Fire training	41

Major changes in organisational capacity have been limited by changed management and lack of staff. However, change has occurred with the closure of the Brisbane office and changes to the Organisational Structure. Continual development of the Organisational Structure is necessary to incorporate new positions, particularly with the Management of Liquor Licences and Carriage Limit.

Advocacy

Council's continued advocacy by the Mayor through the Government Champions at the State level and with the Federal Ministers at the Australian Government level as well through the media has been successful in bringing Council's major initiatives before Government.

Indigenous Land Use Agreement

Increased action will be taken to develop an ILUA with GRAC over the remaining year.

Re-Introduction of legal alcohol carriage – Approved and being implemented

Community Safety Plan - Ongoing – for discussion

Improvements to community facilities – ongoing – for discussion

Mornington Island Airport Runway Realignment – Consultant Report underway

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report.

10.8 CORPORATE PLAN 2018 - 2023

Author: Acting Chief Executive Officer
Attachments: 1 Corporate Plan 2018 - 2023
2 5 Year Implementation Plan

PURPOSE (EXECUTIVE SUMMARY)

To advise Council on the Corporate Plan 2018 – 2023

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Section 165 of the Local Government Regulation 2012 provides for the following:

1. A local government must prepare a 5 year corporate plan for each period of 5 financial years.
2. A local government must adopt it's 5 year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan to be adopted for the first financial year that is covered by the plan.
3. A local government may, by resolution, amend it's 5 year corporate plan at any time
4. A local government must discharge it's responsibilities in a way that is consistent with it's 5 year corporate plan.

Section 166 5 year corporate plan contents

A local government's 5 year corporate plan must:

1. Outline the strategic direction of the local government; and
2. State the performance indicators for measuring the local government's progress in achieving it's vision for the future of the local government area; and
3. Include the following information for each commercial business unit –
 - a) an outline of the objectives of the commercial business unit;
 - b) an outline of the nature and extent of the significant business activity the commercial business unit will conduct.

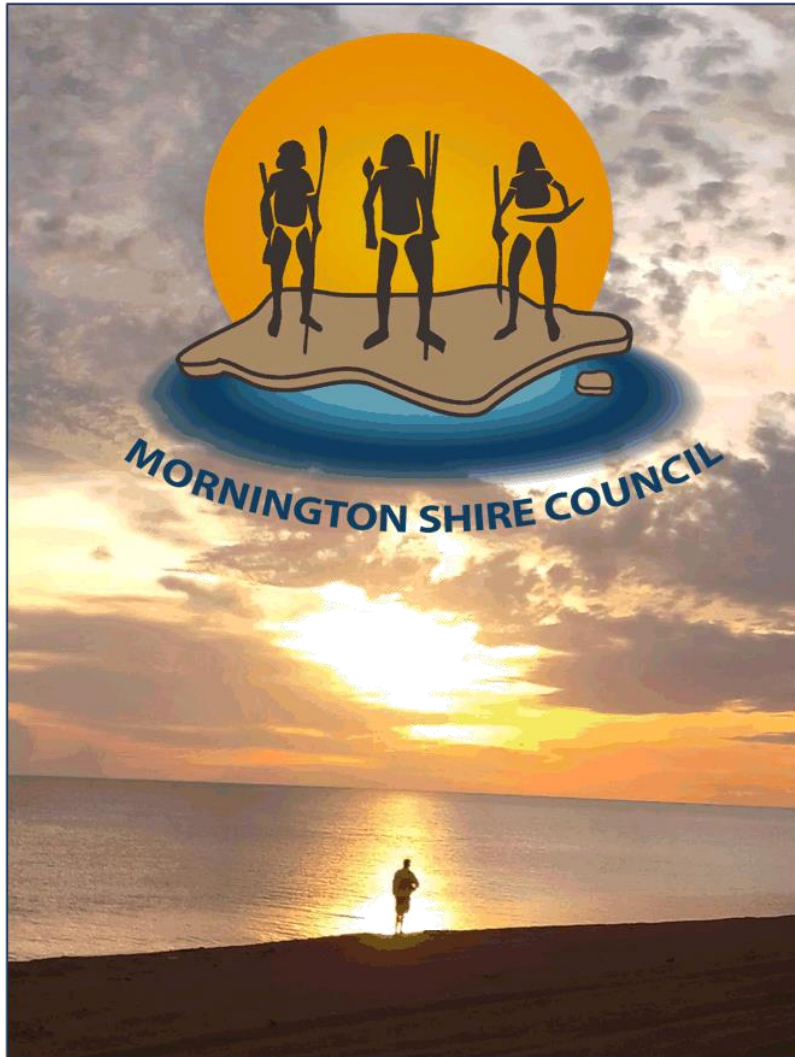
The attached reviewed Corporate Plan has minimal changes which now incorporates the 5 year Implementation Plan as the major direction Council is seeking to progress.

FINANCIAL & RESOURCE IMPLICATIONS

As provided in the Annual Budget

RECOMMENDATION

That Council receive the report and adopt the Revised Corporate Plan for 2018 – 2023.



CORPORATE PLAN

2018 – 2023



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Amended version adopted on 16 June 2021 (Resolution 2021/06-23)

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ACKNOWLEDGEMENT

Mornington Shire Council acknowledges the Traditional Owners of the land on which we work and live, the Lardil people of Mornington Island and pay our respects to Elders past and present. We would also like to acknowledge the Kaiadilt, Yangkaal, Waanyi, Gangalidda and Garrawa people who share our homelands.

ELECTED MEMBERS



Above: photo of the Declaration of Office in 2020.

From left to right: Deputy Mayor David Barnes, Councillor Roxanne Thomas, Mayor Kyle Yanner, Councillor Dwayne Rogers and Councillor Robert (Bob) Thompson.



OUR VISION

- 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
- Have pride and respect for each other in our culture, achievements, and successes
- To see and smell the compassion and peacefulness of our community

OUR MISSION

We are committed to a Community where:

- Our people are happy, healthy, and safe
- Our natural environment is valued and well-managed
- Our culture is retained and maintained
- We have quality infrastructure
- We have a sustainable local economy
- Governance and ownership of Community direction is by Council
- We have transparency of government and open communication between the three tiers of Government

OUR GOALS

Our goals are to make the Wellesley Islands the best place they can be by:

- Enhancing community well-being
- Keeping our Culture alive Creating opportunities for prosperity
- Protecting our country
- Enhancing and supporting local business
- Having greater transparency and open communication between the three tiers of government

OUR VALUES

Council's values are:

- Responsibility
- Respect Compassion
- Hard work
- Working together
- Proud to belong



CORPORATE PLAN 2018 – 2023

FOREWORD

From Mayor Kyle Yanner

On behalf of my fellow councillors, I am pleased to present the amended Mornington Shire Council Corporate Plan 2018 - 2022.

This plan could be read in conjunction with Council's 5 year Implement Plan. This document will guide Council's strategy to overcome systemic issues in the community, including lack of employment, overcrowded housing, and the high costs of fresh, quality food.

A critical strategy will be to develop partnerships with federal and state governments that are led by our community and are accountable to our community.

To achieve change, we will need to improve self-determination and maximise community opportunities and outcomes across key areas as outlined in the 5 year Implementation Plan including:

- Quality infrastructure and services
- Commercial activities such as the establishment of a market garden and cattle stations
- Culture, including building respect and celebration of our unique heritage

Critically, a return to budget surpluses will ensure the long-term financial sustainability of Council.

From Acting CEO Graham King

The amendment of this Plan reflects an important shift in Council direction.

The development of service standards will help ensure greater accountability to the community, while the aim to deliver budget surpluses will improve the Council's long-term viability.

There is a reliance throughout the document, on outside factors before many strategic goals can be realised. This reflects Council's heavy dependence on government funding to subsidise its lack of a meaningful revenue base.

Conversely, government funders need to acknowledge Council's priorities and the critical social, economic, health and environmental issues in the community more broadly, and fund accountable, place-based approaches to address these.

With the assistance of national and state government, the Council can make progress. Addressing years of social deficit will, however, require a concerted approach far beyond the term of this Plan, an approach that needs to be accountable in terms of the level of financial investment and the delivery of measurable outcomes.



INTRODUCTION

Mornington Shire Council’s Corporate Plan 2018-2023 in association with Council’s 5 year Implementation Plan is Council’s principal short and medium planning document, which identifies the issues and priorities for Council over 5 years.

The Plan was originally adopted at a meeting of Council on 27 June 2018 (resolution 2018/123).

The Plan was subsequently amended by Council at its meeting on 16 June 2021 (resolution 2021/06-20), in accordance with Section 165(3) of the Local Government Regulation 2012.

The new version built upon the earlier document but was updated to better reflect the Council’s priorities following local government elections in 2020.

Council continues to engage with the community throughout the operationalisation of this Plan, including via community meetings; strong advocating to both the Australian and Queensland Government is producing results with a number of our issues being actioned.

Council acknowledges that it will need to develop a new five-year Corporate Plan in 2023, for the period 2023-2028, and that the process will involve consultation with the community.

LEGISLATIVE CONTEXT

Mornington Shire Council is governed by the Queensland Local Government Act 2009 and the Local Government Regulations 2012, and operates in line with the following principles:

- Transparent and effective decision making in the public interest through democratic representation, social inclusion, and meaningful community engagement
- Good governance, including ethical and legal behaviour of Councillors and local government employees
- Effective delivery of services, and sustainable management of assets and infrastructure

STRATEGIC FRAMEWORK



Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

5



KEY STRATEGIC OBJECTIVES

FOCUS AREA	GOAL	MEASURE/S
Financial Management	Council aims to deliver budget surpluses as part of a fiscally responsible approach.	<ul style="list-style-type: none"> • Budgets operate at a surplus.
Service Delivery Standards	Establish service standards for Council services in the 2021/22 budget onwards, as part of a ‘bottom up’ approach involving program managers.	<ul style="list-style-type: none"> • Services Standards developed and incorporated into the Council’s Operational Plan onwards.
Asset Management	Asset planning and depreciation supports quality and sustainable management of Council’s assets.	<ul style="list-style-type: none"> • Asset replacement program commenced in the 2021/22 Budget. • Long Term Asset Management Plan developed in accordance with legislative requirements.
Master Plan / Town Plan	Council considers the Master Plan in all major decisions.	<ul style="list-style-type: none"> • DATSIP visits Mornington Island to further discuss the implementation of the Master Plan.
	<p>Mornington Island Airport</p> <p>Runway Realignment proceeds to ensure the Master Plan recommendations for Lardil Street can be implanted.</p>	<ul style="list-style-type: none"> • Designs are developed and costs identified • Representations are made to Federal and State governments, to secure funding of the realignment.
5 Year Implementation Plan	To fully implement the projects contained in such plan.	<ul style="list-style-type: none"> • Progress of implementation and report to the community on outcomes.

Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

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CORPORATE PLAN 2018 – 2023

FOCUS AREA	GOAL	MEASURE/S
Governance / Administration	<p>Civic Centre – Administration Centre</p> <p>A new facility is developed that meets Council and community needs, with funding, construction and implementation issues fully understood by the community.</p>	<ul style="list-style-type: none"> • Architects finalise designs • Facility built • Seamless transfer from the existing building to the new facility • No formal complaints about the process received by Council
	<p>Council continues to adhere to legislative requirements and builds its capacity for organisational administration / management.</p>	<ul style="list-style-type: none"> • Oversight by Council supports good governance, adherence to statutory requirements and use of resources in accordance with this Corporate Plan’s goals • The number of skilled local employees increases (benchmarked against the 2019/20 Annual Report, which lists 80% Indigenous staff), resulting in fewer vacancies and improved organisational capacity • IT systems are managed to ensure timely and compliant reporting including financial, legislative, and contractual requirements • Council’s policies and procedures are updated regularly, meet legislative requirements, and support organisation performance • The number of workplace occupational health and safety incidents track downwards, and WHSQ improvements notices are kept to a minimum / completed when received

Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

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CORPORATE PLAN 2018 – 2023

FOCUS AREA	GOAL	MEASURE/S
Community Development	<p>Splash Park A Splash Park is developed, to provide improved social and recreational activities for the community (including youth)</p>	<ul style="list-style-type: none"> • Application to the Building Better Regions Commonwealth Funding approved, for an estimated cost of \$1.5M • Splash Park implemented within grant funding timelines and budget
	<p>Advocacy Improved awareness of community issues, with improved strategies by Federal and State governments to meet community identified priorities. Critical to this, is the emphasis of maximising opportunities for community members, including in the areas of improved employment, cultural, social and health outcomes.</p>	<ul style="list-style-type: none"> • Key government representatives visit Mornington Island including the Queensland Premier and Ministerial Champions, and Federal Ministers and department heads • Mayor and Councillor delegations to Federal and State governments • Current government funded services to the community are audited to provide improved visibility and accountability • Federal and State governments develop targeted strategies that meet local priorities and needs
	<p>Home Brew A liquor license is needed on Mornington Island, to normalise alcohol consumption and decrease the negative health impacts of home brew</p>	<ul style="list-style-type: none"> • A Community Club Liquor Licence is granted, and an operator is in place, to run the Mornington Island Tavern inclusive of on-licence and carriage licence
	<p>Rock Pool and Swimming Pool</p> <ul style="list-style-type: none"> • A rock pool is developed, for safe saltwater swimming • Construction of a 25-metre aquatic swimming pool within the Mornington Island School Grounds, jointly funded by Council and Department of Education 	<ul style="list-style-type: none"> • Costing / design developed • Funding secured • Rock and Swimming Pools constructed

Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

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CORPORATE PLAN 2018 – 2023

FOCUS AREA	GOAL	MEASURE/S
Community Development (continued)	<p>Indigenous Land Use Agreement</p> <p>That an ILUA be developed to cover all initiatives Council is wishing to implement including the Mornington airport runway realignment (for both safety and residential land use purposes); foreshore development including rock pool; future cemetery reserve land; and future town extension, being the Barwu Concept Plan development area.</p>	<ul style="list-style-type: none"> • DATSIP visit Gununa and assist Council in identifying planning and agreements processes • Longer term, that an ILULA is developed
	<p>Alcohol and drug rehabilitation centre</p> <p>Utilise existing facilities (with improvements as required) on Bentick Island as the basis for a rehabilitation centre, that is more culturally appropriate to the needs to residents experiencing drug and alcohol related harm</p>	<ul style="list-style-type: none"> • Feasibility study / costings developed • Subject to the outcome of the above, lobby Federal and State governments to support the concept and secure funding as appropriate
	<p>Community Safety Plan</p>	<ul style="list-style-type: none"> • Community Action Plan finalised and implemented
Critical Infrastructure	Improved waste management, water security and other facilities and infrastructure as appropriate	<p>Council meets regulatory requirements and manages its infrastructure to meet community needs, including asset replacement / new assets as appropriate including:</p> <ul style="list-style-type: none"> • Improved waste management via the adoption of a waste management strategy • Improved water quality via approval of a grant application, for a water filtration plant via Get Ready Queensland funding • Longer term, investigate water security via a feasibility study to increase the capacity of the Water Reservoir on Mornington island

Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

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CORPORATE PLAN 2018 – 2023

FOCUS AREA	GOAL	MEASURE/S
Council and Public Housing	<p>Council Housing</p> <p>That housing availability and quality is sustainable and meets operational requirements</p>	<ul style="list-style-type: none"> • An Asset management program for Council Housing is implemented as an outcome of the 2022 budget, with asset depreciation factored into the budget • Additional housing is developed, starting with current Works for Queensland Funding (Covid-19) which provides for approximately \$500,000 in new housing
	<p>Public Housing</p> <p>That extreme overcrowding and homelessness is addressed, with improved quality and quantity of social housing on Mornington Island</p>	<ul style="list-style-type: none"> • Interim Funding: \$2.35M program managed to maximise return on investment including the delivery of 5-bedroom houses (as compared to the original plans for 2-3 bedrooms) • Social Housing - Balance Funding: Regarding the \$7.328M balance funding for social housing, Council identifies what the new housing investment plan is and finalises a funding agreement with the State Government to allow construction to proceed • That DATSIP visits Gununa and assist Council in identifying land for future development, in accordance with the Master Plan / Town Plan as discussed above • Longer term, that additional housing development be secured to decrease housing overcrowding (measured against ABS statistics)

Amended version adopted on 16 June 2021 (Resolution 2021/06-20)

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COMMERCIAL ACTIVITIES

In accordance with the Local Government Act 2009, Mornington Shire Council is required to report on the objectives and significant activities of any commercial activities that the Council operates which is conducted in competition, or potentially in competition, with the private sector and meets the threshold prescribed under regulation – refer s 43(4).

While the Council does not have any commercial business units, it does operate services that contain a commercial element. These include:

1. Motel
2. Bakery
3. Housing works
4. Barge freight
5. Warehouse sales
6. Petrol station
7. Mechanical services

The Council confirms that none of its commercial activities exceeds the threshold of expenditure of \$9.7m as determined by Section 19(3) of the Local Government Regulation 2012, with the potential exception of Council's Housing program.

That program's objectives are:

1. Delivery of timely and quality housing construction, maintenance and repair works for Council owned properties, in addition to programs under contract with relevant government departments
2. Provide increased employment pathways for community members, including staff who are employed under the Indigenous Employment Program

The significant activities of the Housing program include works under contract with QBuild, in addition to programs undertaken using operating and/or grant funds.

5 Year Implementation Plan

PROJECT	PROJECT DOCUMENTATION	PROJECT CONSTRAINED (SEE COMMENTS)	WHO IS UNDERTAKING PROJECT DEVELOPMENT WORK	FUNDING REQUIRED	COMMENTS, CONSTRAINTS	RECOMMENDATIONS
Service Audit	Brief: Complete Project Plan: N/A	No	State and Australian Gov.		This project is underway	
Outstation Multi-purpose facility	Brief: Required Project Plan: Required	Yes	Peak Services	Capital Works: TBD	This project needs to have a Brief, Concept Design, Cost Estimate, Project Plan. Input should be sort from consultants undertaking Project Documentation of Sustainable Families & Wholistic Health and Wellbeing Program. Constraints: Council to direct Peak Services to undertake Project Documentation	Fee proposal from Peak Services for the development of a Project Brief, Concept Design, Cost Estimate, Project Plan suitable for the lodgment of a funding application has been received.
Sustainable Families Program	Brief: Required Project Plan: Required	Yes	Peak Services	Operational Works: TBD	Constraints: Consultants to be identified and procured	A fee proposal from Peak Services to procure a suitable Consultant and prepare a Project Brief and Project Plan suitable for the lodgment of a funding application has been received.
Wholistic Health and Wellbeing Program	Brief: Required Project Plan: Required	Yes	Peak Services	Operational Works: TBD	Constraints: Consultants to be identified and procured – consider Acacia Grove Retreat as an adviser to selected consultant	Council to request a fee proposal from Peak Services to procure a suitable Consultant (Acacia Grove Retreat to be considered a Consultant or Advisor) and prepare a Project Brief and Project Plan suitable for the lodgment of a funding application.
Youth Development Strategy and Youth Hub	Brief: Completed Project Plan: Completed	No	Peak Services Peak Services Part funding applied for program delivery under NIAA AIS	Capital Works: \$503,000 Operational Works: \$1,445,173 over 3 years	1. Partial funding of \$1,400,787 for Opex from Safer Communities Fund R6 program application lodged – awaiting decision. 2. Partial funding of \$54,498 for Capex security infrastructure from Safer Communities Fund R6 infrastructure application lodged 19/8/21 – awaiting decision. Additional funding required	Council request: 1. Peak Services identify funding opportunities for the continuation of this program with opportunities to bring forward funding should the Safer Communities application not be successful. 2. Peak Services identify funding opportunities for the remaining \$448,502 of the Capex funds required.

PROJECT	PROJECT DOCUMENTATION	PROJECT CONSTRAINED (SEE COMMENTS)	WHO IS UNDERTAKING PROJECT DEVELOPMENT WORK	FUNDING REQUIRED	COMMENTS, CONSTRAINTS	RECOMMENDATIONS
On Country Program	Brief: Completed Project Plan: Completed	No	Peak Services Peak Services Part funding applied for program delivery under NIAA AIS	Capital Works: \$657,030 Operational Works: \$1,445,173 over 3 years	Partial funding of \$999,526 for Opex has been applied for from NIAA TAE Funding – awaiting decision. Additional funding required.	Council request: 1. Peak Services identify funding opportunities for the continuation of this program with opportunities to bring forward funding should the NIAA application not be successful. 2. Peak Services identifies funding opportunities for the capital funds of \$657,030 required to run this program using temporary outstations prior to the delivery of the Outstation School building
Water Security	Brief: Not Required Project Plan: Not Required	No	DATSIP Successful planning Application under BoR Round 6 for \$40,000 for initial investigations into raising the dam wall.	Capital Works: TBA	Council to advise on status and constraints	Manager Infrastructure and Co-ordination, Remote Indigenous Land and Infrastructure Program Officer Aboriginal and Torres Strait Islander Partnerships (DATSIPP will assist Council to develop its Water Security Strategy. The Department as a Feasibility Budget and will utilize this funding accordingly. DATSIP will also work with Griffith University on other strategies to maximise water efficiency, commencing with a water audit. Associated with the Program Office responsibilities, DATSIP can also help with developing Precinct Plans. For example, if Council has a tourism precinct in mind, DATSIP can assist with developing a Precinct Plan for such area. Further discussion will be held on both matter as part of the next Technical Working Group meeting.
Market Garden	Brief: Completed Project Plan: Required	No	Feasibility Under way by Peak Services & ARUP. NIAA funded feasibility study.	Capital Works: ball park \$3.779mil Operational Works: TBD	Constraints: ARUP fee proposal \$60,000 has been supplied however it does not cover determining Capex & Opex or design, site suitability, soil testing, etc. ARUP have supplied a number of consultants that could assist with the above.	Feasibility study underway for site selection (land, water availability and quality, soil testing, etc); Cost Estimates; Specialist Agriculture such as Hydroponics, Aquaponics, Grow tunnels, etc, suitable for provision to

PROJECT	PROJECT DOCUMENTATION	PROJECT CONSTRAINED (SEE COMMENTS)	WHO IS UNDERTAKING PROJECT DEVELOPMENT WORK	FUNDING REQUIRED	COMMENTS, CONSTRAINTS	RECOMMENDATIONS
Swimming Pool	Brief: Completed Project Plan: Required	Yes	Planning application pending LGGSP	Capital Works: \$3.57mil	A Project Brief has been completed inclusive of a high level concept and Cost Estimate. The following elements are included, 25m x 12m lap pool, toddler pool, amenities block, kiosk, managers office, storerooms, first aid room, shade structures over pools, pool filtration, pump, dosing balance tanks, etc and housing Constraints: Awaiting confirmation of School's contribution (land and operation/maintenance costs) and Council approval to proceed	That Council seek formal support from Education Queensland for the land and long term undertaking for the operation and maintenance of the swimming pool and associated facilities. Further that Council provide a copy of the swimming pool proposal to the Government Champions seeking their support. Further that Council seek grant funding for the construction of the swimming pool complex, and on receipt of funding Council's consultants undertake stakeholder and community consultation as part of the final design.
Barge Services Review & Freight Subsidies	Brief: Required Project Plan: Required	Yes	Peak Services	Capital Works: TBD	Constraints: Awaiting a fee proposal from Peak Services for a Review of Barge Services to Mornington Island	Council note that a fee proposal is has been prepared by Peak Services for a Review of Barge Services to Mornington Island.
Road Building Machinery	Brief: Council to progress Project Plan: Council to progress	No	MSC	Operational Works: TBD	Funding to be sort for training from the Waanyji funding partnership	Council to confirm if further funding is required for training and if funding is to be sort from the Waanyji funding partnership.
Realignment of the Runway	Brief: Underway Project Plan: Underway	No	Peak Services & AUREON	Capital Works: Ball park \$25mil	Council funding allocated in 2021/22 Budget	Aecom have been appointed, DATSIP have completed the survey - works are underway.
Male and Female Single Persons Accommodation	Brief: Completed Project Plan: Required	Yes	Peak Services & MSC	Capital Works: \$4,654,080	Need to identify funding within the State Housing portfolio. As the project is likely to be funded within this portfolio the Project Brief could be supplied to the Housing Manager to commence Architectural works and stakeholder consultation.	1. Council to decide if this project can be funded out of the approved \$7.328mil community housing allocation. 2. Project Brief to be supplied to the Housing Manager to commence Community and Stakeholder consultation, site identification and Architectural works, budget, program, etc. in preparation for funding allocation.
Beef Production and Processing	Brief: DRAFT Project Plan: Year 2	Yes	YEAR 2-3	Capital Works: TBD	Preliminary position paper prepared, Consultant needs to be identified and commissioned to prepare a detailed project plan.	

PROJECT	PROJECT DOCUMENTATION	PROJECT CONSTRAINED (SEE COMMENTS)	WHO IS UNDERTAKING PROJECT DEVELOPMENT WORK	FUNDING REQUIRED	COMMENTS, CONSTRAINTS	RECOMMENDATIONS
Visitor Accommodation	Brief: Partially completed Project Plan: Partially completed	Yes	Peak Services	Capital Works: \$4,084,350	Partial funding of \$1,584,350 Building Better Regions Round 5 application submitted, announcement Sept 2021. Additional funds of \$2.5mil required to meet needs. The Project Brief and Project Plan need to be updated to include additional scope and funding requirements	Council to request Peak Services provide an order of cost to develop a Project Brief and Project Plan inclusive of the additional scope new QS cost estimate suitable for the lodgment of a funding application and proceed with this work providing it is of a similar cost to previous projects.
Splashpark	Brief: Completed Project Plan: Completed	No	Peak Services	Capital Works: \$1,913,700	Building Better Regions Round 5 application submitted, announcement Sept 2021. Consideration could be given to including this project into the swimming pool grounds.	Council to advise if consideration should be given to including this project into the swimming pool grounds.
Coastal Studies and Foreshore Management Plans to combat erosion	Brief: DRAFT Project Plan: YEAR 2	Yes	Peak Services State Government	Management Plans: \$205,000 Capital Works: Ball Park \$5,000,000	Works have been undertaken to identify the reports required to support works for the protection of the foreshore in particular the Old Township and other parts of the foreshore where infrastructure is threatened. The future works will consider opportunities that increase livability on Mornington Island such as a rockpool, foreshore beautification, safety infrastructure to exclude estuarine crocodiles, fish aggregating devices to help local people provide for their families.	Council to accept Peak Services' proposal \$7,355 to Prepare project brief and RFQ document, issue RFQ to select consultants and manage queries, Manage Preliminary Masterplan design preparation, obtain quantity surveyor costs estimates on preliminary master plan, Deliver final preliminary masterplan and cost estimates.
Training, Administration, Business Hub and Library	Brief: Required Project Plan: Required	Yes	Peak Services	Business Plan: \$50,000 Capital Works: Ball Park \$10,000,000	A significant amount of work has been undertaken on this project for previous funding applications for a cyclone shelter. This work can be combined into a Project Brief to inform a Project Plan and accurate cost estimate. Brief to investigate utilizing existing infrastructure with new zoning complete.	Peak Services provided an order of cost to prepare a Project Brief.
Tourism Development Strategy	Brief: Required Project Plan: Required	Yes	Peak Services	Strategy: \$69,938	A fee proposal has been provided by QUT and Peak services to develop a tourism strategy.	Peak Services provided a fee proposal/order of cost for the management of this body of work and development of a Project Brief and Project Plan for review and approval by Council

PROJECT	PROJECT DOCUMENTATION	PROJECT CONSTRAINED (SEE COMMENTS)	WHO IS UNDERTAKING PROJECT DEVELOPMENT WORK	FUNDING REQUIRED	COMMENTS, CONSTRAINTS	RECOMMENDATIONS
Internet and Mobile Phone Coverage	Brief: Completed Project Plan: Completed	No	Peak Services	Capital Works: \$2.66mil	A successful funding application was lodged by Telstra, information is yet to be provided on the expected performance and outputs from the new infrastructure, insufficient advice has been provided by Telstra to date to understand what this will provide in terms of increased mobile coverage and internet access for the Mornington Island community.	Council to request information from Telstra on the program for delivery of this project and the expected changes to the on-the-ground experience this project will produce for the Mornington Island Community, businesses and service providers.
Reintroduction of Legal Alcohol Carriage	Brief: Completed Project Plan: Completed	No	MSC		Council progressing both the Commercial Other – Restaurant/Motel license and Carriage limit application.	Council are awaiting approval from State Government
Community Safety Plan	Brief: Completed Project Plan: Completed	No	MSC		Council is progressing the requirements of the Community Safety Plan	Implementation being progressed
Waste Management Strategy	Brief: Underway Project Plan: Required	Yes	Aecon	Strategy: \$ TBA	A review of the current Waste Strategy considering identified issues, environmental performance, recycling options, efficiency, reduction in waste to landfill, regional collaboration opportunities, constraints and opportunities, etc.	Review of the current Waste Strategy underway, on site practices, identified issues, environmental performance, recycling options, facility efficiency, opportunities for the reduction of waste to landfill, regional collaboration opportunities, constraints and opportunities to produce a 20 year waste strategy.
Outcomes & Evidence	Brief: Underway Project Plan: Required	Yes	Peak Services, (high level review) Links to Government Reviews	Research, Monitoring & Reporting: \$ TBD	QUT have advised they have the capacity and expertise to determine baseline data sets and measure changes to baseline social and economic statistical data over time for these projects. Peak Services can investigate funding opportunities to undertake this work from the Close the Gap \$38.6m Outcomes & Evidence Fund.	Council to request Peak Services: 1. Seek a fee proposal from QUT for the research, monitoring & reporting of baseline social and economical statistical data over time in accordance with the likely requirements of the Outcomes & Evidence Fund. 2. Investigate funding opportunities for the above work from the Outcomes & Evidence Fund.
Legend						
Progressing						
Pending decisions						
No decision required						

10.9 LONG TERM COMMUNITY PLAN

Author: Acting Chief Executive Officer

Attachments:

- 1 Long Term Community Plan Works
- 2 Buildings & Infrastructure Condition Assessment And Valuation Prepared For Mornington Shire Council
- 3 Copy of Final Draft Report - To be tabled at the Meeting

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the Long Term Community Plan.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

It is important that Council is briefed on this work

FINANCIAL & RESOURCE IMPLICATIONS

Funded under the State Governments MIPP2 Project

RECOMMENDATION

For Council consideration.



19 February 2021

Chief Executive Officer
Morningson Shire Council
Mission Road, Gununa
MORNINGTON ISLAND QLD 4871

Attn: Lea Marshall

Dear Lea,

Re: Long Term Community Plan Works- Support

Thank you for the opportunity to provide a proposal to support the Council's implementation of the Long Term Community Plan.

This proposal is to assist Council in setting up the capital works plan within a project management framework and within Council's Pulse Project Management Software. To support the capture of renewals works, this proposal also includes the development of digital mapping via GIS software of Council's asset data to enable a consistent approach and ease of access for Council staff and service providers as required.

Our company has an extensive background in asset management, working with small Councils and our nominated staff have long standing experience of working with Council and on the Island.

We believe our methodology to be sound, having developed customisable policies and templates, and we have the consultancy skills to complete this project to achieve your desired outcomes.

We would welcome the opportunity to discuss our proposal with you at your convenience and would be pleased to provide any additional information you require.

Attached please find our detailed proposal, Associates' brief profiles and company background for your information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Owen Harvey'.

Owen Harvey
Director

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1. SCOPE AND METHODOLOGY

The following is the proposed Scope of Work based on discussions to date:

1.1 Council Project Management and Control Software:

It is noted that Council has procured the Pulse Project Management and Control software which is to be:

- Repository for infrastructure, asset and service concepts (i.e inputs to the Project delivery framework)
- Tool to prioritise against multi-assessment criteria (to be developed within scope of below project)
- Tool to prepare timeline
- Essentially forms basis of Capital component of Long Term Financial Plan
- Project execution component houses annual approve capital works program

CT Management Group will assist in the setup of the Pulse PM&C module to ensure that all outputs of the below can be captured initially and incorporated into business as usual practices.

Scope of Works	
Infrastructure Plan Baseline	<ul style="list-style-type: none"> • Review existing infrastructure plans prepared for/by Council • Review existing infrastructure plans of other stakeholders within Mornington Shire including the Mornington Island Master Plan as prepared by/in consultation with DATSIP) • Review State and Federal infrastructure plans for relevance to Mornington Island • Synthesize into a cohesive high-level plan. This will be incorporated as part of 1.2 below.
Project Prioritisation	<ul style="list-style-type: none"> • Refer to current project evaluation framework, ensuring work performed is consistent. This will be confirmed as part of an on-site workshop with Council. • Review existing infrastructure plans for identified critical infrastructure works required. The source documents will be current Asset Management Plans and the Master Plan. • Assist Council in the facilitation and consultation with community stakeholders and public to identify priority projects. • Assist Council in the facilitation and consultation with community stakeholders and public to identify and record required service levels and incorporate in a future review of the AMPs.
Gap Analysis	<ul style="list-style-type: none"> • Review outcomes of community facilitation and consultation against baseline • Identify infrastructure gaps and collate and incorporate into Council's Pulse Project Management module)
Timeline	<ul style="list-style-type: none"> • Prepare timeline of infrastructure projects to assist in Council decision making
Framework for Working with Stakeholder Groups	<ul style="list-style-type: none"> • Develop framework/data standards for working with external stakeholder groups for infrastructure related matters. This will be incorporated as part of 1.2 below.

1.2 Digital Asset Management System and Support

DATSIP has provided Council with base Digital Asset Management Data. The scope of this portion is to develop this further as follows:

Scope of Works	
GIS Data Consolidation	<ul style="list-style-type: none"> • Develop a standardised spatial data layer list suitable for a small Council such as Mornington Shire. This list will be for all asset classes and will define in detail the feature attribute fields for each of the layers (data table structure). This data structure will form the essential standard for all ongoing asset assessments and compilation of data for newly constructed assets on the island. The table will also incorporate suitable data to allow third party valuations and include any necessary classifications and dimensional information. • Consolidate existing data utilising the State Govt provided shape files (Digital Asset Management Plan (DAMP)) and overlay the existing data from NDRRA/DRFA completed projects (which is in various formats and in disparate locations). Current data includes previous condition assessment surveys, link in State owned datasets, such as property, contours, land use, mining, watercourses, etc from QSpatial. • Format the consolidated data from above into the approved standard table structure, aligning attribute fields. • Identify missing GIS layers to provide a comprehensive suite covering all asset classes (eg footpaths, kerbing etc.). • Carry out a data gap analysis to identify missing attribute fields and where possible complete missing data from existing registers, existing hard copy maps and where necessary on-site inspections (eg DAMP layers do not have any pipe sizes, asset dimensions, classes, hierarchies etc). • Based on above, we have allowed for a week on site to geo-locate and condition assess missing assets as agreed with Council. • In conjunction with above gap analysis, provide feature linkages to existing asset registers. This process will identify any known omissions in the spatial datasets and the ability to reconcile the financial register with the GIS records. • Obtain State owned high resolution aerial imaging of the developed island region (town only), and apply links to low resolution aerial imaging for the remaining areas. • Build up a coherent data file system including logical GIS layers based on asset classes to promote ease of access. • Install on Council server
Optional GIS System Bureau Service	<ul style="list-style-type: none"> • Obtain and deploy updated QSpatial layers such as the DCDB property layer, planning and development, geographical and geological datasets etc. (6 monthly)

	<ul style="list-style-type: none"> • Incorporate additional digital mapped layers received from external sources into existing or additional map views. (as required) • Receive digital data from third party contractors associated with significant asset construction projects and incorporate this data with existing spatial features. (as required) • Process and format "Draft" field information collected on supplied android tablets, incorporating these updates into production layers. (3 monthly) • Produce customised data extracts and exports for internal and external consumption, including design and production of required pdf mapping outputs (limited to 40 hours per year). • Publish production map layers to the spatial web portal to keep online platforms as up to date as possible. (3 monthly) • Telephone and online training and support (limited to 24 hours per year).
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2. PROJECT TEAM

2.1 Project Manager – Owen Harvey



Owen has over 30 years' industry experience starting as a building services engineer (electrical) before moving into project management and asset management. Owen's focus covers design and construction management, procurement, contract administration, asset management, building condition assessments and lifecycle costing in the building industry. He has had a broad involvement in projects, programs and strategic advice. He has design, facilities and project management experience in a wide range of buildings and infrastructure **projects** including office, retail, hospitality, education, defence, water supply, subdivisions, health and aviation facilities.

Owen has worked on asset and facilities management t projects for over 20 local Councils, schools and not for profit organisations in Qld, NSW and for over 16 years. Owen has a long history of work on Mornington Is, including working on the Gununa Creek Dam in the early 1990's, separate building projects up to 2012 and facilities management projects in 2016-2019 on behalf of NW Remote Health.

He is a Registered Professional Engineer, Member of the Australian Institute of Project Management and maintains current QBCC (Builder - Project Management) registration as required to practice in the buildings area in Queensland.

2.2 Associate – Peter Savage



Peter Savage is a consultant who has worked for a number of State Government departments and Local Governments. He has over 30 years' experience in planning and management, asset management, asset assessments and audits, risk and emergency management.

Since 2010, Peter has been a key member of our team of Associates providing services to CT Management Group and its clients, with his prime focus being on providing specialist planning, policy and asset management services to regional Councils and is a practical results-oriented leader who communicates effectively to get the best results from himself and his staff.

Experience

Peter has held senior management positions in the Queensland Parks and Wildlife Service, Department of Emergency Services, Brisbane City Council, Pine Rivers Shire Council and Moreton Bay Regional Council. Peter Savage has recent relevant experience with many rural Councils in Queensland region. Peter has recent experience with Morningson Shire having completed asset data improvements including the undertaking of initial building and roads condition assessments and revision of the asset register on these classes in 2014, updates to the asset management plans and more recently enterprise risk management implementation. He has a good appreciation of the issues and challenges that Council has to deal with on an ongoing basis.

Peter's specific areas of expertise are:

- Risk Management
- Asset Management
- Training and mentoring – Asset and Risk Management
- Planning
- Condition Assessments and Audits
- Business and management planning, team building and mentoring
- Project Management

2.3 Associate - Paul Hirning



Paul has over 20 years continuous Local Government experience with three major Councils in Queensland. His exposure to a number of different fields during his career has provided him with a wealth of experience and practical knowledge in all elements of Local Government Engineering. His experience includes roles in both asset management GIS management and service delivery areas. Paul's strong abilities in the area of information technology and data analysis, teamed with his extensive operational knowledge, provide him with a solid base for analysing business performance and identifying potential improvement opportunities.

Paul has undertaken building and infrastructure inspections, road and infrastructure surveys and assessments for over 25 Councils across Australia. He is the developer of the DELTA-S Asset Activity Management Support System which has achieved good coverage of Queensland Councils for its many applications including Buildings, Parks, Roads, NDRRA, RMPC etc. Paul has also undertaken streamlining and consolidating GIS data for a number of Councils as well as setting up viewers for staff to enable ease of access to key information, ie property maps, infrastructure locations etc. He also undertook condition assessments for Council so has a good appreciation of Council's assets.

3. PROPOSED FEES

3.1 Council Project Management and Control Software

As the scope is quite varied, we are proposing to provide an hourly rate for an associate and project management support at a daily rate of \$1,300.00 ex GST.

This based on 5 days on site plus 35 days off site. We would provide a monthly timesheet for Council identifying the activities that had been worked on, as directed by Council.

This equates to the following as a maximum: **\$52,000 ex GST**

Travel costs and accommodation for the on site work have been estimated and include flights, taxi fares, accommodation on Island and disbursements are estimated at: **\$ 3,320 ex GST.**

3.2 Digital Asset Management System and Support

GIS Data Consolidation. The estimate includes one week on site includes travel and accommodation as per the scope of works in Section 1.2:

\$29,895 ex GST

TOTAL: \$85,215 ex GST

OPTIONAL ONGOING GIS SUPPORT

GIS System Bureau Service - Ongoing GIS and data support on an annual basis as per the scope of works in Section 1.2:

\$20,500 ex GST

4. COMPANY BACKGROUND

4.1 Company Structure

CT Management Group Pty Ltd (CT Management Group) has been operating since 1995 and now provides consulting services to Local Government across Australia. With growing demand for CT Management Group's services, the business expanded its Victorian operations in Queensland, Western Australia and Tasmania. On 1 July 2010, the companies were consolidated into one National company and have further expanded with CT Management Group now operating across Australia. A unique and current understanding of the Local Government sector, along with a determined commitment to quality of service where Local Government would continue to benefit long after the specific task was completed, are key differentiators in the marketplace for this business.

4.2 Our Chairman & Directors

The Chairman and Directors of the CT Management Group are:

- Hon. Jeffrey Kennett A.C., Chairman
- Michael Courtney, Managing Director
- Owen Harvey, Director

4.3 Our Associates

As part of the growth of our company over the past 23 years, CT Management Group now has over 85 Associate consultants to effectively support our business, involving Local Government and State Association agency programs. Each Associate is an independent consultant with extensive professional experience in the company's key service areas. They each have many years of service at senior management levels and have a commitment to improving the quality of service delivery by Councils to their communities. Our Associates operate under an associate agreement which imposes high professional ethics and standards.

4.4 Engagement of Associates

- a. Should the Client wish to continue to engage the Associate beyond the terms of this Project, the Client is required to engage directly with CT Management Group to negotiate an extension to this Project or a new Agreement.
- b. Under this or any other engagement and for a period of 12 months after that engagement, the Client will not engage the Associate directly unless the express written consent of CT Management Group is provided and, on those terms, including a monetary payment to CT Management Group, as specified by the CT Management Group.
- c. If the Client wishes to employ any representative or anyone engaged by the Associate, the Client will pay to CT Management Group a fee amount \$15,000 or 10% of the total fees payable to CT Management Group under this project (whichever is the greater), within 7 business days of the individual being employed by the Client.

4.5 Early Termination of a Project or Placement

In the event that a Project or Placement proposal is accepted by the Client and subsequently cancelled for any reason by the Client prior to commencement, the following cancellation fee is payable to CT Management Group within 7 business days of the cancellation:

- d. 15% of the total fees payable under the Contract – cancellation within 24 hours of commencement.
- e. 10% of the total fees payable under the Contract – cancellation within 30 days of commencement; and
- f. 5% of the total fee payable under the Contract – cancellation within a period greater than 30 days of commencement.

4.6 Membership Associations

Our Directors belong to the following:

- Institute of Public Works Engineering Australia;
- Australian Society of Accountants;
- Local Government Professionals; and
- Institution of Engineers Australia

4.7 Insurances

Type	Amount of Cover	Insurer	Policy Number	Expires
Professional Indemnity Insurance	\$10,000,000	Dual Australia P/L	P-PI/0/267375/20/L-3	18/03/2021
Public Liability & Product Liability Insurance (Recruitment & Placements)	\$20,000,000	Dual Australia P/L	P-PL/0/267375/20/L-3	18/03/2021
Workcover (VIC)	N/A	Xchanging Vic	12552944	30/6/2020

Type	Amount of Cover	Insurer	Policy Number	Expires
Workcover (QLD)	N/A	WorkCover QLD	WCA110769092	30/9/2020
Workcover (NSW)	N/A	Icare NSW	117919401	31/12/2020

4.8 Local Buy Panels

CT Management Group is an approved consultant on the Local Buy Panels of Providers for the following panels if this is of assistance for procurement purposes:

- BUS 272 – Business, Finance & Organisational Management Services
- BUS 278 - Human Resources & Employee Services
- BUS 252 - Asset Management Consultancy Services.
- BUS 254 - Supply of Project Management Consultancy Services.

5. CONTACT INFORMATION

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BUILDINGS & INFRASTRUCTURE CONDITION ASSESSMENT AND VALUATION PREPARED FOR MORNINGTON SHIRE COUNCIL

FEBRUARY 2021
STRICTLY PRIVATE & CONFIDENTIAL



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DOCUMENT CONTROL

CT Management Group P/L PO Box 1374 GEELONG VIC 3220 Phone: 0419 741 592 Email: admin@ctman.com.au Web: www.ctman.com.au	Document: 5638 - Mornington - CA and Valuation Proposal
	Project Manager: Owen Harvey
	Author: Owen Harvey
	Date: February 2021
	Synopsis: Proposal for Building and Infrastructure Assets Valuation

CONSULTANTS DISTRIBUTION SCHEDULE

Version No.	Date	Distribution	Reference

SCHEDULE OF ADOPTION

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1. INTRODUCTION

CT Management Group Pty Ltd (CT Management Group) is pleased to provide this proposal to Mornington Shire Council to undertake:

1. A condition assessment on all specified Council facilities and infrastructure assets. Including;
 - visit each of the specified assets and complete a condition assessment.
 - document the findings of the assessment including identified maintenance, risk allocation and renewal requirements for each of the buildings.
 - provide costs for each of the identified works over a 10 year period for buildings
 -The outcome of this stage of the work is to provide an electronic version of collected data in excel format to ensure seamless integration with Council's preferred asset management database and finance system.
2. Financial Reporting and Insurance valuations (where applicable) for the following asset classes
 - Building assets (approximately 1110)
 - Other Structure assets (approximately 25)
 - Road Infrastructure assets
 - Water Infrastructure assets
 - Sewer Infrastructure assets

CT Management Group is highly skilled and experienced in providing asset condition assessment and valuations, with 25 years' experience in the local government sector. Our standard building condition and management report includes all aspects outlined in your specification and is a highly respected and valued product by our existing clients. Our established valuation process includes partnering with **APV Valuers & Asset Management** who through a subcontract arrangement to CT Management Group, will provide qualified engineers and valuers to complete the valuation component of this project.

Asset condition assessments and valuations is core business for CT Management Group – through our alliance with APV Valuers, we are currently delivering very similar projects in Queensland, NSW and Victoria.

The project team we provide is a unique offering. We combine the separate expertise of experienced engineers, asset management consultants, building practitioners and certified valuers to complete our projects. We do not rely on a generalist to complete the project. We have developed our own software and a well refined and efficient process that enables CT Management Group to offer our clients a higher level of expertise at a lower cost than our competitors.

CT Management Group has been operating since 1995 and now provides consulting services to not-for-profit and government agencies across Australia. Our distinctive competencies are our experience, maturity and independence in working with clients. We target experienced executive officers in our recruitment, to enable the provision of solutions that reflect a deep understanding of the local government environment.

APV Valuers & Asset Management (APV) is a leader in specialist valuation, asset management and asset accounting services, who are proud of their unblemished record of audit approval. Through the alliance we offer the joint expertise of valuation and asset management services. The valuation services are provided through an ISO:9001 Quality Management compliant system and processes.

We look forward to the opportunity to provide this project to Mornington Shire Council.

2. SCOPE AND METHODOLOGY

Our proposal includes provision for the following:

2.1 Phase 1 - Project Planning and Initiation

CT Management Group will facilitate a Project Initiation Workshop via MS Teams or Skype with Council to clarify any other project requirements. At this meeting we will request any required documents and asset data sources not yet provided.

Planning will include the determination and acceptance of asset and accounting assumptions – including levels of componentisation, (eg long and short life components), useful life, deterioration projections, unit rates etc. Once accepted, the assumptions will be configured in AssetValuerPro for valuations and DeltaS Condition Assessment for the assessment of asset condition.

Included in this stage will be establishing our DeltaS Building Condition Assessment tool configured with the data fields specified in the Tender Specification, enabling CT Management Group to undertake the condition assessment and validation of the building asset and components consistent with the Specification. Our standard practice is to collect data as outlined in the IPWEA Building Condition Assessment Criteria, Practice Note: No: 3, and tailored to meet the requirements of our clients. e.g condition scoring framework.

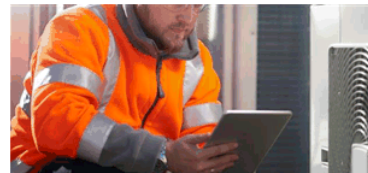
CT Management Group Project Manager (Owen Harvey) is a qualified Engineer and Project Manager. Project records will be shared with Council through a secure SharePoint portal and valuation data shared through the AssetValuerPro (APV's cloud valuation system).

We will undertake condition assessment for the building assets identified in the asset register provided. This will be undertaken as follows:

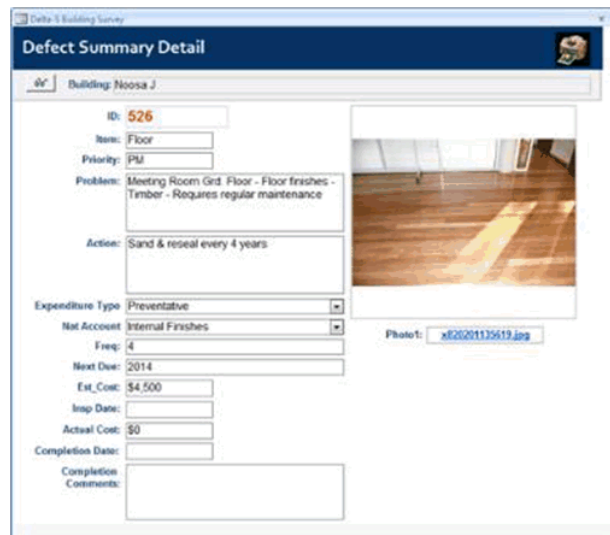
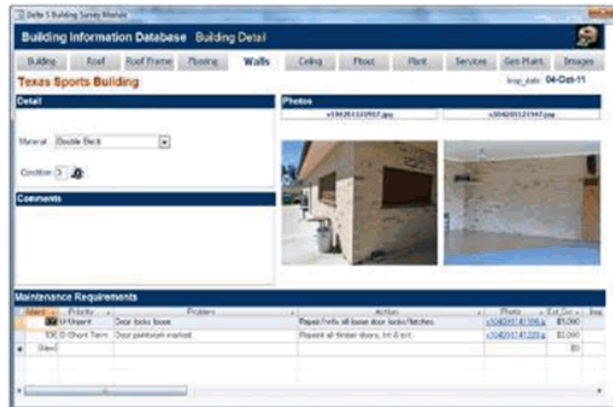
2.2 Building Condition Assessment

In carrying out the building assessment we will undertake the following:

- Field inspections of all buildings assets to assess and record component condition, identified defects, geospatial data & maintenance requirements.
- As part of the inspection program, each building will be assessed by an experienced Building Inspector to record the individual components of the structure. Our Building Inspectors are highly experienced Associates of CT Management Group and are conversant with the IPWEA Building Condition Assessment Criteria, Practice Note: No: 3. Each building and building component will be condition rated to the definitions provided by Council.
- Our inspectors will collect data in the DeltaS system, including capturing general photographs of the asset and defects identified. The inspector will record details in Delta S, including the key data fields required by council and configured in Stage 1.
- Inspection details are recorded electronically in the field using our DELTA-S Buildings Field Module with the latest field tablets and digital cameras. Building assets will be GPS logged as part of the inspection process to provide the opportunity to build or update a GIS layer for the assets.
- Compilation of photographic records of the buildings' facades as well as accessible building components, plus all operational and preventative maintenance tasks. Photos are a significant feature of the assessment process. All components and maintenance items may have multiple images captured to provide Council staff with an instant appreciation of the



- building's components and problems, reducing the need for reinspection by staff for remedial works, or to answer future enquiries.
- Recording all the building details, photographs condition assessments, operational (reactive) maintenance and/or preventative maintenance tasks in the DeltaS database. Maintenance items will be classified and costed using the applicable Rawlinson's rates adjusted for local circumstances, and/or Council's current maintenance rates. Both reactive maintenance items and all reoccurring or preventative tasks can be recorded during the inspection process.
- Digital capture in the field and transfer of the data electronically to the database will ensure that potential errors in the data transfer process for valuation assessment and to Councils Asset Register are eliminated.



2.3 Building Asset Revaluation

The summary specification of the buildings and other assets revaluation is as follows:

Building and Other Structure Assets

Valuations at Fair Value – fully compliant with AASB13 and AASB116

Valuation report detailing –

- Definitions
 - Accounting standards applied
 - Certificate of Value – signed by registered valuer
 - Documented Valuation Methodology
 - Valuation Inputs (Level 1,2 or 3)
 - AASB13 Disclosures
 - Valuation registers
- A valuation database in an agreed electronic excel spreadsheet format with relevant data provided which typically includes the following-
- Unique Council Asset Number
 - Description
 - Location
- Valuation of the building assets at the component level (and further split into short-life and long-life parts as per AASB May 2015 decision).
- Consistent with IPWEA Practice Note 3 (Buildings Conditions Assessment) The components used to split complex buildings are -
- Sub Structure
 - Super Structure
 - Fitout and Fittings
 - Floor Coverings
 - Roof
 - Fire Services
 - Electrical Services
 - Hydraulic Services
 - Mechanical Services
 - Security Services
 - Transport Services

Please note that **all** buildings valued on a Current Replacement Cost basis will be componentised as above at no additional cost to Council.

- The Valuation data will be delivered in Microsoft Excel spread sheet format and via Asset Valuer Pro (cloud-based valuation application) including:
 - Replacement Cost at Component level
 - Fair Value Valuations at Component level
 - Condition assessments – at component level
 - Useful Life – at component level
 - Remaining Useful Life – at component level
 - Residual Value – at component level
 - Depreciation Method – Straight Line
 - Valuation Inputs (Level 1,2 or 3)
 - AASB13 Disclosures
 - Photographs – supplied by CTM
 - Valuations for Insurance purposes

Insurance Valuation

APV will deliver insurance valuation on all building assets at no additional cost

In determining the insurance valuation adequate allowances will be made for:

- Cost increases during the rebuilding period;
- Cost of demolition and removal of debris;
- Cost of all relevant professional fees including, but not limited to, architects, engineers, solicitors, surveyors and planning consultants;
- Any foreseeable associated or incidental costs; and
- Any additional costs due to planning restrictions or due to changes in regulations relating to fire, flood and Occupational Health and Safety legislation

2.4 Infrastructure Assets Condition Assessment

- Roads – Assess overall condition of roads, culverts, kerb & channel, sealed & unsealed roads. The roads will be broken down into sub-groups.
- Water & Sewerage Assets – Visual Condition assessment of all above ground assets. We haven't allowed for water and sewer underground assets but will compare the data obtained from the recent State Govt project and confirm that there is enough length in the asset register
- Stormwater assets are difficult to determine given the current data that is available, but have made allowance to assess length, condition and pipe size where possible.

2.5 Infrastructure Assets Revaluation

APV will undertake valuations of the infrastructure assets as summarised below:

- Valuations at Fair Value – fully compliant with AASB13 and AASB116
- Valuation report detailing –
 - Definitions
 - Accounting standards applied
 - Certificate of Value – signed by an experienced and qualified valuer
 - Documented Valuation Methodology
 - Valuation Inputs (Level 1,2 or 3)
 - AASB13 Disclosures
 - Valuation registers
- A valuation database in an agreed electronic excel spreadsheet format with relevant data provided which typically includes the following-
 - Asset Number
 - Descriptions
 - Location
 - Gross Replacement Cost – at component level
 - (note components will be further split into short-life and long-life parts as per AASB May 2015 decision)
 - Condition Assessments – at component level
 - Nominal Life – at component level
 - Remaining Useful Life – at component level
 - Residual Value – at component level
 - Depreciation Method – Straight-Line
 - Fair value – at component level

- All inspected infrastructure assets will be validated and supported with photos (of major components)

Asset Valuer Pro

In addition to APV's standard valuation reports and spreadsheets supporting the valuation, APV will also supply both Council and their external auditors the ability to access Asset Valuer Pro **at no addition cost** enabling on-line reporting functionality.

There is a significant difference in valuation outputs delivered via Asset Valuer Pro as opposed to the traditional approach of spreadsheets. The key differences are explained in this [brief video](#) on www.apv.net.

Asset Valuer Pro provides a wide range of asset accounting and asset management outputs its does not impinge in any way on councils existing systems. For those clients that already have advanced systems the outputs from Asset Valuer Pro will load directly into your existing systems. However, for those do not have advanced systems the outputs delivered will enable those Councils to benefit from the wide range of outputs.

Asset Valuer Pro provides increased value-for-money through cost savings and increased quality and capabilities. These include:

- A suite of complex reports including general valuation reports, validation reports, detailed methodology reports and analytical and performance reports.
 - Financial Reporting and Insurance outputs including –
 - Ability to model impact of changes in assumptions on valuation and depreciation estimates
 - Financial Reporting and Insurance valuations at Asset Class level, Asset level, Component level, Financial Asset Class level, Fair Value Measurement (AASB13) level and by GL code (lead schedule)
 - Audit package including a range of validation reports and process and on-line access for auditors
 - Asset Methodology Reports
 - Valuation Summary Reports
 - Financial reporting disclosure notes
 - Changes in portfolio reports including detailed calculations of the impact of changes in the valuation from changes in specific inputs
 - Calculation of financial year depreciation expense, loss on disposal from renewal and asset revaluation reserve adjustments at asset class level, asset level and component level
 - Auto-generation of the financial statements 'Movements Reconciliation Report'
- Council will be provided with a one year read-only access to Asset Valuer Pro to enable data to be viewed and ad hoc reports to be prepared. Data will not be able to be changed. Council will require an Asset Valuer Pro licence to use the product for further valuation purposes or to add additional asset classes.

For further information or to arrange an online demonstration of Asset Valuer Pro please contact APV Director David Edgerton on either email (david@apv.net) or mobile 0412 033 845.

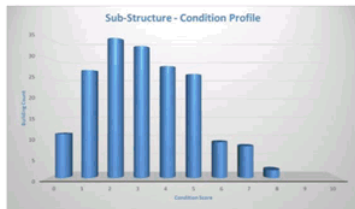
2.6 Preparation of the Building Condition Report

After the presentation of the draft findings and assumptions, all feedback will be incorporated into the final reporting. CT Management Group has developed a comprehensive and informative approach to reporting to Councils the outputs of asset condition assessments, including costed defect maintenance, cyclical/preventative maintenance and renewals. The following will outline the standard report that CT Management Group has provided to over 50 Councils in the past five years.



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CT Management Group Building Condition Report provides a summary of the portfolio and highlights the outcomes of the building inspections and general findings for the buildings and detailed appendices.

Our clients highly value the summative information, such as the ten-year maintenance and renewal forecasts, as well as the technical detail provided at an asset level (such as the register of defects, photographs and geospatial data).

Our reports include:

- Summative information at portfolio level of the condition and ten year projections of the maintenance demand.

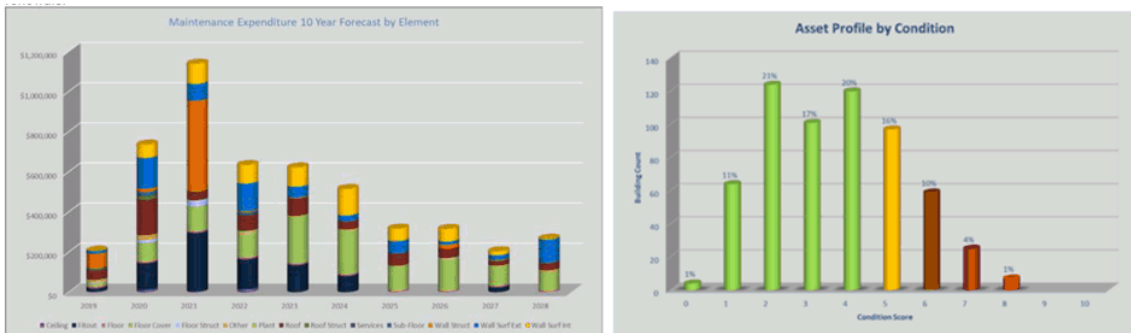


Chart 3.3.1: 10 Year Forecast Expenditure by Building Element

- A Register of Defects (costed and risk assessed)

Site ID	Building Name	Floor	Problem	Action	Photo	Est. Cost	Expenditure	Frequency	Next	Liability	Cost
4435	Airport - Aero Club Building	Floor	Timber decking is weathered and dry	Ensure all boards are secure and treat with an oil based timber preservative.	451010131471.jpg	\$800.00	Cycle Program	1	2019	Flare	Mc
4436	Airport - Aero Club Building	Floor	Planned Carpet Replacement Program	Replace Carpet at recommended schedules	451010131472.jpg	\$10,000.00	Cycle Program	8	2023	Flare	Mc
4437	Airport - Aero Club Building	Wall Surf	Internal Painting Program	Paint to recommended schedules	451010131473.jpg	\$3,700.00	Cycle Program	10	2024	Flare	Insti
4438	Airport - Aero Club Building	Wall Surf	External Painting Program	Paint to recommended schedules	451010131474.jpg	\$9,000.00	Cycle Program	8	2024	Unlikely	Insti
4439	Airport - Aerodrome dwelling	Floor	Gutters full of leaf and debris	Clean gutters annually	451010131475.jpg	\$750.00	Cycle Program	1	2019	Flare	Insti
4440	Airport - Aerodrome dwelling	Wall Surf	Handle broken and door closer missing	Replace lock set on front security door and door closer.	451010131476.jpg	\$2,500.00	Operational		2019	Flare	Insti
4441	Airport - Aerodrome dwelling	Floor	Planned Vinyl Replacement Program	Replace Vinyl at recommended schedules	451010131477.jpg	\$2,000.00	Cycle Program	10	2020	Flare	Mc
4442	Airport - Aerodrome dwelling	Floor	Ties on hearth broken	Remove and replace tiles	451010131478.jpg	\$600.00	Operational		2020	Flare	Insti
4443	Airport - Aerodrome dwelling	Floor	Basin has a crack	Replace basin	451010131479.jpg	\$700.00	Operational		2020	Flare	Mc
4444	Airport - Aerodrome dwelling	Floor	Toilet cistern rattling and single flush	Replace cistern and pan to for a dual flush	451010131480.jpg	\$300.00	Operational		2020	Flare	Insti
4445	Airport - Aerodrome dwelling	Wall Surf	Broken Asbestos sheet	Remove asbestos sheeting and replace with another	451010131481.jpg	\$2,000.00	Operational		2020	Flare	Insti
4446	Airport - Aerodrome dwelling	Wall Surf	External Painting Program	Paint to recommended schedules	451010131482.jpg	\$4,500.00	Cycle Program	8	2022	Flare	Mc
4447	Airport - Aerodrome dwelling	Wall Surf	Internal Painting Program	Paint to recommended schedules	451010131483.jpg	\$6,000.00	Cycle Program	10	2022	Unlikely	Insti
4448	Airport - Aerodrome dwelling	Floor	Planned Carpet Replacement Program	Replace Carpet at recommended schedules	451010131484.jpg	\$10,000.00	Cycle Program	8	2023	Flare	Insti
4449	Airport - Aerodrome dwelling	Floor	Bathroom fit out is deteriorating	Plan to future bathroom renewal	451010131485.jpg	\$10,000.00	Capital Renewal		2023	Flare	Mc
4450	Airport - NSV Fire Brigade Training/Office	Other	Over grown tree branches	Cut back tree growth from gutters	451010131486.jpg	\$200.00	Cycle Program	2	2019	Flare	Mc
4451	Airport - NSV Fire Brigade Training/Office	Roof	Gutters full of leaf and debris	Clean gutters annually	451010131487.jpg	\$250.00	Cycle Program	1	2019	Unlikely	Insti
4452	Airport - NSV Fire Brigade Training/Office	Wall Surf	Glass broken in window at the front of building	Replace glass in window	451010131488.jpg	\$450.00	Operational		2019	Flare	Mc
4453	Airport - NSV Fire Brigade Training/Office	Ceiling	Sheet under front veranda missing	Replace sheet and paint in a matching colour	451010131489.jpg	\$1,200.00	Operational		2019	Flare	Mc
4454	Airport - NSV Fire Brigade Training/Office	Wall Slab	Significant cracking to walls	Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.	451010131490.jpg	\$3,500.00	Operational		2019	Flare	Insti
4455	Airport - NSV Fire Brigade Training/Office	Wall Slab	Significant cracking to walls inside near toilets	Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.	451010131491.jpg	\$2,500.00	Operational		2019	Flare	Insti
4456	Airport - NSV Fire Brigade Training/Office	Wall Surf	Post rotting on front veranda	Replace post and paint in a matching colour	451010131492.jpg	\$750.00	Operational		2020	Flare	Insti
4457	Airport - NSV Fire Brigade Training/Office	Floor	Planned Vinyl Replacement Program CHECK: EDOSTRUG	Replace Vinyl at recommended schedules	451010131493.jpg	\$26,000.00	Cycle Program	10	2023	Flare	Insti
4458	Airport - NSV Fire Brigade Training/Office	Cover	TILES FOR ASBESTOS								
4459	Airport - NSV Fire Brigade Training/Office	Wall Surf	External Painting Program	Paint to recommended schedules	451010131494.jpg	\$2,500.00	Cycle Program	8	2023	Flare	Mc
4460	Airport - NSV Fire Brigade Training/Office	Wall Surf	Internal Painting Program	Paint to recommended schedules	451010131495.jpg	\$6,500.00	Cycle Program	10	2025	Flare	Mc
4461	Airport - Terminal Building	Floor	Planned Vinyl Replacement Program	Replace Vinyl at recommended schedules	451010131496.jpg	\$11,000.00	Cycle Program	10	2023	Flare	Mc

- A detailed maintenance register by asset:

Maintenance Register							
Maint Id	Item	Problem	Action	Expenditure Type	Freq(yrs)	Next Due	Est_Cost
Airport - Aero Club Building							
4435	Floor	Timber decking is weathered and dry.	Ensure all boards are secure and treat with an oil based timber preservative.	Cyclic Program	1	2019	\$800
4436	Floor Cover	Planned Carpet Replacement Program	Replace Carpet at recommended schedules	Cyclic Program	8	2023	\$10,000
4434	Wall Surf Ext	External Painting Program	Paint to recommended schedules	Cyclic Program	8	2024	\$9,000
4433	Wall Surf Int	Internal Painting Program	Paint to recommended schedules	Cyclic Program	10	2024	\$3,700
Airport - Aerodrome dwelling							
4640	Wall Surf Ext	Handle broken and door closer missing	Replace lock set on front security door and door closer.	Operational		2019	\$250
4635	Roof	Gutters full of leaf and debris	Clean gutters annually	Cyclic Program	1	2019	\$150
4644	Wall Surf Ext	Broken Asbestos sheet	Remove asbestos sheeting and replace with another material	Operational		2020	\$3,000
4641	Floor Cover	Planned Vinyl Replacement Program	Replace Vinyl at recommended schedules	Cyclic Program	10	2020	\$2,800
4643	Fitout	Toilet cistern running and single flush	Replace cistern and pan to for a dual flush	Operational		2020	\$800
4638	Fitout	Basin has a crack	Replace basin	Operational		2020	\$700

- A three-year building/building component reactive maintenance program;

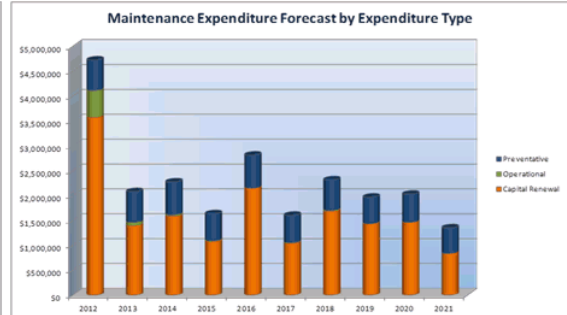
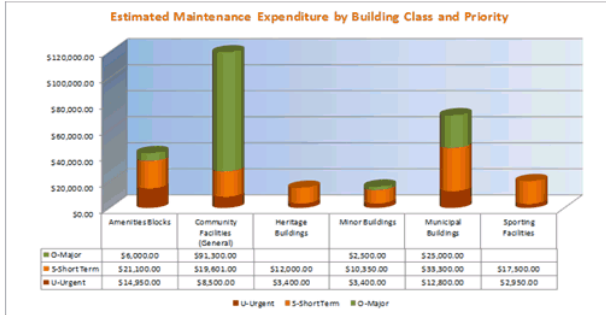
Maintenance Register - 3 Year Program of Works							
Building Name	Maint Id	Item	Problem	Action	Freq(yrs)	Est_Cost	
2019							
Airport - Aero Club Building							
Airport - Aero Club Building	4435	Floor	Timber decking is weathered and dry.	Ensure all boards are secure and treat with an oil based timber preservative.	1	\$800	
Airport - Aerodrome dwelling							
Airport - Aerodrome dwelling	4640	Wall Surf Ext	Handle broken and door closer missing	Replace lock set on front security door and door closer.		\$250	
Airport - Aerodrome dwelling	4635	Roof	Gutters full of leaf and debris	Clean gutters annually	1	\$150	
Airport - NSW Fire Brigade Training/Office							
Airport - NSW Fire Brigade Training/Office	4432	Wall Struct	Significant cracking to walls inside near toilets	Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.		\$3,500	
Airport - NSW Fire Brigade Training/Office	4431	Wall Struct	Significant cracking to walls	Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.		\$3,500	
Airport - NSW Fire Brigade Training/Office	4426	Ceiling	Sheet under front veranda missing	Replace sheet and paint in a matching colour		\$1,200	

- A ten-year long term forecast of maintenance costs

Expenditure Type	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Renewal	\$15,150	\$299,900	\$841,650	\$281,500	\$214,650	\$82,400	\$45,150	\$20,400	\$25,150	\$400
Cyclic Program	\$57,190	\$303,210	\$271,290	\$332,910	\$401,990	\$431,810	\$271,390	\$294,510	\$178,690	\$266,010
Operational	\$134,490	\$132,220	\$24,800	\$19,200	\$4,600					
TOTAL	\$206,830	\$735,330	\$1,137,740	\$633,610	\$621,240	\$514,210	\$316,540	\$314,910	\$203,840	\$266,410

Table 3.9: Estimated Cost of Renewals and Maintenance Program for a 10 Year Period

Below are further examples of information provided in reports to Council.



Building Summary

Building Asset ID: **0600002**

Building Name: **Airport - Aero Club Building**

ASSET_CLAS: Buildings

ASSET_TYPE: Recreation - Clubhouse

ASSET_SUB: Standard

Class: Minor Buildings

Life: Short Life

Overall Condition Score: **4**

Material	Score	Picture1	Picture2
Sub-Structure (Concrete/limber)	4	x01120193128.jpg	
Super-Structure (Metal Cladding)	4	x011201931145.jpg	
Roof Cladding (Metal Decking)	4	x011201931150.jpg	
Internal Finishes (Fibre Cement)	4	x011201931155.jpg	
Floor Coverings (Carpet)	5	x011201931200.jpg	
Services Mechanical (Air Con (Split))	3	x011201931205.jpg	x011201931513.jpg
Services Fire			
Services Electrical (Electrical)	3	x011201931538.jpg	
Services Hydrology (Hydraulic System)	4		
Services Security			
Services Transport			
Services Infrastructure			

Airport - NSW Fire Brigade Training/Office

4431	Item: Wall Struct	Problem: Significant cracking to walls	Action: Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.	Est. Cost: \$1,500.00	Expenditure Type: Operational	Freq: Ann	Next Due: 2023	
4432	Item: Wall Struct	Problem: Significant cracking to walls inside rear toilets	Action: Engage a structural engineer to provide remedial action plan with estimated cost. Include remedial estimate in future budget proposals.	Est. Cost: \$1,500.00	Expenditure Type: Operational	Freq: Ann	Next Due: 2023	
4426	Item: Ceiling	Problem: Sheet under front veranda missing	Action: Replace sheet and paint in a matching colour	Est. Cost: \$1,100.00	Expenditure Type: Operational	Freq: Ann	Next Due: 2023	
4425	Item: Wall Surf Ext	Problem: Glass broken in window at the front of building	Action: Replace glass in window	Est. Cost: \$450.00	Expenditure Type: Operational	Freq: Ann	Next Due: 2023	
4430	Item: Roof	Problem: Gutters full of roof and debris	Action: Clean gutters annually	Est. Cost: \$350.00	Expenditure Type: Cyclic Program	Freq: Y	Next Due: 2023	

2.7 Assumptions and Limitations

The guarantee of an unqualified audit report is limited to the quality and extent of information supplied by the entity as requested in this proposal. This may include information such as the existence of assets, location, condition, potential obsolescence and confirmation of relevant assumptions relied upon by APV for the purposes of completing the valuation.

All intellectual property developed by CT Management Group and APV Valuers to capture valuation data and also deliver the valuation remains vested with CT Management Group and APV Valuers and further extends to DeltaS and the Asset Valuer Pro Software.

Unit rates and floor area measurements will only be supplied directly to external Auditors upon request. This includes APV Valuers Intellectual Property such as formulas which are protected by a registered patent. All Intellectual Property developed for delivery of financial reporting valuations remains the property of APV Valuers & Asset Management.

The valuation will be prepared on the basis that full disclosure of all information and facts which may affect the valuation has been made to us by all parties. We cannot accept any liability or responsibility whatsoever for the valuation unless full disclosure has been made.

Valuation will be solely used by the party to whom it is addressed. Reliance on it by a third party cannot be regarded as reasonable, and no responsibility to any third party is or will be accepted for the whole or any part of its contents. No responsibility whatsoever will be accepted for photocopies of the whole or any part of the valuation or for photocopied signatures.

Other than for the purposes of financial statement disclosure, neither the whole nor any part of the valuation nor any reference thereto may be included in any document, circular or statement without our written approval of the form and context in which it will appear.

Some of the buildings may have a dedicated management provision. It is important for the Inspector to share time with the 'building custodian' to gain an appreciation of any extraneous issues that need to be factored into the assessments. Any buildings are tenanted and will require a minimum of 24 hours prior notice to be provided before attending site. We will ensure that all inspections are programmed to enable adequate notice to be provided by us.

Physical inspections will be undertaken to the extent required to enable us to assess the level of remaining service potential. As a consequence, inspections will not include:

- soil analysis or geological studies
- testing for substances such as asbestos, chemical or toxic wastes, or other potentially hazardous materials which could adversely affect the value of the asset. The value as assessed by us is on the assumption that there is no material within the property that would cause a loss in value. No responsibility is accepted or assumed with regard to the existence or otherwise of any such conditions, and the recipient of this report is advised that the valuers and building assessors are not qualified to detect such substances. We would require separate instructions together with appropriate engineering advice to enable us to identify the existence and extent of such substances, quantify the impact on values or estimate the remedial cost.
- structural surveys of improvements or examinations for timber infestation.

Our Inspectors are highly experienced and qualified in the building industry; however, we do reserve the right to only make recommendations to carry out additional investigations on components that require a specialised technician.

For example, for electrical maintenance activities, our recommendation may be to engage an electrical contractor to further investigate an identified issue and provide Council with remedial actions and estimates. Similarly, our Inspectors will only state that a building material may

contain asbestos materials, and further professional testing should be carried out to confirm the existence and extent of use of the material.

Unless specifically requested and costed, step ladders only are carried to gain visual access to roof cavities (via accessible manholes) or to inspect components above ground level. We also restrict Inspectors from entering confined spaces or subfloor areas where only prohibitive access can be gained.

Council will be provided with a one year read-only access to **Asset Valuer Pro** to enable data to be viewed, downloaded and ad hoc reports to be prepared. Data will not be able to be input or changed. Council will require an Asset Valuer Pro licence to use the product for further valuation purposes or to add additional asset classes.

Prior to commencing, we will supply Council with the assumptions that form the basis of APV's valuation depreciation methodology. To conform with APV's standard practice and quality assurance, Council will be requested to review these assumptions and confirm that they have reviewed and agree with same.

3. TIMETABLE

The following timetable is based on appointment of consultants by 5th March 2021.

Phase	Completed By
Stage 1 – Project Planning and Initiation	8 th March 2021
Stage 2 – Condition Assessments	19 th April 2021
Stage 3a –Asset Revaluation Stage 3b - Council Review Stage 3c – Final Report Issued	7 th May 2021 14 th May 2021 21 st May 2021
Stage 4 – Updated Asset Register, Building Condition and Management Report	4 th May 2021

4. PROJECT TEAM

The team assembled for the project is highly experienced with similar projects.

Our Director **Owen Harvey** will be the Project Manager and Lead Associate role for the production of the asset condition assessments, internal reviews and reporting. Owen is an building services engineer with considerable experience (30 years) in building construction and asset management. Owen has developed the building condition assessment offering within CT Management Group over the past 10 years and has lead over 50 asset condition assessment projects

The building inspection / condition assessment will be undertaken by **Paul Hirning** who is familiar with Councils assets.

The Valuation aspect of the project will be quality controlled by APV Managing Director - **Alfio Ponticello** (Valuation aspects) and Director – **David Edgerton** (Asset Accounting and Asset Management aspects). This will include responding on a timely basis to all client and audit communications.

APV has six (6) registered Valuers on staff and two (2) Engineers who are all qualified to complete this project including **Daniel Atherton** and **Janaka Weerasinghe**. Should Daniel and/or Janaka not be available to complete the valuation, APV has adequate qualified Valuers on staff that can fulfil the contract

Profiles for the team are shown below:

4.1 Owen Harvey – Project Manager



Owen is a qualified Engineer supplemented with a Master's in Business and has worked in senior management positions in both the private and public sectors. He worked in both the Commonwealth Government's Australian Construction Services and also the Queensland State Government's Project Services for 11 years prior to working in private sector consultancy firms for 13 years. Senior roles included that of Associate with Lambert & Rehbein Pty Ltd looking after the Project & Management Services Division. Prior to joining Lambert & Rehbein, Owen was Business Group Manager for Management & Property Services in GHD Pty Ltd's Brisbane office. In addition, he was a Director of a subsidiary company of GHD, Innovative

Strategic

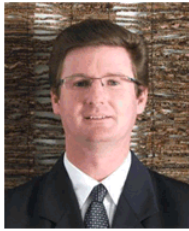
Currently, Owen is a Co-Director within CT Management Group, a national consulting entity that provides Strategic Planning, Business/Asset Management consulting and Professional Placements across Australia.

Experience

Owen has over 30 years' experience in the building industry starting as a building services engineer (electrical) before moving into project management and asset management. Owen's focus covers design and construction management, procurement, contract administration, asset management, building condition assessments and lifecycle costing in the building industry. He has had a broad involvement in projects, programs and strategic advice. He has design and project management experience in a wide range of buildings and infrastructure including office, education, defence, water supply, subdivisions, health and aviation facilities.

Owen has worked on asset management related and condition assessment projects on over 40 local Councils, schools and not for profit organisations in Qld, NSW and for over 16 years.

4.2 Paul Hirning – Inspections and Data Analyst



Paul has over 19 years continuous Local Government experience with three major Councils in Queensland. His exposure to a number of different fields during his career has provided him with a wealth of experience and practical knowledge in all elements of Local Government Engineering. His experience includes roles in both asset management and service delivery. Paul's strong abilities in the area of information technology and data analysis, teamed with his extensive operational knowledge, provide him with a solid base for analysing business performance and identifying potential improvement opportunities.

Experience

Paul's career in Local Government includes strategic roles such as leading Maroochy Shire Council's Business Development area in the review and generation of business improvement processes for the Infrastructure Services Department. His comprehensive operational knowledge has allowed him to undertake extensive process reviews to validate activity provision, including research with compatible industry leaders and applying contemporary practices.

Paul was also a senior member of Logan City Council's City Works Division, overseeing change scenarios where traditional service provision processes and roles were updated with new technology or external support. System review was also a critical element of his role, delivering robust reporting mechanisms to ensure business objectives were being achieved.

- Paul held asset management roles in both Toowoomba and Logan City Councils, for more than 6 years, coordinating asset data capture and conditional evaluation programs, and developing asset management plans aligned with corporate business objectives.
- Paul commenced his consultancy practice, Paul Hirning Consultancy Services in early 2007, with a focus on business system development and continual process improvement for Federal, State and Local Government organisations. He is also a key member of the CT Management Group providing consulting services to numerous Local Authorities throughout Queensland.
- Paul is the developer of the DELTA-S Asset Activity Management Support System which has achieved good coverage of Queensland Councils for its many applications.
- Maroochy Shire Council - Operational reviews with a view to continually improving existing service delivery arrangements, including implementation of mobile computing solutions.
- Townsville City Council - Development of an integrated Maintenance Management System to manage road maintenance and performance contract operations, including electronic field defect and data collection inspections utilising mobile devices and spatial integration.
- Paul has provided all of the backroom functions and many of the field services for all of the building condition assessment projects undertaken by CT Management Group across Australia, including over 30 local government organisations, schools and not-for-profit organisations.

4.3 APV Valuers

PERSONNEL	QUALIFICATIONS	ROLE & EXPERIENCE
MANAGEMENT		
Mr Alf Ponticello Managing Director Project Manager Registered Valuer	Registered Valuer: 1816 Bachelor of Business (RP. Val & Administration)	Experience :Senior Valuer – Over 25 years experience in carrying out Local Government and Public Body valuations
Mr David Edgerton Director Methodology	Asset Accounting, Asset Management & Methodology. Bachelor of Commerce Fellow CPA Australia Member – IPWEA CPA Australia’s Representative – AAMCoG	Experience: AASB: Member of Special Project team for Fair Value in the Public Sector and AASB Consultant Contributing Author – IPWEA NAMS Australian Financial Management Guidelines Author – CPA Australia’s national Asset Accounting and Asset Management in the Public Sector program. Over 20 years with Qld Audit Office including Manager of Local Government and Contract Auditors Section
VALUERS – Land, Buildings & Other Structures		
Mr Lachlan Black Registered Valuer Role: On Site Inspections	Registered Valuer: 2913 Bachelor of Business - Real Estate & Development API Registered Certified Practising Valuer 	Experience: Senior Valuer– Over 15+years experience in carrying out Local Government and Public Body valuations. Experience <ul style="list-style-type: none"> • City of Tea Tree Gully • Rural City of Murray Bridge • City of Salisbury • District Council of Mount Barker
Mr Dan Atherton Registered Valuer Role: On Site Inspections	Registered Valuer: 2962 Bachelor of Business - Real Estate & Development Member of Australian Institute of Valuers RICS Registered Valuer - 1169941	Experience: Senior Valuer– Over 15+years experience in carrying out Local Government and Public Body valuations. Experience <ul style="list-style-type: none"> • City of Port Lincoln • City of Playford • Adelaide Hills Council • City of Onkaparinga • Barunga West Council

5. EXPERIENCE

APV have proven demonstrated experience in completing projects of this nature. At the time of producing this package we have completed comprehensive valuations for Land and Building assets for Financial Reporting and Insurance Purposes in full compliance with AASB116 and AASB13 for the following local government clients - **All of which have passed Audit.**

Queensland Councils		
Aurukun Aboriginal Shire Council	Etheridge Shire Council	North Burnett Regional Council
Balonne Shire Council	Flinders Shire Council	Paroo Shire Council
Barcardine Regional Council	Fraser Coast Regional Council	Pompuraaw Aboriginal Shire Council
Banana Shire Council	Gladstone Regional Council	Quilpie Shire Council
Barcoo Shire Council	Gympie Regional Council	Richmond Shire Council
Blackall Tambo Regional Council	Hinchinbrook Shire Council	Scenic Rim Regional Council
Boulia Shire Council	Ipswich City Council	South Burnett Regional Council
Bulloo Shire Council	Isaac Regional Council	Southern Downs Regional Council
Bundaberg Regional Council	Lockhart River Aboriginal Shire Council	Sunshine Coast Regional Council
Burke Shire Council	Logan City Council	Toowoomba Regional Council
Cairns Regional Council	Longreach Regional Council	Torres Shire Council
Central Highlands Regional Council	Mackay Regional Council	Western Down Regional Council
Charters Towers Regional Council	Maranoa Regional Council	Whitsunday Regional Council
Cherbourg Aboriginal Shire Council	Mareeba Shire Council	Winton Shire Council
Cook Shire Council	Moreton Bay Regional Council	
Doomadgee Aboriginal Shire Council	Murweh Shire Council	

South Australia Councils	Victoria Councils	Tasmania Councils
Adelaide City Council	Bass Coast Shire Council	Kentish Council
Adelaide Hills City Council	Frankston City Council	Break O'Day Council
Barunga West Council	Moreland City Council	
City of Port Adelaide Enfield	Northern Grampians Shire Council	Northern Territory Councils
City of Tea Tree Gully	Swan Hill Rural City Council	City of Palmerston
District Council of Mt Barker	Wellington Shire Council	City of Darwin
City of Marion	Wyndham City Council	
City of Salisbury	Southern Grampians Shire Council	
City of Onkaparinga	Murrindindi Shire Council	
Kangaroo Island Council	City of Greater Geelong	
City of Port Lincoln		

New South Wales Councils		
Armidale Regional Council	Cowra Council	Nambucca Shire Council
Balranald Shire Council	Edward River Council	Oberon Council
Bankstown City Council	Eurobodalla Shire Council	Parramatta City Council
Bayside Council	Gilgandra Shire Council	Port Macquarie Hastings Council
Bega Valley Shire Council	Gosford City Council	Richmond River Council
Bellingen Shire Council	Griffith City Council	Riverina Water County Council

Berrigan Shire Council	Gwydir Shire Council	Richmond Valley Council
Blacktown City Council	Hay Shire Council	Shoalhaven City Council
Bland Shire Council	Hunters Hill City Council	Singleton Council
Blue Mountains City Council	Inverell Shire Council	Strathfield Council
Bogan Shire Council	Kempsey Shire Council	The City of Sydney Council
Bourke Shire Council	Kiama Municipal Council	Tweed Shire Council
Brewarrina Shire Council	Lismore City Council	Upper Hunter Shire Council
Broken Hill Shire Council	Lithgow City Council	Wagga Wagga City Council
Byron Shire Council	Liverpool Plains Shire Council	Walgett Shire Council
Cairns Regional Council	Mid-Western Regional Council	Warrindah City Council
Campbelltown City Council	Moree Plains Shire Council	Warrumbungle Shire Council
Central Darling Shire Council	Mosman Council	Wentworth Shire Council
Cessnock Shire Council	Murrumbidgee Shire Council	Willoughby City Council
Clarence Valley Council	Muswellbrook Shire Council	Wingecarribee Shire Council
Coffs Harbour City Council	Narrabri Shire Council	Wollongong City Council
Coonamble Shire Council	Narromine Shire Council	Wyong Shire Council
Western Australia Councils		
City of Armadale	Mindarie Regional Council	Shire of Murchinson
City of Bayswater	Shire of Ashburton	Shire of Murray
City of Belmont	Shire of Augusta Margaret River	Shire of Northampton
City of Fremantle	Shire of Boddington	Shire of Serpentine Jarrahdale
City of Greater Geraldton	Shire of Bridgetown Greenbushes	Shire of Tammin
City of Joondalup	Shire of Brookton	Shire of Toodyay
City of Melville	Shire of Coorow	Shire of Trayning
City of Nedlands	Shire of Chapman Valley	Shire of West Arthur
City of Perth	Shire of Gnowangerup	Shire of Williams
City of Rockingham	Shire of Harvey	Town of Bassendean
City of South Perth	Shire of Kalamunda	Town of Claremont
City of Stirling	Shire of Kulin	Town of Cottesloe
City of Subiaco	Shire of Lake Grace	Town of Meriden
City of Swan	Shire of Mundaring	Town of Mosman Park
City of Wanneroo	Shire of Lake Grace	Town of Port Hedland
Eastern Metropolitan Regional Council	Shire of Mundaring	Town of Victoria Park

CT Management Group has extensive experience in undertaking Building and other Asset Condition assessments for Local Governments and organisations throughout Australia. The list of clients for which this type of project has been completed is shown below.

Mornington Shire Council, Victoria	Shire of Campaspe, Victoria
Borough of Queenscliffe, Victoria	Geelong Grammar School, Vic
The Geelong College	Catholic Education – Melbourne
Tenterfield Shire Council, NSW	Benalla Rural City Council, Victoria
Good News Lutheran College – Tarneit, Vic	Kardinia International School - Geelong
Gannawarra Shire Council, Victoria	Goondiwindi Regional Council, Qld.
Southern Grampians Shire, Victoria	McKinlay Shire Council, Qld

City of Greater Shepparton, Victoria	City of Port Phillip Council, Victoria
Strathbogie Shire Council, Victoria	Sunshine Coast Regional Council, Qld
Yarrabah Aboriginal Shire Council, Qld	Longreach Regional Council, Qld
Ararat Rural City Council, Victoria	Lockhart River Aboriginal Shire Council, Qld
South Burnett Regional Council, Qld	Cherbourg Aboriginal Shire Council, Qld
Shire of Kalamunda, WA	Bass Coast Shire Council, Victoria
Whitsunday Regional Council, Qld (3 times)	North & West Remote Health (Medicare Local), Qld
Torres Shire Council, Qld	Port of Portland, Victoria
Winton Shire Council, Qld (3 times)	Department of Environment, Primary Industries, Vic – Community Managed Halls
Cassowary Coast Regional Council, Qld	Carpentaria Shire Council, Qld
Mornington Island Shire Council, Qld	Borough of Queenscliffe, Victoria
Tweed Shire Council, NSW - Community Halls	Mosman Park Council, WA
Inverell Shire Council	Burke Shire Council

6. REFEREES

Name	Description	Contact Details
Edward River Council	Building and Recreation Asset Condition Assessment and Report and revaluations for all asset classes.	Adam McSwain – General Manager M: 0428 501 213
Federation Council	Building Condition Report, Asset Management Plan and Long-Term Financial Plan.	Jo Shannon – Director Corporate and Community M: 0491 151 778
Campaspe Shire Council	Building condition assessment and maintenance report	Shannon Galea Strategic Asset Coordinator Ph: 03 5481 2332 M: 0407877120
Southern Downs Regional Council	Comprehensive valuation for Financial Reporting purposes in full compliance with AASB116 and AASB13. Asset classes previous valued include: <ul style="list-style-type: none"> • Land • Buildings • Other Structures • Infrastructure (Roads, Water & Sewer) The valuations have been delivered in terms of scope, within agreed timeframes and passed audit .	Andrew Page Manager Finance & Information Technology Ph: 07 4661 0303

Maranoa Regional Council	Comprehensive valuation for Financial Reporting purposes in full compliance with AASB116 and AASB13. Asset classes previous valued include: <ul style="list-style-type: none"> • Land • Buildings • Other Structures • Infrastructure (Roads, Water & Sewer) The valuations have been delivered in terms of scope, within agreed timeframes and passed audit .	Deelea (Dee) Sullivan Financial Accountant/Team Coordinator Ph: 07 4624 0652
Toowoomba Regional Council	Provision of comprehensive valuation for Financial Reporting and Insurance Purposes in full compliance with AASB116 and AASB13. Assets included: <ul style="list-style-type: none"> • Land • Buildings • Site Improvements • Aerodrome • Bus Shelters • Infrastructure Assets All projects have been completed in terms of scope and delivered within agreed time frame All Valuations have passed Audit	Paul Brennan Principal - Asset Accounting Financial Services Ph: 07 4688 6842

7. FEE SUMMARY

The proposed Fee to undertake the above scope of work including Buildings and Infrastructure Valuations, 10yr maintenance and renewals is **\$64,880.00 ex GST**.

* Includes all consulting time, travel time and costs, disbursements, reporting and administration.

Excludes accommodation on Island (to be negotiated with Council). We estimate that up to twenty (20) days on site will be required.

We also detail our Schedule of Rates for this engagement, should scope and consultation increase.

Project Manager	\$190 /hr
Data Analyst	\$170 /hr
Inspector	\$135 /hr
Valuation	\$275 / hr
Travel @	\$ 0.82 /km

Air Fares, Accommodation & Outgoings

Cost plus 10%

(All costs are quoted exclusive of GST)

Additional Valuations

Type of Valuation	Rate per Building ex GST
Small Building	47.00
Medium Building	52.00
Large Building	76.00

Terms of Payment: -

10%	payable upon commencement
40%	payable upon completion of inspections
45%	payable on delivery of Draft Valuation and Building Condition Report
Balance 5%	payable within 7 days of receipt of final reports

Terms of payment 7 days from invoice.

Should this proposal not fully align with Council expectations, we would welcome an opportunity to discuss alternative priorities, implementation options and timeframes with you.

8. COMPANY BACKGROUND

8.1 Company Structure

CT Management Group has been operating since 1995 and now provides consulting services to Local Government across Australia.

With growing demand for CT Management Group's services, the business expanded its Victorian operations in Queensland, Western Australia and Tasmania. On 1 July 2010, the companies were consolidated into one National company and have further expanded with CT Management Group now operating across Australia.

A unique and current understanding of the Local Government sector, along with a determined commitment to quality of service where Local Government would continue to benefit long after the specific task was completed, are key differentiators in the marketplace for this business.

8.1.1 Our Chairman & Directors

The Chairman and Directors of the CT Management Group are:

- Hon. Jeffrey Kennett A.C., Chairman
- Michael Courtney, Managing Director
- Owen Harvey, Executive Director
- Seva Watts, Executive Director

8.1.2 Our Associates

As part of the growth of our company over the past 25 years, CT Management Group now has over 115 Associate consultants to effectively support our business, involving Local Government and State Association agency programs.

Each Associate is an independent consultant with extensive professional experience in the company's key service areas. They each have many years of service at senior management levels and have a commitment to improving the quality of service delivery by Councils to their communities.

Our Associates operate under an associate agreement which imposes high professional ethics and standards.

8.1.3 Membership Associations

Our Directors belong to the following:

- Institute of Public Works Engineering Australia;
- Australian Society of Accountants;
- Local Government Professionals; and
- Institution of Engineers Australia

8.2 Professional Services

Our key consulting services across six Service areas are:

- Asset Management
- Financial Management
- Organisational Development & Human Resources Services
- Contract and Project Management
- Service Planning
- Professional Placements

CT Management Group's structure reinforces the way we deliver quality services and ensures we continue to meet client requirements.

8.3 Financial Ability and Resources

8.3.1 Financial Ability

CT Management Group is presently able to pay all debts in full as and when they fall due.

CT Management Group is not currently engaged in any litigation.

CT Management Group's Bank and/or Accountant contacts are provided;

Accountant	Richard Carr West Carr & Harvey East 13, Federal Mills Park 33 Mackey Street North Geelong VIC 3215 info@westcarrharvey.com.au 03 5222 4522
Bank	Elie Assi Business Banking Manager National Australia Bank Level 2, 79 -81 Malop Street, Geelong 3220 Ph: 03 5249 3024

8.4 Accounting Procedures

Payment of claims is to be made to CT Management Group within two weeks of submission to our bank National Australia Bank, 49 Malop Street, Geelong Vic 3220 BSB 083679, Account 65-805-0370.

Goods and Services Tax will apply to CT Management's service provision.

CT Management Group has an annual turnover of approximately \$10 million and is fully covered by Public Liability and Professional Indemnity arrangements.

8.5 Associates

As outlined above, CT Management Group engages consultants, also referred to by the CT Management Group as "Associates," who are contracted to provide their expertise, experience and labour to each relevant CT Management client in accordance with the relevant and agreed project scope. CT Management Group has entered into an Associate Agreement with each Associate who operates under an independent contractor arrangement. This method of engagement ensures that the most suitable and experienced skills sets in the marketplace are made available to CT Management Group clients to complete their required projects and strategic objectives.

8.6 Engagement of Associates

- a. Should the Client wish to continue to engage the Associate beyond the terms of this Project, the Client is required to engage directly with CT Management Group to negotiate an extension to this Project or a new Agreement.
- b. Under this or any other engagement and for a period of 12 months after that engagement, the Client will not engage the Associate directly unless the express written consent of CT Management Group is provided and on those terms, including a monetary payment to CT Management Group, as specified by the CT Management Group.
- c. If the Client wishes to employ any representative or anyone engaged by the Associate, the Client will pay to CT Management Group a fee amount \$15,000 or 10% of the total fees payable to CT Management Group under this project (whichever is the greater), within 7 business days of the individual being employed by the Client.

8.7 Early Termination of a Project or Placement

In the event that a Project or Placement proposal is accepted by the Client and subsequently cancelled for any reason by the Client prior to commencement, the following cancellation fee is payable to CT Management Group within 7 business days of the cancellation:

- a. 15% of the total fees payable under the Contract – cancellation within 24 hours of commencement.
- b. 10% of the total fees payable under the Contract – cancellation within 30 days of commencement; and
- c. 5% of the total fee payable under the Contract – cancellation within a period greater than 30 days of commencement.

8.8 Integrated Management System

CT Management Groups operates a fully integrated management system ensuring a robust and consistent approach to all matter of Occupation and Health and Safety, Quality and Environmental Management. The CT Management Group Board has been involved in this process, and adopted a system document and framework to manage this area in November 2010. This documentation, along with the operational processes, are regularly reviewed and monitored in order to ensure safe, healthy and compliant work practices and systems across the organisation.

8.8.1 Health and Safety Policy Statement

CT Management Group is committed to the management of risk and to the provision, maintenance and review of a safe and healthy work environment for all employees, contractors, customers and the general public.

This Policy applies to Directors and staff working at CT Management Group offices including those situations where work is performed off site.

All management representatives are accountable for the implementation of this policy and for ensuring the Policy objectives are achieved, maintained and reviewed in their area of respective responsibility.

All employees are to observe health and safety policies and procedures. Assist and cooperate in the consultative process to ensure hazards are identified and controlled, to care for their own safety and that of others who may be affected by their actions, whether directly or indirectly at work and to care for company assets in their control.

Associates of the CT Management Group are those persons engaged on a contractual basis and provide a service as an independent business.

While associates are not direct employee's, CT Management Group recognises an obligation to ensure the behaviour and operation of contractors is in compliance to Occupational Health and Safety requirements.

Associates are provided with Occupational Health and Safety (OH&S) guidelines at the time of engagement and are expected to comply with the requirements as stated.

8.8.2 Quality Operational Practice Statement

CT Management Group will provide quality services to all internal and external stakeholders including its customers.

CT Management Group undertakes to provide a customer focussed service, which consistently and efficiently meets CT Management Group's mission and the needs and expectations of its customers, within the constraints of applicable legislation. This is achieved by providing excellence in customer service, use of modern technology, trained and motivated staff and the use of "Best Practice" management principles.

The adoption of a Quality Management System based upon the principles of the AS/NZS ISO 9001 IMS Standard will prevent rather than correct non-conformances and ensure continuous improvement throughout all our business activities.

CT Management Group and its staff are fully committed to comply with this operational practice and to strive for excellence in customer service.

8.8.3 Environmental Policy Statement

CT Management Group is committed to a responsible and environmentally sound approach to environmental management at all project sites.

The company through strict adherence to its Environmental Management System will strive to minimise the physical and environmental impacts of its activities at all project sites and adjoining lands.

It is the policy of CT Management Group to closely monitor all environmental issues including noise, waste, dust and water runoff. Should damage or adverse impact on the environment occur CT Management Group will immediately put in place control measures to minimise or eliminate the problem.

CT Management Group will continuously review and improve its Environmental Management System as part of its continuous improvement program.

CT Management Group is committed to comply with all applicable environmental legislation and regulations and all other environmental requirements that are applicable to any operational site.

A Project Integrated Management Plan will be prepared for each operational site, if required by the Client, incorporating the requirements of AS/NZS ISO 14001 and the specific environmental issues relating to the particular site.

This policy will be displayed in prominent positions at all operational sites in clear view of both the public and company employees.

8.9 Insurances (CT Management)

	Amount of Cover	Insurer	Policy Number	Expires
Professional Indemnity Insurance	\$10,000,000	Dual Australia P/L	P-PI/0/267375/20/L-3	18/03/2021
Public Liability & Product Liability Insurance (Recruitment & Placements)	\$20,000,000	Dual Australia P/L	P-PL/0/267375/20/L-3	18/03/2021
Workcover (VIC)	N/A	Xchanging Vic	12552944	30/06/2021
Workcover (QLD)	N/A	WorkCover QLD	WCA110769092	30/09/2021
Workcover (NSW)	N/A	Icare NSW	117919401	31/12/2021

8.10 Insurances (APV Management)

	Amount of Cover	Insurer	Policy Number	Expires
Public Liability	\$20,000,000	Hollard Commercial Insurance	GA700943600BUSP	31/08/2021
Professional Indemnity	\$10,500,000 in any one claim	Newline Australia Insurance Pty Ltd	AUS20888092A	31/08/2021
Workers Compensation		WorkCover Qld	WAA990827655	30/09/2021

Further details can be provided on request.

9. CONTACT INFORMATION

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Queensland Regional Office:	PO Box 8345, Mount Pleasant (Mackay) QLD 4740 Ph: 07 3390 1685 Fax: 07 3390 3909 Email: queensland@ctman.com.au
Tasmanian Office:	PO Box 337, Newstead TAS 7250 Ph: 0488 296 375 Email: chrisd@ctman.com.au
New South Wales Office	PO Box 8128, Koorungal NSW 2650 Ph: 1300 500 932 Email: admin@ctman.com.au

APPENDIX 1 -APV VALUATION METHODOLOGY

There are a number of Australian Accounting Standards that impact on the valuation of public sector assets. APV's methodology has been developed to ensure compliance against all aspects of the twelve accounting standards. Over the past years it has evolved further to adapt to the changes flowing from AASB13 Fair Value Measurement.

We guarantee that our approach fully complies with all aspects of the prescribed requirements, including the requirements flowing from the mandatory application of AASB13 Fair Value Measurement and the May 2015 AASB decision regarding Residual Value.

Prior to commencing, APV will supply the assumptions that form the basis of APV's valuation depreciation methodology for Council review and approval.

AASB13 Fair Value Measurement

AASB13 Fair Value standardises the definition of fair value and sets out a single framework for the measurement of fair value. It applies to all assets and all liabilities. It does not replace the other standards that deal specifically with different types of assets such as AASB116 Property Plant and Equipment.

AASB13 Fair Value Measurement introduced a new definition for Fair Value and introduced concepts for 'Level of Valuation Input' and whether the valuation is a 'recurring' or 'non-recurring' valuation.

Fair Value is defined as:

The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

AASB13 Fair Value Measurement requires that the valuation techniques used to measure fair value shall maximise the use of relevant observable inputs and minimise the use of unobservable inputs.

There are three levels –

- Level 1: are quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.
- Level 2: are other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3: are unobservable inputs for the asset or liability.

Other concepts include –

- the process to develop the valuations
- Processes that must be followed to determine Fair Value
- the creation of different asset classes for reporting
- Complex disclosure requirements - which in turn require new information to be captured during the valuation process

APV's reports include –

- Analysis of the valuation results
- Detailed methodology and description about the valuation processes used
- Detailed description of valuation inputs and techniques
- Narrative description of the sensitivity of the fair value measurement to changes in unobservable inputs
- Quantitative information about the significant unobservable inputs
- Details around the selection of highest and best use

In addition to the Valuation report APV will also provide –

- Suggested Draft Disclosure Notes - to be incorporated into councils financial statements Designed to satisfy the requirements of AASB13 Fair Value
- The Draft Disclosure Notes will be tailored to the specific valuation

APV Methodology

Except where the use of a sampling approach is to be employed (such as for infrastructure assets) all assets will be physically inspected and validated for their existence, physical attributes and condition. Depreciation will be estimated using the straight-line depreciation method.

The valuation will include consideration of the range of different accounting standards applicable to the determination of Fair Value. These are summarised in the 'Overview: Valuation of Assets Decision Tree'.

Fair Value will be determined using either (or a combination) of –

- Market approach
- Income approach
- Cost approach

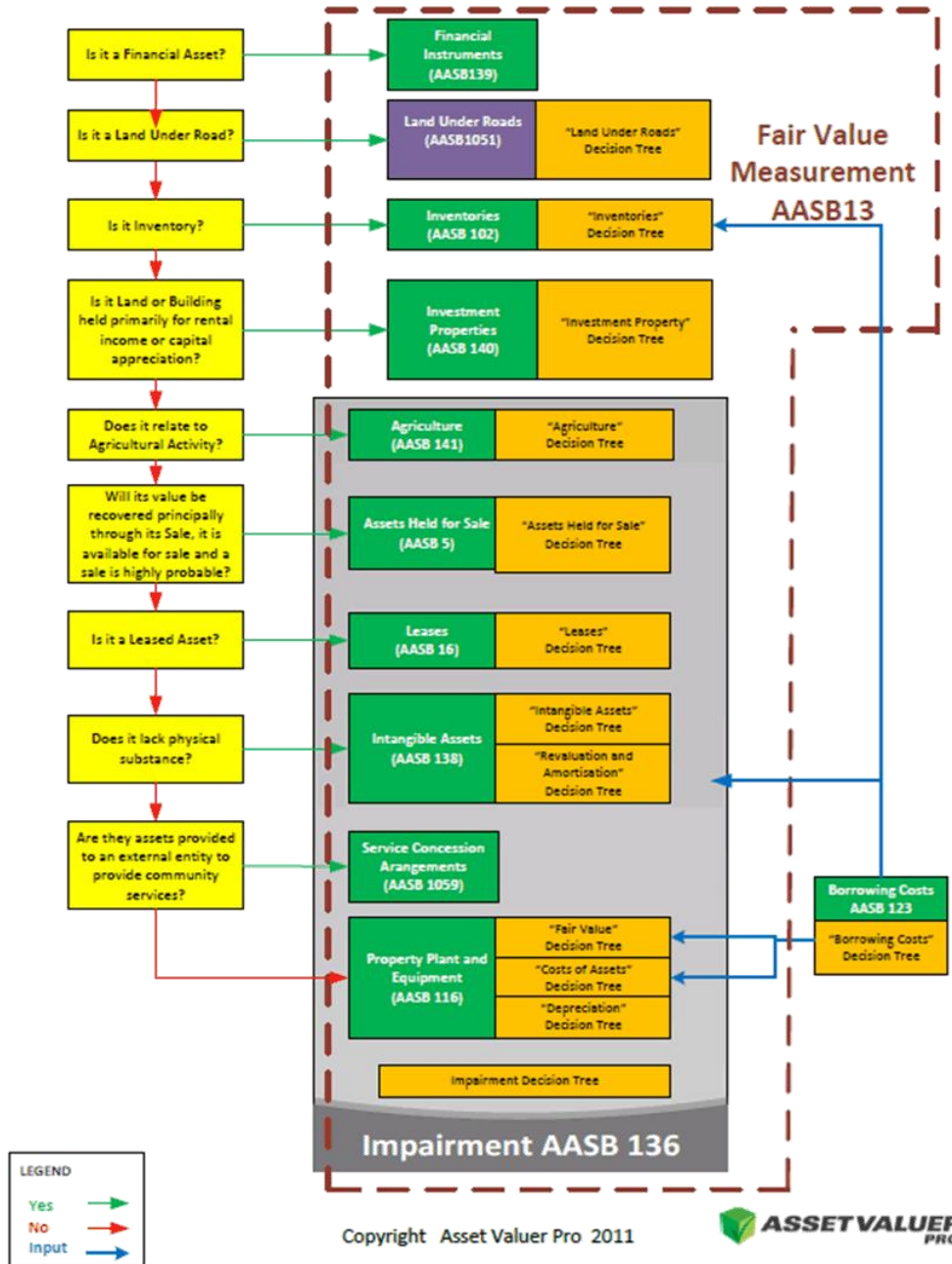
The valuation will be undertaken taking into account the requirements of AASB13 Fair Value Measurement. This includes establishing the nature of the asset and characteristics important to market participants, the appropriate market and the valuation premise. Having maximized the level of valuation input the appropriate valuation technique will be adopted to determine Fair Value.

The following decision trees set out the process for determining Fair Value under AASB13 and the key standards applied for this valuation.



Overview: Valuation of Assets Decision Tree

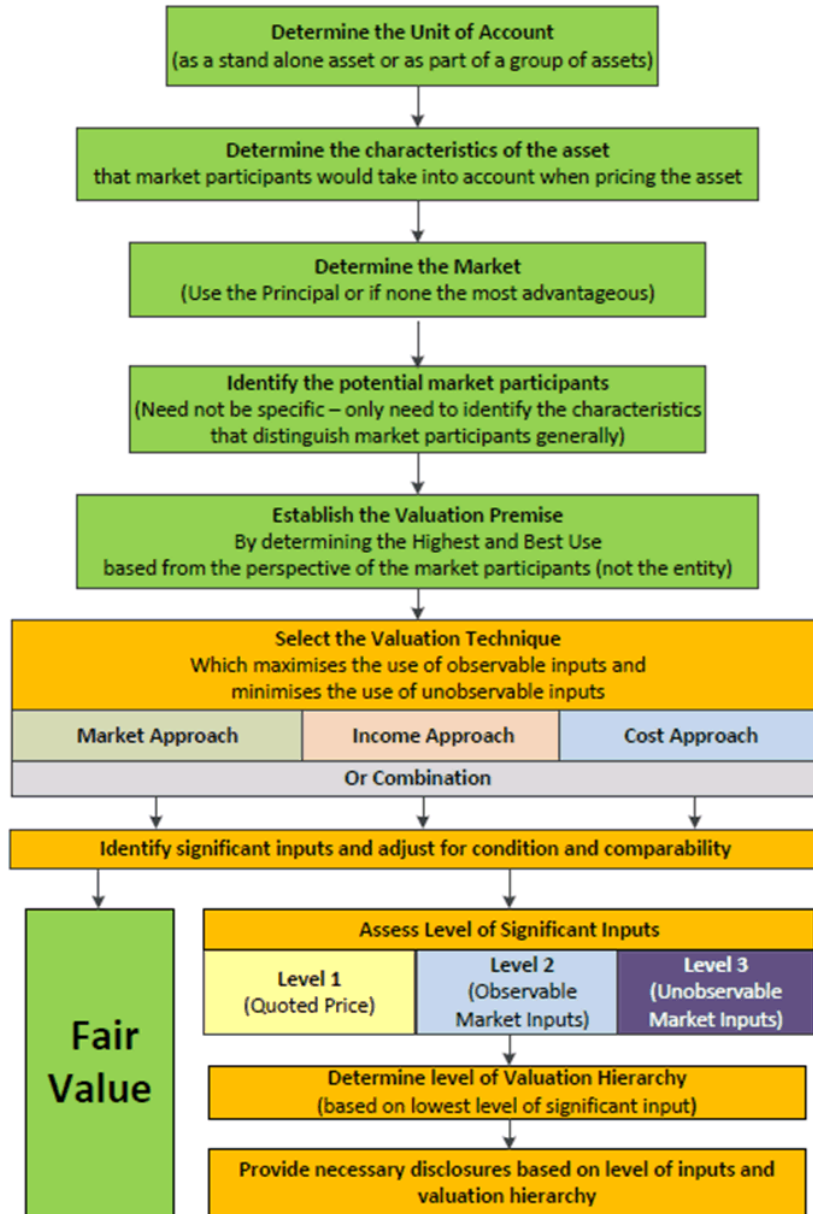
As at 11 April 2019





AASB 13 Fair Value Measurement
Fair Value of Non-Financial Assets Decision Tree

As at 27 March 2019



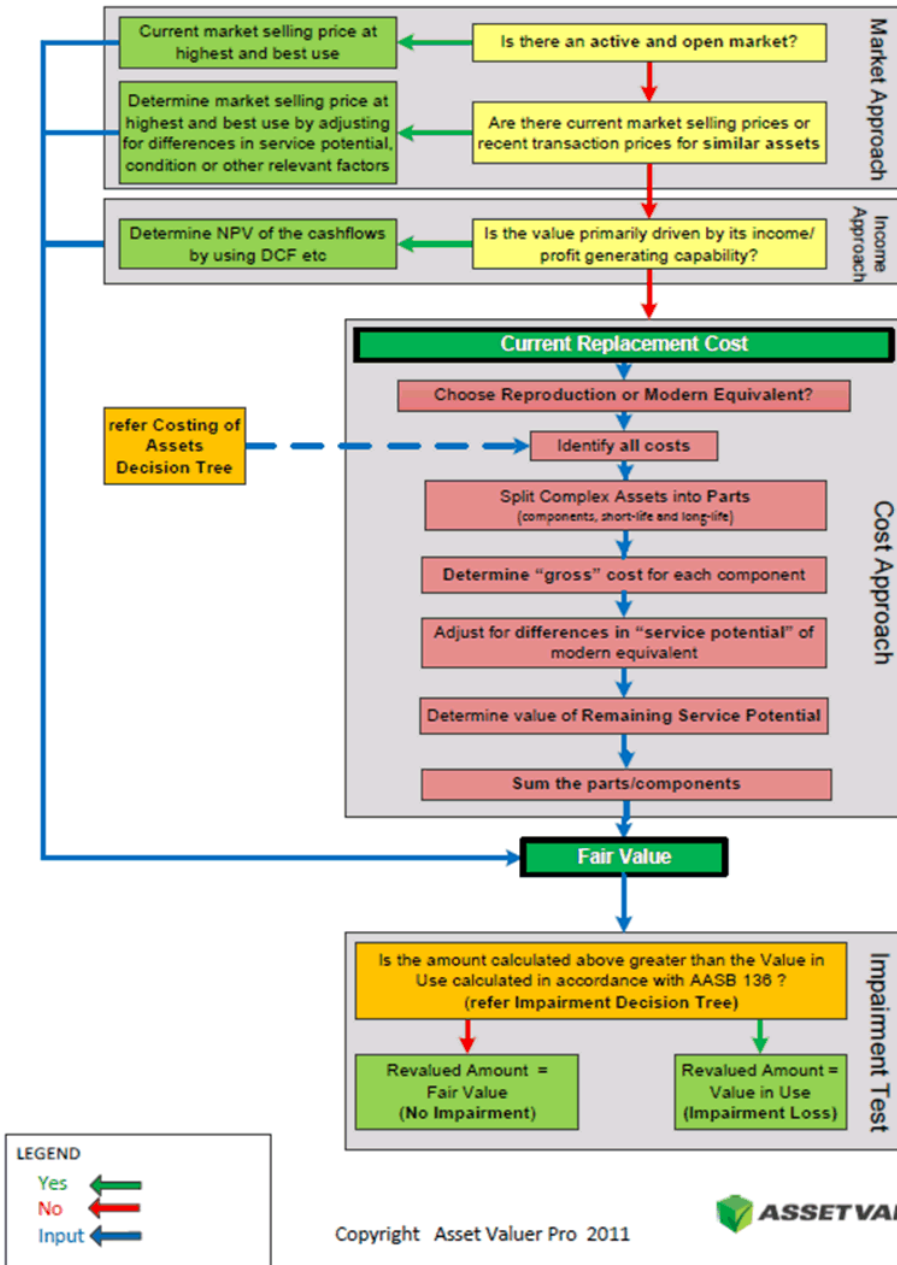
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AASB 13 "Fair Value Measurement" Fair Value Decision Tree

As at 27 March 2019



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Valuation Techniques

The following valuation basis will be adopted for the various assets.

Market Approach (Direct Comparison Approach)

Evidence of market value will be obtained from the sales evidence of similar or reference assets. The asset will be assessed in terms of the factors relevant to a market participant and a value determined after adjusting for the difference in these factors embodied within the asset and the reference assets.

Note that some assets may appear to be the same as other assets but due to restrictions may not be saleable. The most common example is land which has a restriction placed upon it which renders it unable to be sold. Assets such as these obviously cannot be valued using the market approach because there is no active and liquid market. These assets will be valued using the cost approach (rather than market) where the value of the replacement cost is also determined by direct comparison to sales of land with similar characteristics but not subject to restriction on sale.

Income Approach (if relevant)

A Net Present Value calculation will be performed for each asset. This included analysis of –

- the estimate of future cash flows
- expectations about possible variations in the amount and timing of the cash flows representing the uncertainty inherent in the cash flows
- the time value of money, represented by the rate on risk-free monetary assets that have maturity dates or durations that coincide with the period covered by the cash flows and pose neither uncertainty in timing nor risk of default to the holder (i.e. a risk-free interest rate).
- the price for bearing the uncertainty inherent in the cash flows (i.e. a risk premium).
- other factors that market participants would take into account in the circumstances. This includes the requirement for the assets to be returned at the expiry of the lease in a good and reasonable condition.

Cost Approach

This method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB116, “complex assets” are componentised and depreciated separately. **This includes splitting each component into the short-life and long-life (recyclable) parts consistent with the AASB’s May 2015 decision regarding Residual Value.** This decision identified two common approaches to Residual Value and subsequently determined that one View One approach was correct. APV’s approach is based on this View One approach.

To determine the Fair Value we apply the following process –

- Determine the Replacement Cost (Gross)
- Determine the Depreciable Amount by assessing the Residual Value (typically zero)
- Determining the split between short-life and long-life (recyclable) parts based on planned asset management strategies (per AASB May 2015 decision)
- Assessing the level of remaining service potential of the Depreciable Amount of each component (short-life and long-life parts) using a Consumption Rating that considers both the holistic factors (functionality, capacity, utilisation, obsolescence, etc) and component specific factors (such as physical condition and maintenance history).

The process used by APV has been developed over many years taking into account our extensive knowledge and experience of valuation as well as accounting and auditing. The process essentially involves dissecting the asset lifecycle into a range of phases and using a scoring process to determine the level of remaining service potential (%RSP). It can be diagrammatically represented on the following page.

Please note the diagram shows a straight-line. However depending on the asset and how it is expected to be consumed a different pattern of consumption may be applied. The patterns applied for Council will be agreed upfront as part of the assumptions review process and documented in the valuation report and spreadsheet.

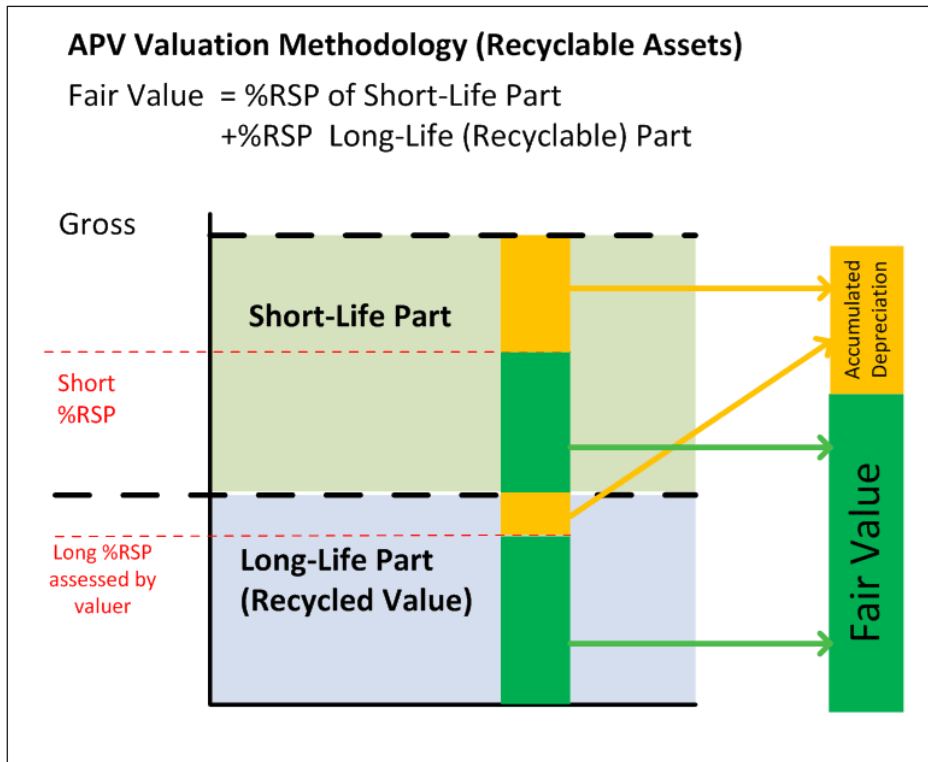


Figure 1: APV Valuation Approach

Components

Complex assets comprising different parts with different useful lives will be fully componentised. This will include separating further into the short-life and long-life parts as per the AASB’s May 2015 decision regarding Residual Value.

This additional process is critical to the determination of depreciation expense. Typically failure to undertake this additional level of componentization results in over-statement of depreciation by approximately 20% - 60%..

Assets valued using the market approach will be disaggregated to the same level where a separate market value could be determined. For example – separate values would have been determined for each strata-title unit in a residential unit complex.

Valuation Inputs

The key valuation inputs used to determine the Current Replacement Cost are –

- Replacement Cost (based on actual dimensions and unit rates derived from market evidence)
- Residual Value (based on estimated proceeds from disposal at the end of the useful life – typically assessed as nil)
- Split between short-life and long-life part (based on consideration of likely future asset management treatments)
- Pattern of Consumption (based on expected pattern of consumption of the future economic benefit embodied within the asset. Takes into account physical degradation as well as the potential impact of changes in functionality, capacity, obsolescence and legal and other limits)
- Consumption score (based on physical characteristics as well as potential impact of changes in functionality, capacity, obsolescence and legal and other limits)

Useful Life is not used in the calculation of the Current Replacement Cost.

Residual Value

Under AASB116 **Residual Value** is defined as -

the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Except in rare circumstances it has been assumed that the Residual Value is nil.

Long-Life and Short-Life Parts of the Component

Typically the future service potential of assets is restored through regular renewal. This follows the asset management approach as often demonstrated using a ‘shark-fin’ pattern.

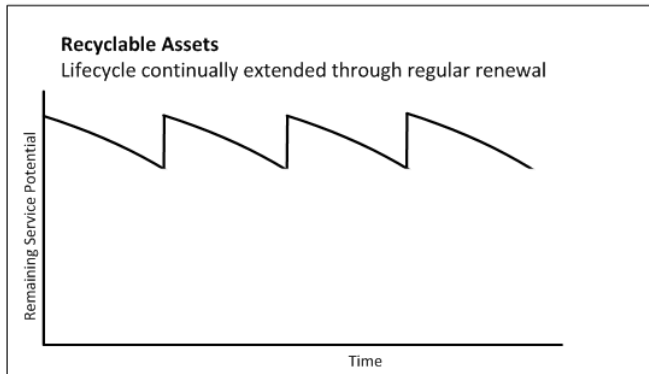


Figure 2: Lifecycle of Recyclable Assets

The split between the short-life and long-life parts is based on the relationship between the Replacement Cost of the component and estimated cost of the typical asset management treatment that will be employed to renew the asset.

For example, a roof consists of roof sheeting as well as trusses. If the roof sheeting was totally destroyed and enabled significant water penetration the cost to bring the roof back to “as new” would only be the cost of replacing the roof sheeting and not the trusses. The cost of construction of a brand new roof might be \$100 per metre but the cost to renew the roof by replacement of the sheeting may only be \$60 per metre. Accordingly the value preserved in the roof (long-life or recyclable part) would be significant (\$40 per metre). Each part would then be depreciated separately over their respective useful life.

Pattern of Consumption

To assist in the determination of the Fair Value consideration is given to the potential useful life of the asset, the factors that are likely to impact the future value of the assets and the impact of those factors as the asset ages.

The patterns selected will be determined after appropriate discussion with council. This will include developing an understanding of the factors which would impact the consumption of future economic benefit and likely intervention points which in turn determines split between short-life and long-life parts.

Consumption Score

In order to assess the level of remaining service potential the following Consumption Scoring system will be applied. This scoring process is consistent with the recommended scoring scale per IPWEA International Infrastructure Management Manual (IIMM), IPWEA Practice Notes and the NSW IP&R (Integrated Planning and Reporting) Framework.

Table 1: Consumption Scoring Scale

Phase Points	Description
0.00 ↓ 0.99	New or very good condition – very high level of remaining service potential.
1.00 ↓ 1.99	Not new but in very good condition with no indicators of any future obsolescence and providing a high level of remaining service potential.
2.00 ↓ 2.99	Aged and in good condition, providing an adequate level of remaining service potential. No signs of immediate or short term obsolescence.
3.00 ↓ 3.99	Providing an adequate level of remaining service potential but there are some concerns over the asset's ability to continue to provide an adequate level of service in the short to medium term. May be signs of obsolescence in short to mid-term.
4.00 ↓ 4.99	Indicators showing the need to renew, upgrade or scrap in near future. Should be reflected by inclusion in the Capital Works Plan to renew or replace in short-term. Very low level of remaining service potential.
5.00	At intervention point. No longer providing an acceptable level of service. If remedial action is not taken immediately the asset will need to be closed or decommissioned.

It should be noted that this scale is not a Condition Score. The scoring process includes consideration of a range of factors in addition to physical condition. They included -

Table 2: Key Assessment Factors

Holistic Level	Component Level
Functionality	Physical Condition
Capacity	Breakage & Repair History
Utilization	
Safety	
Obsolescence	
Equitable Access	

Sometimes assets reach a stage where decisions are made to decommission or write-off the asset rather than continue to renew the asset. The APV methodology recognises that the assets are to be fully written-down to nil and accordingly changes the assessment of the long-life component to nil. The balance of the asset is then depreciated to nil over the remaining useful life (RUL).

Insurance Values

The projected replacement with new value escalates the replacement with new value by incorporating allowances to cover the likely cost increases incurred during demolition, lead time including preliminaries and site preparation and subsequent reconstruction periods. It also includes expected escalation of costs during the policy year. It assumes no delays are experienced during the demolition, site preparation and reconstruction period as a result of factors such as delays in the issuing of permits and approvals, disruption to the supply of labour and materials etc.

The removal of debris is a separate assessment of the additional costs of demolition and removal of debris in the event of the loss of a significant portion of the asset. This assessment excludes any allowance for the additional costs associated with the removal of any noxious or hazardous material.

Our projected Insurance figures exclude GST.

Depreciation Methodology

Depreciation Expense estimates will be determined using the **straight-line method of depreciation**. It is however important to note that under APV’s unique approach the **useful life for each component is tailored based on the results of the valuation assessment**. Typically this process of tailoring the useful life results in a depreciation expense estimate of 30% - 70% lower than the approaches traditionally adopted by many entities.

Depreciation is determined using the following formula –

$$\text{Depreciation Expense} = (\text{Gross Replacement Cost less Residual Value}) / \text{Useful life}$$

Depreciation is estimated for both the short-life and long-life parts of each component. In determining the Useful life consideration is given to the past experiences of the entity as well as to potential outcomes flowing from improved asset management strategies. It is also acknowledged that it is impossible to accurately predict the useful life of a long-life asset until it nears the end of its useful life.

Accordingly the APV Depreciation Methodology employs the expected range of useful life estimates and adjusts for each individual component part based predominately on its expected Useful Life, RUL, consumption score and potential for improvement from enhanced asset management strategies. The APV Depreciation Methodology can be represented as follows –

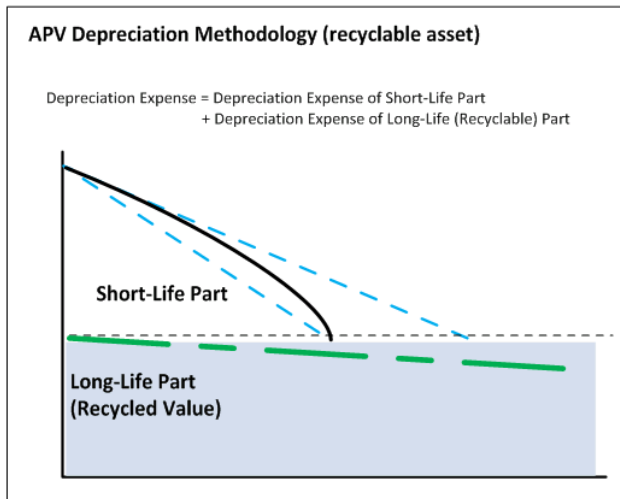


Figure 3: APV Depreciation Approach

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ABN: 15 072 083 795

Placeholder for Attachment 3
Long Term Community Plan
Copy of Final Draft Report - To be tabled at the
Meeting
0 Pages

10.10 COMMUNITY GRANTS POLICY

Author: Acting Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the overpayment of the Council Sporting Grant

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At the Council March 2022 Meeting, it was approved of \$5,000 to support student in his success in being selected in the Blackhawks, North Queensland Cowboys Club.

It has come to Council's attention that there has been an overpayment of \$1,924.88 due to an oversight.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report and approve the total amount paid.

11 MAYOR AND COUNCILLORS REPORTS

Nil

12 STAFF REPORTS - WORKPLACE HEALTH AND SAFETY**12.1 WORKPLACE HEALTH AND SAFETY**

Author: WHS Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

WHS Risk Audit and Compliance Report - June 2022

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The WHSQ Improvement Notices submitted to council update follow:

WHSQ Improvement Notices in Progress**Notice No. I2031553 Maintenance Depot**

There are two entry points to the depot, with inadequate signage and indication of traffic flow or speed. There is no delineation between workers, other persons, and vehicle traffic other than a temporary fence which can be moved and moved around. Advised that to your knowledge there was no traffic management plan for the site.

Rectification:

- Subdivision of the site to clearly delineate boundaries to assist in development of traffic management plans
- Securing of perimeter to facilitate safe trafficking within the site
- Development of traffic management plan for site

Progress

- Subdivision complete/ being lodged
- Fencing of external and internal perimeters scoped and planned

Outstanding Actions

- Traffic management signage and plan to be incorporated into the above.

Notice No. I2010272 Water Treatment Plant

Discussions with Council Management Representatives confirmed there was currently a Hazardous Chemicals Register prepared and maintained for the site. Council Management Representatives also confirmed the WTP had not, to date, been notified as a "Manifest Quantity Workplace" (MQW) through submission of a Form 73 Application to WHSQ for assessment.

Rectification:

- The Water Treatment Plant is scheduled for redevelopment that will include purpose built chemical storage shed and a site office to conduct testing etc., The chemical storage shed includes an emergency chemical shower

- As advised by the Executive Manager Tech Services prior to his departure the successful contractor will be required to submit a "Manifest Quantity Workplace" (MQW) through submission of a Form 73 Application to WHSQ for assessment.

Progress

- Quotes for the redevelopment have been received with works yet to be commenced.

Notice No. I2010273 Water Treatment Plant

Discussions with Management Representative(s) confirmed that an Emergency Plan for the WTP (Manifest Quantity Workplace) has not been prepared, implemented and maintained for the site. In addition, it was confirmed that the WTP's Plan had not, to date, been submitted to the primary Emergency Services Organisation (QFES) for review.

Refer response to Notice No. I201273

- Currently the Water Treatment Plant no longer holds manifest quantity levels of chemical to be rated as Manifest Quantity Workplace, and as such council is not required to submit an emergency management plan.

Notice No. I2010271 Depot Mechanical Workshop/Hardstand Work Areas

It was observed and photographed temporary fencing installed across the Depot's external Hardstand storage/work area noting that the fencing would not prevent unauthorised pedestrian access. Further discussion with Council Management Representatives confirmed that the temporary fencing had been installed to deter unauthorised access to the workshop and Plant/Equipment that had been "Tagged" out for inspection, Maintenance and Repair. Management outlined the administrative process for workers to access and return key(s) for Powered Mobile Plant/Equipment. Management further advised there was an "Action Plan" to survey the Depot Hardstand creating two separate blocks and to install a permanent boundary fencing/gate(s) to improve the Depot's traffic management.

Refer response to Notice No. I2031553.

- Further action to ensure that pedestrian access is incorporated into scoping and site plan.

Notice No. I2010451 - June -2022 Waste disposal/transfer facility

There is currently no adequate safe system(s) of work in place to manage the risk of unauthorised site access, hazardous chemicals (EG. Batteries) and mobile plant colliding with persons or any other thing at the workplace.

I confirmed with Management Representatives that there is inadequate site-specific control measure(s) (EG. Traffic Management Plan/Signage/Perimeter Fencing/Entry Gates) to adequately address Facility security and traffic management.

Council Management Representatives confirmed that workers, including contractors and other persons are not currently provided with a site induction that includes information regarding site rules/requirements for provision of safe access/plant movement throughout Council's Waste Disposal/Transfer workplace

Rectification:

- Develop traffic management plan
- Site security

Progress

- Work in progress to scope hard stand and site access to the land fill

Outstanding Actions

- Traffic management signage and plan to be incorporated into the above.

Notice No. I2010268 – Mechanical Workshop External Hardstand Storage/Work Area

It was observed and photographed two (2) exterior hardstand designated storage/work areas (Temporary Fencing Installed between Operational & Tagged out Plant) noting the amount of plant, equipment and materials stored on these exterior hardstand laydown areas (EG. Disused Plant & Equipment).

Discussions with Council Management Representatives confirmed that this mobile plant storage/work area maintenance issue had been previously identified and there was a plan in place to manage Council Plant and Equipment not in use (EG. Tag Out for Inspection, Maintenance & Repair/Dispose to Mainland for Parts/Scrap Metal)

Refer response to No. I2031553

Additional action:

- Ensure remediation action sufficiently incorporated into traffic management and site access design.
- Remedial work completed. Council Plant and Equipment not in use (e.g. Tag Out for Inspection, Maintenance & Repair/Dispose to Mainland for Parts/Scrap Metal) have been removed from Island

Response to WHSQ regarding the above improvement notices

The response to WHSQ is currently still being drafted due to further changes in updated information and departure of the Executive Manager Tech Services, Council has employed a new engineer and he has recently commenced in Tech Services, when completed it will be reviewed by the ACEO prior to submission.

- WHS/EHO documents developed/under review
- WHS Budget 22/23 developed and submitted for review.
- New Airport manual reviewed
- The Barge has been successfully surveyed and council is currently waiting for the AMSA certificate of survey to be provided before the barge operations can commence.
- CASA – ASIC application documents for current and newly appointed RPO's provide to Tech Services for actions
- Council Environmental health
 - Bynoe food licencing application documents yet to be completed by Bynoe

- Application for a food business licence
- Food safety program
- Red Koral Café food business certificate provided.
- WHS Management Plan reviewed and updated
- Updated the WHS incident register.
- Updated the Hazards register

Hazard, incident, and risk reporting

- 5 Hazard reports received.
- 2 incident reports for May/June (Stress/Phycological)

Rehabilitation and Return to Work

- No Claims open at the moment.

Safe Work Method Statements developed and provided for the month.

- 1 SWMS developed for Housing

LGAQ Workcare attendance to Council

- **WHS LGAQ Visit 31/5/22** Hal Waddington WHS consultant Local Government Workcare will be accompanied by Jamen Wilcox, a first nations safety specialist, met with ACEO and Tony Walters WHSA about the Mutual Risk Obligations Program and how LGQ Workcover may be of assistance to council. As part of the program the councils WHS management plan was reviewed by Hal Waddington WHS consultant Local Government Workcare and Jamie Wilcox and excellent feedback was provided to the ACEO on their departure regarding the WHS management plan and WHS systems and processes.
- **Safety Management System Master Class and WHS Member Forum** program to be conducted in July 2022. The Safety Management System Master Class will be a professional development session for Member Council WHS Teams. The councils WHSA to attend.

Next scheduled attendance to Council

- Arrive **25/07/2022** and depart **5/08/2022**.

WHS Continuous Improvement Activities.

- Investigate the possibility of mentoring a suitable council employee towards WHS qualifications
- Consider training some employees to perform test and tagging instead of paying an electrical contractor to complete the work

- Develop and implement a WHS committee, meetings to be conducted quarterly, suggested committee to be comprised of WHSA, managers of each department and any interested workers

Environmental Health Update

Food license applications

Kuba Natha APH – Gidgee Health

- Food licence application has been received however it is not currently complete Gidgee Health to provide further supporting documentation. The council's EHO has conducted a food safety inspection of the APH kitchen including a review of the home's food safety management plan. Completed audit report to be submitted to Gidgee Health in due course.
- Currently still waiting for Gidgee to complete the food business application.

Bynoe – food van application

- Bynoe has submitted a food license application for a mobile food van, this application has been approved in principle as the required application fee is yet to be paid, it is expected to be paid in due course.

Objectives proposed for next attendance to Council.

During my next visit I will be focusing on the following tasks:

High Priority

- Conduct unannounced food safety inspections – Food Safety Van to assist with meeting food safety compliance
- Responding to and continuing the completion of WHSQ Improvement Notices
- Toolbox talks and training sessions to be conducted with all council employees
- Provide fire safety and WHS refresher courses for all staff.
- Conduct WHS inspections of building projects currently underway.
- Follow up on submitted hazard reports to ensure timely rectification/elimination.

Priority

- Conduct Fire safety training for new staff etc.
- Conduct Induction training for staff and contractors.
- Conduct toolbox training sessions for Tech Services, Workshops, Housing, Special Projects. and cleaning staff onsite
- Conduct site inspections and prestart meetings.
- Continue the work on Hazardous chemicals risk register and SDS updates.
- Continue work on Hazard inspections.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note report.

13 STAFF REPORTS - TECHNICAL SERVICES**13.1 TECHNICAL SERVICES**

Author: Acting Executive Manager Infrastructure & Technical Services

Attachments: 1 Veterinary Report

PURPOSE (EXECUTIVE SUMMARY)

This report outlines the major activities undertaken and challenges faced by the Department since the last report.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Water, Sewerage and Drainage****Water Operations**

An information session was provided to Council water operating staff by Queensland Health about the 'Safe and Healthy Drinking Water in Indigenous Local Government Areas Program'. The aim of the program is to improve water treatment infrastructure and to upskill water operators. The program consists of on-site training over a 6-month period and encompasses basic water chemistry and equipment calibration and use and the tailoring of standard operating procedures.

The Safe and Healthy Drinking Water agreement will be signed off with Council and Queensland Health on 14th June 2022.

*Regulatory and Drinking Water Quality***Drinking Water Incident**

A drinking water incident was reported to the Qld Drinking Water Regulators in March 2022 as a result of an equipment fault at the clearwater treatment plant which led to an indeterminate amount of untreated (raw) water to enter the reservoir. A boil water alert was issued to the community as a precaution due to the failure of equipment.

Routine monitoring of chlorine has confirmed that there is still chlorine residual within the network to provide disinfection once water leaves the reservoir and no e-coli has been identified. All major equipment has been serviced/ replaced with telemetry re-established.

It is anticipated that, subject to water testing results and regulatory agreement, the boil water advice will be lifted within the next 14-21 days. Caution has continued to be exercised due to the increased risk to public health if the monitoring equipment were to fail to alarm.

Raw Water Supply

Two of the (3) raw water pumps were damaged in November 2021 following a lightning strike. New pumps have been built awaiting final fit-off parts to arrive and ship to Mount Isa. Discussion with the supplier had indicated that the pumps are scheduled to arrive on Mornington Island on Wednesday, 15th June 2022.

Sewer Operations

Progress on pump station A, B and C are as follows:

- Pumps are currently being run manually by the water and sewer operators. Which consists of the team working after hours.
- A RFQ for the pump station rectification has gone out to market on Tuesday, 07th June 2022. The contract is to be awarded on the 17th June 2022. Please be advised these works are not part of the ICCIP upgrade. This is to maintain the integrity of council's infrastructure to a serviceable standard.

Indigenous Council Critical Infrastructure Program

A site visit was conducted by the project managers engaged to deliver the remainder of the ICCIP funded projects (Water Investigation, Wastewater Investigation and Telemetry Rectification).

This visit consisted of interviews with Council water/ sewer operators, inspection of infrastructure and consultation with electrical technicians.

- Water Investigation – extensive water sampling was requested, with samples collected and awaiting results from Cairns Labs
- Wastewater Investigation – a detailed condition inspection was performed of the sewerage pumps stations with a draft report now received
- Telemetry Rectification – quotes have been received for works identified during the visit and discussions.

Animal Control

Council's Animal Control Officer (ACO) has been conducting house visits for tick treatment, including providing education on yard care (weeds, mowing and tree-pruning) for tick management and has set-up a public dipping tank available at the Technical Services office every Wednesday.

Animal Control Work Program

- A workshop is to be held in the coming weeks to develop a formal work program.
- Burton Vets were present on Island between the 16th May 2022 – 20th May 2022. Please refer to the attached veterinary report compiled by Burton Vets.
- Burton Vets contract is up for renewal. However, has chosen not to renew the contract but rather go to market gauging an expression of interest. The veterinary services tender document is currently being drafted.
- The horse containment yard is to be completed by the 30th June 2022, with all water infrastructure installed including the water troughs.

Parks and Gardens

Parks and Gardens continue to carry out street cleaning activities, mow and tidy work orders for social housing and have performed more wide-scale and regular mowing of open spaces such as the Lardil St Park and Oval. This increased mowing of urban streets, in addition to initial weed spraying of fences, has made a significant improvement to the streetscape and has seen an increased uptake in yard maintenance by residents.

- Private works have been conducted including clean up at the Telstra tower and the Airport Communications compounds.

Waste Management

Clean-up of the landfill site has continued with noticeable improvement throughout the site. Garbage collection trucks are operational with regular garbage services continuing.

Warehouse

Warehouse and barge operations have continued as normal for the month with minimal interruption.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note this Report.

Veterinary Report

Mornington Island Shire Council

16th – 20th May 2022

Dr Hannah Burton BVSc (Hons) and Dr Susannah Bolte BVSc

This vet trip saw Burton Veterinary Contracting engaging with the community to treat a total of 163 animals and complete 16 surgeries. Our new sign at the shop was very effective at spreading the word that we were in town, and we thank Tony for his support in letting us display it. We continue to build on our good relationship with the local community and it was great to see many of our regular clients presenting their animals for parasite preventatives and desexing.

Unfortunately, the Animal Management Officer was not on the island during our visit which made communication and efficiency a little difficult, but we hope to have his help next visit in August to make things run a little smoother. It would also be beneficial if we were to have a dual cab vehicle – as we've discussed previously with council, it is not suitable for us to put our veterinary drugs in the back of the tray unsecured and in the sun.

During the week we performed a total of 15 desexing surgeries and one major mass removal from a young horse. The horse was suffering from 'swamp cancer' which is a tropical disease caused by a fungal infection and is relatively common in Northern Australia. So far this horse is making a great recovery and would not have survived without surgery.

Most female dogs and cats we desexed were pregnant or on heat, and we were pleased to note the tick and skin scores of most animals we treated were much improved on previous years. This is largely due to the consistency of using 'Bravecto'.

Many members of the community were concerned about E. canis and if it was affecting dogs on the island. As we have discussed with council, E canis is most likely present in our tick population, but because of the frequent use of Bravecto we have not had a clinical problem with it yet. We left behind some simple brochures for education about E canis and what dog owners can do to help prevent infection. They are laminated and were placed with the Bravecto. During our trip we treated a dog that members of the public believed was suffering from E canis infection, but it was in fact trauma from chasing and being kicked by a horse. It is important that any suspect clinical cases of E canis are reported to us as E canis is a notifiable disease and Biosecurity Queensland must be informed of any suspect cases. If the council or Animal Management Officer have any questions about this, please do not hesitate to contact us.

We fielded questions from council members about the Credelio ectoparasite medication that is in the vet building, as it is out of date. We did not provide this to council, it was donated via AMRRIC. We would recommend using the Bravecto that council has paid for and is in date (in line with our current protocol), and then use the Credelio if there is nothing else available. Please note that Credelio is a MONTHLY tablet for tick control, whereas Bravecto is a 3 monthly chew.

We continue to see large numbers of cases of parvovirus in pups, as well as skin issues, trauma (e.g. hit by car), and various minor injuries to horses. We are keen to hear from council when they would like the next horse-based desexing program to go ahead, once the horse facilities at the rodeo grounds are finalised.

As always, we left behind the remaining Bravecto, worming products for dogs, cats and horses, and a range of first aid supplies to be used as needed after contact with us. Please do not hesitate to contact us for more information about these products and how best to use them. It was decided by

council that the 'over the counter' medications would stay in Jarrod Martin's control and the prescription VET ONLY medications will stay locked in the vet building. If the AMO or council have any questions about how to use the over the counter products, please get in touch and we would be happy to provide information and some simple training about which products to use and when.

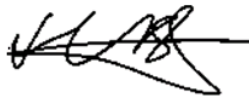
We really encourage council to conduct an animal census before our next visit so we can use that data to map our progress and highlight houses where we need to focus on building a positive relationship and getting our animal welfare ideas across. This would be an excellent job for the Animal Management Officer to conduct in the week or so before our next visit.

We would also love to do PetPep in the school to help encourage the younger generation to be involved in animal care and responsible pet ownership. We have AMRRIC resources for culturally sensitive education resources and we have spoken to the deputy principal of the school about a visit during our next trip.

Once again, Burton Veterinary Contracting would like to thank the Mornington Island Shire Council and the wider community for their continued support of the vet program and we look forward to building on our great relationship into the future. The council should be proud of their commitment to animal welfare and community support here, and we feel fortunate to be a part of that.

Thank you for allowing us to come to your beautiful part of the world, and please do not hesitate to contact us directly if you have any queries or concerns.

Kind regards,



Dr Hannah Burton BVSc (Hons)
BURTON VETERINARY CONTRACTING
'Donors Hill'
Normanton, Q 4890
Mob: 0458 659 341

14 STAFF REPORTS - INFRASTRUCTURE SERVICES**14.1 INFRASTRUCTURE SERVICES REPORT**

Author: Infrastructure Services Group Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report outlines the major activities undertaken and challenges faced by the Department since the last report.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Group Manager Responsible Departments:

- Aerodrome
- Civil Operations
- Workshop

The structure of the Technical Services and Infrastructure Operations are currently under review and awaiting on a formal restructuring. This will allow the capital and operational requirements to be more efficiently planned and managed going forward.

Airport

- The back-up generator changeover was inspected by Wormald to allow the generator to automatically start when the main power goes out. Quotes are currently in progress.
- A draft Aerodrome Manual has been sent through to Council for review. Council officials are currently working on draft and aiming to get this finalised by 30th June 2022.
- Council has identified the need to provide our Airport Reporting Officer's with training. This has been sourced and will commence on the 29th June 2022 and end on 2nd July 2022.

Civil (including Fencing and Batching)

- Continued work of plant operators and other staff within Fencing and Batching is determined directly based on the amount of capital works and other project works within the Housing department. Project work within community projects (fencing upgrades, driveways, and carports) have increased in recent weeks.
- The civil crew require multi-combination licencing to operate Council prime mover and float. This will allow heavy plant to be transported to sites with ease and efficiency. Training is proposed for the 11th -14th July 2022 in Cairns.

Workshop

- Significant clean-up has been performed at the workshop yard with identified units to be identified for disposal and then relocated.
- Purchase orders for a water tanker trailer and multi-tyre roller have been issued to suppliers. This is an effort to build up Councils arsenal of quality plant. Which will enable us to service the community in house, upskill our people and retain wealth within our community

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note this Report.

14.2 STREET SWEEPER

Author: Infrastructure Services Group Manager
Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To seek Councils approval to procure a dust suppression water tank to retrofit the existing street sweeper broom attachment.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council purchased a street sweeper attachment in August 2020. After a few uses, we have realised that the broom creates a huge amount of dust in the air. The result of the excess dust particles which include, angry community member, standing plant and ultimately neglecting our road infrastructure.

	
<p>Figure 2: Existing Plant</p>	<p>Figure 2: Proposed Dust Suppression Water Tank</p>

FINANCIAL & RESOURCE IMPLICATIONS

Council has not budgeted for the dust suppression water tank in the 21/22 financial year. However, this is trail to repurpose Councils plant at relatively low cost to Council. As apposed to going out to market for a fully-fledged street sweeper vacuum truck that will set Council back \$300,000.00 plus.

RECOMMENDATION

For Councils consideration and approval.

15 STAFF REPORTS - HOUSING REPORT**15.1 HOUSING REPORT****Author: Housing Manager****Attachments: Nil****PURPOSE (EXECUTIVE SUMMARY)**

The purpose of this report is to provide the Council with an update of the Housing program for the month of May 2022.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**CURRENT QBUILD WORKS PROGRAMS UNDERWAY****1. 2020/21 QBuild Do & Charge Program**

Approximately 928 jobs were issued via the QBuild Portal for the 2020/21 financial year.

2. 2021/22 QBuild Do & Charge Program

Approximately 1434 jobs have been issued to date via the QBuild Portal for the current financial year. 665 jobs have been completed and invoiced. Approximately 769 jobs are yet to be completed and/or invoiced.

The Department of Communities, Housing and Digital Economy will be conducting maintenance inspections on 13 June 2022 through to 17 June 2022.

3. 2019/2020 QBuild Purchase Orders Program

QBuild issued purchase orders for 134 jobs in the 2019/20 financial year valued at \$5.9 million.

- 1 project yet to be completed

4. 2020/21 QBuild Purchase Orders Program

QBuild issued purchase orders for 137 jobs in the 2020/21 financial year valued at \$5.7 million.

- 3 projects are yet to be completed

5. 2021/22 QBuild Purchase Orders Program

QBuild have issued 191 purchase orders for this financial year valued at \$4.1 million. 141 projects are yet to be completed.

QAS Mornington Island	2 Projects
1. Mornington Island Police Station	2 Projects
2. PCYC Works	4 Projects
3. Mornington Island State School	20 Projects
4. <u>Community Housing</u>	<u>163 Projects</u>
5. <u>Total</u>	<u>191 Projects</u>

6. 2021/22 QBuild Purchase Orders Program – Quoted or Quoting

24 projects are currently being quoted and/or are awaiting approval.

7. MSC FACILITIES DEPARTMENT

6.

Facilities Work Job Requests

7. Completed jobs via Housing Team - 1213

8. Total jobs in spreadsheet – 2423

8. FUNDING WORKS**8.1 - \$2.35 Million Interim Capital Works Program (Completion Timeframe 2021/2022)**

9. The Housing Department is at the quoting stage for Duplex and the 2 X Plugins. Drawings have been sent out to suppliers and suppliers are sending through their quotes for the materials.
10.

8.2 - \$7.328 Million Capital Housing Program (Completion Timeframe 2025)

The Housing Department, upon consultation with the A/CEO, has submitted the application under this Program and is awaiting approval. The Minister has directly sent a letter to the Mayor for the endorsement of the \$7.328 Million.

8.3 - \$1.2 Million Tavern Upgrade (Approx. \$100,000.00 Remaining).

The Tavern Kitchen renovation works have commenced. Plumbing works have commenced to include upgrading of the Tavern Kitchen plumbing to suit new appliances. The Department has sourced and received five (5) quotations from various suppliers.

8.4 - \$1.36 Million 2020-21 COVID W4Q Program

Drawings have been completed for the accommodation buildings and have been sent out to suppliers. Waiting on all the quotes from suppliers.

9. LOT 911 SUBDIVISION

We have sent the amended drawings from the last Councillors Meeting through to Gerhard Visser - Department of Seniors, Disability Services, Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) to supply information on three options with the site for single Women's Units.

- Lot 20 to include the purple and blue shaded areas
- Lots 20 and 21 including the purple and blue shaded areas
- The purple and blue shaded areas only

This will be a variation change to the Gerhard Funding.

Once Gerhard supplies the information on the three options, we will be able to submit to Council for approval to proceed with a Development Application (DA).

10. COUNCIL ADMINISTRATION BUILDING

Council has recently completed the tender process and is in the final stages of awarding the contract to the successful bidder. We have fortnightly meetings with Peak Services and the Contractor.

11. STAFFING REPORT

Housing Department is currently understaffed and is working closely with Human Resources Department to recruit two Housing Supervisors as per the Council-approved Department organisational structure. Housing has filled all the T/A roles (4) and we have one Carpenter apprenticeship still needed to be filled.

Housing is in the process of employing two new Housing Supervisors. One Supervisor will be starting on the Wednesday 15th June 2022. There is also a position available for a Trainee Administration Officer.

There have been several tradespeople that has left the Housing Department in the last few weeks. Housing Department will be in process of re-advertising for trade Carpenter's.

FINANCIAL & RESOURCE IMPLICATIONS

The Department has persistent staffing issues relating to attraction and retention of permanent employees. The last three months has seen the departure of critical staff and hence this consistent staff turnover directly impacts the Department's inability to meet budgeted figures. Recruitment is underway to source Supervisors, Carpenters, and Trade Apprentices. All contractors' tradesmen have been phased out and a permanent tradesman plumber has been engaged.

RECOMMENDATION

That Council note and accept this Report.

16 STAFF REPORTS - FACILITIES**16.1 FACILITIES REPORT**

Author: Executive Housing and Facilities Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with an overall update of the Facilities Department for May 2022.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The report below provides an update of the Facilities Department:

DOE Cleaning Contract

The Department of Education (DOE) (Morningside State School) Cleaning Contract is no longer available at this stage due to the schools budget. Currently we are in the process of applying for Blue Cards for the Cleaning Crew.

- Blue Card application requirements for Staff Members

Vacant Council Residences

There are currently 3 vacant houses and 3 rooms at the guest house available.

- 194 Cemetery Road
- 189A Cemetery Road
- 6 Lardil Street
- 3 rooms at Guest House

Council Housing/Building Maintenance

I am currently reviewing the air conditioner servicing below due to other urgent works under the Facilities Department.

The ART Air Conditioning company has begun scheduled preventative maintenance for air conditions in all Council-owned buildings. The scheduled preventative maintenance is the first maintenance plan Council has undertaken to ensure that the air conditioning systems in our buildings have a longer life expectancy. The scheduled preventative maintenance programme rolled out in the month of February 2022 and has 3 monthly intervals. Services carried out differs for each building and is dependent on factors such as building size, occupancy, environment (what sort of activity is being conducted in the building) etc.

The following services are carried out.

- Air Condition Servicing – 3 Monthly | 6 Monthly | 9 Monthly |12 Monthly
- Acid Wash Air Condition – 3 Monthly | 6 Monthly | 9 Monthly |12 Monthly
- Cold Room Service – 12 Monthly – Completed.
- Ice Machine Service – 12 Monthly – Completed.

The below mentioned buildings are where the scheduled maintenance has and will be carried out:

- Council Administration Building – **Completed**
- Warehouse
- Workshop
- Housing office – **Completed**
- Tech services
- Bynoe – **Completed**
- Bakery – **Completed**
- Motel – **Completed**
- Visitors' accommodation (10 containers VAC) – **Completed**
- Airport
- Council residential houses
- Tavern – **Completed**

Commercial Lease

The Department has recently signed a commercial lease of an office space at the Rural Transaction Centre (RTC) with the lessee, Frontline Culture/NDIS. The current fly-in fly-out arrangement for this organisation is costly and therefore this office space lease would enable better delivery of their essential services.

The Department is preparing a lease for Frontline for the Council-owned residential property at 107 Wururrku Crescent.

- In progress

Internet Service

The Department has started initial discussions with Telstra to provide some feedback on how they can assist with the internet service to Gununa Township. We are in discussions with Telstra about proposed funding of 2.6 Million to upgrade the Telstra Tower. This will enable fiber optic to the Island which is planned to commence in February 2023 and completed by July 2023.

Community Wi-Fi

Community Wi-Fi has now been installed at the Rural Training Centre. This is now available free for community use.

- 100m radius (within 100m for best coverage)
- 6:00am – 10:00pm daily
- Powered by NBN Sky Muster

Fire Safety Service

Wormald has been engaged to carry out initial fire safety survey for the Rural Training Centre to make it at full compliancy. This work has been completed and quoted for costings for the below.

One quote from Wormald has been received and we are in the process of obtaining other quotes from other suppliers.

The general fire safety services included in the initial survey comprised of:

- Building Fire extinguishers
- Fire blankets
- Fire alarms
- Smoke alarms
- Emergency exits

Council Camera Systems

The Department is currently working to upgrade the Council camera systems and are in the process of receiving the quotations from Fourier. The quotations will be a separated quote for all Council buildings.

Security Update

The security service provision is essential to safeguarding all Council residences and commercial properties.

The current AISS security arrangement has no contractual agreement in place.

The AISS security guard team has done a job well done during the past few months keeping Council property and employees safe. This has reduced the number of break-ins and property damage.

In compliance with Council's resolution, as of 11/05/2022, AISS guards have been downsized from two guards a night to one security guard on mobile patrol seven nights a week.

Motel and VAC

The Motel and Visitor's Accommodation Camp (VAC) has been fully booked most of the the month of May.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note this Report.

17 STAFF REPORTS - FINANCIAL SERVICES**17.1 FINANCE REPORT AS AT 31 MARCH 2022**

Author: Acting Executive Manager Finance and Human Services

Attachments:

- 1 FY22 Capital budget - Status May 22 (In Progress)
- 2 FY22 SOCF for the period ended 31 May 2022
- 3 FY22 SOCI for the period ended 31 May 2022
- 4 FY22 SOFP as at 31 May 2022

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with a financial report as required under section 204 of the Local Government Regulation 2012. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year.

This report provides the following attachments as supporting information as at 31 May 2022:

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Cash Flow
- Detailed Actuals vs Budgeted Income Statement
- Summarised Income Statement per Department

Capital Budget

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Statement of Comprehensive Income provides details on the Council's financial performance for the period ended 31 May 2022. The Detailed Income Statement provides a more detailed review of Council's income and expenditure compared to the budget and the previous year. The Summarised Income Statement per Department provides a high-level review as to where Council's money is made and spent.

FINANCIAL & RESOURCE IMPLICATIONS

Council's operating result for the May month will be tabled in the meeting.

RECOMMENDATION

That Council receive and note this Report.

MORNINGTON SHIRE COUNCIL
CAPITAL EXPENDITURE BUDGET FOR YEAR ENDING 30 JUNE 2022

CAPITAL EXPENDITURE PROJECTS 2021-2022

31-May-22

Department	Budget Manager	Category	Expenditure Type	Project Description	External Funding Source * (\$)	Funding End Date	Carry Over Funding (\$)	Council Funded (\$)	Grant Funded (\$)	Total (\$)	Current (\$)	Budget Remaining (\$)	Budget (%)	Grant Funds Received (\$)	Restricted (\$)		
2021 - 2022 Capital Plant Program																	
ITS	EMITS	Plant	N	Water truck			-	135,000	-	135,000	124,938	10,062	7%				
			N	Multi Tyre Roller				159,500	-	159,500	145,000	14,500	9%				
			N	Service Truck				120,000	-	120,000	18	119,982	100%				
ITS	EMITS	Plant	N	60 Hp tractor with a frail mower			-	-	-	-	-	-					
ITS	EMITS	Plant	N	Staff & materials transport vehicles x 4			-	-	-	-	-	-					
ITS	EMITS	Plant	N	4.5 to single cab tipper (Light Truck)			-	-	-	-	-	-					
			N	Housing 4 single cab utes				150,000	-	150,000	118,841	31,159	21%				
ITS	EMITS	Plant	R	Front end loader			-	235,000	-	235,000	230,000	5,000	2%				
ITS	EMITS	Plant	R	Garbage truck			-	-	-	-	-	-					
ITS	FM	Plant	N	Facilities Maintenance - Whipper Snipper/Brushcutter			-	1,200	-	1,200	-	1,200	100%				
ITS	FM	Plant	N	Facilities Maintenance - 2 walk behind lawn mowers 19" - 48 cm including mulch & catch			-	4,000	-	4,000	3,166	834	21%				
ITS	FM	Plant	N	Facilities Maintenance - trailer with cage and ramp.			-	5,000	-	5,000	14,026	(9,026)	-181%				
ITS	HM	Plant	N	Building construction & maintenance section - Hook Truck including skip bins			-	-	-	-	-	-					
ITS	HM	Plant	N	Concrete line pump			-	120,000	-	120,000	-	120,000	100%				
ITS	HM	Plant	N	Building construction & maintenance Section - Staff and materials transport vehicles x 4			-	140,000	-	140,000	165,960	(25,960)	-19%				
Total 2021 - 2022 Capital Plant Program									-	1,069,700		1,069,700	801,950	267,750	25%		

MORNINGTON SHIRE COUNCIL
CAPITAL EXPENDITURE BUDGET FOR YEAR ENDING 30 JUNE 2022

CAPITAL EXPENDITURE PROJECTS 2021-2022

31-May-22

Department	Budget Manager	Category	Expenditure Type	Project Description	External Funding Source * (\$)	Funding End Date	Carry Over Funding (\$)	Council Funded (\$)	Grant Funded (\$)	Total (\$)	Current (\$)	Budget Remaining (\$)	Budget (%)	Grant Funds Received (\$)	Restricted (\$)
2021 - 2022 Furniture & Equipment Program															
Finance & Human Services	FM	Equipment	N	Workplace Health and Safety Equipment - 3 x defibrilators			-	6,600	-	6,600	-	6,600	100%		
Finance & Human Services	FM	Equipment	N	Electronic notice board for festival grounds			-	15,000	-	15,000	-	15,000	100%		
Finance & Human Services	FM	Equipment	R	VAC - Replace 32 TV sets fixed to rooms.			-	22,500	-	22,500	24,489	(1,989)	-9%		
Finance & Human Services	FM	Equipment	R	Facilities Laundry - dryers x 2.			-	40,000	-	40,000	23,102	16,898	42%		
Finance & Human Services	FM	Equipment	R	Facilities Laundry - iron press.			-	6,500	-	6,500	5,961	539	8%		
Finance & Human Services	FM	Buildings	R	VAC - replacement furniture			-	95,000	-	95,000	5,524	89,476	94%		
Finance & Human Services	FM	Equipment	R	Bakery freezer			-	26,000	-	26,000	1,210	24,790	95%		
Finance & Human Services	FM	Equipment	R	Bakery - 1 slicer, 1 dough divider moulder			-	30,000	-	30,000	40,290	(10,290)	-34%		
Total 2021 - 2022 Furniture & Equipment Program							-	241,600	-	241,600	100,576	141,024	58%	-	-

MORNINGTON SHIRE COUNCIL
CAPITAL EXPENDITURE BUDGET FOR YEAR ENDING 30 JUNE 2022

CAPITAL EXPENDITURE PROJECTS 2021-2022

31-May-22

Department	Budget Manager	Category	Expenditure Type	Project Description	External Funding Source * (\$)	Funding End Date	Carry Over Funding (\$)	Council Funded (\$)	Grant Funded (\$)	Total (\$)	Current (\$)	Budget Remaining (\$)	Budget (%)	Grant Funds Received (\$)	Restricted (\$)
2021 - 2022 Capital Building Program															
Finance & Human Services	FM	Buildings	R	VAC - Split system airconditioning			-	105,000	-	105,000	53,420	51,580	49%		
Finance & Human Services	HM	Buildings	N	Administration Facilities -toilet/storage for housing			-	-	-	-	-	-	#DIV/0!		
Finance & Human Services	HM	Buildings	R	VAC -Buy 2 x 2 rooms dongas to accommodate 4 guests			-	-	-	-	-	-	#DIV/0!		
Finance & Human Services	HM	Buildings	R	Refurbish Gym to meet WHS standards.			-	50,000	-	50,000	-	50,000	100%		
Finance & Human Services	HM	Buildings	R	VAC - Demolish Donga 9			-	8,000	-	8,000	495	7,505	94%		
Finance & Human Services	HM	Buildings	R	VAC Wall panel replacement to 32 rooms.			-	32,000	-	32,000	-	32,000	100%		
Finance & Human Services	EMITS	Buildings	R	Cemetery Amenities refurbishment			-	53,000	-	53,000	-	53,000	100%		
Finance & Human Services	FM	Buildings	N	VAC (Visitor Accomodation Centre) Fire alarms			-	40,000	-	40,000	-	40,000	100%		
Finance & Human Services	FM	Buildings	R	VAC - Replace 9 sliding doors			-	20,000	-	20,000	-	20,000	100%		
Finance & Human Services	HM	Buildings	U	Facilities Laundry - Power upgrade.			-	10,000	-	10,000	-	10,000	100%		
			U	Lelka Murrin Driveway				80,000	-	80,000	28,231	51,769	65%		
Finance & Human Services	EMITS	Buildings	N	Public Toilets - Lardil Park	LRCI	31/12/2022	-	-	83,280	83,280	-	83,280	100%	88,862	88,862
Total 2021 - 2022 Capital Building Program							-	398,000	83,280	481,280	82,147	399,133	83%	88,862	88,862
2021 - 2022 Capital Other Infrastructure Program															
ITS	EMITS	Infrastructure other	U	Airport Runway Realignment, preliminary and commence detailed design			-	130,000	-	130,000	-	130,000	100%		
CEO	CEO	Infrastructure other	N	Business planning for capital projects			-	100,000	-	100,000	3,250	96,750	97%		
			R	Replace/ Repair Street Lights				76,560	-	76,560	-	76,560			
ITS	EMITS	Workshop	R	Replace security fence			-	-	-	-	-	-	#DIV/0!		
Total 2021 - 2022 Capital Other Infrastructure Program							-	306,560	-	306,560	3,250	303,310	99%	-	-
2021 - 2022 Capital Water Infrastructure Program															
ITS	EMITS	Water Infrastructure	R	Investigative Report - Water Treatment	ICCIP	30/06/2022	-	-	125,690	125,690	-	125,690	100%	66,000	66,000
	EMITS	Water Infrastructure	R	SCADA/ Telemetry Rectification	ICCIP	30/06/2022			132,000	132,000	19,589	112,411	85%	39,600	20,011
ITS	EMITS	Water Infrastructure	U	Water Treatment Plant augmentation	W4Q4	30/06/2024	-	-	1,410,000	1,410,000	-	1,410,000	100%	705,000	705,000
Total 2021 - 2022 Capital Water Infrastructure Program							-	-	1,667,690	1,667,690	19,589	1,648,101	99%	810,600	791,011

MORNINGTON SHIRE COUNCIL
CAPITAL EXPENDITURE BUDGET FOR YEAR ENDING 30 JUNE 2022

CAPITAL EXPENDITURE PROJECTS 2021-2022

31-May-22

Department	Budget Manager	Category	Expenditure Type	Project Description	External Funding Source * (\$)	Funding End Date	Carry Over Funding (\$)	Council Funded (\$)	Grant Funded (\$)	Total (\$)	Current (\$)	Budget Remaining (\$)	Budget (%)	Grant Funds Received (\$)	Restricted (\$)
2021 - 2022 Capital Sewerage Infrastructure Program															
ITS	EMITS	Sewerage Infrastructure	R	Wastewater Investigation - Condition	ICCIP	30/06/2022	-	-	165,000	165,000	-	165,000	100%	49,500	49,500
ITS	EMITS	Sewerage Infrastructure	R	Veneer vacuum trailer			-	82,000	-	82,000	89,490	(7,490)	-9%		
ITS	EMITS	Sewerage Infrastructure	N	Backup generators at Sewer Pump Stations 1,2,3 and STP	ICCIP	30/06/2022	-	-	113,120	113,120	-	113,120	100%		
ITS	EMITS	Sewerage Infrastructure	N	Prescreen at Sewerage Treatment Plant	ICCIP	30/06/2022	-	-	150,826	150,826	-	150,826	100%		
Total 2021 - 2022 Capital Sewerage Infrastructure Program							-	82,000	428,946	510,946	89,490	421,456	82%	49,500	49,500
2021 - 2022 Capital Waste Infrastructure Program															
ITS	EMITS	Waste Infrastructure	U	Landfill Amenity			-	14,000	-	14,000	-	14,000	100%		
Total 2021 - 2022 Capital Waste Infrastructure Program							-	14,000	-	14,000	-	14,000	100%	-	-
Total Approved 2021-2022 Capital Works Program							-	2,111,860	2,179,916	4,291,776	1,097,001	3,194,775		948,962	929,373
Projects budgeted and commenced in 2020-2021 for completion in 2021-2022															
Finance & Human Services	HM	Buildings	U	Administration Centre redevelopment	LGGSP	1/04/2022	-	590,854	5,317,692	5,908,546	211,725	5,696,821	96%	1,595,308	1,383,583
Finance & Human Services	HM	Buildings	R	New guesthouse bathroom	W4Q COVID	31/10/2021	-	-	40,000	40,000	3,330	36,670	92%	20,000	16,670
Finance & Human Services	HM	Buildings	R	Council Chamber remediation works	W4Q COVID	31/10/2021	-	-	100,000	100,000	1,436	98,564	99%	50,000	48,564
Finance & Human Services	HM	Other	R	VAC fencing remediation	W4Q COVID	31/10/2021	231,435	-	60,000	291,435	35,448	255,987	88%	30,000	(5,448)
Finance & Human Services	HM	Outdoor space	N	Tavern outdoor stage, dance floor & grassed amphitheatre	W4Q COVID	31/10/2021	-	-	660,000	660,000	1,762	658,238	100%	330,000	328,238
Finance & Human Services	HM	Buildings	R	162 Ngerrawurn St rebuild (insurance Claim)	(QTC 22192)		454,000	-	-	454,000	-	454,000	100%		
Finance & Human Services	HM	Buildings	N	Lot 9 Cemetery Road staff accommodation	W4Q COVID	31/10/2021	-	-	500,000	500,000	3,394	496,606	99%	250,000	246,606
ITS	EMITS	Road Infrastructure	R	Disaster Recovery Funding Arrangement works 2020 Event	DRFA		-	-	2,787,180	2,787,180	2,984,199	(197,019)	-7%	2,640,487	
ITS	EMITS	Road Infrastructure	R	Disaster Recovery Funding Arrangement works 2020 Event	DRFA		-	-	1,428,659	1,428,659	1,619,977	(191,318)	-13%	1,351,102	
ITS	EMITS	Road Infrastructure	N	School Crossing Lardil Street	R2R		-	-	36,000	36,000	29,809	6,191	17%		
TOTAL CAPITAL EXPENDITURE BUDGET							685,435	2,702,714	13,109,447	16,497,596	5,988,081	10,509,515		7,215,859	2,947,586

MORNINGTON SHIRE COUNCIL
CAPITAL EXPENDITURE BUDGET FOR YEAR ENDING 30 JUNE 2022

CAPITAL EXPENDITURE PROJECTS 2021-2022

31-May-22

Department	Budget Manager	Category	Expenditure Type	Project Description	External Funding Source * (\$)	Funding End Date	Carry Over Funding (\$)	Council Funded (\$)	Grant Funded (\$)	Total (\$)	Current (\$)	Budget Remaining (\$)	Budget (%)	Grant Funds Received (\$)	Restricted (\$)	
Projects not budgeted for or identified as Carry Over funding from 2020-2021																
Finance & Human Services	HM	Building	U	Lelka Murrin Upgrade			-	205,000	1,000,000	1,205,000	1,557,441	(352,441)				
Airport	EMITS	Other	R	RAAP - Aerodrome Safety Upgrade	RAAP	30/04/2022	-	-	403,435	403,435	-	403,435		143,474	143,474	
ITS	EMITS	Road Infrastructure	R	TC Imogen 2021 Works	DRFA		-	-	-	-	107,142	(107,142)		1,319,404	1,212,263	
Housing	HM	Plant	N	Hydraulic Tipper Trailer (3,000 kg)				-	-	-	8,087	(8,087)				
Workshop	WM	Plant	R	Compressor				-	-	-	11,763	(11,763)				
Community Development	CDO	Buildings	N	Carriage Limit Container	DATSIP			-	-	-	33,816	(33,816)				
Community Development	CDO	Equipment	N	Portable PA System	DATSIP			-	-	-	4,066	(4,066)				
				Total Projects not budgeted for or identified as carry over			-	205,000	1,403,435	1,608,435	1,722,315	(113,880)		1,462,878	1,355,737	
Total 2021- 2022 Capital Works in Progress								685,435	2,907,714	14,512,882	18,106,031	7,710,396	10,395,635		8,678,737	4,303,322

Mornington Shire Council
Statement of Cash Flows
For the period ended 31 May 2022

	ACTUALS YTD	BUDGET
	31-May-22	30-Jun-22
Cash flows from operating activities:		
Receipts from Customers	9,195,166	17,510,996
Payments to Suppliers and Employees	- 14,437,145 -	19,539,331
	<u>5,241,979</u>	<u>2,028,335</u>
Interest Received	31,688	37,000
Rental Income	337,958	868,600
Non-Capital Grants, Subsidies and Contributions	6,309,890	4,886,192
Net cash inflow (outflow) from operating activities	<u>1,437,556</u>	<u>3,763,456</u>
Cash flows from investing activities:		
Payments for Property, Plant and Equipment	- 5,977,348 -	17,071,891
Proceeds from Sale of Property, Plant and Equipment	7,955	220,000
Finance lease Receipts	221,607	-
Capital Grants, Subsidies and Contributions	6,304,533	11,177,556
Net cash inflow (outflow) from investing activities	<u>556,747</u>	<u>5,674,335</u>
Cash flows from financing activities	-	-
Repayment of Borrowings	-	-
Net cash inflow (outflow) from financing activities	<u>-</u>	<u>-</u>
Net increase (decrease) in cash held	1,994,302 -	1,930,878
Cash at Beginning of Reporting Period	6,883,292	6,420,413
Cash at End of Reporting Period	<u>8,877,594</u>	<u>4,489,535</u>

Morningside Shire Council
Statement of Comprehensive Income
For the period ended 31 May 2022

	ACTUALS YTD 31-May-22	ACTUALS / BUDGET %	BUDGET YTD 31-May-22	VARIANCE - ACTUAL YTD VS BUDGET YTD 31-May-22	BUDGET FULL YEAR TO 30-Jun-22
Revenue					
Recurrent revenue					
Local Government Levies	2,811,521	95%	2,972,770	-161,249	2,972,769
Fees and Utility Charges	2,221,019	108%	2,064,007	157,012	2,251,645
Rental Income	366,430	46%	796,224	-429,794	868,600
Interest Earned	31,155	92%	33,917	-2,762	37,000
Sales-Contracts and Recoverable Works	4,550,671	40%	11,258,117	-6,707,446	12,281,582
Other Recurrent Income	14,813	323%	4,587	10,226	5,000
tion Grants, Subsidies and Contributions	6,502,099	145%	4,479,008	2,023,091	4,886,192
Total recurrent revenue	16,497,707	76%	21,608,630	-5,110,923	23,302,788
Capital revenue	0	0%	0	0	12,635,051
tion Capital Grants, Subsidies, and Contributions	4,168,953	36%	11,582,131	-7,413,178	12,635,052
Total capital revenue	4,168,953	36%	11,582,131	-7,413,178	12,635,052
Total revenue	20,666,660	62%	33,190,761	-12,524,101	35,937,840
Capital Income	0	0%	0	0	0
Total income	20,666,660	62%	33,190,761	-12,524,101	35,937,840
Expenses					
Recurrent expenses					
Employee Benefits	6,832,112	93%	7,370,468	538,356	8,040,511
Materials and Services	7,020,275	67%	10,526,839	3,506,564	11,483,821
Finance Costs	15,709	114%	13,750	-1,959	15,000
Depreciation and Amortisation	4,958,533	108%	4,582,004	-376,529	4,998,549
Total recurrent expenses	18,826,629	84%	22,493,061	3,666,432	24,537,881
Capital Expenses	7,955	0%	0	0	0
Total capital expenses	7,955	0%	0	0	0
Total expenses	18,834,583	84%	22,493,061	3,666,432	24,537,881
Net surplus	1,832,076	17%	10,697,700	-8,865,624	11,399,959
Operating Capabilities before Depn and Capital Income	2,621,656	71%	3,697,573	-1,075,917	3,763,456
Operating Capabilities before Capital Income	-2,336,876	264%	-884,431	-1,452,445	-1,235,093
Operating Capabilities before Capital Income %	-14.2%		-4.1%		-5.3%

**Mornington Shire Council
Statement of Financial Position
As at 31 May 2022**

	ACTUALS 31-May-22	BUDGET 30-Jun-22	ACTUALS 30-Jun-21
Current Assets			
Cash and cash equivalents	8,877,435	4,489,535	6,883,292
Trade and other receivables	3,264,910	2,505,964	2,708,176
Inventories	870,347	796,000	686,285
Contract Asset	634,833	0	1,226,285
Leases	208,092	208,092	208,092
Total current assets	13,855,616	7,999,591	11,712,130
Non-current Assets			
Leases	6,244,255	5,980,666	6,465,862
Property, plant and equipment	101,681,167	126,580,869	109,208,536
Total non-current assets	107,925,422	132,561,535	115,674,398
TOTAL ASSETS	121,781,038	140,561,126	127,386,528
Current Liabilities			
Trade and other payables	1,790,307	1,158,883	2,937,121
Contract Liability	5,236,108	0	3,691,979
Provisions	16,613	1,290,066	16,613
Total current liabilities	7,043,028	2,448,949	6,645,713
Non-current Liabilities			
Provisions	1,534,156	1,549,816	1,534,156
Total non-current liabilities	1,534,156	1,549,816	1,534,156
TOTAL LIABILITIES	8,577,183	3,998,765	8,179,869
NET COMMUNITY ASSETS	113,203,855	136,562,361	119,206,659
Community Equity			
Asset revaluation reserve	99,427,770	99,160,206	99,427,769
Retained surplus/(deficiency)	13,776,084	37,402,155	19,778,890
TOTAL COMMUNITY EQUITY	113,203,855	136,562,361	119,206,659

18 STAFF REPORTS - HUMAN SERVICES**18.1 COMMUNITY DEVELOPMENT REPORT**

Author: Community Development Officer

Attachments: 1 Letter from Office of Liquor and Gaming Regulations

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to update Council on Community Development activities for the month of May 2022.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The role of the Community Development Officer is to develop community activities, youth programs, manage, oversee, support, resource, and facilitate the events prescribed in the calendar of events for the benefit of the community. This includes increasing utilisation of Councils gym.

Carriage Limit

- The liquor licence application for the Gununa Post Office was submitted on the 19th February 2022. A Responsible Management of Licensed Venues (RMLV) is required to be completed by the licensee. This has been confirmed as the last requirement.
- Educational strategy (Ongoing):
 - Attended a Toolbox Meeting with the Technical Services Department
 - Provide an informal Q&A Session with Wellesley Rangers team, updated ordering process, will attend a CJG board meeting.
- Distribution area upgrades:
 - Internet/Wi-Fi connectivity has been extended,
 - A dedicated EFTPOS has been set up
 - Heavy duty shelving and can crushers are on order,
 - Broom
 - Extra signage.

- Concerns were raised by Community Justice Group (CJG) for the last Community Liquor Permit (CLP) event, ongoing CLP events, Barge Shed Licence and was addressed positively which were facilitated by Office of Liquor and Gaming Regulation (OGLR).

Motel Tavern Liquor Licence

- Fourier Technologies have completed data cabling installation. Procurement process to be finalised to create the purchase order and installation of the SwiftPOS system will occur.
- Position descriptions are continuing to be developed.
- Project Manager has advised a fully functional commercial kitchen will be completed end of June 2022.
- Meeting set for the discussion of letter received from OLGR.

Liquor Accord

- In the process of creating a Mornington Shire Liquor Accord.
- Discussion of potential banning of patrons from participating in the distribution of the carriage limit. Ban and referral: compulsory to attend a session with QLD Health/Alcohol, Tobacco and Other Drugs (ATODS) (behaviour change, counselling, alternatives, responsible drinking, etc.).

Community Safety Committee

- Community Safety Plan (CSP) due to be updated by 30th June 2022. Survey to be conducted that includes community feedback around distribution of alcohol during Sorry Business.
- Noticeboards up around community, shade cloth around Lelka Murrin Tavern perimeter fence to be installed, TV and trolley delivered to the Uniting Church for the purpose of streaming Sorry Business for community and educational videos around the changes to the carriage limit. Looking to utilise funding for the upcoming Mirndiyan Art Centre festival and creative arts for Mornington Island State School (MISS).
- Please see the “Responsible Drinking” campaign by MISS. Looking at ways to utilise this important work from the eyes of our youth.

Grants

- SwiftPOS: Awaiting acquittal
- Moveit NQ: Ongoing
- Gulf Social Development Fund: newly approved with BYNOE as the auspisor. This is for a new Church driveway and upgrade of council gym mezzanine area.
- Australia Day: Successfully acquitted.
- NAIDOC 2022: Application processing.

Miscellaneous

- PCYC Funding: Auspice agreement received and currently updating to enable smooth transition for PCYC.
- Mental Health First Aid course being arranged for community with Karen West from National Wellbeing.
- Presenting to Alcohol Management Interagency Working Group on 16th June 2022 (15-20 minutes) and the Sly Grog Working Group on 13 July 2022 (up to 30 minutes including time for questions).
- Radio interview with Black Star radio on 10th June at 11am. Provided collateral from MISS around responsible drinking.
- Policing of homebrew: Officer-In-Charge (OIC) to attend and address councillors.
- Preferred Supplier Arrangement: Work-In-Progress with lawyers.
- Can Recycling: Meeting held with Wellesley Rangers around aluminium can recycling. Cage has been delivered to the Lelka Murrin Tavern and one to be taken to the Alcohol Distribution Centre.
- Financial Report: To be done through the Finance Department Report.

Upcoming events

- Thalidi Gilmoos Luuli Touch Footy programs (Tuesdays)
- Baya Kuburda Community Boxing night (Thursdays)
- Pub Night for State of Origin Game 1 – **8th June 2022**
- Pub Night for Pastor Gewa Au's Farewell - **18th June 2022**
- Pub Night for State of Origin Game 2 – **26th June 2022**
- Pub Night for NAIDOC Ball – **9th July 2022**
- Pub Night for State of Origin Game 3 – **13th July 2022**
- Pub Night for Senior's Social Event 55+ – **3rd August 2022**
- Pub Night for Costume Party – **6th August 2022**

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note this Report.

1. That the Letter from Office of Liquor and Gaming Regulation for Motel Tavern Liquor Licence be of discussion for response to letter from 29 th April 2022.



Please Quote: OGR-2058454
Contact Officer: Trish Leotta
Contact telephone: (07) 3738 8512

Office of Liquor and Gaming Regulation
Department of
Justice and Attorney-General

Attention: Violet Taulanga
Community Development Officer
Mornington Shire Council
1 Mission Road
GUNUNA QLD 4892
Violet.taulanga@mornington.qld.gov.au

Dear Ms. Taulanga,

I refer to an application for a commercial other - subsidiary on premises (accommodation) licence submitted by the Mornington Shire Council (council) on 17 May 2021 for premises known as the Mornington Council Motel (motel).

The purpose of this letter is to provide council the opportunity to respond to concerns raised during the consultation process conducted by the Office of Liquor and Gaming Regulation (OLGR) and to advise you (and seek your support of) the proposed conditions of licence to be endorsed on the licence should it be approved.

In the interests of natural justice, I am advising council of the following concerns raised by the community stakeholders during the consultation process and discussed at the stakeholder engagement meeting on 14 December 2021:

- There is a concern the current kitchen facility is not adequate to support restaurant style meals. It is noted that a new kitchen is being installed. Please confirm it will be adequate to provide restaurant style meals.
- There is concern regarding the quantities and access to alcohol available in the accommodation units. As such more substantial controls need to be detailed in the RAMP to address the potential responsible service of alcohol concerns with the supply of alcohol in the units.

If approved, it is proposed the following conditions will be placed on the commercial other subsidiary on premises licence.

- Trading days and hours of:
Monday to Sunday from 11:00am to 3:00pm (Lunch) and 5:00pm to 11:00pm (Dinner).
(excluding Christmas Day, New Year's Eve, Good Friday and Anzac Day, the trading hours of which are prescribed in the *Liquor Act 1992*)
- Liquor may be sold or supplied only whilst the premises adheres to its principal activity of provision of accommodation.

Office of Liquor and Gaming Regulation
63 George Street
BRISBANE QLD 4000
Locked Bag 180
Brisbane Qld 4002

Telephone 13 QGOV (13 74 68)
Email olgrinfo@justice.qld.gov.au
Website www.business.qld.gov.au/liquor-gaming
ABN 13 846 673 994

- The sale and/or supply of liquor on the licensed premises is restricted to:
 - a resident on the licensed premises, or a guest of a resident in the resident's company, for consumption on the premises.
 - to any person, including a person not eating a meal, for consumption in the restaurant and adjoining verandah area only;
 - to a person attending a function.
- Approved after hours consumption areas for residents and their guests are the residential accommodation units or rooms only.
- The licensee, approved manager, employee, agent or person in control must ensure that liquor is only to be sold and supplied between the hours specified in the licence and may only be consumed during those hours and for a period of 30 minutes grace after the cessation of the sale of liquor.
- Liquor must not be sold for consumption off the premises (takeaway).
- The licensee, approved manager or employee of the licensee must ensure that liquor sold or supplied for consumption on the premises is not removed from the licensed premises at any time.
- Liquor may not be sold in glass containers.
- The sale and/or supply of liquor for consumption on the premises is restricted to a per person per day maximum of -
 - Monday to Thursday
 - a) 8 x 375ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of up to and including 4% alcohol concentration by volume; or
 - b) 4 x 375ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of up to and including 4% alcohol concentration by volume and two (2) piccolos (187ml) of wine; or
 - c) Low strength beer with an alcohol concentration of up to and including 3.5% alcohol concentration by volume.
 - Friday and Saturday
 - a) 10 x 375ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of up to and including 4% alcohol concentration by volume; or
 - b) 6 x 375ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of up to and including 4% alcohol concentration by volume and two (2) piccolos (187ml) of wine; or
 - c) Low strength beer with an alcohol concentration of up to and including 3.5% alcohol concentration by volume.
- The licensee, approved manager or employee of the licensee must ensure liquor sold or supplied for consumption on the premises is limited to one (1) drink per person, per order at any time.

- Each mini bar in each residential unit will be stocked with a maximum of 2 x 375ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of up to and including 4% alcohol concentration by volume and one (1) piccolo (187ml) of wine each day.
- Staff are prohibited from consuming liquor whilst on duty at the premises.
- The licensee, approved manager or employee of the licensee must take all reasonable steps to ensure non-alcoholic drinks are available for sale on the premises, for example but not limited to soft drinks.
- The licensee, approved manager or employee of the licensee must ensure adequate water stations are available to patrons throughout the licensed area to which the commercial other subsidiary on premises licence relates and water is provided at no cost to patrons at all times the premises is operating.
- The licensee, approved manager or employee of the licensee may not provide credit to patrons or hold any type of access card or documentation issued by a financial institution that belongs to a patron.
- In order for OLGR to monitor average patron consumption levels, the licensee must provide a sales/members report from their SwiftPOS system showing the total number of patrons served and the total number of drinks sold in a nominated period and submit to OLGR within seven days of receipt of request.
- Drinks supplied to patrons must be monitored by a point-of-sale swipe card-based system.
- The licensee, approved manager, or employee of the licensee must secure all liquor on the licensed premises to prevent unauthorised access.
- The licensee must ensure any suspected theft of stock or money be referred by the licensee immediately to the local police.
- An approved manager is required to be on the licensed premises and in charge of the premises at all times it is trading.
- The premises must not open for trade or continue trading if an approved manager is not in attendance and in control of the premises.
- The licensee, approved manager or employee of the licensee shall not allow liquor at any time to be sold or supplied to, or consumed by, any person under the age of 18 years.
- The licensee, approved manager, employee, agent or person in control shall not allow liquor at any time to be sold or supplied to or consumed by any person who is unduly intoxicated or disorderly.
- Any patron, suspected by security, duty manager or approved manager, of undue intoxication prior to entry will be required to undergo a breath test using an

Alcolmeter. Refusal to undergo a breath test will result in refusal of entry. A reading on the Alcolmeter above point 1% may result in refusal of entry or service.

- Noise emanating from the premises including amplified and/or non-amplified noise and/or patron noise must not exceed 75dB(C), fast response, when measured approximately 3 metres from the primary source of the noise.
- Non-amplified entertainers or speakers used to amplify noise must not be located in any outdoor, verandah, patio or footpath area of the premises.
- The licensee, approved manager or employee of the licensee must ensure that noise emanating from the premises to which this licence relates from entertainment or other activities and conduct by any person within the premises or while entering or leaving the premises shall not be such as to unduly disturb or inconvenience the owners or occupiers of neighbouring premises.
- The licensee or approved manager must ensure a register of complaints is kept and maintained at the premises to record details of all noise complaints showing the name of the complainant, time and date of the complaint and details of any remedial action taken by the management to rectify the problem.
- The licensee and approved manager/s must ensure crowd controllers licensed under the *Security Providers Act 1993* are employed at all times when the premises is trading in liquor and until all patrons are dispersed, as follows -
 - Sunday to Thursday - 1 crowd controller
 - Friday and Saturday - 2 crowd controllers
- When employing security providers holding a class 1 licence (function of a crowd controller) pursuant to the *Security Providers Act*, the licensee must provide and maintain a register which records:
 - the name and address of the security provider;
 - the date and time when the security provider starts and finishes each period of duty at the premises;
 - details of every incident in which a person is injured on the premises; and
 - details of every incident in which a person is removed from the premises by a security provider.
- Any register identified in the conditions of this licence which relates to the *Security Providers Act* must be kept available on the premises at all times for inspection on request by an investigator appointed under the *Liquor Act* (including a Queensland police officer).
- Pages in a register identified in the conditions of this licence which relate to the *Security Providers Act* must not be removed from the register and entries in the register must not be erased.
- Any register identified in the conditions of this licence which relate to the *Security Providers Act* must be kept for a period of seven years after the last entry recorded in the register.

- The licensee or approved manager must ensure that security providers physically 'sign in' on the register when they start duty and 'sign out' when they finish duty.
- The licensee or approved manager must ensure that the security providers are easily identifiable as security while on duty at the premises.
- The licensee or approved manager must ensure a minimum of one RSA Marshals are employed at the premises from 5:00pm until thirty minutes after the premises ceases to supply liquor.
- The licensee or approved manager must ensure that RSA Marshals physically 'sign in' on a RSA Marshals specific register when commencing duty and 'sign out' when finishing duty.
- RSA Marshals are to be dressed so as to be clearly distinguishable from crowd controllers and patrons, and are to act as a link between management, staff and security to identify patrons who:
 - are becoming or have the potential to become unduly intoxicated, agitated, unruly, or aggressive; and/or
 - require cutting off from liquor or eviction from the premises.
- RSA Marshals are to:
 - Be clearly identifiable as RSA Marshals as opposed to security;
 - Act as a link between management, staff and security identifying patrons who are becoming/have the potential to:
 - Become unduly intoxicated;
 - Become unruly;
 - Become agitated/aggressive;
 - Require cutting off from alcohol;
 - Require eviction.
- All staff working in the Mornington Council Motel must be trained in Verbal Judo.
- The licensee must ensure all staff are fully briefed in regard to the current regulations and procedures which relate to the serving of alcohol and the licensed alcohol consumption areas, including the responsible service of alcohol, the conditions of this licence and the venue's policies and procedures.
- The approved manager must take all reasonable steps to ensure all rostered bar staff access RSA focused training on a three-monthly basis e.g. OLGR's Behind the Bar training videos.
- The licensee must have a risk assessed management plan (RAMP) for the premises and comply with the conditions of the RAMP. The licensee must ensure all staff of the premises, security providers engaged in maintaining order in and around the premises, are aware of the RAMP. All staff of the premises, and security providers engaged in maintaining order in and around the premises must perform their duties at the premises in compliance with the RAMP. The conditions of the RAMP must at all times be approved by OLGR. For the purposes of this condition a RAMP means a document containing information about the procedures and practices for the conduct of business at the premises and must include:

- security arrangements for the premises;
 - responsible service of alcohol;
 - dealing with unduly intoxicated and disorderly patrons;
 - dealing with minors on the premises;
 - evicting and banning patrons;
 - closure of the premises for cultural or other reasons (including, but not limited to, funerals, house openings, tombstone openings and days for men's and women's business);
 - staff training;
 - maintenance; and
 - amendments to the RAMP.
- The promotion of alcohol is prohibited. Signage promoting responsible drinking and alcohol restrictions are to be displayed.
 - Should the OIC of the Mornington police station, following consultation, where practical, with the Community Justice Group and council (until such time a Local Decision Making Board under the LTC is stood up or its equivalent) request that no alcohol be supplied that day due to the level of intoxication and/or level of potential unrest in the community, the licensee must comply with the police request.
 - The licensee must notify OLGR's Manager, Remote Communities of any request from police to cease supply of alcohol for the day by close of business the next trading day.
 - The licensee and the approved manager must organise and participate in monthly meetings with relevant stakeholders including but not limited to the Community Justice Group, the OIC of the Mornington police station and OLGR to identify any adverse issues impacting on community resulting from the council's operation and negotiate rectification of identified issues.
 - The licensee must raise any proposed new liquor applications for the premises (e.g. to increase trading hours or consumption limits) at the monthly stakeholder meetings for the notification of any concerns and/or recommended conditioning.
 - The licensee, approved manager, or employee of the licensee must ensure that any prevailing government directives issued in respect to COVID-19, or other infectious diseases, including those from the Chief Health Officer of Queensland, are adhered to for the duration of this licence.
 - The grant and issue of this licence does not in any way relieve the licensee, or any other party, of an obligation to obtain any other relevant licence, permit, permission, consent or approval, whether from the commonwealth or state government, the local authority, the owner or occupier of the relevant premises, or any other person or authority.
 - The licensee shall ensure the provisions of the Liquor Act and regulations are adhered to at all times.

You are hereby afforded the opportunity to respond to this letter to:

1. Respond to the issues raised by the stakeholders during the consultation process;
2. Consent to the conditions as proposed – noting these conditions can be endorsed on the licence without the council's support, where considered necessary, to ensure compliance with the Liquor Act; or
3. Agree to participate in a further conference with the community facilitated by OLGR to discuss any concerns and/or further amendments*; or
4. Object to the conditions, including the grounds relied on in doing so.

*Please note OLGR may still facilitate a conference with the relevant community stakeholders should council choose not to participate. If this occurs, council will be provided further opportunity to respond to any additional concerns/suggestions identified as a result of this process.

If you require any further information regarding the contents of this letter, please contact myself, Mrs Trish Leotta, Manager, Licensing, OLGR, on (p) (07) 3738 8512 or (e) trish.leotta@justice.qld.gov.au and I will be pleased to assist.

Yours sincerely,



Trish Leotta
Manager - Licensing
29/04/2022

19 CONFIDENTIAL REPORTS

Nil

20 NEXT MEETING

Wednesday July 20th 2022

21 CLOSURE