



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

Date: Wednesday, 26 October 2022
Time: 9:00AM
Location: Council Chamber
Mission Road
Gununa

BUSINESS PAPER

Ordinary Council Meeting

26 October 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 - 21 SEPTEMBER 2022

Author: Acting Chief Executive Officer
Attachments: 1. Council Meeting Minutes - 21 September 2022

IMPLICATIONS

OFFICER'S RECOMMENDATION

That the Minutes of the Council held on Wednesday 21 September 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, 21 SEPTEMBER 2022 AT 9:00AM**

1 OPENING OF MEETING

The meeting was opened by Deputy Mayor, David Barnes at 9.02am.

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

Mayor Kyle Yanner, Deputy Mayor David Barnes, Cr Dwayne Rogers, Cr Roxanne Thomas, Cr Robert Thompson, Graham King & Rhianne Williams.

4 LEAVE OF ABSENCE

Deputy Mayor opened the meeting at 9:02am pending the attendance of the Mayor.

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

A minutes silence was undertake for loved ones.

At 09:04 am, Cr Dwayne Rogers left the meeting.

At 09:05 am, Cr Dwayne Rogers returned to the meeting.

7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES - COUNCIL MEETING - 17 AUGUST 2022****RESOLUTION 2022/154**

Moved: Cr Robert Thompson

Seconded: Cr Roxanne Thomas

That the Minutes of the Council held on Wednesday 17 August 2022 be received and the recommendations therein be adopted.

CARRIED 4/0

At 09:35 am, Mayor Kyle Yanner joined the meeting.

8 DEPUTATIONS

A deputation was received from Louise Hunter & James Carroll of State Library in relation to item 15.1 – Council Library Building.

9 ACTION SCHEDULE

9.1 ACTION ITEMS AS AT WEDNESDAY 21 SEPTEMBER

RESOLUTION 2022/155

Moved: Cr Robert Thompson

Seconded: Mayor Kyle Yanner

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

CARRIED 5/0

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

10 MAYOR AND COUNCILLORS REPORTS

10.1 DEPUTY MAYOR DAVID BARNES PORTFOLIO REPORT

RESOLUTION 2022/156

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

That Council receive and note report.

CARRIED 5/0

10.2 WASTE MANAGEMENT REPORT - COUNCILLOR ROGERS REPORT**RESOLUTION 2022/157**

Moved: Deputy Mayor David Barnes

Seconded: Cr Roxanne Thomas

That the report be received and noted with applications needed to assist in the funding for the following upgrades:

1. Sewerage processing plant in need of new solar aerators - 6 sewerage ponds and only 1 has a operational aerator (ESSP to assist in this funding process to cover purchase costs)
2. Pump station A, B and C needs urgent attention relating to the pumps operating procedures/safety for employees including the WPHS operating procedures. (summary provided in the survey from Carrie and Eric)
3. Dump sites leachate system isn't working, meaning the sump moisture waste underneath the landfill isn't being pumped into the leachate trench on the far east side. Pumps seem to be still holding power but need urgent attention to service from electrical and mechanics to ensure operating/starting will work. This is a must as our wet season is coming up and these pumps need to be operational.

CARRIED 5/0

MAYOR'S VERBAL PORTFOLIO REPORT**RESOLUTION 2022/158**

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

That Council receive the verbal report by Mayor Yanner on portfolio matters and noted accordingly.

CARRIED 5/0

COUNCILLOR ROXANNE VERBAL PORTFOLIO REPORT**RESOLUTION 2022/159**

Moved: Deputy Mayor David Barnes

Seconded: Cr Robert Thompson

That Council receive the verbal report from Councillor Roxanne Thomas and that the ACEO have gates locked at the Mornington Island Cemetery to prevent horse's access and a suitable self-closing gate be installed to allow public access at all times but prevent horses from entering.

CARRIED 5/0

COUNCILLOR THOMPSON VERBAL PORTFOLIO REPORT**RESOLUTION 2022/160**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council receive the verbal report from Councillor Thompson and that Council seek advise from the Gulf Regional Aboriginal Corporation and the Wellesley Island Rangers on a recent crocodile attack on an animal possibly a foal or dog in the vicinity of the Tamarind tree (boat ramp) and what can be done regards to this matter.

CARRIED 5/0

REMOVAL OF ABANDONED VEHICLES AND OR HAZARDOUS VEHICLE ON COUNCIL CONTROLLED ROADS**RESOLUTION 2022/161**

Moved: Mayor Kyle Yanner

Seconded: Cr Robert Thompson

That the Acting CEO take the necessary action under *Section 100 of the Transport Operations (Road Use Management) Act 1995* to remove such vehicles from Councils roads.

CARRIED 5/0

Meeting adjourned at 10.47am by Mayor for Morning Tea.

Meeting recommenced at 11.00am by Mayor.

PCYC EMERGENCY SERVICES CADETS FOR MORNINGTON ISLAND**RESOLUTION 2022/162**

Moved: Cr Robert Thompson

Seconded: Cr Roxanne Thomas

That Council write to the Chief Executive Officer of the PCYC seeking that consultation commence on establishing an Emergency Services Cadet program on Mornington Island.

CARRIED 5/0

11 CHIEF EXECUTIVE OFFICER'S REPORTS

11.1 TECHNICAL WORKING GROUP MEETING

RECOMMENDATION

That Council receive the Minutes and note the contents.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

11.2 OPUSXENTA VISIT TO MORNINGTON ISLAND TO DEVELOP CEMETERY RECORDS AND ESTABLISH BURIAL REGISTER

RESOLUTION 2022/163

Moved: Deputy Mayor David Barnes

Seconded: Cr Roxanne Thomas

That Council receive and note the Report, and that Council hold a Community Day to gather further burial records from families for Council's Burial Register.

CARRIED 5/0

11.3 MORNINGTON ISLAND AERODROME – COMPLIANCE SITE VISIT SEPTEMBER 2022

RESOLUTION 2022/164

Moved: Cr Robert Thompson

Seconded: Cr Dwayne Rogers

That Council receive and note the Report.

CARRIED 5/0

11.4 SORRY BUSINESS POLICY

RESOLUTION 2022/165

Moved: Cr Roxanne Thomas

Seconded: Deputy Mayor David Barnes

That Council approve Acting CEO to make amendments to 'Sorry Day' policy as discussed.

CARRIED 5/0

11.5 GOVERNMENT CHAMPIONS VISIT**RESOLUTION 2022/166**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council receive and note the Report.

CARRIED 5/0

11.6 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE**RESOLUTION 2022/167**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council authorise all interested Councillors to attend the Local Government Conference in Cairns from 17 to 19th October, 2022.

CARRIED 5/0

11.7 LOCAL GOVERNMENT REMUNERATION COMMISSION**RESOLUTION 2022/168**

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Dwayne Rogers

That Council formulate a submission and submit by 4 November.

CARRIED 5/0

A deputation was received from Louise Hunter & James Carroll of State Library in relation to item 15.1 – Council Library Building.

At 12:12 pm, Cr Roxanne Thomas left the meeting.

At 12:19 pm, Mayor Kyle Yanner left the meeting.

At 12:18 pm, Cr Roxanne Thomas returned to the meeting.

At 12:21 pm, Cr Roxanne Thomas left the meeting.

At 12:21 pm, Graham King left the meeting.

At 12:23 pm, Cr Roxanne Thomas returned to the meeting.

At 12:23 pm, Mayor Kyle Yanner returned to the meeting.

At 12:23 pm, Graham King returned to the meeting.

RESOLUTION 2022/169

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council agree to adjourn the meeting until 9:00am, 22 September 2022 at Council Chambers.

The meeting adjourned at 22 September 2022 and reconvened at 9:00am, to deal with items 11.8, 11.9, 11.10, 11.11, 11.12, 12.1, 15.1, 16.1, 17.1, 17.2, 18.1 and Confidential Reports.

CARRIED 5/0

11.8 MORNINGTON ISLAND WELLBEING CENTRE AND ACCOMMODATION**RECOMMENDATION**

That Council receive and note the Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

11.9 QCOAST 2.0 PROGRAM – FIRST NATIONS COASTAL HAZARD STUDY**RECOMMENDATION**

That Council receive and note the Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

11.10 QUEENSLAND LOCAL GOVERNMENT GRANTS COMMISSION – 2022/23 FINANCIAL ASSISTANCE GRANT**RECOMMENDATION**

That Council receive and note the Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

11.11 MORNINGTON SHIRE COUNCIL ICCIP AND BOR UPDATE**RECOMMENDATION**

That That Council receive and note the Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

11.12 MOBILE PHONE POLICY**RECOMMENDATION**

That Council adopt the mobile phone policy as presented.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

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

That Council receive and note the Report

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

13 STAFF REPORTS - TECHNICAL SERVICES

Nil

14 STAFF REPORTS - INFRASTRUCTURE SERVICES

Nil

15 STAFF REPORTS - HOUSING REPORT**15.1 HOUSING REPORT****RECOMMENDATION**

That Council note and accept this Report; and

Approve the Hospital Vacant Land for Splash Park and Pool.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

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

That Council receive and note this Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

17 STAFF REPORTS - FINANCIAL SERVICES**17.1 CREDIT CARD POLICY****RECOMMENDATION**

That Council adopt the Credit Card Policy as presented.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

17.2 FINANCE REPORT AS AT 31 AUGUST 2022**RECOMMENDATION**

That Council receive and note this Report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

18 STAFF REPORTS - HUMAN SERVICES**18.1 COMMUNITY DEVELOPMENT ACTIVITIES****RECOMMENDATION**

That Council receive and note this report.

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

19 FINANCIAL REPORTS

Nil

20 CONFIDENTIAL REPORTS

This item was held over and resolved at the Ordinary Council Meeting held on 22 September 2022.

21 NEXT MEETING

The next meeting will be held on 26 October 2022.

22 CLOSURE

Mayor Yanner closed the meeting at 12.23

Graham King
Acting Chief Executive Officer.

Minutes Confirmed:

Mayor

Date: 5/10/2022

Graham King
Acting Chief Executive Officer

7.2 CONFIRMATION OF MINUTES - COUNCIL MEETING - 22 SEPTEMBER 2022

Author: Acting Chief Executive Officer

Attachments: 1. Council Meeting Minutes - 22 September 2022

IMPLICATIONS

OFFICER'S RECOMMENDATION

That the Minutes of the Council held on Thursday 22 September 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 THURSDAY, 22 SEPTEMBER 2022 AT 9:00AM**

1 OPENING OF MEETING

The meeting was opened by Mayor Yanner at 9:00am.

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

Mayor Kyle Yanner, Deputy Mayor David Barnes, Cr Dwayne Rogers, Cr Roxanne Thomas, Cr Robert Thompson, Acting CEO Graham King, Acting Executive Manager Jayne Schultz and Executive Manager Housing and Facilities Geoff Rewald.

4 LEAVE OF ABSENCE

Nil

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

6 CONDOLENCES AND MEMORIALS

A minutes silence was undertaken for loved ones.

7 CONFIRMATION OF MINUTES

Nil

8 DEPUTATIONS

9 ACTION SCHEDULE

Nil

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

10 MAYOR AND COUNCILLORS REPORTS

Nil

11 CHIEF EXECUTIVE OFFICER'S REPORTS

11.1 TECHNICAL WORKING GROUP MEETING

RESOLUTION 2022/169

Moved: Deputy Mayor David Barnes

Seconded: Cr Robert Thompson

That Council receive the report and note the contents.

CARRIED 5/0

11.8 MORNINGTON ISLAND WELLBEING CENTRE AND ACCOMMODATION

RESOLUTION 2022/170

Moved: Deputy Mayor David Barnes

Seconded: Cr Roxanne Thomas

That Council receive and note the Report.

CARRIED 5/0

11.9 QCOAST 2.0 PROGRAM – FIRST NATIONS COASTAL HAZARD STUDY

RESOLUTION 2022/171

Moved: Deputy Mayor David Barnes

Seconded: Cr Robert Thompson

That Council receive and note the Report.

CARRIED 5/0

11.10 QUEENSLAND LOCAL GOVERNMENT GRANTS COMMISSION – 2022/23 FINANCIAL ASSISTANCE GRANT

RESOLUTION 2022/172

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

That Council receive and note the Report.

CARRIED 5/0

11.11 MORNINGTON SHIRE COUNCIL ICCIP AND BOR UPDATE

RESOLUTION 2022/173

Moved: Cr Roxanne Thomas
Seconded: Cr Dwayne Rogers

That Council receive and note the Report.

CARRIED 5/0

11.12 MOBILE PHONE POLICY

RESOLUTION 2022/174

Moved: Deputy Mayor David Barnes
Seconded: Cr Dwayne Rogers

That Council adopt the mobile phone policy as presented.

CARRIED 5/0

12 STAFF REPORTS - WORKPLACE HEALTH AND SAFETY

12.1 WORKPLACE HEALTH AND SAFETY

RESOLUTION 2022/175

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

That the Report be Tabled until the Work Place Health and Safety Officer is available.

CARRIED 5/0

13 STAFF REPORTS - TECHNICAL SERVICES

Nil

14 STAFF REPORTS - INFRASTRUCTURE SERVICES

Nil

15 STAFF REPORTS - HOUSING REPORT**15.1 HOUSING REPORT****RESOLUTION 2022/176**

Moved: Deputy Mayor David Barnes

Seconded: Cr Robert Thompson

That Council note and accept this Report.

CARRIED 5/0**LAND FOR COMMUNITY FACILITIES – LOCATION OF GUNUNA SWIMMING POOL****RESOLUTION 2022/177**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council make representation to Queensland Health to ascertain if land adjacent to the new Administration Centre in Lardil Street would be able to be transferred to Council from Queensland Health for community purposes, including for a public swimming pool.

CARRIED 5/0**16 STAFF REPORTS - FACILITIES****16.1 FACILITIES REPORT****RESOLUTION 2022/178**

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

That Council receive and note this Report.

CARRIED 5/0

17 STAFF REPORTS - FINANCIAL SERVICES**17.1 CREDIT CARD POLICY****RESOLUTION 2022/179**

Moved: Cr Roxanne Thomas

Seconded: Deputy Mayor David Barnes

That Council adopt the Credit Card Policy as presented and approve the authorised positions to hold a credit cards to Mayor, CEO, Executive Managers and Finance Manager.

CARRIED 5/0

17.2 FINANCE REPORT AS AT 31 AUGUST 2022**RESOLUTION 2022/180**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That Council receive and note the report.

CARRIED 5/0

17.3 MINUTES OF SPECIAL MEETING TO ADOPT THE 2022/23 BUDGET**RESOLUTION 2022/181**

Moved: Deputy Mayor David Barnes

Seconded: Cr Dwayne Rogers

That the Minutes of the Special Meeting for the adoption of the Annual Budget held on the 28 & 29 July, 2022 be adopted as presented.

CARRIED 5/0

18 STAFF REPORTS - HUMAN SERVICES**18.1 COMMUNITY DEVELOPMENT ACTIVITIES****RESOLUTION 2022/182**

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Robert Thompson

That Council receive and note this report.

CARRIED 5/0

18.2 JOB SKILLING PROGRAM**RESOLUTION 2022/183**

Moved: Cr Roxanne Thomas

Seconded: Cr Robert Thompson

That the Acting CEO investigate a job skilling program to allow the community to gain working skills over a range of Council services to better prepare such persons for fulltime employment. Further that Council seek Government Grant funding to support such program.

CARRIED 5/0

19 CONFIDENTIAL REPORTS

That Council moves into Closed Council 12.25pm.

RESOLUTION 2022/184

Moved: Cr Dwayne Rogers

Seconded: Cr Robert Thompson

CARRIED 5/0

That Council Moves out of Closed Council into Open Council.

RESOLUTION 2022/185

Moved: Cr Dwayne Rogers

Seconded: Deputy Mayor Cr David Barnes

CARRIED 5/0

20 NEXT MEETING

The next meeting will be held on 26 October 2022.

21 CLOSURE

Mayor Yanner closed the meeting at 1:00pm

Graham King
Acting Chief Executive Officer.

Minutes Confirmed:

Mayor

Date: 05/10/2022

Graham King
Acting Chief Executive Officer

8 DEPUTATIONS

9 ACTION SCHEDULE**9.1 ACTION ITEMS AS AT 26 OCTOBER 2022**

Author: Executive Assistant

Attachments: 1 To be tabled

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with an updated version of the Mornington Shire Council's Action Schedule.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

At each ordinary meeting of Council, the Action Schedule is tabled to outline those actions that have been taken in accordance with Council resolutions

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 26 October 2022
To be tabled
0 Pages

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

10 MAYOR AND COUNCILLORS REPORTS

10.1 MAYOR AND COUNCILLORS VERBAL REPORTS

Author: Mayor

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

Provided Council with a verbal report to Council.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the verbal report.

11 CHIEF EXECUTIVE OFFICER'S REPORTS**11.1 COUNCILLORS EXPENSES REIMBURSEMENT POLICY**

Author: Acting Chief Executive Officer

Attachments: 1 Councillor Expenses Reimbursement Policy

PURPOSE (EXECUTIVE SUMMARY)

To review and adopt the Councillors Expenses Reimbursement Policy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION


Attached is a copy of the Policy with changes.

FINANCIAL & RESOURCE IMPLICATIONS

As per Council's 2022/23 Budget.

RECOMMENDATION

That Council receive and adopt the Councillors Expenses Reimbursement Policy.



MORNINGTON SHIRE COUNCIL
Councillor Expenses Reimbursement Policy
RESOLUTION NO. VERSION V1

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

The Acceptable Request Guidelines is a Statutory Policy.

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

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	21/06/2017	2017/110	Responsible Officer Chief Executive Officer Description Statutory Policy
V2	18/07/2018	2018/126	Responsible Officer Executive Manager Governance and Communication Description Statutory Policy
V3	15/07/2020	2020/114	Responsible Officer Executive Manager Governance and Communication Description Statutory Policy
V4	#/#/2022		Responsible Officer Executive Manager Governance and Communication Description Statutory Policy
			EXPIRY



**MORNINGTON
SHIRE COUNCIL**

**MORNINGTON SHIRE COUNCIL
Councillor Expenses Reimbursement Policy
RESOLUTION NO. VERSION V1**

Objective

This Policy sets out specific guidelines for the payment of Reasonable Expenses incurred, or to be incurred by Councillors for discharging their duties and responsibilities as Councillors and the provision of facilities to Councillors for that purpose.

Scope

This Policy is adopted pursuant to section 250, *Local Government Regulation 2012*.

This Policy applies to all Councillors including the Mayor and the Deputy Mayor of Morningshon Shire Council.

Policy Statement

Definitions

Council means Morningshon Shire Council.

Council Business means the official business conducted on behalf of, and approved by, Council where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council. Council Business should result in a benefit being achieved either for the local government and/or the local government area. Participating in unrelated community events or boards that are not associated with Council will not be regarded as Council Business.

Council Resolution means a resolution passed by simple majority at a General Meeting of Council.

Councillors include the Mayor, the Deputy Mayor and Councillors.

Council-Owned Assets means any item of equipment provided by Council at Council's expense to a Councillor to assist in the effective discharge of their official duties.

Expense means payments made by Council to reimburse Councillors for their reasonable expenditure incurred or to be incurred when discharging their duties as Councillors. These payments are not regarded as remuneration. Expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge when performing their roles.

Private Use means the use of Council-Owned Assets or Council funds for any uses other than uses directly related to Council Business.

Professional Development means any facilitated learning opportunity including, but not limited to conferences, workshops, seminars, or training events provided by a government department or professional association, membership of or subscriptions to relevant professional or industry associations or journals, and purchase of relevant published reference materials including books and journals.

Reasonable and **Reasonably** means Council must make sound judgements and consider what is prudent, responsible, and acceptable to its community when determining reasonable levels of facilities and expenditure. The community expects limits and will not tolerate excessive use or abuse of public funds.

**MORNINGTON
SHIRE COUNCIL****MORNINGTON SHIRE COUNCIL
Councillor Expenses Reimbursement Policy
RESOLUTION NO. VERSION V1**

Reimbursed and Reimbursement means payments made to a Councillor for actual Expenses already incurred.

Policy**(a) Entitlement**

- Councillors are elected representatives of the community who undertake the role of setting the strategic direction of the Mornington Shire. It is Council's responsibility to ensure that Councillors are not financially disadvantaged when carrying out the requirements of their role.
- Councillors are entitled to be Reimbursed for Reasonable Expenses incurred while undertaking Council Business during the Councillor's term of office as that period is described in sections 159 and 160 of the *Local Government Act 2009*.
- Councillors are entitled to make claims to Council for Reimbursement of Expenses, except to the extent that the Expenses are expressly prohibited by this Policy or in statute.
- The types of Reasonable Expenses that may be incurred by Councillors while carrying out Council Business may include, but are not limited to:
 - travel Expenses including accommodation, meals, transport and incidentals;
 - conference and seminar Expenses; and
 - entertainment and hospitality Expenses,subject to the terms and conditions outlined in this Policy.
- The Mayor will be provided with a Council credit card for uses associated with Council Business in accordance with Council's Credit Card Policy.
- Councillors will be provided with Council-Owned Assets to assist Councillors in undertaking their duties in accordance with this Policy.

(b) Requests for Reimbursement of Council Business Expenses

- All claims for Council Business Expenses must be submitted monthly to the Chief Executive Officer.
- The Chief Executive Officer is responsible for determining the payment of any request for Reimbursement and when payment is made.
- Requests for Reimbursement of Expenses will only be considered where appropriate documentation is provided to show that the Expense was incurred by the Councillor while undertaking official duties for genuine Council Business.

(c) Determination

- In deciding on a claim for Reimbursement of Expenses, Council must act in the public's interest, consider whether the Expense meets the community's expectations, and whether the Expense could not have been avoided. Council is required to be accountable and transparent in meeting a request for Reimbursement of Expenses.



**MORNINGTON
SHIRE COUNCIL**

**MORNINGTON SHIRE COUNCIL
Councillor Expenses Reimbursement Policy
RESOLUTION NO. VERSION V1**

- Councillors will not be Reimbursed for any claimed Expense where a Councillor stands to financially benefit from the claim personally.
- Councillors may be reimbursed for Reasonable incidentals in accordance with this Policy and up to the maximum provided for in guidelines published by the Australian Taxation Office from time to time.

(d) Professional Development

- Councillors are encouraged to undertake relevant Professional Development. Council will organise a program of Professional Development activities for Councillors, and Council will cover all costs associated with those Professional Development activities.
- Where Councillors wish to attend Professional Development activities such as seminars or conferences which are organised by a government agency or industry body, Council will cover the costs of registration, travel, accommodation, and meals where Council considers that the Professional Development activity is Reasonable, and the activity is directly associated with the Councillor's portfolio.
- Where Councillors wish to attend other Professional Development directed at personal pursuits, campaigning or for personal development that is not directly related to their Council portfolio, all costs are payable by the Councillor from their own personal funds.
- Requests by Councillors to attend conferences, seminars or other Professional Development activities must be made in writing to the Chief Executive Officer and must outline the details of the event and the benefits to the Mornington Shire, considering the Professional Development budget allocation for each Councillor as set by the Executive Manager Governance and Communication.
- Councillors are discouraged from applying to attend conferences, seminars or other Professional Development on Council meeting or committee sitting dates.
- The Chief Executive Officer will make the decision whether to approve the Professional Development.
- The Governance and Communication Branch will keep a register of all conferences, seminars and other Professional Development activities attended by Councillors. A copy of the register will be made available to all Councillors at least every six months.

(e) Travel Expenses Generally

- All travel Expenses outside of the Far North Queensland Local Government Area must be approved by way of Council Resolution.
- Where Councillors are officially appointed as a Council representative on a committee or with an association, all travel and accommodation Expenses incurred as part of the Councillor's official committee or member duties or obligations are deemed to be approved without Council Resolution.



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Councillor Expenses Reimbursement Policy
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- Requests by Councillors to attend events, conferences, seminars, or training must be in writing to the Chief Executive Officer outlining the details of the event, the cost, and the benefits to the Mornington Shire.
- Requests for travel must be made in sufficient time to obtain approval from the Chief Executive Officer.
- It is in public interest for Council to take advantage of travel discounts and deals wherever possible so as to reduce expenditure on travel costs for Councillors. All requests for travel must be made in sufficient time to allow Council to take advantage of any discounts or deals available.
- Where Councillors must engage in air travel for Council Business, and approval has been provided for the travel, the Councillor must travel economy class and must travel by the most direct route, unless otherwise approved in writing by the Chief Executive Officer prior to making the booking.

(f) Meals and refreshments at official local events

Councillors are entitled to be Reimbursed for the Reasonable cost of meals and refreshments when attending official events related to Council Business within the Far North Queensland Local Government Area.

(g) Meals during domestic or international travel

Councillors will be Reimbursed for the actual cost of meals, associated with Council Business, where:

- the Councillor incurs the cost of the meal personally;
- the meal was not provided within registration costs of the approved activity, event, or travel;
- the Councillor can produce original documents sufficient to verify the actual meal cost; and
- the cost of the meal is Reasonable in the circumstances.

(h) Accommodation during domestic or international travel

- Where practical, Council will book accommodation that is offered as part of a conference package.
- Where it is unreasonable for the Councillor to return home for the night, Councillors are entitled to stay in accommodation when undertaking Professional Development or Council Business.
- Where accommodation is required, Council will book and pay for all accommodation Expenses under this Policy.
- Where a Councillor chooses to stay with family or friends while travelling for official Council Business, no accommodation Expenses will be paid or reimbursed.



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(i) Hospitality and Entertainment

- Councillors may be eligible for Reimbursement of the costs of up to \$100.00 per event for hosting a meal or refreshments for conference delegates, sponsors, or business guests where the hosting is for a Council Business related purpose only.
- This Expense is additional to delegation costs incurred by Council administration.
- All other hospitality or entertainment Expenses must be paid out of the Councillor's discretionary funds in accordance with section 109 of the *Local Government Act 2009*. and Council's Entertainment and Hospitality Policy.

(j) Parking, tolls, public transport and vehicle hire

- Councillors may be Reimbursed for parking and any costs associated with travel by public transport where such costs are incurred while undertaking approved Professional Development or Council Business.
- Council will cover Reasonable costs for tolls and other charges associated with toll roads.
- The Chief Executive Officer may seek to recover the cost of tolls and other charges from Councillors from time to time should it become apparent that the costs incurred are not Reasonable.
- Councillors are discouraged from vehicle hire unless public transportation, private transfers, taxi transportation or other Reasonable transportation is not available. Where the Chief Executive Officer approves vehicle hire, the vehicle hire will be arranged and paid for by Council prior to the conference, seminar, or event. Any hire vehicles will be standard hire vehicles and must be value for money for Council and the community

(k) Vehicle allowance

Council-owned vehicles are available for use by Councillors in accordance with Council's Vehicle Policy.

(l) Mobile telephones

- One mobile telephone device and phone plan will be provided to each Councillor at the beginning of the Council term for the primary purpose of conducting Council Business.
- The model provided is to be in accordance with the hardware bundle approved for Councillors by the Chief Executive Officer.
- Reasonable Private Use of Council mobile telephones is accepted.
- Where a plan limit is exceeded, unless the cost can be justified as a genuine business cost, the cost will be deemed as a Private Use Expense and the Councillor must Reimburse Council for any balances exceeding the plan limit.



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(m) Laptop computers

- One laptop computer will be provided at the beginning of the Council term for the purpose of conducting Council Business.
- The model provided is to be in accordance with the hardware bundle approved for Councillors by the Chief Executive Officer.
- If the laptop computer provided to a Councillor breaks or is damaged, the laptop computer will be sent to the contracted supplier for repair. During the period of repair, the Councillor will be provided with a temporary replacement laptop computer which will be provided by the contracted supplier. The temporary replacement laptop computer must be returned to Council as soon the Councillor's laptop computer is repaired.

(n) Exclusions

- **Private Use**
Any costs incurred which are deemed to be Private Use are required to be paid by the Councillor from private funds. Non-exhaustive examples of Private Use in respect of travel include:
 - tourism activities and tours;
 - social events;
 - in-flight and in-house movies;
 - mini bar purchases;
 - airline lounge, club or frequent flyer membership fees;
 - entertainment;
 - personal items or services;
 - excess luggage costs;
 - any costs associated with the return of forgotten personal items;
 - laundry or dry cleaning services (excluding international travel); and/or
 - alcohol.
- **Family member travel**
 - Councillors shall not be Reimbursed for any Expenses incurred for spouses, partners or other family members travelling with the Councillor.
 - Where Council incurs Expenses in relation to family member travel, Councillors must Reimburse Council the full amount of the Expense.
 - Where a Councillor's family member is specifically invited to attend Federal, State or Local Government endorsed events, Councillors shall be Reimbursed for Expenses incurred for family members discharging their official duties on behalf of Council.
- **Transport**
Valet parking fees, traffic offences, parking fines, or other motor vehicle fines will not be Reimbursed.
- **Advertising**
All advertising undertaken by a Councillor which solely or primarily contains a Councillor's image and name is deemed to be for electioneering purposes.



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Councillors are not entitled to be Reimbursed or provided with funds, services, or facilities for advertising purposes.

- **General meals**

Councillors are not entitled to free meals, beverages or other food from Council's facilities including canteens, cafes, and sports facilities. Councillors are sufficiently remunerated under legislation and are expected to pay for all of their own meals using their personal funds.

- **Alcohol**

Councillors are not entitled to be Reimbursed or provided with funds for the purchase of alcoholic beverages without the prior approval of the Chief Executive Officer.

- **Raffles and Donations**

Councillors are not entitled to be Reimbursed or provided with funds for participation in raffles or donations.

(o) Asset ownership - facilities and equipment

- All facilities and equipment provided to Councillors to undertake their duties as a Councillor remain the property of Council and must be accounted for during Council's audits.
- Councillors are expected to look after all facilities, equipment and resources provided to them responsibly and be mindful that these are publicly funded.
- All information stored on facilities, equipment and resources provided to Councillors remains the property of Council at all times.
- Council will cover all ongoing maintenance costs associated with Council facilities, equipment, and resources to ensure that it is operating for optimal professional use, subject to proper usage and standards of care.
- All facilities, equipment and resources must be returned to Council in fair condition either:
 - prior to the completion of the Councillor's term in accordance with section 160 of the *Local Government Act 2009*, at a date and time reasonably requested by the Chief Executive Officer;
 - no later than the close of business on the day following the end of the Council term in accordance with section 160 of the *Local Government Act 2009*; or
 - immediately if a Councillor is suspended under section 182A of the *Local Government Act 2009*.

(p) Insurance cover

Councillors will be covered under Council insurance policies while discharging their duties as a Councillor.



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(q) Related Legislation

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Local Government Electoral Act 2011*
- *Public Sector Ethics Act 1994*
- *Human Rights Act 2019*

(r) Related Documents

- Advertising Spending Policy (s 197 *Local Government Regulation*)
- Councillor Code of Conduct published by the Queensland Government
- Credit Card Policy
- Entertainment and Hospitality Policy (s 196 *Local Government Regulation*)
- Gifts, Benefits and Hospitality Policy
- Vehicle Policy

(s) Policy Requirements

This document replaces the previous Councillor Expenses Reimbursement Policy dated 15 July 2020.

Variations

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

Graham King
Acting Chief Executive Officer

11.2 COUNCILLOR PORTFOLIO POLICY

Author: Acting Chief Executive Officer
Attachments: 1 Councillor Portfolio Policy

PURPOSE (EXECUTIVE SUMMARY)

To review and adopt the Policy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Council has implemented a Council Portfolio Program.

On reviewing Council's policies, I could not see where Council had adopted the attached Policy.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council adopt the Councillor Portfolio Policy as presented.



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**MORNINGTON SHIRE COUNCIL
Councillor Portfolio Policy
RESOLUTION NO. VERSION V1**

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

The Acceptable Request Guidelines is a Statutory Policy.

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

DOCUMENT VERSION CONTROL					
VERSION	DATE	RESOLUTION NO.	DETAILS		
V1	October 2022		Responsible Officer Chief Executive Officer Description Statutory Policy		
			<table border="1"> <tr> <td style="text-align: center;">EXPIRY</td> <td style="text-align: center;">June 2024</td> </tr> </table>	EXPIRY	June 2024
EXPIRY	June 2024				



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**MORNINGTON SHIRE COUNCIL
Councillor Portfolio Policy
RESOLUTION NO. VERSION V1**

Introduction

Mornington Shire Council has implemented a portfolio system for Councillors as part of its Governance Framework. This system allows nominated Councillors to be assigned responsibility for Council's strategic priorities. The system is designed to allow Councillors to develop heightened knowledge of their Portfolio and foster closer working relationships with internal and external stakeholders. This Policy outlines the protocols underpinning the Portfolio System.

Purpose

The purpose of this Policy is to outline the protocols for how the Councillor Portfolio System is to operate while recognising the separation of responsibility between Councillors' strategic decision making and Operational Staff day-to-day operations.

Application of the Policy

This Policy applies to Councillors and Council employees.

Definitions

(the) Act: The Local Government Act 2009

(the) Regulation: The Local Government Regulation 2012

CEO: Council's Chief Executive Officer, and includes people appointed as Acting Chief Executive Officer

Council: Mornington Shire Council.

Policy Statement

The Portfolio System is designed to provide Councillors with an opportunity to develop and maintain a heightened level of knowledge, leadership and representation across the organisation and community within the subject of their Portfolio.

Appendix 1 lists the Councillor Portfolio assignments



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Councillor Portfolio Policy
RESOLUTION NO. VERSION V1**

Policy Detail / Procedure

Portfolio Councillors do not hold any specific statutory or delegated responsibilities related to their portfolio beyond those which they hold as a Councillor (refer s12 of the Act). In fulfilling their responsibilities as Portfolio Councillor, Councillors must observe their obligations under the Act, Regulation, Councillor Code of Conduct and Acceptable Request Guidelines, and any other resolution or Policy that may apply.

The role of Portfolio Councillors, include: -

- Keeping informed of Council proposals, issues and activities relevant to their portfolios;
- Be a key point of contact and engage with community groups and associations;
- Provide advice and guidance to Council on portfolio matters through participation, discussion and debate at Council meetings;
- Provide an elected members' viewpoint and act as a sounding board to Executive Managers on issues relating to portfolio matters;
- Champion the advancement of Council's key priorities and decisions relevant to their portfolio responsibilities; and
- Ensure that acting as the Portfolio Councillor, they continue to comply with the Act, Regulation, Councillor Code of Conduct and Acceptable Request Guidelines.

A Portfolio Councillor does not assume any of the roles, responsibilities, powers or functions assigned to the Mayor under the Act, unless expressly assigned by the Mayor.

In interacting with Portfolio Councillors, Executive Managers should: -

- Acknowledge and engage with the Portfolio Councillor on matters of strategic interest or significance relevant to their portfolio;
- Maintain regular communication with Portfolio Councillors, and involve key staff as appropriate;
- Brief the Portfolio Councillor on items included in monthly Council Meeting Agendas;
- Guide Councillors to ensure compliance with the Act, Regulations, Code of Conduct and Acceptable Request Guidelines;

Related Legislation, Procedure, Forms, Documents

Legislation

- Local Government Act 2009
- Local Government Regulation 2012

Related Documents

- Model Code of Conduct for Councillors
- Council's Acceptable Request Guidelines



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Councillor Portfolio Policy
RESOLUTION NO. VERSION V1**

Variations

This policy is deemed to be the current policy until altered, changed, or replaced by an updated or amended version made by a resolution of Council.

Approval

This Policy was adopted at Council's Meeting held <insert date> - Resolution Number <insert number>.

Appendix 1 – Assignment of Portfolios

Mayor K Yanner

Native Title/Land Tenure, Environment and Animal Control/Pests, Finance/Asset Management (shared portfolio), Community and Economic Development

Deputy Mayor D Barnes

Finance/Asset Management (shared portfolio), Audits, Workplace Health and Safety, Health, Council owned facilities

Councillor D Rogers

Civil Operations (shared portfolio), Housing (shared portfolio)

Councillor R Thomas

Housing (shared portfolio), Culture and Arts/Cemeteries/Funerals

Councillor B Thompson

Civil Operations (shared portfolio), Youth and Aged Care



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Councillor Portfolio Policy
RESOLUTION NO. VERSION V1**

Workplace Participant Acknowledgement

I acknowledge:

- Receiving a copy of the Councillor Portfolio Policy;
- That I am required to comply with the policy; and
- That there may be disciplinary consequences if I fail to comply, which may result in the termination of my employment.

Variations

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

Graham King
Acting Chief Executive Officer

11.3 DISCIPLINE POLICY

Author: Acting Chief Executive Officer

Attachments: 1 Discipline Policy

PURPOSE (EXECUTIVE SUMMARY)

To review and adopt the Discipline Policy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Where deemed appropriate, disciplinary action may be initiated against a Council employee, if Council becomes aware that the employee conduct and/or behaviour may amount to a breach of the Local Government Act 2009, Public Sector Ethics Act 1994, Council's Code of Conduct or Policy or legislation.

The attached Policy set of the procedure to be followed in case where disciplinary action is considered necessary.

The Chief Executive Officer (CEO) is responsible for the day-to-day management of Council operations (including the management of Council staff) and authority, where necessary, to take disciplinary action to up and including termination of employment.

FINANCIAL & RESOURCE IMPLICATIONS

Disciplinary action is costly and time consuming and generally includes legal costs. Council's Budget does provide for legal costs where these are incurred.

RECOMMENDATION

That Council adopt the Discipline Policy as presented.



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**DISCIPLINE POLICY
RESOLUTION NO. V2**

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

Strategic Policies comply with a strategic requirement; the **Discipline Policy** is approved by the Morningshon Shire Council for the operations and procedure of Council.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1			Responsible Officer Exec Manager Human Services
V2	18/07/2018	TBA	
			EXPIRY

**MORNINGTON
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This policy is designed to provide a structured, transparent and equitable process to manage disciplinary processes. The policy relates to all breaches of Council's Code of Conduct, policies, procedures, instructions, work health and safety policies procedures and overriding legislation.

The Local Government Act 2009 and Mornington Shire Council charge the Chief Executive Officer with responsibility for the day-to-day management of council operations (including the management of council staff) and authority to where necessary take disciplinary action up to and including termination of employment. This power is delegated by the Chief Executive Officer to Executive Managers and Council Services Managers as appropriate, although authority for termination rests only with the Chief Executive Officer.

COMMENCEMENT OF THE POLICY

This Policy was reviewed on 12 December 2019 and replaces all other MSC Discipline Policies (whether written or not).

POLICY

Where deemed appropriate, disciplinary action may be initiated against a Council employee, if Council becomes aware that the employees conduct and/or behaviour may amount to a breach of the *Local Government Act 2009, Public Sector Ethics Act 1994, Council's Code of Conduct or Policy and/or legislation.*

The nature of the disciplinary process and action undertaken by Council will be assessed on a case by case basis and will depend on the nature and seriousness of the alleged conduct.

INAPPROPRIATE CONDUCT/POOR PERFORMANCE

Inappropriate conduct/poor performance may include, but is not limited to:

- Misdemeanours, including inappropriate behaviour
- Poor work performance
- Excessive or habitual absenteeism
- Inappropriate use of Council's property and/or facilities
- Bullying and/or harassment
- Failure to observe work health and safety instructions and/or requirements
- Refusal to comply with reasonable and lawful instructions

If allegations involve inappropriate conduct/poor performance, consideration should first be given to whether informal action is appropriate in the circumstances. If informal action is considered appropriate, the usual action taken would involve a verbal warning and/or counselling the employee.

If informal action is not considered sufficient in the circumstances, then it would usually be appropriate to issue a Notice of Grounds for Disciplinary Action.

**DISCIPLINARY OPTIONS****Informal Action**

Where the conduct is considered relatively minor, Council may decide to issue a verbal warning or counsel the employee concerned. This action can be taken by the employee's immediate supervisor and should be recorded in a written file note and placed on the employee's personnel file. The employee concerned should be advised that failure to improve performance may result in further disciplinary action.

Applicable legislation

Under the *Local Government Act 2009 and Local Government Regulation 2012*, Council may take disciplinary action against an employee if it is satisfied that the employee has:

- failed to perform their responsibilities under the Act; or
- failed to perform a responsibility under the Act or in accordance the Local Government principles; or
- taken action under the Act in a way that is not consistent with the Local Government principles.

The Local Government Principles are:-

- transparent and effective processes, and decision-making in the public interest;
- sustainable development and management of assets and infrastructure, and delivery of effective services;
- democratic representation, social inclusion and meaningful community engagement;
- good governance of, and by local government;
- ethical and legal behaviour of councillors and local government employees.

The *Public Sector Ethics Act 1994 (Qld)* (PSE Act) requires Council to maintain a Code of Conduct that enshrines the Ethics Principles outlined in the PSE Act. These principles are:

- Integrity and impartiality
- Promoting the public good
- Commitment to the system of government
- Accountability and transparency

Council has a Code of Conduct setting out the behaviour required of Council employees based on the principles outlined above.

Formal Disciplinary Action

Where Council decides the employee's conduct warrants formal disciplinary action, the following action may

be taken in accordance with the *Local Government Act 2009 and Local Government Regulation 2012*:

- dismissal;

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- demotion, including a reduction in remuneration, which can include:
 - a reduction in the classification level of the local government employee's employment and a corresponding change in the employee's duties
 - a reduction in the local government employee's level of remuneration within the classification level of the employee's employment
- a deduction from salary or wages of an amount of not more than 2 penalty units;
- A written warning or reprimand.

DISCIPLINARY STEPS**Step 1: Presentation of grounds for disciplinary action**

If considered appropriate, a meeting should be arranged with the employee so they can be presented with the specific allegations (in writing) against them.

The employee should be given reasonable notice of the meeting and be informed prior to the meeting that:

- disciplinary action of a specified type is under consideration and that the outcome of that meeting could be disciplinary action as specified; and
- they may have a support person and/or Union Representative (refer to note below) present with them.

Council acknowledges and supports the right of their employees to be represented by a Union. During a meeting a union representative may speak on behalf of the employee.

A support person is a person nominated by an employee to support the employee in meetings. A support person cannot be a fellow employee whose involvement may result in an apparent or possible conflict of interest. A support person cannot speak on behalf of an employee.

Step 2: Employee response

The employee must be given a reasonable opportunity to:

- respond to the allegations presented; and
- be heard as to whether there are any matters the Council should be aware of in deciding a course of action.

Step 3: Determination of disciplinary action

Council must carefully consider all matters raised by the employee in their response, prior to making any determination regarding disciplinary action.

After making any further enquiries or investigations which may be necessary, and after consideration of the response or explanation of the employee, Council will determine whether the concern(s) or allegations are capable of being substantiated and grounds for disciplinary action exist.



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If it is determined that all or some of the concerns or allegations are capable of being substantiated and grounds for disciplinary action exist after consideration of:

- the seriousness of the alleged behaviour;
- the response or explanation given by the employee;
- the employee's employment history and record; and
- other relevant matters

Council will determine the appropriate disciplinary action to be taken against the employee.

Step 4: Presentation of decision of disciplinary action

Once the proposed disciplinary action has been identified, the appropriate Council officer with delegated authority should consider the matter and make the final decision whether to initiate the proposed disciplinary action.

The employee will be presented with a Notice of Decision of Disciplinary Action outlining:

- the decision
- the reasons for the decision
- the penalty imposed (if the penalty is written reprimand or warning); or
- the proposed penalty (if the proposed penalty is dismissal, termination of employment or deduction from salary or wages) and give the employee a specified period (minimum 5 business days) to allow them to make submissions as to why the proposed penalty should not be imposed

Stand Down During Proceedings

If a decision to initiate disciplinary action is made, Council may determine that it is necessary for the employee to be stood down from duties whilst the disciplinary process is conducted.

Any stand down will be on a paid basis and must be approved by the Chief Executive Officer or relevant Executive Officer, in consultation with Human Resources.

When an Employee is stood down, Human Resources must immediately notify Information Services to lock all access to accounts, email or other electronic information. The employee should be directed to return all Council property including building access tags, keys, credit cards, mobile phones and/or vehicles. Human Resources must also notify Payroll of the stand down and payment of wages during this time.



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AUTHORITY

The authority to take disciplinary action is set out below:

Verbal Warning / Counselling / File note	Supervisor and/or Human Resources
Stand down	CEO or Executive Manager, in consultation with Human Resources
Notice of Grounds for Disciplinary Action	CEO or Executive Manager, in consultation with Human Resources
Notice of Decision of Disciplinary Action	CEO or Executive Manager, in consultation with Human Resources
Notice of termination	CEO, in consultation with Human Resources and the relevant Executive Manager

REFERENCES

- Local Government Act 2009*
- Local Government Regulation 2012*
- Public Sector Ethics Act 1994*

WORKPLACE PARTICIPANT ACKNOWLEDGEMENT

I acknowledge:

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

Your name: _____

Signed: _____

Date: _____

11.4 GRIEVANCE GUIDELINE

Author: Acting Chief Executive Officer

Attachments: 1 Grievance Guideline

PURPOSE (EXECUTIVE SUMMARY)

To review and adopt the Grievance Guideline.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

This Guideline is made in accordance with the provisions of the Local Government Act and Regulations.

The guideline applies to all employees, contractors and volunteers.

The CEO, Executive Managers and Managers are responsible for ensuring that the guideline is understood and adhered to by all MSC staff, contractors and volunteers where applicable.

The Guideline sets out how the grievance procedure is conducted.

FINANCIAL & RESOURCE IMPLICATIONS

Determined on a case-by-case basis. However, any grievance procedure is time consuming and takes a lot of time both in terms of investigation and implementing agreed outcomes.

RECOMMENDATION

That Council adopt the Grievance Guideline as presented.



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GRIEVANCE GUIDELINE

RESOLUTION NO. V3

This an official copy of the **Grievance 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 **Grievance Policy** is approved by the Mornington Shire Council for the operations and procedure of Council. Note that Financial Year Policies are reviewed and replaced annually for the new Financial Year.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	30/06/2014	2014/150	Responsible Officer Manager Human Services
V2	21/09/2016	2016/158	Responsible Officer Exec Manager Human Services
V3	18/07/2018	TBA	Responsible Officer Exec Manager Human Services
V4	09/12/2019	TBA	Responsible Officer
			EXPIRY

**MORNINGTON
SHIRE COUNCIL****MORNINGTON SHIRE COUNCIL****PURPOSE**

The purpose of this policy is to establish a fair, timely, equal and consistent process for dealing with employee grievances at Mornington Shire Council ("Council" and/or "MSC").

COMMENCEMENT OF THE POLICY

This Policy commenced in April 2016 and most recently reviewed in December 2019. This policy replaces all other MSC complaints management policies (whether written or not).

APPLICATION OF THE POLICY

This Policy applies to all employees, contractors and volunteers, who perform work for or on behalf of Mornington Shire Council (Council). It applies to all employees in all their work-related interactions with each other, and with customers or contacts. Any reference to staff or employee is to be taken as a reference to a contractor or volunteer.

RESPONSIBILITIES

The Chief Executive Officer, Executive Managers and Managers are responsible for ensuring that this policy is understood and adhered to by all MSC staff, Councillors contractors and volunteers where applicable.

WHAT IS A GRIEVANCE

A grievance is any type of problem, concern or complaint related to an employee's work or the work environment which causes concern, distress and is believed by the person raising them to affect their work or progress. A grievance may arise from any act, behaviour, omission, situation or decision impacting on an employee, that the employee thinks is unfair or unjustified.

A grievance can relate to almost any aspect of employment, including, but not limited to: -

- Safety in the workplace
- Performance appraisal
- Development or training
- Transfer and promotion
- Rosters or hours of work
- Leave application
- Bullying, Harassment, Sexual Harassment or Discrimination

Burden of Proof

When a grievance is reported to Council, the burden of proof is the responsibility of the complainant. The complainant must provide particulars of the complaint, such as the who, when and where and any other supporting information.

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Council will take all reasonable steps to ensure confidentiality of employees involved in a grievance process. However, it may be necessary to speak with other employees or workplace participants, in order to determine what happened to afford fairness to those against whom a complaint has been made. All employees and workplace participants involved in the grievance, including support persons or representatives are also required to maintain confidentiality. Failure to maintain confidentiality may result in disciplinary action.

Continuity of Work

Work will continue as normal whilst a grievance is being dealt with under this guideline, and employees should continue to conduct themselves in accordance with Council's Code of Conduct. All persons involved in the grievance or investigation process are expected to co-operate with Council to ensure the efficient and fair resolution of the grievance.

3.2 Natural Justice

The grievance process must uphold the principles of natural justice, this means:

- Fully informing a person of any allegations made against them in writing;
- Providing an opportunity and a sufficient amount of time for them to respond to the allegations in full;
- Ensuring a proper investigation of the allegations occurs, and that all parties are heard, and relevant submissions considered
- Ensuring the decision maker acts fairly and without bias.

Stand Down During Investigation

Stand down of employment may be required in circumstances involving serious misconduct and / or during which an investigation is required. Stand down from employment is on a paid basis.

The role of a Support Person / Union Representative

A support person is a person nominated by an employee to support the employee in meetings. A support person may be a friend, family member, a co-worker, or other nominated person. However, a support person cannot be a fellow employee whose involvement may result in an apparent or possible conflict of interest. A support person cannot speak on behalf of an employee.

Council recognises the important role that union representatives hold in the resolution of workplace issues and acknowledged an supports the right of their employees to be represented by a union. A union representative represents their members in accordance with industrial legislation and may speak on behalf of an employee.

Victimisation

It is unlawful to threaten or punish a staff member, or to treat them less favourably, in response to an actual or possible harassment, sexual harassment, discrimination or bullying allegation or complaint. It is also unlawful to victimise someone who is a witness or support person. Any act of victimisation will be dealt with seriously and may result in disciplinary action.



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Workplace Investigation

An investigation process is used to gather and evaluate evidence in order to make a finding based on fact. In the workplace, investigations are generally initiated when Council receives a complaint or allegation relating to unfair or unlawful treatment (harassment, sexual harassment, discrimination or bullying) or serious misconduct in the workplace.

PROCEDURE

Council will endeavour to resolve any grievances in accordance with the following procedure: -

1. Attempt to resolve the grievance directly

If the employee feels comfortable doing so, they should attempt to address the issues directly with the person or persons involved in the grievance. The employee may find that the other person was not aware of their grievance and the matter can be resolved directly.

2. Report the grievance to Management and/or Human Resources

If the employee does not feel comfortable talking to the person involved, or they have tried to, and it was not effective, or there is no other person involved in the grievance, the employee should report the grievance to their direct Supervisor or Human Resources. In the event that the grievance is with their direct Supervisor, employees should report the grievance to their Manager.

A written record of the grievance should be provided by the employee or taken by their Supervisor or Human Resources. On receipt of the grievance, the Supervisor/Manager/Human Resources will ensure that the aggrieved employee has the opportunity to present all aspects of the grievance, and should obtain facts, clarify issues, explain the grievance procedure and discuss actions for progress resolving the grievance.

If not already done so, the Supervisor / Manager should then inform Human Resources of the matter. Once a complaint or allegation has been received by Human Resources, a determination will be made in regard to the action required.

3. Resolve Informally

Depending on the circumstances of the grievance, a Supervisor/Manager/Human Resources may resolve grievances in an informal manner. Informal actions to resolve a grievance involve:

- Human Resources investigating the concerns.
- If the grievance is about another person or persons, the supervisor discussing the grievance with the person against whom the grievance is about; and/or
- The supervisor facilitating a meeting between the parties in an attempt to resolve the issue and move forward.

Many grievances are able to be resolved through the informal procedure. However, in the circumstances where the Supervisor/Manager/Human Resources considers the informal procedure is not appropriate, and the grievance is sufficiently serious, the grievance may be escalated to the formal procedure.



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4. Resolve Formally

The formal procedure involves a formal investigation of the grievance and a decision about appropriate actions and outcomes being made based on available information. All grievances will be investigated in a thorough, fair and impartial manner.

Workplace investigations may be conducted internally, however in some instances it is more appropriate for a suitable external investigator to be appointed.

THE WORKPLACE INVESTIGATION PROCESS

The complainant will be advised of the following: -

- That their grievance is progressing to a formal investigation;
- That their grievance will be kept confidential to the maximum extent possible, but subject to the need to conduct a proper investigation;
- That it is essential for them to maintain confidentiality during the course of the investigation;
- If the allegations within their grievance are substantiated, that appropriate disciplinary action may be taken against the respondent;
- If the allegations are not substantiated, they will be given an explanation as to why the finding was made;
- If the complaint is found to be fabricated, or if they do not maintain confidentiality during the investigation, disciplinary action may be taken against them;
- If they are not satisfied with the way in which their complaint was handled they are entitled to take it to an external agency, such as the Anti-Discrimination Commission of Queensland.

At the commencement of the investigation process, the investigator will meet with the complainant to conduct an interview. The complainant will be given reasonable notice to attend a meeting and be advised of their entitlement to and given adequate opportunity to organise a support person to be present. The investigator will ask a series of questions in relation to the grievance and will compile a formal statement. The investigator may request the complainant to provide details of any witnesses, or relevant documentation. A copy of the formal statement will be provided to the complainant for review and signature.

The investigator will interview any relevant witnesses.

The investigator will contact the respondent and advise them of the investigation. In some instances where there are allegations of serious misconduct, and/or if there is a perceived workplace health and safety risk, the respondent may be stood down during the investigation.



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The respondent will be advised of the following:

No findings or decision have been made about any matter at this stage;

In accordance with the principles of Natural Justice;

- They have a right to know of any allegations made against them, and that these will be presented in writing
- They have the right to defend themselves and provide a written response to Council regarding the allegations
- They have the right to be represented, should they seek to be represented; and
- They are to be afforded due process without bias.
- That their grievance will be kept confidential to the maximum extent possible, but subject to the need to conduct a proper investigation;
- That it is essential for them to maintain confidentiality during the course of the investigation;
- If the allegations are substantiated, appropriate disciplinary action may be taken against them;
- If the complaint is found to have been fabricated, appropriate action may be taken against the complainant.

The respondent will be presented with a copy of particularised allegations and will be given an opportunity to respond, within a reasonable timeframe. The respondent may only be required to provide a written response; however, the investigator may request the respondent to attend an interview in order to provide a response. Should this occur, the respondent will be given adequate notice and encouraged to bring a support person.

The investigator will undertake any further interviews with additional witnesses as required.

Upon conclusion of the investigation, the investigator will present the findings and recommendations to the Chief Executive Officer.

The respondent and the complainant will be advised of the outcome of the investigation.

OUTCOME

The outcomes will depend on the nature of the grievance. If the allegations are found to be substantiated or there is a finding that a person has breached a Council policy, disciplinary action appropriate to the seriousness of the offence will be taken by Council.

If the investigation into the allegations are not substantiated the reasons for the decision will be explained to all parties. Council will consider whether other non-disciplinary outcomes such as; mediation, conflict resolution or training are required.

If the allegations are found to be frivolous, vexatious, malicious or contrived, the complainant may be subject to disciplinary action.

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If either party is dissatisfied with the outcome of the formal investigation, they may appeal the process by lodging a grievance with Council's Chief Executive Officer.

BREACH OF POLICY

All suspected breaches of this Policy 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.

Grievances found to be malicious, frivolous or vexatious (which includes complaints that are deliberately harmful, spiteful, trivial or unworthy of serious attention or resources) may make the complainant liable for disciplinary action.

VARIATIONS

MSC reserves the right to vary, replace or terminate this guideline from time to time.

WORKPLACE PARTICIPANT ACKNOWLEDGEMENT

I acknowledge:

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

Your name: _____

Signed: _____

Date: _____

11.5 FUNERAL ASSISTANCE SCHEME

Author: Acting Chief Executive Officer

Attachments: 1 Letter from the Attorney-General and Minister for Justice

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the advice from the Minister for Justice that consideration can now be given to pay for the repatriation of bodies of Aboriginal and Torres Strait Islander people to their traditional homelands.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Attached is a copy of the letter from the Attorney-General and Minister for Justice for Council's information.

Council has been lobbying the Government Champions, Premier and Minister for Justice, over the past two years, for the ability of Mornington Island residents to apply for financial assistance to return the deceased relatives back to Mornington Island. Previous assistance was only available for the actual burial costs.

As Council is aware these costs, in addition to the burial costs, meant that the total cost of funerals was very high, and caused considerable financial and emotional stress on residents to try and find the money to cover the total burial costs of their relatives.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive the letter from the Attorney-General and Minister for Justice advising that relevant provisions with the Funeral Assistance Scheme have been updated to allow for the consideration of requests to pay for the repatriation of bodies of Aboriginal and Torres Strait Islander people, to their traditional homelands or county for burial and thank the Queensland State Government for making this change which will greatly assist our Community.



Attorney-General and Minister for Justice
Minister for Women and Minister for the Prevention of
Domestic and Family Violence

1 William Street Brisbane Q 4000
GPO Box 149 Brisbane Q 4001
Telephone +61 7 3719 7400
Email attorney@ministerial.qld.gov.au

Our ref: 583225/2, 6310847

29 SEP 2022

Councillor Kyle Yanner
Mayor
Mornington Shire Council
kyle.yanner@mornington.qld.gov.au

Dear Mayor

I write in relation to recent updates to the Funeral Assistance Scheme under the *Burials Assistance Act 1965* (the Act).

Under the Act, the Department of Justice and Attorney-General (DJAG), through the Coroners Court of Queensland, is authorised to make and pay for funeral arrangements for eligible persons who have died in Queensland and have no known next of kin willing or able to meet the costs of a funeral service. This is administered under the Funeral Assistance Scheme.

I am pleased to inform you that following a recent review, relevant provisions within the Funeral Assistance Scheme have been updated to allow for the consideration of requests to pay for the repatriation of bodies of Aboriginal and Torres Strait Islander people, to their traditional homelands or country for burial (within Queensland).

Applicants seeking a return to country as part of a burial or cremation assistance request under the Funeral Assistance Scheme, may now request the upfront costs and arrangement of the return to country from DJAG, by application to their local Magistrates Court or through the Coroners Court of Queensland.

Further information on the Funeral Assistance Scheme and application forms may be found at <https://www.courts.qld.gov.au/courts/coroners-court/funeral-assistance>.

If you have any questions in relation to the above, I invite you to contact my Chief of Staff, Laura Fraser Hardy, on (07) 3719 7400 or at laura.fraserhardy@ministerial.qld.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Shannon Fentiman".

Shannon Fentiman MP
Attorney-General and Minister for Justice
Minister for Women and Minister for the Prevention of Domestic and Family Violence
Member for Waterford

11.6 STAFF LEAVE WITHOUT PAY POLICY

Author: Acting Chief Executive Officer

Attachments: 1 awaiting attachment

PURPOSE (EXECUTIVE SUMMARY)

To have Council review and adopt the Leave Without Pay Policy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council requires a leave without pay policy to provide support to employees, mainly in times of personal hardship.

It has been generally accepted that employees who are required to take leave for health reasons supported by a medical certificate or are serving a prison sentence, have the ability to retain a position on Council for an agreed period.

The policy states it is not in circumstances where an employee would like to take secondary employment or such like.

Leave is granted at the sole discretion of the CEO.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council adopt the Staff Leave Without Pay Policy as presented.

Placeholder for Attachment 1
Staff Leave Without Pay Policy
awaiting attachment
0 Pages

11.7 QUEENSLAND RECONSTRUCTION (FLOOD DAMAGE WORKS) FOR THE 2021/23 AND 2022/24 DRFA WORKS

Author: Acting Chief Executive Officer

Attachments: 1 Update from Council's Project Coordinator

PURPOSE (EXECUTIVE SUMMARY)

To advise Council the current status of the planning and implementation of the flood damage program.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Attached is a copy of Council's Project Management's Team Report on the current planned works.

This initiative is also a very big 'change management' process involving many areas of Council's organisational structure. The full impact will not be known until Council's day labour workforce is fully engaged.

One thing or sure is that, by conducting flood damage through our day labour workforce not only assist with employment, training and job satisfaction right across the organisation, it will also greatly assist with Council's ongoing financial sustainability.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report.

Further, that Council adopt as policy that flood damage works conducted through the Queensland Reconstruction Authority under the 'Disaster Recovery Funding Arrangements' shall, as much as possible, be conducted by Council's Day Labour Works Force and that Council fully implement policies and procedures to ensure the continued in-house sustainability of such Program.

From: Nick Lennon - ERSCON <nicklennon@erscon.com.au>
 Sent: Monday, 24 October 2022 12:33 PM
 To: Brian Jackson <bjackson@wearepeak.com.au>
 Cc: Graham King <aceo@mornington.qld.gov.au>; John Martin - ERSCON <johnmartin@erscon.com.au>; Trent Balke - ERSCON <trentbalke@erscon.com.au>
 Subject: Mornington Shire Council Project Update

Good afternoon Brian,

See below report of where the Mornington Island project is sitting after my site visit last week. I have also attached my inspection record for reference and a MARS authorisation form in relation to section 4.3 below.

Please let me know if you would like any further information or would like to go into more detail for any of the below.

Mornington Island Situation Report

1.0 Brief

Site visit performed by Nick Lennon from 17/10/22 to 19/10/22 to inspect completed works, identify works to be performed prior to wet season shut down, identify possible betterment locations and to answer any questions relating to QRA from Council's Infrastructure Services Group Manager Hercules Demourtzidis.

2.0 2021 Programme (MoSC.0011.2021E.REC)

2.1 Background

The unsealed component of the 2021 programme is to be rolled into the 2022 programme to allow Council more time to complete the works as it is not possible to complete it by current deadline (30 June 2023). The sealed and concrete components are to be completed within this package and primarily by Council workforce (where possible) before the due date and included the following scope:

Treatment	Qty	Unit	Recommended Value (incl PM, esc & cont)
Pothole Repair	35	Each	\$45,122.35
Bulk Excavate (drains)	300.275	m3	\$52,144.76
Clear Mixed Debris (trees)	75.75	m3	\$12,549.51
Reconstruct Reinforced Concrete	9	m3	\$40,371.10
Repair Drainage Structure	20	m	\$121,977.41
Repair Stone Pitching	32	m2	\$42,638.42
Replace Head/End Wall	6	Each	\$35,143.80
TOTAL			\$349,947.35

2.2 Inspection Outcome

Potholes

Inspected the town streets for completed works. All potholes were completed with the exception of one on Lardil St. Re-setout incomplete pothole and advised foreman to complete at earliest opportunity.

Bulk Excavate (drains)

No works had commenced on the clearing of drains and was advised that the vacuum truck had not arrived yet. Advised that there also was no water truck in community. An 8000L slip-in style truck was hired for 2 months but had not arrived (estimated arrival 26/10).

Remaining Works

No other works were setout or completed as the residual work is more technical and is anticipated to be completed in early 2023.

2.3 Notes/Concerns

- Significant amount of sediment to be removed from drains prior to wet season commencing as completely blocking flow path. This scope should be prioritised prior to significant rainfall commencing.
- Some potholes were fixed to a high standard (straight cut sides, good compaction), some were just backfilled with cold mix asphalt and a subsiding. Will be able to claim through QRA however quality and following the same process should be a focus when completing to minimise re-failure of pavement.

3.0 2022 Programme (MoSC.0014.2021E.REC, MoSC.0015.2021E.REC and DRAFT: 004817)

3.1 Background

Submission Progress

2022 Programme was split into three submissions – Submission 1 (Unsealed priority roads), Submission 2 (residual unsealed roads) and Submission 3 (Sealed Roads). A final assessment outcome was received for Submission 1 on 19/10 and it is just awaiting approval and payment for initial 30%. Submission 2 was lodged on 21/10 and Submission 3 will be lodge over the coming weeks.

Submission	Status	Estimated Value	Notes
Submission 1 (Mosc.0014)	Awaiting Approval	\$6,487,701.44	Council to deliver
Submission 2 (Mosc.0015)	Lodged	\$3,921,395.17	To be tendered
Submission 3 (DRAFT:004817)	Pre-lodged	\$169,652.73	Council to deliver

3.2 Inspection Outcome

Inspected entire length of Ballaleah Road with foreman (Brian) and operator (Bernard) to understand the current condition of the road. The road is generally in trafficable condition with no areas preventing vehicle access. CH15000 onwards has large growth on the shoulders that will require a grader to remove. The entire length of the road has large gravel rills on both sides of the road outside the table drains from previous construction and the gravel within these rills appears to be of reasonable quality. Agreed with foreman operator and Hercules that the best course of action for construction this year is to bring this material back into the road formation and incorporate it into the pavement in lieu of pushing up new gravel at pits.

To expediate delivery of scope, it was agreed for Council to commence work at CH0 (township end) and progress work up to CH15000 while the weather permits. A heavy formation grade should be performed along this section

and all gravel rills will be incorporated. Works will require the use of a small excavator (2t) and several labourers to remove sticks from rill piles. As there is only one small water truck, second grader should be used to remove trees from road formation at far end of Ballaleah Road so they do not become more established through another wet season.

3.3 Notes/Concerns

- There is currently no water truck within community. No pavement works can be completed without one and hired truck is very small and will hinder construction progress if used on its own. Additional semi water truck is required, and Council will need to purchase/hire one for a longer term for next year if works are to be continued.
- Works need to commence this year so we can identify any problems with plant, staff etc prior to next construction season.
- Advised no work will start on the week commencing the 24/10 as mandatory unrelated training will be taking place.

4.0 Other

4.1 Finance Meeting

ERSCON attended meeting with Council's Finance and Administration Manager Jayne Schulze and Hercules with the following key points identified:

- Oncost rates – NL to confirm with QRA what eligible payroll oncost rates Council can charge (This was confirmed to be 51% and breakdown provided to Council of what is included). Hercules also requested to add in an additional amount to cover administration overheads. This does not meet QRA conditions and cannot be added or charged.
- Plant rates – NL to confirm the approved plant rates Council can charge.
- Job Cost Numbers – NL to confirm the job cost numbers Council will be using for the 2021 and 2022 projects.

4.2 Betterment Application

Multiple sites were identified along Ballaleah Road for potential betterment applications for concrete bedlevel floodways or RCBC causeways. A summary of these locations is currently being compiled and discussed with Council prior to developing projects.

4.3 Progress Claiming

QRA has noted that Council has not consistently lodged their monthly progress reports and is not conforming to their MoU. As construction has commenced, it is important that Council meets this obligation for both reimbursement of expenditure and to ensure they have the best opportunity to gain additional funding if it becomes available.

If agreeable, ERSCON requests that Council approves Nick Lennon as a level 4 user "Progress Report Builder" which will allow ERSCON to compile progress reports. Council will still be required to review and lodge these reports each month.

4.4 Project Management Invoicing

ERSCON has not invoiced Council for any works to date and there was a significant alteration to the tendered scope of works through the pickup, assessment and lodgement of the 2022 works. A meeting is therefore requested as ERSCON is holding significant costs since June/July.

Regards,



Nick Lennon

Civil Engineer

PH: 0437 031 947

E: nicklennon@erscon.com.au

W: www.erscon.com.au

Please consider the environment before printing this email.

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11.8 WASTE MANAGEMENT PROJECTS AND PRIORITIES

Author: Acting Chief Executive Officer

Attachments: 1 Email from Grant Program Officer

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the projects suggested by Cr Rogers for funding from the Department of Environment and Sciences, Aboriginal and Torres Strait Islander Local Government Environmental Services Support Program.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Cr Rogers has met with a number of Officers of the Department and the attached list identifies the priorities suggested.

Grant funding has been discussed and funding is likely to be over two to three years.

Council needs now to review such priorities and resolve accordingly.

Council's Grants Officer is working closely with Departmental Officers to support Council's grant application.

FINANCIAL & RESOURCE IMPLICATIONS

Grant funding from the Department of Environment and Services over a two to three year period.

RECOMMENDATION

For Council direction.

From: Zoe Dark <ZDark@wearepeak.com.au>
Sent: Wednesday, 19 October 2022 12:55 PM
To: Graham King <aceo@mornington.qld.gov.au>
Subject: RE: Waste Projects - Draft Priorities

Hi Graham

My updated notes as below,

Following our initial engagement with the departments around the waste management priorities, the project list was condensed to the top 5 immediate priorities, for initial funding and delivery over a 2-3 year period as below.

- 1) Proposed new location for waste transfer station – feed into regional waste management plan. Operational Plan for dump site required, supported with operational expenses by DES.
- 2) The need for 'bin holders' to be installed at all 250 houses to stop horses knocking over bins (estimated cost \$2000 per house) – funding is required to support this initiative. The issue around the domestic bins being knocked over by horses and causing the rubbish to blow around the community streets. Concreted into ground. Other cheaper less resource intensive solutions are available for consideration.
- 3) Waste recovery and removal
 - a. Removal of vehicles off island (approx. 150 vehicles). Identify vehicles, get owner's permission, drop batteries and oil/liquid out of car, crush, barge off island.
 - b. Removal of white goods, de-gas aircons
 - c. Removal of led acid batteries and lithium batteries
Lake 7km away, reduce environmental risk
- 4) Concreate Crusher to recycle concreate for road base, also look at a glass crusher to reuse in sewerage bedding
- 5) New Garbage Truck

The department have submitted a briefing note to the minister to recommend funding of approx. \$1.5mil to deliver our priorities over 2-3 years, this is unlikely to cover all of the top 5 priorities.

Actions:

- 1) Council to review and agree on priorities in order of highest priority.
- 2) Council to consider less expensive and resource intensive options for securing rubbish in waste bins, (this would allow the \$1.5mil to stretch further)
- 3) (if required) Council to approve work orders to develop the agreed scope of works and develop to projects to a shovel ready stage in consultation, and with support from the working group, including departmental representatives

Other notes

- Future opportunities to fund waste management projects are expected to be available in early 2023. The Draft Indigenous Waste Management Plans with funding attached is due to be released by the end of year.
- Council to consider what support they can offer the projects such as, will they de-gas, drop fuel, build bin stands, will this create jobs and/or training?
- Group Manager, with waste management experience to start next month.

Regards

Zoe Dark
Grant Program Office Leader
t: 0448 102 122
wearepeak.com.au

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11.9 INDEPENDENT AUDIT AND ANALYSIS OF GOVERNMENT AND GOVERNMENT FUNDED SERVICES TO MORNINGTON ISLAND

Author: Acting Chief Executive Officer

Attachments: 1 KPMG Final Project Plan

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of the current Project Plan for the Independent Audit and to obtain input into the proposed Engagement Strategy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

As Council is aware, this Independent Audit was instigated by the Mayor and supported by Council since it was first raised early in 2021.

Finally, Consultancy firm KPMG, one of the Big 4 accounting firms in Australia, has been commissioned to do this Audit.

Council is to be congratulated on this achievement.

The Mayor and Council need to be fully engaged in the Community Engagement process. A final engagement plan is yet to be provided but will be here very shortly.

At this stage, the on-island community engagement is proposed for the week commencing 14th November 2022, but this is not yet confirmed.

The audit has been co-designed with Mornington Shire Council and is jointly funded by Queensland Health and the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) and oversight will be via a Project Steering Reference Group.

FINANCIAL & RESOURCE IMPLICATIONS

Council staff will be heavily engaged during the on-Island Community Engagement.


RECOMMENDATION

That Council receive and note the Report and provide a congratulatory letter to the Premier and Government Champions for this great initiative.

Further, that the Council congratulate the Mayor on his strong advocacy in order to have both the State Government and Australian Government support such initiative.

Independent audit and analysis of government and government funded services to Mornington Island.







At KPMG, we recognise Aboriginal and Torres Strait Islander peoples as First Peoples of this nation.

We recognise that Aboriginal and Torres Strait Islander history and cultures are inseparable from Australia's collective history and culture and are something we can all be proud of and celebrate.

We acknowledge Elders past, present and emerging as Traditional Custodians of the land on which we live and work. We recognise their continuing connection to the land and waters, and thank them for protecting this land, waterways, coastline and its ecosystems.

We are proud that we live in the country with the world's oldest continuous living cultures, and we are playing our part to support Indigenous people to keep these cultures alive and vibrant.



In 2013, we commissioned Gilimbaa, a certified Indigenous creative agency, to design an artwork that reflects the diversity of Aboriginal and Torres Strait Islander cultures and KPMG's commitment to reconciliation, which is shown on this page.



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This Project Plan has been prepared as outlined in the contract with Queensland Health dated 12/09/22. The services provided in connection with this engagement comprise an advisory engagement which is not subject to Australian Auditing Standards or Australian Standards on Review or Assurance Engagements, and consequently no opinions or conclusions intended to convey assurance have been expressed. The contents of this report is only indicative in nature.

No warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by Queensland Health, and the information and documentation provided by Queensland Health. KPMG have indicated within this status report the sources of the information provided.

This document is not to be distributed to any other party without KPMG's prior written consent.

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Independent audit and analysis of government and government funded services to Mornington Island

Background, Objectives and Scope of this Project



Background to the independent audit and analysis of government and government funded services to Mornington Island

Mornington Island is the largest of the North Wellesley Islands located in the Gulf of Carpentaria. The Lardil people are the original custodians of Mornington Island and the surrounding islands and seas are the traditional lands and waters of the Yangkaal, Kaiadit and Gangalidda peoples.

A wide range of government and government funded programs and services are delivered to Mornington Island by multiple organisations, agencies, and governments. Notwithstanding the significant investment in Mornington Island, the community members continue to experience complex issues and differences in outcomes across their lifecycle.

The Queensland Government has therefore committed to a whole-of-government initiative to undertake an independent audit and analysis of government and government funded services delivered to Mornington Island across the three tiers of government:

- Local;
- State; and
- Commonwealth.

The audit has been co-designed with the Mornington Shire Council (MSC) and is jointly funded by Queensland Health and the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) and oversighted by a Project Steering Reference Group.









The independent audit and analysis aligns with and progresses the principles of the Queensland Health's *Making Tracks Together: Queensland's Aboriginal and Torres Strait Islander Health Equity Framework* and the Queensland Government's *Local Thriving Communities (LTC)* reform agenda, and is a key priority under the Ministerial and Government Champions program for Mornington Island.



Objectives of the independent audit and analysis of government and government funded services to Mornington Island

The overarching aim of the independent audit is to increase transparency of current investment and delivery of government and government funded services delivered to the remote and discrete First Nations community of Mornington Island.

The key objectives of the independent audit and analysis include:

-  Engaging effectively with Queensland Health, DSDSATSIP, MSC, the Project Steering Reference Group, Ministerial, Assistant Ministerial and Government Champions, government agencies, and First Nations leaders in the Mornington Island community.
-  Building a service investment audit and analysis tool to facilitate the mapping of investment to Mornington Island and other First Nations communities.
-  Analysing investment to Mornington Island to identify any gaps or duplication of services together with commentary on the effectiveness of services.
-  Identifying opportunities to reform and co-design services to better meet the needs of the Mornington Island community.
-  Recommending changes to the design, delivery and funding of services for the Mornington Island community.
-  Recommending monitor or review points for the audit to report on changes or outcomes in the Mornington Island community.
-  Identifying options to advance and support the MSC to elevate opportunities for the community leaders to have greater control over service design and delivery.
-  Developing a blueprint that details how government can work with First Nations communities to facilitate service delivery reform for joined-up and client-centred services.



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Independent audit and analysis of government and government funded services to Mornington Island

Background, Objectives and Scope of this Project



KPMG's scope for the independent audit and analysis of government and government funded services to Mornington Island

In scope

KPMG has been contracted by Queensland Health to deliver the independent audit and analysis of government and government funded services to Mornington Island. In delivering this project, KPMG will:

- Develop a Project Plan (including stakeholder consultation and engagement plan) and provide regular reporting against the planned approach (*this document*).
- Develop and present a Data Collection Tool and Data Analysis Methodology to enable the review and analysis of investment in government and government funded services to Mornington Island over a five year period (2017-2021).
- Consult with key stakeholders including Queensland Health, DSDSATSIP, MSC, the Project Steering Reference Group, Assistant Ministerial and Government Champions, government agencies, and First Nations leaders in the Mornington Island community.
- Document its methodology, analysis, and recommendations in a Draft Final Report for one (1) round of consolidated feedback prior to delivery of the Final Report.
- Handover the Data Collection Tool and its intellectual property together with User Guide(s) to Queensland Health and/or DSDSATSIP.
- Report back the findings to Queensland Health, DSDSATSIP, the Project Steering Reference Group, Government Champions and the Mornington Island community.

KPMG's scope of work will be delivered against the milestones described in **Table 1**.

Out of scope

KPMG's scope of work **does not include** the following:

- An audit of government and government funded services that meets the requirements of Australian Auditing and Assurance Standards.
- A comprehensive evaluation of the effectiveness of individual services.
- A review of capital and infrastructure investment to Mornington Island.



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KPMG's milestones for the independent audit and analysis of government and government funded services to Mornington Island

Table 1 below outlines the key milestones for KPMG in delivering its scope of work.

Table 1: Key milestones

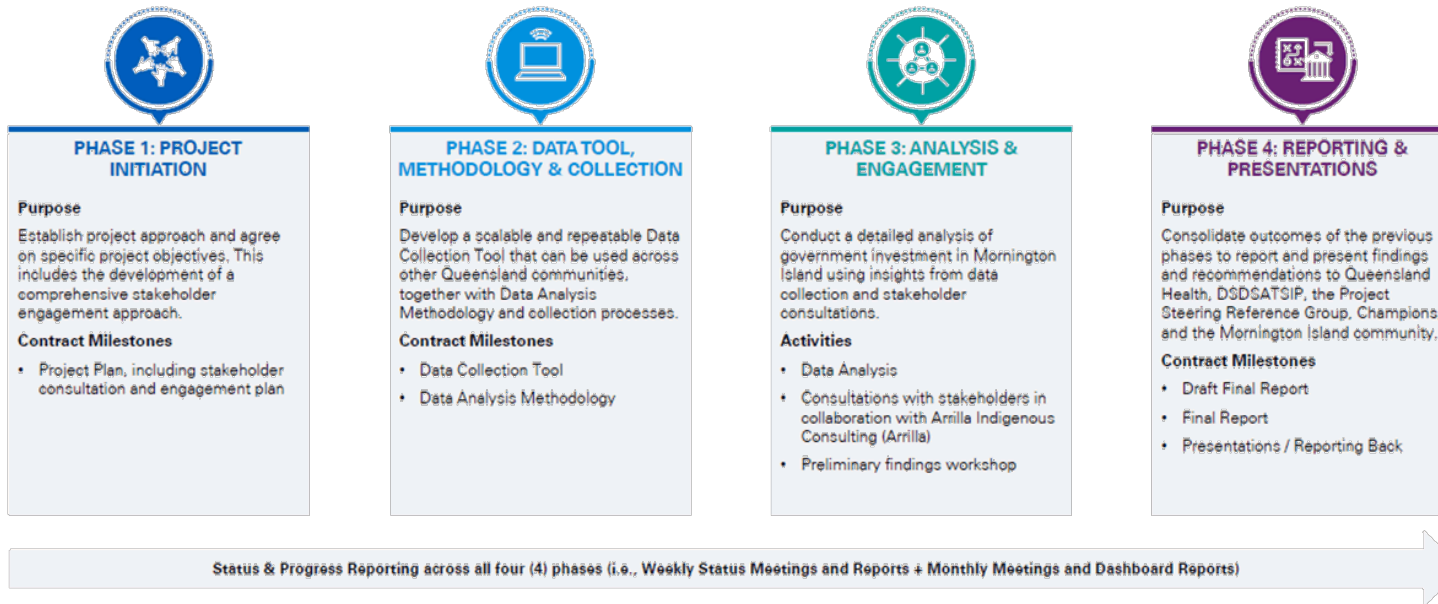
#	Milestone	Description	Timeframe
1	Contract awarded	Signed Contract	12 September 2022
2	Kick Off meeting	Meeting to provide project briefing	13 September 2022
3	Project Plan	Project Plan outlining the project delivery method, including a consultation and engagement plan	By 16 September 2022
4	Weekly Reporting and Monthly Dashboard Report	Weekly meetings and written update to Queensland Health and DSDSATSIP Monthly meetings and dashboard report to the Project Steering Reference Group	Each week Each month
5	Data Collection Tool	Submission of the Data Collection Tool and presentation to Queensland Health, DSDSATSIP and the Project Steering Reference Group	By 23 September 2022
6	Data Analysis Methodology	Submission of a Data Analysis Methodology and presentation to Queensland Health, DSDSATSIP and the Project Steering Reference Group	By 7 October 2022
7	Draft Final Report	Submission of draft document outlining the Data Collection Tool, proof of concept, data analysis and recommendations	By 9 December 2022
8	Final Report	Submission of final document outlining the Data Collection Tool, proof of concept, data analysis and recommendations	By 20 January 2023
9	Reporting back	Reporting back to Queensland Health, DSDSATSIP, the Project Steering Reference Group, Champions and Mornington Island community on the analysis findings and recommendations	By 20 January 2023



Independent audit and analysis of government and government funded services to Mornington Island

Overview of Project Delivery Methodology

The project will be delivered in four (4) phases over a sixteen (16) week period. A summary of the approach is outlined in the diagram below and further detail can be found in the following pages of this document and KPMG's original proposal.



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PHASE 1: PROJECT INITIATION

TIMEFRAME

- Week 1 and ongoing project management activities

CONTRACT MILESTONES

- Weekly Status Meetings and Reports with Queensland Health and DSDSATGIP
- Monthly Progress Meetings and Reports with the Project Steering Reference Group
- Project Plan, including a consultation and stakeholder engagement plan

OBJECTIVE

To establish a deeper understanding of the project's requirements and objectives in order to confirm KPMG's scope, approach and project governance.

KEY ACTIVITIES

Facilitate the Project Initiation Meeting

- To commence the project, KPMG will hold a Project Initiation Meeting with Queensland Health and DSDSATGIP to agree on the key details of the project, including:
- The broader context to the project and particularly any critical issues, existing risks and issues that may impact the project or other ongoing work that may relate to this project.
 - The scope and approach of the project well as any required changes.
 - The Project roles and responsibilities for KPMG, Queensland Health, DSDSATGIP and the Project Steering Reference Group.
 - The Protocols regarding communications, deliverables and timelines, risk management and project governance.

Should the Project Initiation Meeting identify any material variation from this understanding, KPMG will agree this with Queensland Health and DSDSATGIP in writing.

Develop the Project Plan

- KPMG will develop a Project Plan (this document) to guide its approach to delivering the project. This Project Plan will outline:
- The project methodology by phase.
 - The agreed project timeline, including key dates for meetings and milestones.
 - The agreed approach to project governance, including risk management and escalation.
 - The stakeholder consultation and engagement plan to provide an opportunity for agreement on stakeholders to be involved and the strategies to manage and engage with stakeholders (refer to pages 14-17).

Establish project governance

- KPMG will confirm its approach to project governance, including:
- Weekly Status Meetings and Reports with Queensland Health and DSDSATGIP. These meetings and reports will provide an update of the status of the project. This will ensure that decisions are made in a timely manner and consider all necessary inputs.
 - Monthly Meetings and Dashboard Reports with the Project Steering Reference Group. These meetings will provide opportunities to report on the progress of the project and test documents and findings.

Conduct desktop review

- As part of the initiation phase, KPMG will request any pre-existing documents in relation to the independent audit. As outlined in the contract, this will include:
- Mornington Island audit and analysis project scope.
 - 2021 Mornington Island Queensland Government investment stocktake.
 - Ministerial and Government Champion program background.
 - Mornington Island Health Strategy 2019-2024.
 - Queensland Productivity Commission's Inquiry into service delivery in remote and discrete Aboriginal and Torres Strait Islander communities.
- In addition to the documents above, KPMG will also request:
- Contact details for stakeholders to be consulted as part of this project.
 - Contact details for data custodians to enable the sourcing of investment and service data and information.



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PHASE 2: DATA TOOL, METHODOLOGY & COLLECTION

TIMEFRAME

- Weeks 1 - 4

CONTRACT MILESTONES

- Data Collection Tool (wireframe)
- Data Analysis Methodology
- Data Collection Processes & Requests

OBJECTIVE
To develop a repeatable Data Collection Tool together with the associated Data Analysis Methodology and collection processes that consider a range of information sources.

KEY ACTIVITIES
Develop the Data Collection Tool
KPMG will develop the Data Collection Tool in Power BI to capture and support the analysis of government investment in services to Mornington Island between 2017 and 2021. The following principles will guide KPMG in its development:

- Design of the tool will focus on ensuring that the final product is simple, agile, and capable of being scaled and repeated for use in other First Nations communities.
- Development of the tool will occur within KPMG's systems.
- Analysis of government investment will be supported by the tool being capable of slicing data across various parameters (e.g., the Community Building Blocks, funding sources, and service type).
- As required, the tool will provide tailored reporting for different user groups.
- Handover of the tool at the completion of the project will require capability uplift of the ultimate owner of the tool (i.e., Queensland Health and/or DSDSATGIP).

In designing and developing the Data Collection Tool, it has been assumed that Queensland Health, DSDSATGIP and the Project Steering Reference Group (advisory capacity) will be available to support KPMG in identifying the specific requirements of the tool to meet the project's specifications and the expectations of the Mornington Island community.

KPMG will submit the Data Collection Tool (wireframe) to Queensland Health, DSDSATGIP and the Project Steering Reference Group by the 23rd September 2022. The minimum parameters of the wireframe will include:

- "Community Building Block domain"
- "Intended service outcome"
- "Type of responsible agency"
- "Type of workforce model"
- "Name of responsible agency"
- "Type of reporting mechanism"
- "Investment per annum"
- "Type of project governance arrangement"
- "Agreement term"
- "Name of program"
- "Type of service"
- "Description of service"

Develop the Data Analysis Methodology
KPMG will develop a mixed-methods approach to assess government investment in services to Mornington Island. The Data Analysis Methodology will be delivered by the 7th of October and set out the framework to analyse the data collected via the Data Collection Tool, information collected from relevant documentation (e.g., service contracts), and insights gained from consultations. The methodology will detail KPMG's approach to:

- Mapping government and government funded services to identify and assess service gaps, duplications and the level of integration between services.
- Assessing the combined effectiveness of current government investment in services delivered to Mornington Island.
- Identifying service challenges and opportunities for service reform.

In developing the Data Analysis Methodology, it has been assumed that KPMG will not be conducting a detailed evaluation of each individual service or program. It has also been assumed that Queensland Health, DSDSATGIP and the Project Steering Reference Group (advisory capacity) will be available to support KPMG in shaping the methodology to meet the project's specifications and the expectations of the Mornington Island community.

Design the Data Collection Processes & Requests
Following acceptance of the wireframe for the Data Collection Tool, KPMG will focus on rapidly gathering data and information to support its analysis. This will require KPMG developing processes and request forms to enable the efficient and high quality collection of data and information. We anticipate the following documents will be required:

- Specifications for government services delivered to Mornington Island.
- Contracts and procurement information for government funded services delivered to Mornington Island.
- Program logics associated with government funded contracts (where developed).
- Previous work completed by government or external contractors / consultants to identify government funded organisations that are operational within the region.
- Datasets that support the effectiveness assessment (e.g., health outcome measures).

It has been assumed that Queensland Health, DSDSATGIP and the Project Steering Reference Group (advisory capacity) will be available to facilitate the sourcing and collection of data and information from the relevant data custodians.



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PHASE 3: ANALYSIS & ENGAGEMENT

TIMEFRAME

- Weeks 6 - 11

ACTIVITIES

- Data Analysis
- Consultations with stakeholders
- Preliminary findings workshop

OBJECTIVE

To undertake analysis of government investment in Mornington Island by synthesizing and critically reviewing data and conducting comprehensive stakeholder consultation.

KEY ACTIVITIES

Map service delivery on Mornington Island

KPMG will analyse the outputs of the Data Collection Tool to provide a detailed understanding of the breadth of services delivered to the Mornington Island community. This will include mapping services funded by all three levels of government and across all sectors in order to form an initial assessment of:

- Service gaps in meeting the needs of the Mornington Island community.
- Overlap or duplications in service provision.
- Integration between services and their providers.

KPMG will leverage its Subject Matter Experts (SME) to support with the mapping of services due to their deep understanding of the service delivery environment. As required, KPMG will also seek advice from Queensland Health, DSDSATGIP and the Project Steering Reference Group to comprehensively map service delivery.

Conduct stakeholder consultations

KPMG in collaboration with Arilla will engage with a wide range of stakeholders to inform its analysis of government and government funded services to Mornington Island. This will include:

- Commonwealth and Queensland Government agencies
- MSC
- Ministerial, Assistant Ministerial and Government Champions
- Mornington Island community leaders and members.

It has been assumed that:

- The KPMG project team will be able to conduct virtual consultations with the majority of government and Ministerial stakeholders.
- The KPMG project team and Cam Wild from Arilla will travel to Mornington Island to conduct consultations with the MSC, community leaders and community members.

KPMG has assumed that 10 days of consulting effort throughout the course of the project will be required to conduct face-to-face stakeholder engagement. KPMG and Arilla will work flexibly with Queensland Health, DSDSATGIP, MSC, and the Project Steering Reference Group to ensure an effective and appropriate approach to consultations is undertaken (see **Stakeholder Consultation and Engagement Plan** on pages 14-17).

Assess the effectiveness of combined service delivery

KPMG will leverage insights gathered from its Data Collection Tool and stakeholder engagement to analyze government investment in services for the Mornington Island community. Specifically, KPMG will seek to:


- Understand what services are working well.
- Identify gaps in service delivery according to the reported needs of the Mornington Island community.
- Understand where there is service delivery integration, overlap or duplication.
- Determine the effectiveness of services in meeting the Mornington Island community's needs.
- Identify challenges in the delivery of services to the community.
- Identify opportunities for service reform – where current investment/services can be realigned to better address community needs.

In assessing the effectiveness of combined service delivery, KPMG will consider:

- The accessibility of service delivery and whether there are any barriers to community members readily receiving services on Mornington Island (e.g., lack of transport, wait times, financial costs).
- The appropriateness of service delivery in meeting community need on Mornington Island.
- The quality of service delivery in terms of whether services are culturally safe, responsive and person-centred, coordinated and integrated to ensure continuity in service provision.

KPMG will leverage its SMEs and apply considered measurement methodologies to understand and analyze outcomes and draw conclusions about the effectiveness of investment from the Commonwealth, State and Local Governments. As required, KPMG will also seek advice from Queensland Health, DSDSATGIP and the Project Steering Reference Group to develop robust findings.

At the end of this phase, KPMG will deliver a preliminary findings workshop with Queensland Health, DSDSATGIP and the Project Steering Reference Group to present and explore the findings from stakeholder engagement and data analysis

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PHASE 4: REPORTING & PRESENTATIONS

TIMEFRAME

- Weeks 10 - 16

CONTRACT MILESTONES

- Draft Final Report
- Final Report
- Reporting back / Presentations

OBJECTIVE

To consolidate the analysis from the previous phases and report on the findings and recommendations.

KEY ACTIVITIES

Develop the Draft Report

KPMG will use the insights from the data analysis and stakeholder consultation to deliver a Draft Final Report that outlines the existing Mornington Island service environment. The report will include analysis of government investment in services and provide recommendations for improvement. Specifically, the report will:

- Provide context and background to the independent audit and analysis of government and government funded services to Mornington Island
- Outline the methodology utilised by KPMG to conduct the independent audit and analysis.
- Describe the Data Collection Tool in detail and how it can be adapted for other communities' investment and service mapping needs (i.e., user guides for future use).
- Consolidate the comprehensive analysis of government investment in service delivery, including findings on service integration, duplication, gaps, and effectiveness.
- Provide recommendations in relation to improving service delivery for Mornington Island service (e.g., changes to better respond to community need, monitoring and review points, options for Mornington Shire Council to better involve community in service design and delivery).
- Outline a blueprint detailing how government can work with First Nations communities to facilitate service delivery reform.

The Draft Final Report will be submitted to Queensland Health and DSDSATSIP for one round of written and consolidated feedback.

Deliver the Final Report

The Final Report will incorporate the written feedback and be delivered to Queensland Health and DSDSATSIP.

Report back and deliver presentations

KPMG will summarise its findings and recommendations to report back to key stakeholders. KPMG together with Arrilla will hold a series of final presentations for the following stakeholder groups:

- Queensland Health
- DSDSATSIP
- Project Steering Reference Group
- Mornington Island Ministerial and Government Champions
- Mornington Shire Council
- Mornington Island community.

KPMG and Arrilla will collaborate with Queensland Health and DSDSATSIP to co-design how best to communicate the outcomes of the independent audit to the different audiences. This will ensure that the presentations are appropriately tailored to each stakeholder group.

In addition to the above stakeholder groups, KPMG and Arrilla will work with Queensland Health and DSDSATSIP to identify any other relevant stakeholders to present the outcomes of the independent audit. For example, this might include a workshop with program owners across different levels of government to unpack overlapping investment and identify opportunities for improvement, or a detailed handover workshop to ensure that the Data Collection Tool can be adapted and applied to other communities.



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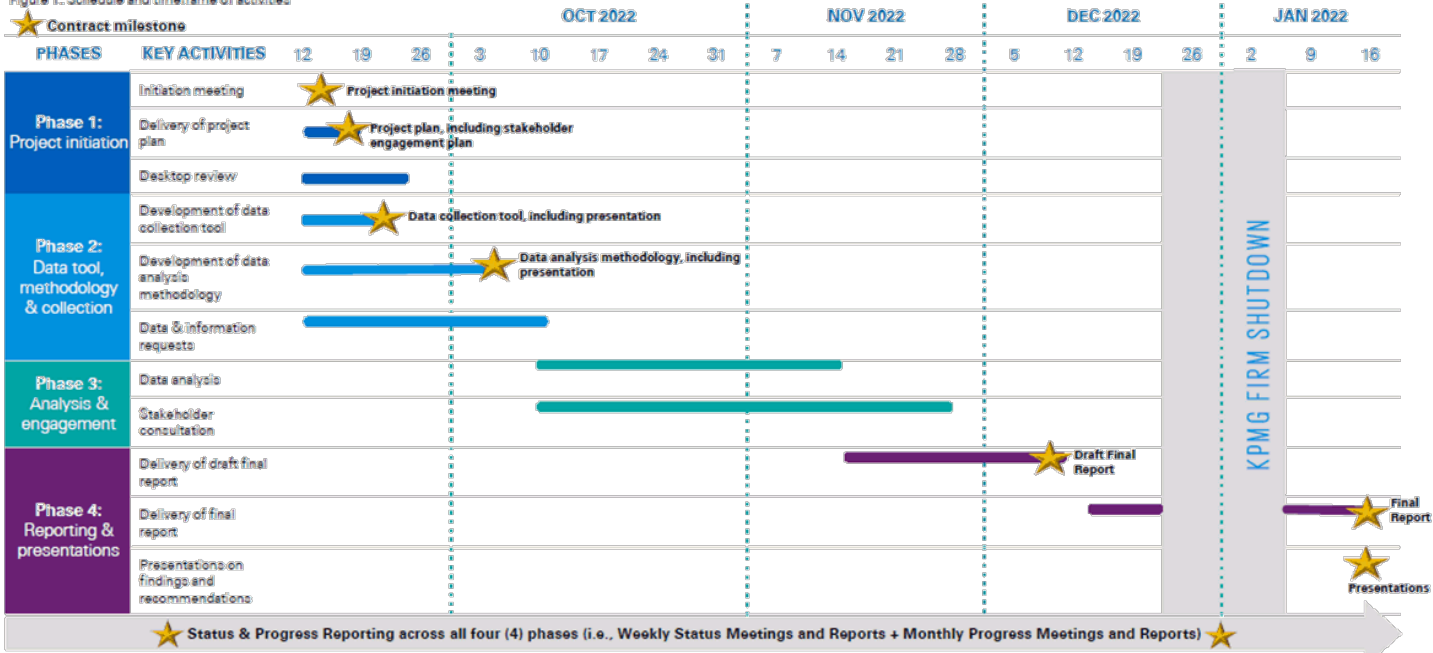
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Project Timeline

The following timeline illustrates the key activities and contract milestones for the project. As outlined in the timeline below, all contract milestones are planned to be completed prior to KPMG's Christmas shutdown period. KPMG will work flexibly with Queensland Health and DSDSATSIP to update timeframes as required.

Figure 1: Schedule and timeframe of activities



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Engagement Approach and Principles



Approach to stakeholder consultation and engagement

In the week commencing 10 October 2022, the KPMG team will commence consultations for this project. KPMG will apply the following strategies to engage with stakeholders:

- A First Nations-led, experienced, and gender balanced team will facilitate consultations with stakeholders.
- KPMG will partner with Samantha Wild from Arrilla to facilitate consultations with First Nations leaders and community members on Mornington Island.
- The KPMG team and Samantha Wild (Arrilla) will complete Cultural Awareness Training delivered by Mimdyan Gununa.
- Initial contact with key stakeholders will be made early to establish relationships and schedule consultations in advance to maximise stakeholder availability.
- Consultation guides will be developed to consolidate the key questions for discussion.
- A flexible approach to stakeholder engagement to accommodate any community and cultural obligations of stakeholders.

The topics to be covered in consultations throughout the engagement will include:

- Current state performance – how well services are delivered now and whether they are meeting intended outcomes and the needs of the Mornington Island community.
- What 'good' looks like – what efficient and effective service delivery looks like for the Mornington Island community and the various stakeholders involved.
- Governance and monitoring – how services are governed and monitored to ensure efficient and effective delivery.
- Delivery changes – potential changes to current service delivery to better respond to community needs across the key Community Building Blocks.
- Co-design – what level of control community leaders have on service design and delivery, and opportunities for co-design and greater community control moving forward.
- Data collection – what data is available on service delivery and who are the user groups for the Data Collection Tool.

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Guiding principles for stakeholder consultation and engagement

The following principles will underpin KPMG and Arrilla's approach to consulting and engaging with stakeholders as part of the independent audit and analysis of government and government funded services to Mornington Island.

Politically and historically sensitive

KPMG and Arrilla understands the complexity of the stakeholder environment, with multiple layers of government and a range of organisations and community groups, all with distinct needs. KPMG and Arrilla will consider this as we develop an approach that ensures all perspectives are heard.

First Nations-centred

KPMG and Arrilla recognise that First Nations voices must be at the centre. First Nations peoples must have a voice in designing, delivering and assessing services that aim to improve outcomes for their communities. This belief has informed KPMG and Arrilla's approach and the make up of the project delivery team.

Ethical, respectful and culturally appropriate

KPMG and Arrilla acknowledge that First Nations peoples and members of the Mornington Island community will be contributing valuable time to consultation. KPMG and Arrilla will ensure that the project delivery team adopt an ethical, respectful and culturally appropriate approach to create a safe and trusting space for open discussion.

Useful and transparent

KPMG and Arrilla will prioritise meaningful engagement with stakeholders. KPMG and Arrilla will ensure that it reviews existing background information in order to ensure that consultations are targeted and focused on obtaining new and critical information.


Independent audit and analysis of government and government funded services to Mornington Island

Stakeholder Matrix

In addition to regularly engaging with Queensland Health, DSDSATSIP and the Project Steering Reference Group, the table below outlines the proposed stakeholders to be engaged during Phase 3 of the project. KPMG and Amills will work flexibly throughout the project to ensure the most effective consultation approach is utilized. KPMG will send a template for Queensland Health and DSDSATSIP to complete and provide the contact details for stakeholders.

Table 2: Outline of stakeholder groups, the purpose, modes and anticipated timings of the consultations.

Stakeholder groups	Queensland Health and DSDSATSIP	Project Steering Reference Group	Commonwealth and Queensland Government agencies	Mornington Shire Council	Mornington Island community leaders and members	Ministerial, Assistant Ministerial & Government Champions
Stakeholder role	Project Governance	Project Oversight	Funders and/or providers of services	Community leaders, funders and/or providers of services	Community leaders and users of services	Enabler of service integration and improvement
Purpose of consultation	Queensland Health and DSDSATSIP will be continually engaged to ensure they are regularly updated on the Project's progress, findings and recommendations, and are fully prepared to brief and liaise with other stakeholders throughout the project. The engagement activities will also provide Queensland Health and DSDSATSIP with opportunities to contribute their viewpoint on the findings of the project.	The Project Steering Reference Group will be regularly briefed on the Project's objectives, scope and deliverables. They will have opportunities to contribute their viewpoints on the effectiveness of service delivery for Mornington Island and to help develop recommendations for its future state.	Commonwealth and Queensland Government agencies will be consulted to: <ul style="list-style-type: none"> Determine the range of services delivered to the Mornington Island community and their alignment to the Community Building Blocks Gather insights on service gaps, overlaps or duplications, integration, and effectiveness Discuss opportunities for service reform Enable data collection 	The Mornington Shire Council will be consulted to: <ul style="list-style-type: none"> Understand the needs of the Mornington Island community Determine the range of services delivered to the Mornington Island community and their alignment to the Community Building Blocks Gather insights on service gaps, overlaps or duplications, integration, and effectiveness Discuss opportunities for service reform Enable data collection 	Mornington Island community leaders and members will be consulted to: <ul style="list-style-type: none"> Understand the needs of the Mornington Island community Gather insights on service gaps, overlaps or duplications, integration, and effectiveness Discuss opportunities for service reform 	Ministerial, Assistant Ministerial & Government Champions will be consulted to: <ul style="list-style-type: none"> Understand the opportunities and challenges facing First Nations communities in Queensland Gather insights on how agencies and individual Champions are working together to improve life outcomes for First Nations peoples Discuss opportunities for service reform
Mode of consultation	Weekly meetings to report on progress and receive direction on upcoming activities.	Monthly meetings to report on progress and test outputs.	KPMG will conduct Focus Groups that bring together government agencies.	KPMG will conduct Focus Groups with Mornington Shire Council representatives.	KPMG will travel to Mornington Island to conduct Focus Groups.	KPMG will conduct Structured Interviews with the Ministerial & Government Champions as well as priority Ministerial offices.
Anticipated timing	<ul style="list-style-type: none"> Virtual consultations throughout the course of the project 	<ul style="list-style-type: none"> Virtual consultations throughout the course of the project 	<ul style="list-style-type: none"> Virtual consultations throughout October and November. 	<ul style="list-style-type: none"> Virtual consultations throughout October and November. Face to face consultations during at least one (1) week in late October. 	<ul style="list-style-type: none"> Face to face consultations during at least one (1) week in late October. 	<ul style="list-style-type: none"> Virtual consultations throughout October and November.

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Stakeholder Risk Management

Based on previous experience delivering similar projects, KPMG has identified the below risks for conducting consultations as part of the independent audit and analysis of government and government funded services to Mornington Island. The KPMG project team will provide a responsive and proactive approach to identify risks and confirm the most appropriate mitigation strategy with Queensland Health and DSDSATSP throughout the project.

Table 3: Outline of stakeholder consultation risks and proposed mitigation strategies.

Stakeholder consultation risks	Description	Mitigation Strategy
Stakeholder consent	Stakeholders will be required to provide consent to participate in consultations.	KPMG and Arrilla will appropriately inform stakeholders that their participation in consultation is voluntary and that they have the option to decline or not consent to an invitation to be consulted. KPMG and Arrilla will also inform consenting stakeholders that they may withdraw from consultations at any time without consequence.
Cultural appropriateness and safety of consultations	Consultations will involve the participation of First Nations peoples which will need to be culturally appropriate and considerate of any community business.	KPMG has subcontracted Samantha Wild from Arrilla to co-lead consultations with First Nations peoples on Mornington Island. KPMG and Arrilla will ensure that a First Nations-led, experienced, and gender balanced engagement team will facilitate consultations. Team members will also complete the Cultural Awareness Training delivered by Mirndiyen Gununa prior to travelling to Mornington Island. KPMG and Arrilla will work closely with DSDSATSP, MSC, and community leaders on Mornington Island to ensure that it flexibly accommodates any community and cultural obligations of stakeholders.
Potential inconveniencing of stakeholders	Stakeholders may need to take leave from work/caring responsibilities to participate in consultations.	KPMG and Arrilla acknowledge and respect the time and expertise of stakeholders participating in consultations. Where agreed with Queensland Health and DSDSATSP, stakeholders will be reimbursed for their participation in consultations as part of this independent audit (e.g., the provision of gift vouchers).
Potential distress or discomfort of stakeholders	Potential distress or discomfort may be felt by stakeholders, as some may feel anxious speaking in a group setting, or potentially having to reflect on their own situation/journey with a particular service on Mornington Island.	While the topics being investigated in this independent audit are not intended to cause distress or discomfort, options for debriefing and follow-up support will be made available to stakeholders who are consulted as part of this project. If stakeholders feel distress or discomfort during consultations, they will be provided with the opportunity to withdraw at any time without consequence.
English as a second language	Stakeholder whose first language is not English may not understand the project's aims and be unable to participate in consultations without the support of translation services.	KPMG and Arrilla recognise that English may not be the first language of stakeholders participating in consultations. As a result, we will work closely with DSDSATSP and the Mornington Shire Council to optimise stakeholder engagement and understand potential language barriers. This may include the use of interpreters on Mornington Island to enable effective community engagement.
Privacy and confidentiality of stakeholders	The identity and privacy of stakeholders will need to be protected in conducting consultations, drafting reports and other artefacts, and reporting back on the outcomes of the project.	KPMG and Arrilla will respect the privacy and confidentiality of stakeholders participating in consultations. KPMG and Arrilla does not propose to collect identifiable data or information on stakeholders. In this respect, stakeholder information and their contributions to the independent audit will be kept confidential. KPMG and Arrilla will ensure that it advises all stakeholder participants at the beginning on consultations that their information will be kept confidential, de-identified and will not be used for anything else except this project.
Privacy, confidentiality and security of data	Potentially personal and confidential data and information may be collected for the purposes of this project.	KPMG project team members and Samantha Wild (Arrilla) will each individually sign Deeds of Confidentiality, Privacy and Conflict of Interest in favour of Queensland Health. All personnel will comply with the terms of the Deed and continually liaise with Queensland Health to ensure the appropriate collection and use of information and data for this project.

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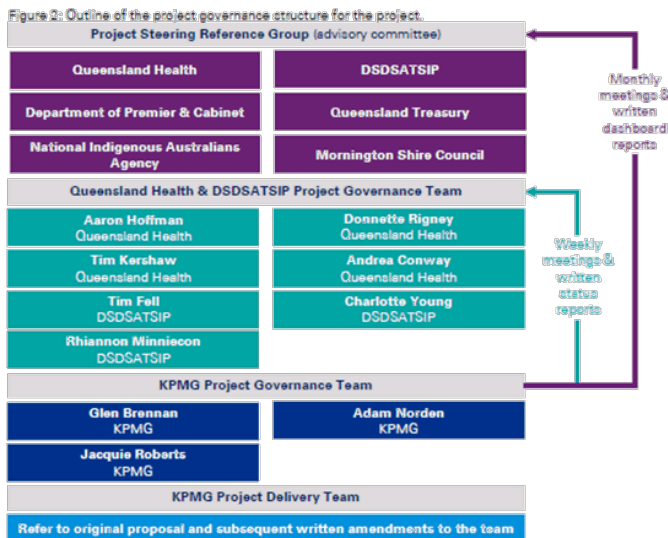


Independent audit and analysis of government and government funded services to Mornington Island

Project Management and Governance

Project governance

The KPMG project team will be led by **Glen Brennan** and **Adam Norden** who have extensive experience delivering projects that improve outcomes for First Nations peoples. The team is committed to working collaboratively with Queensland Health, DSDSATSIP and the Project Steering Reference Group throughout this project. The below figure outlines the project governance for the independent audit and analysis of government and government funded services to Mornington Island.



Management of scope

During the project, there may be circumstances where the scope and/or approach to delivery needs to change due to additional information or context. It is important these changes are understood and confirmed by Queensland Health, DSDSATSIP and KPMG. Should the scope, approach, or the underpinning assumptions change, KPMG will schedule a meeting with Queensland Health and DSDSATSIP to discuss and confirm any changes in scope or approach via written agreement.

Project management approach

As part of a robust project management approach, KPMG will:

- Meet with Queensland Health and DSDSATSIP weekly or on an alternative basis as agreed in writing between Queensland Health, DSDSATSIP and KPMG. The purpose of these meetings will be to discuss the status of the project.
- Submit weekly Project Status Reports to Queensland Health (refer to **Appendix A** for template). This report will detail activities completed for the week, as well as planned activities for the following weeks and any potential project risks.
- Meet monthly with the Project Steering Reference Group throughout the engagement. The purpose of these meetings will be to report on the progress of the project and highlight key achievements and receive any guidance or advice.
- Submit monthly Dashboard Reports to the Project Steering Reference Group (refer to **Appendix B** for template). This report will summarise progress of the project and also attach relevant outputs for discussion.

Review processes

The review processes for contract milestones will be as follows:

1. KPMG provides a draft document to the Queensland Health & DSDSATSIP Project Governance Team as per its contractual requirements.
2. The Queensland Health & DSDSATSIP Project Governance Team reviews and provides consolidated feedback to KPMG within five (5) business days, with the exception of the Final Report, which will be ten (10) business days.
3. The Queensland Health & DSDSATSIP Project Governance Team accepts the updated document as the final version.
4. Once accepted, KPMG removes the draft label and provides a final version of the document to the Queensland Health & DSDSATSIP Project Governance Team.

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Independent audit and analysis of government and government funded services to Mornington Island

Project Risk Mitigation Strategies

KPMG have identified a number of key risks for this project, including specific considerations in relation to current pandemic (COVID-19), which are set out in the table below. The KPMG project team will provide a responsive and pro-active approach to identify risks and confirm the most appropriate mitigation strategy with Queensland Health and DSDGATSIP throughout the project.

Project delivery risks	Description	Mitigation Strategy
Project timeframes	Project timeframes are relatively tight and are reliant on timeliness of information, stakeholder availability, and prioritisation of this by relevant stakeholders in a time of uncertainty given the broader COVID-19 context.	Careful pre-planning to alleviate delays when requesting data and other information from stakeholders. Scheduled points of review and engagement with planned project governance structures to confirm progress and make key decisions.
Project scope	It is critical to manage stakeholder expectations regarding the scope of the engagement including its intended audience, key elements and content. If scope is expanded this may impact on the budget, timing and delivery of the project.	KPMG will work closely with the Project Sponsor, Aaron Hoffman, around stakeholder expectations for the engagement, ensuring that stakeholder discussions make clear the scope of this engagement. KPMG will also engage regularly with the Project Sponsor around issues and seek a collaborative approach to the development of all deliverables.
Engagement of, and communications with stakeholders across the stages of work	Engaging the key stakeholders to be consulted and obtaining their views will be critical to the success of the project. There is a risk of the project being delayed or quality compromised if timely engagement of stakeholders is not achieved or if the stakeholder buy-in is low.	KPMG will work collaboratively with Queensland Health, DSDGATSIP and MSC to identify and facilitate access to stakeholders, agree appropriate communication to support effective engagement and participation in the project. Where possible, meetings with stakeholders will be scheduled well in advance to ensure availability of key decision makers.
Delays in access to information and/or poor quality information	Delay in access to information will delay or constrain timely delivery of the final deliverables. Poor quality information (including a lack of engagement from stakeholders) may limit the quality of the qualitative writing.	KPMG will seek to obtain relevant types of information as early as practical in the project to ascertain the likelihood and extent that this risk will arise. KPMG will seek to identify risks as they arise and work with the Project Sponsor, Aaron Hoffman, to determine strategies to manage accordingly.
Timely provision of feedback	There is a potential risk that timeframes for deliverables may be impacted where the provision of feedback is delayed, there are a number of stakeholders wanting to provide input into the deliverables and/or conflicting or inconsistent feedback is provided by different parties.	KPMG will provide draft documents within agreed timeframes. The Project Sponsor, Aaron Hoffman, will provide consolidated feedback on draft documents within timeframes agreed. Where discrepancies arise, KPMG will work with Queensland Health and DSDGATSIP to resolve these in a way that best meets the project's objectives.
Change in operating environment due to COVID-19	COVID-19 has the potential to materially and adversely affect KPMG's ability to provide the Services under the Agreement, particularly with respect to face-to-face stakeholder engagement and timeframes.	KPMG will monitor the situation ongoing and work with Queensland Health and DSDGATSIP to implementing reasonable mitigation measures to enable us to perform the Services in a way that seeks to limit the risk or potential impact related to COVID-19.



KPMG

Appendix A: Weekly Status Report Template

Appendix A: Weekly Project Status Report Template

Key achievements:

Activities completed this week	Activities planned for next week

Summary status				
Description	Planned Date	Forecast Date	Status	Comments
Project Plan				
Data Collection Tool				
Data Analysis Methodology				
Data and Information Requests Issued				
Consultations Scheduled				
Preliminary Findings Presentation				
Draft of Final Report				
Final Report				
Presentation & Reporting Back				

■ Complete
 ■ On Track
 ■ At Risk
 ■ Delayed



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Appendix B: Monthly Project Steering Reference Group Report Template

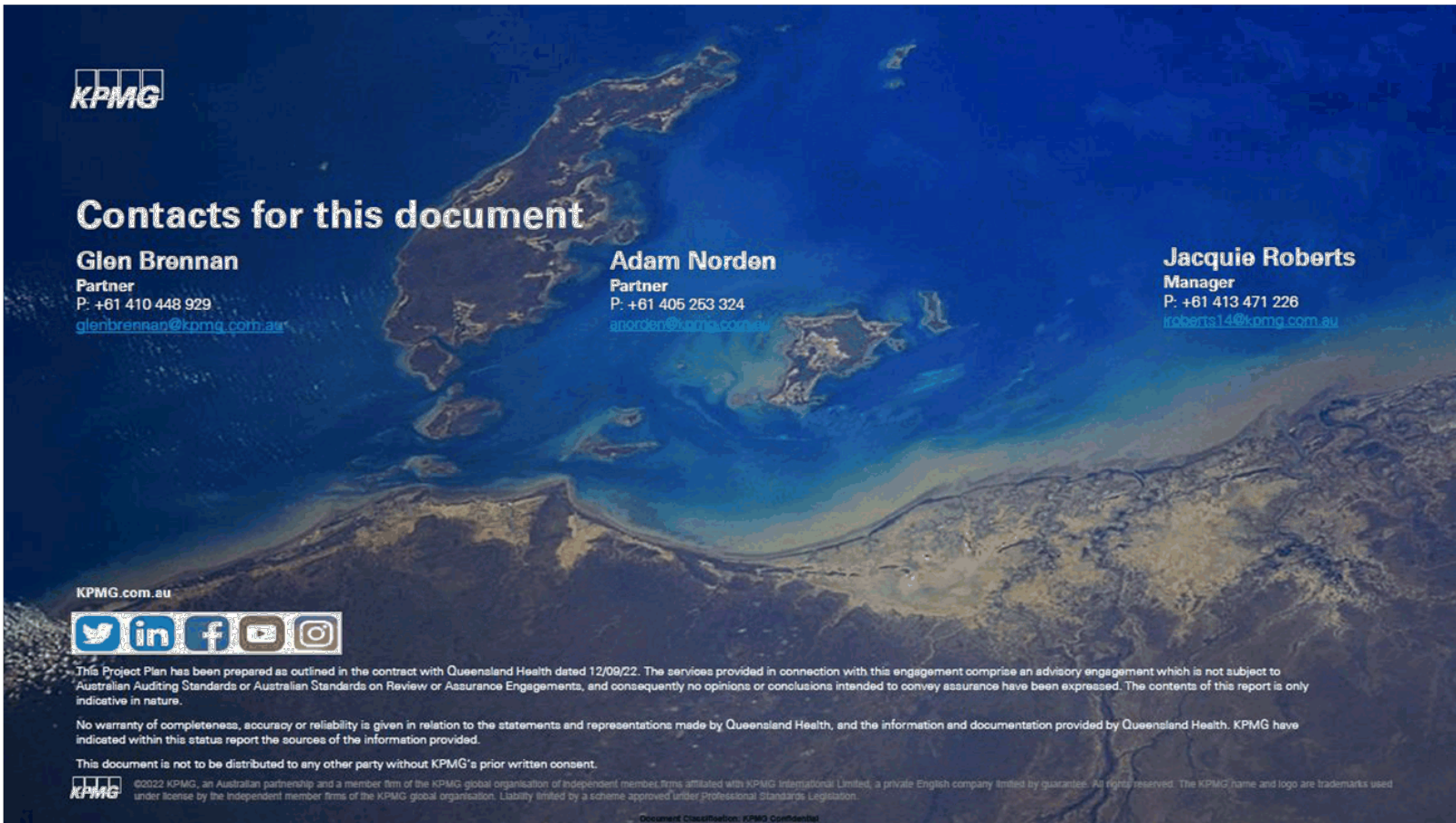
Agenda & Objectives of the Monthly Project Steering Reference Group Meeting	Overview of key achievements for the project

Documents for discussion			
Document Name	Document description	Status	Additional information
Data Analysis Methodology	Document outlining the methodology for analysing investment in government and government funded services to Mornington Island	Draft	
Draft of Final Report	Document containing the preliminary findings of the independent audit of government and government funded services to Mornington Island	Draft	
Final Report	Document containing the final findings of the independent audit of government and government funded services to Mornington Island	Final	



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KPMG

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KPMG.com.au



This Project Plan has been prepared as outlined in the contract with Queensland Health dated 12/09/22. The services provided in connection with this engagement comprise an advisory engagement which is not subject to Australian Auditing Standards or Australian Standards on Review or Assurance Engagements, and consequently no opinions or conclusions intended to convey assurance have been expressed. The contents of this report is only indicative in nature.

No warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by Queensland Health, and the information and documentation provided by Queensland Health. KPMG have indicated within this status report the sources of the information provided.

This document is not to be distributed to any other party without KPMG's prior written consent.

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11.10 BUILDING OUR REGIONS (BOR) GRANT – REPLACEMENT OF SEWERAGE PUMP STATIONS

Author: Acting Chief Executive Officer

Attachments: 1 Letter from the Minister for Regional Development and Manufacturing and Minister for Water

PURPOSE (EXECUTIVE SUMMARY)

To advise Council of its success in obtaining a grant of \$1.95 million for the replacement of the Sewerage Treatment pump stations and associated infrastructure.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The project involves the upgrade and refurbishment of the existing sewer pump stations at a cost of some \$1.975 million.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report and thank the Minister for Regional Development and Manufacturing and Minister for Water for the \$1,975,000 grant to upgrade and refurbishment the existing sewer pump stations.



Hon Glenn Butcher MP
Minister for Regional Development and Manufacturing
Minister for Water

Our ref: CTS1420822

12 OCT 2022

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Brisbane QLD 4000
GPO Box 2247 Brisbane
Queensland 4001 Australia
Telephone +617 3035 6170
Email regionaldevelopment@ministerial.qld.gov.au
ABN 51 242 411 927

Councillor Kyle Yanner
Mayor
Morrington Shire Council
C/- Post Office
GUNUNA QLD 4871

Email: mayor@morrington.qld.gov.au

Dear Councillor Yanner

Kyle,

Thank you for applying for construction project funding under Round 6 of the Queensland Government's Building our Regions (BoR) program.

BoR has a long and successful history of supporting the delivery of much needed infrastructure by Queensland's regional local governments. The focus of BoR Round 6 is funding critical water supply and sewerage infrastructure which recognises the importance of such infrastructure for the health, wellbeing and sustainability of regional communities.

Following a comprehensive assessment of construction applications, I am pleased to inform you that I have approved funding for the following project:

- Morrington Island Sewage Pump Station Upgrade – \$1,975,000.00

The funding amount stated above is the maximum BoR funding available for the identified project. Please note that BoR funding can only be used to reimburse eligible project costs and that any ineligible costs will need to be funded by Morrington Shire Council. Details of eligible and ineligible construction project costs are available in section 3.1.4 of the Round 6 Program Guidelines.

The Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) will contact relevant council officers about the contractual arrangements required so that Morrington Shire Council can receive this funding. It is important to note that the State is unable to provide project funding until a Project Funding Agreement has been executed by both parties. If you require further information on this process or should a project secure additional third-party funding, please contact the BoR Program team via email at buildingourregions@dasilgp.qld.gov.au.

Successful projects are proposed to be publicly announced shortly, and I ask that you continue to keep this advice confidential until an announcement is made.

If you have any questions, please contact Ms Frances Stewart, Chief of Staff on (07) 3035 6170 or email frances.stewart@ministerial.qld.gov.au

Yours sincerely,



GLENN BUTCHER MP
Minister for Regional Development and Manufacturing
Minister for Water

cc: Mr Graham King
Acting Chief Executive Officer
Morningson Shire Council
aceo@morningson.qld.gov.au

11.11 MARKET GARDEN UPDATE

Author: Acting Chief Executive Officer
Attachments: 1 Farmacist Quotation RFQ2208

PURPOSE (EXECUTIVE SUMMARY)

To update the Council on the progress of studies currently underway in regard to the Market Garden.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Peak Services**

Under NIAA Grant funding of approximately \$60,720, progress is made to appoint a consultant to carry out water and soil testing at five sights identified as possible locations for the Market Garden.

The successful consultant 'Farmacist' and the University of Queensland will coordinate their attendance on site with the Project Team and meet on site. Extensive site investigation, collection of samples and meetings with Council and stakeholders will be undertaken on site. This will occur over at least one week. Soil tests will be collected from up to 5 sites to determine suitability and/or required treatment to meeting the requirements of a commercial market garden which will include facilities such as open field production areas, and raised garden beds, greenhouses, climate-controlled modules and any other recommended system or crops.

Water samples to be collected from all proposed water sources for each site, treated town water, artesian bore, raw town water supply, creek wiers and one other.

Total costs of this work, funded under the Grant, comes to \$32,660.

Scope of Works for Stage 3 Options

'Farmacist' and the University of Queensland will have samples of soil and water testing and assessments for each of the Sites.

Stage 3 consists of an assessment of each site for suitability to sustain a commercial market garden or components of, such as open field horticulture, raised garden beds, greenhouses, hydroponics, aquaponics, and climate-controlled modules.

Determine required infrastructure and assets for each site.

Recommended suitable crops for each site including expected yields, soil and water requirements, growing seasons, strengths, weaknesses, risks and opportunities in terms of a commercial market garden.

The total cost of this work is \$13,920 and given this aspect of the study is crucial, I have agreed for Council to fund this component of the study. Funds will be taken from existing budget allocation for project development provided for in the 2022/23 Budget.

Arup Market Garden Study

An update of this Study will be provided to Council at the Meeting.

FINANCIAL & RESOURCE IMPLICATIONS

Stage 3 of the 'Farmacist' and University Study will incur cost of \$13,920 which will be provided from existing project funding in the 2022/23 Budget.

RECOMMENDATION

That Council note the Report and confirm the actions of the Acting CEO in authorising the Stage 3 Works as outlined in the "Farmacist' and University of Queensland on-site Commercial Market Garden Project a cost of \$13,920.



RFQ2208

Appointment of a Consultant
Mornington Island Commercial Market Garden Project

Author: Farmacist Pty Ltd

Revision Date: 14/09/2022

Disclaimer

While every care is taken to ensure the accuracy of this information, Farmacist Pty Ltd. makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the information being inaccurate or incomplete in any way for any reason.



Summary

This quote has been prepared by Farmacist Pty Ltd in collaboration with our delivery partner the University of Queensland to provide Mornington Shire Council with comprehensive and up to date information to inform the development of measures to improve the food security and wellbeing of the Mornington Island community.

Farmacist has prepared this quote based on our understanding of the scope of works. We would welcome the opportunity to discuss the scope of works with the project team and refine the quote as needed.

The lead investigators in the project team, Will Higham and Prof. Paul Gauthier, have over 35 years of experience in agricultural systems. Will and Paul bring a wealth of knowledge and experience that combines Will's firsthand experience with the practical reality of producing crops in tropical Queensland with Paul's up to date knowledge of the range of protected cropping systems that have been applied to urban farming situations across the United States and have global application.

Farmacist's delivery team includes the tropical crop agronomy and efficient data analysis skills of Shannon Byrnes and Hannah van Houweninge.

Together we aim to provide a cost-effective, high-quality service that meets the needs of the Mornington Shire Council.

Item	Cost:\$AU Excl GST
Stage 1 team	\$2,320
Stage 2 team	\$19,660
Stage 2 sample analysis	\$6,100
Stage 2 site visit	\$6,900
Stage 3 team	\$13,920
Stage 4 team	\$16,640
Stage 4 site visit	\$4,160
Total	\$69,70

Please note: To provide a cost-effective solution for Mornington Shire Council we have costed Will Higham and Prof. Paul Gautier's time at approximately 60% of the full commercial rate.

Farmacist Contacts

Will Higham – Program Leader FNQ
 Phone: 0488 980 090
 Email: willh@farmacist.com.au



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Specification

Introduction

The project is the investigation of sites across Mornington Island to determine suitable sites for establishing a commercial market garden as well as analysis of water composition and soil profiles across the island for the potential establishment of orchards, bushtucker gardens or other small acre cropping. It should be noted that some soil borne contaminants may be present in the township due to parvo virus and imported roadbuilding material with additives blown across the township and parts of the island due to high wind and dry conditions.

Background Information

ARUP, Health & Wellbeing Queensland and Peak Services are undertaking a feasibility study for the development of a commercial market garden on Mornington Island to provide sustainable, affordable fresh produce. Mornington Island currently relies on deliveries from Cairns via barge from Karumba for fresh produce which has significant impacts on produce quality, freshness and cost. The scope of works included in this RFQ will inform the feasibility study.

A market garden was in operation on Mornington Island in 1980s and was successful in providing some fresh produce to the community. The former market garden was located on approximately 10 acres of land 10 minutes out of town. Soil salinity was thought to compromise health and abundance of crops due to saltwater overtopping weir of the fresh water supply in high tides. Extreme weather – hot, dry, monsoon and cyclones along with pests and fungus damaged crops. This site is one of the sites to be investigated.

Particulars of Services defined in RFQ2208

The scope of work requires up to five sites to be investigated for their suitability to sustain a commercial market garden or smaller scale gardens, hydroponics, aquaponics or modular container systems, that could be pilot projects, education and training facilities and/or remote components of the main market garden that house more intense climate-controlled year-round growing modules.

Two large sites require the consultant to investigate a number of locations on each site. The investigations are to include water and soil testing, access to required infrastructure and assets, general condition and suitability of existing infrastructure and assets as well as detailed analysis and recommendations on what crops would be suited to the sites, expected yields, growing seasons, strengths, weaknesses and risks in terms of a commercial market garden for each site.

The scope of work must also include analysis and recommendations for optimal growing conditions and maximum yields for target crops (to be advised) which should consider a range of growing systems such as open field, greenhouse, raised garden beds, hydroponics, aquaponics, climate-controlled container modules, etc. The scope also includes



identification of any high value or other crops that have a high suitability for growing on Mornington Island.

The scope must include a general overview that discusses the technical feasibility of establishing a commercial market garden on Mornington Island that has the capability of providing year-round fresh produce to support the community of 1,022 residents and the risks, opportunities and requirements of such a facility.

Farming best practice, water saving, environmental, sustainable and latest proven technology must be identified and assessed for suitability, detailing strengths, weaknesses, risks and opportunities of each system.



Project Delivery Team

The lead investigators in the project team, Will Higham and Prof. Paul Gauthier, have over 35 years of experience in agricultural systems. Will and Paul bring a wealth of knowledge and experience that combines Will's firsthand experience with the practical reality of producing crops in tropical Queensland with Paul's up to date knowledge of the range of protected cropping systems that have been applied to urban farming situations across the United States and have global application.

Farmacist's delivery team includes the tropical crop agronomy and efficient data analysis skills of Shannon Byrnes and Hannah van Houweninge. The delivery team have all the qualifications (FertCare C) and licences (drone etc.) required to complete this project.

Name	Role in Project Team	Organisation	Years in industry
Will Higham	Project Manager Tropical Agronomy Leader Sustainable Agriculture Soil and Water Analysis Traditional Owner Relationships	Farmacist Cairns	>20 years
Professor Paul	Protected Cropping Leader Nutrient Management Urban Farming Systems Food Safety and Plant Pathology Project Guidance	University of Queensland Brisbane	15 years
Shannon Byrnes	Tropical Crop Agronomy Soil and Water Analysis Remote Sensing and Drone Mapping GIS and Data Analysis	Farmacist Cairns	4 years
Hannah van Houweninge	Tropical Crop Agronomy Soil and Water Analysis Remote Sensing and Drone Mapping GIS and Data Analysis	Farmacist Cairns	3 years



Scope of works and cost estimate for each project stage

Farmacist and the University of Queensland have reviewed the project stages and scope of works defined in the RFQ2208 documentation. Farmacist has prepared this quote based on our understanding of the scope of works. We would welcome the opportunity to discuss the scope of works with the project team and refine the quote as needed.

Scope of Works for Stage 1 - Project Initiation and Mobilisation

Farmacist will finalise procurement and mobilise The University of Queensland. Farmacist and University of Queensland will be responsible for providing all resources, equipment and materials for the delivery of the Project. Farmacist and University of Queensland delivery team will attend a pre-start meeting. Farmacist and University of Queensland delivery team will commence desktop research and make preparations to undertake the site visit and complete soil and water sampling.

Cost Estimate for Stage 1

Team member	Contact Hours	Rate./ Hour	Cost:\$AU Excl GST
Will Higham	4	\$150	\$600
Prof Paul Gauthier	4	\$190	\$760
Shannon Byrnes	4	\$120	\$480
Hannah Van Houweninge	4	\$120	\$480
Total			\$2,320

Scope of Works for Stage 2 - Site Investigations

Farmacist and the University of Queensland will coordinate their attendance on site with the Project Team and meet with the team on site. Extensive site investigations, collection of samples and meetings with Council and stakeholders will be undertaken when on site. It is assumed at least 1 week on site will be required.

Soil tests (see Appendix A) – soil samples to be collected from each site in accordance with testing laboratory methodologies. Two large sites require test from numerous locations. A total of ten test locations have been allowed for.

Soil testing to be undertaken by Nutrient Advantage Laboratory (NATA and ASPAC accredited) to determine suitability and/or required treatment to meet the requirements of a commercial market garden which will include facilities such as open field production areas and raised garden beds, greenhouses, climate-controlled modules and any other recommended system or crops. Sample analysis will include testing for identification of heavy metals. If soil borne pathogens or agricultural or industrial chemical are deemed to be a risk at a site, then soil samples can be collected (at no additional cost) and analysed at additional cost.

Water tests (see Appendix A) – water samples to be collected from all proposed water sources for each site in accordance with testing laboratory methodologies. Allowed for testing of five different water supplies – treated town water supply, existing artesian bore, raw town water supply, creek weirs and one other.

Water testing to be undertaken by a Cairns Regional Council Laboratory (NATA accredited), to determine suitability and/or required treatment to meet the requirements of a



commercial market garden, including open field, greenhouse, hydroponic, aquaponic, climate-controlled modules, irrigation and any other recommended system or crops.

Undertake investigations of the sites to determine topography, identify and assess condition and suitability of existing infrastructure such as fences, sheds, water assets, etc. This will include the collection of high resolution drone imagery to inform the site analysis.

Farmacist and the University of Queensland will present their initial findings to the Project Team following the site inspections.

Cost Estimate for Stage 2

Team member	Contact Hours	Rate / Hour	Cost \$AU Excl GST
Will Higham	56	\$150	\$8400
Prof Paul Gauthier	22	\$190	\$4180
Shannon Byrnes	3	\$120	\$360
Hannah Van Houweninge	56	\$120	\$6720
Total			\$19,660

Sample Analysis	Number	Rate / Sample	Cost \$AU Excl GST
Soil Nutrition	10	\$310	\$3100
Soil Contamination	10	\$90	\$900
Water Quality	5	\$420	\$2100
Total			\$6,100

Site Visit Costs	Number	Rate / Sample	Cost \$AU Excl GST
Cairns to Mornington Flight	4	\$400	\$1600
Additional baggage	1	\$200	\$200
Car rental (4wd ute)	5	\$210	\$1100
Accommodation and meals	10	\$400	\$4000
Total			\$6,900

Scope of Works for Stage 3 - Options

Farmacist and University of Queensland will have samples of soil and water tested and assessed for each of the sites.

Assess each site for suitability to sustain a commercial market garden or components of, such as open field horticulture, raised garden beds, greenhouses, hydroponics, aquaponics, climate-controlled modules. Assessments should include ancillary facilities for harvesting, washing, packing, storing, distribution, training, etc.

Determine required infrastructure and assets for each site.

Recommend suitable crops for each site including expected yields, soil and water requirements, growing seasons, strengths, weaknesses, risks and opportunities in terms of a commercial market garden.



Provide advice in regard to target crops (to be advised) suitability of sites, optimal growing conditions and maximum yields considering a range of growing systems such as open field, greenhouse, raised garden beds, hydroponics, aquaponics, climate-controlled container modules, etc.

Provide advice regarding farming best practice, water saving, environmental, sustainable and latest proven technology. Identify and assess for suitability, detailing strengths, weaknesses, risks and opportunities of each system.

Identify any high value or other crops that have a high suitability for growing on Mornington Island.

Determine a timeframe for each site that identifies staging options and required tasks from feasibility phase to full production in the form of a Gantt chart.

Provide cost estimates that are broken down by stage, task, infrastructure and asset. It is acceptable to provide estimates based on known regions such as Cairns, ensure region on which estimates are based is advised, ie – ex-Cairns.

Prepare a preliminary options report that addresses the stage 3 scope of works including identification of options, cost estimates and timelines for staging.

Present preliminary options report to the Project Team for discussion and feedback.

Cost Estimate for Stage 3

Team member	Contact Hours	Rate / Hour	Cost \$AU Excl GST
Will Higham	24	\$150	\$3600
Prof Paul Gauthier	24	\$190	\$4560
Shannon Byrnes	24	\$120	\$2880
Hannah Van Houweninge	24	\$120	\$2880
		Total	\$13,920

Scope of Works for Stage 4 – Report

Farmacist and University of Queensland will complete all scope of works and develop a draft report for review and discussion with the Project Team.

Finalise investigations or research required to provide advice on the development of a commercial market garden on Mornington Island.

Produce a final draft report that captures all investigations, test results, recommendations, swot analysis, lists assumptions, exclusions and qualifications as well as Gantt charts, cost estimates and risk register and next steps for the project. Explore options and present options analysis to the Project Team for discussion.

Provide a summary report that provides a general overview (including a generic site layout demonstrating the preferred options) that discusses the technical feasibility of establishing a commercial market garden on Mornington Island that has the capability of providing year-round fresh produce to support the community of 1,022 residents and the risks, opportunities and requirements of such a facility.

Prepare a summary presentation to present findings to stakeholders.



Conduct a return visit to site to present the draft report to Council and to discuss finalisation of the report with the Project Team

Following Council's review and feedback on the draft report a final report will be prepared inclusive of Council, the Project Team and stakeholder feedback.

Cost Estimate for Stage 4

Team member	Contact Hours	Rate/ Hour	Cost \$AU Excl GST
Will Higham	32	\$150	\$4800
Prof Paul Gauthier	32	\$190	\$6080
Shannon Byrnes	24	\$120	\$2880
Hannah Van Houweninge	24	\$120	\$2880
	Total		\$16,640

Site Visit Costs	Number	Rate/ Sample	Cost \$AU Excl GST
Brisbane to Cairns Flight	2	\$300	\$600
Cairns to Mornington Flight	4	\$400	\$1600
Car rental (4wd ute)	2	\$210	\$420
Accommodation and meals	4	\$385	\$1540
	Total		\$4,160

Total Cost Estimate

Item	Cost \$AU Excl GST
Stage 1 team	\$2,320
Stage 2 team	\$19,660
Stage 2 sample analysis	\$6,100
Stage 2 site visit	\$6,900
Stage 3 team	\$13,920
Stage 4 team	\$16,640
Stage 4 site visit	\$4,160
Total	\$69,700



Appendix A:

Water Quality Assessment

The water samples will be analysed by Cairns Regional Council Laboratory. The Cairns Regional Council Laboratory is NATA accredited. The sampling method will utilise sterile sample bottles and protocols provided by Cairns Regional Council Laboratory. Samples will be stored on ice and transported to the Cairns laboratory via Rex Airlines on the same day of sampling.

Proposed water quality analytes and guideline values

Result Name	Typical limit of Reporting	Unit	Primary Industries Guideline	Drinking Water Guideline
Fluoride	<0.02	mg/L	<2.0	<1.5
Sulphate	<1	mg/L	<1000	
Chloride	<0.5	mg/L	<25	
Total Dissolved Solids	<1	mg/L	<2000	
ICPOES Silicon	<0.2	mg/ L SiO2		
Calcium	<0.2	mg/L	<1000	
Magnesium	<0.05	mg/L	<2000	
Potassium	<0.15	mg/L		
Sodium	<0.15	mg/L	<115	
Total Hardness	<1	mg CaCO3 / L	<100	
Electrical Conductance	<2	µS/cm	<950	
pH	<0.1	.	5.5 - 7.5	
Total Alkalinity	<1.5	mg CaCO3 / L		
Turbidity	<0.1	NTU		
E coli	<1	CFU/100mL	<10	<1.0
ICPMS Aluminium	<0.015	mg/L	<5	
ICPMS Arsenic	<0.0002	mg/L	<0.1	<0.01
ICPMS Cadmium	<0.0001	mg/L	<0.01	<0.002
ICPMS Copper	<0.001	mg/L	<0.2	<2.0
ICPMS Iron	<0.015	mg/L	<0.2	
ICPMS Lead	<0.0005	mg/L	<2.0	<0.01
ICPMS Manganese	<0.0002	mg/L	<0.2	<0.5

Please note: this table has been prepared by Will Higham for specific purposes. Readers are advised to consult the Australian Water Quality Guidelines.



Soil Quality Assessment

The soil samples will be analysed by Nutrient Advantage Laboratory. The Nutrient Advantage Laboratory is NATA and ASPAC accredited. The sampling method will utilise protocols developed by Farmacist that meet the standards defined by Fertcare and Nutrient Advantage Laboratory. Samples will be transported to the Nutrient Advantage Laboratory via Australia Post (Express Post) from Mornington Island as soon as possible after sampling.

Proposed soil nutrition analytes

Soil Nutrition Analytes	Test Code	
	E73 (Topsoil 0-15cm)	E75 (Subsoil 15-30cm)
Ammonium N	✓	✓
Nitrate N	✓	✓
Phosphorus (Olsen)	✓	
Phosphorus (Colwell)	✓	
Phosphorus Buffer Index (PBI)	✓	
Exchangeable Calcium	✓	✓
Exchangeable Potassium	✓	✓
Exchangeable Magnesium	✓	✓
Exchangeable Sodium	✓	✓
Cation Exchange Capacity (CEC)	✓	✓
Exchangeable Aluminium (KCl)	✓	✓
Sulphur (KCl 40 °C)	✓	
Sulphur (MCP)		
pH (1:5 water)	✓	✓
pH (1:5 CaCl ₂)	✓	✓
Electrical Conductivity (1:5 water)	✓	✓
Chloride	✓	✓
Organic Carbon (Walkley & Black)	✓	
Texture (Hand Bolus)	✓	✓
Soil Colour	✓	✓
Boron (hot CaCl ₂)	✓	
Copper (DTPA)	✓	
Iron (DTPA)	✓	
Manganese (DTPA)	✓	
Zinc (DTPA)	✓	
Silicon (H ₂ SO ₄)	✓	
Phosphorus (BSES)	✓	
Silicon (CaCl ₂)	✓	
Buffer pH (lime requirement)		✓



Proposed soil contamination analytes

Soil Contamination Analytes	Test Code	
	17B1 (0-30cm)	17B1trace (0-30cm)
Total Phosphorus (ICPOES)	✓	
Total Aluminium (ICPOES)	✓	
Total Calcium (ICPOES)	✓	
Total Copper (ICPOES)	✓	
Total Iron (ICPOES)	✓	
Total Potassium (ICPOES)	✓	
Total Magnesium (ICPOES)	✓	
Total Manganese (ICPOES)	✓	
Total Sodium (ICPOES)	✓	
Total Nickel (ICPOES)	✓	
Total Sulphur (ICPOES)	✓	
Total Zinc (ICPOES)	✓	
Total Arsenic (ICPMS)		✓
Total Cadmium (ICPMS)		✓
Total Chromium (ICPMS)		✓
Total Molybdenum (ICPMS)		✓
Total Lead (ICPMS)		✓
Total Selenium (ICPMS)		✓
Total Vanadium (ICPMS)		✓



12 STAFF REPORTS - WORKPLACE HEALTH AND SAFETY**12.1 WORKPLACE HEALTH AND SAFETY (WHS)**

Author: WHS Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with a Workplace Health and Safety (WHS) update.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Meetings**

- Entry meeting with ACEO, Graham King
- Met with Baxter Rewald and Nathan Tuskes (Housing Supervisors) regarding current projects and the requirement for project safety management plans and Safe Work Method Statement (SWMS) for upcoming projects
- Met with Jarrod Martin regarding Sewerage Manhole safety issues and replacement
- Met with Ian McMaster regarding Workshop
- Met with Geoffrey Rewald regarding various issues regarding D&A testing
- Met with ACEO and Angela Bishop of TDDA regarding D&A testing to be conducted
- Met with Geoffrey Rewald regarding the housing staff re-electing a safety Rep as the previously elected person has resigned and left the Island and he has advised the staff a new election is to be conducted
- Met with David Adams at Bynoe regarding the new Food Van and conducted a food safety inspection
- Met with Animal Control officer Graham Edwards he would like to provide weekly toolbox talks to the Technical Services teams
- Met with Allan Seckington, Airport ARO and he has requested a small ice machine and Bundy Time clock be purchased and installed at the airport for hydration purposes
- The Technical Services workers during the heat stress toolbox session conducted requested camel back water carriers be purchased to assist with hydration when operating the plant and machinery
- Met with Geoffrey Rewald and he requested information regarding a suitable test and tag machine and tag printer
- Met with Norman Wilson at the Warehouse regarding the condition of the store's floors and subsequent build-up of dust and dirt, advised the floor scrubber is not working and needs replacing
- Met with Jayne Schulze regarding the replacement of the store floor scrubber
- Attended the MI Hospital with Geoffrey Rewald to arrange with the RN for the second round of drug testing to be conducted on the 13th of October
- Met with Richard Sewter and Brian Gabori regarding sourcing workers who would be trained as traffic controllers, they are to submit names of possible trainees
- Met with Councillor Dwayne Rogers and attended the landfill site to discuss the future Waste Management plans for the site

Drugs and Alcohol Testing conducted Tuesday 27 & Wednesday 28 September 2022

- 42 employees tested over the day and a half
- 62 went untested for various reasons e.g., Annual Leave, Sick Leave, Bereavement Leave, etc
- 1 worker failed the breath test for alcohol and was stood down, retested the next day, and returned to work
- 5 workers tested nonnegative for drugs, all 5 have been stood down and to be retested on the 13th of October

Site Visits/Inspections (site inspection checklists completed and loaded into SharePoint)

- Workshop
- Community
- Stores
- Landfill site
- Post Office
- Clear water treatment plant
- Various Work sites

RRWC

- 3 claims currently under review – review completed waiting for the final assessments and report by Local Government Workcare (LGW) to be handed down

WHS document review/provision

- Queensland Reconstruction Authority (QRA) Flood Damage Works –
 - Required SWMS completed
 - Traffic Management Plans completed
 - WHS Management Plan completed for the project
- Completed and submitted the Mobile Food Van Food Report as required by the *Food Act 2006* and Queensland Health
- As a result of safety concerns regarding the Sewage Pump Stations and modified safety gates to allow access to the sewage pumps, the safety gates have been removed and as such have created a fall from height risk, the gates do not meet with the relevant AS codes and WHS codes of practice. Quotes for new safety gates have been requested and now received reviewed to ensure the quoted products meet the required WHS codes of Practice and Australian standards
- 7 x SWMS (Plant and equipment) developed for Technical Services/Civil Crew
- Updated the WHS incident register
- Updated the Hazards register

WHS Training Conducted

- 1 x General induction training sessions for new staff, questionnaires completed by attendees.
- 1 x toolbox sessions, Tech Services

Incident Reports received

- 2 x incident reports received 2 x vehicle damage

Hazard Reports received (Hazard register updated)

- 7 x Hazard reports received and added to the register and to be actioned – 1 hazard required immediate attention as the risk was extreme, a septic tank lid has been burned to the extent the tank was completely open it is located at playground at the oval, the septic tank was barricaded off until a new lid is installed.

Next scheduled attendance to Council

- Arrive Monday 21 November 2022 depart Friday 2 December 2022.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report.

13 STAFF REPORTS - TECHNICAL SERVICES

Nil

14 STAFF REPORTS - INFRASTRUCTURE SERVICES

14.1 INFRASTRUCTURE AND TECHNICAL SERVICES VERBAL REPORT

Author: Executive Technical Services Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

Provided Council with a verbal Report of infrastructure and Technical Services Departments.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the verbal Report.

15 STAFF REPORTS - HOUSING REPORT**15.1 HOUSING REPORT**

Author: Executive Housing and Facilities Manager

Attachments:

1	Lot 911 Subdivision layout - option 1
2	Lot 911 Subdivision layout - option 2B
3	Lot 911 Subdivision layout - option 3B
4	Library Plan
5	Library Plan email
6	QBuild Program of Works Delivery FY23 (7-page attachment)
7	PO Jobs 2021-2022_Official Councillor Copy
8	Lot 9 Cemetery Accommodation

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The report below outlines the various works currently undertaken by the Housing Department.

1. CURRENT QBUILD WORKS PROGRAMS UNDERWAY**1.1 – 2021/22 QBuild Do & Charge Program**

Approximately 1657 jobs have been issued to date via the QBuild Portal for the current financial year. Approximately 300 jobs are yet to be completed and/or invoiced.

1.2 – 2022/23 QBuild Do & Charge Program

Approximately 197 jobs have been issued to date via the QBuild Portal for the current financial year. Some of these jobs rolled over from the last financial year.

1.3 – 2021/22 QBuild Purchase Orders Program

QBuild have issued 191 purchase orders for this financial year valued at \$4.1 million. 100 projects have been completed.

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

A total of 100 projects are 100% completed. 24 projects have commenced and are in the process of getting completed. The projects that have not commenced have been carried over for delivery in this financial year (FY23). We are still waiting for QBuild to scope 2022/23 projects.

1.4 – 2022/23 QBuild Purchase Orders Program

The Housing Department is awaiting the scope of works to be provided by QBuild and have requested to have all scope of works completed by the end of December 2022. We anticipate that between the months of January and February, we would commence with the estimations for all project works available to us.

We have identified a number of projects from the program of works earmarked for the island in the FY23 for delivery. A total of 38 projects has been selected for delivery ranging from full house upgrades, new kitchens, re-roofs, internal and external paints and new carport installations.

2. MSC TAVERN / KITCHEN WORKS

The Tavern Kitchen renovation works has commenced. We have engaged a hydraulics engineer to design the water, gas and drainage for the commercial kitchen to ensure it meets compliance requirements. Further works to commence after receipt of the engineering report and we anticipate receiving this within a few weeks. The Housing Department has engaged an electrical engineer to undertake a full electrical compliance for the building certification.

3. FUNDING WORKS

3.1 - \$2.35 Million Interim Capital Works Program (Completion Timeframe 2021/2022)

The Duplex and two Plug-Ins has been out to tender in the open market since Tuesday 4th October 2022. The tender closes on Thursday 27th October 2022. We have been informed that 34 Contractors have downloaded the tender documents for review. The tender scoring will start on Tuesday 1st November and will be completed on the Friday 4th November 2022 as per the schedule in the below table. We would be able to review all the contractors' tender prices and determine and recommend a successful tenderer by Friday 11th November 2022. This would give us the actual cost of each project, Duplex and the two Plugins.

Tender Tasks		Timeline
1	Tender released to the market	4 October 2022
2	Tender closing	27 October 2022
3	Evaluation completion	4 November 2022
4	Contract negotiations/contract preparation	11 November 2022
5	Recommendation report and Council approval	14 November 2022
6	Contract awarded and project commencement	25 November 2022

3.2 - \$7.328 Million Capital Housing Program (Completion Timeframe 2025)

The Department of Community, Housing and Digital Economy (DCHDE) recently advised Council that we have been approved for the \$7.328 Million and the first payment of 30% will be paid to the council in the next couple of weeks. As per our proposed funding schedule, this first payment is primarily for consultancy costs associated with full architecture designs, engineering, building approval and the tendering processes under each project. Upon completion of the tendering processes, the Council will receive the second payment (i.e., 60%) which is the delivery stage of the projects.

3.3 - \$1.36 Million 2020-21 COVID W4Q Program

The \$1.36 million funding includes the following projects:

- Council Accommodation at Lot 9 Cemetery Road per 9 SP 270889 (191 Cemetery Road)
- Lelka Murrin Covered Area/Renovation of Existing Toilet Block
- VAC Front Security Gate

3.3.1 - Council Accommodation at Lot 9 Cemetery Road (191 Cemetery Road)

We have engaged an external consultant to tender Council Accommodation project at Lot 9 Cemetery Road for delivery by an external contractor.

We have been in discussions with architects and structural engineers, and it has been suggested that it would be more cost effective to build the accommodation buildings as a highset construction.

An identified cost saving as a highset construction would include the removal of the carport and vehicles would be secured under the houses. Furthermore, there is a carport that was designed over a main sewer drain that would be very costly to the project however under a highset construction option would be cost effective. The concrete originally intended for the carports can be used for under the houses. Another benefit to a highset house construction would be a more secure house from vandalism.

The structural engineering consultants have designed the accommodation as a highset construction and the Building Certifier has approved these building drawings for both lowset and highset structures.

3.3.2 - Lelka Murrin Covered Area/Renovation of Existing Toilet Block

We are in the process of engaging an external contractor to commence works on the Lelka Murrin Covered Area Walkway.

3.3.3 - VAC Front Security Gate

The VAC Security Gate materials have been ordered and we are awaiting the gate to be built by the supplier and delivered to site. This project works will be undertaken by the Council's Fencing Crew.

3.4 – New Civic Centre / Council Administration Building

Council has recently completed the tender process and the contractor has been awarded for the delivery of this project. The contractor is in the process of finalising all drawings (engineering and architect drawings). The drawings are at 80% completion and the contractor will commence project upon consultation, review and approval from the consultants with final approval from Council.

3.5 – Council Library Building

It has been confirmed that we are able to utilise the remainder funds from the Council Civic Centre/Administration Building project. Approximately \$1.8 million is estimated to design and construct the new Library.

We have engaged a consultant and an architect to design the new library. There have been several concept drawings in consultation with the State Library of Queensland in relation to the design.

We finalised the concept drawings with the State Library team for this project and Council has approved this via a resolution in the last Council meeting.

We are awaiting the architecture's submission of a "Not for Construction" drawings for review and approval.

3.6 – Hospital Vacant Land / Splash Park / Pool

From the discussions during the August 2022 TWG meeting, there were several discussions relating to the proposed new town swimming pool and where it should be positioned due to the shortage of vacant Council land on the island.

It was suggested that there is the possibility of positioning the splash park and the swimming pool on the vacant land in front of the Hospital (Queensland Health). This would give the opportunity to have the two together for use by all Community members.

We are in the process of liaising with Queensland Health before we could proceed to the next stage.

3.7 – Lot 911 Subdivision

We have received three (3) draft layout designs from the Remote Indigenous Land and Infrastructure Program Office (RILIPO) under the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDATSIP) in relation to the subdivision of Lot 911 SP270889 Lardil Street.

The amended designs have been redrafted for Council to review. The engineer has given the Council three different designs that needs to be reviewed and approved before the Development Application approval.

Design factors to consider when selecting the design layouts, includes:

- Single women's units
- Community housing
- Council accommodation

3.8 – \$2 Million Motel and Accommodation Expansion

Council has received the 30% funding for this project. The Housing Department has engaged an electrical engineer to review the status of power supply to the Gym, Tavern and the Motel Laundry Area. We are awaiting a report and a full design layout for the electrical upgrade of the aforementioned properties.

FINANCIAL & RESOURCE IMPLICATIONS

The Department has persistent staffing issues relating to the attraction and retention of permanent employees.

The high 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.

The Housing Department is working closely with Human Resources Department to recruit more trade carpenters and a licenced plumber as per the Council-approved Department organisational structure.

Housing has filled all the trade assistant roles and one carpentry apprenticeship still needed to be filled once we have filled the carpenter vacancies.

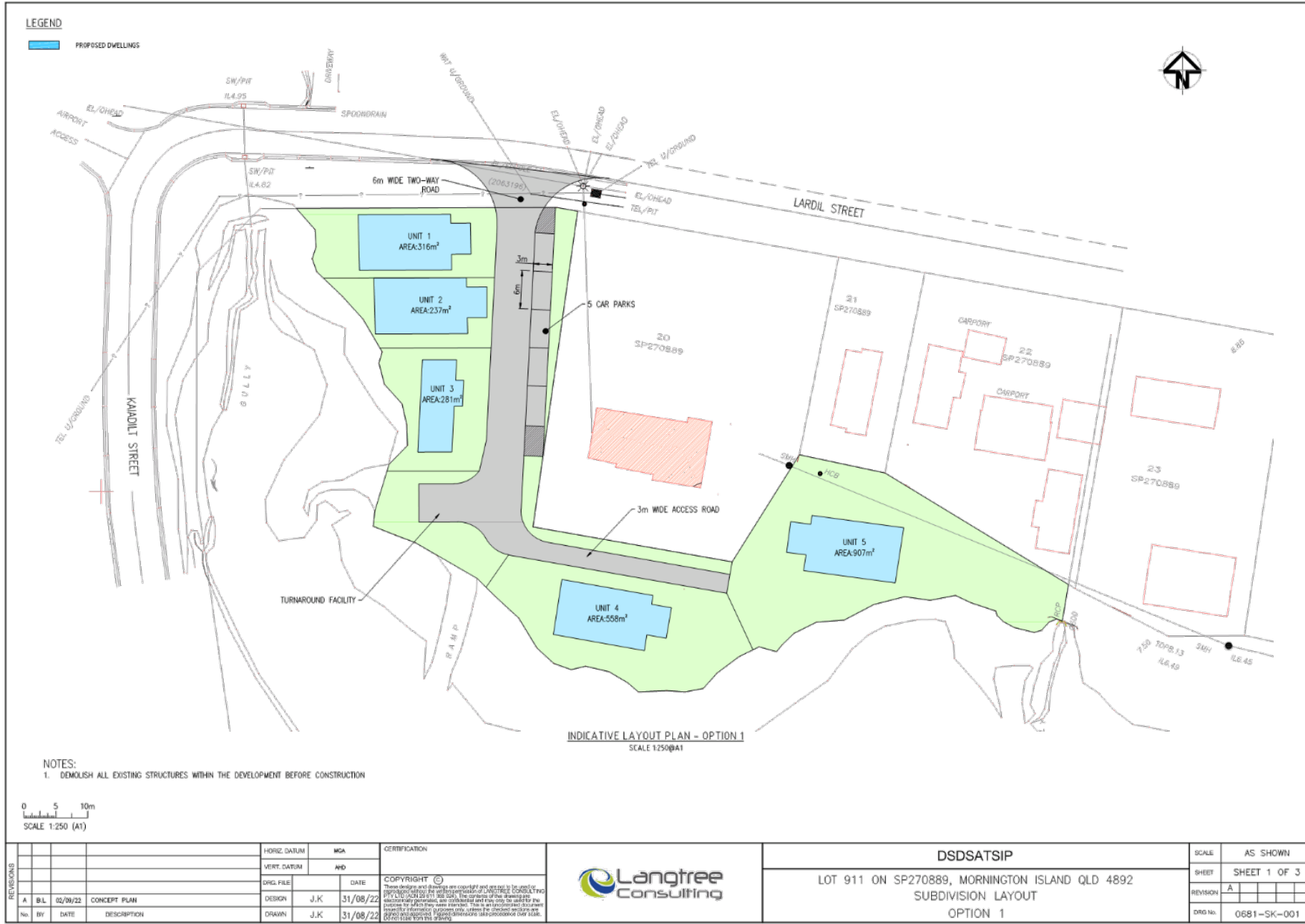
There is a position available for a full-time Estimator which is be advertised.

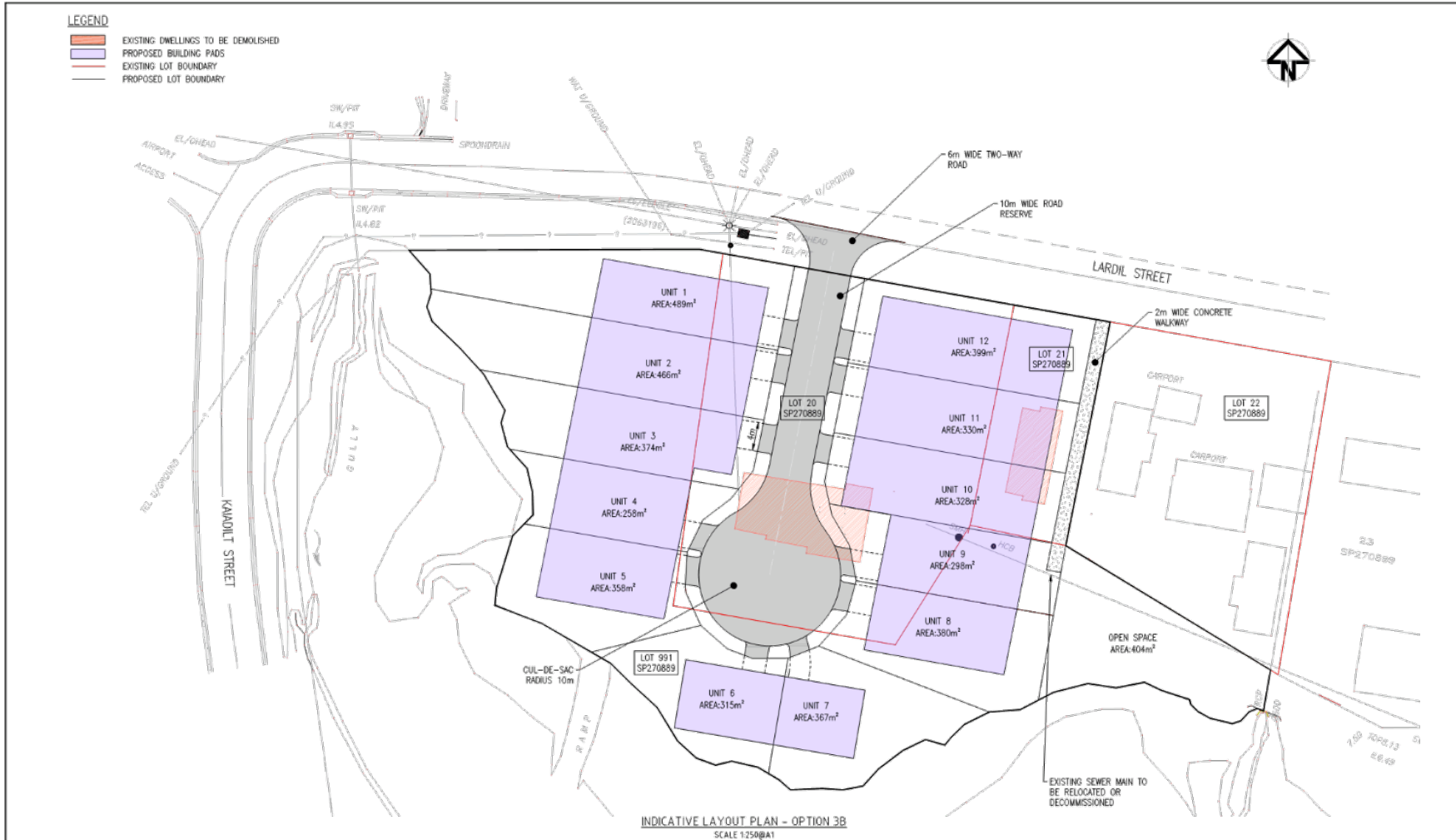
The Trainee Administration Officer has been selected and will commence employment with Council on the 25th October 2022.

RECOMMENDATION

That Council:

1. Note and accept this Report; and
2. For Lot 9 Cemetery Road Council Accommodation (refer item 3.3), to approve all buildings on this site to be constructed as highset buildings; and
3. For Lot 911 Subdivision (refer item 3.7), review the 3 draft layout design and select and approve 1 of the layout design; and
4. For Lot 911 Subdivision (refer item 3.7), that Council request RILIPO to progress with the development application (DA) for the approved layout design.

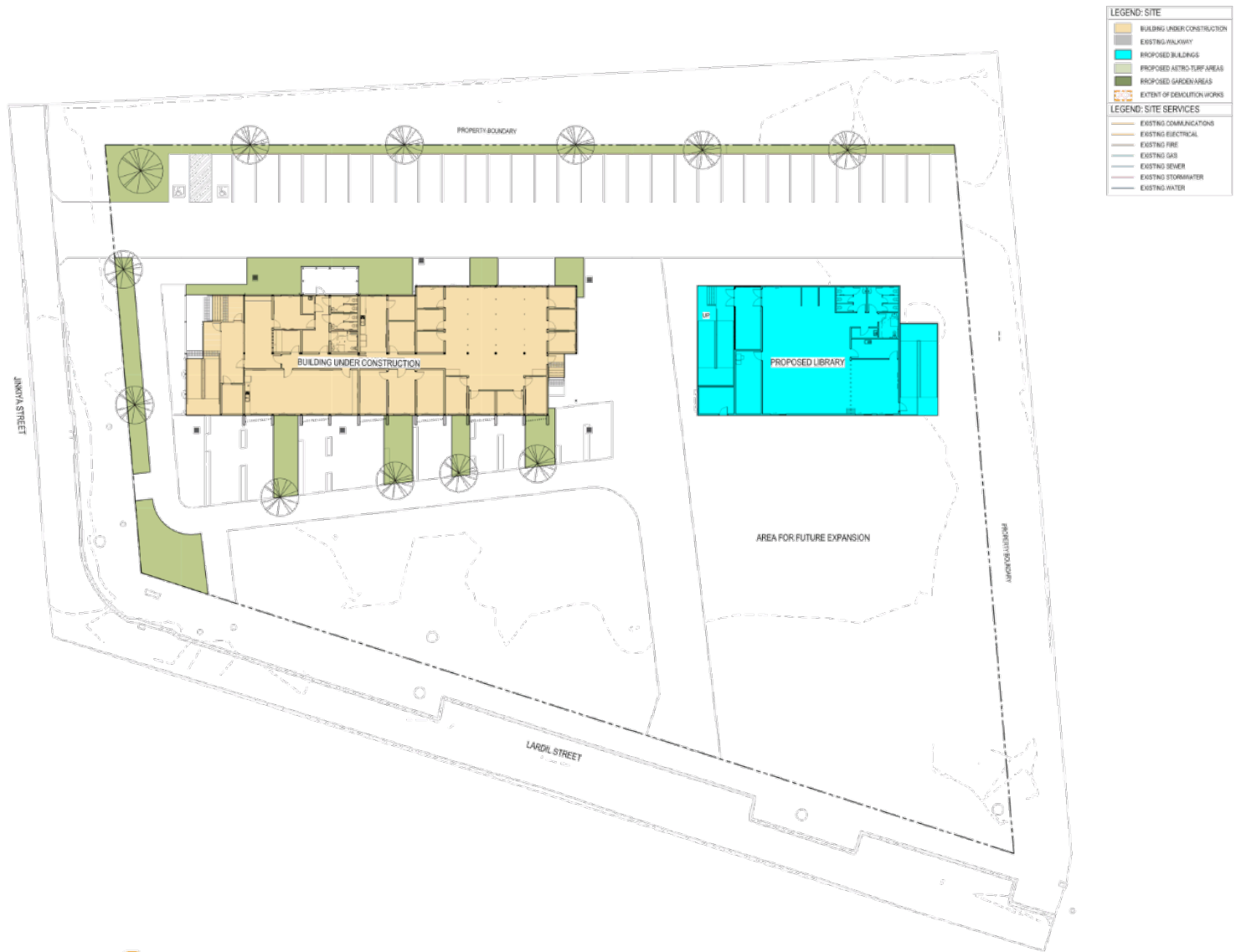




NOTES:
 1. DEMOLISH ALL EXISTING STRUCTURES WITHIN THE DEVELOPMENT BEFORE CONSTRUCTION



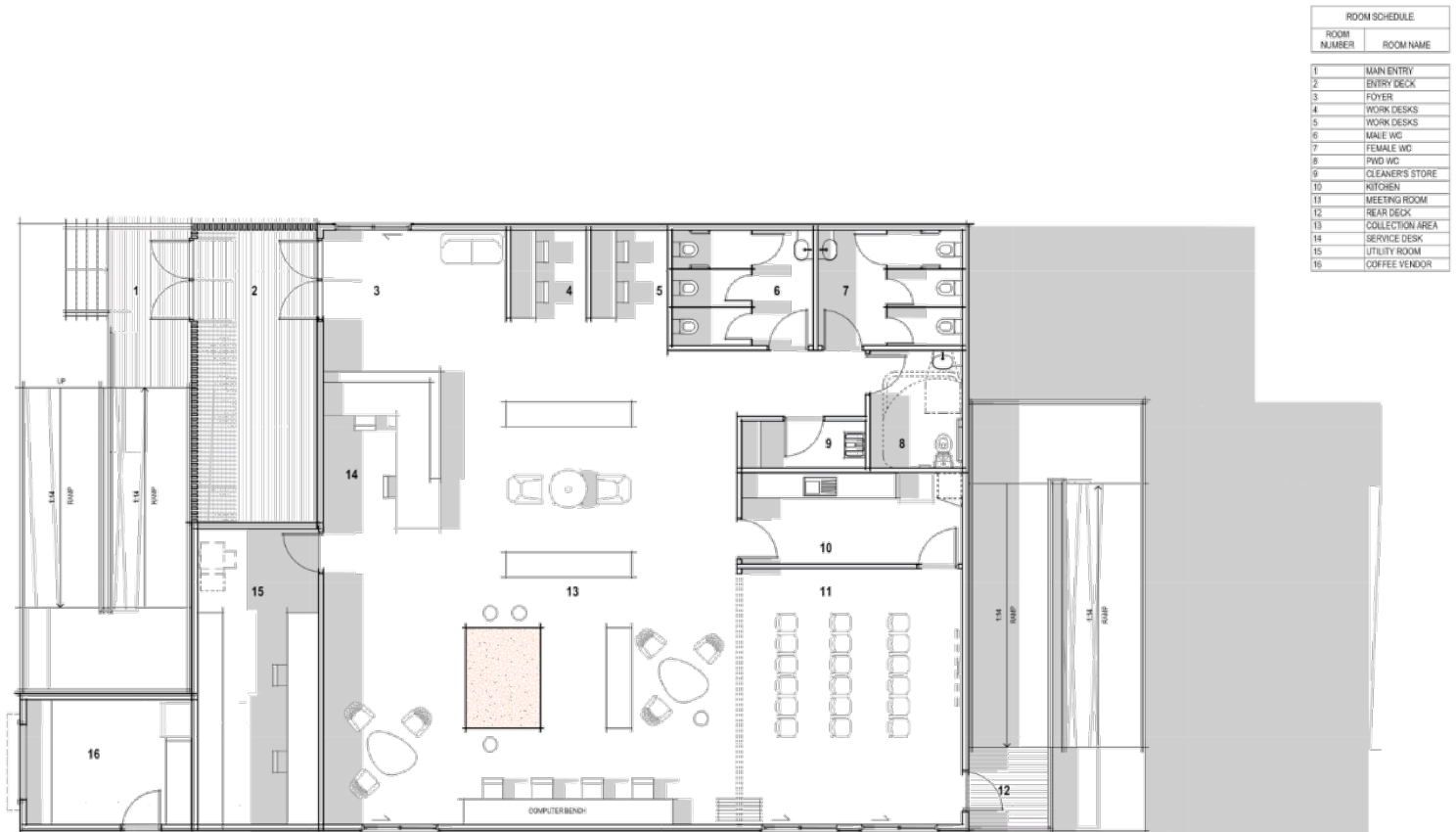
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MORNINGTON SHIRE COUNCIL LIBRARY

SITE PLAN - PROPOSED

01-05
21.10.22
As indicated



MORNINGTON SHIRE COUNCIL

MORNINGTON SHIRE COUNCIL LIBRARY

FLOOR PLAN - GROUND FLOOR

02-01
21.10.22
1:50 ,:100@A3

From: [Geoffrey Rewald](#)
To: [Dennis Butler](#)
Cc: [Graham King](#); [Louise Hunter](#)
Subject: MSC Library design for Councilors Meeting
Date: Sunday, 23 October 2022 11:55:00 AM
Attachments: [image001.png](#)
[221022_1 Library Plan.pdf](#)
[DOC221022-22102022235318.pdf](#)

Good morning Dennis,

I'll send a calendar request a meeting for tomorrow morning about the attached drawings.

Please see below discussions required for tomorrow's meeting.

- **Main Entry (1)**

- The double doors need to be steel gates for security purposes. Could be a perforated steel cultural design as per the front of the New Admin Building.
- The closed-in deck to have a cultural appealing look to it, if possible. Could be perforated screening cultural design to match the double gates. Doing this might reduce airflow and hot? The material will need to be non-combustion material.

- **Foyer (3)**

Window to move to above the lounge chair. This will make room for a Council notice board when entering the Library.

- **Male, Female and PWD WC,s (6, 7 & 8)**

- Male and female have long short windows
- PWD has the ramp landing on the external. We might not be able to have a window in this room. Mechanically exhaust might need to be used.

- **Meeting Room (11)**

Operable wall when closed to have a door to access the meeting room from the Collection area (13)

- **Service Desk (14)**

- Must have room for a photocopier so the staff can have easy access
- Desk to have a door access, preferred lockable for security reasons.

- **Toilets hallway**

I believe we should have a glass door at the entrance of the toilets and cleaners store. This would reduce smells coming into the Library but still be able to view library users accessing the toilets and Cleaner's Store.

- **Library front wall windows**

- We would like to have the external building to match the new Council Admin Building design.
- Windows will need to be high off the ground for security reasons. We have been boarding up all the windows on the Council buildings that are lower then 2100mm off the ground.

We have discussed with Brian about the possibility of moving the New Council Admin Building forward to allow more carparking at the back of the buildings. Could you please reposition the proposed Library closer to Lardil Street so there could be more car parking at the back of the building? We might require a pathway as well so that we can access the two buildings from the carpark. So definitely a walkway to be designed parallel to the car park area for WHS purposes in order to access both the Council Admin building and the Library.

I have cc'd Louise Hunter (of the QLD State Library) in this email in case she might want to give her comments regarding the drawings.

Regards,

Geoffrey Rewald | Executive Manager Housing and Facilities | Morningson Shire Council

1 Mission Road, Gununa, QLD 4892

Ph: 07 4745 7800

Mobile: 0429 264 356

Fax: 07 4745 7275

Email: housingmanager@morningson.qld.gov.au

Web: www.morningson.qld.gov.au



**MORNINGSOON
SHIRE COUNCIL**

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From: Dennis Butler <dennis@vabasis.com.au>

Sent: Saturday, 22 October 2022 4:15 PM

To: Geoffrey Rewald <housingmanager@morningson.qld.gov.au>

Cc: Graham King <aceo@morningson.qld.gov.au>

Subject: MSC Library design for Councilors Meeting

Geoffrey thanks so much for checking in. Guessing I got distracted and didn't send the plan.

Mornington Shire Council

2021-22 and 2022-23 Program Delivery Schedule

QBuild Ref (WO/Proj Number)	Project/Program	Program Year	Complex	Work Request / Project Description	Tender Dates	Planned Start Date	Planned Finish Date	Delivery Method (Select from Dropdown)
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 133 WENGKA ST MORNINGTON ISLAND	420 - CARPORT GARAGE UPGRADE UPGRADE WORK CLI 133 WENGKA ST MORNINGTON ISLAND CARPORTGAR AGE 2021 CLI 133 WENGKA ST MORNINGTON ISLAND 4871	QBuild scope works			Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 66 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK CLI 66 LARDIL ST MORNINGTON ISLAND REFURBISHMENTS 2021 CLI 66 LARDIL ST MORNINGTON ISLAND 4871	N/A	N/A	12/09/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 57 GUNKARRA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK CLI 57 GUNKARRA ST MORNINGTON ISLAND REFURBISHMENTS 2021 CLI 57 GUNKARRA ST MORNINGTON ISLAND 4871	N/A	N/A	19/09/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 69C WARDIRRKAN ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK 69C WARDIRRKAN STREET, MORNINGTON ISLAND REFUR BISHMENT CLI 69C WARDIRRKAN ST MORNINGTON ISLAND 4871	N/A	N/A	17/10/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 55 GUNKARRA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK CLI 55 GUNKARRA ST MORNINGTON ISLAND REFURBISHMENTS 2021 CLI 55 GUNKARRA ST MORNINGTON ISLAND 4871	Council has quoted			Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 34 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK CLI 34 LARDIL ST MORNINGTON ISLAND REFURBISHMENTS 2021 CLI 34 LARDIL ST MORNINGTON ISLAND 4871	N/A	N/A	30/11/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 149 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK 149 LARDIL ST MORNINGTON ISLAND REFURBISHMENT CLI 149 LARDIL ST MORNINGTON ISLAND 4871	N/A	12/09/2022	1/12/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 253 LARDIL ST MORNINGTON ISLAND	N3 - Repair Door Handles various External door handle is broken Location: House Reported by: Tenant Reported Name: MRS KELLY CHONG Tel: PH:0497752502 Home: 0458 651 764 DOGS DOOR HANDLES/KNOBBS AT PROPERTY ARE GETTING STUCK BACK DOOR, LAUNDRY DOOR, SECURITY DOORS BACK AND FRONT. TNT KELLY PH:0497752502 CLI 253 LARDIL ST MORNINGTON ISLAND 4871	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 253 LARDIL ST MORNINGTON ISLAND	N - REPLACE 3X SKYLIGHTS AS PER QUOTE DATED 10/09/21. PLEASE CALL PRIOR FOR ACCESS. MRS KELLY CHONG - Tel: PH:0497752502 - Home: 0458 651 764 - DOGS ON SITE ASSIGN MORN IS COUNCIL RMCBN 5/10/21	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 322 MUKAKIYA ST MORNINGTON ISLAND	N3 - REPAIR/REPLACE GAS STOVE Tenant Jane Ah Kit	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 69A WARDIRRKAN ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE WORK 69A WARDIRRKAN STREET, MORNINGTON ISLAND NQ009 0243 VARIOUS MINOR WORKS CLI 69A WARDIRRKAN ST MORNINGTON ISLAND 4871	N/A	N/A	31/10/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 74 DJINKIYA ST MORNINGTON ISLAND	N - INSP/TREAT WHITE ANTS Tenant: Ezra Scholes. Contact No. 0497 769 584 ASSIGN MORN IS COUNCIL RMCBN 19/10/21 COVID CLEAR REQ BY HSC	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 76 DJINKIYA ST MORNINGTON ISLAND	N3 - RPR GAS OVEN AND GRILL NOT WORKING AND 1 BURNER. PLEASE CONTACT KYM ON 0467 345 118 FOR ACCESS	N/A	complete	complete	Council

Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 249 WARDIRKAN ST MORNINGTON ISLAND	N3 - REPAIR BLOCKED DRAIN LEAKING THROUGH WALL Tenant Percy Peters	Council completed 100%			Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 20 LARDIL ST MORNINGTON ISLAND	U - REPAIR PIPE TO BACK YARD BURST TENANT: RON. NO PHONE. DOGS ON SITE ASSIGN MORN IS COUNCIL 1/11/21 12.46 CONFIRMED WITH JOHN.TG	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 286 MUKAKIYA ST MORNINGTON ISLAND	HIGH RISK - WORKING AT HEIGHTS - SWMS N3 - RPR LEAKING SKY LIGHT TO ROOF PLEASE ADVISE IF FURTHER TRADES ARE REQUIRED. TENANT: LESTER BEN - NO CONTACT DETAILS	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 205 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK 2122REFURBISHMENTS 205 LARDIL ST MORNINGTON ISLAND CLI 205 LARDIL ST MORNINGTON ISLAND 4871	N/A			Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 106 WURRURKU CR MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE WORK 2122REFURBISHMENTS 106 WURRURKU CR MORNINGTON ISLAND CLI 106 WURRURKU CR MORNINGTON ISLAND 4871	N/A	12/09/2022	30/12/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 98 WURRURKU CR MORNINGTON ISLAND	420 - CARPORT GARAGE UPGRADE UPGRADE WORK 1920CARPORTGARAGECLI 98 WURRURKU CL MORNINGTON ISLAND CLI 98 WURRURKU CL MORNINGTON ISLAND 4871	N/A	N/A	2/09/2022	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 325B MUKAKIYA ST MORNINGTON ISLAND	21/22 ATISHU - REPAIR BATHROOM SINK - BATH TUB AND TOILET BLOCKED CONTACT: BRIAN 0439 352 361 DOGS ON SITE CALL PRIOR ASSIGN M/ COUNCIL 18/11/21 1528 CONFIRMED WITH JOHN.TG REPORTED BY TYMAN - HSC INSP COVID CLEAR	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 326B MUKAKIYA ST MORNINGTON ISLAND	* REPLACE BATH TUB TAPS; TENANT CURRENTLY DOESN'T HAVE ANY TAPS AND WATER IS LEAKING THROUGH. PLEASE CHECK FOR GAS ON SITE AS THE TENANT IS STATING HE HAS NO HOT WATER. PLEASE CONTACT PRIOR TO ATTENDING PHILLIP 0458 165 483. *NO DOGS* COVID CLEAR ASSIGN TO MORNINGTON ISLAND COUNCIL CONFIRMED BY SALOTE @ 2.48PM	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 325A MUKAKIYA ST MORNINGTON ISLAND	21/22 ATISHU - REPAIR BATHROOM SINK - BATH TUB AND TOILET BLOCKED CONTACT: BRIAN 0439 352 361 DOGS ON SITE CALL PRIOR ASSIGN M/ COUNCIL 18/11/21 1528 CONFIRMED WITH JOHN.TG REPORTED BY TYMAN - HSC INSP COVID CLEAR THE BACK OF THE KITCHEN SINK, AND REPLACE MISSING SHOWER CURTAIN ROD. PLEASE CALL PRIOR FOR ACCESS. TENANT C: JAMAL THOMPSON PH: 0476 559 273	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 140 NGERRAWURN ST MORNINGTON ISLAND	U - RPR BEDROOM WINDOW AND FRONT DOOR Aluminium window cracked or broken Location: HOUSE Reported by: Tenant Reported Name: MR ROBIN KARYUKA Tel: 0000000000 Home: 0000000000 ATTN BRENDAN. UWT TEN WAS IN HOSPITAL. BREAK IN BROKEN BDRM WNDW. FRT DR DMGED AROUND LOCK BARREL SHOWING. CONTACT TEN DAUGHTER TRISHA PH 0407765747 CLI 140 N GERRAWURN ST MORNINGTON ISLAND 4871	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 165 DUNGAH CL MORNINGTON ISLAND	U - RPR BURST PIPE TO UNDER HOUSE PLEASE CONTACT PRIOR TO ATTENDING STANLEY 4714 9039. NO DOGS COVID CLEAR ASSIGN M/ COUNCIL	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 251 LARDIL ST MORNINGTON ISLAND	Water pipe burst or leaking Water pipe burst or leaking Location: Bathroom Reported by: Tenant Reported Name: MARJORIE LANDIS Tel: 0484923777 AT TN QBUILD: JAY DOGS ON PROPERTY PH: 0484923777 DAUGHTER FAYLENE BURSTLEAKING WATER PIPE LOCATED IN BATHROOM CLI 251 LARDIL ST MORNINGTON ISLAND 4871	N/A	complete	complete	Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	WIP - Carry Forward - 21-22 FYR	CLI 94 WURRURKU CR MORNINGTON ISLAND	N3 - REPAIR FRONT YARD TAP LEAKING CONTACT: ROWENA PH: 0486 020 244 DOGS ON SITE CALL PRIOR	N/A	complete	complete	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 168 DUNGAH CL MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 168 DUNGAH CLOSE, MORNINGTON ISLAND - BATHROOM CLI 168 DUNGAH CL MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 169 DUNGAH CL MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 169 DUNGAH CL, MORNINGTON ISLAND, QLD, 4871 CLI 169 DUNGAH CL MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	20/03/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 230A DUNLYU ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 230A DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 230A DUNLYU ST MORNINGTON ISLAND 4871				QBuild

	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 305 KIRDIKIR ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 305 KIRDIKIR ST, MORNINGTON ISLAND, QLD, 4871 CLI 305 KIRDIKIR ST MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	27/03/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 310A KIRDIKIR ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 310A KIRDIKIR ST, MORNINGTON ISLAND, QLD, 4871 CLI 310A KIRDIKIR ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 137 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 137 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 137 LARDIL ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 202 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 202 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 202 LARDIL ST MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	3/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 32 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 32 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 32 LARDIL ST MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	10/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 323 MUKAKIYA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 323 MUKAKIYA ST, MORNINGTON ISLAND, QLD, 4871 CLI 323 MUKAKIYA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 138 NGERRAWURN ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 138 NGERRAWURN ST, MORNINGTON ISLAND, QLD, 4871 CLI 138 NGERRAWURN ST MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	17/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 126 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 126 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 126 WENGA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 131 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 131 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 131 WENGA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 134 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 134 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 134 WENGA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 196 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 196 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 196 WENGA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 215 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 300 - KITCHEN- CLI 215 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 215 WENGA ST MORNINGTON ISLAND 4871	1/01/2023 open 4 weeks	6/03/2023	24/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 127 KARABAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 127 KARABAN ST, MORNINGTON ISLAND, QLD, 4871 CLI 127 KARABAN ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 307 KIRDIKIR ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 307 KIRDIKIR ST, MORNINGTON ISLAND, QLD, 4871 CLI 307 KIRDIKIR ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 311B KIRDIKIR ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 311B KIRDIKIR ST, MORNINGTON ISLAND, QLD, 4871 CLI 311B KIRDIKIR ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 309 MUKAKIYA ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 309 MUKAKIYA ST, MORNINGTON ISLAND, QLD, 4871 CLI 309 MUKAKIYA ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 241 WARDIRKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 241 WARDIRKAN ST, MORNINGTON ISLAND, QLD, 4871 CLI 241 WARDIRKAN ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 242 WARDIRKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 242 WARDIRKAN ST, MORNINGTON ISLAND, QLD, 4871 CLI 242 WARDIRKAN ST MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 94 WURRURKU CR MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 94 WURRURKU CR, MORNINGTON ISLAND, QLD, 4871 CLI 94 WURRURKU CR MORNINGTON ISLAND 4871				QBuild
	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 285A YARRBARKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 306 - FLOORING- CLI 285A YARRBARKAN ST, MORNINGTON ISLAND, QLD, 4871 CLI 285A YARRBARKAN ST MORNINGTON ISLAND 4871				QBuild

HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	320 - ROOFING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 320 - ROOFING- CLI 226 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 226 DUNLYU ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 56 GUNKARRA ST MORNINGTON ISLAND	320 - ROOFING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 320 - ROOFING- CLI 56 GUNKARRA ST, MORNINGTON ISLAND, QLD, 4871 CLI 56 GUNKARRA ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 19 LARDIL ST MORNINGTON ISLAND	320 - ROOFING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 320 - ROOFING- CLI 19 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 19 LARDIL ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 226 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 226 DUNLYU ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 306 KIRDIKIR ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 306 KIRDIKIR ST, MORNINGTON ISLAND, QLD, 4871 CLI 306 KIRDIKIR ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 202 LARDIL ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 202 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 202 LARDIL ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 322 MUKAKIYA ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 322 MUKAKIYA ST, MORNINGTON ISLAND, QLD, 4871 CLI 322 MUKAKIYA ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 138 NGERRAWURN ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 138 NGERRAWURN ST, MORNINGTON ISLAND, QLD, 4871 CLI 138 NGERRAWURN ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 87 WURRURKU CR MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 330 - BATHROOM- CLI 87 WURRURKU CL, MORNINGTON ISLAND, QLD, 4871 CLI 87 WURRURKU CL MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 125 LARDIL ST MORNINGTON ISLAND	420 - CARPORT GARAGE UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 420 - CARPORT - GARAGE- CLI 125 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 125 LARDIL ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 79 DJINKIYA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 445 - REFURBISHMENTS- CLI 79 DJINKIYA ST, MORNINGTON ISLAND, QLD, 4871 CLI 79 DJINKIYA ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 167 DUNGAH CL MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 445 - REFURBISHMENTS- CLI 167 DUNGAH CL, MORNINGTON ISLAND, QLD, 4871 CLI 167 DUNGAH CL MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 13 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 445 - REFURBISHMENTS- CLI 13 LARDIL ST, MORNINGTON ISLAND, QLD, 4871 CLI 13 LARDIL ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 214 WENGA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 445 - REFURBISHMENTS- CLI 214 WENGA ST, MORNINGTON ISLAND, QLD, 4871 CLI 214 WENGA ST MORNINGTON ISLAND 4871					QBuild
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 225 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 345 - OTHER UPGRADES- CLI 225 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 225 DUNLYU ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 345 - OTHER UPGRADES- CLI 226 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 226 DUNLYU ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 227 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 345 - OTHER UPGRADES- CLI 227 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 227 DUNLYU ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 228 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 345 - OTHER UPGRADES- CLI 228 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 228 DUNLYU ST MORNINGTON ISLAND 4871					Council
HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 229 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23- RIH 345 - OTHER UPGRADES- CLI 229 DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 229 DUNLYU ST MORNINGTON ISLAND 4871					Council

	HOUSING NAHA UPGRADE PROGRAMS	Carry Forward - 21-22 FYR	CLI 230A DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 22/23-RIH 345 - OTHER UPGRADES- CLI 230A DUNLYU ST, MORNINGTON ISLAND, QLD, 4871 CLI 230A DUNLYU ST MORNINGTON ISLAND 4871					Council
Approved	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 79 DJINKIYA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE	N/A			15/12/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 169 DUNGAH CL MORNINGTON ISLAND	300 - KITCHEN UPGRADE	1/01/2023 open 4 weeks	24/04/2023		15/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 305 KIRDIKIR ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE	1/01/2023 open 4 weeks	24/04/2023		22/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 202 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE	1/01/2023 open 4 weeks	24/04/2023		29/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 138 NGERRAWURN ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE	1/01/2023 open 4 weeks	24/04/2023		5/06/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 215 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE	1/01/2023 open 4 weeks	24/04/2023		12/06/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	320 - ROOFING UPGRADE	15/02/2023 open 4 weeks	27/03/2023		1/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 56 GUNKARRA ST MORNINGTON ISLAND	320 - ROOFING UPGRADE	15/02/2023 open 4 weeks	27/03/2023		8/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 19 LARDIL ST MORNINGTON ISLAND	320 - ROOFING UPGRADE	15/02/2023 open 4 weeks	27/03/2023		15/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 125 LARDIL ST MORNINGTON ISLAND	420 - CARPORT GARAGE UPGRADE	1/12/2022 open 4 weeks	20/02/2023		6/03/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 225 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	27/02/2023		20/03/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	27/02/2023		20/03/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 227 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	20/03/2023		1/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 228 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	20/03/2023		1/04/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 229 DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	1/04/2023		5/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 230A DUNLYU ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE	01/12/2023 open 8 weeks	1/04/2023		5/05/2023	Council
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 230A DUNLYU ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 310A KIRDIKIR ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 137 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 32 LARDIL ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 323 MUKAKIYA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 126 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 131 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 134 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 196 WENGA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 127 KARABAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 307 KIRDIKIR ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 311B KIRDIKIR ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 309 MUKAKIYA ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 241 WARDIRKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 242 WARDIRKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 94 WURRURKU CR MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 285A YARRBARKAN ST MORNINGTON ISLAND	306 - FLOOR COVERING UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 226 DUNLYU ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 306 KIRDIKIR ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 202 LARDIL ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 322 MUKAKIYA ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 138 NGERRAWURN ST MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 87 WURRURKU CR MORNINGTON ISLAND	330 - BATHROOM UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 167 DUNGAH CL MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 13 LARDIL ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 214 WENGA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 157C MAARNMAARN KATHA ST MORNINGTON ISLAND	300 - KITCHEN UPGRADE UPGRADE QUOTE ONLY 157C MAARNMAARN KATHA STREET, MORNINGTON ISLAND - KITCHEN CLI 157C MAARNMAARN KATHA ST MORNINGTON ISLAND 4871					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 74 DJINKIYA ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 74 DJINKIYA STREET, MORNINGTON ISLAND - REFURBISHMENTS CLI 74 DJINKIYA ST MORNINGTON ISLAND 4871					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 54 WARDIRKAN ST MORNINGTON ISLAND	445 - REFURBISHMENTS UPGRADE UPGRADE QUOTE ONLY 54 WARDIRKAN STREET, MORNINGTON ISLAND - REFURBISHMENTS CLI 54 WARDIRKAN ST MORNINGTON ISLAND 4871					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 76 DJINKIYA ST MORNINGTON ISLAND	345 - OTHER UPGRADING UPGRADE UPGRADE QUOTE ONLY 76 DJINKIYA STREET, MORNINGTON ISLAND - OTHER UPGRADES CLI 76 DJINKIYA ST MORNINGTON ISLAND 4871					QBuild

	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 96 WURRURKU CR MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 96 WURRURKU CRESCENT, MORNINGTON ISLAND - BATHROOM CLI 96 WURRURKU CR MORNINGTON ISLAND 4871					QBuild
	HOUSING NAHA UPGRADE PROGRAMS	2022-23 FYR	CLI 103 WURRURKU CR MORNINGTON ISLAND	330 - BATHROOM UPGRADE UPGRADE QUOTE ONLY 103 WURRURKU CRESCENT, MORNINGTON ISLAND - BATHROOM CLI 103 WURRURKU CR MORNINGTON ISLAND 4871					QBuild
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 67 LARDIL ST MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	30/11/2022	30/01/2023		Council
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 125 LARDIL ST MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	N/A	12/09/2022		Council
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 99 WURRURKU CR MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	N/A	30/09/2022		Council
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 97 WURRURKU CR MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	N/A	30/11/2022		Council
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 159 NGERRAWURN ST MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	N/A	30/09/2022		Council
Approved	NAHA UPGRADE - Dismods	WIP - Carry Forward - 21-22 FYR	CLI 142 NGERRAWURN ST MORNINGTON ISLAND	430 - DISABILITY MODS UPGRADE	N/A	30/11/2022	31/12/2022		Council
Approved	NAHA PAINT PROGRAM	WIP - Carry Forward - 21-22 FYR	CLI 193 JIMBARN ST MORNINGTON ISLAND	210 Int Repaint	N/A	complete	complete		Council
Approved	NAHA PAINT PROGRAM	WIP - Carry Forward - 21-22 FYR	CLI 193 JIMBARN ST MORNINGTON ISLAND	215 Int Pre Paint Maint	N/A	complete	complete		Council
Approved	NAHA PAINT PROGRAM	WIP - Carry Forward - 21-22 FYR	CLI 193 JIMBARN ST MORNINGTON ISLAND	205 Ext Pre Paint Maint	N/A	complete	complete		Council
Approved	NAHA PAINT PROGRAM	WIP - Carry Forward - 21-22 FYR	CLI 193 JIMBARN ST MORNINGTON ISLAND	200 Ext Repaint	N/A	complete	complete		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318B WANGI CL MORNINGTON ISLAND	200 Ext Repaint	28/02/2023 open 3 weeks	3/04/2023	24/04/2023		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318B WANGI CL MORNINGTON ISLAND	205 Ext Pre Paint Maint	28/02/2023 open 3 weeks	3/04/2023	24/04/2023		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318B WANGI CL MORNINGTON ISLAND	210 Int Repaint	28/02/2023 open 3 weeks	3/04/2023	24/04/2023		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318A WANGI CL MORNINGTON ISLAND	210 Int Repaint	28/02/2023 open 3 weeks	3/04/2023	8/05/2023		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318B WANGI CL MORNINGTON ISLAND	215 Int Pre Paint Maint	28/02/2023 open 3 weeks	3/04/2023	8/05/2023		Council
	NAHA PAINT PROGRAM	2022-23 FYR	CLI 318A WANGI CL MORNINGTON ISLAND	215 Int Pre Paint Maint	28/02/2023 open 3 weeks	3/04/2023	8/05/2023		Council

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Date Recd	P/O Number	Item Number	W/O Number	Address	Description of Works	Notes
23/07/2021	B43980	1	16925145	Mornington Island State School	Carry Out Pest Control	COMPLETED & INVOICED
23/09/2021	B46058	1	17007275	Mornington Island Police Station	Replace Toilet and Basin Combo	COMPLETED & INVOICED
8/10/2021	B46559	1	16729335	PCYC	Roller Doors x 10	COMPLETED & INVOICED
8/10/2021	B46559	1	16729335	PCYC	Downpipe Works	COMPLETED & INVOICED
8/10/2021	B46559	1	16729335	PCYC	Pit Repairs	COMPLETED & INVOICED
8/10/2021	B46559	1	16729335	PCYC	External Lighting	COMPLETED & INVOICED
8/10/2021	B46559	2	16717718	57 Gunkarra Street	Full Renovation	95%
8/10/2021	B46559	3	16782360	34 Lardil Street	Full Renovation	75%
8/10/2021	B46559	4	16678328	509B Lardil Street (508 Lardil Res 36B)	External Painting	COMPLETED & INVOICED
8/10/2021	B46559	5	16678311	509A Lardil Street (508 Lardil Res 36A)	External Painting	COMPLETED & INVOICED
8/10/2021	B46559	6	16717722	69C Wardirrkkan Street	Full Renovation	50%
8/10/2021	B46559	7	16681264	66 Lardil Street	Full Renovation	95%
8/10/2021	B46559	8	16787393	149 Lardil Street	Full Renovation	50%
8/10/2021	B46559	9	16721133	Mornington Island Police Station	Floor Covering & New Kitchen	25%
8/10/2021	B46559	10	16453734	152 Lardil Street	Demolition & Asbestos Removal	COMPLETED & INVOICED
28/10/2021	B47302	1	17058690	35A Lardil Street	Rectify Solar Panel	COMPLETED & INVOICED
2/11/2021	B47424	1	17058709	132 Wengka Street	Concrete	COMPLETED & INVOICED
2/11/2021	B47424	2	17058709	132 Wengka Street	Carport	COMPLETED & INVOICED
2/11/2021	B47442	1	17049209	9 Lardil Street	Carport Upgrade	COMPLETED & INVOICED
2/11/2021	B47442	2	17081143	228 Dunlyu Street	Carport Upgrade	COMPLETED & INVOICED
2/11/2021	B47442	3	17081143	228 Dunlyu Street	Carport Concrete	COMPLETED & INVOICED
2/11/2021	B47442	4	17081140	54 Wardirrkkan Street	Carport Upgrade	COMPLETED & INVOICED
2/11/2021	B47442	5	17081140	54 Wardirrkkan Street	Carport Concrete	COMPLETED & INVOICED
2/11/2021	B47442	6	17081140	54 Wardirrkkan Street	Stump Removal	COMPLETED & INVOICED
2/11/2021	B47457	1	17049213	97 Wurrurku Crescent	Concrete Works	COMPLETED & INVOICED
2/11/2021	B47457	2	17049213	97 Wurrurku Crescent	Carport Upgrade	COMPLETED & INVOICED
2/11/2021	B47457	3	17090063	101 Wurrurku Cres	Carport Concrete	COMPLETED & INVOICED
2/11/2021	B47457	4	17090063	101 Wurrurku Cres	Carport	COMPLETED & INVOICED
2/11/2021	B47457	5	17090112	320 Wangi Close	Carport Upgrade	COMPLETED & INVOICED
2/11/2021	B47457	6	17090112	320 Wangi Close	Carport Concrete	COMPLETED & INVOICED
3/11/2021	B47515	1	17063531	MI State School	Kindy Security Fencing (001)	COMPLETED & INVOICED
3/11/2021	B47515	2	17063531	MI State School	Kindy Security Fencing (002) Variation Front gates	COMPLETED & INVOICED
10/11/2021	B47755	1	17076015	295 Mukakiya	External Dismod	COMPLETED & INVOICED
11/11/2021	B47828	1	17076021	77 Djinkiya Street	Refurbishment	COMPLETED & INVOICED
11/11/2021	B47828	2	17076022	79 Djinkiya Street	Refurbishment	
11/11/2021	B47828	3	17076016	205 Lardil Street	Refurbishment	75%
11/11/2021	B47828	4	17049214	69A Wardirrkkan Street	Refurbishment	50%
11/11/2021	B47828	5	17076017	106 Wurrurku Crescent	Refurbishment	25%

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11/11/2021	B47828	6	17081164	212 Wengka Street	Refurbishment	75%
12/11/2021	B47862	1	17077621	98 Wurrurku Crescent	Supply & install Carport	COMPLETED & INVOICED
12/11/2021	B47862	2	17077621	98 Wurrurku Crescent	Supply & install Concrete	COMPLETED & INVOICED
3/11/2021	B47522	1	17058421	45 Wardirrkkan Street	Carport Upgrade	
3/11/2021	B47522	2	17058421	45 Wardirrkkan Street	Concrete Works	
18/11/2021	B48146	1	17090064	70 Wardirrkkan Street	Roof Replacement	
23/11/2021	B48323	1	17083846	150 Lardil Street	Internal & External Clean	
23/11/2021	B48323	2	17083846	150 Lardil Street	Internal & External Jambes	
23/11/2021	B48323	3	17083846	150 Lardil Street	New Robes	50%
23/11/2021	B48323	4	17083846	150 Lardil Street	External Door and Weather Seal	
23/11/2021	B48323	5	17083846	150 Lardil Street	Gas Bottle Storage	
23/11/2021	B48323	6	17083846	150 Lardil Street	Yard Works & Downpipe Gutter Works	
23/11/2021	B48323	7	17083846	150 Lardil Street	Electrical Works	COMPLETED & INVOICED
23/11/2021	B48323	8	17083846	150 Lardil Street	Plumbing Works	
23/11/2021	B48323	9	17083846	150 Lardil Street	Bathroom & WC Upgrade	
23/11/2021	B48323	10	17083846	150 Lardil Street	Kitchen Upgrade	50%
23/11/2021	B48323	11	17083846	150 Lardil Street	Laundry Works	
23/11/2021	B48323	12	17083846	150 Lardil Street	Flooring	
23/11/2021	B48323	13	17083846	150 Lardil Street	Internal Paint	COMPLETED & INVOICED
23/11/2021	B48323	14	17083846	150 Lardil Street	External Paint	COMPLETED & INVOICED
23/11/2021	B48341	1	17083847	62 Wardirrkkan Street	Internal Clean	COMPLETED & INVOICED
23/11/2021	B48341	2	17083847	62 Wardirrkkan Street	Wall Patch & Internal Door Works	COMPLETED & INVOICED
23/11/2021	B48341	3	17083847	62 Wardirrkkan Street	Window Works & Shelving Works	COMPLETED & INVOICED
23/11/2021	B48341	4	17083847	62 Wardirrkkan Street	External Clean	COMPLETED & INVOICED
23/11/2021	B48341	5	17083847	62 Wardirrkkan Street	Hardiplank & Gas Bottle Storage	COMPLETED & INVOICED
23/11/2021	B48341	6	17083847	62 Wardirrkkan Street	Handrails	
23/11/2021	B48341	7	17083847	62 Wardirrkkan Street	Floor & FC Sheeting	
23/11/2021	B48341	8	17083847	62 Wardirrkkan Street	Yard Works Gutter Clean & Downpipe Works	
23/11/2021	B48341	9	17083847	62 Wardirrkkan Street	Electrical Works	
23/11/2021	B48341	10	17083847	62 Wardirrkkan Street	Plumbing Works	
23/11/2021	B48341	11	17083847	62 Wardirrkkan Street	Bathroom Works	COMPLETED & INVOICED
23/11/2021	B48341	12	17083847	62 Wardirrkkan Street	Kitchen Works	
23/11/2021	B48341	13	17083847	62 Wardirrkkan Street	Laundry Works	
23/11/2021	B48341	14	17083847	62 Wardirrkkan Street	Flooring	
23/11/2021	B48341	15	17083847	62 Wardirrkkan Street	Internal Paint	COMPLETED & INVOICED
23/11/2021	B48341	16	17083847	62 Wardirrkkan Street	External Paint	COMPLETED & INVOICED
29/11/2021	B48568	1	17099076	267 Ngerrawurn - Unit 1A	Benchtop	COMPLETED & INVOICED
29/11/2021	B48568	2	17099077	267 Ngerrawurn - Unit 1A	Blinds	
29/11/2021	B48568	3	17099078	267 Ngerrawurn - Unit 2A	Replace Front Door	COMPLETED & INVOICED
29/11/2021	B48568	4	17099080	267 Ngerrawurn - Unit 2A	Blinds	
29/11/2021	B48568	5	17099081	267 Ngerrawurn - Unit 4B	Benchtop	COMPLETED & INVOICED
29/11/2021	B48568	6	17099083	267 Ngerrawurn - Unit 5C	Blinds	
29/11/2021	B48568	7	17099086	267 Ngerrawurn - Unit 6C	Blinds	
29/11/2021	B48568	8	17099299	509 Lardil Street - Res 35A	Front Veranda	COMPLETED & INVOICED
29/11/2021	B48568	9	17099298	509 Lardil Street - Res 35B	Front Veranda	COMPLETED & INVOICED
29/11/2021	B48568	10	17099301	509 Lardil Street - Res 36A	Stairs	COMPLETED & INVOICED

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Date Recd	P/O Number	Item Number	W/O Number	Address	Description of Works	Notes
29/11/2021	B48568	11	17099302	509 Lardil Street - Res 36A	Punch Nails	COMPLETED & INVOICED
29/11/2021	B48568	12	17099304	509 Lardil Street - Res 36A	Dog Boards	COMPLETED & INVOICED
29/11/2021	B48568	13	17099305	509 Lardil Street - Res 36A	Rear Veranda	COMPLETED & INVOICED
29/11/2021	B48568	14	17099300	509 Lardil Street - Res 36B	Punch Nails	COMPLETED & INVOICED
29/11/2021	B48568	15	17099091	509 Lardil Street - Res 36B	Rear Veranda	COMPLETED & INVOICED
29/11/2021	B48568	16	17157519	267 Ngerrawurn WS159151 Item 15	Fencing Upgrade	
29/11/2021	B48568	17	17157550	267 Ngerrawurn - Unit 1	Security Screens	
29/11/2021	B48568	18	17157557	267 Ngerrawurn - Unit 2 WS 159151 Item 17	Security Screen Upgrade	
29/11/2021	B48578	1	17058423	72 Djnkiya Street	Plumbing Concrete Painting Works	COMPLETED & INVOICED
29/11/2021	B48588	1	17097507	40 Marndatharkan Street	Roof Upgrade	
30/11/2021	B48620	1	17097547	148C Dungah Close	Internal Clean	
30/11/2021	B48620	2	17097547	148C Dungah Close	Patches	COMPLETED & INVOICED
30/11/2021	B48620	3	17097547	148C Dungah Close	Door & Door Stops	COMPLETED & INVOICED
30/11/2021	B48620	4	17097547	148C Dungah Close	New Wardrobes	50%
30/11/2021	B48620	5	17097547	148C Dungah Close	External Clean & General	COMPLETED & INVOICED
30/11/2021	B48620	6	17097547	148C Dungah Close	External Door a& Weather Seals	COMPLETED & INVOICED
30/11/2021	B48620	7	17097547	148C Dungah Close	External FC Sheeting	COMPLETED & INVOICED
30/11/2021	B48620	8	17097547	148C Dungah Close	Clothes Line & Chain Link Fence	
30/11/2021	B48620	9	17097547	148C Dungah Close	Yard & Tree Works	
30/11/2021	B48620	10	17097547	148C Dungah Close	Gutter Clean	
30/11/2021	B48620	11	17097547	148C Dungah Close	Electrical	COMPLETED & INVOICED
30/11/2021	B48620	12	17097547	148C Dungah Close	Plumbing	COMPLETED & INVOICED
30/11/2021	B48620	13	17097547	148C Dungah Close	Kitchen	25%
30/11/2021	B48620	14	17097547	148C Dungah Close	Bathroom	COMPLETED & INVOICED
30/11/2021	B48620	15	17097547	148C Dungah Close	Toilet	50%
30/11/2021	B48620	16	17097547	148C Dungah Close	Laundry	COMPLETED & INVOICED
30/11/2021	B48620	17	17097547	148C Dungah Close	Flooring	25%
30/11/2021	B48620	18	17097547	148C Dungah Close	New Windows & Screens	50%
30/11/2021	B48620	19	17097547	148C Dungah Close	Internal Paint	COMPLETED & INVOICED
30/11/2021	B48620	20	17097547	148C Dungah Close	External Paint	COMPLETED & INVOICED
30/11/2021	B48620	21	17097547	148C Dungah Close	Pest & Termite Treatment	
2/12/2021	B48736	1	17049174	23 Lardil Street	Roof Upgrade	
15/12/2021	B49356	1	17124071	67 Lardil Street	Disability Modification	
15/12/2021	B49356	2	17125277	97 Wurrurku Crescent	Bathroom Works Dismod	
15/12/2021	B49356	3	17125277	97 Wurrurku Crescent	Doorway Works Dismod	
15/12/2021	B49356	4	17125277	97 Wurrurku Crescent	External Works Dismod	75%
15/12/2021	B49356	5	17124116	125 Lardil Street	Toilet Works Dismod	50%
15/12/2021	B49356	6	17124116	125 Lardil Street	Doorway Works Dismod	COMPLETED & INVOICED
15/12/2021	B49356	7	17124116	125 Lardil Street	External Works Dismod	75%
15/12/2021	B49356	8	17124116	125 Lardil Street	Lighting Works Dismod	
15/12/2021	B49356	9	17124118	99 Wurrurku Crescent	Ramps & Wedges Dismod	75%
15/12/2021	B49356	10	17124118	99 Wurrurku Crescent	Doorway Works Dismod	COMPLETED & INVOICED
16/12/2021	B49466	1	17103680	MI State School	Carpet Installation	COMPLETED & INVOICED
16/12/2021	B49466	2	17103679	MI State School	Full Paint	COMPLETED & INVOICED
16/12/2021	B49466	3	17103680	MI State School	H Block Floor Repairs	COMPLETED & INVOICED

https://mscit.sharepoint.com/sites/Housing/Shared Documents/BAS/Purchase Orders/[PO Jobs 2021-2022_Official Councillor Copy.xlsx]POs from 01.07.21

178 BASFW2 - PO Jobs for 2021-2022						GL Revenue A/c
Date Recd	P/O Number	Item Number	W/O Number	Address	Description of Works	Notes
20/12/2021	B49557	1	16989362	193 Jimbarn Street	Internal Repair	COMPLETED & INVOICED
20/12/2021	B49557	2	16989518	23 Lardil Street	Internal Repair	COMPLETED & INVOICED
20/12/2021	B49557	3	16989491	23 Lardil Street	External Repair	COMPLETED & INVOICED
20/12/2021	B49557	4	16989400	193 Jimbarn Street	Internal Prepaint Maintenance Line Item 2	COMPLETED & INVOICED
20/12/2021	B49557	5	16989546	23 Lardil Street	Internal Prepaint Maintenance Line Item 4	COMPLETED & INVOICED
20/12/2021	B49557	6	16989498	23 Lardil Street	External Prepaint Maintenance Line Item 6	COMPLETED & INVOICED
21/12/2021	B49598	1	17133005	70 Wardirran Street	Kitchen Works	50%
21/12/2021	B49598	2	17133005	70 Wardirran Street	Bathroom Works	
21/12/2021	B49598	3	17133005	70 Wardirran Street	Wardrobe Upgrade	50%
21/12/2021	B49598	4	17133005	70 Wardirran Street	Security Screens	
22/12/2021	B49700	1	17139047	502 Lardil Street	Supply Install A/C	COMPLETED & INVOICED
11/01/2022	B49955	1	17133341	159 Ngerrawurn Street	Bathroom Disability	COMPLETED & INVOICED
15/02/2022	B50943	1	17191440	509 Lardil St - Res 35A	Internal Paint	COMPLETED & INVOICED
15/02/2022	B50943	2	17191504	509 Lardil St - Res 35A	Kitchen Works	COMPLETED & INVOICED
15/02/2022	B50943	3	17191514	509 Lardil St - Res 35A	Silicone Works	COMPLETED & INVOICED
15/02/2022	B50943	4	17191514	509 Lardil St - Res 35A	Electrical Works	
15/02/2022	B50943	5	17189854	509 Lardil St - Res 35B	Internal Paint	COMPLETED & INVOICED
15/02/2022	B50943	6	17189880	509 Lardil St - Res 35B	Kitchen Works	COMPLETED & INVOICED
15/02/2022	B50943	7	17189891	509 Lardil St - Res 35B	Silicone Works	COMPLETED & INVOICED
15/02/2022	B50943	8	17189891	509 Lardil St - Res 35B	Electrical Works	
15/02/2022	B50943	9	17189660	509 Lardil St - Res 36A	Internal Paint	COMPLETED & INVOICED
15/02/2022	B50943	10	17189697	509 Lardil St - Res 36A	Kitchen Works	COMPLETED & INVOICED
15/02/2022	B50943	11	17189721	509 Lardil St - Res 36A	Silicone Works	COMPLETED & INVOICED
15/02/2022	B50943	12	17189721	509 Lardil St - Res 36A	Electrical Works	
15/02/2022	B50943	13	17191557	509 Lardil St - Res 36B	Internal Paint	COMPLETED & INVOICED
15/02/2022	B50943	14	17191585	509 Lardil St - Res 36B	Kitchen Works	COMPLETED & INVOICED
15/02/2022	B50943	15	17191617	509 Lardil St - Res 36B	Silicone Works	COMPLETED & INVOICED
15/02/2022	B50943	16	17191617	509 Lardil St - Res 36B	Electrical Works	
25/02/2022	B51403	1	16993147	33 Lardil Street	Electrical Plumbing and Painting	COMPLETED & INVOICED
23/02/2022	B51199	1	17181449	71 Djinkiya Street	Internal Cleaning	COMPLETED & INVOICED
23/02/2022	B51199	2	17181449	71 Djinkiya Street	Internal Door Servicing	COMPLETED & INVOICED
23/02/2022	B51199	3	17181449	71 Djinkiya Street	New Shelving	
23/02/2022	B51199	4	17181449	71 Djinkiya Street	Exterior Door Lock	COMPLETED & INVOICED
23/02/2022	B51199	5	17181449	71 Djinkiya Street	Int. Linings & Paint Laundry	COMPLETED & INVOICED
23/02/2022	B51199	6	17181449	71 Djinkiya Street	Electrical	
23/02/2022	B51199	7	17181449	71 Djinkiya Street	Plumbing	COMPLETED & INVOICED
23/02/2022	B51199	8	17181449	71 Djinkiya Street	Shaving Cabinet	COMPLETED & INVOICED
23/02/2022	B51199	9	17181449	71 Djinkiya Street	Kitchen	50%
23/02/2022	B51199	10	17181449	71 Djinkiya Street	Internal Painting	COMPLETED & INVOICED
25/02/2022	B51462	1	17164840	QAS Residence	Concreting	COMPLETED & INVOICED
25/02/2022	B51462	2	17864862	QAS Residence	Replace Lights	COMPLETED & INVOICED
25/02/2022	B51462	3	17164807	QAS Residence	Supply Install RCD	COMPLETED & INVOICED

[https://mscit.sharepoint.com/sites/Housing/Shared Documents/BAS/Purchase Orders/\[PO Jobs 2021-2022_Official Councillor Copy.xlsx\]POs from 01.07.21](https://mscit.sharepoint.com/sites/Housing/Shared Documents/BAS/Purchase Orders/[PO Jobs 2021-2022_Official Councillor Copy.xlsx]POs from 01.07.21)

178

BASFW2 - PO Jobs for 2021-2022

GL Revenue A/c

Date Recd	P/O Number	Item Number	W/O Number	Address	Description of Works	Notes
6/04/2022	B53816	1	17246742	142 Ngerrawurn Street	Various Works	
13/04/2022	B54273	1	17262434	286 Mukakiya Street	Floor Covering Upgrade	
13/04/2022	B54273	2	17290637	40 Marndatharkan Street	Floor Upgrade	
13/04/2022	B54256	1	17262412	5 Lardil Street	Laundry Upgrade	
11/05/2022	B55435	1	17283411	242 Wardirrkkan Street	Laundry Upgrade	
16/05/2022	B55578	1	17258548	MI SML Group Home	Drainage Works	
3/06/2022	B56638	1	17326223	MI State School	Replace Joists & Sheeting	

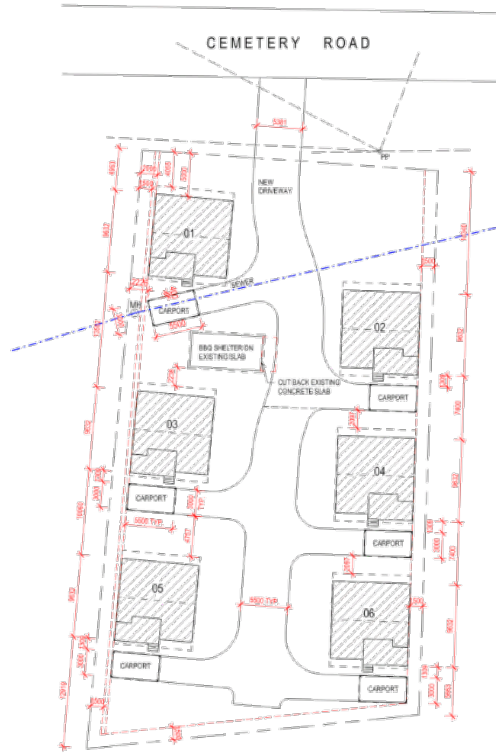
178

Selection Totals

ACA
 00028243
 20 Oct 2022
 Harald Weber
 AT3379
 The building work described on this development application conforms with the provisions of the Building Act 1975 and is subject to conditions stipulated by the Local Government Public Sector Entity.

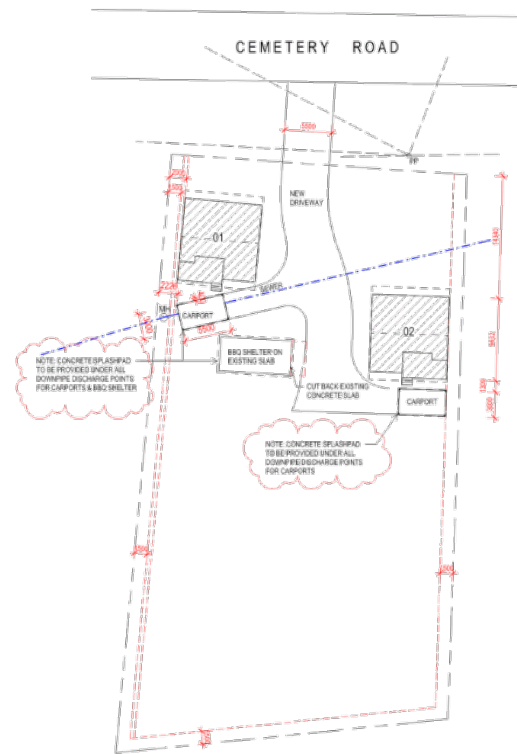
Do not scale off drawings
 Use any dimensions given that
 verify all dimensions on site
 Dimensions by red numbers

AMENDMENTS	ISSUE DESCRIPTION	DATE
P1	CLIENT REVIEW	12.09.2021
P2	CLIENT REVIEW	15.10.2021
P3	CONSULTANT COORDINATION	25.09.2022
A	FOR APPROVAL & CONSTRUCTION	12.10.2022
B	FOR APPROVAL & CONSTRUCTION	14.10.2022



MASTER PLAN
 6 No. ACCOMMODATION UNITS
 6 No. COVERED CARPARKS

1 SITE PLAN - Lot 9 CEMETERY ROAD - Council Accom MASTER PLAN
 SCALE 1:250 @ A1



STAGE 1
 2 No. ACCOMMODATION UNITS
 2 No. COVERED CARPARKS

2 SITE PLAN - Lot 9 CEMETERY ROAD - Council Accom Stage 1
 SCALE 1:250 @ A1

SITE DETAILS
 SITE ADDRESS: 2V CEMETERY ROAD, MORNINGTON ISLAND
 REE: LOT 9 ON SP 27889

NORTH
 PROJECT
 NEW HOUSING

CLIENT
 Mornington Shire Council

LOCATION
 LOT 9 ON SP27889
 2V CEMETERY ROAD
 WELLESLEY ISLANDS QLD

DRAWN: TT CHECKED: IR
 DATE STAMP: 14/10/2022 12:57:37 PM
 SCALE: As indicated @ A1

SEMPRETT ARCHITECTS ARCHITECTS PTY LTD
 ARCHITECTS
 40/108 TPA
 BRISBANE QLD 4108
 07 3250 8000
 P.O. BOX 9, BRISBANE QLD 4001
 07 3250 8000
 info@semprett.com.au

TSA
 tippett schrock architects

SCALE 1:250 @ A1, 1:500 @ A0

FOR CONSTRUCTION

SHEET NAME
 ACCOMMODATION UNITS
 SITE PLAN

DRAWING NO.
 MORN2201_WD-001

B

ACA
 ARCHITECTS
 00028243
 20 Oct 2022
 Harald Weber
 A73379


The building work described on this development application conforms with the provisions of the Building Act 1975 and is subject to conditions stipulated by the Local Government Public Sector Entity.

On the scale of drawings
 Use any dimensions and call
 verify all dimensions on site
 Correctly to read notes

AMENDMENTS	ISSUE DESCRIPTION	DATE
P1	CLIENT REVIEW	12.09.2022
P2	CONSULTANT COORDINATION	25.09.2022
A	FOR APPROVAL & CONSTRUCTION	12.10.2022



1 SITE PLAN - AERIAL PHOTO
 SCALE 1:200 @ A1

 **NORTH**

PROJECT
 NEW HOUSING

CLIENT
 Morningside Shire Council

LOCATION
 LOT 9 ON SP270889
 2V CEMETERY ROAD
 WELLESLEY ISLANDS QLD


DRAWN	AUTHOR	CHECKED	CHECKER


DATE STAMP 14-Oct-22 9:37:32 AM

SCALE 1:200 @ A1

NEW PROJECT ARCHITECTS ARCHITECTS PTY LTD
 ARCHITECTS
 10/108 75th ST
 BEAVER BLAZE #18800007
 BEVERIDGE
 PO BOX 96 MELB VIC 3208

RESPONSE BY TEL 03
 EMAIL info@nsa.com.au

 **NSA**
 rippett schrock architects


 SCALE 1:200 @ A1, 1:500 @ A0

FOR CONSTRUCTION

SHEET NAME
 ACCOMMODATION UNITS
 SITE PLAN - AERIAL PHOTO

DRAWING NO.	
MORN2201_WD-002	A

ACA
Architectural Centre Australia

00028243
20 Oct 2022
Harald Weber
A7379

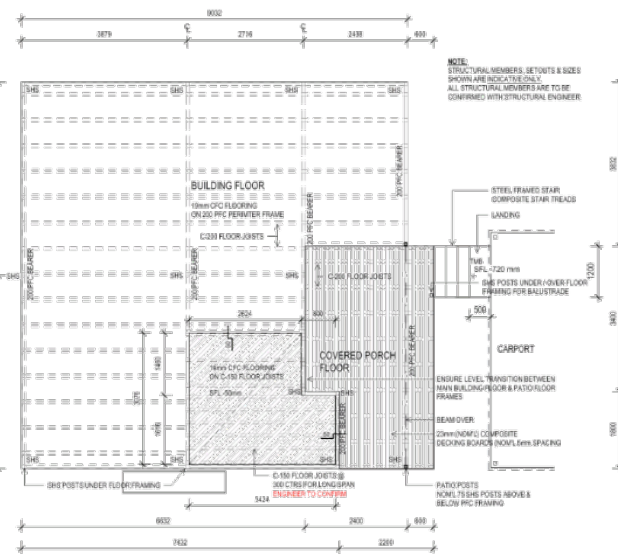
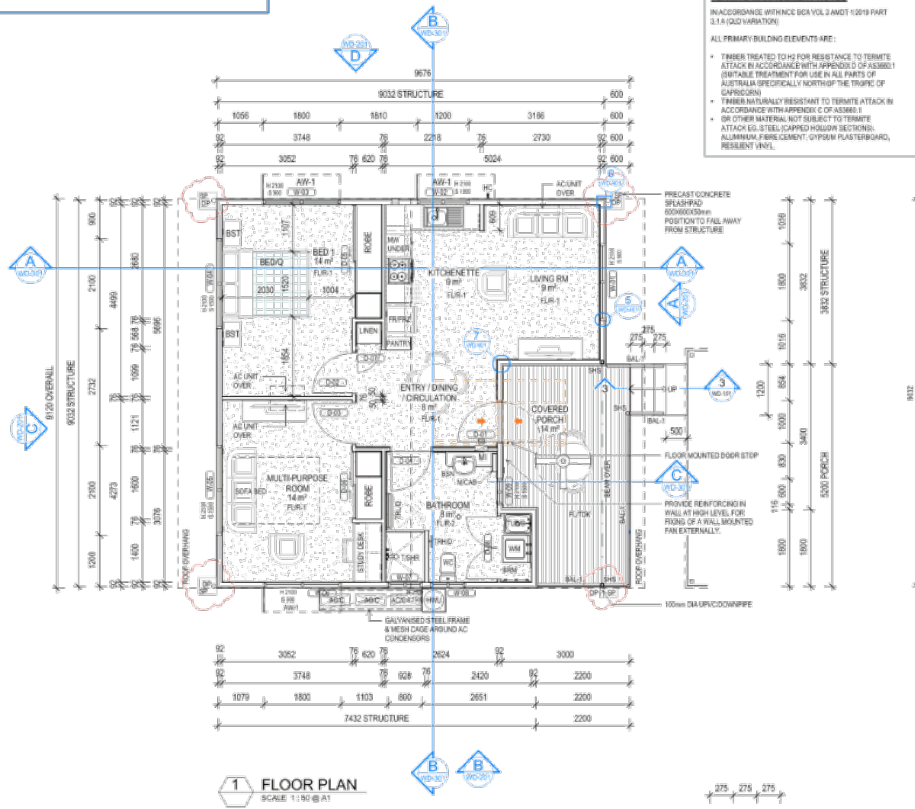
The building work specified on this drawing complies with the provisions of the Building Act 1975 and is subject to conditions stipulated by the local Government Public Sector Entity.

TERMITE MANAGEMENT NOTES

IN ACCORDANCE WITH NCC VOL 2 AND 1:2019 PART 3.1.1.5 (DAMP WOOD)

ALL PRIMARY BUILDING ELEMENTS ARE:

- TIMBER TREATED TO 40 FOR RESISTANCE TO TERMITE ATTACK IN ACCORDANCE WITH APPENDIX A338001 (SUITABLE TREATMENT FOR USE IN ALL PARTS OF AUSTRALIA SPECIFICALLY NOTING THE TREATMENT OF GYPSUM)
- TIMBER NATURALLY RESISTANT TO TERMITE ATTACK IN ACCORDANCE WITH APPENDIX C OF AS3661.1
- OR OTHER MATERIAL NOT SUBJECT TO TERMITE ATTACK (E.G. STEEL) CLAPPED HOLDEN SECTION ALUMINUM FIBRECEMENT GYPSUM PLASTERBOARD, RESIDENT LEVEL.



DO NOT SCALE OFF DRAWING
USE ANY DIMENSIONS SHOWN
VERIFY ALL DIMENSIONS ON SITE
CONFORM TO THE DRAWING

AMENDMENTS

ISSUE DESCRIPTION	DATE
P1 CLIENT REVIEW	30.07.2022
P2 CLIENT REVIEW	12.09.2022
P3 CONSULTANT COORDINATION	25.09.2022
A FOR APPROVAL & CONSTRUCTION	12.10.2022
B FOR APPROVAL & CONSTRUCTION	13.10.2022
C FOR APPROVAL & CONSTRUCTION	14.10.2022

NOTE: STRUCTURAL MEMBERS, DETAILS & SIZES SHOWN ARE INDICATIVE ONLY. ALL STRUCTURAL MEMBERS ARE TO BE CONFIRMED WITH STRUCTURAL ENGINEER.

STEEL FRAMED STAIR
COMPOSITE STAIR TREADS
LANDING
20mm MINIMUM COMPOSITE DECKING BOARDS 1800mm SPACING
BEAM OVER
20mm MINIMUM COMPOSITE DECKING BOARDS 1800mm SPACING
PATIO POSTS
RIVET POSTS ABOVE & BELOW PFC FRAMING

PROJECT
NEW HOUSING

CLIENT
Morrington Shire Council

LOCATION
LOT 9 ON SP270889
2V CEMETARY ROAD
WELLESLEY ISLANDS QLD

DRAWN	TT	CHECKED	IR
DATE STAMP	14/10/2022	12:57:19 PM	
SCALE	As indicated @ A1		
SEAL	As indicated @ A1		
DESIGNED BY	As indicated @ A1		
DATE	As indicated @ A1		



tipsett schrock architects

FOR CONSTRUCTION

SHEET NAME
ACCOMMODATION UNITS
FLOOR / PARTITION PLAN /
STRUCTURAL SETOUT PLAN

DRAWING NO.
MORN2201_WD-101

C

Design to comply with HOUSING DESIGN GUIDELINES - PLATINUM level

STUD SETOUT NOTES

REFER TO LEGENDS FOR INTERNAL WALL TYPES.

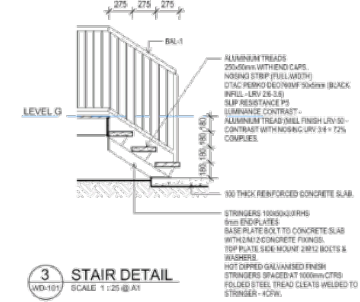
SETOUT DIMENSIONS ARE SHOWN TO THE STRUCTURE.
REFER TO WALL SECTIONS AND DETAILS FOR ANY BATTENS / FORMING CHANNELS AND WALL DRINGS.

DOOR / WINDOW OPENINGS ARE SHOWN ONLY.
REFER TO DOOR / WINDOW ELEVATIONS AND DETAILS.

NON-GLASS DOOR OPENINGS:
DOOR OPENINGS SHOWN ARE APPROXIMATE AND MUST BE SET OUT TO CLEAR DOOR CASE (SEE WINDOW SCHEDULES). CLEARANCES REFER TO DOOR SCHEDULE FOR DOOR LEAF SIZES.
ACTIVE 100mm NB WALLS AT 90 DEGREE ANGLES (E.T.C.)

INTERNAL STRUCTURAL FLOORING:
15mm COMPRESSED FIBRE CEMENT SHEETS ON JOISTS.
JAMB AND SILL JOISTS ON INTERIOR FLOORINGS.
INSTALL TO MANUF. REQUIREMENTS.

COVERED PORCH FLOORING:
25mm COMPOSITE DECKING ON JOISTS.
COVER OVER WOODEN CABINET FOOTINGS TYPICALLY.
REFER TO TILES ON KITCHENETTE ROOM LAYOUT.



ABBREVIATION LEGEND

ABBREV.	DESCRIPTION
ACC	Air Conditioner, compressor
AWL-1	Window Awning type 1
BAL-1	Balustrade type 1
BEDQ	Bed, Queen
BSN	Basin
BST	Bedside Table
CLFC-3	External Cladding, Fibre Cement, type 3, lineboard
DP	Droopcap
FLR-1	Floor Lining, Resilient, type 1
FLR-2	Floor Lining, Resilient, type 2
FLTRK	Floor Lining, Composite Decking
FRIDGE	Fridge / Freezer
HC	House dock

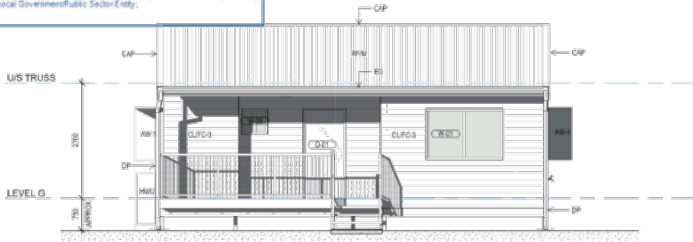
ABBREVIATION LEGEND

ABBREV.	DESCRIPTION
HUWU	Hot Water Unit
LFC	Internal Lining, Fibre cement, flush
M/CAB	Medicine Cabinet, Lockable, surface mounted
M	Mirror
SB	Switch Board / Sub Board
SMS	Square Hollow Section
SP	System Panel, 600x
T/SHWR	Tapscreen, 10 shower
TMB	Towel Rail
TRHD	Towel Rail Holder, Double
TWRLD	Towel Rail, Double
TUBCD	Laundry Tub Cabinet
WC	Water closet / Toilet suite
WM	Washing Machine

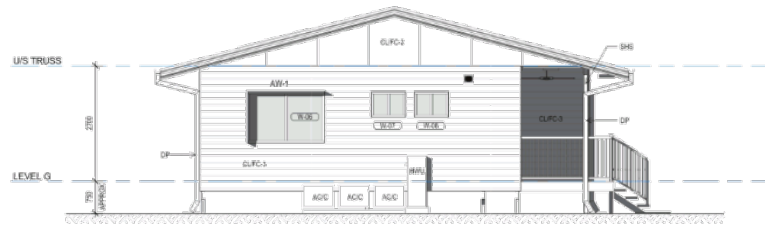
ACA
Architectural Construction Australia

00028243
20 Oct 2022
Harald Weber
A73379

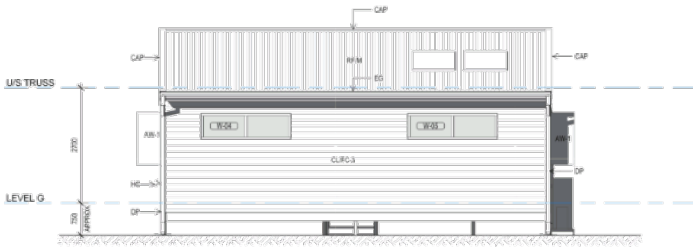
The building work specified on this drawing/ specification conforms with the provisions of the Building Act 1975 and is subject to conditions stipulated by the Local Government/Public Sector Entity.



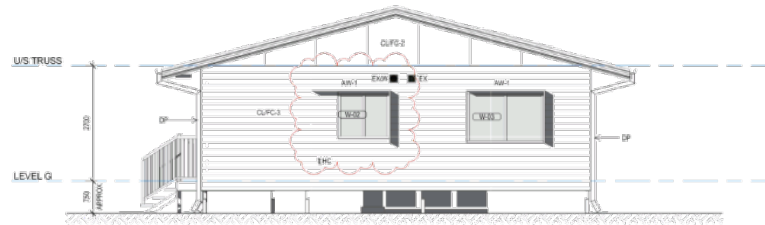
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WB-101 SCALE 1:50 @ A1



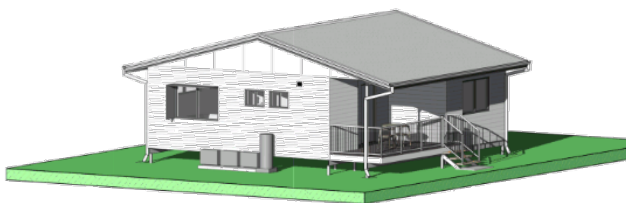
B ELEV B
WB-101 SCALE 1:50 @ A1



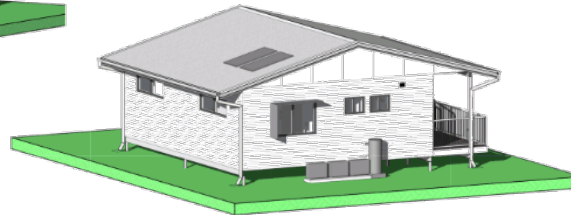
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WB-101 SCALE 1:50 @ A1



D ELEV D
WB-101 SCALE 1:50 @ A1



1 VIEW 1
SCALE @ A1



2 VIEW 2
SCALE @ A1

Do not scale off drawings
Use any dimensions given that
vary to structure as per
Conditions for each building.

AMENDMENTS	ISSUE DESCRIPTION	DATE
P1	CLIENT REVIEW	30.07.2021
P2	CLIENT REVIEW	19.09.2022
P3	CONSULTANT COORDINATION	25.09.2022
A	FOR APPROVAL & CONSTRUCTION	12.10.2022
B	FOR APPROVAL & CONSTRUCTION	13.10.2022

PROJECT
NEW HOUSING

CLIENT
Morningside Shire Council

LOCATION
LOT 9 ON SP270889
2V CEMETARY ROAD
WELLESLEY ISLANDS QLD

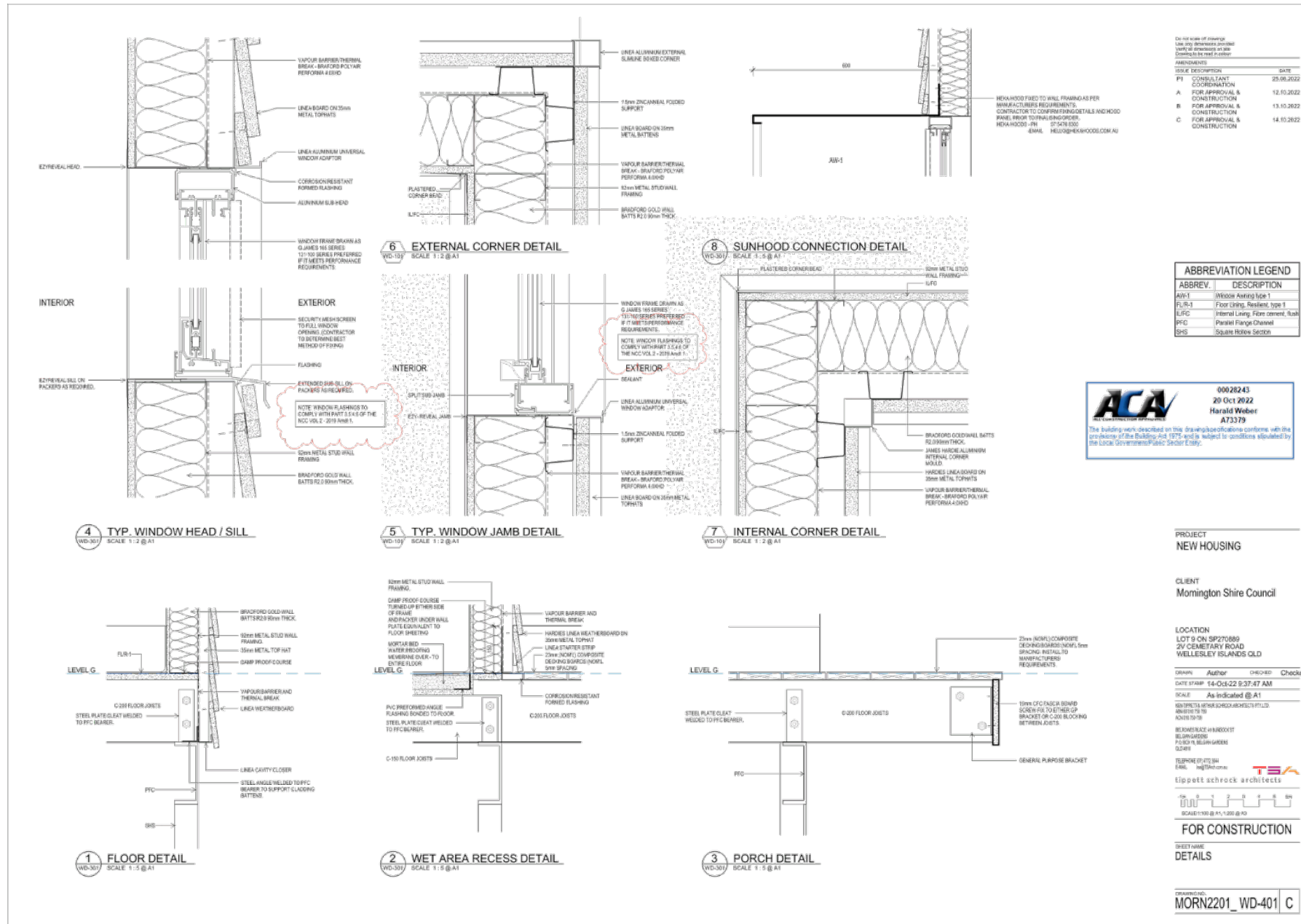
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CHECKED BY: MORN2201_WD-201			
DATE: 14/10/2022			
PROJECT: MORN2201_WD-201			
DRAWING NO: MORN2201_WD-201			
SHEET NO: 1			
SHEET NAME: ACCOMMODATION UNITS ELEVATIONS			
DRAWING NO: MORN2201_WD-201			
SHEET NO: B			

ABBREVIATION LEGEND	
ABBREV.	DESCRIPTION
ACC	Air Conditioner, compressor
AW-1	Window Awning type 1
CAP	Ceiling
CLFC-2	External Cladding, Fibre Cement type 2, pink trim
CLFC-3	External Cladding, Fibre Cement type 3, line board
DP	Down pipe
EG	Elbow Gutter
EX	Exhaust Grille, Wall Mounted
EXW	Exhaust Grille Fan, Wall Mounted
HIC	Hot Water Cook
HWU	Hot Water Unit
RFM	Roofing, Metal Sheet
SMS	Square Hollow Section

FOR CONSTRUCTION

SHEET NAME
ACCOMMODATION UNITS
ELEVATIONS

DRAWING NO:	MORN2201_WD-201	B
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Do not scale off drawings
Use any dimensions over that
verify all structures as per
Contractors to meet contract.

AMENDMENTS	ISSUE DESCRIPTION	DATE
PT	CONTRACT COORDINATION	25.08.2022
A	FOR APPROVAL & CONSTRUCTION	12.10.2022
B	FOR APPROVAL & CONSTRUCTION	13.10.2022
C	FOR APPROVAL & CONSTRUCTION	14.10.2022

ABBREVIATION LEGEND

ABBREV.	DESCRIPTION
ASH-1	Window Aiming Type 1
FLR-1	Floor Lining, Resilient, type 1
ILFC	Internal Lining, Fibre cement, fluted
PFC	Panel Flange Channel
SHS	Square Hollow Section

ACA
Architectural Construction Australia

00028243
20 Oct 2022
Harald Weber
A73379

The building work described on this drawing conforms with the provisions of the Building Act 1975 and is subject to conditions stipulated by the Local Government Public Safety Act.

PROJECT
NEW HOUSING

CLIENT
Morrington Shire Council

LOCATION
LOT 9 ON SP270889
2V CEMETARY ROAD
WELLESLEY ISLANDS QLD

DRAWN Author
DATE STAMP 14-Oct-22 9:37:47 AM
CHECKED Checker
SCALE As indicated @ A1
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ANR/19/19
ANR/19/19
BE SQUARE BLAZE #18800002
REGISTRATION NO
P/O BOX 86, BAYVIEW GARDENS
3228/19
RESPONSE (T) (E) (M)
EMAIL: info@tsa.com.au
tsa
tippett schroock architects

FOR CONSTRUCTION

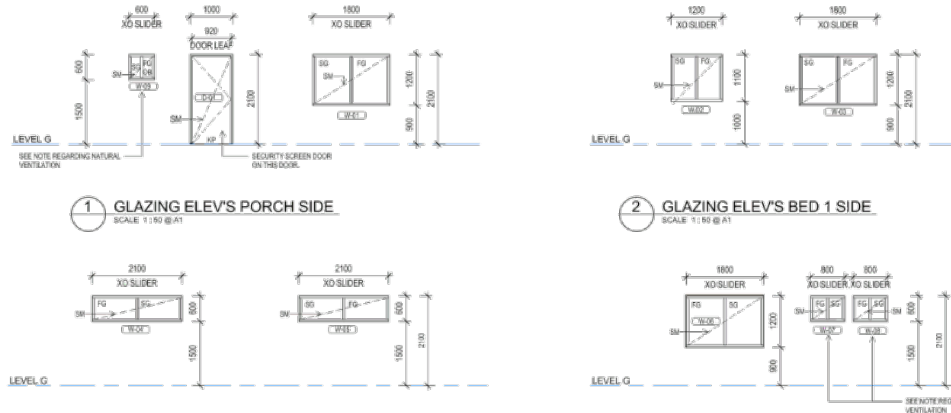
SHEET NAME
DETAILS

DRAWING NO.
MORN2201_WD-401 C

DOOR SCHEDULE - PLUG IN OPT B														
DOOR No.	ROOM NAME	DESCRIPTION	FRAME TYPE	NOML LEAF SIZE	KICK PLATES	VIEW PANEL	HANDLE	LOCK	KEYING	HINGES	SEALS	CLOSER	DOOR STOP	COMMENTS
D-01	ENTRY / DINING / CIRCULATION	SWINGING DOOR, SOLID CORE (MPLY SHEETED)	STEEL	920 x 2040	NO	NO	LEVER TYPE	ENTRANCE LOCKSET WITH EXTERNAL KEY & INTERNAL LOCKABLE SMBS PLUS DEADLOCK	ALL KEYED LOCKSETS & DEADLOCKS IN A HOUSE TO BE KEYED ALIKE	3 No. 100mm HINGES	WEATHERPROOF DOOR SEAL	NO	WALL	PROVIDE FLAT ALUM THRESHOLD PLATE, EXTERNAL SWINGING SECURITY DOOR (ON SAME FRAME, FLOOR MOUNTED DOOR STOP & CLOSER)
D-02	ENTRY / DINING / CIRCULATION	SWINGING DOOR, SOLID CORE	STEEL	920 x 2040	NO	NO	LEVER TYPE	LEVER TYPE PRIVACY LOCKSET		3 No. 100mm HINGES		NO	WALL	
D-03	ENTRY / DINING / CIRCULATION	SWINGING DOOR, SOLID CORE	STEEL	920 x 2040	NO	NO	LEVER TYPE	LEVER TYPE PRIVACY LOCKSET		3 No. 100mm HINGES		NO	WALL	
D-04	BATHROOM	SWINGING DOOR, SOLID CORE	STEEL	920 x 2040	NO	NO	LEVER TYPE	LEVER TYPE PRIVACY LOCKSET		3 No. 100mm HINGES		NO	WALL	
D-05	ROBE	SLIDING WARDROBE DOOR	ALUM	2 EQUAL PANELS, HEIGHT TO SUIT 2100 HEAD HT.										
D-06	ROBE	SLIDING WARDROBE DOOR	ALUM	2 EQUAL PANELS, HEIGHT TO SUIT 2100 HEAD HT.										
D-07	ENTRY / DINING / CIRCULATION	SWINGING DOOR, SOLID CORE	ALUM	520 x 2040	NO	NO	LEVER TYPE	LEVER TYPE PRIVACY LOCKSET		3 No. 100mm HINGES		NO	WALL	
D-08	BATHROOM	SWINGING DOOR, SOLID CORE	STEEL	2120 x 2040	NO	NO	LEVER TYPE			3 No. 100mm HINGES		NO		

On site scale of drawings
Use any dimensions over and over
Verify all dimensions on site
Consult with client on site

AMENDMENTS	ISSUE DESCRIPTION	DATE
P1	CLIENT REVIEW	30.07.2022
P2	CONSULTANT COORDINATION	25.08.2022
A	FOR APPROVAL & CONSTRUCTION	12.10.2022
B	FOR APPROVAL & CONSTRUCTION	13.10.2022
C	FOR APPROVAL & CONSTRUCTION	14.10.2022



WINDOW HOOD SCHEDULE - OPT B							
WINDOW NUMBER	HOOD CODE	HOOD TYPE	HOOD MAKEUP	WINDOW WIDTH	WINDOW HEIGHT	HOOD DEPTH	COUNT
W-02	AW-1	HEKA HOODS HR600	TOP & RHS	1800	1200	555	1
W-03	AW-1	HEKA HOODS HR600	TOP & RHS	1800	1200	555	1
W-06	AW-1	HEKA HOODS HR600	TOP & LHS	1800	1200	555	1

HEKA HOOD FIXED TO WALL FRAMING AS PER MANUFACTURERS REQUIREMENTS
CONTRACTOR TO COVER FRAMING DETAILS AND HOOD PANEL FROM TO FINISHING ORDER
HEKA HOODS - PH 07 5479 8334
EMAIL: HEL@HEKAHOODS.COM.AU

ACA
ARCHITECTURE CONSULTANTS

00028243
20 Oct 2022
Harald Weber
A13379

The building work described on this drawing complies with the provisions of the Building Act 1973, and is subject to conditions stipulated by the Local Government Public Sector Entry.

ALUM & GLAZING:
GLAZING TO BE:
FRAMING: BRUNNENBERG SPD 044 100mm SIGNO WINDOW SG
GLASS: 6mm GREY SUNBURY 42 OR EQUIVALENT
UPVGLASS WINDOW: 6.27
BHC WINDOW: 6.35

REFER TO STRUCTURAL ENGINEER'S SCHEDULE FOR WIND LOADS, WIND SPEEDS, AND WIND PRESSURES FOR VARIOUS PARTS OF THE BUILDING.

DIMENSIONS SHOWN ARE NOMINAL. STRUCTURAL OPENINGS AND MUST BE CONFIRMED ON SITE BEFORE FABRICATION.

PROVIDE FULL WORKSHOP DRAWINGS OF ALL WINDOW SYSTEMS FOR APPROVAL BEFORE FABRICATION.

PROVIDE ALL NECESSARY SEALS, TRIMS, BRACKETS, FINISHES & PACKERS ETC TO ACHIEVE A COMPLETE QUALITY JOBS. ALL FINISHES TO BE STAINLESS STEEL & CONDENSED. STRUCTURAL FINISHES SHALL BE DESIGNED, ENGINEERED AND PROVIDED BY THE ALUM SUPPLIER.

COMPLY WITH ALL REQUIREMENTS OF THE SCA AS 1281 FOR GLAZING. ASSESS FOR ALUM & WELLS WATER PENETRATION & SERVICEABILITY REQUIREMENTS.

COMPLY WITH ALL REQUIREMENTS PARTS OF THE BECA FOR ENERGY EFFICIENCY REQUIREMENTS. REFER TO PROJECT SPECIFIC ENERGY EFFICIENCY ASSESSMENT REPORT AND MATCH GLASS TYPE PERFORMANCE OF GLASS LISTED.

COMPLY WITH RESUME AND CONSTRUCTION STANDARDS FOR RESUME HOUSING APPROVED STANDARDS - SOCIAL HOUSING DWELLINGS.

FRAMING SHOWN IS INDICATIVE ONLY, SHOWING INTENDED GENERAL DIMENSIONS, HEIGHTS, SPACINGS, ETC.
ALL GLAZING ELEVATIONS SHOWN FROM EXTERIOR V.I.D.

SUB-HEADS / SUB-SILLS:
ALLOW FOR SUB-HEADS AND BELLS TO ALL WINDOWS UNLESS NOTED OTHERWISE.

ALUMINIUM TRIMS:
PROVIDE ALUM ANGLE TRIMS SET INSULANT EXTERNALLY, INCLUDING AT HEADS, SILLS, FLOORS, CEILINGS. SIZES SHOWN ARE INDICATIVE ONLY AND MUST BE CONFIRMED ON-SITE.

SECURITY DOORS / SECURITY SCREENS:
ALL EXTERNAL OPENINGS TO HAVE SECURITY SCREENING TO ALL OPENINGS.
+ INSECT DOORS TO HAVE SECURITY & INSECT SCREEN DOOR (ATTACHED TO) WITHIN FRAME.
+ FULL PERSON ONLY JUST OPENABLE SECTION TO HAVE SECURITY SCREENING.
SCREENING TO BE HIGH TENSILE STAINLESS STEEL SECURITY MESH.

NATURAL VENTILATION:
BATHROOM - FLOOR AREA 8.0sqm
W-02 - OPENING AREA 0.95sqm
W-03 - OPENING AREA 0.95sqm
W-06 - OPENING AREA 0.95sqm
COMBINED WINDOW OPENING AREA 2.85sqm
AREA IS 4.8% OF FLOOR AREA. COMPLES.

CURTAINS / CURTAIN RODS / BRACKETS:
PROVIDE CURTAIN BRACKETS, CURTAIN RODS & CURTAINS TO ALL GLAZED WINDOWS EXCLUDING BATHROOMS & KITCHENS.

CURTAIN BRACKETS: 25mm BRACKETS, SPACING MAX 1.05m
CURTAIN RODS: METAL RODS 25mm DIA WITH FLANKING BRACKETS, 3.5mm RETARDANT, W/SHIMBLE.
WITH SHIMBLE: 1.5 TIMES THE WIDTH OF THE WINDOW LENGTH TO FINISH HSFL. 10mm BELOW WINDOW SILL HT.
CURTAINS TO BE SPLIT FINISH AND BRACKET FINISH. BUT CONTROLS WHERE ONLY FINISH BRACKETS ARE NOTED.
METAL RISK STRIPS TO BE INCLUDED ON EACH CURTAIN DROP (SUS PLATE LEVEL REQUIREMENTS).

NOTE WINDOW FLASHINGS TO COMPLY WITH PART 3.3.4.6 OF THE BCC VOL 3 - 2018 RULES.

ABBREVIATION LEGEND

ABBREV.	DESCRIPTION
FG	Fixed Glass
KP	Kick plate
OG	Obscure Glass
SC	Sliding Glass
SM	Security Mesh

PROJECT
NEW HOUSING

CLIENT
Morrington Shire Council

LOCATION
LOT 9 ON SP270889
2V CEMETARY ROAD
WELLSLEY ISLANDS QLD

DRAWN TT
DATE 14-Oct-22 9:37:49 AM
SCALE 1:50 @ A1
DESIGNED BY HARALD WEBER
DESIGNED BY HARALD WEBER
DESIGNED BY HARALD WEBER
DESIGNED BY HARALD WEBER

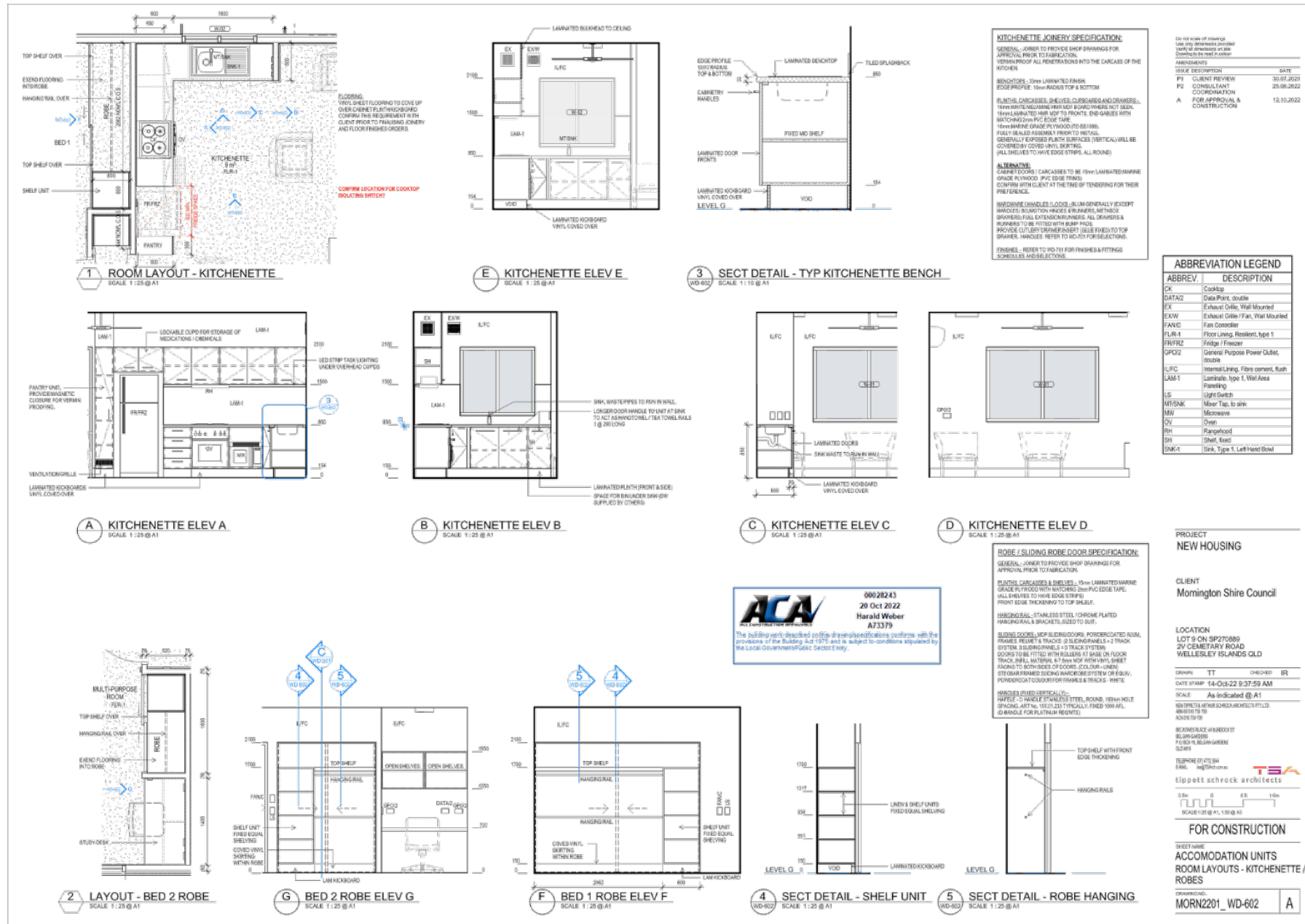
RESPONSE BY HARALD WEBER
RESPONSE BY HARALD WEBER
RESPONSE BY HARALD WEBER
RESPONSE BY HARALD WEBER

FOR CONSTRUCTION

SHEET NAME
ACCOMMODATION UNITS
DOOR SCHEDULE / GLAZING
ELEVATIONS

DRAWING NO.
MORN2201_WD-501

C



PROPOSED FINISHES:



PAINT FINISH, PNT-1
TYPICAL WALLS - INTERNAL
DULUX - NATURAL WHITE, LOW SHEEN
NOTE: BATHROOM - SEMI-GLOSS WET AREA PAINT



PAINT FINISH, PNT-2
STEEL DOOR FRAME'S (EXTERNAL & INTERNAL), DOWNPIPES,
HANDRAILS, DOOR LEAF'S - INTERNAL
DULUX - COLORBOND BRICKSPRAT - SEMI-GLOSS



PAINT FINISH, PNT-3
CEILING & BULKHEADS
DULUX - CEILING WHITE - INTERNAL MATT



PAINT FINISH, PNT-4
DOOR LEAF'S - EXTERNAL, BOTH SIDES
DULUX - COLORBOND DEEP OCEAN - SEMI-GLOSS



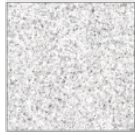
PAINT FINISH, PNT-5
EXTERNAL WALLS & ROOFES
DULUX - PALE GREEN TEAL - LOW SHEEN



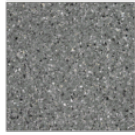
FACTORY FINISH
ROOF FLASHINGS
COLORBOND SURFIMAT



FACTORY FINISH
FACED BARGE FLASHINGS & GUTTERS
COLORBOND WINGSPRAY



VINYL SHEET, FLR-1 SK/R
BERNARDI KITCHEN LIVING ROOM &
COVERED SKIRTINGS, Slip Resistance P3
ARUSTRONG - ACCOLADE PLUS - WHITE/WHEN
SAFETY



VINYL SHEET, FLR-2 SK/R
BATHROOM FLOOR & COVERED SKIRTINGS, Slip
Resistance R14
ARUSTRONG - ACCOLADE SAFE - SAND GREY
SAFETY



WET AREA PANELLING, IL/LP
WANNY SPALMACKS, SHOWER WALL
FOREST ONE - WALL ART - SHOW WHITE GLOSS



WET AREA PANELLING,
BATHROOM CEILING LINING
FOREST ONE - WALL ART - SHOW WHITE GLOSS



FACTORY FINISH
ROOF FLASHINGS
POWDER COAT TO MATCH COLORBOND DEEP
OCEAN



LAMINATE, LAM-1
KITCHENETTE & SPLASHBACK, WANNY BENCHTOPS
FOREST ONE - COLORPINE - WHITE BUCKLE STONE



LAMINATE, LAM-2
KITCHENETTE & WANNY DOOR / DRAWER FRONTS,
CABINETS & TRACK PANELS
FOREST ONE - COLORPINE - FOXSTONE (VELVET)



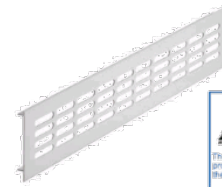
LAMINATE, LAM-3
WANNY SHELF UNITS & ALL INTERNAL
SHELVES
FOREST ONE - COLORPINE - ACCENT WHITE (VELVET)



LAMINATE, LAM-4
ROBE DOORS & KITCHEN OVERHEAD CABINETS
FOREST ONE - COLORPINE - BELL TEAK (VELVET)



JOINERY HANDLES
JOINERY DOORS / DRAWERS (REFER ROOM LAYOUTS FOR ORIENTATION)
HANDLE - 1 HANDLE STAINLESS STEEL, ROUND, 160mm HOLE SPACING
ART No. 16001220 TYPICALLY
HANDLE - 1 HANDLE STAINLESS STEEL, ROUND, 200mm HOLE SPACING
ART No. 16001216 TYPICALLY TO SUIT DOORS TO 1600mm



VENTILATION GRILLE
PANTY DOOR GRILLE (2 No. PLUG IN OPT A, 1 No. PLUG IN OPT B)
HANDLE - Ventilation Grille, Art No. 22520022, square aluminium
with 10mm flange, 100mm x 100mm x 16mm H, provide the sealed mesh back.

00028243
20 Oct 2022
Harald Weber
A73379

The building work described on this drawing/specification conforms with the provisions of the Building Act 1975 and is subject to conditions stipulated by the Local Government Public Sector Entity.

ELECT'L / MECH'L FIXTURES SCHEDULE (EXCLUDING AIR-CONDITIONING)

Room Name	Keynote	Manufacturer	Description	Count	Type Image
BATHROOM	EXC	Fantech or equal approved	Exhaust Grille (Switch Separate To Light Switch) Ceiling Mounted Exhaust Minimum 25 W's FanTech Velocity Series Fan 0.06m/s (80 lit) With Duct & External Baffle Grille	1	
RED-1	FAN-1		Ceiling Fan 1300 dia	1	
ENTRY / CIRCULATION	FAN-1		Ceiling Fan 1300 dia	1	
ENTRY / CIRCULATION	FAN-1		Ceiling Fan 1300 dia	1	
KITCHENETTE	EXW	FanTech Industries	Exhaust Grille Wall Mounted Exhaust (EOW) Minimum 40 W's FanTech HCM-180N (IPX4 Rated) 0.13 m/s (130 lit) With Optional Weather Cap & Wall Mounting Kit (or Equivalent Fan Unit)	1	
MULTIPURPOSE ROOM	FAN-1		Ceiling Fan 1300 dia	1	
PORCH	FAN-2		Ceiling Fan 1300 dia, external grade	1	

LIGHTING FIXTURE SCHEDULE

Room Name	Keynote	Manufacturer	Description	Count
COVERED PORCH		EAGLE LIGHTING		1
ENTRY / CIRCULATION	LF-1	EAGLE LIGHTING		2
KITCHENETTE	LF-1	EAGLE LIGHTING		1
KITCHENETTE	LF-2	EAGLE LIGHTING		1

SUNDRY ITEMS SCHEDULE

Room Name	Keynote	Manufacturer	Description	Count	Type Image
BATHROOM	MICAB	Metam	Lockable Stainless Steel Medicine Cabinet & Mirror ML781_SM	1	
BATHROOM	M	STEGBAR	1000 H x 850 W Framed Mirror, framed edge style, silver mirror, 4mm glass thickness	1	
BATHROOM	SD	RBA	Recessed Wall Mounted Soap Dish (stainless steel, Model RBM132-100 & RBM132-144	1	
BATHROOM	TRHD	METLAM	Double Toilet Roll Holder - SS 700_SS_27RH	1	
BATHROOM	TRLID	CON-SERV	Double Towel Grab Rail, 800 long, Code HT 800 SS D - Safe Supreme	1	

PLUMBING FIXTURES SCHEDULE

Room Name	Keynote	Manufacturer	Description	Type Image	Count
BATHROOM	BSN	Caroma	Caravate Semi-Recessed Vanity Basin, 1 hole		1
BATHROOM	MTBSN	Caroma	Caroma Skandi-Basin Mixer		1
BATHROOM	MTSHR	Caroma	Caroma Skandi-Bath/Shower Mixer		1
BATHROOM	SHRB	Bristol	Push Bristol Torbox MK2 Shower Base 900x700		1
BATHROOM	SHR/SN	Bristol	Push Bristol Above Shower Screen 900x200		1
BATHROOM	TSHR	Caroma	Caroma Plus Skandi II Accessible Shower Set Product Code 752742A		1
BATHROOM	WC	Caroma	Luna Wall Faced Toilet Suite		1
EXTERNAL	HC	Galvin Engineering	Wandal Resistant Dulux Bib Tap - Cold Water		1
EXTERNAL	HWU	to be confirmed	Solar Hot Water Unit, with roof mounted panels and tank or groundwater.		1
KITCHENETTE	MT/SK	CAROMA	Skandi: Sink Mixer (Hot/Cold)		1
KITCHENETTE	SNK-1	Clark	Benchmark Single Kic Bowl (L) Single Tap Hole (Plug-in PA-LH Bowl / Plug-in PB-RH Bowl)		1
LAUNDRY	TUB/C	Clark	Clark Eureka 25 litre Compact Laundry Tub		1

PROJECT
NEW HOUSING

CLIENT
Morrington Shire Council

LOCATION
LOT 9 ON SP270889
2V CEMETARY ROAD
WELLESLEY ISLANDS QLD

DRAWN: [] CHECKED: []
DATE STAMP: 14-Oct-22 9:38:01 AM

SCALE: @ A1

DESIGNER: MORN2201_WD-701
ARCHITECT: TSEA
R018 79 79
R018 79 79
R018 79 79

BE CAREFUL! H3B00001
BE CAREFUL! H3B00001
BE CAREFUL! H3B00001
BE CAREFUL! H3B00001

RESPONSE BY: []
EMAIL: []
[]
[]

NOT TO SCALE

FOR CONSTRUCTION

SHEET NAME:
ACCOMMODATION UNITS
FINISHES / FITTINGS SCHEDULES

DRAWING NO.:
MORN2201_WD-701

A

15.2 COMMUNITY DISASTER REPORT

Author: Executive Housing and Facilities Manager

Attachments: 1 Pre-cyclone Posters
2 Cyclone clean up

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide the Council with an update of the next Community Disaster Meeting.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Initial Community Disaster Meeting (March 2022)

An initial Community Disaster Meeting was held on Friday 11th March 2022 with key stakeholders on the island.

Initial discussions were centred around various categories and included personal protective equipment (PPE), communications, safety equipment and supplies, organizations and their requirements, stationery, fuel and storage, plant machinery, road conditions and funding.

Major outcomes from the Meeting are as follows:

1. Disaster Coordination Centre decided for the island.
 - 1.1. Police Station
 - 1.2. Airport
2. Places of refuge for the island (in order)
 - 2.1. People homes
 - 2.2. School
 - 2.3. Art Centre
 - 2.4. Tavern
 - 2.5. Airport

Minutes of the Meeting with action items and timeframes have been set. All action items have been tasked for completion before the next meeting.

Upcoming Community Disaster Meeting October 2022

The next meeting will be held on Thursday 27th October 2022.

Discussion points and action items for the upcoming meeting is as follows:

- FareShare is not-for-profit charitable organisation that “rescues surplus food and cooks free, nutritious meals for people doing it tough” as per their website. FareShare recently visited the island and are looking to assist with supplying two pallets of dry food for disaster relief.
- Council Warehouse is in the process of stocking supplies and equipment to be disaster ready. Items such as pallets of water, raincoats, gumboots, torches, batteries, rope, jerry can, mould packs, asbestos packs, etc.
- Council has prepared a disaster notice for the Council website to be put up in the event of a disaster period.

- Works have been completed to the Airport generator where the automatic start-up is commissioned in the event of a power outage.
- New satellite phones for key Council personnel have been ordered.
- The following generators are:
 - 20kva backup generator has been ordered for the sewerage treatment plant,
 - 65kva hired is at water treatment plant,
 - 65kva for back up is at the Council Workshop,
 - 65kva Council-owned is in Mount Isa getting repaired.
- Workshop will supply an update of plant and machinery.
- A review of the two-way radios is currently in progress.
- Currently, the Local Disaster Controller and Deputy Local Controller are Graham King and Geoffrey Rewald. We will require an acting Deputy Local Controller if both are unavailable during the holiday period.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Report.

A SAFE AND PREPARED GUNUNA

Q DO YOU KNOW WHERE YOU WOULD SHELTER IN A CYCLONE?

ARE YOU PREPARED?

A IF SAFE, YOUR HOME OR FAMILY'S HOME, IS YOUR FIRST OPTION. YOU CAN ALSO SHELTER AT PUBLIC 'PLACE OF REFUGE'.

**LELKA MURRIN TAVERN | AIRPORT
MIRNDIYAN ART CENTRE | SCHOOL**



Visit [Get Ready QLD](http://www.getready.qld.gov.au) for tips to help prepare your home for cyclone season
[WWW.GETREADY.QLD.GOV.AU](http://www.getready.qld.gov.au)



GUNUNA

COMMUNITY CLEAN UP

Let's all work together to clean up
our community.

Put your hard waste out on the kerb
for Council to collect by the morning
of:

MONDAY 20 DECEMBER

Hard waste includes:

**WHITE GOODS + BROKEN FURNITURE +
OLD BIKES + MATTRESSES + TYRES +
CAR / BOAT BATTERIES**

**Please contact our Tech Services team via the office
for car removals**

*Small fee may occur if you have a fence



**MORNINGTON
SHIRE COUNCIL**



MORNINGTON
SHIRE COUNCIL



CYCLONES

GET READY FOR CYCLONES

GUNUNA

COMMUNITY CLEAN UP

Put all hard waste out on the curb for
Council to collect by:

MONDAY 20 DECEMBER

Hard waste includes:

**WHITE GOODS + BROKEN FURNITURE + OLD BIKES +
MATTRESSES + TYRES + CAR / BOAT BATTERIES**

We can't avoid cyclone season in Queensland
but we can be prepared. Make sure your family
and friends stay connected.



Visit our website for more information
and prepare your "What-if" plan.



getready.qld.gov.au



Is your family ready for Cyclone Season?



HOME PREPARATION PLANS

All disasters are different, but all require good home preparation plans.

Based on your understanding of the risks that you face, the following guides provide steps to protect what's most important to you.

HOME MAINTENANCE AND PREPARATION FOR ALL DISASTERS



- 1 Check the condition of the roof regularly and repair loose tiles, eaves, screws and cracked or broken guttering or flashing.
- 2 Clean gutters and downpipes so water can drain away as quickly as possible.
- 3 Trim trees and overhanging branches that are close to your home.
- 4 Fix any corrosion, loose fittings and rotting or termite-affected timber.
- 5 Repair any broken sealant around window sills to make watertight.
- 6 Empty standing water from any containers and paddling pools that are not frequently emptied in the yard to prevent mosquito growth which can carry disease.



getready.qld.gov.au



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 September 2022.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The report below provides an update of the Facilities Department.

Facilities Staffing Issues

1. Maintenance Crew

The maintenance crew has got a licensed driver back on board which has enabled the crew to work more efficiently this month.

2. Cleaning Crew Issues

- Staffing – We anticipate reviewing the Cleaning Crew List.
- Blue Cards – Blue Card will be visiting Island this month, recommending that staff visit them for enquiries on applications.
- Training and Professional Development – upcoming training this month

Council Facilities

1. VAC Accommodation

- Minor improvements have commenced at the VAC with a few upgrades to the A/C systems.
- New desks have been ordered and are on site and in the process of fitting into each room as part of upgrade

2. Motel Accommodation

- Minor improvements to motel rooms have commenced.
- Ply-sheeted lower windows to reduce potential break-ins
- Manchester (bed sheets) have been ordered to replace existing sheets

3. Staff Accommodation

There are vacant houses and several rooms at residences listed below remain vacant:

- VAC Donga 1
- VAC Donga 6
- 173 Mukakiya Street

- 314 Lardil Street –unlivable (see security)
- 287B Mukakiya Street

- 345 Kulthangarr

4. Council Residential and Commercial Building Maintenance

- Residual-current device (RCD) service and maintenance have been updated at all Council-owned commercial buildings.
- Wormald has been engaged to carry out fire safety and maintenance in all Council facilities.
- Currently updating of furniture to priority residential buildings as needed

5. Internet Service

After contacting the internet service provider acitiv8me have arranged for NBN to fly in this month to service addresses who have had internet issues and install new service to the community centre.

6. Security (Asset Protection) Services

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

Council and Admin Buildings

The break and enters are more frequently with attempts being made almost every night, we have taken the necessary steps to ensure the safety of our guests at our accommodation facilities with repairs to lighting inside the motel complex, restrict possible access points at cabins, security checks throughout the night. The security patrols have become targets with the patrol vehicle being rocked on many occasions and a security staff rocked during shift. These incidents have been documented and reported to police.

In general, the damages to Council properties are becoming frequent and costings are charged to the Facilities Department budget.

314 Lardil Street

This property remains vacant with no one wanting to live at the address this place has had a series of complaints from residents who are unable to stay, the house is a constant target for break and enters resulting in theft and property damage. We have trailed for a local staff member to occupy house so that the break ins would be reduced however this address has other issues that deter anyone from residing.

Attached to this report are four (4) weeks of Security Reports provided on a weekly basis by the contractor security contractor.

Accommodation Occupancy

Revenue from Accommodation September 2022		
Room Type Name	Rooms Sold	Revenue (\$)
Motel Queen beds	60	15,676.00
Motel Two K/Beds	151	39,981.00
Guest House	-	-
VAC with Ensuite	420	68,301.03
Single Containers	270	37,047.90
House Accommodation	-	-
Total		161,005.93

FINANCIAL & RESOURCE IMPLICATIONS

The Facilities Department is following up with the overdue accounts and we are working with the Finance Department to catch up on billing.

We are still having issues with guests' bookings and check-ins and ad hoc requests to move from one accommodation to another. To accommodate this, we need to look at improvement to rooms at the VAC accommodation.

RECOMMENDATION

That Council note and accept this Report.

17 STAFF REPORTS - FINANCIAL SERVICES**17.1 FINANCE REPORT**

Author: Acting Finance and Administration Manager

Attachments:

- 1 FY23 Budget v Actual PL 30 Sep 22**
- 2 Statement of Cash Fows for the period ended 30 September 2022**
- 3 Statement of Comprehensive Income for the period ended 30 September 2022**
- 4 Statements of Financial Position as at 30 September 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 at 30 September 2022:

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Statement of Comprehensive Income provides details on the Council's financial performance for the period ended 30 September 2022. The Detailed Income Statement provides a more detailed review of Council's income and expenditure compared to the budget and the previous year.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and accept this Report.

Budget v Actual 2022-2023

Mornington Shire Council

For the month ended 30 September 2022

Account	FY Budget 2023	YTD Actuals as at September 2022	% of Budget	PY Actuals 2021
Income				
Recurrent Revenue				
Levies and charges				
Fees and Charges - Commercial	300,150.00	160,424.10	53.45%	170,173.09
Fees and Charges - Waste Management	666,899.00	650,055.46	97.47%	629,467.27
Fees and Charges - Water	1,370,085.00	1,356,819.95	99.03%	1,318,545.45
Fees and Charges - Sewerage	788,120.00	705,461.34	89.51%	687,834.73
Total Levies and charges	3,125,254.00	2,872,760.85	91.92%	2,806,020.54
Fees and Charges				
Fees and Charges - Airport Landing Fee	445,000.00	103,725.31	23.31%	104,812.43
Fees and Charges - Barge and Logistics	25,000.00	(1,134.72)	-4.54%	51.82
Fees and Charges - Other	75,877.00	8,127.28	10.71%	11,352.74
Fines and Penalties	0.00	(66.00)	0.00%	0.00
Accommodation Revenue	94,538.00	24,230.22	25.63%	40,463.64
Accommodation Revenue - VAC Container	552,228.00	142,430.10	25.79%	96,864.06
Accommodation Revenue - VAC	1,489,200.00	171,043.58	11.49%	89,292.25
Accommodation Revenue - Motel	725,438.00	134,194.29	18.50%	123,119.07
Facilities Hire	14,880.00	563.64	3.79%	0.00
Rent Received Staff Housing	75,509.00	81,354.41	107.74%	17,640.00
Total Fees and Charges	3,497,670.00	664,468.11	19.00%	483,596.01
Rental Income				
Lease Revenue - Commercial	863,204.00	12,226.13	1.42%	114,370.63
Lease Revenue - Residential	94,381.00	4,097.96	4.34%	49,161.06
Total Rental Income	957,585.00	16,324.09	1.70%	163,531.69
Interest Revenue				
Bank Interest Received	40,885.00	37,921.35	92.75%	7,794.24
Total Interest Revenue	40,885.00	37,921.35	92.75%	7,794.24
Sales Revenue				
Plant Hire - External	85,095.00	(173.37)	-0.20%	20,026.41
Sales	432,000.00	106.36	0.02%	440.00
Sale of Goods - Bakery	25,000.00	7,000.65	28.00%	3,447.94
Sale of Goods - Bakery - GST Free	240,000.00	59,410.65	24.75%	42,254.84
Sale of Goods - Batch	1,300,736.00	8,659.64	0.67%	55,950.00
Sale of Goods - Events	56,249.00	2,165.45	3.85%	20,969.48
Sale of Goods - Events - GST Free	0.00	180.40	0.00%	0.00
Sale of Goods - Fuel	600,000.00	74,284.93	12.38%	146,410.38
Sale of Goods - Fuel - GST Free	100,000.00	700.91	0.70%	14,199.74
Sale of Goods - Recreation	3,150.00	112.72	3.58%	110.90
Sale of Goods - Stores	545,089.00	71,513.79	13.12%	91,965.82
Sale of Goods - Stores - BAS Excluded	1,000.00	0.00	0.00%	73.06
Sale of Goods - Workshop	3,000.00	1,859.09	61.97%	287.10
Services - Contract and Recoverable Works: Do & Charge	2,027,000.00	516,560.31	25.48%	386,886.53
Services - Contract and Recoverable Works: New Construction	3,587,440.00	0.00	0.00%	0.00
Services - Contract and Recoverable Works: Quoted Works	4,500,000.00	877,114.69	19.49%	751,263.22
Total Sales Revenue	13,505,759.00	1,619,496.22	11.99%	1,534,285.42
Other Income				
Other Revenue: Sundry	15,628.00	0.00	0.00%	1,040.00
Total Other Income	15,628.00	0.00	0.00%	1,040.00
Grants, Contributions, Subsidies and Donations				
Donations & Sponsorship Income	5,000.00	0.00	0.00%	5,000.00
Grants - Recurrent: General Purpose	5,397,769.00	296,658.75	5.50%	326,812.50
Grants - Recurrent: State	406,900.00	6,455.75	1.59%	309,943.50
Grants - Recurrent: Other	65,492.00	0.00	0.00%	0.00
Subsidies	60,000.00	10,000.00	16.67%	39,943.81
Total Grants, Contributions, Subsidies and Donations	5,935,161.00	313,114.50	5.28%	681,699.81
Total Recurrent Revenue	27,077,942.00	5,524,085.12	20.40%	5,677,967.71
Capital Revenue				
Grants, Contributions, Subsidies and Donations				
Grants - Capital: Commonwealth	0.00	0.00	0.00%	29,685.00
Grants - Capital: State	6,075,996.00	849,560.80	13.98%	20,728.15
Grants - Capital: NDRRA/DRFA	4,800,000.00	0.00	0.00%	687,620.71
Total Grants, Contributions, Subsidies and Donations	10,875,996.00	849,560.80	7.81%	738,033.86
Capital Revenue: Proceeds from disposal	0.00	400.00	0.00%	0.00
Total Capital Revenue	10,875,996.00	849,960.80	7.82%	738,033.86

Total Income	37,953,938.00	6,374,045.92	16.79%	6,416,001.57
Expenses				
Recurrent Expenses				
Employee benefits				
Total Staff Wages and Salaries				
Employee Costs - Salaries & Wages - General	(7,657,695.00)	(1,441,467.15)	18.82%	(1,110,122.77)
Employee Costs - Salaries & Wages - Internal Recoverable	456,968.00	0.00	0.00%	0.00
Employee Costs				
Employee Costs - Airfares	(194,400.00)	(27,553.92)	14.17%	(9,579.94)
Employee Costs - Allowances	(212,000.00)	(55,889.39)	26.36%	(57,843.88)
Employee Costs - Fringe Benefits Tax	(150,000.00)	0.00	0.00%	(65,633.00)
Employee Costs - Medical Expenses and Workers Compensation	0.00	0.00	0.00%	(851.98)
Employee Costs - Recruitment	(147,000.00)	(2,595.22)	1.77%	(15,558.15)
Employee Costs - Sorry Business	(85,070.00)	(11,844.58)	13.92%	(20,598.20)
Employee Costs - Telephone Allowance	0.00	(16.36)	0.00%	0.00
Employee Costs - Training	(56,400.00)	(9,646.76)	17.10%	(12,600.33)
Employee Costs - Travel Reimbursement	(15,000.00)	0.00	0.00%	(1,282.63)
Employee Costs - Uniform and PPE Costs	(35,252.00)	(1,522.91)	4.32%	(7,160.45)
Employee Costs - Utilities	(3,800.00)	0.00	0.00%	(530.65)
Employee Costs - Provision of Staff Housing	(8,076.00)	0.00	0.00%	(6,472.86)
Salary Sacrifice - Suspense Account	0.00	12,521.63	0.00%	0.00
Workers Compensation	(150,000.00)	10,554.37	-7.04%	(123,336.23)
Total Employee Costs	(1,056,998.00)	(85,993.14)	8.14%	(321,448.30)
Total Total Staff Wages and Salaries	(8,257,725.00)	(1,527,460.29)	18.50%	(1,431,571.07)
Capitalised Employee Costs				
Employee Costs - Capitalised Salaries & Wages	9,738.00	0.00	0.00%	(1,265.01)
Total Capitalised Employee Costs	9,738.00	0.00	0.00%	(1,265.01)
Elected Members				
Elected Member - Councillor Remuneration	(285,852.00)	(71,113.51)	24.88%	(68,352.30)
Elected Members - Councillor Travel Expenses	(15,375.00)	(21,981.27)	142.97%	(12,403.03)
Elected Members - Councillors Allowances	(4,368.00)	(657.85)	15.06%	0.00
Elected Members - Meeting Allowance	(56,272.00)	(13,797.99)	24.52%	(13,999.20)
Total Elected Members	(361,867.00)	(107,550.62)	29.72%	(94,754.53)
Superannuation				
Employee Costs - Superannuation	(951,346.00)	(170,003.69)	17.87%	(135,882.03)
Total Superannuation	(951,346.00)	(170,003.69)	17.87%	(135,882.03)
Total Employee benefits	(9,561,200.00)	(1,805,014.60)	18.88%	(1,663,472.64)
Materials and Services				
Administration Expenses				
Information Technology	(120,000.00)	(286.82)	0.24%	(2,540.06)
Legal Expenses	(192,500.00)	(48,468.63)	25.18%	(94,700.43)
Management Fees	(204,420.00)	(44,237.67)	21.64%	(26,035.17)
Materials and Services - Insurance	(746,900.00)	(541,296.77)	72.47%	(508,677.28)
Other Expenses - Accounting Fees	0.00	(4,400.00)	0.00%	0.00
Other Expenses - Internal Audit	(60,000.00)	0.00	0.00%	0.00
Postage	(1,150.00)	327.45	-28.47%	(143.66)
Printing and Stationery	(75,792.00)	(10,662.46)	14.07%	(10,315.89)
Workplace Health & Safety	(45,000.00)	(11,846.65)	26.33%	(30,472.62)
Total Administration Expenses	(1,445,762.00)	(660,871.55)	45.71%	(672,885.11)
Audit of the Financial Statements by the Auditor-General of Queensland				
Other Expenses - Audit Fees	(100,000.00)	0.00	0.00%	(28,636.58)
Total Audit of the Financial Statements by the Auditor-General of Queensland	(100,000.00)	0.00	0.00%	(28,636.58)
Consultants				
Consultancy Fees	(376,244.00)	(227,855.12)	60.56%	(95,978.25)
Total Consultants	(376,244.00)	(227,855.12)	60.56%	(95,978.25)
Contractors				
Contractor Expenses: General	(474,000.00)	(81,387.58)	17.17%	(459,719.92)
Contractor Expenses: Do & Charge	(350,000.00)	(81,618.10)	23.32%	(182,247.26)
Contractor Expenses: Quoted Works	(1,030,000.00)	(317,747.57)	30.85%	(603,291.84)
Contractor Expenses: Contract Works	(835,000.00)	(4,250.00)	0.51%	0.00
Total Contractors	(2,689,000.00)	(485,003.25)	18.04%	(1,245,259.02)
Contract and Recoverable Works				
COGS - Contract and Recoverable Works: New Construction	(3,424,662.00)	0.00	0.00%	(24,073.00)
COGS - Contract and Recoverable Works	(10,000.00)	0.00	0.00%	(3,792.00)
COGS - Contract and Recoverable Works: Do & Charge	(321,602.00)	(40,037.92)	12.45%	(141,097.53)
COGS - Contract and Recoverable Works: Quoted	(420,000.00)	(59,318.37)	14.12%	(124,182.61)
Total Contract and Recoverable Works	(4,176,264.00)	(99,356.29)	2.38%	(293,145.14)
Donations Paid				
Donations & Sponsorships	(10,000.00)	(461.08)	4.61%	0.00
Total Donations Paid	(10,000.00)	(461.08)	4.61%	0.00
Utilities				
Electricity	(210,000.00)	(20,672.55)	9.84%	(27,815.69)
Telecommunication	(115,000.00)	(41,583.63)	36.16%	2,878.58
Total Utilities	(325,000.00)	(62,256.18)	19.16%	(24,937.11)
Repairs and Maintenance				

Repairs and Maintenance: Scheduled Repairs	(276,581.00)	(19,893.01)	7.19%	(27,383.81)
Repairs & Maintenance: Operational Maintenance	(175,146.00)	(12,981.49)	7.41%	(22,411.67)
Materials and Services: Motor Vehicle Consumables	(40,000.00)	(20,617.85)	51.54%	(3,208.54)
Total Repairs and Maintenance	(491,727.00)	(53,492.35)	10.88%	(53,004.02)
Subscriptions and Registrations				
Subscriptions	(249,045.00)	(46,235.97)	18.57%	(71,576.95)
Total Subscriptions and Registrations	(249,045.00)	(46,235.97)	18.57%	(71,576.95)
Travel				
Conferences and Deputations	(11,000.00)	0.00	0.00%	(288.00)
Elected Members - Conferences	(9,360.00)	0.00	0.00%	(1,408.72)
Travelling Expenses	(44,000.00)	(7,560.21)	17.18%	(15,852.95)
Total Travel	(64,360.00)	(7,560.21)	11.75%	(17,549.67)
Other Materials and Services				
Bakery Purchases	(54,630.00)	(35,120.14)	64.29%	(16,435.18)
Community Events Expenditure	(158,000.00)	(11,534.39)	7.30%	(33,206.25)
COGS - Batching Operations	(633,000.00)	0.00	0.00%	0.00
COGS - Fuel	(505,151.00)	(63,113.58)	12.49%	(125,191.98)
COGS - Stores	(45,128.00)	(67,862.93)	150.38%	(130,673.11)
Food Purchases	(1,200.00)	(90.91)	7.58%	(2,744.70)
Appliances (non capital)	(10,000.00)	0.00	0.00%	0.00
Furnishing and Fit Out	(31,000.00)	(317.50)	1.02%	(2,263.64)
Furniture (non capital)	(62,000.00)	(4,562.15)	7.36%	(23,065.98)
Materials	(128,500.00)	(18,111.35)	14.09%	(41,328.51)
Materials - Inventory Adjustments	(1,200.00)	(7,909.85)	659.15%	206.14
Materials & Services - Freight & Cartage	(198,100.00)	(25,121.06)	12.68%	(95,660.40)
Materials and Services - Motor Vehicle Fuel and Oil	(8,300.00)	0.00	0.00%	0.00
Materials and Services - Motor Vehicle Registration and Insurance	(57,000.00)	(16.36)	0.03%	(43,414.70)
Materials and Services - Motor Vehicle Repairs and Maintenance	(148,000.00)	(72,375.16)	48.90%	(21,715.05)
Materials and Service - Motor Vehicle and Plant Vandalism	(50,000.00)	0.00	0.00%	(126.15)
Materials and Services - Motor Vehicle Lease	(63,227.00)	0.00	0.00%	(13,533.88)
Materials and Services - Operating Expenses	(197,512.00)	(94,792.49)	47.99%	(92,145.32)
Plant Hire - Internal / Capitalised Plant	(1,211,138.00)	0.00	0.00%	(13,273.40)
Plant Hire Overhead - Internal Plant Recoveries	1,211,138.00	0.00	0.00%	13,273.40
Rent	(28,500.00)	(4,052.59)	14.22%	(6,562.10)
Security	(412,000.00)	(1,084.00)	0.26%	(16,193.00)
Tools & Equipment	(121,290.00)	(49,971.98)	41.20%	(40,025.88)
Licence and Permit Expenses	(12,655.00)	(527.27)	4.17%	80.20
Wage Oncosts Overhead	(4,914.00)	0.00	0.00%	0.00
Total Other Materials and Services	(2,931,307.00)	(456,563.71)	15.58%	(703,999.49)
Total Materials and Services	(12,858,709.00)	(2,099,655.71)	16.33%	(3,206,971.34)
Finance Costs	(21,600.00)	(5,037.04)	23.32%	(3,522.24)
Depreciation				
Depreciation - Buildings	(1,174,561.00)	(287,421.03)	24.47%	(293,808.19)
Depreciation - Furniture & Equipment	(86,402.00)	0.00	0.00%	(21,705.95)
Depreciation - Other Structures	(599,300.00)	(147,886.20)	24.68%	(150,036.16)
Depreciation - Plant & Motor Vehicles	(339,700.00)	0.00	0.00%	(85,372.73)
Depreciation - Road Infrastructure	(3,002,635.00)	(750,658.80)	25.00%	(750,658.80)
Depreciation - Sewerage Infrastructure	(256,000.00)	(62,899.64)	24.57%	(64,355.19)
Depreciation - Water Infrastructure	(493,749.00)	(121,113.59)	24.53%	(123,773.62)
Total Depreciation	(5,952,347.00)	(1,369,979.26)	23.02%	(1,489,710.64)
Total Recurrent Expenses	(28,393,856.00)	(5,279,686.61)	18.59%	(6,363,676.86)
Total Expenses	(28,393,856.00)	(5,279,686.61)	18.59%	(6,363,676.86)
Net Result	9,560,082.00	1,094,359.31	11.45%	52,324.71
Total Comprehensive Income for the Year	9,560,082.00	1,094,359.31	11.45%	52,324.71

Mornington Shire Council
Statement of Cash Flows
For the period ended 30 September 2022

	ACTUALS YTD	BUDGET
	30-Sep-22	30-Jun-23
Cash flows from operating activities:		
Receipts from Customers	3,839,779	18,386,546
Payments to Suppliers and Employees	(3,970,717)	(22,441,508)
	<u>(130,938)</u>	<u>(4,054,962)</u>
Interest Received	37,921	40,885
Rental Income	78,234	957,586
Non-Capital Grants, Subsidies and Contributions	303,115	5,935,161
Net cash inflow (outflow) from operating activities	<u>288,332</u>	<u>2,878,669</u>
Cash flows from investing activities:		
Payments for Property, Plant and Equipment	(683,609)	(21,591,976)
Proceeds from Sale of Property, Plant and Equipment	400	220,000
Finance lease Receipts	0	232,909
Capital Grants, Subsidies and Contributions	849,561	10,875,996
Net cash inflow (outflow) from investing activities	<u>166,352</u>	<u>(10,263,071)</u>
Cash flows from financing activities:	0	0
Repayment of Borrowings	0	0
Net cash inflow (outflow) from financing activities	<u>0</u>	<u>0</u>
Net increase (decrease) in cash held	454,684	(7,404,401)
Cash at Beginning of Reporting Period	8,298,814	8,633,346
Cash at End of Reporting Period	<u>8,753,498</u>	<u>1,228,945</u>

Mornington Shire Council
Statement of Comprehensive Income
For the period ended 30 September 2022

	ACTUALS YTD	ACTUALS / BUDGET	BUDGET FULL YEAR TO
	30-Sep-22	%	30-Jun-23
Revenue			
Recurrent revenue			
Local Government Levies	2,872,761	92%	3,125,254
Fees and Utility Charges	664,468	19%	3,497,668
Rental Income	16,324	2%	957,586
Interest Earned	37,921	93%	40,885
Sales-Contracts and Recoverable Works	1,619,496	12%	13,505,758
Other Recurrent Income	0	0%	15,628
Prior Grants, Subsidies and Contributions	313,115	5%	5,935,161
Total recurrent revenue	5,524,085	24%	27,077,940
Capital revenue			
Prior Capital Grants, Subsidies, and Contributions	849,561	8%	10,875,996
Total capital revenue	849,561	7%	10,875,996
Total revenue	6,373,646	18%	37,953,936
Capital Income	0	0%	0
Total income	6,373,646	17%	37,953,936
Expenses			
Recurrent expenses			
Employee Benefits	1,805,015	19%	9,561,201
Materials and Services	2,099,656	16%	12,858,707
Finance Costs	5,037	23%	21,600
Depreciation and Amortisation	1,369,979	23%	5,952,342
Total recurrent expenses	5,279,687	22%	28,393,850
Capital Expenses	-400	0%	0
Total capital expenses	-400	0%	0
Total expenses	5,279,287	22%	28,393,850
Net surplus	1,094,359	10%	9,560,086
Operating Capabilities before Depn and Capital Income	1,614,778		4,636,432
Operating Capabilities before Capital Income	244,799		-1,315,910
Operating Capabilities before Capital Income %	4.4%		-4.9%

**Mornington Shire Council
Statement of Financial Position
As at 30 September 2022**

	ACTUALS	BUDGET
	30-Sep-22	30-Jun-23
Current Assets		
Cash and cash equivalents	8,753,507	8,539,289
Trade and other receivables	4,545,299	3,231,209
Inventories	1,021,785	853,156
Contract Asset	634,833	634,833
Leases	208,092	208,092
Total current assets	15,163,516	13,466,579
Non-current Assets		
Leases	6,244,755	6,244,255
Property, plant and equipment	100,033,277	105,916,714
Total non-current assets	106,278,032	112,160,969
TOTAL ASSETS	121,441,547	125,627,548
Current Liabilities		
Trade and other payables	2,405,760	2,112,812
Contract Liability	5,236,108	610,118
Provisions	16,613	16,613
Total current liabilities	7,658,481	2,739,543
Non-current Liabilities		
Provisions	1,534,156	1,549,816
Total non-current liabilities	1,534,156	1,549,816
TOTAL LIABILITIES	9,192,637	4,289,359
NET COMMUNITY ASSETS	112,248,910	121,338,189
Community Equity		
Asset revaluation reserve	99,427,770	99,427,770
Retained surplus/(deficiency)	12,821,140	21,910,419
TOTAL COMMUNITY EQUITY	112,248,910	121,338,189

17.2 CORPORATE AND COMMUNITY SERVICES REPORT

Author: Acting Finance and Administration Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To update Council on other areas of the Corporate and Community Services Directorate.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Finance and Administration**

Accounts Payables

Creditor payables have been brought to manageable levels. The bulk of the outstanding supplier invoices have been paid up to date. However, several stragglers are commonly due to late delivery of goods and services and therefore approvals by line managers in the electronic approval system.

Accounts Receivables

There is still have a backlog of billing to undertake in the areas of QBuild completed jobs, Leases, Accommodation bookings, Plant and Barging. We are working towards bringing this to manageable levels with some resourcing assistance soon.

The HR Officer has experience in QBuild billing and therefore has commenced the automatic/direct billing of the outstanding QBuild job cards via the QBuild Portal this week and we have seen progress in this area. We anticipate receiving over \$500K via this mode of delivery.

There is currently an arrangement in place with QBuild Accounts Payable to have them assist us in the manual processing of our invoices and this has been ongoing for six months. The Housing Administration Officer is overseeing this exercise.

With additional staffing, we would like to progress the recouping of several aged outstanding sales invoices from debtors.

Payroll

Finance has re-engaged the services of a staff on a 3-month contract to manage payroll with the contract ending in November.

Grant Acquittals and Reporting

The current staffing shortage has impacted the acquittal and reporting process. There is a backlog of quarterly reports that remain outstanding. We are slowly progressing in this space with the assistance from our grants officer and also from the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP). There are overdue quarterly reports and this week alone we have submitted 5 with plans to submit weekly. The weekly catch-up meetings have aided the situation

We are currently working on a Grants Register as was suggested as part of the external audit.

Grant and Project Receipts

We have received \$1,152,675.30 worth of grant funding for the several important projects July to September 2022:

1. o.	2. Description	3. Fund	4. Jul' 22	5. Aug' 2	6. Sep' 2
7.	8. MoSC4.01 Surepact	9. I CCIP	10. \$70,000.00	11.	12.
13.	14. 30% Motel Expansion	15. L GGSP	16.	17. \$615,705.00	18.
19.	20. FAG GPG	21. F AG	22.	23. \$296,658.75	24.
25.	26. FAG IRG	27. F AG	28.	29. \$6,455.75	30.
31.	32. MoSC1.04 WTP Generator	33. I CCIP	34.	35.	36. 47,658.60
37.	38. MoSC1.05 Dithery Dam Switchboard Generator	39. I CCIP	40.	41.	42. 34,850.70
43.	44. MoSC1.06 Dithery Dam Switchboard	45. I CCIP	46.	47.	48. 81,346.50
49.	50.	51.	52. \$70,000.00	53. \$918,819.50	54. \$163,855.80

We have received to date \$2,412,523.00 in the month of October 2022:

55. o.	56. Description	57. Fund	58. Oct' 22
59.	60. Engage Life and Learning	61. NIA A	62. \$70,000.00
63.	64. On Country	65. NIA A	66. \$51,610.00
67.	68. Youth Hub	69. NIA A	70. \$92,500.00
71.	72. Forward Remote Capital Program (30%)	73. DCH DE	74. \$2,198,413.00
75.	76.	77.	78. \$2,412,523.00

Pub Night and Carriage Limit Reporting

We have commenced reconciliations of the Pub Nights and Carriage Limit with the assistance from the Community Development Team and we have progressed well. The reconciliations are near complete. It is anticipated that regular monthly reports in this space will be provided by the Community Development Team in the next Council Meeting after we have caught up with the backlog of bank reconciliations.

Audit Advisors

We have engaged an audit and advisory firm to assist us with the financial statements. The firm has experience in this area and currently provides audit and advisory services to Indigenous Councils in the Western Cape.

Apart from this service, we are in discussion with the firm to assist us with other services such as month-end processes and procedures and budgetary support.

Technology

We have recently upgraded to additional mobile phones and laptops for staff and elected members which are on the way.

An Apple Business Manager Portal is currently being set up to administer the Council's mobile phones.

A multi-factor authentication (MFA) has been turned on by our external IT consultants to ensure added security to Council's operating systems due to the cybersecurity risks associated with business.

Brisbane Office

Brisbane Office has been officially closed and all Council property have been removed and arrangements are in place to have the items relocated to the island.

Staffing

Staffing issues remain and we have readvertised the roles for Accounts Officers with the assistance of the Human Resources Department. We are also looking to source accounting personnel through the labour hire agencies as and when required.

Training

There is interest to undertake several trainings for staff. A qualification in Local Government was one that was identified, as well as TAFE qualifications in Business-related fields.

Community Development

Refer to the Community Development Report.

Bakery

Bakery has made some good progress over the last few months with the inclusion of services to Doomadgee. The Baker will require additional staff to assist with the current workload/orders for both on and off island customers. Bakery Sales have increased from \$16K to at least \$19K per month. Additional supplies have been purchased as part of the Bakery allocation in the Capital Budget.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and accept this Report.

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

Author: Acting Finance and Administration Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to update Council on Community Development activities for the month of October 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 to increase utilisation of Councils gym.

Updates

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. The licensee has agreed to complete however still not completed.
- Patronage continues to increase with more community members doing their first order.
- Review period is up. Letter has been drafted in regard to proposed changes to the carriage limit.

Motel Tavern Liquor Licence

- Installation of the SwiftPOS system completed. The card machine had malfunctioned and we are awaiting a replacement which will arrive this week. From there we will start to issue our membership cards. This will not be in time for the next Community Liquor Permit (CLP) event.
- Minutes of the stakeholder workshop have been drafted by Debbie Dixon-Searle for review.

Liquor Accord

- Mornington Shire Liquor Accord not required until there are other licensees. The Community Safety Committee meetings will be utilised in the meantime to coordinate ongoing discussions.
- Ongoing discussions 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.
- Community Survey is in the process of being put out to community (via manual and electronic versions) and is attached. Stakeholder consultation is also occurring.
- Storyboard to be ordered for the Old Village noting history, photos and families that resided there.

Grants

- SwiftPOS: Ready to acquit.
- 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. Church driveway will be completed by the end of next month. Gym work will start after that job is completed.

Miscellaneous

- FareShare Program: Meals for the Mob recognises the disproportionately high rates of food insecurity in regional, remote and discrete communities, where access to affordable fresh food is low and diet-related health issues are high. They are looking to implement by early November through various stakeholders.
- Coastal Hazards Scoping Project: Through the Local Government Association of Queensland (LGAQ), Billy and Marika were on island to scope out special coastal areas of interest that are at risk of disappearing due to climate change and coastal erosion.

Mornington Island State School (MISS)

- The State School has identified a direct contact who would be able to facilitate the registration of births (that were not completed at the time of birth) and obtaining a physical copy of birth certificates. There are currently around 10-20 children without a birth certificate. No funding is available and assistance has been requested at \$55 a copy.
- End-of-year Concert and Yearbook: \$1,000 for 200 copies which is one per family and spares for the Council Library, etc. There would be a space to put the Council logo on the Yearbook acknowledging sponsorship. Request for sponsoring the Concert is for an amount of \$2,000. An award would be created for a community person who does well at the school (current student). A Council representative to present and develop the criteria for the award. This is a first time to request assistance for the end of year. Could be a good opportunity for Council to be involved in school year-end functions. Answer required within the month to facilitate ordering. Currently a one-off request but to consider an ongoing relationship with MISS.
- CSC: Assistance was requested for a rugby school trip at a cost of \$10,000. \$5K has been requested from Bynoe (not yet approved) and \$5K from CSP funding as it falls within the expenditure scope. Resolutions required.
- PCYC Funding: Waiting on acceptance of the submitted activity program plan from PCYC to trigger the first payment. Ongoing.
- Preferred Supplier Arrangement: Tender assessment documents to be forwarded for the panel to complete. After a brief catchup to discuss the results, Preston Law will prepare the relevant documents to award the tender. Ongoing.
- Council oval: Facebook posts referring to the locked gates of the Oval being due to the damage caused by horses. Facebook posts referred to the horses being a problem that is not being dealt with. Oval has been marked out as a rugby league field. Adjacent public toilets have been vandalised rendering them unusable.
- Community Bus Driver: This position is now vacant and will be readvertised. Infrastructure for bus stops around community to be investigated and look at potential funding opportunities.
- Lelka Murrin planter boxes: Several plants have been generously donated by BYNOE to install. They are currently in place and ready for planting.
- New positions: Job vacancies have been posted around community for a Sports and Recreation Officer and an Events Officer per the new organisational structure.
- Community Development Office: A new pedestrian gate and air conditioner has been installed and temporary fencing to block the back fence up. Waiting on NBN to be installed as well as various office equipment.
- Upcoming Memorial Day: An incorrect date was put forward for this year which has now been rectified. Assistance has been requested with coordinating this year's event.

North Queensland Sports Foundation:

- This organisation currently funds our MoveitNQ Touch Footy and Community Boxing programs. Message from current CEO Colin Balfour:
“Great news! NQSF through our MoveitNQ program has won the Queensland AUSactive Award in the Community category for “Most Inclusive and/or Diverse Program” and we will now be representing Queensland at the national awards in Sydney next month. Kudos to Megan Taylor, and of course her predecessor Bella Hickson, for this win. Also massive thanks to all our member Councils, you are us and we are you. Please share this with everyone as you are very much part of this win.”
They then went on to the National Awards in Sydney where they also won.
- NQ Sport Star Awards 2022: To be held in Cloncurry on 5th November 2022. Last year’s awards were held in Charters Towers where the Mornington Island Raiders Rugby League team took out the supreme award. With Council approval, I hope to attend these awards continuing to provide a presence for Mornington Shire Council and our community. There were no nominations this year but with the addition of a dedicated Sports and Recreation Officer we may be able to turn this around.

Upcoming events

- Thaldi Gilmoo Luuli Touch Footy programs (now permanently moved to Thursdays)
- Baya Kuburda Community Boxing night (Thursdays)
- Pub Night for Senior’s Social Event 55+ has been cancelled

Proposed future CLP events

There were two proposed CLP events passed through last Council Meeting. These dates have now been amended to the following;

- 29th October 2022 Saturday 5 – 11pm Dance Competition

The recruitment process is continuing for casual workers. An increased maximum limit of 12 mid-strength cans along with wine has been requested and approved for the next CLP event in line with recent requests for the Mornington Council Motel permanent licence.

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and accept this Report.

19 CONFIDENTIAL REPORTS**RECOMMENDATION**

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:

19.1 Wandering Horse Strategy

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.

19.2 Christmas and New Year Close Down Period

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.

19.3 Draft 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.

20 NEXT MEETING

Wednesday 23 November 2022

21 CLOSURE