



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

Date: Wednesday, 17 May 2023
Time: 9:00AM
Location: Council Chamber
Mission Road
Gununa

BUSINESS PAPER

Ordinary Council Meeting

17 May 2023

Gary Uhlmann
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**

Deputy Mayor David Barnes request leave of absence.

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

One minute silence of loved ones who have passed.

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - COUNCIL MEETING - 19 APRIL 2023

Author: Chief Executive Officer

Attachments: 1. Council Meeting Minutes - 19 April 2023

OFFICER'S RECOMMENDATION

That the Minutes of the Council held on Wednesday 19 April 2023 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, 19 APRIL 2023 AT 9:00AM**

1 OPENING OF MEETING

The meeting was opened by Deputy Mayor David Barnes at 9.08am.

2 ACKNOWLEDGMENT OF COUNTRY

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

3 PRESENT

Deputy Mayor Cr David Barnes, Cr Dwayne Rogers, Cr Roxanne Thomas, Cr Robert Thompson
Mr Gary Uhlmann, Chief Executive Officer; Ms Skye Price, Executive Manager Corporate and Community Services; Mr Brett De Chastel, Independent Council Advisor; Mrs Rae Burton Executive Assistant

4 LEAVE OF ABSENCE**RESOLUTION 2023/50**

Moved: Deputy Mayor Cr David Barnes
Seconded: Cr Robert Thompson

That the apology received from Mayor Kyle Yanner be accepted and leave of absence granted.

Mayor Kyle Yanner; Mr Daniel Dixon, Group Manager Technical & Infrastructure Services; Mr Geoff Rewald Executive Manager Housing and Facilities.

CARRIED 4/0

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

Nil

6 CONDOLENCES AND MEMORIALS

A minute's silence was undertaken for the late Mrs. Felton.

7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES - COUNCIL MEETING - 22 MARCH 2023****RESOLUTION 2023/51**

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

That the Minutes of the Council held on Wednesday 22 March 2023 be received and the recommendations therein be adopted.

CARRIED 4/0

8 DEPUTATIONS

Nil

9 ACTION SCHEDULE

Nil

RESOLUTION 2023/52

Moved: Cr Robert Thompson
Seconded: Cr Dwayne Rogers

Chief Executive Officer is currently reviewing the Action Sheet and That Council agree the Action Sheet be reviewed and tabled at the next informal meeting.

CARRIED 4/0

RECEPTION & CONSIDERATION OF OFFICERS REPORTS**10 MAYOR AND COUNCILLORS REPORTS****10.1 COUNCILLOR VERBAL REPORTS****RESOLUTION 2023/53**

Moved: Cr Roxanne Thomas

Seconded: Cr Robert Thompson

Verbal report given by Councillor Rogers, he has been advocating for a radiographer at the Mornington Island Hospital to operate the x-ray machine, so community members do not have to travel for x-rays.

Councillor Thomas met with the Department of Communities, Housing and Digital Economy to advocate for better living conditions.

Councillor Thompson continues to work with youth in the community.

That Council note and receive their reports

CARRIED 4/0

Meeting adjourned at 10:18am by Deputy Mayor for morning tea.

Meeting recommenced at 10:38am by Deputy Mayor.

11 CHIEF EXECUTIVE OFFICER'S REPORTS**11.1 CHIEF EXECUTIVE OFFICER VERBAL REPORT****RESOLUTION 2023/54**

Moved: Cr Robert Thompson

Seconded: Cr Dwayne Rogers

Verbal report given to Council by Chief Executive Officer on the teams meeting with our Government Champions on 22 and 23 March, 2023.

Working with Robyn Littlewood on market garden.

Minister Crawford is progressing the Mornington Island Alcohol Carriage Limit increase through Government.

Alsplume survey is sought related to water, sewerage and waste. Council has received in-principle support.

Other discussions included advocacy for a swimming pool, splash park, realignment of airport, development of one hundred and eighty (180) residential blocks; and reviewing Mornington Island health care model.

Discussions moving forward for reactive programs and update of all action items;

That Council note and receive this report.

CARRIED 4/0

12 STAFF REPORTS - WORKPLACE HEALTH AND SAFETY

Nil

13 STAFF REPORTS - TECHNICAL SERVICES

Nil

14 STAFF REPORTS - INFRASTRUCTURE SERVICES**14.1 TECHNICAL AND INFRASTRUCTURE REPORT****RESOLUTION 2023/55**

Moved: Cr Robert Thompson

Seconded: Cr Dwayne Rogers

The Chief Executive Officer provided a verbal update.

CARRIED 4/0**15 STAFF REPORTS - HOUSING REPORT**

Nil

16 STAFF REPORTS - FACILITIES**FACILITIES REPORT****RESOLUTION 2023/56**

Moved: Cr Roxanne Thomas

Seconded: Cr Dwayne Rogers

That Council note and accept the Facilities report for March 2023.

CARRIED 4/0**17 STAFF REPORTS - FINANCIAL SERVICES**

Nil

Meeting adjourned at 12:14pm by Deputy Mayor for Lunch.

Meeting recommenced at 12:41pm by Deputy Mayor.

18 STAFF REPORTS - COMMUNITY DEVELOPMENT REPORT**18.1 HUMAN RIGHTS COMMISSION SURVEY****RESOLUTION 2023/57**

Moved: Cr Dwayne Rogers
Seconded: Cr Roxanne Thomas

That Council receives and notes the report related to Queensland Human Rights Act 2019 obligations and the upcoming mandatory 2023 Human Rights Survey.

CARRIED 4/0

18.2 PROPOSED CITIZENSHIP CEREMONY**RESOLUTION 2023/58**

Moved: Cr Roxanne Thomas
Seconded: Cr Robert Thompson

That Council formally endorse the hosting of a Citizenship Ceremony for the candidate that has applied to the Department of Home Affairs to become an Australian citizen; and that suitable scheduling of a citizenship ceremony occur with due consideration for Mayor Yanner's calendar appointments and commitments.

CARRIED 4/0

18.3 CAMPAIGN FOR A PUBLICLY OWNED POST OFFICE BANK**RESOLUTION 2023/59**

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

That Mornington Shire Council make a submission to the Senate inquiry Rural and Regional Affairs and Transport References Committee, by the 28 April 2023 deadline. The submission should advocate for establishment of a post office bank approach across Australia to compensate for traditional bank branch closures. The submission should also highlight a need for a Mornington Island community post office bank enabling provision of a full suite of banking services.

CARRIED 4/0

18.4 COMMUNITY DEVELOPMENT REPORT**RESOLUTION 2023/60**

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Dwayne Rogers

1. That Council note and accept the March 2023 Community Development report.
2. That Council provide in principle support for submission of seven (7) applications (comprising 29 April, 31 May, 21 June, 5 July, 8 July and 12 July 2023) for Community Liquor Permits.

CARRIED 4/0

18.5 COMMUNITY DEVELOPMENT REPORT**RESOLUTION 2023/61**

Moved: Cr Roxanne Thomas

Seconded: Deputy Mayor Cr David Barnes

That Council provide support for the 2023 New Year's Eve fireworks display to the value of thirty-one thousand, eight hundred and eighty dollars (\$31,880) and future fireworks events costs will be reviewed as a part of the 2023/24 budget process.

CARRIED 4/0

18.6 DELEGATIONS - CHIEF FINANCIAL OFFICER**RESOLUTION 2023/62**

Moved: Cr Roxanne Thomas

Seconded: Cr Dwayne Rogers

That Council receive and note the report related to the Chief Financial Officer operational expenditure, capital expenditure and asset control financial delegation, up to the value of two hundred thousand dollars (\$200,000) excluding GST; in keeping with section 259(1) of the Local Government Act, related to Chief Executive Officer powers.

CARRIED 4/0

18.7 COUNCIL ADVISOR PRESENTATION: WHAT MAKES A SUCCESSFUL COUNCIL?**RESOLUTION 2023/63**

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Dwayne Rogers

Council advisor Brett De Chasel provided a presentation for the Councillors.

CARRIED 4/0

19 STAFF REPORTS - HUMAN RESOURCES

Nil

Councillor Thomas left meeting 1.52pm

Councillor Thomas returned to meeting 1.54pm

20 CONFIDENTIAL REPORTS

RESOLUTION 2023/64

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Roxanne Thomas

Deputy Mayor Barnes moved into Closed Business 1:55pm.

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:

20.1 REMOTE AIRSTRIP UPGRADE - TENDER EVALUATIONS

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

20.2 RESOURCE RECOVERY PROJECTS

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

CARRIED 4/0

RESOLUTION 2023/65

Moved: Deputy Mayor Cr David Barnes

Seconded: Cr Dwayne Rogers

That Council moves out of Closed business into Open Business 2:04pm.

CARRIED 4/0

20.1 REMOTE AIRSTRIP UPGRADE - TENDER EVALUATIONS

RESOLUTION 2023/66

Moved: Cr Dwayne Rogers
Seconded: Cr Robert Thompson

The panel has detailed the findings of the evaluation of submissions for RFT no. VP337187 in the attached evaluation report and seeks resolution from Council to award both short-listed respondents separable portion of works or project(s) as outlined below;

Permission to award all three projects, subject to funding availability. Award project one to FB Luke and award project three to Gulf civil.

CARRIED 4/0

20.2 RESOURCE RECOVERY PROJECTS

RESOLUTION 2023/67

Moved: Cr Robert Thompson
Seconded: Deputy Mayor Cr David Barnes

That Council note and receive this report and write a letter of acknowledgement and thanks to Minister Scanlon for the \$1.6 million funding from the Department of Environment and Science for resource recovery projects.

CARRIED 4/0

21 NEXT MEETING

The next meeting will be held on 17 May 2023.

22 CLOSURE

Deputy Mayor Barnes closed the meeting at 2:11pm.

Minutes Confirmed:

Mayor

Date: 19th April 2023

Gary Uhlmann
Chief Executive Officer

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 CHIEF EXECUTIVE OFFICER VERBAL REPORT

Author: Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide the Council with an update for the month of April 2023.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council receive and note the Chief Executive Officer's verbal report.

11.2 COMMISSIONER FOR FAIR TRADING CORRESPONDENCE

Author: Executive Manager Corporate & Community Services

Attachments: 1 Correspondence from Ms Victoria Thomson, Deputy Director-General

PURPOSE (EXECUTIVE SUMMARY)

The Office of Fair Trading (OFT) has formally approached Council and seeks to foster a collaborative working relationship, whilst learning about First Nations peoples' experiences related to the sale of user motor vehicles and educating the community about consumer rights and privileges.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mayor, Kyle Yanner received formal correspondence (Attachment 1) from Ms Victoria Thomson, Deputy Director-General Commissioner for Fair Trading, dated 11 May 2023.

The letter highlighted that during the past eighteen months, the Office of Fair Trading has observed problems faced by First Nations consumers in ensuring that their consumer rights are being honoured, particularly in relation to the sale of used motor vehicles.

The OFT has observed that their approach towards consumer protection in First Nations communities is "not as effective as it could be". As such, the OFT seeks to connect with stakeholders including Council, to learn about experiences of First Nations consumers and consider how improvements can be made to ensure that the OFT becomes an effective and trusted regulator. The OFT also seeks to collaborate and more effectively promote and provide consumer rights information for community members.

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial nor budgetary implications for Council.

RECOMMENDATION

That Council receives and notes the report related to the Office of Fair Trading First Nations consumer rights correspondence and partakes in a meeting to be organised by the Office of Fair Trading representatives to discuss any community concerns or observations.

In reply please quote: OFT-5782414



Liquor, Gaming and Fair Trading
Department of
Justice and Attorney General

Mayor Kyle Yanner
Morningside Shire Council
kyle.yanner@morningside.qld.gov.au

Dear Mayor

The Office of Fair Trading (OFT) is Queensland's marketplace regulator and aims to achieve a fair and safe marketplace. It administers various marketplace laws that set out the rights and responsibilities of consumers, businesses and certain licensed occupations.

Amongst other things, the OFT provides information and advice to consumers about engaging with traders, and more relevantly, provides support to consumers when they are not satisfied with the good or service they purchased.

Over the last 18 months the OFT has become increasingly aware of problems faced by First Nations consumers in ensuring their consumer rights are being honoured, particularly in relation to the sale of used motor vehicles.

In responding to the concerns of First Nations consumers, the OFT has generally adopted a traditional regulatory approach where breaches are investigated and enforcement action taken. Where no breach has occurred, the OFT may act as an intermediary between the consumer and the trader with a view to conciliating the dispute.

However, it has become apparent the OFT's approach to consumer protection in First Nations communities is not as effective as it could be. To remedy this, the OFT would like to connect with trusted stakeholders, such as your Council, to hear about the experiences of First Nations consumers and understand why the OFT is not seen as an effective or trusted regulator. I see a great opportunity for the OFT to leverage your standing in the community, or for us to collaborate on initiatives, to more effectively promote and provide consumer rights to your community members.

The OFT intends to contact the Chief Executive Officer of Council directly to arrange a meeting to discuss the above opportunity at your convenience.

In the meantime, should you require any further information you are welcome to contact Mr Craig Turner, Acting Executive Director, OFT, Department of Justice and Attorney-General on (07) 3738 8776 or at craig.turner@justice.qld.gov.au.

I very much look forward to working together on this initiative.

Yours sincerely



Victoria Thomson
Deputy Director-General
Commissioner for Fair Trading
11 / 05 / 2023

cc: Mr Gary Uhlmann
Chief Executive Officer
ceo@mornington.qld.gov.au

12 STAFF REPORTS - WORKPLACE HEALTH AND SAFETY

Nil

13 STAFF REPORTS - GOVERNANCE AND COMMUNICATIONS**13.1 GOVERNANCE ADVISOR BRETT DE CHASTEL**

Author: Executive Manager Corporate & Community Services

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

Mr Brett de Chastel is an experienced local government executive professional. Brett has worked as a Chief Executive Officer, an independent consultant and has 35 years of Queensland local government experience. Mr de Chastel has been engaged by the Queensland Government for a period of six (6) months as Governance Advisor to assist Mornington Shire Council to work through its current challenges. This is a statutory appointment under the Local Government Act and enables the Council to get extra advice and support from an experienced local government practitioner.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mr de Chastel's appointment commenced in March 2023. Mr de Chastel will work closely with the Mayor, Councillors, Chief Executive Officer and senior staff during his tenure. At the April Council meeting, he provided a presentation to the Council on what makes a good Council and details on how Councillors can be effective in their roles.

During the May 2023 Ordinary Council meeting, Mr de Chastel will provide a presentation on financial management issues – how Councils can best manage scarce resources, the role of Councillors in monitoring financial performance and understanding our Council's financial profile.

Future topics will include good governance, community engagement techniques, lobbying and advocacy skills, managing social media and the development of leadership skills and knowledge.

FINANCIAL & RESOURCE IMPLICATIONS

Mr de Chastel's services are cost neutral for Mornington Shire Council.

RECOMMENDATION

That Council note and receive this report.

13.2 STOP BLACK DEATHS IN CUSTODY COMMITTEE

Author: Executive Manager Corporate & Community Services

Attachments: 1 Black Deaths in Custody Committee 23

PURPOSE (EXECUTIVE SUMMARY)

The Stop Black Deaths in Custody Committee has formally approached Council enquiring whether delegates might like to attend the 2nd State Community Justice Group State Conference, Black Deaths in Custody Committee, to be held at the Brisbane City Hall, 15 and 16 June 2023.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mayor, Kyle Yanner received formal correspondence (Attachment 1) from Stop Deaths in Custody Committee, Co-Convener, Kanat Wano, dated 5 May 2023.

The letter highlighted that the 2nd State Community Justice Group State Conference will be held 15 and 16 June 2023 at Brisbane City Hall.

The main agenda items will be Queensland First Nations Justice Agreement (formulation) and Queensland First Nations Justice Agreement – Advisory Council (formulation).

Queensland has previously had a ten-year QLD Aboriginal and Torres Strait Islander Justice Agreement (QATSIJA) that occurred between 2000 and expired in 2010. The new Justice Agreement will be informed by various reviews of the QATSIJA, the Royal Commission into Aboriginal Deaths in Custody (RCIADIC) and the Closing the Gap Agreement. By identifying gaps and amendments, this agreement is intended to provide an intersectional approach for better First Nations people outcomes across Queensland, by collaborating with community justice groups (CJGs) and various Queensland government agencies.

FINANCIAL & RESOURCE IMPLICATIONS

Registration for local government delegates is \$698.00 per person. Accommodation and transportation would be additional costs.

RECOMMENDATION

That Council receives and notes the report related to the Stop Black Deaths in Custody Committee and resolves to:

- A) Send a delegate, Councillor _____ to the Stop Black Deaths in Custody Committee State Community Justice Group State Conference, 15 and 16 June 2023
- OR
- B) Council choose not to nominate a delegate for the Stop Black Deaths in Custody Committee State Community Justice Group State Conference during 2023.

SBDIC2023

**Stop Black Deaths in Custody
Committee - QLD -
(established Sept. 2020)
In memory of Aunty Shiralee Tilberoo
and all First Nations peoples who died
in custody.**

**To diminish the Worlds highest
incarceration rates of our First Nations
people.**

Community Heart
Community Action

Sam Watson (1952 - 2019)

Background>2020... A pandemic of Global proportions overtook the World. During this same time, September 2020. First Nations woman, Aunty Shiralee Tilberoo died in judicial custody at Brisbane Courts watch house. The old aged pandemic faced by First Nations peoples continued.

Police Commissioner Katrina Carroll met with community leader and activist, Sam Watson to qualm community, both First Nations and non-First Nations, sentiments of yet another death in custody.

Sam Watson's recommendation for a community-based committee to provide supports and advocate for change, to reduce risks to imprisoned First Nations people.

Created and a maintained the Stop Black Deaths in Custody committee, based from Musgrave Park. A voluntary operated and functioning committee, not receiving any forms of funding, donations or philanthropic assistance. Operating purely on obligation to our First Nations families and communities in Queensland.

1

SBDIC2023

Now> 15-16 June 2023... A development process for a 'Queensland First Nations Justice Agreement' Culmination of 3 years advocating for change.

2nd QLD Community Justice Group State Conference:

This second State Conference, (2) key major agenda items are key recommendations directly from the first conference convened in Brisbane 27-28 June 2022.

Forming, developing and implementing;

1. QLD First Nations Justice Agreement.

2. QLD First Nations Justice Agreement Advisory Council

This gathering, a QLD First Nations community based and inspired initiative.

Creating self-determination, community owned initiatives to reduce *worlds highest inter- generational imprisonment rates for First Nations Australians. *Amnesty International Sept. 2022.

Conference Justifications.

Royal Commission into Aboriginal Deaths in Custody (1987-1991). Will be the guiding document and framework to action this States Justice Agreement.

Significantly, this Royal Commission recommendations clearly requests all States and Territories to create a monitoring and guiding framework for their respective Justice systems and jurisdictions. This proposed Justice Agreement will address several Royal Commission recommendations for the State of Queensland. Including the monitoring and reporting functions to assist Queensland State Government and Commonwealth Government. Providing community based perspectives -micro and macro community- specific feedback and mandates set by COAG Close the Gap - Incarceration rates. Contributing grass-roots advice and perspectives towards solutions. Solutions, owned and actioned at the local (micro) levels. Coordinated at the State (macro) level by the proposed Agreement's Advisory Council.

Australia's signed United Nations Charters. Provide additional mandates to this Community-Based inspired call to action to: STOP Black Deaths in Custody and reduce the the Worlds highest incarceration rates for a given population group.

The coming together of (53) Community Justice Groups from the across the length and breadth of Queensland. Is also a direct action to numerous Royal Commission's recommendations To Stop Black Deaths in Custody, to reduce highest incarceration, including recidivism, rates in the World.

The Australlan Human Rights Commission, Australian Law Reform Commission, and the Australian Government, Institute of Criminology will be included into this development of this States' Justice Agreement .

Griffith University School of Criminology, is the associated research and development supporter to this development and implementation of the Justice Agreement.

2

SBDIC2023

This conference acknowledges and is inspired by other States of Australia who have implemented their States' First Nations Justice Agreements, and their First Nations communities who gave their spirit to make a difference. These States will be considered in developing Queensland's Justice Agreement as exemplars for research, development and implementation.

Mr. Kanat Wano
Deputy Convenor
SBDIC Committee.
M: 0413 724 324
E: stopblackdeathsincustody23@gmail.com

14 STAFF REPORTS - TECHNICAL SERVICES

Nil

15 STAFF REPORTS - INFRASTRUCTURE SERVICES**15.1 TECHNICAL AND INFRASTRUCTURE SERVICES REPORT**

Author: Group Manager Technical Services

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

To provide Council with an update of activities undertaken by the Technical and Infrastructure Services Division within Council.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

This report outlines the major activities undertaken and challenges faced by the Division since the last report in April 2023.

Grant Funded Project Update – April 2023

Building our Region Round 6 – Sewer network cleaning and CCTV works fully completed. Collating final invoicing and documents for acquittal submission.

Building our Region Round 6 – Water security scope variation request approved by Department. Documentation and deliverables being reviewed due to length of time between scope development and project approval.

Building our Region Round 6 – Sewerage Pump Station upgrades – preliminary design completed, technical specification under final review. Aiming for release to Vendor panel early May.

Works for Queensland – Tender submission are due on the 10 May 2023 which will then be assessed. Original date for tender closure was the 5 May, however, 2 bidders requested an extension which was granted.

Indigenous Councils Critical Infrastructure Program (ICCIP) – Final acquittals completed and submitted

Department of Environment and Science (DES) funded waste program;

- Garbage compactor – grant agreement deed issued by department and truck has been ordered from Garwood International. Expecting delivery in July/August.
- Bin stabilisation final project – grant deed issued by department, finalising milestone dates
- Transfer Station design and construct project – Feasibility scope finalised, project plan and costing to be provided to department for agreement
- Metal Recycling project in final discussions with SIMS metal on project execution. Volumes and methodology finalised and expecting project plan completion in early May. SIMS metal have indicated a September 23 mobilisation to island to carry out works.

Queensland Reconstruction Authority (QRA) Disaster Ready Fund Round 1 – Application (attached) submitted to Queensland Reconstruction Authority under the Disaster Ready Round 1 funding arrangements. Project entails assessment, analysis and design specification for permanent wastewater treatment facilities (sewerage treatment plant) for Mornington Island. Decision still pending.

Parks and Gardens

Routine daily works carried out. Facilities work orders completed.

Aerodrome internal maintenance completed – ground lighting and markers

Ongoing slashing works around runway strip

Batch Plant Operations

Maintenance and repairs completed at Batching Plant. New septic tank installation underway.

April 2023

Forecast – 12m³ vs Actual - 88.6m³

Fencing

Workshop fence materials under fabrication – delivery mid May 2023.

Routine emergent works carrying out repairs to compromised Council facilities.

Facilities work orders actioned as required.

Cemetery panels and gates repaired and reinstated.

Civil Works Program

Optimal weather conditions have enabled the Civil crew to make an impact against program.

Roads completed to date;

- Airport Circuit Road
- Gold Cliffs Road
- Batching Plant Road
- Dadrigun Road
- Gee Wee Road
- Bidgigun Road

Roads underway with clearing and reclamation;

- Dwendi Road
- Gunbah Road
- Barrakiah Road
- Ballaleah Road

Queensland Reconstruction Authority program running a tight timetable to complete key works by June 30. Submission to Queensland Reconstruction Authority for extension to program due to ongoing weather impacts has been approved.

Tender documentation being finalised to go to market in May for supplement contractor to ensure program is completed and to realise potential opportunity to increase scope into 2024.

Aerodrome

Routine maintenance and ARO operations running well. 1x NOTAM raised in April for Bird activity at 09 end of runway

All lighting issues have been rectified, spares on site and in stock.

Facility maintenance day planned for 13 May 2023, includes sweeping and rolling of runway surface, grounds, and lighting maintenance.

Tender assessment completed for RAUP Funded project (see closed report). Preferred tenderer engaged to schedule works, including;

- Civil and drainage works
- Line marking (to compliant standard)

Works underway with Surveyor completing line marking design, civil contractors have submitted MOWP for issue to CASA.

Works execution planned kick off on 25 May 2023.

Environmental Health

Environmental Health Team have been finalised, appointment of EH Manager and 2 x EH trainees have been actioned.

ICCIP – Final acquittals completed and submitted

DES funded waste program;

- Garbage compactor – grant agreement deed issued by department and truck has been ordered from Garwood International. Expecting delivery in July/August.
- Bin stabilisation final project – grant deed issued by department, finalising milestone dates
- Transfer Station design and construct project – Feasibility scope finalised, project plan and costing to be provided to department for agreement
- Metal Recycling project in final discussions with SIMS metal on project execution. Volumes and methodology finalised and expecting project plan completion in early May. SIMS metal have indicated a September 23 mobilisation to island to carry out works.

QRA Disaster Ready Fund Round 1 – Application (attached) submitted to QRA under the Disaster Ready Round 1 funding arrangements. Project entails assessment, analysis and design specification for permanent wastewater treatment facilities (sewerage treatment plant) for Mornington Island. Decision still pending.

Animal Control

A number of calls have been received regarding displays territorial and aggressive behaviour and other unacceptable animal behaviours. Several of these are ongoing and require return visits.

Requests for treatment of animal health continue, largely mange & worms. One call out required the euthanasia of a horse with a severely damaged hoof. Queensland Police Service (QPS) assisted in the response.

An excel based spread sheet has been developed to log and record EHW & AMO activities for animal control weed control etc.

Environmental Health (EH) team are in the initial stages of planning for the bi-annual dog audit.

Weed Management

The routine spraying of woody weeds, invasive weeds continue in infested areas largely in the Gununa area. This includes the spraying infested areas public spaces, council properties, private yards and along fence lines. Wind conditions in the past month has limited the number of days we can use conventional foliage spraying. We are moving towards basal injection of bean trees & Leucaena species.

The team will be concentrating on spraying woody weeds in the coming before they set seed for the coming season.

Rubbish and Illegal dumping

Several sites have been visited close to Gununa where illegal dumping has occurred. The rubbish was searched for evidence to identify dumper. Photos were taken of the sites. Correspondence is being drafted requested the rubbish is collected by council staff and taken to Landfill.

Department of Environment and Science (DES) are providing online training for Indigenous Environmental Health Worker (IEHW) in late May 2023.

Waste Management

Routine daily works undertaken at landfill, equipment availability problematic with both dozer and excavator offline due to hydraulic hose issues.

Leachate levels in operating cells have significantly dropped with cleaning of network completed.

Collection Services have been steadily improving with consistent staff attendance. Daily run sheets developed to capture tracking of key waste collection services, as well as data on bin numbers presented, volume taken to landfill.

Water and Wastewater Management

Water operators have started assessing the Drinking Water Quality Management Plan (DWQMP), discussions of identifying and documenting hazards, risks, and hazardous events, developing a more comprehensive risk management improvement program that outlines specific strategies for mitigating identified risks. Ensuring that the program includes a schedule for the operators to undergo a review process to touch base on improving our Drinking Water Quality Management Plan.

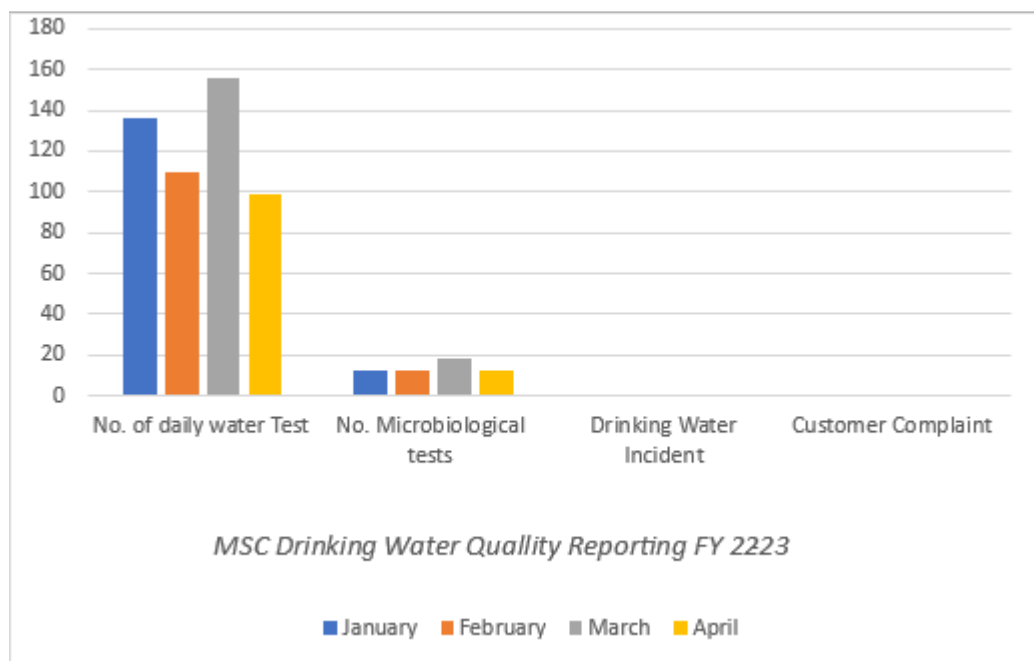
Developing and implementing risk mitigation strategies that are appropriate for the level of the identified risks within the reticulation.

Water/Sewer operators throughout March have started a number of tasks throughout the water reticulation

- 1- Fire Hydrant condition assessment/Locations
- 2- Sluice Valve condition assessment/Locations
- 3- Water Meter Locations {mapping on plans}

Turbidity results have been lowering post rain events, steady consistent operation of the water treatment plant is now producing good test results from locations around town, all results compliant to DWQMP.

The turbidity within the water reticulation has reduced, the chlorine dosing setpoint has been changed from 3.50mg/L to 2.70mg/L and has been showing consistent results throughout the system for the past few months. Operators have carried out mains flushing to further reduce the turbidity, and general cleanliness of the treated water.



Sewerage – Sewer samples and data collection has commenced too implemented and coincide with our Environmental Health Program (EHP) Permit.

Water operators have started training with Queensland health [Wash program] on sewerage operations, SOP’s and other plans and procedures have been implemented, more training will be conducted throughout the remainder of the year, water/sewer operators have displayed an exemplary learning capability and look forward to their ongoing training.

Table 1: Processed water going to community

Month End	Usage in KL	Month End	Usage in KL	Month End	Usage in KL	Month End	Usage in KL
Jan	36,400 KL	April	30,338 KL	July		Oct	
Feb	32,000 KL	May		Aug		Nov	
March	28,600 KL	June		Sept		Dec	
Total	97,000 KL	Total	30,338 KL	Total	KL	Total	KL

Table 2: Monthly rainfall

Month End	Rainfall	Month End	Rainfall	Month End	Rainfall	Month End	Rainfall
Jan	643 mm	April	0mm	July		Oct	
Feb	382 mm	May		Aug		Nov	
March	168mm	June		Sept		Dec	
Total	1,193 mm	Total	mm	Total	mm	Total	

Table 3: Dam capacity values (in %) taken on the last day of each month

Month End	Dam Capacity	Month End	Dam Capacity	Month End	Dam Capacity	Month End	Dam Capacity
Jan	100%	April	95%	July		Oct	
Feb	100%	May		Aug		Nov	
March	97%	June		Sept		Dec	

Workshop and Maintenance**Workshop Update**

Council light vehicle serving up to date, next schedule starts May for servicing fleet. Reactive maintenance still prevalent through ageing fleet and equipment, as noted in downtime summary. Greater tracking of assets and associated cost still WIP.

Equipment Downtime Summary

UNIT	DATE IN	DATE OUT	TOTAL DOWNTIME
PL206 SWEEPER	1/3/23	WAITING ON PARTS USA	60 DAYS
PL131 EXCAVATOR	3/4/23	HYD HOSE	2 DAYS
PL212 HUSTLER	3/4/23	DECK BELT	2 HRS
PL106 DOZER	3/4/23	FUEL UP DUMP	2 HRS
PL300 SKID STEER	3/4/23	CAB BOLTS	1 HR
PL195	4/3/23	2 X NEW TYRES	2 HRS
PL133 GRADER	8/4/23	TRANSMISSION VALVES	4 HRS
PL267 LOADER	8/4/23	REPLACE GREASE PUMP	3 HRS
PL266 BACKHOE	8/4/23	FAN BELT	3 DAYS
PL212 HUSTLER	11/4/23	BATTERY	2 HRS
PL106 DOZER	11/4/23	FUEL RUN DUMP	2 HRS
PL193 HIRE CAR	11/4/23	CLEAN FUEL AND DETAIL	3 HRS
PL256 HIRE CAR	11/4/23	CLEAN FUEL AND DETAIL	3 HRS
PL212 HUSTLER	12/4/23	REPLACE FRONT TYRES	3 HRS
PL271	12/4/23	TYRE REPAIR	2 HRS
PL106 FUEL DEL DUMP	12/4/23	FUEL DEL DUMP	2 HRS
PL259 CEO	12/4/23	SERVICE VEHICLE	4 HRS
PL131 EXCAVATOR	12/4/23	HYD HOSE	4 HRS
PL11 BUGGY	13/4/23	REPLACE BATTERY	2 HRS
PL253	17/4/23	SERVICE VEHICLE	4 HRS
PL250	17/4/23	SERVICE VEHICLE	3 HRS

PL106 DOZER	17/4/23	FUEL DEL DUMP	2 HRS
PL131 EXC	17/4/23	FUEL DEL DUMP	2 HRS
PL 252	18/4/23	SERVICE	3 HRS
PL194	18/4/23	VEHICLE CHECK/REAR BRAKES	4 HRS
PL106	18/4/23	FUEL DELIVERY DUMP	2 HRS
PL215	20/4/23	TRANS CABLE	4 HRS
WORKSHOP	21/4/23	WORKSHOP AND YARD CLEANUP	6 HRS
PL195	24/4/23	TYRE REPAIR	2 HRS
PL266 BACKHOE	24/4/23	STARTING ELECTRICAL	RHYS 3 HRS
PL801 VOLVO	24/4/23	IGNITION SWITCH RENEW	RHYS 2 HRS
PL207	24/4/23	ELECTRICAL	RHYS 3 HRS
PL98	25/4/23	ELECTRICAL STARTING	RHYS 3 HRS
PL268	25/4/23	ELECTRICAL FUSES	RHYS 2 HRS
PL86	25/4.23	ELECTRICAL BATTERIES	RHYS 3 HRS
PL210 HEARSE	26/4/23	DEAD BATTERY	RHYS 1 HR
PL133 GRADER	26/4/23	FIT NEW LIGHTS	RHYS 2 HRS
PL253	25/4/23	BROKEN INTO ELECT	RHYS 2 HRS
PL261	27/4/23	SERVICE	4 HRS
PL193	27/4.23	REPLACE TAIL KIGHTS	RHYS 2 HRS
PL263	27/4/23	CHECK CLAMSHELL BUCKET SOLENOID	RHYS 2 HRS
HIRE WATER TRUCK	28/4/23	WATER PUMP ELECT	RHYS 2 HRS
PL259 CEO	28/4/23	FIT 5 X MUD TYRES	3 HRS
PL129 ARTIC CYLS	30/3/23	WAITING ON PARTS FOR SEAL KITS	30 DAYS

PL106 BLADE HOSES	2/3/23	31/3/23	29 DAYS
PL300 SERVICE & BUCKET	6/3/23	16/3/23	10 DAYS
PL266 FRONT TYRES REPLACE	6/3/23	7/3/23	1.5 DAYS
PLUMBERS NEW GENSET	MOUNT ON TRAILER	6/3/23	NO DOWNTIME
PL194 NEW BATTERY	6/3/23	6/3/23	2 HRS
PL212 DECK WELDING	7/3/23	7/3/23	4 HRS
PL193 FRONT WINDOW	7/3/23	7/3/23	3 HRS
PL263 HYD FITTINGS	8/3/23	8/3/23	2 HRS
PL191 CHECK LIGHTS	9/3/23	9/3/23	2 HRS
PL197 FIT 70MM TOW HITCH	9/3/23	9/3/23	2 HRS
PL264 REAR TYRE REPAIR	9/3/23	9/3/23	3 HRS
PL350 CHANGE GUTTER BRUSHES	15/3/23	15/3/23	2 HRS
PL221 MOWER TYRES X 2	13/2/23	13/2/23	4 DAYS
PL203 CLEAN FUEL PUMP IN TANK	13/3/23	14/3/23	1.5.DAYS
PL266 STARTER MOTOR	14/3/23	14/3/23	6 HRS
PL801 BRAKE CHAMBERS	14/3/23	16/3/23	3 DAYS
PL133 TRANS HOSE	30/3/23	31/3/23	1 DAY
PL206 SWEEPER	1/3/23	WAITING ON PARTS FROM UNITED STATES	31 DAYS
PL215 FIT SECURITY LIGHTS	30/3/23	30/3/23	6 HRS
PL271 BRAKES	28/3/23	31/3/23	4 DAYS
PL129 ARTIC CYLS	30/3/23	WAITING ON QUOTE FOR SEAL KITS	1 DAY

Private Works Update

DATE	CUSTOMER	DESCRIPTION
4/4/23	MORNINGTON STATE SCHOOL	TYRE REPAIR X 2
6/4/23	TRAVIS WILLETS	ENGINE REMOVAL AND REPLACE
7/4/23	TRAVIS WILLETS	ENGINE REMOVAL AND REPLACE
10/4/23	TRAVIS WILLETS	ENGINE REMOVAL AND REPLACE

11/4/23	LORETTA JUHEL	SERVICE NISSAN NAVARA
11/4/23	MIRNDYAN	DRIVER SIDE WINDOW
14/4/23	NIOMI NWRH	REMOVE AND FIT NEW TURBOCHARGER
19/4/23	LORETTA JUHEL	AIRCON AND FUEL TANK STRAPS
20/4/23	TRAVIS WILLETS	ENGINE FITMENT AND TESTING
21/4/23	TRAVIS WILLETS	ENGINE FITMENT AND TESTING

Fuel Status snapshot

	30/04/2023			
	Tank dip		Estimated Life	
			Months	
Diesel				
Tank 1	45000	61049	1.62	51%
Tank 2	45000			
ULP	18386		0.67	92%

FINANCIAL & RESOURCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note and receive the Technical and Infrastructure Services report for April 2023.

16 STAFF REPORTS - HOUSING REPORT**16.1 HOUSING REPORT****Author: Executive Manager Housing and Facilities****Attachments: Nil****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 April 2023.

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. – 2023 QBuild Do & Charge Program

Approximately 450 jobs have been issued to date via the QBuild Portal for the current 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.

165 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 165 projects are 100% completed. 26 projects have commenced and are in the process of getting completed.

1.4. – 2022/23 QBuild Purchase Orders Program

We have had a number of new tradespeople commence work with the Council over the last couple of months. We have engaged the Human Resources (HR) Department to start the process to outsource a number of positions for the Housing Department so we can deliver the number of funded projects.

We are continuously striving to attract and retain a number of tradespeople within the Housing Team and as per the Council-approved organisational structure and to be able to assist the Department in delivering the various programs within the Department and as planned per the required program of works. This has given us the ability to complete a number of works require for QBuild and Facilities Department.

2. MSC TAVERN / KITCHEN WORKS

We have had some of the Executive Management Team walk through inside the Tavern to start the process of discussing options for the operations of the Tavern. We have engaged a hydraulics engineer and electrical engineer to design the water, gas, and drainage for the commercial kitchen and the electrical upgrade to ensure it meets compliance requirements for the Certifier. Electrical concept drawings have been received and we are in the process of getting them reviewed by the essential people before tending them out to the open market.

3. FUNDING WORKS

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

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

The contract has been signed by the building contractor for the Duplex and the Plug-in. We have completed the start-up meeting with the Government Departments and the Builder for the construction on the two projects. Work will be commencing in the next couple of weeks.

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

The scope of this project is to deliver five Community houses and one single men's units and is funded by the Department of Community, Housing and Digital Economy (DCHDE).

Council has received the first payment of 30%. As per the proposed project 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. We are in discussions with the University of Queensland (UQ), Architects and DSDSATSIP regarding the design of the single men's units on Lot 926 Lardil Street. The Architect engaged by DSDSATSIP has visited the island and has subsequently completed the concept drawings for the single men's units. The UQ Team is working in consultation with the Architects with regard to the design of the building. The Architects are sending through some different options for us to choose from.

Upon completion of the tendering processes of all the projects, Council will receive the second payment (i.e., 60%). The second payment will fund the delivery stage of the project.

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

The scope of this project is to deliver \$1.36 million worth of projects and is funded under the COVID Works for Queensland program.

The 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 out the Council Accommodation project at 191 Cemetery Road (Lot 9) for delivery by an external building contractor.

The Council Accommodation at Lot 9 Cemetery Road (191 Cemetery Road) and the Lelka Murrin Covered Area/Renovation of Existing Toilet Block is out to open market and the tender has closed for review.

The tendering process and the clarifications have been completed. We have submitted a variation for a change of scope and an extension of time to build only one house at 191 Cemetery Road. We are now awaiting approval from the Department before the contract is awarded to build the accommodation.

3.3.2.– VAC Front Security Gate

The VAC Security Gate materials have arrived on the island and we are in the process of installing the new security gate. The gate is manufactured with anti-climb steel mesh and stands three metres high. The purchase of posts and concrete has been completed. We are in the process of installing the gates and gate motors.

3.4. – New Civic Centre / Council Administration Building

The scope of this project is to deliver a new Civic Centre/Administration Building for the Council and is funded under the Local Government Grants and Subsidies Program (LGGSP).

Contractors are at approximately 50% complete with the building for the new Civic Centre at Lot 9 Lardil Street. The columns, bearers, floor joist, flooring, wall framing, trusses, roofing, external cladding and the electrical rough-in is completed. The builder believes that they will have the

internal sheeting completed in the next few weeks. The contractor has been working on the North West Remote Health/ Wellbeing Centre building when work on the Civic Centre stalls due to the weather and/or lack of materials. The Wellbeing Centre building will be handed over to the Council when the work is completed.

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 \$1.6 million is estimated to design and construct the new Library.

A consultant and an architect have been engaged to design the new Library. The drawings have been completed and we have the estimates for the construction for the building. We are still working through the costs for the Library, as it has come over budget to our funding amount.

We have been approved funding from the State Library of Queensland of approximate \$60,000 to supply furniture and fixtures for the new Council Library. We are in process of discussing with the State Library to finalise the furniture and fixtures.

3.6. – \$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 have received the electrical concepted drawings for the layout for the electrical upgrade of the aforementioned properties. We are in the process of reviewing the drawings and we are in discussions with Ergon regarding changing the overhead power lines in the Motel Area to give us more opportunities for motel sites.

3.7. – \$152K RTC Funding

NIAA has approved funding of \$152,000.00 to upgrade the RTC. The proposed works under this funding will be to secure, to some extent, the external of the building with the installation of new windows and steel frames over the existing windows. Other proposed works under this funding will include a full paint of the external of the buildings.

FINANCIAL & RESOURCE IMPLICATIONS

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

We have employed several carpenters as fulltime employees, as Labour Hire tradespeople, and as subcontractors.

The Housing Department is working closely with HR Department. We have now completed the

recruitment of a Project Manager and an Administration Supervisor and who have both commenced employment with the Housing Department.

We are in the process of employing more staff as per the Council-approved Department organisational structure to undertake the new construction works.

RECOMMENDATION

That Council note and receive the Housing report for April 2023.

17 STAFF REPORTS - FACILITIES**17.1 FACILITIES REPORT**

Author: Executive Manager Housing and Facilities

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide the Council with an update of the Facilities Department for the month of April 2023.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

1. FACILITY STAFFING**1.1. Maintenance Crew**

Attendance is still an ongoing issue. We have had some days however we are still struggling to have a full crew for a whole week. There is a significant number of tasks that require completion weekly and on an ad-hoc basis however employee absences are greatly affecting our weekly work schedules. We may need to look at employing more casuals to get the work done.

1.2. Cleaning Crew

We are still averaging attendance of approximately 10 employee cleaners each day. Currently we have approximately 17 cleaners on the payroll system. We are in the process of employing new casuals and closely look at whether we need to terminate others due to poor attendance.

1.3. Administration

The Facilities Administration Officer position has been filled.

2. COUNCIL COMMERCIAL PROPERTIES**2.1. VAC Accommodation**

We have commenced updating the VAC Kitchens with new kitchen utensils and cookware. This is still ongoing and ordering is underway. We are in the process of changing over the kitchen and cookware from the Motel to the VAC Kitchens.

From the inspection carried out on the 10/02/23 in various VAC rooms. We have replaced all the desks with new desks in the 32 rooms. Repairs to wall sheets and flooring will be scheduled when stock is available.

All VAC room doors have been fitted with new master keys (upper deadlock) and passage sets (lower). This has stopped break-ins through the entrance doors for each room.

Due to loitering by a number of local young people around the VAC rooms throughout the day and night, we have installed fencing in the spaces between each Donga to help avoid vandals from coming via the back fence and entering the accommodation areas. This system seems to be working at present.

Full refurbishments have begun for VAC Donga's 3, 8 & 10. Most of the materials have arrived and works have started. Most of the internal sheeting has been installed and a new kitchen has been installed in donga 10. New furniture's have been ordered for the three dongas.

A master key system for the VAC Kitchen & Laundry has been completed and is now in place.

We are currently getting quotes to replace all the bedding for the VAC rooms.

Air con cleans commenced on April 11, 2023.

All materials have arrived for the VAC Gate and work has started.

2.2. Motel Accommodation

New lounge armchairs have been placed in each of the rooms. We have also received outdoor chairs for each balcony's and in the process of placing them in each motel room.

New sets of dinner plates, bowls and cutlery have arrived and will replace them to each room. the existing sets will be taken to the VAC kitchens.

We are in the process of obtaining quotations for new sheets and doona sets for the rooms

Several flooring repairs tasks to several rooms have been completed in the month.

Air con cleans have commenced on April 11, 2023.

2.3. RTC Offices

Funding has been approved for \$152,000 for the RTC building. We are in the process of ordering materials for the works and engaging contractors.

We are in the process of ordering steel doors, steel covers and lighting around the RTC centre. Waiting on quotations from various suppliers.

Air con cleans have commenced on April 11, 2023.

2.4. APH

The motor has not yet arrived for the existing steel sliding gate. Awaiting on the supplier to deliver the motor to the island.

Servicing of all plumbing fixtures and fitting throughout all the commercial properties are still ongoing.

Most of the Air con cleans have been completed.

2.5. Maintenance Commercial Works

Servicing of all plumbing fixtures and fitting throughout all the commercial properties are still ongoing.

Air con cleans have started on the April 11, 2023.

3. COUNCIL PROPERTIES RESIDENTIAL

3.1. Staff Accommodation

The following properties are currently vacant:

- VAC Donga 3 – Undergoing refurbishment.
- VAC Donga 8 – Undergoing refurbishment.

- VAC Donga 10 – Undergoing refurbishment.

We have no staff housing available for any new staff coming to the island.

3.2. Maintenance Residential Works

164 Mukakiya Street – Some furniture has arrived. Minor repairs to the back veranda are completed.

345 Kulthangarr Street – A temporary door has been installed on the back entrance until the new glass sliding door arrives. Some new furniture has arrived.

161A - Mukakiya Street – Repairs to front and back verandas is completed.

161B – Mukakiya Street – Repairs to front and back verandas is completed.

161C – Mukakiya Street – Repairs to front and back verandas is completed.

Servicing of all plumbing fixtures and fitting throughout all the residential properties is ongoing.

Air con cleans have commenced on the April 11, 2023.

The Guest house maintenance is completed.

Any smoke alarms that required replacement have been replaced in several Council buildings. We are in the process of completing this task in all the Council residential houses.

3.3. Internet Service

The Telstra internet service upgrade on the island which requires us to change from copper to fibre optic is planned to commence in August 2023.

The Uniting Church Star Link service kit has arrived and has been delivered to the church. This is a 12-month free trial.

3.4. Security (Asset Protection) Services

The security service provision is essential to safeguarding all Council residence and commercial properties. We currently have one security guard working from 6pm through 6am seven days a week.

FINANCIAL & RESOURCE IMPLICATIONS

The Facilities Department has the accounts up to date and we are working closely with Finance Department to keep our billing up to date.

RECOMMENDATION

That Council note and receive the Facilities report for April 2023.

18 STAFF REPORTS - FINANCIAL SERVICES**18.1 WESTPAC BANKING AUTHORITY**

Author: Chief Financial Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report requests formal updates to Westpac Banking authorities to enable good governance and sound fiscal management, as a part of business as usual activities.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mornington Shire Council banking procedures have a mandatory requirement for two (2) transactional approvers.

Due to Executive Leadership Team changes, banking approvals require updating.

FINANCIAL & RESOURCE IMPLICATIONS

Access and approvals of Council financial accounts.

RECOMMENDATION

That Council endorse formal authorisations for Westpac banking accounts.

Signatories for all Westpac Bank Accounts held by Mornington Shire Council will include:

- Gary Uhlmann
- Ian McCarthy
- Skye Price
- Geoffrey Rewald
- Daniel Dixon

Administrators and approvers for all Westpac Bank Accounts held by Mornington Shire Council will include:

- Gary Uhlmann
- Ian McCarthy
- Skye Price
- Geoffrey Rewald
- Daniel Dixon

18.2 FINANCIAL REPORT

Author:	Chief Financial Officer
Attachments:	1 Statement of financial position
	2 Abridged balance sheet

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 for April 2023:

- o Statement of financial position
- o Abridged balance sheet

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The income and expenditure statement show a trading surplus for the ten months of \$905,246. However, due to the state of the financial records, this will vary as we review all the transactions that have occurred and not been recorded during the 2023 financial year.

Council needs to be aware that the financial records have been substandard for a number of years and as a result external accountants have assisted with the financial statements and The Department of State Development, Infrastructure, Local Government and Planning has also intervened, appointing advisor Mr Brett de Chastel.

Matters of concern have included:

- o Non lodgement of BAS
- o Bank accounts have not been reconciled for more than two (2) years
- o Customers have not been invoiced
- o Grant funds have not been acquitted, resulting in loss of funds
- o Debtors have not been followed up in a timely fashion, to ensure recovery
- o Creditor invoices have not been entered into the financial records in a timely manner
- o Taxable Payments Annual Reports (TPAR) have not been lodged for the 2020, 2021 and 2022 financial years
- o Despite the current financial circumstances, Council operations have continued. However, some projects have been delayed and not completed. This is apparent when comparisons with actual results and budget projections occurs.

Financial analysis has revealed a number of critical issues:

1. Grant management
2. Cashflow management
3. Invoicing
4. Debt recovery
5. Project Management

6. Budget
7. Proper reporting to Council
8. Vehicle and equipment replacement strategy

FINANCIAL & RESOURCE IMPLICATIONS

Council programming and business as usual activities have been occurring within grant funded and nominal budgetary guidelines.

RECOMMENDATION

That Council note and receive the Financial report for April 2023.

MORNINGTON ISLAND SHIRE COUNCIL
MAY 2023 COUNCIL MEETING

Statement of Financial Position		YTD End of Month Reporting - April 2023			
	Actual	Budget	Variance	Comments	
Revenue					
Recurrent Revenue					
Fees & Charges	2,956,509	2,688,441	268,068	As fees and charges were averaged across 12 months this surplus to budget will diminish by June 30	
Sales Revenue - Building Construction	2,678,876	8,958,416	-6,279,540	Completely overestimated for the contractors on the Island. Compounded by the delay in issuing invoices to Q Build	
Sales Revenue - Enterprises	1,019,967	2,933,835	-1,913,868	Batch plant was to have sales of \$1.4m when sales are currently \$24K and there were budgetted sales of \$360K from the Tavern which have not eventuated.	
Accommodation	1,266,277	2,384,590	-1,118,223	The VAC had budgetted sales of \$51.8m when actual sales have been \$782K and the motel was budgetted to have income of \$1.2m actual was \$462k	
Grants, Subsidies, Contributions & Donatio	7,170,522	3,291,691	3,878,831	We are still working on the timing of Grant funding	
Total Recurrent Revenue	15,092,151	20,256,883			
Capital Revenue					
Capital, Grants, Subsidies, Contributions &	3,736,532	10,475,705	-6,739,173	As above	
Capital income	3,000	0	3,000	Surplus on sale	
Total Capital Revenue	3,739,532	10,475,705			
Rental income	177,606	860,911	-683,305	This is a major concern as the budget for Commercial leases was \$719k, actual is \$92k This will be confirmed with the leases in place to ensure invoicing is correct.	
Interest received	198,848	34,070	164,778	Due to Grants not acquitted and a higher interest rate.	
Airport Landing & Passenger fees	392,033	370,833	21,200	The airport landing and passenger charges have never been properly recorded in the financial records of the Council.	
Other income	52,403	182,299	-129,896		
Total Revenue	820,890	1,448,113			
Total Revenue	19,652,573	32,180,701			
Expenses					
Recurrent Expenses					
Employee Benefits	6,264,987	7,537,941	-1,272,954	As a result of positions unfilled	
Materials & Services	8,615,147	11,944,008	-3,328,861	Contract services and grants not completed or acquitted.	
Depreciation	3,867,193	4,960,292	-1,093,099		
Total Recurrent Expenses	18,747,327	24,442,241			
Capital expenses	689	0	689		
Total Expenses	18,748,016	24,442,241			
Net Operating Surplus/ (Deficit)	905,246	7,738,460			

MORNINGTON ISLAND SHIRE COUNCIL
MAY 2023 COUNCIL MEETING

ABRIDGED BALANCE SHEET

Assets

Cash at Bank	4,574,971
QTC	6,784,260
Debtors	3,377,847
Avdata	142,585
	<u>14,879,663</u>

Notes

Restricted Funds \$3.4m
Restricted Funds \$2.6m
I would estimate that \$1.5m is not recoverable (see note below)
Doubtful debts of \$14k

Liabilities

Creditors	98,729
Retentions	57,731
GST	-287,252
PAYG	1,259,970
Employee Entitlements	441,973
	<u>1,571,151</u>

To be increased by \$500k due to invoices not properly recorded.
Q Build
BAS have not been lodged since June 2022
As above
Annual leave and LSL

Top 10 Debtors	Total	Over 90 days	Notes
1 Gununamanda	349,071	323,184	All trade on 7 days payment
2 Australian Indigenous Security	325,553	325,553	As we owed them more for invoices prior to June 2022
3 BYNOE	317,889	284,171	Dispute over lease charges
4 Q Build	252,444	130,714	Need to work through O7S accounts.
5 H C Construction	161,119	143,840	Dispute over a previous contract.
6 Department of Environment	107,662	0	
7 N & J Building	100,991	100,991	Charges from a prior contract
8 North & West Remote Health	99,250	98,537	Have queried the charges
9 Gidgee Healing	98,463	77,246	Have queried the charges
10 James Construction	93,999	25,039	Have queried 2 invoices and have paid \$15k. Will be cleared by July
Total	<u>\$1,906,441</u>	<u>\$1,509,275</u>	

Creditors	Total	Notes
1 Ergon	\$275,818	This was an invoice raised in October 2022 for under charging of power from September 2018 to September 2022. Previous invoices were estimates and September was the first time meters were read for 4 years This invoice was not entered into Xero. The majority of the charges will be applied in the 2022 financial however we still have a liability for the charges incurred prior to June 2022 and not entered into Xero
2 Australian Indigenous Security Service	\$365,000	Invoices incurred prior to June 2022 and not entered into Xero These will be taken up in the 2022 financial statements.

19 STAFF REPORTS - COMMUNITY DEVELOPMENT REPORT**19.1 REQUEST FOR INDIVIDUAL COMMUNITY GRANT**

Author: Community Development Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to seek Council approval for an Individual Community Grant request.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

On 20 July 2022 Council approved the *Individual Community Grants Policy* (resolution 2022/131). The objective of the policy is to encourage the support of activities and development of individuals in the Mornington Shire Council region.

All grants made by the Council must comply with the requirements of the policy. To be eligible, applicants must meet the definition of an Individual and other criteria.

A local high school student, Atlanta Escott of 305 Kirdikir Street, has been invited to join a ski trip to New Zealand on 16 - 24 September 2023. Peace Lutheran College in Cairns have deemed this rare overseas opportunity as a valuable and exciting opportunity to visit and experience a different culture, climate and environment.

FINANCIAL & RESOURCE IMPLICATIONS

The total cost of this trip is three thousand, seven hundred dollars (\$3,700) which includes all airfares, accommodation, all activities, dinners, and breakfasts. The amount of seven hundred dollars (\$700) has already been paid. The remaining three thousand dollars (\$3,000) will be covered in entirety by the student's family.

The maximum amount per application by an Individual is five hundred dollars (\$500).

RECOMMENDATION

That Council approve the Community Grants program Individual grant request application to the value of five hundred dollars (\$500) for Atlanta Escott's planned school ski trip to New Zealand during September 2023.

19.2 PROPOSED COUNCIL MEETING SCHEDULE 2023 - 2024

Author: Executive Manager Corporate & Community Services

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)**2023/2024 Schedule of Council Meetings**

Council typically meets on the third Wednesday of each month, with exceptions as to accommodate the Christmas/New Year break and anticipated absence of councillors and executive staff during the school holiday periods.

- the second Wednesday in December; and
- the fourth Wednesday of January, noting this date falls on the Australia day/ National Sorry Day public holiday and that an alternative date needs to be identified

The proposed schedule presented for Council's consideration is based on the same methodology, with dates proposed for 2023-24 as follows.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Date	Meeting type	Comments
19 July 2023	Ordinary	
16 August 2023	Ordinary	
20 September 2023	Ordinary	
18 October 2023	Ordinary	
15 November 2023	Ordinary	
6 December 2023	Ordinary	
24 January 2024	Ordinary	All Wednesdays in January 2022 fall on a school holiday or, in the case of 26 January, a public holiday (Australia day/ National Sorry Day) Note: Council is required to hold a meeting in each month of the year, as per section 257 of the Local Government Regulation 2012.
21 February 2024	Ordinary	Irrespective of caretaker period for the 2024 Local Government election, the Local Government Act prescribes that monthly meetings occur.
20 March 2024	Ordinary	
17 April 2024	Ordinary	
15 May 2024	Ordinary	
19 June 2024	Ordinary	

All Council ordinary meetings will be held at the Mornington Shire Council Chambers and are scheduled to commence at 9:00am, unless otherwise altered by resolution of Council and appropriate public notification occurs, pursuant to Section 258 of the Local Government Regulation 2012.

The Council Chambers venue will be advertised when relocation to the new Administration Centre occurs.

FINANCIAL & RESOURCE IMPLICATIONS

Usual expenditure related to Council meetings inclusive of staff time, stationary, ICT and catering will be incurred.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Endorse the Council Ordinary Meeting Schedule for 2023-24.

Date	Meeting type
19 July 2023	Ordinary
16 August 2023	Ordinary
20 September 2023	Ordinary
18 October 2023	Ordinary
15 November 2023	Ordinary
6 December 2023	Ordinary
24 January 2024	Ordinary All Wednesdays in January 2022 fall on a school holiday or, in the case of 26 January, a public holiday (Australia day/ National Sorry Day) Note: Council is required to hold a meeting in each month of the year, as per section 257 of the Local Government Regulation 2012.
21 February 2024	Irrespective of caretaker period for the 2024 Local Government election, the Local Government Act prescribes that monthly meetings occur.
20 March 2024	Ordinary
17 April 2024	Ordinary
15 May 2024	Ordinary
19 June 2024	Ordinary

20 STAFF REPORTS - HUMAN RESOURCES

Nil

21 CONFIDENTIAL REPORTS

Nil

22 NEXT MEETING

Wednesday 14 June 2023.

23 CLOSURE