



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

Date: Wednesday 27 November 2024
Time: 9:00 AM
Location: Council Chamber
Lardil Street
Gununa

MORNINGTON SHIRE COUNCIL

Ordinary Council Meeting

27 November 2024

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

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING - 30 OCTOBER 2024

Author: Director Corporate and Community

Attachments: 1. Ordinary Council Meeting Minutes - 30 October 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council held on Wednesday 30 October 2024 be received and the recommendations therein be adopted.

**MINUTES OF MORNINGTON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, LARDIL STREET, GUNUNA
ON WEDNESDAY 30 OCTOBER 2024 AT 9:00 AM**

1 OPENING OF MEETING

The meeting was opened by Mayor Richard Sewter at 9:15am.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 PRESENT

Mayor Richard Sewter, Deputy Mayor Robert Thompson, Cr Farrah Linden, Cr Renee Wilson, Cr Jane Ah Kit

Ian McCarthy (Acting Chief Executive Officer) and Skye Price (Director Corporate and Community).

4 LEAVE OF ABSENCE

Nil

5 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

Nil

6 CONDOLENCES AND MEMORIALS

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

7 CONFIRMATION OF MINUTES

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

RESOLUTION 2024/146

Moved: Cr Farrah Linden

Seconded: Deputy Mayor Robert Thompson

That the Minutes of the Ordinary Council held on Wednesday 25 September 2024 be received and recommendations therein be adopted with amendments to narrative at 13.2:

“The Chief Executive Officer advised Councillor Ah Kit that a conflict of interest existed immediately before agenda item 13.2”.

CARRIED 4/0

Mayor Richard Sewter abstained from voting because he was absent from the September 2024 Ordinary Council meeting.

8 DEPUTATIONS

Ms Alexia Kelso and Mr Michael King, Queensland Government Department of Housing, discussed tenancy services and potential property allocations.

9 ACTION SCHEDULE

9.1 ACTION ITEMS AS AT 21 OCTOBER 2024

RESOLUTION 2024/147

Moved: Cr Jane Ah Kit
Seconded: Cr Farrah Linden

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

CARRIED 5/0

10 POLICY DOCUMENTS

Nil

Mayor adjourned the meeting at 10:40am

Mayor reconvened the meeting at 10:53am

RECEPTION & CONSIDERATION OF OFFICERS REPORTS**11 MAYOR AND COUNCILORS REPORTS**

Mayor Richard Sewter reported that he had an opportunity to highlight island freight challenges with Queensland Government representatives; that the recent GRAC meeting had been positive; an SES/ VMR meeting had occurred. A new boat is due in November 2024 and the original boat will be retained. The LGAQ conference was positive, a meeting has occurred with A/CEO and Director Corporate and Community providing a Council performance update; and TCICA meeting scheduled for the week following the ordinary council meeting.

Councillor Farrah Linden reported as aspiration to visit other Councils, potentially Torres Strait and Cherbourg; also highlighted a desire to review and document funeral planning processes and protocols.

Councillor Jane Ah Kit highlighted a Palm Island pilot program for private home ownership.

Councillor Renee Wilson mentioned a visit to a Brisbane Anthropology Museum and a potential Keeping Place for items of significance and cultural value, in collaboration with the Arts Centre. Also, a desire for a better oval playing surface and rugby league competition with Doomadgee.

Deputy Mayor Robert Thompson has been unwell during the most recent reporting period.

RESOLUTION 2024/148

Moved: Cr Farrah Linden

Seconded: Deputy Mayor Robert Thompson

That Council receive and note the Mayor and Councillors' verbal reports for October 2024.

CARRIED 5/0

12 ACTING CHIEF EXECUTIVE OFFICER REPORT

Steve Williams has been appointed Disaster Management Coordinator, this will involve a collaboration between SES, VMR and fire brigade. Vehicle accident training occurred during the weekend. Two people are now trained in recovery from vehicles. The SES will be receiving a new grant funded vehicle.

RESOLUTION 2024/149

Moved: Cr Farrah Linden

Seconded: Deputy Mayor Robert Thompson

That Council receive and note the Acting Chief Executive Officer's verbal report for October 2024.

CARRIED 5/0

13 FINANCE

13.1 FINANCIAL REPORT

RESOLUTION 2024/150

Moved: Cr Farrah Linden
Seconded: Mayor Richard Sewter

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

CARRIED 5/0

Mayor adjourned the meeting at 12:30am

Mayor reconvened the meeting at 1:05pm

At 1:40pm, Cr Renee Wilson left the meeting

At 1:43pm, Cr Renee Wilson returned to the meeting

14 HUMAN RESOURCES MANAGEMENT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2024/151

Moved: Cr Farrah Linden
Seconded: Cr Jane Ah Kit

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

CARRIED 5/0

At 2:09pm, Deputy Mayor Robert Thompson left the meeting

At 2:15pm, Deputy Mayor Robert Thompson returned to the meeting

15 GOVERNANCE

Nil

Mayor adjourned the meeting at 2:09pm

Mayor reconvened the meeting at 2:12pm

16 PLANNING AND COMMUNITIES

16.1 ACCOMMODATION AND HOSPITALITY REPORT

RESOLUTION 2024/152

Moved: Cr Renee Wilson
Seconded: Cr Jane Ah Kit

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

CARRIED 5/0

16.2 QUEENSLAND GOVERNMENT DEPARTMENT OF HOUSING TENANCY SERVICES UPDATE

RESOLUTION 2024/153

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Jane Ah Kit

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

CARRIED 5/0

17 HOUSING DEPARTMENT

17.1 HOUSING REPORT

RESOLUTION 2024/154

Moved: Deputy Mayor Robert Thompson
Seconded: Cr Jane Ah Kit

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

CARRIED 5/0

18 FACILITIES DEPARTMENT

18.1 FACILITIES REPORT

RESOLUTION 2024/155

Moved: Cr Farrah Linden
Seconded: Deputy Mayor Robert Thompson

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

CARRIED 5/0

At 3:02pm, Deputy Mayor Robert Thompson left the meeting

19 ENGINEERING

19.1 ENGINEERING REPORT

RESOLUTION 2024/156

Moved: Cr Farrah Linden

Seconded: Cr Jane Ah Kit

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

CARRIED 4/0

20 GENERAL BUSINESS

Special meeting request 12 November 2024 pertaining to confidential employment matter.

21 CONFIDENTIAL REPORTS

Nil

22 NEXT MEETING

The next meeting will be held on 20 November 2024.

22 CLOSURE

Mayor Sewter closed the meeting at 5:18pm.

Ian McCarthy
Acting Chief Executive Officer

Minutes Confirmed:

Mayor

Date:

Gary Uhlmann
Chief Executive Officer

8 DEPUTATIONS

- 11:00am – Commissioner Joanne Kummrow
Information Privacy and Other Legislation Amendment Act 2023 (IPOLA Act)
- 12:30pm - Mr Henry Enchong, Engagement Director
Mr Richard Aspinall, Regional Manager
National Indigenous Australians Agency
- 1:30pm – Ms Carroll Go-Sam
Director of Indigenous Engagement
School of Architecture
University of Queensland
- 2:30pm - Ms Alexia Kelso
Customer Tenancy Services
Queensland Government Department of Housing
- 3:30pm - Ms Sarah Isaacs and Thuwathu Warriors representatives

9 ACTION SCHEDULE**9.1 ACTION ITEMS AS AT 22 NOVEMBER 2024**

Author: Director Corporate and Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

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

FINANCIAL & RESOURCE IMPLICATIONS

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

RECOMMENDATION

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

10 POLICY DOCUMENTS

Nil

RECEPTION & CONSIDERATION OF OFFICERS REPORTS

11 MAYOR AND COUNCILLORS REPORTS

Nil

12 CHIEF EXECUTIVE OFFICER REPORT

Nil

13 FINANCE**13.1 FINANCIAL REPORT**

| | |
|---------------------|--|
| Author: | Chief Financial Officer |
| Attachments: | 1 Financial report October 2024 |
| | 2 2023 Interim Report |

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

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

All figures are year to date until 31 October 2024.

Also attached is the 2023 Interim Report from the Queensland Audit Office.

Section 213 of the Queensland Local Government Regulation (2012) prescribes that an auditor-general's observation report (an audit of a local government's financial statements inclusive of suggestions made by the auditor-general about anything arising out of the audit must be presented at the next ordinary meeting.

FINANCIAL & RESOURCE IMPLICATIONS

Council is operating within allocated 2024/25 budgets.

RECOMMENDATION

That Council receive and note the financial report for November 2024 and the Queensland Audit Office 2023 Interim Report dated 8 November 2024.

Executive Summary

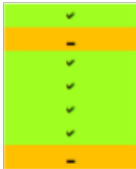


Traffic Lights



On track
Need to monitor
Needs attention

Cashflow greatly improved with the receipts of the annual grants and rates.
However this will need to last until June 2025 so careful management is needed
Grant reporting is still yielding regular funds
Various Grant funding has been received which is restricted funds available once reported
The Audit for 2023 is progressing well and the Auditors Interim Report is being tabled in this meeting
The final 2023 Audited Financial Statements should be signed off and completed by the end of this year
Preliminary investigations into a new software packages across all council enterprises including finance is progressing



Questions and Learnings



How? What? Why? Why? Why?

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

This months focus is Profit and loss

How are we doing compared to last year?

The Number Page - Profit and Loss - Statement of Comprehensive income. All the same

Revenue

Recurrent Revenue

Reliable revenue

Money In

large regular grants

Rates and Fees

Our businesses

Capital Revenue

Capital, Grants, Subsidies, Contributions & Donations

Expenses

Generally relate to the recurrent Revenues

Money Out

Employee Benefits

Materials & Services

Net Operating Surplus/ (Deficit) Before Depreciation

Profit, what's left to save or spend on assets

Most of the Capital grants/assets that we have to spend the money on.

Depreciation

Spreading out a cost for the use of an asset that last a long time

We paid for the asset previously sometime through the Capital Revenue/Grant

Net Operating Surplus/ (Deficit)

Paper profits

Profit are good deficits are bad

Is this helpful?

We will keep doing this every month for a while

Next Balance sheet

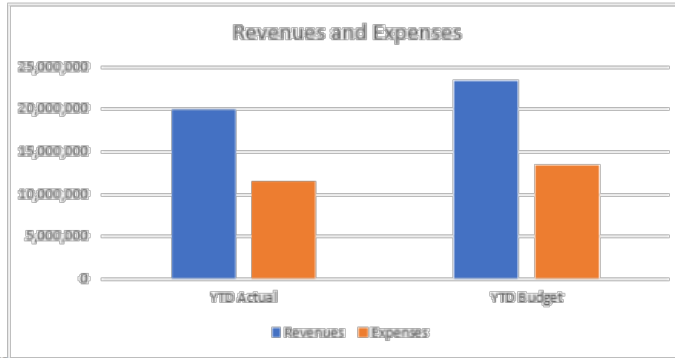
Then Cashflow statement

Revenues and Expenses

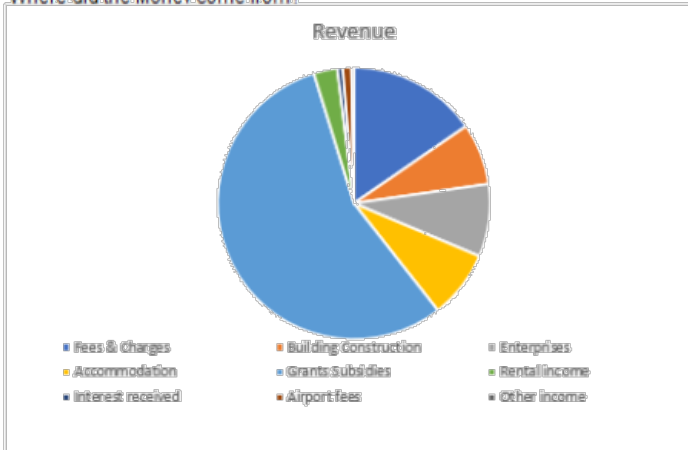
All numbers are year to date up un 31-October-2024



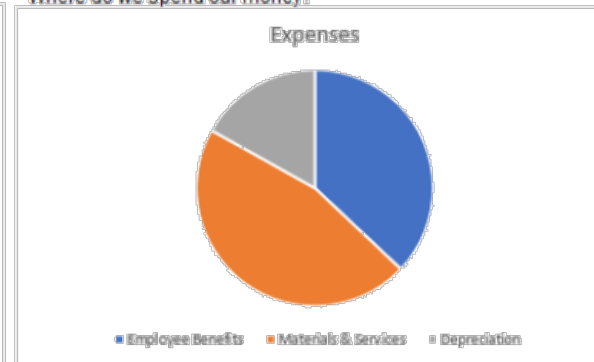
Did we make a profit ?



Where did the Money come from?

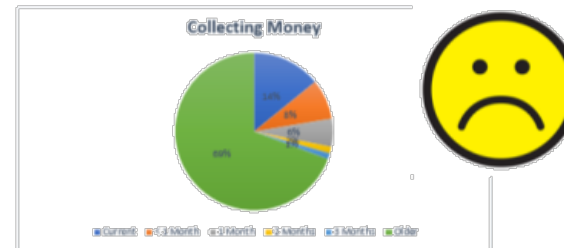
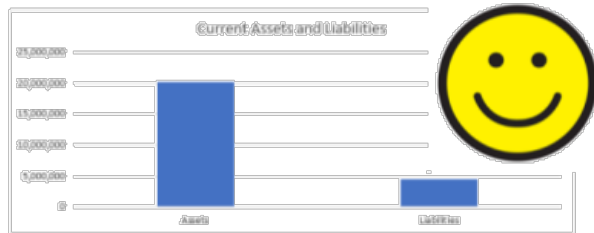


Where do we spend our money?



Cash Position

All numbers are year to date up until 31-October-2024



Assets

| | |
|---------------------------|-------------------|
| Cash at Bank Unrestricted | 8,401,229 |
| Cash at Bank Restricted | 6,858,441 |
| Debtors | 4,946,622 |
| | <u>20,206,293</u> |

Liabilities

| | |
|-----------------------|------------------|
| Creditors | 2,996,491 |
| GST | 461,704 |
| PAYG | 1,102,897 |
| Employee Entitlements | 531,604 |
| | <u>4,569,196</u> |

Receivables

| Current | <1 Month | 1 Month | 2 Months | 3 Months | Older | Total |
|------------|------------|------------|-----------|-----------|--------------|--------------|
| 663,998.28 | 388,046.34 | 270,358.30 | 64,407.94 | 57,292.43 | 3,257,459.42 | 4,701,562.71 |
| 30% | 8% | 7% | 2% | 2% | 56% | 100% |

Payables

| Current | <1 Month | 1 Month | 2 Months | 3 Months | Older | Total |
|--------------|------------|------------|------------|----------|--------------|--------------|
| 1,318,540.86 | 336,686.69 | 209,292.24 | 105,492.75 | (0.54) | 1,018,213.81 | 2,980,225.81 |
| 44% | 11% | 7% | 4% | 0% | 34% | 100% |

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

| | Over 90 days | Total | Notes |
|---|--------------------|--------------------|----------------------|
| AISS (Australian Indigenous Security Service Pty Ltd) | 1,332,943 | 1,510,304 | (See Creditor below) |
| Dept of Energy and Public Works - QBuild BASFW | 97,634 | 97,634 | |
| DHLGPPW - Dept of Housing, Local Government, Planning | 138,276 | 187,533 | |
| Gulf Regional Aboriginal Corporation | 389,479 | 415,114 | |
| GUNUNAMANDA LIMITED TIA Gununamanda Store | 160,242 | 233,263 | |
| HC Building and Construction | 290,639 | 457,987 | |
| James Construction Queensland Pty Ltd | 100,991 | 100,991 | |
| Rex Airlines | 125,000 | 125,000 | (In Liquidation) |
| Total of above and others | \$3,257,459 | \$4,701,563 | |



| | | |
|---|-----------|-----------|
| AISS (Australian Indigenous Security Service Pty Ltd) | 1,008,750 | 1,075,534 |
|---|-----------|-----------|

Details in the numbers



Statement of Comprehensive Income Year to date 31-October-2024

| | Actual \$ | Budget \$ | Variance \$ | Last Year \$ | Traffic Lights |
|---|-------------------|-------------------|-------------------|-------------------|-----------------|
| Revenue | | | | | |
| Recurrent Revenue | | | | | |
| Fees & Charges | 3,089,624 | 3,245,060 | -155,436 | 2,957,587 | On track |
| Sales Revenue - Building Construction | 1,468,327 | 1,866,117 | -397,791 | 629,885 | Need to monitor |
| Sales Revenue - Enterprises | 1,732,947 | 2,000,000 | -267,053 | 839,959 | Needs attention |
| Accommodation | 1,618,622 | 1,265,000 | 353,622 | 832,371 | |
| Total Recurrent Revenue | 7,909,520 | 8,376,177 | -466,658 | 5,259,802 | |
| Capital Revenue | | | | | |
| Capital, Grants, Subsidies, Contributions & Donations | 11,199,563 | 14,020,163 | -2,820,601 | 6,288,856 | |
| Total Capital Revenue | 11,199,563 | 14,020,163 | -2,820,601 | 6,288,856 | |
| Rental income | 562,812 | 453,925 | 108,887 | 646,577 | |
| Interest received | 129,264 | 78,827 | 50,437 | 68,464 | |
| Airport Landing & Passenger fees | 206,293 | 263,883 | -57,590 | 143,471 | |
| Other income | 56,186 | 100,000 | -43,814 | 225,117 | |
| | 954,555 | 894,634 | 59,920 | 1,083,629 | |
| Total Revenue | 20,063,637 | 23,290,975 | -3,227,338 | 12,632,287 | |
| Expenses | | | | | |
| Recurrent Expenses | | | | | |
| Employee Benefits | 4,289,803 | 4,619,057 | -329,254 | 4,290,826 | |
| Materials & Services | 5,336,758 | 6,721,285 | -1,384,527 | 3,848,555 | |
| Total Recurrent Expenses | 9,626,561 | 11,340,342 | -1,713,781 | 8,139,381 | |
| Total Expenses | 9,626,561 | 11,340,342 | -1,713,781 | 8,139,381 | |
| Net Operating Surplus/ (Deficit) Before Depreciation | 10,437,076 | 11,950,633 | -1,513,557 | 4,492,906 | |
| Less: Non Cash Expenditure | | | | | |
| Depreciation | 1,956,097 | 1,929,742 | 26,355 | 1,966,864 | |
| Total Expenditure | 11,582,658 | 13,470,084 | -1,887,426 | 10,106,245 | |
| Net Operating Surplus/ (Deficit) | 8,480,979 | 9,620,891 | -1,139,912 | 2,526,042 | |

Cashflow

All numbers are year to date up until

31-October-2024



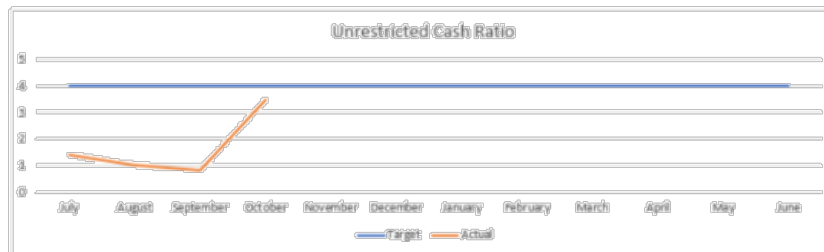
| Account | Jul 2024 | Aug 2024 | Sep-24 | Oct-24 |
|------------------------|---------------------|-----------------------|---------------------|---------------------|
| Normal Business | | | | |
| Money In | 6,154,546.33 | 2,437,712.10 | 2,667,466.21 | 7,604,014.28 |
| Money Out | (5,270,978.89) | (2,008,232.41) | (2,672,078.47) | (2,689,831.65) |
| Difference | 883,567.50 | 429,479.69 | 195,387.74 | 4,914,182.63 |
| Capital Grants | | | | |
| Money In | 344,779.25 | 101,405.54 | 487,991.68 | 0.00 |
| Money Out | 94,520.18 | (667,509.46) | (646,613.08) | (518,076.12) |
| Difference | 439,259.43 | (566,103.92) | (158,621.40) | (518,076.12) |
| Other (Super BAS) | (924,392.33) | (1,147,008.79) | (830,028.67) | 2,037,519.04 |
| | (924,392.33) | (1,147,008.79) | (830,028.67) | 2,037,519.04 |
| | 398,474.60 | (1,283,633.02) | (793,262.33) | 6,433,621.55 |
| Bank | | | | |
| Start | 3,618,762.00 | 4,017,236.60 | 2,733,603.58 | 1,940,341.25 |
| Difference | 398,474.60 | (1,283,633.02) | (793,262.33) | (6,433,621.55) |
| End | 4,017,236.60 | 2,733,603.58 | 1,940,341.25 | (8,373,962.80) |



Unrestricted Cash Expense Ratio

Target: Greater than 4 months

3.5



This year

Unrestricted Cash Expense Ratio

| Month | Target | Actual |
|-----------|--------|--------|
| July | 4 | 1.40 |
| August | 4 | 1.02 |
| September | 4 | 0.83 |
| October | 4 | 3.49 |

Last year

Unrestricted Cash Expense Ratio

| Month | Target | Actual |
|--------|--------|--------|
| Jul-23 | 4 | 2.84 |
| Aug-23 | 4 | 5.48 |
| Sep-23 | 4 | 6.31 |
| Oct-23 | 4 | 4.92 |
| Nov-23 | 4 | 3.59 |
| Dec-23 | 4 | 2.08 |
| Jan-24 | 4 | 1.54 |
| Feb-24 | 4 | 1.63 |
| Mar-24 | 4 | 1.10 |
| Apr-24 | 4 | 1.07 |
| May-24 | 4 | 1.07 |
| Jun-24 | 4 | 0.68 |

Total Cash and Equivalents add current Investments and available QTC working Capital Facility less Externally Restricted Cash divided by Total Operating Expenditure less Depreciation and Amortisation less Finance Costs

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



| Task | Traffic Light/Due | Due next | Notes |
|-----------------------|-------------------|------------|--|
| ATO Reporting | ✓ | 21/11/2024 | |
| Workcover | ✓ | 15/09/2025 | |
| Insurance | ✓ | 4/03/2025 | |
| Audit 2023 | - | | Nearing completion testing 95% complete. |
| Audit 2024 | ✓ | | Starting and Auditing 30 June stocktakes Balance Sheet Recs in progress |
| Grant reporting | ✓ | 31/11/2024 | Greatly improved quarterly reporting commenced a first for a considerable time |
| Issuing Invoices | ✗ | | Progressing as a priority changes have been made to improve Qbuild Invoices |
| Paying Invoices | ✓ | Ongoing | With the exception of AISS upto date and cleaned up |
| Audit Committee | ✗ | | To be established |
| 5 Year Plan | ✓ | Ongoing | |
| QTC 10 Year forecast | - | Ongoing | Draft forecast completed |
| Policies | - | Over | To be reviewed and adopted |
| Adherence to Policies | - | Over | Will be an ongoing project |

Measures of Financial Sustainability

Operating Surplus Ratio

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

42%



Operating Cash Ratio

Target: Greter than 0%

52%



Net operating result add Depreciation Amortisation add Finance Costs divided by total operating revenue

What we need to do



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

Project Status



Major purchases the council should be made aware of

| Funding | Capital projects | Project% Completion | Grant Funding | Budget% Spent | Due for Completion | How are we going | How much is owing | Commentary |
|---------|---------------------------------------|---------------------|---------------|---------------|--------------------|------------------|-------------------|---|
| | Queensland RA 2024 | 100% | 4,541,391 | | 100% 30/06/2024 | - | | Program Finalised |
| | Queensland RA 2025 & 2026 | 5% | 16,000,000 | | 5% 30/06/2025 | - | | Approved |
| | Queensland RA Resilience Grant | 0% | 4,547,831 | | 0% 31/12/2027 | - | | Upgrade Barge & Tavern Kitchen |
| | Resilience - Fuel & Cool Room | 0% | 709,000 | | 0% 31/12/2024 | - | | New Opal tanks plus freezer and cold room in barge shed |
| | Works 4 Queensland Staff | 1% | 1,100,000 | | 1% 30/06/2027 | - | | Staff Housing |
| | Works 4 Queensland Shed | 2% | 1,000,000 | | 2% 30/06/2027 | - | | Workshop Shed |
| | Water Filtration | 5% | 6,000,000 | | 5% 31/10/2025 | - | | Water Project Investigation Commenced and more funding available |
| | Sewage Pump Upgrade | 98% | 1,975,000 | | 90% 31/12/2024 | ✓ | | Program completed Variation for pipe in progress |
| | Library | 80% | 1,600,000 | | 80% 30/11/2024 | ✓ | | Internal fit out commenced floor coverings and cabinetry |
| | Social Housing Duplex/Plugin | 90% | 2,588,235 | | 90% 30/09/2024 | - | | Floor coverings and cabinetry |
| | Social Housing Units/ Houses | 3% | 7,328,042 | | 3% 31/03/2025 | - | | Drawing for 412 90% complete |
| | Motel | 5% | 2,052,350 | | 5% 31/08/2024 | - | | Waiting on Ergon power line relocation |
| | Land Subdivision | 2% TBA | | | 0% 30/06/2025 | ✓ | | To be funded by DATSIP |
| | Waste Initiatives | 40% | 1,600,000 | | 40% Ongoing | ✓ | | Completed Garbage Truck, bins In Progress, recycling Further indicatives being investigated |
| | Footpath | 0% | 400,000 | | 0% 30/06/2030 | ✓ | | Over 5 years |
| | Design Plan for Housing Engineering o | 0% | 177,750 | | 0% 30/06/2025 | ✓ | | |
| | Pushbikes | 0% | 118,000 | | 0% 30/06/2025 | ✓ | | |
| | Restore Propeller | 0% | 7,000 | | 0% 30/06/2025 | ✓ | | |
| | Iiua | 5% | 107,910 | | 5% 30/06/2025 | ✓ | | |
| | Gym design | 0% | 75,315 | | 0% 30/06/2025 | ✓ | | |
| | Community Bus | 0% | 85,072 | | 0% 31/03/2025 | ✓ | | Ordered |

Future Projects

| | | |
|--------------------|----------------------|--|
| Swimming Pool | Landscaping | Airport Memorial Garden |
| Splash park | Staff Housing | Foot paths |
| Aged care Facility | Community Activities | Runway Re alignment to produce new land for social housing |
| Social Housing | Coastal erosion | Batching Plant Upgrade |
| New Warehouse/Roof | | |

Wins and opportunities



Audit is getting close and 2024 will be next
Grant Reporting upto date and should generate some cashflow as projects are completed
QRA money is in, prepaid grant money we cant touch can monthly once the work is done
The revaluation of Council Assets has been accepted by the Auditors
Council is in the strongest position it has been in for many years
Workforce stable
Healthy hosing program will start January 2025

Questions ?



2023 INTERIM REPORT

Mornington Shire Council
8 November 2024





OFFICIAL

Mr Richard Sewter
Mayor
Morrington Shire Council

Dear Mr Sewter

2024 Interim report

We present our interim report for Morrington Shire Council for the financial year ending 30 June 2023. This report details the results of our interim work performed to 30 June 2023. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your Council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- 1 raised in the current year, relating to the lack of documented policies and procedures around IT
- 8 unresolved from prior years

Deficiencies:

- 5 unresolved from prior years

Financial reporting matters:

- 2 unresolved from prior years

Other matter:

- 1 unresolved from prior years.

Based on the results of our testing completed to date and the nature of prior year issues, we have determined we can only place limited reliance upon your entity's controls.

Refer to section 2 *Matters previously reported* for further details.

If you have any questions or would like to discuss the audit report, please contact me on 4046 0044 or Shannon Williamson on 4046 0071.

Yours sincerely

Greg Mitchell
Engagement Partner

Enc.

cc. Mr G Uhlmann, Chief Executive Officer

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

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Email gao@gao.qld.gov.au
Web www.gao.qld.gov.au
 Queensland Audit Office (QAO)

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2023 Interim report

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

| Year and status | Significant deficiencies | Deficiencies | Other matters* |
|--------------------------------|--------------------------|--------------|----------------|
| Current year issues | 1 | - | - |
| Prior year issues – unresolved | 8 | 5 | 1 |
| Total issues | 9 | 5 | 1 |

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 31 July 2024. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.gao.qld.gov.au/information-internal-controls or scan the QR code.



S Significant deficiencies

23IR-1 Lack of documented policies and procedures

Observation

At time of the review, it was observed that there is a lack of documented policies and procedures in regard to the following areas:

- User access for new and transferred employees
- Termination of user access
- Password
- Third party access policy.

Implication

Lack of documented policies and procedures may lead to a lack of understanding by new and existing employees of the organisation’s culture, expectations and requirements. Policies and procedures provide a framework and guidance to users and administrators around appropriate use of IT assets and protection of data and sensitive information.

QAO recommendation

We recommend that management takes the appropriate steps to develop policies and procedures in relation to the above-mentioned areas. New and old policies and procedures should be reviewed and revised on a regular basis and updates provided to all employees.

OFFICIAL

2023 Interim report

Management response

Management acknowledges the findings in the report and has taken steps to reduce the ongoing management points. Since 30 June 2023 personnel has changed with a heavier focus on IT and access0 . New processes have been introduced, procedures will be reviewed, and systems put in place to ensure auditable compliance.

Responsible officer: Chief Financial Officer

Status: Work in progress

Action date: June 2025

Financial reporting issues

This table identifies the number of financial reporting issues we raised. Details of the financial reporting issues we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised financial reporting issues.

| Year and status | High risk | Medium risk | Low risk |
|--------------------------------|-----------|-------------|----------|
| Current year issues | - | - | - |
| Prior year issues – unresolved | 1 | 1 | - |
| Total | 1 | 1 | - |

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



Financial reporting issues

H

High

M

Medium

L

Low








We have not identified any new financial reporting issues from interim audit procedures performed.

OFFICIAL

2023 Interim report

2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

| Ref. | Rating | Issue | Status |
|--------|---|--|---|
| 22CR-1 |  | Lack of grant register Council does not have a comprehensive grant register detailing all of the grants received, resulting in material prior year errors. | Resolved A grant register was provided that supported the final grant balances for the 2023 financial year. |
| 22CR-2 |  | Lack of preferred supplier listing Identified that a preferred supplier listing is not utilised which has led to non-compliance issues with the Local Government Regulation 2012. | Work in progress Preferred supplier listing was not utilised during the 2023 financial year. Responsible officer: Chief Financial Officer Action date: December 2024 |
| 22CR-3 |  | Insufficient credit card processes During credit card testing, there were several instances of a lack of supporting documentation being retained for transactions, which is non-compliant with the credit card policy. Furthermore, identified credit card reconciliations are not performed in a timely manner. | Work in progress For a majority of the 2023 financial year, credit cards were not being reconciled and not all receipts were maintained. Responsible officer: Chief Financial Officer Original action date: June 2024 Revised action date: June 2025 |
| 22CR-4 |  | Insufficient procurement processes Various issues with Council's procurement processes were identified, as detailed in the 2022 closing report. | Work in progress To follow up as part of final audit procedures. Responsible officer: Chief Financial Officer Original action date: June 2024 Revised action date: June 2025 |
| 22CR-5 |  | Lack of revenue processes Various cut-off issues identified within all revenue streams as a result of a lack of processes amongst particularly around invoicing of goods or services in a timely manner. | Work in progress To follow up as part of final audit procedures. Responsible officer: Chief Financial Officer Action date: December 2024 |
| 22CR-6 |  | Errors in asset register Significant errors in the asset register maintained by Council were identified, as detailed in the 2022 Closing Report. | Work in progress Asset register remains in Excel form and was not regularly maintained, updated, or reconciled throughout the 2023 financial year. Responsible officer: Financial Accountant Action date: June 2025 |
| 22CR-7 |  | Paying super on leave loading Identified that Council had not been paying superannuation on leave loading in line with ATO's requirements. | Work in progress To follow up as part of final audit procedures. Responsible officer: Chief Financial Officer |

3







OFFICIAL

2023 Interim report

| Ref. | Rating | Issue | Status |
|--------|----------|---|---|
| | | | Action date: September 2024 Action date: December 2024 |
| 21IR-2 | S | Completeness of accommodation revenue Identified that there is no regular reconciliation process between PRENO and Xero applications which has led to historical issues with transaction flow and data entry. | Work in progress Implementation of recommended reconciliation process between applications was not completed in the 2023 financial year due to staffing constraints. Responsible officer: Financial Accountant Original action date: March 2022 Revised action date: June 2025 |
| 20IR-2 | S | Lack of evidence or review of financial management and fraud risks and control measures Limited processes around identifying financial management risks the Council is exposed to and appropriate control measures. | Work in progress No established risk assessment process during the 2023 financial year. Responsible officer: Chief Financial Officer Original action date: March 2022 Action date: June 2025 |
| 22CR-8 | D | Delay in capitalisation of work in progress Identified three instances of assets that were completed in a previous financial year which had not been transferred to the asset register. | Resolved No issues noted from review of the 2023 financial year. Responsible officer: Chief Financial Officer |
| 21IR-2 | D | Review of asset revaluations Existing systems and processes around asset revaluations not sufficiently robust, particularly around management review. | Work in progress Revaluations for the 2023 year are currently being reviewed. Responsible officer: Financial Accountant Action date: June 2025 |
| 20CR-2 | D | Year-end processes – high level of adjustments Historically have been a number of misstatements during audits due to a lack of reconciliation processes for revenue streams and deficiencies in quality assurance processes for other balances. | Work in progress Whilst monthly reporting processes were completed across the 2023 financial year, the accuracy of data reported is still in question given the previous 2022 financial year accounts were yet to be finalised during the 2023 financial year, and its associated audit raised a substantial volume of misstatements. To review as part of final audit procedures. Responsible officer: Financial Accountant Original action date: December 2020 Revised action date: June 2025 |
| 20CR-3 | D | GST errors – transactions and business activity statements Ongoing issues around GST balances recorded not being aligned with amounts reported on Business Activity Statements. | Work in progress To review as part of final audit procedures. Responsible officer: Financial Accountant Original action date: October 2020 Revised action date: June 2025 |

OFFICIAL

2023 Interim report

| Ref. | Rating | Issue | Status |
|--------|---|--|--|
| 16IR |  | Compliance matters Council has not implemented an asset management strategy and has not adopted a long-term asset management plan. | Work in progress Yet to be implemented. Responsible officer: Financial Accountant Original action date: October 2021 Revised action date: June 2025 |
| 17IR |  | No review of bank reconciliations No independent review of bank reconciliations is enforced by an individual independent of the banking and receiving process. | Work in progress Yet to be implemented. Responsible officer: Financial Accountant Original action date: June 2021 Revised action date: June 2025 |
| 21CR-1 |  | Comprehensive valuations overdue Council is not complying with its policy to conduct comprehensive valuations of assets every three years. | Resolved Comprehensive valuations completed in the 2023 financial year for all asset classes. |
| 21IR-3 |  | Management of capital works Several information breakdowns historically identified which have resulted in significant delays in the capitalisation of capital works, recognition of grant revenue and management of contract assets and liabilities. | Work in progress To follow up as part of final audit procedures. Responsible officer: Chief Financial Officer Original action date: March 2022 Action date: June 2025 |
| 22CR-9 |  | Completeness of KMP remuneration disclosure Identified several issues with the completeness and accuracy of the calculations for this disclosure. | Work in progress To follow up as part of final audit procedures. Responsible officer: Chief Financial Officer Action date: 30 June 2025 |
| 20IR-8 |  | Compliance with Act and Regulations Various non-compliance issues mainly around making minutes available for inspection and publishing contractual arrangements worth \$200,000 or more. | Work in progress Identified as part of interim procedures that the Council website has not been updated with a listing of large contracts since March 2021. Responsible officer: Chief Financial Officer Original action date: December 2020 Revised action date: June 2025 |



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14 HUMAN RESOURCES MANAGEMENT

14.1 HUMAN RESOURCES REPORT

Author: Human Resources Manager

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report provides an overview of Human Resources activities for October and early November 2024.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Staff Movement

Council welcomed six new employees, comprising six permanent staff.

Recruitment Activity

Key positions filled include chef, plant operator, community bus driver and fencing labourer.

Recruitment is ongoing for the following positions:

- Boilermaker/steel fabricator
- Building supervisor
- Indigenous Knowledge Centre coordinator
- Library officer
- 2 Trades apprentices – Painting
- 1 Trades Apprentice – Baker
- Procurement specialist (Warehouse)

Orange Sky laundry service

An application has been submitted to work with the person as an of sider. This employment position has been in conjunction with the Councils agreement and Orange Sky to have two persons employed at the laundry service. There has also been interest for another person working in the Salvation Army opportunity shop as there isn't any employment there yet and we are still waiting on this response.

Community bus driver

This position has been advertised and there has been one applicant. Hours for the two drivers needs to be clarified and rostered into two shifts in morning then afternoon, for carriage limit service.

Statistical Report

As of November 14, 2024, the council's total staff stands at 173, with 126 full-time, five part-time, and forty-two casual employees.

Compensation and benefits

All employees received a 3.75% wage increase effective from 1 September 2024.

Investment in employees

Funding.Submissions.for.the.Queensland.Government.Work.Skills.Traineeships.

We are awaiting a funding application outcome for our submission under Work Skills Traineeships for eight trainees that will provide paid employment opportunities for local candidates – aged 15 to 19. Participants will receive a mix of career advice, job preparation skills and foundation skills.

Apprenticeship and Traineeship program

Five trainees have attended TAFE training in Cairns as part of their apprenticeships in Carpentry and Plumbing, supported by the Trainee and Apprentice Coordinator.

Department Employment Small Business and training have provided entitlements for Council employees on Mornington Island.

The entitlement for an apprentice per term of their apprenticeship is \$5,000.00. Breakdown of these payments is as follows: Amounts of \$1250.00 per quarter are available to claim and these amounts have been provided for apprentices and the supervisors for assistance to complete the process for the claims.

Each quarter this depends on the apprentice and what stage or year in the term.

- 1st year \$1,250.00
- 2nd year \$2,500.00
- 3rd year \$3,750.00
- 4th year \$5,000.00 (depending on the term 4 years or 5 years.)

These allowances need to be claimed by each apprentice through their individual MYGOV portal logins and claims are undertaken through the ADMS portal. Support is being provided to help apprentices make these claims.

Probation, performance appraisal and development review

No reported performance reviews were conducted during the reporting period and probation reviews are pending for several employees.

HR Strategy and operational management

Employee.Relations..

Council currently has some matters before the Queensland Industrial Relations Commission from past employees on matters of withholding monies due to outstanding debts and application for reinstatement due to alleged unfair dismissal claims.

- Grievances: one informal complaint lodged and resolved
- Staff. Attendance; thirty-one requests to attend interview for excessive absenteeism have been issued with interviews held and staff counselled. All staff

were given the opportunity to reconsider their current employment as a full-time employee.

Workplace Health and Safety

There has been one reported incident in relation to Workplace Health and Safety, with the incident currently being investigated.

Employee Engagement and Initiatives

To bridge any cultural gaps between managers, existing and potential employees, the development of an internal Employee Engagement and Cultural Awareness program continues with the view to conducting an initial program in late November 2024. As previously advised the purpose of the program is to educate and skill managers and supervisors on how to better manage the relationship between themselves and the employees.

Recent changes and upcoming training schedule

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

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

Action plan for next month

- Develop internal supervisors and employee engagement and cultural awareness programs.
- Review all casual employees to determine levels of interest and work opportunities. Including a standard process for managing a casual pool. (Excel rostering system).
- Improve ways for timekeeping and leave management.
- Review current Enterprise Bargaining Agreement, analyse terms, conditions and clauses, current wage and structures, benefits, health and safety provisions, allowances and entitlements, as well as current industry standards.

Fare share meals

One pallet (50 Cartons @ 10 meal packs per CTN) of the frozen meals from the Fare Share scheme has been sent out to community in the 2nd week of the month and with great feedback being received on deliveries.

Food vouchers

\$2500 of food vouchers (50) have been provided to families identified as in need and 50 vouchers at \$50.00 per voucher being provided to Community members for the purchase of food from the Chop Shop.

Community Cultural training

Discussions are being held regarding a scheduled date for another workshop for Cultural awareness training, later this month.

FINANCIAL & RESOURCE IMPLICATIONS

The Human Resources department is operating within allocated 2024/25 budgets.

RECOMMENDATION

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

15 GOVERNANCE**15.1 ANNUAL OPERATIONAL PLAN 2024 - 2025 QUARTERLY REPORT**

Author: Director Corporate and Community

Attachments: 1 2024 - 2025 Operational Plan - Quarterly update

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide project updates to Council and the community regarding the outcomes of projects outlined in the 2024-25 Operational Plan, for the period July – September, Quarter 1.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

An Operational Plan is a Local Government Act 2009 (Qld) and the Local Government Regulation 2012 (Queensland) legislative requirement. It is a strategic document that details the operational direction for Council over a twelve-month period. Attention has been paid to ensuring that projects and programs of work identified in the current Operational Plan are associated with Council's identified strategic objectives.

An Operational Plan typically itemises Council's significant projects, as well as "business-as-usual" activities for the year. It can include:

- Outcomes and strategies directly from a Corporate Plan
- Established work and activity programs
- Significant capital projects
- Performance measures to track progress and identify milestones and achievements

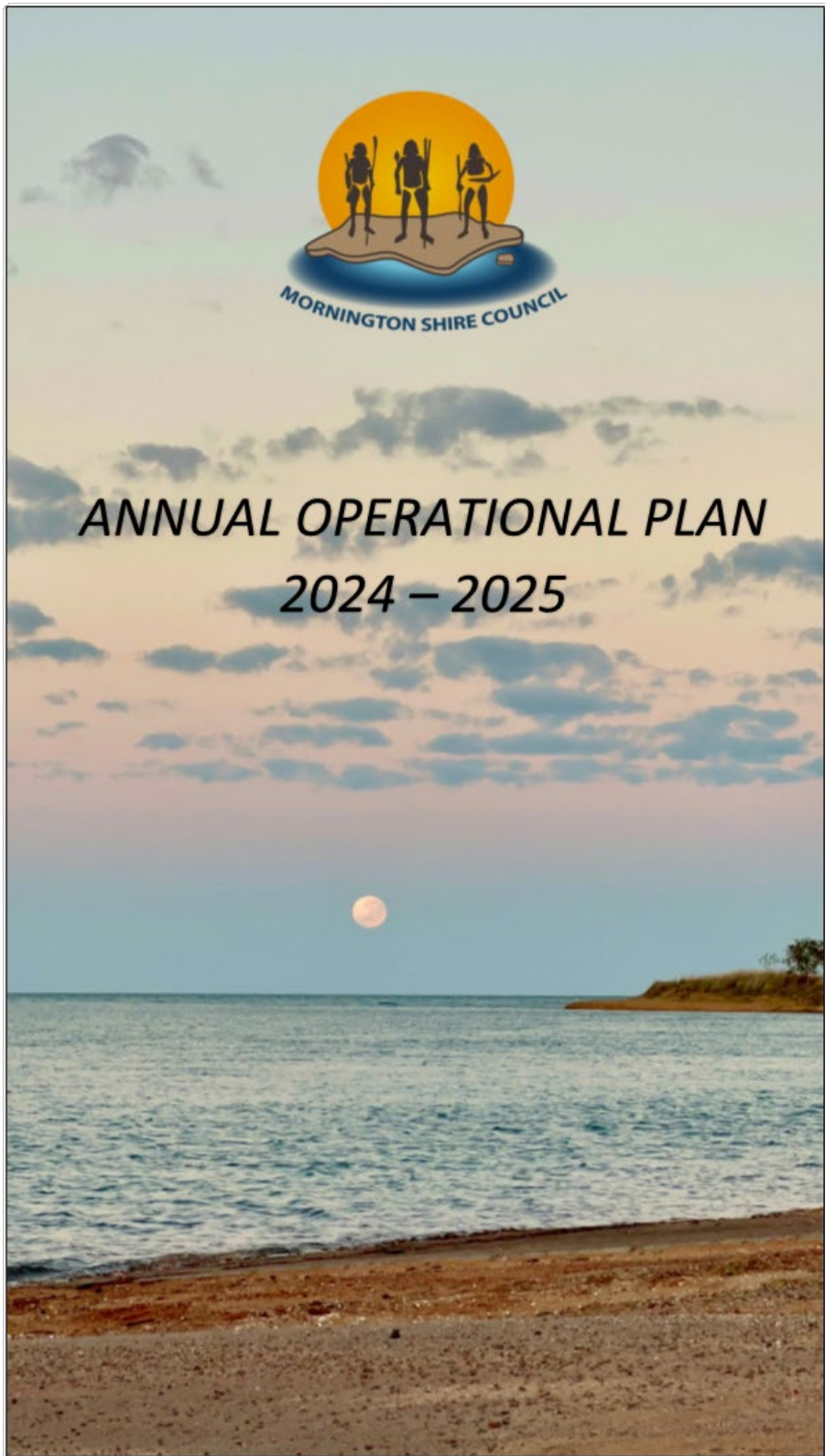
Projects identified within Council's Operational Plan and Capital Works program have been progressing predominantly as intended, with some unanticipated materials and trades delays. Key project planning has been undertaken to streamline delivery and budget management.

FINANCIAL & RESOURCE IMPLICATIONS

All initiatives included in the Operational Plan are occurring within the 2024/25 approved budget guidelines.

RECOMMENDATION

That in accordance with Section 174(3) of the Local Government Regulation 2012 (Qld), Council receives and notes the 2024-25 Operational Plan – Quarter 1 report for the period July – September 2024.





Corporate Plan elements

Vision

A self-determined, happy, healthy, safe and prosperous community

Objectives

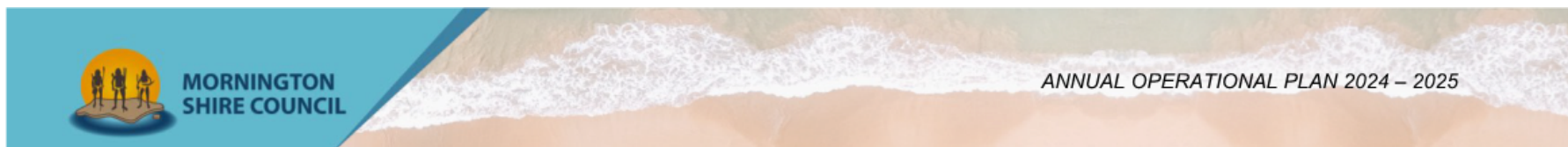
- Creating a framework for self determination
- Ensuring our people are happy, healthy and safe
- Celebrating and maintaining our history and culture
- Providing our people with high quality physical and social infrastructure
- Creating a sustainable local economy
- Creating maximum employment for our people
- Establishing an efficient, effective, financially sound council, focussed on community engagement and quality outcomes

Strategies

- Development of plans to support efficient, effective and financially sound Council activities
- Development of a community housing strategy
- Building positive partnerships with all levels of government, funding providers and other key stakeholders
- Establishment of a clear, structured councillor portfolio system to focus on community activities and outcomes
- A ten-year plan for quality physical and social infrastructure
- A ten-year plan for economic development, focussed on environment and culture
- An employment and local business development strategy
- A training and development strategy to support self-determination and capacity building
- An effective education and training strategy for children and youth
- An annual culture and festival celebration strategy
- Establishment of an Indigenous Land Use Agreement with Gulf Regional Aboriginal Corporation
- Establishment of an Interim Local Advisory Committee
- A wellbeing and community engagement approach focussed on residents of all ages and stages of life
- Development of a council organisational culture focussed on delivering timely, quality community outcomes

Values

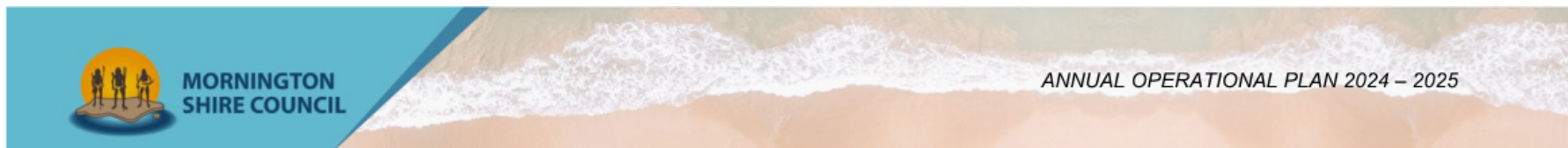
- Honesty
- Integrity
- Respect and compassion
- Proud to belong
- Accountability and taking responsibility
- Working together
- Working for community
- Culturally appropriate



Set out below are the top 10 – Matters that Council needs to focus on to achieve the best outcome for the Mornington Island community

Top 10 priorities

| Priority | Responsibility | Current Status | Assessment |
|---|----------------|---|------------|
| 1. Finish and fully open the tavern | DA&H | <ul style="list-style-type: none"> o Architectural drawings for kitchen received week commencing 18 November and endorsed o Provisional motel liquor licence granted 19 November 2024 o On track for first quarter 2025 | |
| 2. Complete the 2 x 5 bedroom duplexes plus the 2 bedroom plug-in | DH&F | <ul style="list-style-type: none"> o Vinyl layers have been delayed o Completed by December 2024 o Carports delayed as well | |
| 3. 4 x single men’s units are complete and 5 community houses are substantially underway | DH&F | <ul style="list-style-type: none"> o Architectural drawings to be completed by December 2024 o Tender documentation to be completed by 13 December 2024 o Funding shortfall for community houses construction has led to review in collaboration with the Department of Housing and a new focus upon additional plug-ins | |
| 4. New subdivision is approved and funding secured for construction | DH&F and CFO | <ul style="list-style-type: none"> o Material change of use development application for multi-lot development in Lardil Street, has been completed o Funding approaches being explored as a part of the 10 Year Housing Strategy | |
| 5. Foreshore erosion mitigation funding is secured and works are undertaken inclusive of the barge access point | CFO | <ul style="list-style-type: none"> o Funding secured and improvement work planned for early 2025 | |
| 6. New Indigenous Knowledge Centre (library) is approved, funded and constructed | DC&C | <ul style="list-style-type: none"> o Library practical completion is due during December 2024 o State Library Queensland is preparing collection holdings (books) and furniture, as well as ICT and other equipment o On track for first quarter 2025 | |
| 7. Youth hub drop-in centre is finished and operating | DC&C | <ul style="list-style-type: none"> o Dedicated full time Youth Hub manager and officers on site o Drop-in, events and school holiday programming being offered o Building improvements/ customisation and yard development ongoing | |



| | | | |
|--|------------------------------|---|--|
| 8. Community housing strategy is completed and lobbying advanced to secure funding for the realignment of the airport runway | DH&F, CEO and CFO | <ul style="list-style-type: none"> ○ Funding sought for interim runway asphaltting works (to retain existing standards) ○ Grant chasing for runway realignment project | |
| 9. Potable water quality and security projects are advanced | DE | <ul style="list-style-type: none"> ○ Water assessment testing outcomes due December 2024 ○ Tender design and package to be developed early 2025 ○ Capital works project to commence early 2025 ○ Water filtration plant, upgrade of water tanks, renewal of water inlets and outlets, relining tanks, upgrade of pumps at dam, change SKADA systems | |
| 10. Public open space and recreation strategy is funded and established, with staged implementation plan | DC&C, CFO, DE | <ul style="list-style-type: none"> ○ Commonwealth and State funding applications to date have been unsuccessful ○ Funding also sought for priority components, particularly oval resurfacing and refurbishment ○ Queensland Rugby League infrastructure program being explored | |

KEY STRATEGIC OBJECTIVES

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|----------------------|---|--|--|--|------------|
| Financial Management | Council aims to deliver budget surpluses as part of a fiscally responsible approach | <ul style="list-style-type: none"> • Budgets operate at a surplus | <ul style="list-style-type: none"> • Monthly review of the General Purpose Financial Statements to ensure revenue and expenditure is controlled in accordance with the adopted budget | All mandatory ratios now adopted Up to date balance sheet, cashflow and outstanding debtor lists routinely provided | |
| Financial Management | Establishment of an investment strategy | <ul style="list-style-type: none"> • Substantial funds are invested to generate compound interest | <ul style="list-style-type: none"> • Utilisation of Queensland Treasury | Multi-million dollar investments now deposited with QTC | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|----------------|---|---|---|--|------------|
| Corporate Plan | Develop new Corporate Plan | <ul style="list-style-type: none"> Adoption of a new Corporate Plan | <ul style="list-style-type: none"> Engage stakeholders and agencies, as well as community to inform Council about community needs. This will assist establishment of a customised, fit-for-purpose Corporate Plan | <i>Rigorous workshop, consultation and drafting process to occur in first quarter of 2025</i> | |
| Advocacy | <p>Improved awareness of community issues, with improved strategies for advocacy to the Australian and Queensland Governments to address identified community priorities</p> <p>Critical to this, is an emphasis on maximising opportunities for community members, including improved employment, cultural, social and health outcomes</p> | <ul style="list-style-type: none"> Key government representatives visit Mornington Island including the Queensland Premier, Ministerial Champions, Federal Ministers and department heads Mayor and Councillor delegations to Federal and Queensland Governments Current government funded services for the community are audited to provide improved visibility and accountability Federal and Queensland Governments develop targeted strategies that meet local priorities and needs | <ul style="list-style-type: none"> Continued research, strategy development and advocacy to achieve outcomes identified with the Corporate and Operational Plans Five (5) year Implementation Plan continually monitored and developed to ensure that strategies are continually put before Governments | <i>Reset to occur following Queensland Government election cycle and appointment of new ministers, Director Generals, as well as other key personnel</i> | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|------------------------|--|--|--|---|------------|
| Asset Management | Asset planning and maintenance funding supports quality and sustainable management of Council's assets | <ul style="list-style-type: none"> Completion of Asset replacement program outlined in the 2024/25 budget Long Term Asset Management Plan developed in accordance with legislative requirements, as resources permit | <ul style="list-style-type: none"> Council is upgrading the water and sewerage infrastructure funded through Indigenous Councils Critical Infrastructure Program (ICCIIP). This will form the basis of further asset management planning, particularly for the water and sewerage reticulation network. Similarly, there is significant work to be undertaken with waste management to have good long-term plans in place | <i>Revaluation program and auditing of plant and equipment, vehicles, as well as buildings underway</i> | |
| Masterplan / Town Plan | Council upholds the adopted masterplan in all major decisions | <ul style="list-style-type: none"> Queensland State Government Technical Working Group and DATSIP stakeholder partnership to plan a way forward on important initiatives contained in the masterplan | <ul style="list-style-type: none"> Aurecon Growth Options Study, associated Mornington Island Runway Realignment Study will be critical for representations to both the Queensland and Australian Governments | <i>Surveying and planning to occur in collaboration with establishment of ILUA with GRAC, as well as public open space masterplanning</i> | |
| | Mornington Island airport | <ul style="list-style-type: none"> Designs are developed and costs identified | <ul style="list-style-type: none"> Strategy developed to engage with the | <i>Grant chasing and advocacy ongoing</i> | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|------------|--|---|---|----------------|------------|
| | Runway realignment proceeds to ensure masterplan recommendations for Lardil Street can occur | <ul style="list-style-type: none">Representations are made to Queensland and Australian Governments to secure realignment funding | Queensland and Australian Governments to secure funding for the airport realignment | | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | Risk Mitigation | Current Status | Assessment |
|-----------------------------|---|---|---|--|------------|
| Governance / Administration | New Indigenous Knowledge Centre (library) A new library is constructed on the new Civic Centre site and is open for community use | <ul style="list-style-type: none"> Funding is secured for fit out, appointment of staff and staff training is undertaken Facility is completed and operational | | Practical completion due during December 2024 Vinyl laying delays Electrical and communications fit-out completion January 2025 | |
| | Governance Council continues to adhere to legislative requirements and builds capacity for organisational administration / management | <ul style="list-style-type: none"> Oversight by Council supports good governance, adherence to statutory requirements and use of resources in accordance with the Corporate Plan's goals Build long term local staff capacity by increasing the number of local apprentices and trainees ICT systems are managed to ensure timely and compliant reporting including financial, legislative, and contractual requirements Council's policies and procedures are updated regularly, legislative requirements are met, and support organisation performance Number of workplace occupational health and | <ul style="list-style-type: none"> Continued emphasis on formal staff training and development New organisation structure is adopted to meet strategic needs identified in Annual Operational Plan and Annual Budget implementation Financial Management being given high priority to ensure management is in strong position to implement works and services within budget allocations Development of effective Workplace Health and Safety Plans for Council's Operations | Implementation of new improved records management system underway Systematic review of policies and procedures underway Assessment of HR enterprise systems pending Opportunities for improvement with invoicing Outstanding audited financial statements being addressed Rigorous WHS systems now in place | |



| FOCUS AREA | GOAL | MEASURE/S | Risk Mitigation | Current Status | Assessment |
|------------|------|---|-----------------|----------------|------------|
| | | safety incidents track downwards, and WHSQ improvements notices are kept to a minimum / completed when received | | | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|-----------------------|--|--|--|---|------------|
| Community Development | Splash Park, swimming pool or rockpool Improved social and recreational activities for the community (including youth) and examination of the best option, e.g. a splash park, swimming pool or rockpool | <ul style="list-style-type: none"> Options analysis is undertaken looking at options from a range of perspectives including: <ul style="list-style-type: none"> (i) construction costs (ii) ongoing annual operational costs (iii) safety (iv) water usage (v) accessibility (vi) community masterplan Council makes a definitive decision on preferred option and funding sources are identified | <ul style="list-style-type: none"> Determining the best option is the most appropriate way to manage risk, at this stage Alternately, Council could build one of these options and find that the facility cannot be sustained financially, in the longer term More time at the planning stage will ensure better community outcomes | | |
| | Home Brew Council continues to apply for relevant liquor licences needed on Mornington Island, to normalise alcohol consumption and decrease negative | <ul style="list-style-type: none"> An appropriate Liquor Licence is granted, and an operator is in place, to run the Mornington Island tavern, inclusive of carriage licence | <ul style="list-style-type: none"> Implementation of the 5 year Implementation Plan which address the major challenges of the imposition of alcohol prohibition on the Island and | <ul style="list-style-type: none"> Provisional motel liquor licence granted 19 November 2024 | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|-----------------------------------|--|---|--|---|------------|
| | health impacts of home brew | | lack of Government service delivery to address all social outcomes currently being experienced. | | |
| | Youth Hub Youth Hub is established that provides a drop in venue for younger residents, discouraging them from anti-social behaviour | <ul style="list-style-type: none"> Funding is secured for half court playing facility (including basketball, netball, volleyball and tennis) and skate half pipe area Youth hub is fully staffed and operational with evening and weekend activities, as well as an alternative education program | <ul style="list-style-type: none"> The support programs and staff working at the Youth Hub will need to be appropriate for the needs of youth | <i>Manager, support officer and casual staff now engaged</i> <i>Ad hoc programming and events, as well as consistent school holiday programming now in place</i> <i>Drop-in centre functional operational</i> | |
| Community Development (continued) | Indigenous Land Use Agreement An ILUA be developed to cover all initiatives Council seeks to address including airport runway | <ul style="list-style-type: none"> Obtain funding for progression of an ILUA Engage a qualified and experienced lawyer to provide legal input | | <i>Funding secured for ILUA</i> <i>Preliminary meeting with GRAC</i> <i>Subsequent meetings planned following recent GRAC AGM and election</i> | |



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|------------|--|--|---|--|------------|
| | realignment (for both safety and residential land use purposes); foreshore development including rock pool; future cemetery reserve land; future town extension, festival grounds upkeep and other initiatives | | | | |
| | Support for senior citizens Improve the quality of our aged care facility for the benefit of our elders | <ul style="list-style-type: none"> Advocacy together with the new service provider (Selectability) to secure funding for the refurbishment the existing aged care facility, or establishment of a new aged care facility with the latter being our preferred option | <ul style="list-style-type: none"> Engagement with our community champions to secure funding | <i>Joint grant application with Selectability aged care provider for new residential aged care and respite facility (application unsuccessful)</i> <i>Ongoing collaboration with Selectability to ensure refurbishment and fit-for-purpose approach towards existing facility</i> | |



| | | | | | |
|--------------------------------|--|--|--|---|--|
| <p>Critical Infrastructure</p> | <p>Improved waste management, water security, sewerage treatment and associated infrastructure, as appropriate</p> | <p>Council meets regulatory requirements and manages infrastructure to meet community needs, including asset replacement / new assets as appropriate including -</p> <ul style="list-style-type: none"> • Successful implementation of existing 2024/25 funded programs • Development of a key partnership with Department of Environment and Science to ensure Council's Waste Management Strategy can be successfully progressed (including establishment of a waste transfer station, removal of car bodies from the island and landfill restoration) • Investigate water security via a feasibility study to increase the capacity of the potable water supply sources on Mornington Island | <ul style="list-style-type: none"> • Failure to develop appropriate asset management planning for continued improvement in infrastructure • Continued investment in training and development of local staff to management water and sewerage services • Carry out the necessary investigation of long-term water security options | <p><i>\$6 million secured for water projects</i> <i>New water filtration plant to be constructed in 2025</i> <i>Waste transfer station to be introduced in 2025</i> <i>Fees for commercial waste (e.g. building contractors) to be introduced in 2025</i> <i>Plastics recycling pilot program to be introduced</i> <i>Carpentaria Freight to transport (back loading) two car bodies on each barge in 2025 free of charge, to clear backlog of scrap metal on the island</i></p> | |
|--------------------------------|--|--|--|---|--|



ANNUAL OPERATIONAL PLAN 2024 – 2025

| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|------------|------|---|-----------------|----------------|------------|
| | | <ul style="list-style-type: none">Improved concrete batching plant facilityPlanned workshop and depot improvements | | | |



| FOCUS AREA | GOAL | MEASURE/S | RISK MITIGATION | Current Status | Assessment |
|----------------------------|---|--|--|--|------------|
| Council and Public Housing | <p>Council Housing Housing availability and quality is sustainable and meets operational requirements of Council</p> | <ul style="list-style-type: none"> An asset management program for Council staff housing is implemented as an outcome of the 2025 budget | <ul style="list-style-type: none"> Good project management to ensure delivery on time and on budget | | |
| | <p>Community Housing Extreme overcrowding and homelessness is addressed and resolved, with improved quality and quantity of social housing</p> | <ul style="list-style-type: none"> Contracts and funding are in place to deliver the following community housing: <ul style="list-style-type: none"> ➤ 2 x 5 bedroom duplex, plus 2 bedroom plug-in ➤ 4 x Single men's units ➤ 5 x new community houses That the proposed 13 lot subdivision has town planning approval and funding is secured Longer term, that additional housing development be secured to decrease housing overcrowding (measured against ABS statistics) | <ul style="list-style-type: none"> Continued addition of new public housing will depend on completing the proposed subdivision near the airport Good project management to ensure delivery on time and on budget | <p><i>Healthy Housing program to be rolled out during 2025</i></p> | |

16 PLANNING AND COMMUNITIES**16.1 QUEENSLAND GOVERNMENT DEPARTMENT OF HOUSING TENANCY SERVICES UPDATE**

Author: Director Corporate and Community

Attachments: 1 Mornington Island Department of Housing Delivery Report

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

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

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

The department has also introduced a property allocation form, with proposed Council endorsement and sign-off. There are no proposed property allocations for the month of November 2024. However, the Department of Housing infrastructure team seek Council's priority list for plug-in sites.

FINANCIAL & RESOURCE IMPLICATIONS

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

RECOMMENDATION

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

Delivery Update

For Mornington Aboriginal Shire Council – November 2024

Social Housing Properties

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

Arrears – 0 weeks and higher

- 74 accounts in arrears

Tenancy management sending breach notices to tenants with outstanding rent arrears

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

Temporary Absences being investigated/reviewed – ongoing

- 5

Temporary Absences Approved

- 6

| VACANCIES (not including transitional housing) | | |
|--|--|-------------------|
| 126 Wengka St | | Under Maintenance |
| 157A Maarnaamaan Katha St | | Under Maintenance |
| | | |
| | | |

Transitional Properties / upgrades

- 72 Djinkiya St – under maintenance



Register of Need – 40 applications

| Bedroom | # |
|---------|----|
| 1 | 19 |
| 2 | 8 |
| 3 | 5 |
| 4 | 6 |
| 5 | 1 |
| 6 | 1 |

Tenancy Management News

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

Next Schedules Visits

The below trips have been booked and scheduled:

- 26th to 29th November - SHO Mary Jo Craigie and SHO Duane Hulley
- 9th to 13th December – CSM Alexia Kelso and SHO Duane Hulley
- 16th to 20th December – SHO Mary Jo Craigie and SHO Mary Jo Craigie

Tenancy Team

- Alexia Kelso Client Service Manager – 0459 864 881
- Mary Jo Craigie Senior Housing Officer - 0436 632 037
- Duane Hully Senior Housing Officer – 0436 632 038
- Adi Gonerogo Senior Housing Officer -0436632074

Tenancy Team Movements

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

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

16.2 ACCOMMODATION AND HOSPITALITY REPORT

Author: Director Accommodation and Hospitality

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**Tavern clean-up**

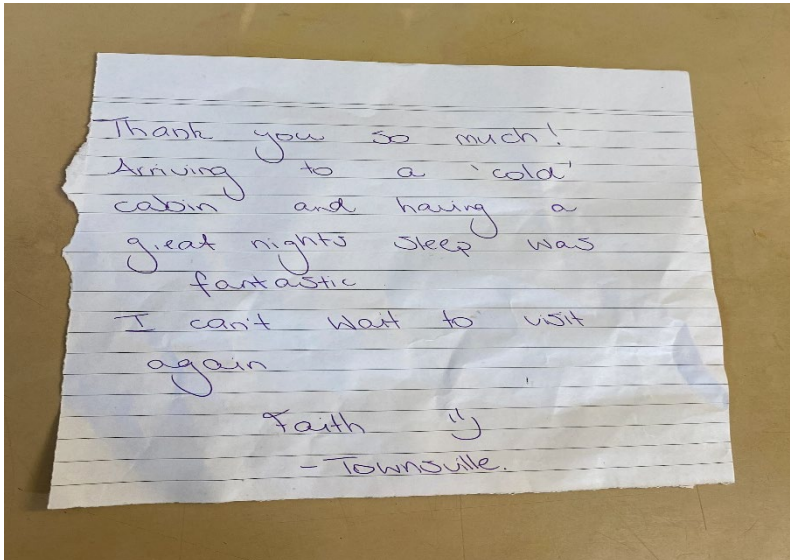
The outdoor team did a huge clean-up of the tavern and motel grounds in preparation for the Ergon team to start getting ready to implement 3 phase electricity. This would not have been possible without the help of the Parks and Gardens team. It was a big task to remove a lot of old equipment and debris. As a thank you to the team for their efforts, the chef prepared a BBQ morning tea for them, to help replenish their well spent energy for the rest of the day.

**Airport café opening**

The café fit-out and stock preparation is almost finalised for operation Monday 26 November 2024. The café is stocked with traditional café style food including slices, sandwiches, wraps and muffins, as well as toasted sandwiches, Turkish rolls and lots more.

Housekeeping

With two supervisors now appointed, we have started to see great progress with team development. We have lots on the training agenda. Both Deb and Sophia are working on ways to upskill the team across all areas of housekeeping. Positive feedback is being received from guests, too. Recently a lovely note was left in one of the motel rooms from a guest.



Financial & Resource Implications

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

RECOMMENDATION

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

17 HOUSING DEPARTMENT**17.1 HOUSING REPORT**

Author: Director Housing and Facilities

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

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

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

A total of 309 Work Orders have been issued via the QBuild portal in the new financial year 24/25, 45 of them during October. 340 Do& Charge jobs have been invoiced to QBuild since 1 July 2024.

2023/24 QBuild Purchase Orders Program

Council has completed and invoiced 8 upgrades to QBuild this financial year, plus 12 solar hot water system replacements. Three repainting house jobs were completed and invoiced in October. A significant number of kitchen and bathroom upgrade tenders are awaiting approval, as well early project scoping work on four termite damaged homes which will require major works.

QBuild maintenance requests

Community's request to have the blue phone relocated has been communicated to QBuild, and they have agreed to move it to a new location at the new Council administration building. Awaiting confirmation on the timeframe.

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

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

Duplex 152 Lardil Street

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

Plug-in 30 Lardil Street

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

**Indigenous Knowledge Centre (IKC)**

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

Forward Remote Capital Programme \$7.3m

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

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

Works for Queensland – Staff Housing \$1.12m

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

Gulf Trust Grant – Salvation Army Op Shop Refurbishment

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

LRCI funding phase 2: Public toilet block refurbishment

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

Queensland Fire and Emergency Services funding: SES shed upgrade

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

Ergon Power Upgrade & Motel expansion

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

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

Underground conduiting is now complete, switchboards are on site and ready to be mounted on concrete plinths. Cabling is ready to be installed for an anticipated connection to the Ergon supply in January 2025.

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

**FINANCIAL & RESOURCE IMPLICATIONS**

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

RECOMMENDATION

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

18 FACILITIES DEPARTMENT

Nil

19 ENGINEERING

19.1 ENGINEERING REPORT

Author: Director Engineering

Attachments: Nil

Airport

Scott and Allan have maintained the airport. REX have had several break downs and late flights during recent weeks.

Painting

Painters have completed seven (7) houses finished to date and more will be completed during coming week, before Christmas.

Town Amenities

Chris and Wade have been doing a great job. Kerbside clean-up will be occurring from 26 – 29 November 2024, as well as lawn maintenance and general upkeep of the township.

Fencing

Shannon has installed new gates at Bynoe, fencing and concreting at the Salvation Army site and helping with the new workshop at Engineering Services, with welding and other works.

Roads & Civil

Maintenance improvements have included the road crew working on Ballaleah Road, Dimerah-Gunbah Road, Dimerah Road and Old Gunbah Road. If the weather stays fine, we will be able to complete additional roads before Christmas. Escon has undertaken surveying. Causeway works have started. However, due to the bad weather they have been postponed. At this stage, causeway works are scheduled to recommence in ten days' time. Bad weather means that it has been too wet to progress works and a postponement has been deemed necessary to prevent cement mixer damage.

Batching Plant

Ross has been working on the Parks and Gardens maintenance shed. The first has been completed. Stage 2 is underway. The team also assisted at the causeway with concrete footings.

Water & Waste

Dithery Dam was surveyed mid-month and the level readings were found to be inaccurate as per the Scada reading. An assessment to further scrutinise the levels is currently occurring. The Queensland Government Department of Environment, Science and Innovation recently reviewed the ponds and looked at design plans which are still current and to help inform improvement works.

Dump & recycling

The bull dozer has been repaired and clean up has started at the dump, we are looking at the old systems and what is required for re- instatement of the existing systems.

The recycle precinct to be located between the batching plant and the vet has been designed by DESI. Presently we are going through design and in the near future have a design for Council's consideration and potential endorsement.

Health & animal management

Nikki will be on island 18 – 22 November, in preparation for a vet visit on 26 – 29 November 2024. Animals are being identified for the vet to de-sex and medicate. This animal management has been very productive.

Upcoming Projects

- **Pending Approval:** Several projects are awaiting funding and approval, including:
 - Shed workshop (design approved and going to tender at the end of November 2024)
 - Laydown and washdown areas at the batching plant (DESI looking at it)
 - Water plant upgrades (waiting)
 - Dump upgrades (waiting)
 - Drainage upgrades around the football field and workshop (waiting)
 - Esplanade reinstatement and upgrades (waiting)
 - Cemetery seating (waiting)

FINANCIAL & RESOURCE IMPLICATIONS

All Engineering projects are operating within allocated 2024/25 budgets.

RECOMMENDATION

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

20 GENERAL BUSINESS

Nil

21 CONFIDENTIAL REPORTS

Nil

22 NEXT MEETING

23 CLOSURE