



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

Date: Wednesday 26 November 2025

Time: 9:00 am

**Location: Corner Djinkiya & Lardil Street
Gununa**

MORNINGTON SHIRE COUNCIL

Ordinary Council Meeting Wednesday 26 November 2025

**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

ORDER OF BUSINESS

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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 Minutes of the Ordinary Council Meeting - 29 October 2025**

Author: Director Corporate & Community

Attachments: 1. Mornington Shire Council - Unconfirmed minutes - October Ordinary Council meeting 2025 [7.1.1 - 9 pages]

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting - 29 October 2025 be received and the recommendations therein be adopted.

**MINUTES OF MORNINGTON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CORNER DJINKIYA & LARDIL STREET
GUNUNA
ON WEDNESDAY 29 OCTOBER 2025 AT 9:00 AM**

1 OPENING OF MEETING

The meeting was opened by Mayor Richard Sewter at 9:10am.

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

Mayor Richard Sewter, Deputy Mayor Robert Thompson, Councillor Jane Ah Kit, Councillor Farrah Linden and Councillor Renee Wilson.

Gary Uhlmann (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 observed for loved ones.

COUNCIL MEETING MINUTES

WEDNESDAY 29 OCTOBER 2025

7 CONFIRMATION OF MINUTES**RESOLUTION 2025/146**

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Farrah Linden

That Ordinary Council meeting minutes from 24 September 2025 be received and adopted.

CARRIED 5 / 0**8 DEPUTATIONS**

10:00am – Luke Bowering, Principal Mornington Island State School. Multi-court playing facility

11:00am – Faisal Mir, Director Engineering and Project Services, Queensland Government Department of Local Government, Water and Volunteers and Renee Henry, Principal Engineer, Engineering and Project Services Capital water projects

1:00pm – Daryl Camp, Regional Director and Sandra Wallison Area Controller – Western, State Emergency Service (SES) Presentation of SES Annual Report

9 ACTION SCHEDULE

Outstanding resolutions tabled.

10 MAYOR AND COUNCILLOR REPORTS**RESOLUTION 2025/147**

Moved: Councillor Farrah Linden

Seconded Deputy Mayor Robert "Bobby" Thompson

That Councillors receive and note the Mayor and Councillors' verbal reports for MONTH 2025.

CARRIED 5 / 0**Mayor Richard Sewter**

Attended Queensland Police Service First Nations Conference in Cairns. Advised Director General that Alcohol Management Plan needs to change. All other Mayors were in agreement. Police will have a deputation at an upcoming Council meeting. Meetings with QPS continue on Monday mornings.

Attended LGAQ Conference.

Attended GREAT meeting. GREAT is happy to fund training for mentoring and restorative justice.

Deputy Mayor Robert “Bobby” Thompson

Roads are in much better condition. A tour to Turtle Crossing is going to occur.

Attended LGAQ meeting.

Cr Farrah Linden

Three funerals are pending.

Enthusiastic about kiosk being implemented on island.

Enthusiastic about financial education for elected members, visiting other Councils and hosting other Councils, too.

Would like Council to have an Exhibit hall with proprietors, similar to that at LGAQ conference.

Cr Jane Ah Kit

Attended ILF meeting

Cr Renee Wilson

Attended LGAQ conference and ILF conference. Sessions could have been longer.

Accommodation should have had a laundry facility and been closer to the conference venue.

Opportunities to visit other communities and for other Councils to visit us should be facilitated.

11 CHIEF EXECUTIVE OFFICER REPORT

RESOLUTION 2025/148

Moved: Councillor Farrah Linden

Seconded Deputy Mayor Robert "Bobby" Thompson

That Council receive and note the Chief Executive Officer's report for September 2025.

CARRIED 5 / 0

12 FINANCE

RESOLUTION 2025/149

Moved: Councillor Farrah Linden

Seconded Councillor Renee Wilson

That Council receive and note the Financial Report for September 2025.

CARRIED 5 / 0

13 HUMAN RESOURCES

RESOLUTION 2025/150

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Farrah Linden

That Council receive and note the Human Resources report for October 2025.

CARRIED 5 / 0

14 HOUSING AND FACILITIES

RESOLUTION 2025/151

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Farrah Linden

That Council receive and note the Housing and Facilities report for October 2025.

CARRIED 5 / 0

COUNCIL MEETING MINUTES

WEDNESDAY 29 OCTOBER 2025

15 ENGINEERING

RESOLUTION 2025/152

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Renee Wilson

That Council receive and note the Engineering Services report for October 2025.

CARRIED 5 / 0

16 PLANNING AND COMMUNITIES

RESOLUTION 2025/153

Moved: Councillor Renee Wilson

Seconded Councillor Farrah Linden

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 the department be advised that Council's preference is to host either a public or private ceremony, Wednesday 10 December 2025.

CARRIED 5 / 0

RESOLUTION 2025/154

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Farrah Linden

That Council receive and note the report related to the formal sale of Rex Airlines to Air T, a US-based holding company.

CARRIED 5 / 0

COUNCIL MEETING MINUTES

WEDNESDAY 29 OCTOBER 2025

RESOLUTION 2025/155

Moved: Councillor Farrah Linden

Seconded Councillor Jane Ah Kit

That Council endorse a 2025-2026 festive and new year holiday season shutdown, from close of business Friday 19 December 2025, until Sunday 4 January 2026, inclusive. Council operations will recommence Monday 5 January 2026.

CARRIED 5 / 0

RESOLUTION 2025/156

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded Councillor Farrah Linden

That Council receive and note the report related to accommodation and hospitality for October 2025.

CARRIED 5 / 0

RESOLUTION 2025/157

Moved: Councillor Farrah Linden

Seconded Deputy Mayor Robert "Bobby" Thompson

That Council receive and note the report related to Queensland Government Department of Housing Tenancy Services for October 2025.

CARRIED 5 / 0

RESOLUTION 2025/158

Moved: Councillor Farrah Linden

Seconded Deputy Mayor Robert "Bobby" Thompson

COUNCIL MEETING MINUTES

WEDNESDAY 29 OCTOBER 2025

That Council endorse formal review and amendment to the Mornington Shire Council Planning Scheme, in keeping with Queensland Government Department of State Development, Infrastructure and Planning mandatory expectations and guidelines.

CARRIED 5 / 0

17 GENERAL BUSINESS

Community basketball courts, Lardil Street

RESOLUTION 2025/159

Moved: Deputy Mayor Robert "Bobby" Thompson

Seconded: Councillor Renee Wilson

Council endorses staff to obtain costings to remove all dilapidated site improvements (e.g. fencing, shade structures, playing surfaces) to restore the block to a green field site, deterring anti-social behaviour and ensuring safety.

Staff will also undertake town planning activities to rezone the block for additional social housing.

CARRIED 5 / 0

Australia Day activities 2026

Elected Members have a preference for celebratory activities without tee shirts including Australia Day branding. They want to acknowledge that the day is to bring people together and as such it can be a true community day acknowledging that not all citizens are First Nations people, with a barbeque and other suitable activities.

18 CONFIDENTIAL REPORTS

20.1 Addition of banks for Council banking arrangements

18.1 Addition of financial institution for Council banking arrangements
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CONFIDENTIAL

Section under the Regulation:	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 254J of the Local Government Regulations 2012.
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COUNCIL MEETING MINUTES

WEDNESDAY 29 OCTOBER 2025

Sub-clause and Reason:	Section 254J(g) 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
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RESOLUTION 2025/160

Moved: Councillor Farrah Linden

Seconded Councillor Renee Wilson

That Council:

A) Approve the addition of a financial banking institution pursuant to the Statutory Bodies Financial Arrangements Act 1982 (Qld) (SBFA), resolve to transition banking services from Westpac to Commonwealth Bank of Australia (CBA), for management of all operational and trust accounts.

B) Establish new accounts: Authorise the CEO or delegate to establish the necessary accounts with CBA, ensuring compliance with the SBFA and Council’s financial management policies.

C) Update financial delegations and authorised signatories: Directs the CEO to update the financial delegations and authorised signatories for the new accounts, ensuring alignment with Council’s Procurement Policy, Contracts Manual and Probity Plan, as well as other governance requirements.

D) Notifies relevant stakeholders: Direct the CEO to notify all relevant stakeholders, including funding bodies, creditors, and suppliers, of the change in banking details to ensure continuity of financial operations.

E) Ensures compliance with legislative requirements: Confirm that the addition of a banking institution complies with the requirements of the Statutory Bodies Financial Arrangements Act 1982 (Qld) and all other applicable legislation and policies.

CARRIED 5 / 0

18.2 Chief Executive Officer – Potential extension of employment contract

CONFIDENTIAL

Section under the Regulation:	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 254J of the Local Government Regulations 2012.
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Matter remains on the agenda until a later meeting, to be nominated.

19 NEXT MEETING

Trustee meeting – Wednesday 29 October 2025

October 2025 Ordinary Council meeting adjourned at 3:23pm

Trustee meeting opened at 3:23pm

Trustee meeting

RESOLUTION 2025/161

Moved: Councillor Jane Ah Kit

Seconded Deputy Mayor Robert Thompson

That pursuant to the *Aboriginal Land Act 1991* (Qld), the Trustee consent to the surrender of lease to the State of Queensland (as represented by the Department of Housing, Local Government, Planning and Public Works) on lot 2 on SP323739 (dealing 718669038) and authorise the Chief Executive Officer to do all things necessary to effect the surrender, including but not limited to signing the Form 8.

Trustee meeting closed 3:25pm

Ordinary Council meeting - Wednesday 26 November 2025

20 CLOSURE

The meeting closed at 3:28pm.

8 DEPUTATIONS

11:00am – Mr Gary Hall, Chief Operating Officer; Ms Leah Simmons, Senior Mentor CDP; Mr Marty Chambers, Rise Ventures

Introduction and advice related to Rise Ventures and Remote Australia Employment Service

12:00pm – Ms Virginia Nelson, Assistant Commissioner, Queensland Police Service

Community wellbeing and safety matters

1:00pm – Mr Daryl Camp, Regional Director; Sandra Wallison, Area Controller; State Emergency Service,

Presentation of SES Annual Report

3:20pm – Ms Julie Brook, Meridian Urban, LGAQ First nations climate risk and resilience strategy

Introduction of strategy

9 ACTION SCHEDULE

To be tabled in the meeting.

10 MAYOR AND COUNCILLOR REPORTS**10.1 Mayor and Councillor Verbal Reports****RECOMMENDATION**

That Councillors receive and note the Mayor and Councillors' verbal reports for MONTH 2025.

11 CHIEF EXECUTIVE OFFICER REPORT**11.1 Chief Executive Officer Report - November 2025**

Author: Director Corporate & Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

Chief Executive Officer's Report related to operational activities for November 2025.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

- Coming into the Christmas period, Council is in an excellent financial position, our current capital and roads programs are progressing well and our forward program for 2026 is underway.
- Council's credibility with Government is strong, with positive government support and feedback, and grant approvals increasing with all levels of government.
- The focus for next year is on implementation of our capital works program, the refinement of our internal processes, the profitability of our business units and the training and development of our local employees.
- Most of the key specialist skills based positions have now been filled, which ensures Council is able to develop future local leaders and managers.
- Core focus areas will include:
 - The implementation of the RISE partnership that meets the employment needs of community
 - The future Recreation Plan for community that will define the priorities for the next 10 years
 - Reinstatement of the Outstation roads for TO lands
 - Better returns for the use of resources from TO lands
 - Development of an ILUA with GRAC to achieve better representation by GRAC of the Lardil people
 - The 13 lot social housing development on Lardil Street
 - The 4x2 bedroom young person's accommodation
 - The commencement of the building of 5 in-fill houses and 8 granny flats
 - Planning for the redevelopment of the barge landing site
 - Upgrade of the football oval
 - Upgrade of the motel accommodation and opening of the Tavern
 - Refinement of the operations of the Capital Program Office to ensure professional project management and implementation
 - Improved community communication and input into future planning
- One sad development has been the two recent deaths of local young men in the community. This needs to be an area of focus and support for the relevant external service delivery organisations.

FINANCIAL & RESOURCE IMPLICATIONS

All activities are operating within the designated 2025/26 operational budgets. An active campaign for additional grant funding is also underway.

RECOMMENDATION

That Council receive and note the Chief Executive Officer report for November 2025.

12 FINANCE**12.1 Financial Report - October 2025**

Author: Chief Financial Officer

Attachments: 1. Oct EOM [12.1.1 - 6 pages]

PURPOSE (EXECUTIVE SUMMARY)

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

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Finance reports provide Elected Members with essential insights to monitor financial performance, uphold fiscal responsibility, identify and manage risks, ensure efficient resource allocation, and support long-term financial sustainability.

All figures are year to date until 31 October 2025.

Key items to note:

- Cash holdings are slowly improving to levels that are expected by a council our size. We should have reserves of four (4) months; this month we have increased to just 2.68 months. With a balanced approach to managing revenue with expenses, we should achieve our incremental target of 2.5 months on hand at the end of the 2025/26 financial year.
- An ongoing review of commercial operations is occurring to ensure that they are profitable and providing the standard of service expected. VAC rooms have progressed with renovations, however recovery of funds invested will be important in the months ahead.
- Debtors continue to be our focus, to ensure that goods and services provided by council are paid for.
- Expenses are being managed, with the most notable being payroll, after reviews of each department and the reduction in unsubstantiated claims for hours.

FINANCIAL & RESOURCE IMPLICATIONS

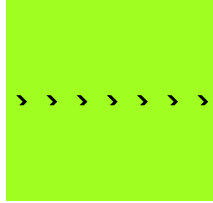
Council is typically operating within 2025/26 budget allocations.

RECOMMENDATION

That Council receive and note the Financial Report for October 2025.

This month Story

Cashflow was positive. Council has \$23m invested with Queensland Treasury Corporation, earning interest.
Cash holding last year was less than a month. Currently, this year over two months. Target is four months
Desktop Revaluations of Assets have been finished. Stormwater valuation came in higher than previously estimated.
QBuild Invoicing at minimal outstanding levels and processes improving.
Grants are well ahead of budget
2025 Financial statement have been well progressed. Audit in progress.
Accounts Receivables decreased by \$1.8m also some HC Construction invoices paid



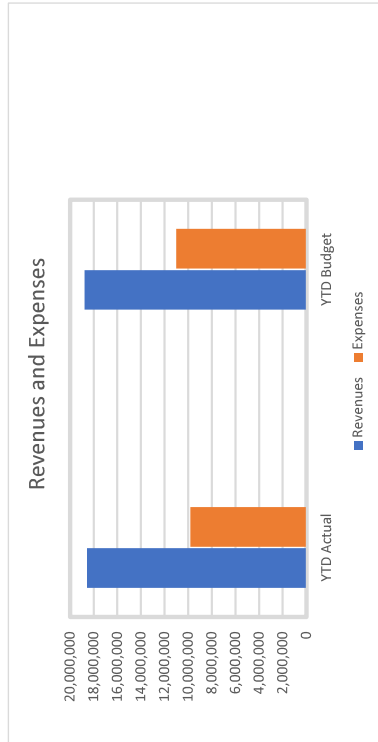
Revenues and Expenses

All numbers are year to date up until 31-October-2025

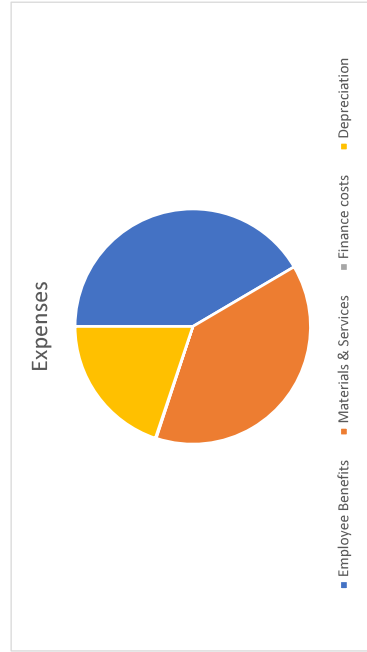
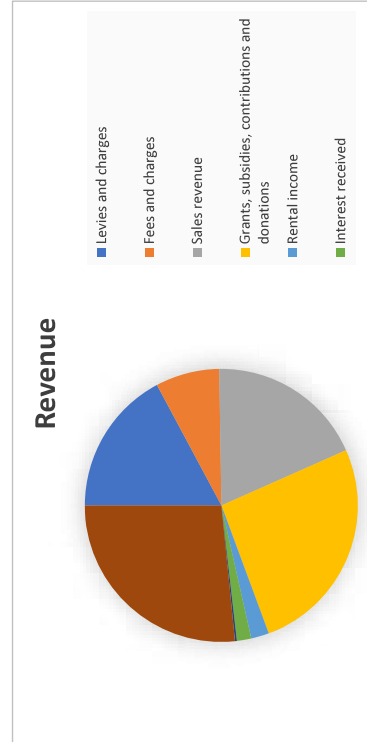


Did we make a profit ?

Where do we spend our money?



Where did the Money come from?

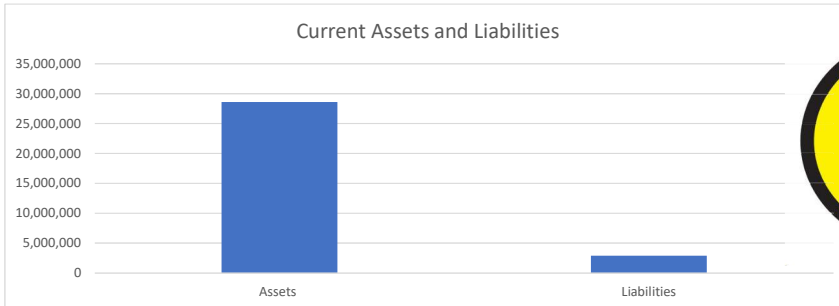


Details in the numbers

	31-October-2025	Budget	Variance	Year to Date Last Year
	Actual	\$	\$	\$
Income				
Revenue				
Recurrent Revenue				
Levies and charges	3,192,243	3,215,377	-23,134	2,957,587
Fees and charges	1,403,195	1,574,467	-171,271	782,210
Sales revenue	3,456,624	3,824,484	-367,860	1,713,506
Grants, subsidies, contributions and donations	4,827,012	5,159,285	-332,282	3,885,185
Total Recurrent Revenue	12,879,075	13,773,623	-894,547	9,338,489
Rental income	392,380	270,000	122,380	694,533
Interest received	316,025	120,000	196,025	68,464
Other income	38,347	0	38,347	97,130
Total operating revenue	13,625,826	14,163,623	-537,796	10,198,616
Capital income				
Grants, subsidies, contributions and donations	4,942,130	4,608,603	333,527	2,433,671
Total capital income	4,942,130	4,608,603	333,527	2,433,671
Total income	18,567,956	18,772,225	-204,269	12,632,287
Expenses				
Recurrent Expenses				
Employee Benefits	4,077,709	4,372,150	-294,440	4,290,826
Materials & Services	3,781,527	4,872,165	-1,090,638	3,847,086
Finance costs	9,131	12,800	-3,669	1,469
Depreciation	1,948,636	1,761,250	187,387	1,966,864
Total recurrent expenses	9,817,004	11,018,365	-1,201,361	10,106,245
Capital expenses	0	0	0	0
Total expenses	9,817,004	11,018,365	-1,201,361	10,106,245
Net result	8,750,952	7,753,861	997,092	2,526,042

Cash Position

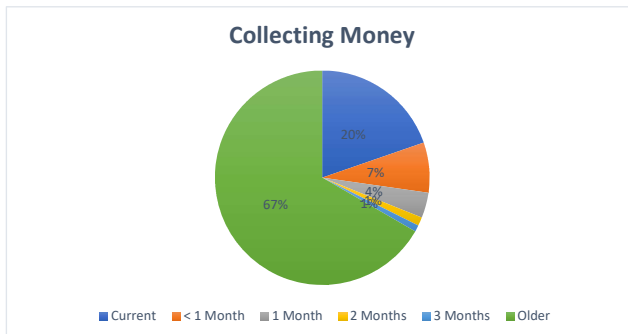
All numbers are year to date up until 31-October-2025



Assets		Liabilities	
Cash at bank Unrestricted	6,572,458	Creditors	2,224,584
Cash at bank Restricted	17,346,549	GST	-89,808
Debtors	4,729,152	PAYG	0
	<u>28,648,160</u>	Employee entitlements	733,312
			<u>2,868,088</u>

<u>Receivables</u>							
Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total	
891,105.70	344,132.05	172,282.20	(57,646.16)	44,922.56	3,020,547.22	4,415,343.57	
30%	8%	2%	2%	2%	56%	100%	

<u>Payables</u>							
Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total	
646,637.09	66,173.90	10,418.38	328.26	0.00	1,501,026.33	2,224,583.96	
29%	3%	0%	0%	0%	67%	100%	



Who owes us money (Debtors) But hasn't paid soon enough	Over 90 days	Total	Comments
AISS (Australian Indigenous Security Service Pty Ltd)	1,347,188	1,347,188	Finalising by end of November
GRAC (Gulf Regional Aboriginal Corporation)	173,112	173,112	
GUNUNAMANDA LIMITED T/A Gununamanda Store	389,479	389,479	In discussions
HC Building and Construction	163,979	163,979	
James Construction Queensland Pty Ltd	494,596	494,596	Referred
N & J Building & Construction	92,191	92,191	
Rex Airlines	174,585	174,586	Administrators appointed 21/10
Total of above and others	\$3,020,547	\$4,415,344	

AISS (Australian Indigenous Security	1,550,947	1,533,246
This amount is payable		-203,759

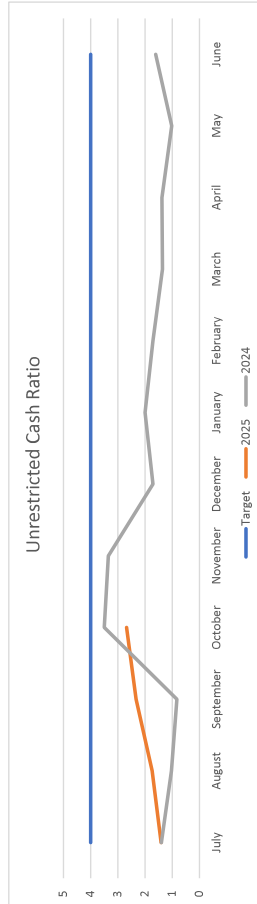
Cashflow

All numbers are year to date up until

4

31-October-2025

Account	Jul 2025	Aug 2025	Sept 2025	Oct 2025
Normal Business				
Money in	2,405,480.60	2,010,405.07	2,664,688.22	3,722,281.17
Money Out	(1,824,792.77)	(3,141,048.48)	(2,557,929.04)	(1,919,380.74)
Difference	580,687.83	(1,130,643.41)	106,759.18	1,802,900.43
Capital Grants				
Money in	0.00	576,666.59	1,448,753.00	1,467,719.07
Money Out	(533,825.62)	(438,986.27)	(791,907.88)	(1,818,464.85)
Difference	(53,825.62)	137,680.32	656,845.12	(350,745.78)
Other (Super BAS)				
	4,441,146.52	(2,054,616.68)	(893,624.00)	147,255.56
	4,441,146.52	(2,064,616.68)	(893,624.00)	147,255.56
	4,488,008.73	(3,047,579.77)	(130,019.70)	1,599,410.21
Bank				
Start	3,662,639.00	8,150,647.73	5,103,067.96	4,973,048.26
Difference	4,488,008.73	(3,047,579.77)	(130,019.70)	1,599,410.21
End	8,150,647.73	5,103,067.96	4,973,048.26	6,572,458.47



Month	Unrestricted Cash Expense Ratio Target	Actual
July	4	1.40
August	4	1.74
September	4	2.32
October	4	2.68
November	4	
December	4	
January	4	
February	4	
March	4	
April	4	
May	4	
June	4	

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

Task	Traffic Light	Due	Due next	Notes
ATO Reporting	✓		21/11/2025	FBT return due in May
Workcover	✓		15/09/2026	
Insurance	✓		21/03/2026	All reported on time resulting in a discount
Audit 2024	✓		31/03/2026	Completed
Audit 2025	✓		11/11/2025	Extension of time granted
Grant reporting	✓			
Paying Invoices	✓	Ongoing		With the exception of AISS up-to-date and cleaned up
5 Year Plan	✓	Ongoing		
QTC 10 Year forecast	-	Ongoing		
Policies	-	Over		
Budget 2027	✓		1/06/2026	To be reviewed and adopted
Debt Recovery	X			Progress is being made and remains a focus
Contracts Register \$200k+	✓			Minutes to commence for preferred suppliers
Contracts Register All	X			

Measures of Financial Sustainability

Operating Surplus Ratio

Target: NA

Net operating result divided by total operating revenue

29%



Operating Cash Ratio

Target: Greater than 0%

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

43%



12.2 Audit Deficiencies Action Register

Author: Chief Financial Officer

Attachments: 1. Deficiencies action register October 2025 [12.2.1 - 1 page]

PURPOSE (EXECUTIVE SUMMARY)

The 2024 Audit Closing Report identified several deficiencies in the Mornington Shire Council key documents – both Financial and Statutory documentation. The attached report details these deficiencies and the progress to correction for each.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Council previously requested that an update be provided related to outstanding matters, to ensure accountability for action and further assurances that these matters are being addressed by key staff.

FINANCIAL & RESOURCE IMPLICATIONS

Each of these deficiencies require resources to rectify historical issues and change behaviours to ensure compliance. This will take time but is being proactively corrected.

RECOMMENDATION

That Council receive and note the report related to the 2024 Audit Closing report deficiencies, as well as the actions being undertaken to address and resolve deficiencies.

Year of Deficiency	Deficiency	Responsible Executive/s	Action to Date
2024	24CR-1 Non-compliance with Local Government Regulations (Lack of operational plan reporting, annual report, publish >\$200k contracts, etc)	CEO/Director Corporate & Community	Annual report completed; contract register somewhat updated; operational plan to be presented to council.
2024	24CR-2 Non-compliance with procurement policy and Local Government Regulations	All Exec	CFO has engaged The Procurers and has the initial report of deficiencies. Education for all staff to commence week of 1st December to 5th December. Local Buy visiting week of 24th November. Much work to be completed by all Exec and staff to ensure compliance.
2024	24CR-3 Unsuitable procurement of a contract	All Exec	Lessons learnt. Procurement training occurring to ensure it doesn't happen again.
2024	24CR-4 Implementation of POS system for alcohol sales	Director of Accommodation & Hospitality	Currently reviewing and finalising action
2024	24CR-5 Non-adherence with funding agreement reporting requirements	CFO	All grant reporting is up to date and on time
2024	24CR-6 Conflict of interest management	CEO/Director Corporate & Community	Key staff yet to fill in Conflict of Interest forms. Provided deadline of 19/11
2024	24CR-7 Errors in LSL provision calculation	CFO	Resolved.
2023	Review of asset revaluations is not sufficient	CFO	Full review has occurred in 2024/25 audit including subject specialists (Department leads) in assets to assist with reviews.
2023	Stormwater assets have not been revalued	CFO	Resolved.
2023	Useful lives of assets are not supported by an asset management plan	CFO	Work not started - needs all Exec buy in to get a strategy for asset management plans
2023	Lack of credit card policy	CFO	Resolved, being finalised
2023	Lack of documented policies and procedures	All Exec	Started: Reviews of all policies and procedures being undertaken by Exec and teams. This will be an ongoing piece of work
2022	Lack of preferred supplier listing	CFO/All Exec	Work underway. Register of Preferred Suppliers (ROPS) to be finalised by Feb 2026
2022	Insufficient credit card processes	CFO	Process is currently in place; individuals with cards need to be managed to ensure compliance (no personal items to be purchased; only person with card to use the card)
2022	Lack of revenue processes	CFO/ All Exec	Work underway. Leases being worked through by Skye and Claire. Without formalised leases we cant charge. Other commercial areas have improved their revenue capture and charge out processes to date and will continue to do so.
2022	Errors in asset register	CFO	Resolved
2020	Year-end processes – high level of adjustments	CFO	Resolved
2016	Compliance matters- asset management strategy	CFO/All Exec	No Asset Management Strategy in place. This is a large piece of work to be undertaken, but will kick start in the new year.

13 GOVERNANCE

Nil

14 HUMAN RESOURCES**14.1 Human Resources Management report - November 2025**

Author: Director Corporate & Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Elected Members with an update related to Human Resources Management operations, for the month of November 2025.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS**Human Resources (HR) Strategic Actions 2025**

During the reporting period the following actions were undertaken in respect to the strategies:

People and Culture – Attract, Develop and Retain

Arrangements are underway for the organisation's Christmas Party and Awards Ceremony to be held at the Tavern, Wednesday 17 December 2025, between 1:00pm and 4:00pm.

During this reporting period, there has been three (3) resignations submitted by a full-time employee, with one (1) casual employee being removed from the casual employee register.

Three employees have abandoned their employment through incarceration, two of whom are repeat offenders.

During the reporting period the following positions have been filled:

- 2 x bicycle maintenance persons
- Senior Carriage Officer
- Carriage Officer
- Receptionist
- Try a Trade x 3
- Environmental Control Officer
- Indigenous Knowledge Centre Officer
- Store Persons x 2
- Youth Hub Co-ordinator
- Director Housing and Facilities

The following positions are currently advertised at key locations throughout the community, inviting local candidate applications and where necessary, from off island.

- Building Supervisor and Construction Manager
- Auto Electrician
- Bakery Apprentice
- Public Relations & Communications Officer

We continue to experience difficulties in relation to receiving suitable or interested applicants from on island.

HR Innovation and Continuous Improvement

Work continues with development and implementation of Council's Human Resources Information System. Training is scheduled on Wednesday 19 November 2025 for the configuration of the Recruitment and Onboarding modules.

Investing in our Employees and Community - Training & Development

Induction

- Two induction programs were conducted during November and attended by 28 participants. The program covered:

- Overview of Mornington Island
- Overview of Council and Council organisation
- Expectations of Employees
- Key Policies and Procedures
- Workplace Health and Safety

Training:

- 3 x plumbing apprentices (Elijah Joe, Travis Link & William Bonner) have attended their TAFE block training from mid-October to mid-November ending Friday 14th November.
- Finalisation of enrolment for another (mature aged) plumbing apprentice (Noel Retchford) was completed.
- Council Plumber Travis Willetts enrolment in Certificate III Gas Fitting. Council is awaiting finalisation by TAFE.
- Pro-Lift Training– organising First Aid and CPR training for first week of December using LGAQ funding for the training of staff.
- Further EWP, Telehandler and Working from Heights training being sought through Pro-lift awaiting for update on available courses from Pro Lift.
- Workshop apprentices – Alu Amini, Cajun Darby, Dirk Loogatha and Paul Bernard have further online training with Major Training on 21st November 2025.
- Workshop Apprentices – Major Training will be on island 2nd week of December for practical training.
- MRAEL Training is on island 27 November to meet with all apprentices and trainees.
- Peak Services Leadership training is scheduled to be conducted from 9 - 11 December.
- 2 x staff scheduled to be off island first week of December at Cairns Truck School to undertake the following training.
 - MR (Stafford Chong) and
 - HR (Patrick Thompson)

This training is to ensure we have licenced operators for back up to Garbage Truck drivers.

We are also making enquiries into Certificate IV in Business for Shontelle Reid and are waiting for TAFE to respond.

HR Metrics and Workforce Analytics

The organisation's resourcing at the time of the writing of this report totals 158 employees consisting of 127 full-time, 6 part-time and 25 casual employees.

Workforce Planning and Performance

Full time employees are still not completing timesheets and recording their attendance.

Attendance whilst still a concern, has had a slight improvement following repeated attention being drawn to the absentee rates and staff involved.

Supervisors Meeting

A supervisors meeting was conducted to ensure all supervisors were fully briefed and consulted on:

- Drug & Alcohol Testing
- Fleet & Vehicle Policy
- Employee Attendance
- Licences & Qualifications
- Training Attendance
- Incarceration Policy
- Annual Awards – Christmas Party
- Christmas Shut Down

Employee Workplace Health and Safety**Gas depot**

- Fire, evacuation and safety management plans developed.
- Gas bottle replacement and delivery Safe Operating Procedures completed.
- Storage area cleaning up ongoing should be finalized by end of November.
- Hazmat box has been ordered.
- Compound fence has been re-wired allowing for signage to be erected.
- Updating SDS

NQ Cranes inspection on overhead crane at workshop.

- Crane is due for 25-year assessment. Further discussion is required with Executive as to what needs to happen moving forward.
- Asset lists received from housing and workshop, for fire extinguisher inspection. Quotes pending.
- TEST & TAG machine has arrived, and Mark will be completing the course in November.

Engineering:

- New Chainsaws have gone missing.
- Workshop- roof rusted out water leaks occurs when raining.

Incident reporting

- 1 Indigenous Knowledge Centre, person had a fall in the library, no injury
- 1 stolen diesel fuel approx. 200l from water truck and roller (Ballaleaha Road works site)
- 1 workshop misuse of Council vehicle

General Safety Issues

- Asbestos removal is now being arranged by Engineering Department and DES

- Staff Briefings being conducted in relation to the implementation of Drug and Alcohol policy have now been finalised with testing to commence in October.
- Leucaena removal funding opportunities are still being sought.
- Hearing test for staff being investigated.
- 1 workplace incident occurred in late August resulting in lost time.

FINANCIAL & RESOURCE IMPLICATIONS

All Human Resources Management projects are operating within 2025/26 allocated budgets.

RECOMMENDATION

That Council receive and note the Human Resources report for November 2025.

15 HOUSING AND FACILITIES

Nil

16 ENGINEERING**16.1 Engineering report - November 2025**

Author: Director Corporate & Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Elected Members with an update related to Engineering division operations for the month of August 2025.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS***Airport***

Allan and David have prepared reports on the condition of lighting, runway surface, and the aging windsock. As part of this work, both windsocks will be replaced. With REX being taken over by Air T, we are anticipating that flight services will become more reliable.

Town Amenities / Parks and Gardens

Chris and Ezra have been actively working to keep the town looking its best. Over the past week, they have cleaned and prepared the airport grounds ahead of the upcoming memorial, ensuring the area is presentable for visitors and community members. In addition to this, they have also been attending to several other public spaces in preparation for the events scheduled for the 22nd and 23rd, making sure everything is tidy and ready for the functions taking place.

Fencing

Shannon was busy repairing the airport fencing for our inspection and supplying fencing for the path's instillation, as well as doing his own work and helping others where needed.

Roads & Civil

The Civil Team is currently working under the 2025 QRA Road Works Program. Erscon visited again on the 17th and 18th to inspect the completed works on Ballaleah Rd, Lowarhea Rd, Old Gunbah Rd, Gunna Wunun Rd, and several other outskirt roads. They have expressed satisfaction with the progress to date. Hopefully the wet season holds off so we can continue progressing at the current pace.

Batching Plant

Ross and team have completed batching for the new footpaths, poured the slab for the new fridge units at the barge shed, and installed the new flagpoles. The batching plant has also undergone an upgrade, and we are now waiting on one final part to complete the works.

Workshop

The workshop all is completed, only the ramps to be installed which was going to happen over the next few weeks, we are removing the old machinery off island, the are already using the shed.



Water & Waste

Water quality testing and routine maintenance at the water plant continue as normal. We held our first design meeting for the new water plant (50% design stage) around four weeks ago. The team will return in early December to review the 80% design, which will lead into the final design phase and prepare the project to go out t tender.

Waste Management Facility & Recycling

Paul has been busy trying to clean the dump with the equipment on hand, the workshop has been busy rebuilding the dozer for the dump.

Health & Animal Management

From the 10 – 14 November 2025, the visiting vet nurse was on-island helping prepare animals and records ahead of the vet's scheduled visit in early December. This included health checks, updating treatment notes, and organising any animals requiring further attention.

The team is working to have all animals medicated, assessed, and up to date before Council shuts down for Christmas.

Upcoming Projects

- Water plant upgrade: Designs and specifications are being finalised; awaiting Council approval before proceeding to tender
- Dump & Recycling Precinct Upgrades: Awaiting feedback from the Department of Environment and Science (D.E.S.I)
- Pathways completed for this year, hopefully we can continue early next year.





FINANCIAL & RESOURCE IMPLICATIONS

All Engineering division projects are operating within 2025/26 allocated budgets.

RECOMMENDATION

That Council receive and note the Engineering report for November 2025.

17 PLANNING AND COMMUNITIES

17.1 Accommodation and Hospitality report - November 2025

Author: Director Corporate & Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Elected Members with an update related to Accommodation and Hospitality division operations for the month of November 2025.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Carriage Limit

Carriage Limit

For the month ended	30/09/2025	31/10/2025
Total People (# Sales)	1,764	1,785
Total Sales \$	145,370	141,190
Trading days	30	31
Average Price Per Person	82	79

During October, the Carriage recorded similar numbers in both customer numbers and sales revenue, with a decrease of 4,180 in sales revenue to September. Our new License update has come through with a change to the drinking limit of .05 replacing the initial .1 limit that was originally on the license.

Carriage will be open during the Christmas break on non-public holidays and time of trading will be 10:00am to 12:00pm.

Our current focus with the carriage limit currently is ID cards. Notices will be sent out on social media and will be display on community notice boards around town. We need all of our community to support this so that we are helping to keep our young people safe.

Tavern and Laundry

The laundry dryers are now up and running. The washing machines have been delayed as the sub boards need updating to factor in the hot water requirements and was not included in the original scope of works. Our new supplier of the chemicals has been onboarded.

We are waiting on news for extra funding for the tavern kitchen project and hope to have feedback soon, so that we can refocus our current design in a manner that will allow the project to commence. The design of the kitchen however has essentially been agreed on; and we are currently looking at the options to fit out the kitchen and hold off on any new equipment.

The NRL grand final took place in the first week of October. Numbers to this event were extremely low with no more than twenty-eight people.



Accommodation

Accommodation upgrades are still in progress. These remain a high priority, particularly in addressing long-standing maintenance issues and raising the overall standard of guest rooms.

FINANCIAL & RESOURCE IMPLICATIONS

All Accommodation and Hospitality division projects are operating within 2025/26 allocated budgets.

RECOMMENDATION

That Council receive and note the Accommodation and Hospitality report for November 2025.

18 GENERAL BUSINESS

19 CONFIDENTIAL REPORTS

Nil

20 NEXT MEETING

Wednesday 10 December 2025

21 CLOSURE