

MORNINGTON SHIRE COUNCIL

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

Date: Wednesday 24 June 2026
Time: 9:00 am
Location: Corner Jinkiya & Lardil Street Gununa

MORNINGTON SHIRE COUNCIL

**Ordinary Council Meeting
Wednesday 24 June 2026**

**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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ORDER OF BUSINESS

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 - 27 May 2026

Author: Director Corporate & Communications

Attachments: Mornington Shire Council - Unconfirmed minutes – 27 May 2026 – 12 pages

RECOMMENDATION


That the Minutes of the Ordinary Council Meeting – 27 May 2026 be received and the recommendations therein be adopted.

8 DEPUTATIONS

- Peddlethorpe – Presentation of Recreational Master Plan 10.30AM
- RISE Ventures – Update on Services and Activities – 1.30PM

9 ACTION SCHEDULE

9.1 Open Action Items

		ACTION SCHEDULE		
DATE	DIRECTOR RESPONSIBLE	ACTION	Outcome	STATUS
27/05/2026	CEO / DCC	Policy and Procedure for burials, funerals and sorry business to be done by Council. Follow up with DG for assistance.		In Progress
27/06/2026	CEO	To organise Department of Housing to attend next Council meeting to discuss tenancy for new builds.		In Progress
27/05/2026	CFO	To email list of damaged Council machinery / equipment to the Mayor.		In Progress

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 May 2026.

11 CHIEF EXECUTIVE OFFICER REPORT

11.1 Chief Executive Officer Report - May 2026

Author: Chief Executive Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Elected Members with the Chief Executive Officer’s report for May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

- The Council has now received confirmation of \$8.1m for upgrading our waste facility and \$2.277m for a new Splash Park.
- This is a very exciting achievement for community and results from the hard work of many people including Mayor, Councillors and Council staff
- Essentially this now means that the Council has the core strategic well-being building blocks in place for community which is a major achievement and includes:
 - The building of a state of the art water treatment plant
 - Upgrade of waste facility and recycling centre (\$8.1m)
 - Upgrading of the water and sewerage infrastructure (\$2.5m)
 - Local roads program funding (\$5m+ p.a.)

- New Splash Park (\$2.277m)
- Social housing building program (\$39m+)
- Additional capital and major projects program funding (\$40m)
- The Council has approved the Budget for 2026/27 which indicates a healthy financial position for Council operations
- Progress on the infrastructure program is highly visible to community with the following projects underway:
 - 4 x 2 bedroom accommodation facility in Lardil Street
 - 4 x new accommodation units in the motel complex
 - New freezer and cold room complex at the barge ramp
 - New footpaths
 - Upgrade of 8 accommodation units in Visitor Accommodation Centre
 - Emergency roads work and upgrades on Birri Road now completed
- The biggest challenge for Council in the future is the ongoing reduction in Local Government funding and cost shifting by both Federal and State governments which will impact on all remote communities.
- With limited alternative revenue raising opportunities this will continue to challenge future Council budgets.
- Despite the financial challenges the Council is in an excellent position to continue to provide significant value adding services and infrastructure for the Mornington Island Community over the next 12 months.

FINANCIAL & RESOURCE IMPLICATIONS

Council is typically operating within approved 2025/26 allocated budget parameters.

RECOMMENDATION

That Council receive and note the Chief Executive Officer's report for May 2026.

12 FINANCE

12.1 Financial Report – May 2026

Author: Chief Financial Officer

Attachments: March 2026 Financial report – 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

Council continues to work incredibly hard to ensure that ongoing financial sustainability is achievable and that any challenges to this are rectified.

Key items to note for the month of April:

- Improved Levies and Charges as expired Lease arrangements are rectified and updated (+\$277k).
- Interest received on funds continue to improve as interest rates continue to rise (+\$596k).
- Sales Revenue continues to be under budget due to Accommodation and Carriage demands reducing or restricted (-\$1.45m).
- Capital Income not as budgeted due to the timing of Capital projects (-\$5.5m), however is expected to finish strongly with the current build program.
- Employee benefits (-\$1.7k) higher due backpay of allowances, resignation payouts and higher travel costs than budgeted.
- Lower Materials and Services (\$2.8m) costs than budgeted as efficiency gains are realised in operations.
- Net operating result is in the negative (-\$2.2m), meaning that our operational revenue is not covering our operational costs, including depreciation.

FINANCIAL & RESOURCE IMPLICATIONS

Council is mostly operating within 2025/26 budget allocations.

RECOMMENDATION

That Council receive and note the Financial Report for May 2026.

This Month Story

Council has \$24m invested with Queensland Treasury Corporation, earning interest.

Unrestricted cash holdings decreased. Currently one month. Target is four months

Capital grants are under budget

Net operating result dipped into the red. There is work to be done to bring the accounts into balance.

Recording and recouping all revenues must be a focus going forward to maintain our cash position. Still work to be done

We are still looking deeper into the accounts to find improvements.

2026 Financial Statements have been commenced with a view to being on time

Budget in well progressed with more departmental involvement than has been the case for many years.

Accounts Receivables decreased however some older invoices (Qbuild) have still not been paid as yet

Accounts payable decreased by \$1.2m impacting the cashflow. The outstanding Motel Expansion invoices were paid along with AMEX Travel payments being reconciled

Preparation work for the new accounting software (Readytech) is progressing well.

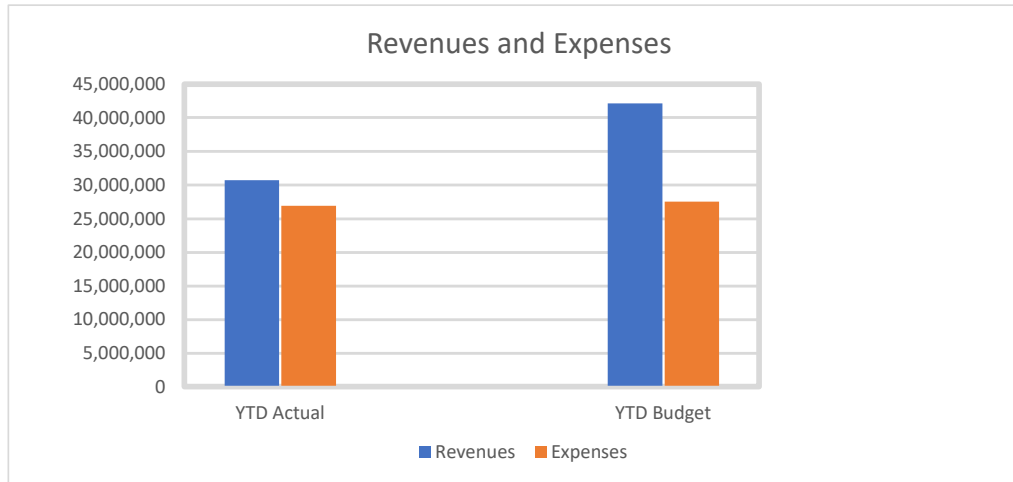
Bank Account transition is slowly progressing.

Prior years Annual reports being prepared

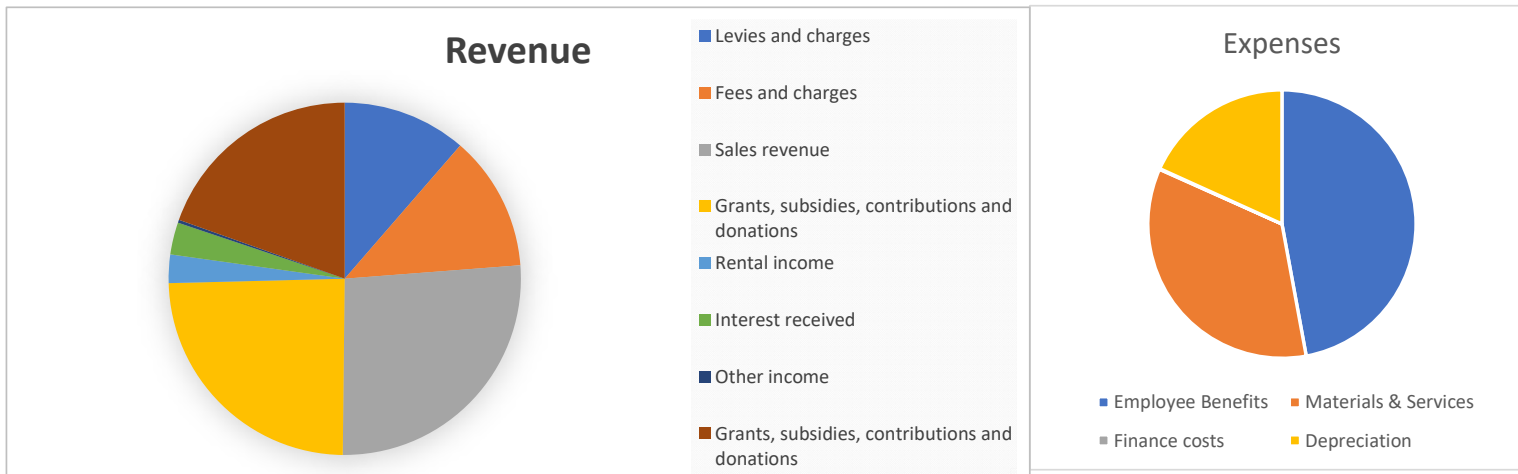


Revenues and Expenses

All numbers are year to date up until 31-May-2026



Where did the Money come from?

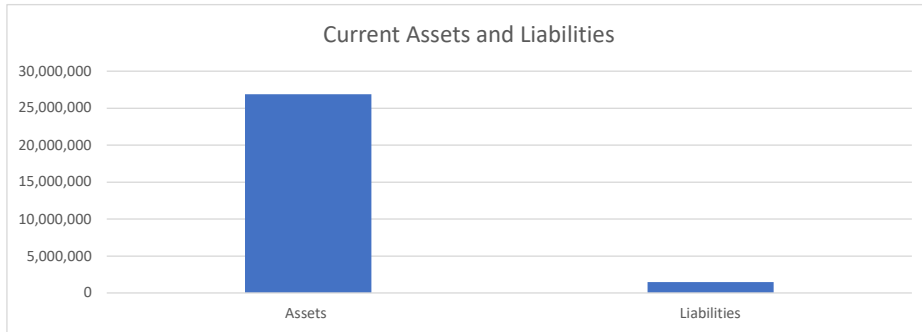


Details in the numbers

Interim Statement of Comprehensive Income Year to date up to		31-May-2026			
Income	Actual \$	Budget \$	Variance \$		Year to Date Last Year \$
Revenue					
Recurrent Revenue					
Levies and charges	3,492,950	3,215,377	277,573	✓	3,093,259
Fees and charges	3,812,656	3,936,167	-123,511	✗	4,087,519
Sales revenue	8,110,279	9,561,211	-1,450,932	✗	8,565,391
Grants, subsidies, contributions and donations	7,494,469	12,898,237	-5,403,768	✗	9,184,188
Total Recurrent Revenue	<u>22,910,353</u>	<u>29,610,991</u>	<u>-6,700,638</u>	<u>✗</u>	<u>24,930,356</u>
Rental income	806,465	675,000	131,465	✓	882,154
Interest received	896,382	300,000	596,382	✓	505,230
Other income	90,943	0	90,943	✓	383,348
Total operating revenue	<u>24,704,142</u>	<u>30,585,991</u>	<u>-5,881,849</u>	<u>✗</u>	<u>26,701,088</u>
Capital Income					
Grants, subsidies, contributions and donations	6,008,423	11,521,507	-5,513,084	✗	6,533,217
Total capital income	<u>6,008,423</u>	<u>11,521,507</u>	<u>-5,513,084</u>		<u>6,533,217</u>
Total income	<u>30,712,565</u>	<u>42,107,498</u>	<u>-11,394,933</u>	<u>✗</u>	<u>33,234,305</u>
Expenses					
Recurrent Expenses					
Employee Benefits	12,679,779	10,930,374	-1,749,405	✗	11,578,032
Materials & Services	9,304,820	12,180,414	2,875,594	✓	12,716,372
Finance costs	28,786	32,000	3,214	✓	28,234
Depreciation	4,899,766	4,403,124	-496,643	✗	5,375,780
	<u>26,913,152</u>	<u>27,545,911</u>	<u>-632,760</u>	<u>✗</u>	<u>29,698,418</u>
Capital expenses	0	0	0		0
Total expenses	<u>26,913,152</u>	<u>27,545,911</u>	<u>-632,760</u>	<u>✗</u>	<u>29,698,418</u>
Net result	<u>3,799,413</u>	<u>14,561,586</u>	<u>-10,762,173</u>	<u>✗</u>	<u>3,535,887</u>
Net operating result	<u>-2,209,010</u>	<u>3,040,080</u>	<u>-5,249,089</u>	<u>✗</u>	<u>-2,997,330</u>

Cash Position

All numbers are year to date up until 31-May-2026



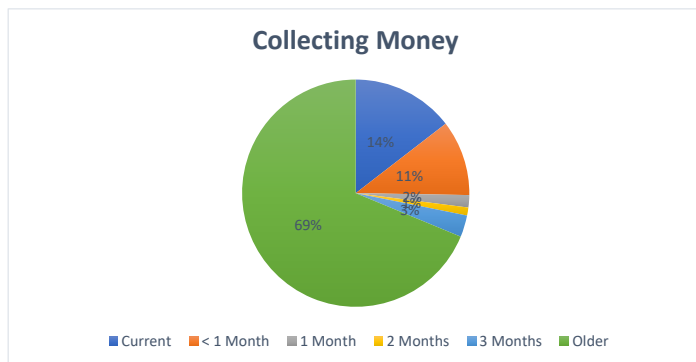
Assets		Liabilities	
Cash at bank Unrestricted	2,973,003	Creditors	842,419
Cash at bank Restricted	21,059,805	GST	-76,946
Debtors	2,857,354	PAYG	505
	<u>26,890,163</u>	Employee entitlements	733,312
			<u>1,499,290</u>

Receivables

Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
372,300.27	274,330.63	44,863.73	29,518.18	78,710.52	1,758,939.52	2,558,662.85
30%	8%	2%	2%	2%	56%	100%

Payables

Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
600,621.71	71,964.85	10,972.72	40,391.71	1,751.40	116,716.94	842,419.33
71%	9%	1%	5%	0%	14%	100%



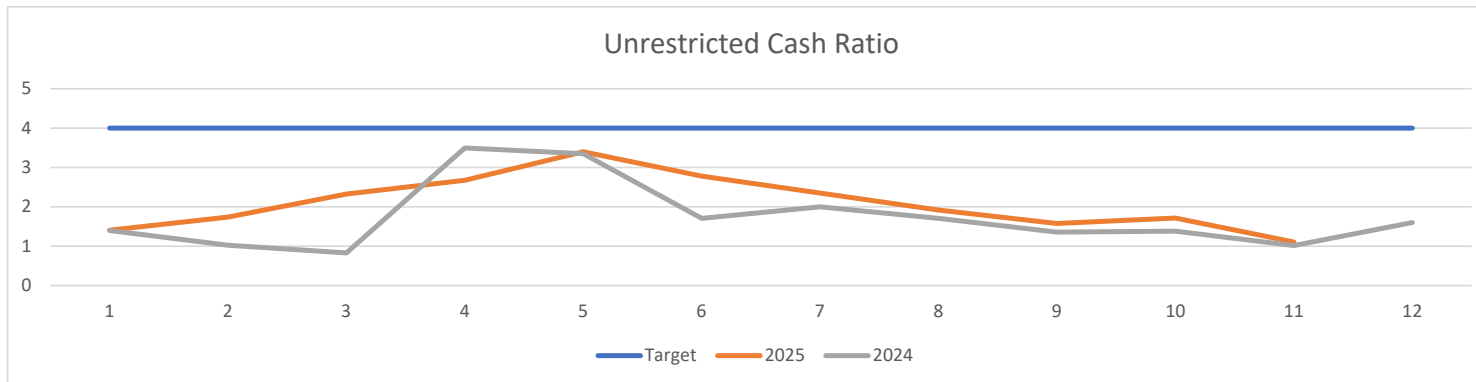
Who owes us money (Debtors) But hasn't paid soon enough	Over 90 days	Total	Comments
Dept of Energy & Public Works - QBuild BASFW2	109,737	412,483	Paid in June
GRAC (Gulf Regional Aboriginal Corporation)	224,340	224,340	
GUNUNAMANDA LIMITED T/A Gununamanda Store	388,376	427,661	Referred
HC Building and Construction	141,977	141,977	
James Construction Queensland Pty Ltd	505,226	506,852	
N & J Building & Construction	92,191	92,191	
Rex Airlines	174,585	174,586	Grant provided for most of monies
Total of above and others	\$1,758,940	\$2,558,663	

Cashflow

All numbers are year to date up until

31-May-2026

Account	Sept 2025	Jan 2026	Mar 2026	May 2026
Normal Business				
Money in	2,652,788.74	1,197,207.54	1,569,335.24	1,635,456.84
Money Out	(2,550,933.29)	(2,300,180.05)	(2,559,655.66)	(2,424,175.74)
Difference	101,855.45	(1,102,972.51)	(990,320.42)	(788,718.90)
Capital Grants				
Money in	1,448,753.00	146,594.52	0.00	511,468.44
Money Out	(791,907.88)	(132,088.97)	(113,517.65)	(1,463,675.17)
Difference	656,845.12	14,505.55	(113,517.65)	(952,206.73)
Other (Super BAS)	(850,163.00)	39,190.11	(324,734.23)	501,747.79
	(850,163.00)	39,190.11	(324,734.23)	501,747.79
	(91,462.43)	(1,049,276.85)	(1,428,572.30)	(1,239,177.84)
Bank				
Start	5,103,067.96	6,910,862.76	5,324,015.74	4,212,181.12
Difference	(91,462.43)	(1,049,276.85)	(1,428,572.30)	(1,239,177.84)
End	5,011,605.53	5,861,585.91	3,895,443.44	2,973,003.28



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

Task	Traffic Light	Due	Due next	Notes
ATO Reporting	✗		21/05/2026	FBT return due in Will be lodged in June
Workcover	✓		15/09/2026	
Audit 2026	✓		31/010/2026	
Grant reporting	✓		11/05/2026	On target
Paying Invoices	✓		Ongoing	Up-to-date and cleaned up
5 Year Plan	✓		Ongoing	
QTC 10 Year forecast	-		Ongoing	Progressing met with the Department and draft has been provided
Policies	-		Over	To be reviewed and adopted
Budget 2027	✓		1/06/2026	
Debt Recovery	-			Solid improvement; Write off's continuing
Contracts Register \$200k+	✗			Tender has been released in January 2026 however Register is not up to date with ALL information
Contracts Register All	✗			Works underway by Procurement to get this finalised

Measures of Financial Sustainability

Operating Surplus Ratio

Target: 0% -16%
Net operating result divided by total operating revenue

Operating Cash Ratio

Target: Greater than 0% 5%

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

12.2 Projects Office - Masterplan Monthly Update May**Author: Chief Financial Officer****Attachments: PMO Report to Council – May 2026 – 1 Page****PURPOSE (EXECUTIVE SUMMARY)**

The Project Management Office (PMO) is a department within Council that focuses purely on the delivery of key capital projects to the community. The purpose of this report is to provide the Mayor and Councillors a view of the works being undertaken (the Master Planning Scheme) and the indicative finish dates for their noting.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

This month there has been significant progress on key projects:

- Lot 926 has progressed as per plan and is now up to build state. The site is a buzz with activity. Significant risk going forward is the ongoing theft from site. Security and Police have been notified.
- Lot 926 has had a further variation due to the location of a Stormwater drain on the diagonal across the block. This has required some further metal and concrete works to ensure that structures are bridged over the area.
- The total variation was for Footings, Trenches & Slab Upgrades: \$54,389 + GST;
Concrete, Plant & Associated Works: \$248,849 + GST

Total Variation Value: \$303,238 + GST

- Motel units- all four units have been delivered and are in the final stages of completion. It is expected that hand over of the site will be around the 30 June.
- Plug Ins –the sites are to be cleared ready for survey of services to sites. Then will progress to going out to tender for the buildings. Ten buildings will be needed.
- Tavern – Final scoping of works being undertaken prior to going to Tender.
- Seawall – Tender closes 17 June 2026. Then will award contract for Design and Construct (Stage 1).

FINANCIAL & RESOURCE IMPLICATIONS

Most capital projects are operating within assigned budgetary and grant funding parameters for 2025/26.

RECOMMENDATION

That Council receive and note the periodic Capital Projects Office Masterplan overview for May 2026 and that council note the Variation related to Lot 926 to the value of \$303,238 + GST.

PMO PROJECTS

30/05/2026

Project Name	Project stage	Project Timing	Start Date	Completed/ Indicative Finish Date	Comments
Tech Services Shed	● Works Completed	● Within Timeframe	9/04/2025	7/11/2025	Further works will be needed for electrical works and ramping into site for vehicles.
Cool Room Freezer Installations	● Works Completed	● Within Timeframe	1/09/2025	23/01/2025	In operation now.
30 Lardil Street	● Works Completed	● Within Timeframe	29/08/2025	15/01/2026	Tenant already occupying property. Works completed early March.
152 Lardil Street	● Works Underway	● 60+ Days	10/02/2025	30/01/2026	Qbuild have started Project Management of the site.
Library Rectification Works	● Works Completed	● Within Timeframe	10/02/2025	19/12/2025	Complete
Lot 926 - 4 x Houses	● Works Underway	● Within Timeframe	10/02/2025	23/04/2026	Build on time. Frames starting to come into place now.
Motel Expansion - 4 units	● Works Underway	● Within Timeframe	10/02/2025	30/06/2026	All 4 Motel units in place. Concrete paths being undertaken
Seawall & Foreshore Project	● Planning	● Future	1/09/2025	23/11/2027	Tender complete, evaluations being undertaken. Stakeholder engagement already undertaken; however formal discussions with GRAC to be finalised.
Plug In 286a Mukakiya St - 3 bed	● Planning (F)	● Future	19/01/2026	18/12/2026	
Plug In 323A Mukakiya St- 3 bed	● Planning (F)	● Future	19/01/2026	18/12/2026	
Plug in 126B Wengka St- 2 bed	● Planning (F)	● Future	19/01/2026	18/12/2026	
Plug in 254 Warddirrkan Street - 4 bed	● Planning (F)	● Future	19/01/2026	18/12/2026	
Plug in 205 Lardil - 2 Bed	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug in 192 Yarrabarkan Street - 2 Bed	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug in 9 Lardil St - 2 Bed	● Planning (F)	● Future	1/06/2026	25/06/2027	Sites confirmed and have been measured up to ensure feasibility before going to tender. Next steps
Plug in 16 Lardil St - 2 Bed	● Planning (F)	● Future	1/06/2026	25/06/2027	are to clear the sites ready for services survey.
Plug in 103 Wurruku Cres - 2 Bed	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug In -19 Lardil Street	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug In - 251 Lardil Street	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug In - 16 Lardil Street	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug In - 327 Mukakiya Street	● Planning (F)	● Future	1/06/2026	25/06/2027	
Plug In -318B Wangi Close	● Planning (F)	● Future	1/06/2026	25/06/2027	
Tavern Kitchen upgrade	● Planning	● 60+ Days	10/02/2025	11/08/2027	Final review being undertaken, with investigations finding that more foundational work needs to be undertaken that had first been expected (Plumbing and Electrical). Costings being undertaken.
Water Treatment Plant	● Planning (F)	● TBD	31/07/2025	13/10/2026	Tender awarded by State, with further negotiations of contract details to be undertaken
Council Building upgrades (Tech Services/Bakery)	● Concept	● Unknown Timeframe	16/02/2026	16/09/2027	Prioritisation of other projects (social housing) have put this project behind schedule and will be revisited in the new year
Lot 911 Lardil - 13 Dwellings	● Planning (F)	● Future	1/02/2027	1/12/2028	Plans for site in formation.
Accommodation Upgrade/Refurbishment	● Planning (F)	● Future	1/07/2026	30/06/2027	Funds have been reallocated to the refurbishment of VAC 1 units, with 14 total to be upgraded if possible. Initial inspection of VAC units indicate that the existing building may not be able to support a refurbishment due to deteriorated state.

12.3 Procurement – Consultants Contracts over \$200,000

Author: Chief Financial Officer

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report summarises MSC consultant contract information and makes recommendations for the procurement process to continue the engagement of the consultants.

MSC total committed contract value for FY2025–26 is \$2,120,900.68. The cumulative total expenditure to date across all listed engagements is \$3,670,390.42.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

The expertise of consultants for major projects is incredibly important for the progression of projects on Mornington Island.

The value of engagements over the life of projects are typically over the \$280,000 value that the CEO is able to approve. The Council has the delegation to authorise the ongoing use of the consultants. Below is a summary of the details of the contractors and the value of their engagements to date:

Supplier	Procurement Process	Contract Type	Term	Start Date	End Date	Contract 2025-26 \$	Total To Date
A-Z Project Management	Direct	Standard T&C's, Purchase Order	12 months	01/01/2020	01/01/2025	1,551,438.51	\$2,340,140.02
Ray Stodart	Direct	Purchase Order	6 months	01/05/2025	01/06/2026	250,826.85	\$299,392.53
ERSCON	Vendor Panel	AS4122 unamended	2022/23	01/12/2022		227,517,.39	\$890,639.40
Brad Pinches	Direct	Purchase Order	6 months	01/02/2026	01/08/2026	91,117.93	\$140,218.47

There is a strong desire within the Executive and Operations to continue to engage the consultants. All consultant engagements are currently out of contract, although Brad Pinches and Ray Stodart have current purchase orders.

A-Z Project Management is the largest of the contracts.

Brad Pinches is not a LocalBuy pre-qualified supplier.

- **All will require Procurement Process approval from Council to proceed.**

FINANCIAL & RESOURCE IMPLICATIONS

Projects will be able to continue and progress with the use of expert assistance. Without this expertise, projects would be at risk of not being able to be delivered as per funding requirements.

RECOMMENDATION

That the consultants engaged as per the Procurement Process (in below table) and with the term (in table) noted in Council’s records.

Supplier	Procurement Process	Contract Type	Term	Justification
A-Z Project Management	Local Buy	LB343 Project Management & Superintendency Services	3 Years +2 one-year extensions	Has consistently delivered project management, including QRA reporting and event submissions since 2024. Has local knowledge and TO relationships that assist with the delivery of road works program.
ERSCON	Local Buy	Local Buy LB312 Engineering & Environmental Consultancy Svcs	3 Years +2 one-year extensions	Consistency with works undertaken since 2022. Knowledge of the technicalities / design influences of the Island
Brett Langtree	Local Buy	Local Buy LB312 Engineering & Environmental Consultancy Svcs	12 months	Consistency with works undertaken since 2022. Knowledge of the technicalities / design influences of the Island
Ray Stodart	Local Buy	LB343 Project Management & Superintendency Services	12 months	Currently project managing capital works projects inc. Sea Wall
Brad Pinches	Sole Supplier Exception (MSC Approval)	Ochre Legal Goods and Services Contract	12 months	Has extensive catalogue of surveys undertaken, local knowledge and TO relationships that assist with the delivery of water and sewer projects.

Further that Brad Pinches is approved as a Sole Supplier of Water, Sewerage and Waste consultancy expertise.

13 COMMUNITY**13.1 Community Report – May 2026**

Author: Manager Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report provides an overview of Community activities for the period of 1 – 31 May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Although a quieter month than previous months from an events perspective, significant progress was made across a number of key areas, including upgrades to the Community Laundry and Gymnasium facilities, strategic planning for the Youth Hub, continued delivery of programs through the Goobalathaldin Knowledge Centre, and the ongoing development of structured sport and recreation opportunities for local residents.

The month also highlighted the importance of connection and community participation, with programs and events continuing to provide opportunities for people of all ages to come together, share knowledge, build relationships, and engage in positive social and recreational activities.

Community Laundry

May was a significant month for the Community Laundry Team, marked by several important improvements underway that will have a positive impact on accessibility, comfort, and community engagement at the facility.

The team took delivery of a dedicated vehicle, which had immediate impact, improving accessibility and increasing the capacity to support more community members to access the service.

Beautification and infrastructure improvements have commenced, with new gardens established along the front and side fence lines, helping to create a more welcoming and community-friendly environment. In addition, the concrete was poured in preparation for a new shade structure to be erected at the rear of the facility to provide a more comfortable outdoor gathering space.

Permanent bench seating will be installed beside the trailer area in June with further improvements planned, such as permanent seating beneath the rear shade structure, to continue enhancing the space for community use and social connection, a shade sail over the front seating area, as well as vegetable and herb gardens.

A request has also been made to the Gulf Trust to redirect some grant funding to enable upgrades to the existing bathroom facilities to provide a safe and dignified place for vulnerable and displaced community members to access showers and toilet amenities. Through this initiative, individuals experiencing hardship will have access to hygiene packs, nutritious meals and, where required, clean clothing from a single, welcoming location. The service is already supporting several older women who have been displaced from their homes, and the proposed upgrades will enable assistance to be extended to even more people in need.

Goobalathaldin Knowledge Centre (GKC)

May saw the departure of our highly dedicated IKC Coordinator who has taken the opportunity

to return to her passion for classroom teaching. The departing GKC Coordinator's commitment and contribution to the Goobalathaldin Knowledge Centre over their time in the role has been greatly valued, and they will be missed by both staff and community members alike. Recruitment for the position has now been completed, with the new IKC Coordinator scheduled to commence on 1 July 2026.

Gununa Youth Hub

The Youth Hub Team has utilised this period to commence the significant training and development activities required to ensure compliance with Child Safe Organisation legislation, reinforcing Council's commitment to providing safe, supportive and culturally appropriate spaces for young people.

The team has also continued progressing the new strategic direction for the Youth Hub, with future programming opportunities currently being explored in partnership with a range of potential delivery organisations to strengthen youth engagement and service delivery.

Insurance assessments relating to the Easter weekend break-in have now been finalised, with estimated damages totalling \$131,720, comprising:

- Cleaning and make-safe works – \$15,323;
- Infrastructure and materials destroyed – \$30,280;
- Food losses – \$1,494; and
- Internal and external repainting works – \$84,623.

Given the extent of the damage sustained, it is recommended that the Youth Hub remain closed until enhanced security measures can be implemented and greater certainty is obtained regarding insurance funding available to support restoration works.

Council officers will continue to monitor the situation and provide further updates as additional information becomes available.

Several within Community have suggested that the parents of the culprits should be banned from carriage for a month as punishment.

Sport and Recreation

Equipment continued to arrive and be installed throughout May as part of the Community Gymnasium equipment upgrade, with the new additions already generating strong community interest and resulting in a noticeable increase in memberships. The upgrades are helping to create a more modern, inclusive, and accessible fitness space that caters to a broader cross-section of the community.

Ceon and Pascoe also travelled to Sydney on 29 May under the supervision of Louisa (Tua) William, Youth Hub Coordinator, as part of their participation in the John Moriarty Football Academy program. The opportunity provided valuable exposure, development, and experience for the young participants both on and off the field.

Planning is also progressing for the potential introduction of structured community sport programs. Quotes have been obtained and equipment ordered for several proposed activities, including futsal – to be delivered in partnership with the PCYC – along with touch/flag football and beach volleyball.

Community Events

May was a quieter month for community events, with the Elder's Morning Tea held on 7 May in the grounds of JKG overlooking Denham Island being the key gathering for the month.

The morning provided a valuable opportunity for Elders to come together, connect, and share stories, with many reflecting fondly on weddings once held at the church and memories of spending school holidays on Denham Island. The event highlighted the importance of creating spaces where cultural knowledge, community history, and personal experiences can continue to be shared across generations.

FINANCIAL & RESOURCE IMPLICATIONS

The Community department is operating within the 2025/26 budget. There are no financial implications in this report.

RECOMMENDATION

That Council receive and note the Community Report for 1-31 May 2026.

13.2 Community Strategic Vision

Author: Manager Community

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This Report provides an overview of strategic vision for each of the core services offered within the Community department.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

In the past, upgrades and improvements across the different services within the Community department have been ad hoc or reactionary as grants have become available.

In an attempt circumvent this practice, the Manager Community has worked with each of the teams to understand the clients of each of the services, what is missing, what is needed and their thoughts on what the space means to community.

Below is a summary of the vision for each of the five core functions:

- Community Laundry and Op Shop Facility;
- Community Events;
- Goobalathaldin Knowledge Centre;
- Sport and Recreation; and
- Youth Hub.

Community Laundry and Op Shop Facility

The Community Laundry and Op Shop Facility has evolved beyond its original service delivery function and now serves as an important social, cultural and wellbeing hub for women within the community. Through trusted relationships between staff and regular users, the facility has become a culturally safe environment that promotes social connection, informal support, and cultural continuity.

Future planning will adopt a holistic and community-informed approach, recognising that the facility's value extends beyond the provision of laundry and affordable clothing services. Strategic priorities include maintaining culturally safe practices, strengthening community-led initiatives, improving accessibility, and ensuring that future infrastructure and service improvements support the way the space is already being utilised by the community.

Several opportunities have been identified to enhance the functionality and comfort of the facility, including additional shaded areas, improved seating, community transport options and the creation of community gardens. Collectively, these initiatives will strengthen the facility's role as a valued community asset that promotes wellbeing, resilience and empowerment.

Community Events

Community events continue to play a significant role in strengthening social connection, cultural identity and community wellbeing. In a geographically isolated setting, events provide important opportunities for participation, intergenerational knowledge sharing and community engagement. Council's events program focuses on delivering a balanced mix of family, cultural, sporting and

wellbeing activities throughout the year, while also supporting key community-led celebrations and festivals. Strategic priorities moving forward include strengthening community ownership of events, increasing youth participation and leadership opportunities, enhancing partnerships, improving coordination through an annual events calendar, and securing sustainable funding arrangements.

Continued investment in community events will support stronger social cohesion, cultural pride and community resilience across Mornington Island.

The following have been identified as core events for Council to support and therefore budgeted for:

Event	Purpose	Budget Allocation
Monthly Movies	Delivered in partnership with PCYC, to provide safe, affordable, family-friendly community connection opportunities.	\$12,000
Elder’s Morning Teas	The bi-monthly Elders Morning Teas aims strengthen cultural connection, reduce isolation, and provide welcoming spaces for storytelling, knowledge sharing, and social interaction.	\$17,000
Australia Day / Survival Day	Focuses on creating a respectful and culturally safe environment that brings community together through connection, reflection, and celebration of culture.	\$5,000
Ochre Ribbon Week	Acknowledgement Ochre Ribbon Week through meaningful community engagement activities that raise awareness of family and domestic violence, promote available supports, and reinforce Council’s commitment to community safety and wellbeing.	\$5,000
Clean Up Mornington Island (Clean Up Australia Day)	Delivered in partnership with the Wellesley Island Rangers, this is an opportunity to educate community on the importance of maintaining a clean and healthy environment while encouraging pride in community spaces and Country.	\$2,500
International Women’s Day	Through hosting an IWD event, Council can not only celebrate women, but actively contribute to stronger community connection, cultural pride, leadership development, and long-term community wellbeing.	\$5,000
Community Easter Celebrations	The Community Easter Celebration provides a safe and inclusive environment for children, young people and families to come together, fostering community connection, participation and a sense of belonging.	\$1,500
Mornington Island Colour Fun Run/Walk	Delivered in partnership with local organisations and community groups, the Mornington Island Colour Fun Run/Walk is a family-friendly community event designed to promote health, wellbeing and social connection in a fun and inclusive environment.	\$10,000

Ultimately, the long-term opportunity is to continue developing a strong, consistent, and

community-driven events program that reflects the identity, strengths, and aspirations of Mornington Island. Through ongoing collaboration, cultural respect, and community participation, these events have the potential to become an increasingly important platform for strengthening resilience, wellbeing, cultural pride, and social connection across the community.

Goobalathaldin Knowledge Centre (GKC)

Following a successful first six months of operation, the Goobalathaldin Knowledge Centre has experienced strong community uptake and has established itself as both a digital learning hub and a culturally grounded community space.

Future priorities include expanding opening hours, strengthening staffing capacity and broadening digital and cultural programming opportunities. There is significant potential to further support digital literacy, creative enterprise, cultural preservation and youth engagement through technologies such as digital storytelling, media production, eSports and digital archiving.

Extended Opening Hours

To meet Council’s requirements under the State Library of Queensland’s Indigenous Knowledge Centre (IKC) Service Level Agreement, it is proposed to increase public opening hours from 16 hours per week to 22 hours per week, improving community access to the Centre and its services.

The table below outlines the current operating hours compared with the proposed extended hours:

Day	Current Hours	Proposed Hours
Monday	Closed	12pm – 4pm
Tuesday	12pm – 4pm	12pm – 4pm
Wednesday	12pm – 4pm	12pm – 6pm
Thursday	12pm – 4pm	12pm – 4pm
Friday	12pm – 4pm	12pm – 4pm
Weekends	Closed	Closed

These initiatives will reinforce the Centre's role as a place where community members of all ages can learn, create, connect and share knowledge.

Sport and Recreation

Sport and recreation continue to play an important role in supporting physical health, social wellbeing and community cohesion. While workforce capacity and infrastructure limitations present ongoing challenges, there are significant opportunities to expand participation and maximise the use of existing facilities.

Key strategic priorities include improving sporting infrastructure, increasing structured sport and recreational programming, promoting active lifestyles, and strengthening talent identification and

development pathways for local athletes. Opportunities also exist to enhance community activation through walking groups, cycling initiatives and partnerships with schools, health services and community organisations.

Continued investment in sport and recreation will contribute to improved health outcomes, increased participation, stronger social connections and enhanced opportunities for young people and emerging athletes.

Gununa Youth Hub

The Youth Hub is being developed as a modern, culturally safe, and youth-focused facility for young people aged 12–25 years in Gununa. The long-term vision is to provide a welcoming community space that supports wellbeing, cultural identity, education, recreation, leadership, and positive life pathways.

Key priorities include upgrading and redesigning the existing facility to create flexible, inclusive, and age-appropriate spaces that support a wide range of activities such as workshops, study support, cultural programs, recreation, and community events.

Improvements will also focus on strengthening digital access through enhanced Wi-Fi, computers, and digital learning tools to support education, job readiness, and digital literacy.

The redevelopment will include upgraded kitchen facilities to support life skills programs, alongside broader improvements to accessibility, safety, and amenity standards.

Program delivery will be strengthened through partnerships with schools, cultural leaders, and service providers, with a strong emphasis on cultural engagement and on-Country learning led by Elders.

Additional focus areas include education, training, and employment readiness, as well as health, wellbeing, and leadership programs designed to build resilience, confidence, and community participation.

Overall, the Youth Hub will provide a safe, inclusive, and future-focused environment that supports positive outcomes for young people across Gununa through improved facilities, partnerships, and culturally grounded programming.

FINANCIAL & RESOURCE IMPLICATIONS

The Community department is operating within the 2025/26 budget. There are no financial implications in this report.

RECOMMENDATION

That Council receive and note the Community Strategic Update Report for its key service areas.

14 CORPORATE AND COMMUNICATIONS**14.1 Corporate & Communications Report – May 2026**

Author: Director Corporate & Communications

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report provides an overview Corporate & Communications activities for the month of May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Much work has continued on compliance and governance activities throughout the month. Key areas include Child Safe Organisation regulatory requirements, Data Breach policy implementation and supporting activities executed by other functions including Finance for budgetary and trustee management, HR with implementation of policies, assisting Environmental Health with regulatory requirements. The outputs of the continuing journey of remediation activities in Governance to ensure statutory compliance are reflected in the reports presented in this agenda.

Information and Communications Technology

- 1 x Cybersecurity incident during the month. The incident was reported by a direct report and subsequently investigated and contained by ICT team. The incident related to unauthorised access to Councils Financial system. The matter was referred to HR.
- SharePoint and Records Management training was facilitated on island for employees
- Phishing system (Phriendly Phishing) was implemented. This a Phishing simulation system that identifies vulnerabilities at the end user point and allows for targeted training and upskilling of employees email usage, specifically the ability to identify a phishing or scam email.

Governance

Child Safe Organisation implementation work has continued. NWQROC was engaged to provide suite of policies and procedures (14 in total) that will be tailored for MSC requirements and incorporated into the operational policy baseline.

Policies implemented during the month of May:

- Conflict of Interest (Administrative)
- Data Breach Policy
- Information Privacy Policy
- Right to Information Policy

Communications

Annual Report 2024/25 work has commenced. Draft template has been provided by communications consultant and functions working together to collate and populate the required

data into the report document.

Town Planning

Selectability Development Application was approved at last ordinary council meeting and subsequent approval provided to the applicant to allow work to progress on new staff accommodation.

FINANCIAL & RESOURCE IMPLICATIONS

Corporate and Communications are operating within the 2025/26 budget. There are no financial implication in this report.

RECOMMENDATION

That Council receive and note the Corporate and Communications report for May 2026.

14.2 Entertainment & Hospitality Policy

Author: Director Corporate & Communications

Attachments: Entertainment & Hospitality Policy (Draft) – 4 Pages

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this Council document is to provide Elected Members with a copy of the reviewed Mornington Shire Council's statutory Entertainment and Hospitality Policy.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Under s 196 of the Local Government Regulation 2012 (Qld):

- (1) A local government must prepare and adopt a policy about the local government's spending on entertainment or hospitality (an entertainment and hospitality policy).

Examples of entertainment or hospitality:

- entertaining members of the public in order to promote a local government project
 - providing food or beverages to a person who is visiting the local government in an official capacity
 - providing food or beverages for a conference, course, meeting, seminar, workshop or another forum that is held by the local government for its councillors, local government employees or other persons
 - paying for a councillor or local government employee to attend a function as part of the councillor's or employee's official duties or obligations as a councillor or local government employee
- (2) A local government may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy.

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial implication in this report.

RECOMMENDATION

That Council adopts the Entertainment & Hospitality policy as tabled.



Entertainment & Hospitality Policy

Policy Information			
Policy Name	Entertainment & Hospitality Policy		
Policy Number	MSC-STAT-013		
Type	Statutory		
Owner	Director Corporate & Communication		
Responsible Officer	Manager Governance & Risk		
Decision No.		Approval Date	May 2026
Records No.		Next Review Date	June 2028

Document Version Control			
Version	Date	Resolution No.	Details
1	29/06/15	175/2015	New Issue
2	29/06/2016	2016/112	Revision
3	21/06/2017	2017/110	Revision
4	27/06/2018	2018/126	Revision
5	17/11/2021	2021/104	Revision
6	27/05/2026		Full revision & Update

This is an official copy of the **Entertainment and Hospitality Policy**, made in accordance with the provision of the *Local Government Regulations 2012* and other current Council Policies.

Statutory Policies comply with a legislative requirement; the Entertainment and Hospitality Policy is approved by the Morningshon Shire Council for the operations and procedures of Morning Shire Council (“Council”).

1. Policy Scope

1.1 This policy provides a framework for the management of entertainment and hospitality expenditure by Councillors and Council Officers of Council in accordance with the *Local Government Regulation 2012* (“LG Reg”).

2. Commencement

2.1 This policy will commence on and from 27 May 2026. It replaces all other policies or arrangements governing Council’s expenditure on entertainment and hospitality (whether written or not).

3. Application

3.1 This policy applies to all councillors and employees of Council.

3.2 Part 6, section 196 of the LG Reg states:

- (1) A local government must prepare and adopt a policy about the local government's spending on entertainment or hospitality (an **entertainment and hospitality policy**).

Examples of entertainment or hospitality –

- Entertaining members of the public in order to promote a local government project
 - Providing food or beverages to a person who is visiting the local government in an official capacity
 - Providing food or beverages for a conference, course, meeting, seminar, workshop or another forum that is held by the local government for its councillors, local government employees or other persons
 - Paying for a councillor or local government employee to attend a function as part of the councillor's or employee's official duties or obligations as a councillor or local government employee
- (2) A local government may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy.

4. Policy Statement

4.1 Council recognises that there are circumstances where the provision of entertainment and hospitality is appropriate and can result in significant benefits for the Council. As a publicly funded body, however, it must ensure that public sector standards of accountability are maintained and associated practices are understood and consistently applied across the organisation.

4.2 All entertainment and hospitality expenditure must be in accordance with the following principles:

- a) Expenditure must be for official purposes and Councillors and Council Officers must identify the benefit for Council and demonstrate the benefit to the public interest.
- b) The expenditure must be properly documented with the purpose identified.
- c) The expenditure must be available for scrutiny by internal and external audit.
- d) Expenditure must be appropriate and reasonable, and where there is doubt on this issue, advice must be sought prior to the expenditure being incurred.
- e) Where there is any potential for a perceived conflict of interest or future obligation for Councillors or Council Officers, full disclosure must be included when requesting authorisation to incur expenditure.
- f) The Councillor or Council Officer who incurs an expense in accordance with this policy must not authorise that expenditure.
- g) Expenditure for hospitality or entertainment must be within Council's budget.

- h) Expenditure for hospitality or entertainment must be in accordance with Council's Procurement Policy.

4.3 In all instances of personal expenditure claimed for reimbursement or payment, the Chief Executive Officer ("CEO") or delegate should be comfortable in disclosing the expense.

4.4 CEO or delegate should be satisfied that the claim was reasonable, prior to the authorisation of any such payment or reimbursement.

4.5 In a situation where there is some doubt about the validity of a claim (i.e. where there is doubt that an activity or function relates to the official duties), the CEO should make a determination in relation to the principles of these guidelines and the Public Defensibility Test as outlined in Clause 7 of this policy.

5. Appropriate Hospitality

5.1 Entertainment should only be incurred where it is considered essential to facilitate the conduct of public business through persons who are able to do so, either by advice or because of their vocations or business needs.

5.2 Examples of expenditure considered to be appropriate hospitality include:

- a) Hosting dignitaries.
- b) Hosting representatives of business, industry and recognised community organisations, and the media.
- c) Hosting representatives of other local governments and other levels of government.
- d) Conducting special Council Officers functions such as farewells and annual Christmas parties.
- e) Special functions to recognise particular events/achievements of Council or Council Officers.
- f) Provision of tea, coffee, morning tea or afternoon tea for official visitors.
- g) Provision of light refreshments/lunches for internal meetings, conferences, seminars and workshops.
- h) Attendance at official functions for which charges are incurred; and
- i) Provision of lunch including refreshments for Councillors, senior Council Officers, and visiting dignitaries during official Council meetings.
- j) Provision of wreaths for ceremonies conducted by Council.

6. Prohibited Expenditure

6.1 The following types of entertainment or hospitality expenditure are prohibited:

- a) Tips and gratuities.
- b) Social and recreational club membership fees; and
- c) Parking offences and Traffic offences.

7. Transparency and Accountability

7.1 The following responsibilities apply to all Councillors and Council Officers:

- Be aware of and comply with the Entertainment and Hospitality Policy and other associated policies listed in this document.

- Ensure the expenditure is reasonable and appropriate, and consider the **Public Defensibility Test**.
 - *Public Defensibility Test*

Is a test that is applied to determine whether expenditure for hospitality or entertainment would be considered reasonable if an ordinary member of the public was aware. Examples of questions that should be asked before incurring the expenditure are:

 - ✓ would you be comfortable with disclosing the expenditure type and amount to the public;
 - ✓ the quantum of the expenditure;
 - ✓ the frequency of expenditure;
 - ✓ is it considered a traditional custom; and
 - ✓ is there an accepted community practice or standard?
- Report suspected breaches of policy in accordance with the Employee Code of Conduct
- A tax invoice must be obtained for all costs, and fringe benefits tax declarations must be completed in accordance with the Fringe Benefits Tax Guidelines. Where a tax invoice cannot be provided, the Councillor or Council Officer incurring the expense must provide a detailed list of items of expenditure, together with a statutory declaration certifying that the expenditure was incurred for official purposes.
- Ensure all expenditure for entertainment and hospitality is correctly recognised in the financial system as outlined above. This will assist Council in meeting the Annual Report disclosure requirements of the *Local Government Regulation 2012*.

8. Transparency and Accountability

8.1 All Councillors and Council Officers are bound to act in accordance with this policy.

9. Variations

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

10. Breach of Policy

10.1 Where Council reasonably believe a Councillor or Council Officer has breached this policy, the matter will be dealt with under the relevant legislation.

11. Related Policies and Procedures

11.1 The following where applicable apply:

- Employee Code of Conduct – **Not in date**
- Procurement Policy – **April 2026 meeting**
- Fringe Benefits Tax Guidelines – **Should be held by finance**
- Fraud and Corruption Policy – **Last version 2018 called Fraud Policy**
- Credit Card Policy – **Last version on intranet 2020 2021**

14.3 Local Law Making Policy

Author: Director Corporate & Communications

Attachments: Local Law Making Policy (Draft) – 11 Pages

PURPOSE (EXECUTIVE SUMMARY)

The Local Law Making policy supports Council's governance and compliance framework under the Local Government Act 2009 (Qld) and the Local Government Regulation 2012 (Qld). It sets out the process Council will follow when making, amending, and repealing local laws.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

The Local Law Making Statutory Policy establishes the framework and process for the making, amendment, review, and repeal of Council's local laws and subordinate local laws, in compliance with the Local Government Act 2009 (Qld) and the Local Government Regulation 2012 (Qld). It documents the model, interim, other, and subordinate local law-making processes, including consultation, State interest checks, and the review of anti-competitive provisions

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial implications in this report.

RECOMMENDATION

That Council adopts the Local Law Making policy as tabled.



Local Law Making Policy

Policy Information			
Policy Name	Local Law Making		
Policy Number	MSC-STAT-023		
Type	Statutory Policy		
Owner	Chief Executive Officer		
Responsible Officer	Chief Executive Officer		
Decision No.		Approval Date	
Records No.		Next Review Date	

Document Version Control			
Version	Date	Resolution No.	Details
1			New Issue

1. Purpose

- 1.1. This policy establishes the framework for the making, amendment, review, and repeal of local laws by Council in compliance with the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2012* (Qld).
- 1.2. This policy ensures that local laws are developed transparently, equitably, and in a manner that meets the needs of Council’s community and the requirements of State legislation.
- 1.3. As this is a Statutory Policy, it operates as a combined policy and procedure. It goes beyond what is normally required in a policy as it needs to meet the requirements detailed in the relevant legislation.

2. Commencement

- 2.1. This policy commences on the Approval Date. It replaces any previous policy of the same intent.

3. Scope

- 3.1. This policy applies to all Elected Members, employees, contractors, volunteers, consultants and agents of Council.
- 3.2. This policy sets out the process Council will follow when making model local laws, interim local laws, other local laws, and subordinate local laws, including all new local laws, amendments to existing local laws, and repeals of local laws made by Council.



4. Terms and Definitions

Term	Definition
Anti-Competitive Provisions	Provisions in proposed local or subordinate local laws that must be assessed against the identification guidelines prescribed under the <i>Local Government Regulation 2012 (Qld)</i> to determine whether they contain possible anti-competitive components.
Council	Mornington Shire Council.
Elected Member	The elected representatives of Council, including the Mayor.
Interim Local Law	A local law introduced to address an immediate public health or safety risk, or where there is concern that action may be taken during consultation that would defeat the purpose of the law. Community engagement is not required prior to making an interim local law, and no review for anti-competitive provisions is required. Interim local laws are valid for a period of six months or less while Council conducts public consultation before introducing the law permanently.
Local Law	A law made by Council under the <i>Local Government Act 2009 (Qld)</i> that applies within Council’s local government area. Local laws are statutory instruments that are ultimately enforceable through the courts.
Model Local Law	A local law proposed by the Minister for Local Government to cover issues common to many local governments.
Other Local Law	A local law independently made by Council to deal with a matter in its local area, including laws that amend or repeal existing local laws.
Subordinate Local Law	A law made under a power provided for in a local law that supplies the detailed information required for the operation of that local law. A subordinate local law must be read in conjunction with the local law under which it is made.



5. Roles and Responsibilities

Role	Responsibilities
Council	<ul style="list-style-type: none"> Approve the making, amendment, and repeal of local laws and subordinate local laws by resolution, in accordance with this policy and the <i>Local Government Act 2009</i> (Qld).
Chief Executive Officer	<ul style="list-style-type: none"> Oversee the local law-making process and ensure compliance with all applicable legislation. Report to Council on local law matters.
CEO Delegate / Governance Officer	<ul style="list-style-type: none"> Draft proposed local laws and subordinate local laws and ensure they comply with applicable legal frameworks and the drafting guidelines issued by the Parliamentary Counsel. Conduct or coordinate State interest checks with relevant government entities. Conduct or coordinate the review of anti-competitive provisions. Facilitate public consultation and ensure community participation in the law-making process. Maintain Council’s register of local laws and ensure it is kept current.

6. Policy

6.1. Council’s Commitment

- 6.1.1. Council is committed to making local laws that are necessary or convenient for the good rule and local government of its area, and to doing so transparently, equitably, and in a way that meets the needs of the community and the requirements of State legislation.
- 6.1.2. Council’s local law-making process will comply with the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2012* (Qld), and will be consistent with Council’s obligations under the *Human Rights Act 2019* (Qld).

6.2. Principles

- 6.2.1. Council’s local law-making process is guided by the following principles:
 - a) **Compliance with legislative frameworks.** The process is consistent with State and national legislative frameworks.
 - b) **Transparency and consultation.** The process promotes transparency and meaningful community consultation.
 - c) **Consideration of impact.** The process considers the impact of local laws on residents, businesses, and other stakeholders.
 - d) **Review of anti-competitive provisions.** Any anti-competitive provisions are addressed in accordance with the prescribed procedures.
 - e) **Compliance with drafting standards.** Council’s local laws and subordinate local laws are drafted in compliance with the guidelines issued by the *Parliamentary Counsel under the Legislative Standards Act 1992* (Qld).



- f) **Consistency with human rights.** The process is consistent with Council’s obligations under the *Human Rights Act 2019* (Qld).

7. Procedure

7.1. Model Local Laws

- 7.1.1. The model local law-making process must be used to make a local law that is an adopted model local law.

Step	Action
1	By resolution, propose to adopt the model local law.
2	If the model local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.
3	If there is an existing local law about a matter contained in the model local law that is inconsistent with the model local law, amend or repeal the existing local law so that there is no inconsistency, and then by resolution: <ul style="list-style-type: none"> • adopt the model local law.
4	Let the public know that the local law has been made by: publishing a notice of the making of the local law in the gazette, and publishing the notice on Council’s website, in full compliance with the requirements of the <i>Local Government Act 2009</i> (Qld), within one month after the day when Council made the resolution.
5	As soon as practicable after the notice is published, ensure that a copy of the local law may be inspected and purchased at Council’s public office.
6	Within 14 days after the notice is published, give the Minister: a copy of the notice; and a copy of the local law in electronic form. If the local law contains one or more anti-competitive provisions, also provide: advice of each anti-competitive provision; and the reasons for their inclusion.
7	Update Council’s register of local laws.

7.2. Interim Local Laws

- 7.2.1. The interim local law-making process must be used to make a local law that is an adopted interim local law.

Step	Action
1	By resolution, propose to adopt the interim local law.
2	Consult with relevant government entities about the overall State interest in the proposed interim local law, if the interim local law does not incorporate a model local law only and is not a subordinate local law.
3	By resolution, Council must decide whether to: <ul style="list-style-type: none"> • adopt and make the proposed interim local law; and



Step	Action
	<ul style="list-style-type: none"> • if there is an existing local law about the matter that is inconsistent with what is adopted, amend or repeal the existing local law so that there is no inconsistency for the period of effect of the interim local law (amendment or repeal of the inconsistent law may be done in the same instrument adopting the local law); or • proceed with the making of the proposed interim local law with amendments; or • not proceed with the making of the proposed interim local law. <p><i>Interim local laws are valid for six months or less and must contain an expiry provision. If Council resolves to proceed with the making of the interim local law but does not set an expiry date, the interim local law-making process must be discontinued and the proposed adoption must be progressed using the other local law-making process, commencing at Step 2. If Council resolves to adopt and make the interim local law with or without amendments, continue at Step 4.</i></p>
4	<p>Let the public know that the interim local law has been made by publishing a notice of the making of the local law in the gazette, and publishing the notice on Council’s website, in full compliance with the requirements of the <i>Local Government Act 2009</i> (Qld) within one month after the day when Council made the resolution.</p>
5	<p>As soon as practicable after the notice is published, ensure that a copy of the interim local law may be inspected and purchased at Council’s public office.</p>
6	<p>Within 14 days after the notice is published, give the Minister:</p> <ul style="list-style-type: none"> • a copy of the notice; and • a copy of the local law in electronic form. <p>If the local law contains one or more anti-competitive provisions, also provide</p> <ul style="list-style-type: none"> • advice of each anti-competitive provision; • and the reasons for their inclusion.
7	<p>Update Council’s register of local laws.</p>

7.3. Other Local Laws

7.3.1. The other local law-making process must be used to make a local law (a proposed local law) including:

- a) a new local law developed independently by Council
- b) a local law that incorporates a model local law with amendments
- c) an amending local law
- d) a repealing local law
- e) a consolidating local law

but not a model local law, an interim local law, or a subordinate local law.



Step	Action
1	By resolution, propose to make the proposed other local law.
2	<p>Consult with relevant government entities about the overall State interest in the proposed local law.</p> <p><i>If Council decides, by resolution, that the proposed local law only amends an existing local law to make an insubstantial administrative change or a legislative reference amendment to maintain currency, and those amendments do not change an anti-competitive provision, Council may proceed to Step 6 without satisfying Steps 2 to 5.</i></p>
3	<p>Consult with the public about the proposed local law for at least 21 days (the consultation period) by:</p> <ul style="list-style-type: none"> • publishing a consultation notice about the proposed local law at least once in a newspaper circulating generally in Council’s area; and • publishing a consultation notice on Council’s website; • and displaying the consultation notice in a conspicuous place at Council’s public office from the first day to the last day of the consultation period; and • making a copy of the proposed local law available for inspection at Council’s public office during the consultation period; and • making copies available for purchase at Council’s public office during the consultation period. <p>The consultation notice must state:</p> <ul style="list-style-type: none"> • the name of the proposed local law; and • the purpose and general effect of the proposed local law; • and the length of the consultation period and the first and last days of the period; and • that written submissions from any person supporting or objecting to the proposed local law may be made to Council on or before the last day of the consultation period, stating the grounds of the submission and the facts and circumstances relied on in support of those grounds. <p><i>If Council decides, by resolution, that the proposed local law only amends an existing local law to make an insubstantial change (having full regard to the principles in the Local Government Act 2009 (Qld)), Council may proceed to Step 6 without satisfying Steps 3 or 5.</i></p>
4	<p>If the proposed local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. <i>Steps 3 and 4 may be undertaken contemporaneously.</i></p>
5	<p>Accept and consider every submission properly made to Council. A submission is properly made if it:</p> <ul style="list-style-type: none"> • is a written submission from any person about the proposed local law; and • states the grounds of the submission and the facts and circumstances relied on in support of those grounds; and • is given to Council on or before the last day of the consultation period.
6	By resolution, decide whether to:



Step	Action
	<ul style="list-style-type: none"> • make the proposed local law as advertised; or • make the proposed local law with amendments; or • not proceed with the making of the proposed local law. <p><i>If Council resolves to proceed with the making of the proposed local law with substantial amendments, Council may again consult with the public (Step 3) and consider submissions (Step 5). If an amendment changes an anti-competitive provision, Council must again comply with the prescribed anti-competitive review procedures for that amended provision.</i></p>
7	Let the public know that the local law has been made by publishing a notice of the making of the local law in the gazette and publishing the notice on Council’s website, in full compliance with the requirements of the <i>Local Government Act 2009</i> (Qld), within one month after the day when Council made the resolution.
8	As soon as practicable after the notice is published, ensure that a copy of the local law may be inspected and purchased at Council’s public office.
9	<p>Within 14 days after the notice is published, give the Minister:</p> <ul style="list-style-type: none"> • a copy of the notice; and • a copy of the local law in electronic form. <p>If the local law contains one or more anti-competitive provisions, also provide:</p> <ul style="list-style-type: none"> • advice of each anti-competitive provision; and • the reasons for their inclusion.
10	Update Council’s register of local laws.

7.4. Subordinate Local Laws

- 7.4.1. The subordinate local law-making process must be used to make a subordinate local law (a proposed subordinate local law).
- 7.4.2. Council may start the process for making a subordinate local law even though the process for making the local law on which it is to be based (the proposed authorising law) has not finished, provided that in making the proposed authorising law Council satisfies the model local law-making process or the other local law-making process, and that where the authorising law is being made under the other local law-making process, the notice about the proposed subordinate local law at Step 2 is published no earlier than the notice about the proposed authorising law.

Step	Action
1	By resolution, propose to make the proposed subordinate local law.
2	<p>Consult with the public about the proposed subordinate local law for at least 21 days (the consultation period) by:</p> <ul style="list-style-type: none"> • publishing a consultation notice about the proposed subordinate local law at least once in a newspaper circulating generally in Council’s area; and • publishing a consultation notice on Council’s website; and



Step	Action
	<ul style="list-style-type: none"> • displaying the consultation notice in a conspicuous place at Council’s public office from the first day to the last day of the consultation period; and • making a copy of the proposed subordinate local law available for inspection at Council’s public office during the consultation period; and • making copies available for purchase at Council’s public office during the consultation period. <p>The consultation notice must state:</p> <ul style="list-style-type: none"> • the name of the proposed subordinate local law; and • the name of the local law authorising the proposed subordinate local law to be made (or, if the authorising law is not yet made, the name of the proposed authorising law); and • the purpose and general effect of the proposed subordinate local law; and • the length of the consultation period and the first and last days of the period; and • that written submissions may be made to Council on or before the last day of the consultation period, stating the grounds of the submission and the facts and circumstances relied on in support of those grounds. <p><i>If Council decides, by resolution, that the proposed subordinate local law only amends an existing subordinate local law to make an insubstantial change and the amendment does not affect an anti-competitive provision, Council may proceed to Step 5 without satisfying Steps 2 to 4.</i></p>
3	<p>If the proposed subordinate local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.</p> <p><i>Steps 2 and 3 may be undertaken contemporaneously.</i></p>
4	<p>Accept and consider every submission properly made to Council. A submission is properly made if it:</p> <ul style="list-style-type: none"> • is a written submission from any person about the proposed subordinate local law; and • states the grounds of the submission and the facts and circumstances relied on in support of those grounds; and • is given to Council on or before the last day of the consultation period.
5	<p>By resolution, decide whether to:</p> <ul style="list-style-type: none"> • make the proposed subordinate local law as advertised; or • make the proposed subordinate local law with amendments; or • not proceed with the making of the proposed subordinate local law. <p><i>If Council resolves to make the proposed subordinate local law with substantial amendments, Council may again consult with the public (Step 2) and consider submissions (Step 4). If an amendment changes an anti-competitive provision, Council must again comply with the prescribed anti-competitive review procedures for that amended provision.</i></p>
6	<p>Let the public know that the subordinate local law has been made by:</p>



Step	Action
	<ul style="list-style-type: none"> publishing a notice of the making of the subordinate local law in the gazette, and publishing the notice on Council’s website, in full compliance with the requirements of the Local Government Act 2009 (Qld), within one month after the day when Council made the resolution.
7	As soon as practicable after the notice is published, ensure that a copy of the subordinate local law may be inspected and purchased at Council’s public office.
8	<p>Within 14 days after the notice is published, give the Minister:</p> <ul style="list-style-type: none"> a copy of the notice; and a copy of the subordinate local law in electronic form. <p>If the subordinate local law contains one or more anti-competitive provisions, also provide:</p> <ul style="list-style-type: none"> advice of each anti-competitive provision; and the reasons for their inclusion.
9	Update Council’s register of local laws.

8. Recordkeeping

- 8.1. Council will maintain a register of its local laws and subordinate local laws, and will keep the register current as local laws are made, amended, or repealed.
- 8.2. Council’s recordkeeping for the local law-making process will include resolutions, consultation notices, submissions received, and notices given to the Minister, kept in accordance with the *Public Records Act 2023 (Qld)*.

9. Training and Awareness

- 9.1. All Personnel involved in the local law-making process must receive training on this policy and the relevant legislative requirements.



10. Human Rights Consideration

- 10.1. Council is a public entity under the *Human Rights Act 2019* (Qld) and must act and make decisions in a way that is compatible with human rights.
- 10.2. This policy supports the right to take part in public life by requiring public consultation on proposed local laws and subordinate local laws, and by ensuring the community has the opportunity to make submissions before a local law is made.

11. Evaluation of Policy

- 11.1. The success of this policy will be measured by:
 - a) compliance with the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2012* (Qld) in the making of local laws;
 - b) the currency and accuracy of Council's register of local laws; and
 - c) the timely completion of consultation, State interest checks, and anti-competitive provision reviews where required.

12. Related Legislation and Policies

- a) *Local Government Act 2009* (Qld)
- b) *Local Government Regulation 2012* (Qld)
- c) *Public Records Act 2023* (Qld)
- d) *Human Rights Act 2019* (Qld)
- e) *Competition and Consumer Act 2010* (Cth)
- f) Register of Local Laws

13. Publication

- 13.1. As a Statutory Policy, this policy must be published on Council's website in accordance with the *Local Government Act 2009* (Qld).

14. Policy Breaches

- 14.1. Failure to comply with this policy may result in disciplinary action and may also result in decisions being reviewed, suspended, or set aside where required to address risk, probity, or legal compliance.
- 14.2. Suspected misconduct, fraud, improper influence, or serious probity concerns must be reported in accordance with Council's relevant reporting processes and applicable Code of Conduct.



15. Policy Review

- 15.1. This policy is to be reviewed in accordance with the Governance Framework, and at least annually or following any material change to the *Local Government Act 2009* (Qld) or the *Local Government Regulation 2012* (Qld).
- 15.2. Council reserves the right to vary, replace, or terminate this policy from time to time.

16. Approval

This policy was duly adopted by resolution of Mornington Shire Council on [Insert date] (Resolution No. [Insert resolution number]) and shall hereby supersede any previous policies of the same intent.

14.4 Enforcement Policy

Author: Director Corporate & Communications

Attachments: Enforcement Policy (Draft) – 5 Pages

PURPOSE (EXECUTIVE SUMMARY)

The Enforcement policy is a strategic policy that supports Council's governance and compliance framework under the Local Government Act 2009 (Qld) and the Local Government Regulation 2012 (Qld). It describes Council's commitment to fair and proportionate enforcement of the laws it administers.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

The Enforcement Strategic Policy sets out Council's commitment to enforcing its statutory obligations and local laws it administers in a way that prioritises education and voluntary compliance, with penalties used only where necessary in the public interest. It applies the local government principles to enforcement activity and will be supported operationally by Council's Enforcement Manual and Enforcement Process Flowchart to be developed as part of the Local Law Framework remediation activities.

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial implications in this report.

RECOMMENDATION

That Council adopts the Enforcement policy as tabled.



Enforcement Policy

Policy Information			
Policy Name	Enforcement Policy		
Policy Number	MSC-STRAT-900		
Type	Strategic Policy		
Owner	Chief Executive Officer		
Responsible Officer	Director Corporate & Communications		
Decision No.		Approval Date	
Records No.		Next Review Date	

Document Version Control			
Version	Date	Resolution No.	Details
1			New Issue

1. Purpose

- 1.1. This policy sets out Council’s commitment to the fair, consistent, and proportionate enforcement of the statutory obligations and local laws it administers, with a primary focus on education and voluntary compliance and the use of penalties only where necessary in the public interest.
- 1.2. Council’s Enforcement Manual and Enforcement Process Flowchart provide the detailed procedures, powers, and operational steps for enforcement, and are to be read alongside this document.

2. Commencement

- 2.1. This policy commences on the Approval Date. It replaces any previous policy of the same intent.

3. Scope

- 3.1. This policy provides guidance and applies to all compliance and enforcement activities undertaken by Council.
- 3.2. It applies to all Personnel who exercise enforcement functions, including Authorised Persons.



4. Terms and Definitions

Term	Definition
Authorised Person	A person authorised in writing by the Chief Executive Officer to exercise enforcement powers under the <i>Local Government Act 2009</i> (Qld), a local law, or other legislation Council administers.
Council	Mornington Shire Council.
Elected Members	The Mayor and Councillors of Council.
Enforcement action	Any action taken by Council in response to a breach of a statutory obligation or local law, ranging from education and warnings through to compliance notices, infringement notices, and prosecution.
Local laws	The local laws and subordinate local laws made by Council under the <i>Local Government Act 2009</i> (Qld).
Personnel	All Elected Members, employees, contractors, volunteers, consultants, and agents of Council.
Public interest	The general welfare of the community, including community safety, amenity, the protection of Council assets, and the proper administration of the laws Council enforces.

5. Roles and Responsibilities

Role	Responsibilities
All Personnel	<ul style="list-style-type: none"> • Comply with this policy and all applicable legislation when exercising enforcement functions. • Apply education and voluntary compliance as the first response to a breach. • Maintain accurate records of enforcement decisions and actions.
Authorised Persons	<ul style="list-style-type: none"> • Exercise enforcement powers lawfully and within the scope of their authorisation. • Follow the Enforcement Manual and Enforcement Process Flowchart. • Refer matters for escalation where required.
Responsible Officer	<ul style="list-style-type: none"> • Oversee the consistent application of this policy. • Maintain and update this policy, the Enforcement Manual, and the Enforcement Process Flowchart. • Report to the Chief Executive Officer on enforcement activity.



Role	Responsibilities
Chief Executive Officer	<ul style="list-style-type: none"> • Has overall accountability for Council’s enforcement of statutory obligations and local laws. • Authorise Authorised Persons in writing. • Ensure sufficient resources are allocated to enforcement.

6. Policy

6.1. Council’s Commitment

- 6.1.1. Council is committed to enforcing the statutory obligations and local laws it administers in a way that protects the public interest, supports community safety and amenity, and helps the community understand and meet its obligations.
- 6.1.2. Council will carry out enforcement in accordance with the local government principles in the *Local Government Act 2009 (Qld)*, in particular transparent and effective processes and decision-making in the public interest, good governance, and the ethical and legal behaviour of local government employees.
- 6.1.3. Council treats education and voluntary compliance as the first response to a breach, and the imposition of penalties as a last resort.

6.2. Principles

- 6.2.1. All enforcement activity must be consistent with the following principles:
 - a) **Education first.** Council will prioritise education, information, and support to help the community understand and meet its obligations, and will seek voluntary compliance as the first response to a breach wherever it is reasonable to do so.
 - b) **Proportionality.** Enforcement action will be no more extensive than necessary to achieve compliance. Council will generally begin at the level proportionate to the breach and escalate only as far as is necessary.
 - c) **Penalty as a last resort.** Council will escalate to formal enforcement action only where education and voluntary compliance have not resolved the breach, or where the nature or seriousness of the breach makes escalation necessary. Penalties will be used only where necessary in the public interest.
 - d) **Consistency and fairness.** Enforcement decisions will be made lawfully, consistently, without bias, and on the basis of evidence and the seriousness of the breach.
 - e) **Discretion and public interest.** The decision to take, or not to take, enforcement action is made in the public interest, having regard to the seriousness of the breach, the conduct and circumstances of the person involved, and whether education or a lesser response would achieve compliance. Where Council decides not to take enforcement action, the reasons for that decision are recorded. The criteria that guide this decision are set out in Council’s Enforcement Manual.
 - f) **Cultural context.** Council will take into account the cultural context of the community and any barriers to compliance when deciding on enforcement action.
 - g) **Graduated enforcement.** Council applies a graduated approach to enforcement. Council’s Enforcement Process Flowchart sets out the phases, which move from investigation, to warning, to enforcement, and, for unpaid fines, to referral to the State Penalties



Enforcement Registry. Appropriate managerial approvals must be sought by Authorised Persons at each hold point outlined in the Enforcement Process Flowchart, prior to proceeding with enforcement.

7. Recordkeeping

- 7.1. Records of enforcement decisions and actions, including investigation records, notices issued, and the reasons for decisions, must be managed in accordance with the *Public Records Act 2023* (Qld) and Council's records management requirements.

8. Training and Awareness

- 8.1. All Personnel who exercise enforcement functions must receive training on this policy, the Enforcement Manual, and the relevant legislative requirements as part of induction, and at least annually thereafter.

9. Human Rights Consideration

- 9.1. Council is a public entity under the *Human Rights Act 2019* (Qld) and must act and make decisions in a way that is compatible with human rights.
- 9.2. This policy has been assessed for compatibility with the human rights protected under the *Human Rights Act 2019* (Qld). This policy engages property rights. Enforcement action may limit that right, for example through the seizure of property, compliance and stop orders, and the imposition of penalties. To the extent that enforcement may limit any right, the limitation is considered reasonable and demonstrably justifiable, as it is necessary to uphold the law, protect community safety and amenity, and act in the public interest, and is subject to the safeguards of lawfulness, proportionality, and the education-first approach set out in this policy.

10. Evaluation of Policy

- 10.1. The success of this policy will be measured by:
 - a) the consistency of enforcement decisions with the local government principles and this policy;
 - b) the proportion of breaches resolved through education and voluntary compliance without the need for penalties;
 - c) the number and outcome of complaints or appeals relating to enforcement decisions; and
 - d) completion rates for Personnel training on enforcement obligations.

11. Related Legislation and Policies

- a) *Local Government Act 2009* (Qld)
- b) *Local Government Regulation 2012* (Qld)
- c) *State Penalties Enforcement Act 1999* (Qld)
- d) *State Penalties Enforcement Regulation 2014* (Qld)



- e) *Human Rights Act 2019* (Qld)
- f) Enforcement Manual
- g) Enforcement Process Flowchart
- h) Complaints Management and Investigations Policy
- i) Code of Conduct
- j) Councillor Code of Conduct

12. Publication

- 12.1. As a Strategic Policy, this policy will be published on Council's website in accordance with Council's Governance Framework.

13. Policy Breaches

- 13.1. Failure by Personnel to comply with this policy may result in disciplinary action in accordance with Council's relevant policies and procedures. Elected Members in breach of this policy may be subject to the councillor conduct processes under the *Local Government Act 2009* (Qld).

14. Policy Review

- 14.1. This policy is to be reviewed in accordance with the Governance Framework to ensure it remains current and effective.
- 14.2. Council reserves the right to vary, replace, or terminate this policy from time to time.

15. Approval

This policy was duly adopted by resolution of Mornington Shire Council on **[Insert date]** (Resolution No. **[Insert resolution number]**) and shall hereby supersede any previous policies of the same intent.

14.5 Council to CEO Delegations Register Update

Author: Director Corporate & Communications

Attachments: Nil.

PURPOSE (EXECUTIVE SUMMARY)

This update has primarily been necessitated as a result of the Empowering Council reforms to the Local Government Act 2009 (Qld) and Local Government Regulation 2012 (Qld).

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Pursuant to section 260 of the Local Government Act 2009 (Qld) (LGA), the Chief Executive Officer must establish a register of delegations that contains the particulars prescribed under regulation.

Council may, by resolution, delegate a power under the LGA or another Act, to:

- (a) The mayor
- (b) The Chief Executive Officer
- (c) A standing committee, or joint standing committee, of the Council
- (d) The chairperson of a standing committee, or joint standing committee, of the Council
- (e) Another local government, for the purposes of a joint government activity.

To ensure compliant Council executive team activities whilst undertaking administration of statutory responsibilities, the delegations register details responsibilities formally made by Council to the Chief Executive Officer.

The delegations pursuant to this Delegations Register – Council to CEO, are conditional upon continual fulfilment of Guiding Principles set out within the document.

The Delegations Register should be reviewed annually by Council.

Due to the size of the document (1281 Pages) it is considered not practical to include as part of this agenda and will be presented on screen.

FINANCIAL & RESOURCE IMPLICATIONS

There are no financial implications in this report.

RECOMMENDATION

Pursuant to sections 257 and 260 of the *Local Government Act 2009* (Qld), Council resolves to adopt the updated Delegations Register – Council to CEO, as presented.

14.6 Mornington Shire Special Holidays 2027

Author: Director Corporate & Communications

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

Each year in accordance with the *Holidays Act 1983*, local governments are invited to request special holidays to be observed during the following year for districts in their area.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, employees are entitled to be absent from work or may refuse to work in reasonable circumstances on a public holiday, without loss of ordinary pay. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is a bank holiday and is not a public holiday. The *Trading (Allowable Hours) Act 1990* provides that a bank holiday is only a holiday for banks and insurance offices. Under a directive of the *Public Sector Act 2022*, a special holiday is a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

2026 Special holidays were as follows:

- Friday 19 June 2026 - public holiday for the Shire of Mornington for the purpose of the Mount Isa Agricultural Show
- Friday 18 September 2026 - bank holiday for the Shire of Mornington for the purpose of the Gununa Local Show
- Tuesday 24 November 2026 - bank holiday for the Shire of Mornington for the purpose of Memorial Day

2027 Proposed Special holidays:

- Friday 18 June 2027 - public holiday for the Shire of Mornington for the purpose of the Mount Isa Agricultural Show
- Friday 17 September 2027 - bank holiday for the Shire of Mornington for the purpose of the Gununa Local Show
- Wednesday 24 November 2026 - bank holiday for the Shire of Mornington for the purpose of Memorial Day

FINANCIAL & RESOURCE IMPLICATIONS

Considerations for special holidays are undertaken in accordance with the adopted operating budget.

RECOMMENDATION

That Council approve the suggested special holidays for 2027 to enable submission of formal request to the Office of Industrial Relations for Ministerial approval and to be published in the Queensland Government Gazette.

14.7 Child Safety and Wellbeing Statement of Commitment

Author: Director Corporate & Communications

Attachments: MSC Child Safety and Wellbeing Statement of Commitment (Draft) – 3 Pages

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to seek Council's endorsement of the Child Safety and Wellbeing Statement of Commitment and to inform Council of the work currently being undertaken towards the Council's obligations under Queensland's Child Safe Standards and Reportable Conduct Scheme.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

The Child Safe Organisations Act 2024 (Qld) establishes a framework to strengthen child safety and wellbeing across organisations that provide services to, or engage with, children. As a local government, Council is a child safe entity under the Act and is required to implement the Child Safe Standards and comply with the Reportable Conduct Scheme.

A key requirement of the Child Safe Standards is that organisations publicly demonstrate their commitment to child safety and wellbeing. The attached Child Safety and Wellbeing Statement of Commitment outlines Council's commitment to fostering a child safe culture and provides a foundation for the progressive implementation of the Child Safe Standards across the organisation.

Council is currently working towards implementation of the Child Safe Standards and Reportable Conduct Scheme through the review and development of relevant governance, policy and operational frameworks. Subject to Council endorsement, the Statement of Commitment will be published on Council's website and communicated throughout the organisation and community.

FINANCIAL & RESOURCE IMPLICATIONS

Nil.

RECOMMENDATION

That Council:

- (1) Endorse the Child Safety and Wellbeing Statement of Commitment attached to this report.
- (2) Authorise the Chief Executive Officer to publish the Child Safety and Wellbeing Statement of Commitment on Council's website and through other appropriate communication channels.
- (3) Note that Council is progressively implementing the Child Safe Standards and Reportable Conduct Scheme in accordance with the Child Safe Organisations Act 2024 (Qld).



Mornington Shire Council Child Safety and Wellbeing Statement of Commitment

Mornington Shire Council (Council) publicly affirms its zero tolerance for abuse, neglect, harm and exploitation of children and young people, and its commitment to creating environments where children and young people feel safe, respected and able to participate.

Our commitment to child safety and wellbeing is communicated publicly, including through our websites, council sites, and other relevant communications.

COUNCIL is committed to:

- Always protect children’s safety and wellbeing. We have zero tolerance for harm to children and young people and actively work to prevent, identify and respond to risks.
- Embed child-safety in our culture and practices. Child safety and wellbeing is a shared responsibility across all levels of Council. Leadership, workers, volunteers and others engaged by Council are expected to uphold child safe practices.
- Empower children. We respect the rights of children and young people, listen to their views, and involve them in decisions that affect them in ways that are appropriate to their age, maturity and circumstances.
- Engage families and communities as partners. We communicate openly about our child safe approach and welcome feedback from children, families and communities to strengthen our practices.
- Uphold equity and respect diversity. We are committed to culturally safe and inclusive environments that respect the diverse needs, identities and experiences of all children and young people, including Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disability, children who have experienced trauma, children of diverse genders and sexualities, and children who may be vulnerable due to their circumstances, experiences or support needs.



- Ensure workers are suitable and supported. Council is committed to ensuring that workers, volunteers, contractors and others engaged by Council to work with or around children and young people are appropriately screened, supported and expected to uphold child safety and wellbeing in practice.
- Respond to concerns with a child-focus. We support child-friendly ways for concerns, complaints, disclosures and allegations to be raised, and we respond promptly, fairly and with the safety and wellbeing of children and young people as the primary consideration.
- Building knowledge and capability. We are committed to ongoing awareness, learning and capability-building so that people engaged by Council understand their responsibilities and are equipped to prevent, identify and respond to child safety and wellbeing concerns.
- Maintain safe environments (physical and online). We are committed to creating and maintaining safe physical and online environments for children and young people, and to identifying, reducing and responding to risks across Council facilities, services, programs, activities and events.
- Regularly review and improve. We continuously evaluate our child-safe practices – through audits, feedback, and reviews – this allows us to continually improve our processes and practices.
- Documenting and communicating our child safe approach. We are committed to maintaining, implementing and clearly communicating child safe policies, procedures and guidance that are accessible to workers, children, families and communities, and that support the prevention of, identification of, and response to child safety concerns.

This Statement of Commitment is endorsed by Council's governance and leadership. This Child Safe Commitment is aligned to the QLD Child Safe Standards, underpin the Council's child safe policies, procedures and practices, including the Child Safety and Wellbeing Policy, Child Safe Code of Conduct, Child Safety Complaints and Reporting Process, and Child Safety Risk Framework.



Policy Information			
Policy Name	Mornington Shire Council Child Safety and Wellbeing Statement of Commitment		
Policy Number	MSC-STAT-050		
Type	Statutory		
Owner	CEO		
Responsible Officer	Director Corporate & Communications		
Decision No.		Approval Date	July 2026
Records No.		Next Review Date	May 2028
Document Version Control			
Version	Date	Resolution No.	Details
1			New Issue

15 HUMAN RESOURCES

15.1 Human Resources & Payroll Services Report - May 2026

Author: Director Human Resources and Payroll Services

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

This report provides an overview of Human Resources activities for the month of May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Human Resources (HR) Issues and Proposed Actions

People, Culture and Performance

Staff Attendance

Eight employees were issued Discipline letters for their excessive absenteeism and face termination during June.

Employee Recruitment and Engagement

As previously reported despite several administration opportunities being available, we are still experiencing difficulties in relation to receiving suitable or interested applicants from on island. This when combined with absenteeism is having a serious impact on council operations.

We have been successful in filling the following positions:

- Administration Officer (Warehouse)
- Project Co-ordinator
- Try A Trade
- Manager Warehouse

We are still seeking to fill the following positions:

- Executive Assistant
- Procurement Manager
- Building Supervisor

Cleaners

Following the issuing of Discipline letters two cleaners have requested to change their employment status from permanent full time to casual.

Despite the repeated requests and notices being given to cleaning personnel regarding their poor attendance they are not attending work. The situation is still having a critical impact on our commercial operations.

Staff Attendance

A further review of staff attendance will be conducted during June.

Recruitment

The following positions have been filled during the reporting period.

- Senior mechanic
- Staff cultural liaison officer to support staff under NIAA funding agreements.

Staff qualifications and training

- New apprentice plumber has completed first TAFE block from 18th May to 5th June.
- The apprentice also completed Confined Space after TAFE finished. DTET paid for flights for TAFE and Confined Space training.
- The next TAFE block for 2 Plumbing Apprentices commences end of July to early August.
- Forklift Training, which was fully funded by LGAQ, was completed 18th May. This was a \$12,000 saving to council.
- One plumber is finalising enrolment in Evaluating & Planning the Installation of Solar and Heat Pump Water Systems. Enrolment has been sent and now waiting for TAFE confirmation.
- A plumber enrolled in 4 units for Gas fitting will have to withdraw as no study has been completed.
- Animal Control & Environmental Officer attended Animal Management workshop in Cairns late May 2026.
- Animal Control & Environmental Officer will attend an Environmental Health Disaster Management course (fully funded) in Townsville in July.
- Two Youth Hub team members successfully undertook and completing Child Safety Training units.

HR policy and procedures

Work continues with the revision of the organisations Position Descriptions and the assignment to roles within ELMO.

HR metrics and workforce analytics

Two employees were terminated for misconduct and breach of Council's Code of Conduct.

The organisation's resourcing during the reporting period totals 148 employees consisting of 121 full time, 5 part time and 22 casual employees.

Workplace Health and Safety

- Nine staff undertook Forklift training with Cairn's truck school with eight completing the one-week course.
- Mowing signs, traffic cones and have been ordered for Tech Services.
- Council's AED Units shock pads have been ordered not yet received.
- Breathalyzer Testing unit has gone live however we are having connection issues.

- Trinity Fire Services have been organized to return to Island in June 2026 for Staff housing, Machinery and Vehicle checks.
- Received QLD Kit Homes and OLY Homes WHS documentation, Staff white cards, Licenses etc. Contractor management. Site inspections to commence in July.
- Batching plant issues discussed meeting at plant. Lighting, Scales not functioning reliability, attendance of staff, levels of interest in obtaining HR License. training support for Batching. Concrete pump operations. The potential of the Fencing crew as back up support was also discussed.
- Barge operations and unloading by Carpentaria freight is now progressing well.
- Freezer & Chiller still not operational
- Gas storage Hazchem box installed at warehouse.
- Enquiries made into Snake handler training in conjunction with Carpentaria Council
- Community Bus driver training for the wheelchair access facility will be provided June.

FINANCIAL & RESOURCE IMPLICATIONS

Human Resources functions except for training are operating within 2025/26 operating budget parameters.

RECOMMENDATION

That Council receive and note the Human Resources report for May 2026.

16 HOUSING AND FACILITIES

16.1 Housing and Facilities Report – May 2026

Author: Director Housing & Facilities

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Council with an update of the Department of Housing and Facilities activities for the month of May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

MAY FIGURES

	Invoiced	New Jobs	Open Jobs
Qbuild	83	79	80
Commercial	13	14	38
Facilities	49	51	80
CPO	1	0	2

Q Build Do & Charge Program for March

- 64 - jobs currently open
- 26 - Work orders received into portal
- 78 - invoiced to QBuild

2025/26 FY – Days to action Q Build jobs

	Number of jobs	Average days to schedule	Average days to invoice
January	87	4	8
February	46	5	7
March	64	2	68
April	29	37	58
May	79	63	117

QBUILD TENDER JOBS

- 4 x Major refurbishments (incl. termite treatment)
- 2 x Kitchen upgrades
- 1 x bathroom upgrade

- 4 x Lawn lockers
- 1 x Roof upgrade & External Painting
- 1 x Carport Upgrade
- PCYC Drinking Trough and Auditorium Painting

OTHER TENDER JOBS

- 1 x School walkway upgrade including covered awning 90% completed
- 1 x School project (2 x classrooms refurbishments, plumbing & painting)
- 2 x Police (1 x internal works + 1 x external work)

FUNDED PROGRAMS

\$2.35 MILLION INTERIM CAPITAL WORKS PROGRAM

152 Lardil St: 2 x 5 bedroom Duplexes

- Project handed to Qbuild.

RESILIENCE FUNDING

Barge coolroom / freezer

- The concrete flooring and pallet racking installation completed.
- External plug in for back-up generator to be scoped and quoted
- Anti-vandal cages are being built around external condensers - ongoing

OTHER PROJECTS – Council Assets

Council Administration Building

- Remediation works to the administration building per defect list attended to under warranty.
- Project Status: Ongoing, approx. 40% completion

Warehouse

- Housing and Facilities are undertaking internal works to the storage warehouse, including improving access to mezzanine level + safety railing.
- Project Status: Ongoing, waiting on materials.

Barge Shed

- Replace and improve exterior illumination in front of the barge shed towards the landing ramp + western carpark. 100% Complete.

Youth Hub

- Second break in requiring repairs to security screens, fencing and shed.
- Further works for repairs to be quoted for insurance claim.

FINANCIAL & RESOURCE IMPLICATIONS

Housing and Facilities projects are being reviewed and prioritized by 2025/26 revised operational budget and funding program parameters.

RECOMMENDATION

That Council receive and note the Housing and Facilities report for May 2026.

17 ENGINEERING**17.1 Engineering and Infrastructure Report - May 2026**

Author: Director Engineering and Infrastructure

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide Elected Members with an overview of Engineering division activities for May 2026.

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

- Runway Upgrades – New reseal and line marking report submitted and awaiting funding. This is an urgent project as safety and continuity of air services to community is at a critical level.
- Runway Lighting Upgrades – New Runway and Apron edge lighting report has been submitted and awaiting funding. This is an urgent project as safety and continuity of air services to community is at a critical level especially night medivacs and late arrivals and departures. Currently running at 75% lighting as we have no replacement lights and the model of light is no longer manufactured.
- Windsock – New windsock ordered and in transit. Site selection and preparation taking place for the installation.
- Apron Access Gates – Scope of Works delivered for electronic sliding gates to D/Tech Services, Grants Manager and CFO. Funding via the DSUP Grant application. Awaiting final quotes from Keezer Constructions.

Parks and Gardens

- Parks and gardens continue township clean up and actively taking part in more outsourced work which is bringing in extra income for engineering/council.
- We are really getting closer towards having a very reliable, manageable and productive team and moving forward the team will be showing better results in the coming months.

Fencing

- Fencing have been assisting batching crew on the various jobs around town. They are also currently finishing the gates at the workshop which will provide added security and improved access in and out of the workshop.

Roads & Civil

- 90% completion of Birri Rd with a Heavy Formation.
- Completion of works on Gee Wee Rd, Dwendi Rd, Birri Repeater Station Rd Heavy Formation.
- Drainage works completed on Birri Rd sections including clearing out drains and entry and

exit points.

- The crew have also completed around 40% of pothole repair works around the community on the town streets.
- Road crew operators have assisted on the Lardil St Lot 926 development on machinery and also the Motel site in preparation for earth works and concrete works on site.

Batching Plant

Current clean up of yard still in progress with rubbish disposal and steel scrap being removed. New water tank slab poured and will replace failing metal water tank.

- The Batching plant crew has delivered several projects in the last month including Lot 926 Lardil Street for NQ Kit Homes, Motel Site works for Oly Homes, Community Laundry, Q Build new shed, driveway and fencing. The crew has also prepared a concrete pad at the batching plant for scheduled upgrades. The extension of the Lardil Street footpath was also undertaken with Batching plant staff and contractors to extend the footpath by another 150m.
- Over 200m³ of concrete has been poured over this reporting period.

Workshop

- New vehicles and machinery purchases to island are now registered, insured and in operation.
- Heavy machinery maintenance is progressing through the fleet to get all the heavy fleet up to operating standard.
- The new 30,000 litre fuel tank is on island and is ready for installation.

Water & Waste

Water crew are testing and maintaining infrastructure on a daily basis. We also have 4x new sewer pond aerators coming with hand disperse chemical to rectify an ongoing bacteria problem that has been present historically for a long time. We are finally in a position to put procedures and infrastructure in place to rectify this and move forward for a safer community.

- Site base management plan has been implemented and is being followed with daily, weekly and monthly checklists filled out and logged onto the intranet.

Environmental Health & Animal Management

Animal Management

A total of 32 service requests were responded to, including:

- Administration of anti-parasitic treatments for pets
- Removal of deceased animals
- Treatment of injured and unwell pets
- Follow up with owners regarding reported animal welfare concerns
- Monitoring of known females in heat

- Assisting owners to report fencing maintenance required to contain dogs

Additional activities included:

- 14 landfill patrols conducted for roaming dogs (no dogs observed)
- 24 services provided relating to puppies and kittens
- Surrender of one adult and one juvenile cat to council (care continuing into July)
- Development of a strategy to increase desexing rates for female cats and dogs

Task/Treatment administers # of treatments

Microchipping	Dogs: 1
Antibiotics	Dogs: 2
Anti-inflammatory	Dogs: 2
Anti-parasitics	Dogs: 41; Cats: 7
Topical	Dogs: 2
Vaccinations	Dogs: 1
Other	Dogs: 1
Euthanasias	Dogs: 1

Food

- 1 external food inspection reviewed, with license renewal completed

Other Activities

- Ongoing work to streamline record keeping processes
- Environmental health concerns at the landfill reported to the Director of Engineering
- Completion of the Animal Management Workshop through the ATSI Public Health

Program

- Completion of records management training with Connor
- Exploration of Try-A-Trade opportunities
- Request submitted for officer ID cards to support compliance activities
- Meeting held with Grants Manager to better understand funding requirements for environmental health programs
- Development of a “How to Report a Dog Attack” flyer (pending approval)
- Investigation of further training opportunities for officers

Community Engagement & Education

- Continued delivery of one-on-one education during animal management visits, with a focus on responsible pet ownership

- Distribution of an Ehrlichiosis (E. canis) newsletter article to encourage tick prevention

Stakeholder Engagement

- Ongoing communication with the Department of Primary Industries (DPI) to strengthen capability and confidence in dog attack investigations

Observations & trends

- Increased incidence of dog attacks among males, coinciding with a number of entire females coming into heat
- Presence of several litters on the island, with high mortality rates due to exposure to parvovirus
- Landfill fencing requires maintenance, with waste beginning to spread beyond the fence line, creating an environmental health concern
- Verbal reports of mice activity on the island highlight the need for access to a pest management technician to address health and hygiene risks

Upcoming Projects (Pending Approval and Funding)

- Water plant upgrades. Underway but no further movement.
- Dump upgrades. Now funding is approved!
- Drainage and oval (football field) upgrades.
- Cemetery upgrade
- Splash Park. Now funding is approved!

FINANCIAL & RESOURCE IMPLICATIONS

Engineering division activities are occurring within adopted 2025/26 operational budget parameters.

RECOMMENDATION

That Council receive and note the Engineering and Infrastructure report for May 2026.

18 Hospitality and Accommodation

18.1 Hospitality and Accommodation Report – May 2026

Author: Director Hospitality and Accommodation

Attachments: Nil

PURPOSE (EXECUTIVE SUMMARY)

The purpose of this report is to provide an overview of Hospitality and Accommodation activities, for May 2026.

BACKGROUND & PREVIOUS COUNCIL CONSIDERATIONS

Carriage Limit Performance

Carriage Limit		
For the month ended	30/04/2026	31/05/2026
Total People (# Sales)	1,668	1,658
Trading days	30	31
Average Price Per Person	82	81

Carriage limit is steady month on month but are seeing a decrease to same time last year.

Food And Beverage

The F&B Coordinator and Director attended the Food & Hospitality Week in Sydney in May which provided valuable insights into current industry trends, supplier capabilities, regulatory updates, and innovative solutions that can directly support both the tavern kitchen, Airport Café, and Bakery.

A key highlight was seeing equipment in use, taste testing, equipment capabilities, and operational efficiencies for the food and beverage department.

We also had the opportunity to review a lot of new product ranges and identifying new innovations. There is a strong focus on expanding the café offering, including new beverage options, which align with convenience trends and takeaway demand.

We also explored emerging trends in coffee milk and plant-based alternatives, reflecting growing consumer demand for dairy-free options.

A particularly valuable part of the event was connecting with First Nations chef Chris Jordan and Nathan Lovett, CEO of the National Indigenous Culinary Institute and EMD of AUS Native Foods. These discussions provided insight into emerging trends in native Australian ingredients and their potential integration into the tavern menu. Additionally, opportunities for training programs and workforce development were identified, which could play a key role once operations commence.

A major focus for us was around packaging and food wrapping solutions, particularly around sustainability, recyclability, and biodegradability. This is especially important for island operations, where waste reduction and environmental responsibility are key priorities.

Importantly, the event also highlighted updates around food legislation and food safety

compliance. This included new and evolving requirements for food labelling, ensuring transparency in ingredients, allergens, nutritional information, and product origin. Staying compliant with these regulations will be critical for both takeaway and packaged offerings.



Events

We have had our CLP applications granted and our first event in June with the State of Origin Game 2. We have had further meetings with the project team to discuss the Tavern kitchen and the next phases of this project. In the mean time we will continue to have regular events at the Tavern and provide Community with some monthly events.

FINANCIAL & RESOURCE IMPLICATIONS

Hospitality and Accommodation activities are occurring within the parameters of the adopted 2025/26 operational budgets.

RECOMMENDATION

That Council receive and note the Hospitality and Accommodation report for May 2026.

19 CORRESPONDENCE

- Correspondence from the Minister for Local Government and Water and Fire Disaster Recovery and Volunteers – RE: Stop Canberra’s Disaster Recovery Funding Cuts – 1 Page.

20 GENERAL BUSINESS

21 CONFIDENTIAL REPORTS

21.1 Finance Write Offs over \$1000

RECOMMENDATION

In accordance with Local Government Regulation 2012 (Qld) Section 254J, (3) (i) it is recommended that this report be presented in closed session as it contains personal information.

22 NEXT MEETING

The next scheduled ordinary council meeting will be held on 22 July 2026.

23 CLOSURE