



# ORDINARY MEETING 21 AUGUST 2024

# AGENDA

**Time:** 10.30am to 5.00pm

**Venue:** (Microsoft TEAMS)

Meeting ID: 430 295 436 817

Passcode: XW65oF

## ORDER OF BUSINESS

10.30am	<p>A. WELCOME &amp; QUORUM CONFIRMATION   ACKNOWLEDGEMENTS   OPENING PRAYER   OBSERVANCES</p> <p>B. APOLOGIES</p> <p>C. CONFLICT OF INTEREST DECLARATIONS</p> <p>D. LIVE STREAM. <i>This meeting is live streamed on Council's YouTube Channel.</i></p>
	<p><b>1. CONFIRMATION OF MINUTES (24 JULY 2024)</b></p> <p>1.1. Update on Action Items from Previous Meetings</p> <p><b>2. MAYORAL REPORT</b></p> <p><b>3. CHIEF EXECUTIVE OFFICER REPORTS</b></p> <p>3.1. TSIRC 10 Priorities – Advocacy Plan – <i>verbal update</i></p> <p>3.2. CEO Monthly Report (August 2024)</p>
	<p><b>DEPUTATIONS</b></p>
11.45am	<p><b>DEPUTATION: Australian Government Department of Agriculture, Fisheries and Forestry (DAFF)</b></p> <p><u>Discussion Topic:</u> Torres Strait and Northern Peninsula Area Biosecurity Strategy</p> <p><u>Deputation Lead Speaker:</u> Mr Wayne See Kee PSM   Assistant Secretary, Science and Surveillance Group   DAFF</p> <p><u>Other Deputation Attendees:</u></p> <ul style="list-style-type: none"><li>• Emma Atkins   Director, Far Northern Biosecurity Initiative (Cape York and Torres Straits)   Biosecurity Queensland   DAFF</li><li>• Murray Korff   Director, Torres Strait and Field Operations   DAFF</li><li>• Paul Mery   Secretariat – Biosecurity Working Group   Assistant Director, Torres Strait and Field Operations   DAFF</li><li>• (Observer) George Nona, Assistant Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry</li><li>• (Observer) Ewan Gunn, Manager, Environment and Health, Community Services Department, Torres Strait Island Regional Council</li></ul> <p><i>TSIRC Executive Responsible for Deputation (Chief Executive Officer)</i></p>

## OFFICER REPORTS FOR DECISION

### 4. BUILDING SERVICES DIRECTORATE

Nil.

### 5. COMMUNITY SERVICES DIRECTORATE

Nil.

### 6. CORPORATE SERVICES DIRECTORATE

6.1 Community Grants Program Allocation (July 2024)

6.2 Funding Acquisition Report (July 2024)

6.3 Operational Plan 2023-24 Outcomes Report

6.4 Entertainment and Hospitality Policy

### 7. ENGINEERING SERVICES DIRECTORATE

Nil.

### 8. FINANCIAL SERVICES DIRECTORATE

8.1 Financial Dashboard Report (July 2024)

## 9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

### 10. BUILDING SERVICES DIRECTORATE

Nil.

### 11. COMMUNITY SERVICES DIRECTORATE

11.1. Tender Consideration Plan – “Too Deadly Diabetes Program”

*[Reason for closed discussion: This report is presented in the closed meeting of the Council as it involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

### 12. CORPORATE SERVICES DIRECTORATE

12.1. Mirabou Energy - Renewable Energy Project Update) – late paper

*[Reason for closed discussion: These matters involve negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

### 13. ENGINEERING SERVICES DIRECTORATE

13.1. Award Tender No.TSIRC 2024-649 Erub Reservoir Refurbishment

*[Reason for closed discussion: This matter contains negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

13.2. Award Tender No.TSIRC 2024-692 Saibai School and Hospital Road Pavement Upgrade

*[Reason for closed discussion: This matter contains negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

**13.3. Award Tender No.TSIRC 2024-732 Poruma and Iama Aerodrome Safety Improvements**

*[Reason for closed discussion: This matter contains negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

**13.4. Information Report – Capital Works**

*[Reason for closed discussion: This matter contains negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

**14. FINANCIAL SERVICES DIRECTORATE**

Nil.

**15. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION**

**16. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION**

**17. MATTERS ARISING**

**18. INFORMATION REPORTS**

**18.1. (Nil) - BUILDING SERVICES**

**18.2. COMMUNITY SERVICES - Community Services (July 2024)**

**18.3. CORPORATE SERVICES - Corporate Services Information Report (July 2024)**

**18.4. ENGINEERING SERVICES – Engineering Operations**

**18.5. ENGINEERING SERVICES – Water and Wastewater**

**19. NEXT MEETING – 17-18 SEPTEMBER 2024 (Dauan)**

**20. CLOSE OF MEETING & PRAYER**

5.00pm



## ORDINARY MEETING 21 AUGUST 2024

Agenda Item

# 1

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### CONFIRMATION OF MINUTES / ORDINARY COUNCIL MEETING (24 JULY 2024)

#### **OFFICER RECOMMENDATION:**

Council confirms the Minutes of the Ordinary Meeting held on 24 July 2024.

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#### **EXECUTIVE SUMMARY:**

Section 254F(4) of the *Local Government Regulations 2012* requires that at each local government meeting, the minutes of the previous meeting must be confirmed by the councillors or committee members present.

#### **Interested Parties/Consultation:**

N/A

#### **Background / Previous Council Consideration:**

The previous monthly Ordinary Council meeting was held on 24 July 2024.

Section 254F(6) of the *Local Government Regulation 2012* requires that a copy of the minutes of each local government must be made publicly available by 5pm on the tenth day after the meeting is held. To meet these compliance requirements, a copy of the draft Minutes from the last meeting were circulated to the Executive Leadership Team for input prior to being posted on the Council website.

Following confirmation of the Minutes by Council, the confirmed Minutes will replace the draft Minutes on the Council website.



**COMPLIANCE / CONSIDERATIONS:**

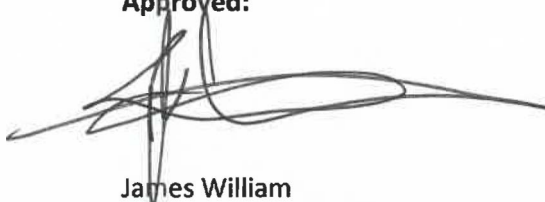
<b>Statutory:</b>	Section 254F(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery Pillar One – People ( <i>Bisnis – Pipol</i> ) Outcome 4: We are a transparent, open and engaging council. ➤ 4.2 Evolve Council’s communication channels and community’s access to information.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

**Other Comments:**

Nil.

**Recommended:**

Susanne Andres  
Executive Director Corporate Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Draft Minutes of the Ordinary Council Meeting on 24 July 2024.



ORDINARY MEETING  
24 JULY 2024

# MINUTES

**Time:** 10.30am (*meeting commenced at 9.40am*)

**Venue:** TSRA Ranger's Facility, Erub (Torres Strait)  
*Meeting ID: 498 055 779 579*  
*Passcode: 3ncVoB*

**PRESENT:**

**Mayor**

Division 1 – Boigu

Division 3 – Saibai

Division 4 – Mabuiag

Division 6 – Arkai (Kubin), Mua Island

Division 7 – Wug (St. Pauls Community), Mua Island

Division 8 – Kirirri (Hammond Island)

Division 9 – Iama

Division 10 – Warraber

Division 11 – Poruma

Division 12 – Masig

Division 13 – Ugar

Division 14 – Erub

Division 15 – Mer

Cr Phillemon Mosby

Cr Dimas Toby

Cr Chelsea Aniba

Cr Keith Fell

Cr Iona Manas – *via TEAMS*

Cr John Levi

Cr Seriako Dorante

Cr Aggie Hankin – *via TEAMS*

Cr Kabay Tamu

Cr Francis Pearson

Cr Ted Mosby

Cr Rocky Stephen

Cr Nixon Mye

Cr Bob Kaigey

**APOLOGIES:** Division 2 – Dauan

Division 5 – Badu / **Deputy Mayor**

Cr Torenzo Elisala

Cr Ranetta Wosomo

**OFFICERS:**

**Chief Executive Officer**

Executive Director Building Services

Executive Director Community Services

Executive Director Corporate Services

Executive Director Engineering Services

Executive Director Financial Services

Manager People & Wellbeing

Executive Support Coordinator

Acting Executive Assistant to the Mayor

TSIRC Secretariat

Mr James William

Mr Wayne Green

Mr Dawson Sailor

Ms Susanne Andres

Mr David Baldwin

Ms Hollie Faithfull

Mr Anthony King

Ms Sharon Russell

Ms Emma Williams

Mr Darryl Brooks – *via TEAMS*

**A. WELCOME & QUORUM CONFIRMATION | ACKNOWLEDGEMENTS | OPENING PRAYER  
| OBSERVANCES**

At 9.41am, the Mayor welcomed Councillors to the Ordinary Council meeting for the month of July 2024, noting that a quorum of members were present.

**B. NOTING OF APOLOGIES**

The following apologies were noted by Council:

Division 2 – Dauan	Cr Torenzo Elisala
Division 5 – Badu	Cr Ranetta Wosomo

Resolution

#C24-28/2024-07/B

CR FELL / CR PEARSON

**Council accepts the apologies of Cr Torenzo Elisala and Cr Ranetta Wosomo for the July 2024 Ordinary Council Meeting.**

**CARRIED UNANIMOUSLY**

**C. CONFLICT OF INTEREST DECLARATIONS**

Cr Keith Fell advised that he will be declaring a conflict of interest in relation to Agenda Item 6.1 (Community Grants Program Allocation – June 2024).

**D. LIVE STREAM**

The Mayor earlier advised Council at the commencement of proceedings that this meeting is being LIVE STREAMED.

**1. CONFIRMATION OF MINUTES (25 June 2024)**

#C24-28/2024-07/1

CR FELL / CR MOSBY

**Council confirms the Minutes of the Ordinary Meeting held on 25 June 2024.**

**CARRIED UNANIMOUSLY**

**1.1. ACTION ITEMS UPDATE**

The Chief Executive Officer (Mr James William) spoke to this item. Items noted as 'completed' during this update will be deleted from future reports. The update was noted by Council.

**Action:**

Chief Executive Officer to present to the August 2024 Council meeting an advocacy plan to promote Council's 10 priorities.

## 2. MAYORAL REPORT

The Mayor spoke to his report. The report was noted by Council.

➤ *The Council meeting was suspended from 11.00am to 11.20am for morning tea.*

## 3. CHIEF EXECUTIVE OFFICER REPORTS

### 3.1. CHIEF EXECUTIVE OFFICER MONTHLY REPORT (JULY 2024)

The Chief Executive Officer (Mr James William) spoke to his report. The report was noted by Council.

### 3.2. MASIG STATEMENT TASKFORCE – TERMS OF REFERENCE

#C24-28/2024-07/3.2

CR DORANTE / MYE

That Council:

1. Endorses the recommended Terms of Reference for the Masig Statement Divisional Taskforce;
2. Request the Chief Executive Officer to develop and implement an Action Plan outlining the support from Council to this group; and
3. Encourage all Councillors to use the Masig Statement as the starting point for engagement and dialogue with local, regional, government and non-government stakeholders.

**CARRIED UNANIMOUSLY**

## 4. BUILDING SERVICES DIRECTORATE

Nil

## 5. COMMUNITY SERVICES DIRECTORATE

Nil

## 6. CORPORATE SERVICES DIRECTORATE

- *Cr Keith Fell declared a Conflict of Interest in relation to 1(c) below (as the applicant is his grandson) and was not present during Council deliberation on this particular application.*
- *Cr Bob Kaigey declared a Conflict of Interest in relation to 1(d) below (as he is a participant and member of group) and was not present during Council deliberation on this particular application.*

### 6.1 Community Grants Program Allocation (June 2024)

#C24-28/2024-07/6.1

That Council resolves to allocate Community Grants Program funding to the following applicants in accordance with the *Community Grants Policy*:

1. For the month of June 2024, Community Grants applications received for the *eligible amounts* requested for:

(a) CG2024-099 - URAPUN THAYAK FOOTBALL TEAM for the amount of \$1,000.00, exclusive of GST;

- (b) CG2024-107 – ARAGUN WARRIORS RUGBY LEAGUE for the amount of \$1,000.00, exclusive of GST;

*MOVED: CR FELL  
SECONDED: CR TAMU  
CARRIED UNANIMOUSLY*

- (c) CG2024-132 – ANAKIN FELL for the amount of \$2,500.00, exclusive of GST;

*MOVED: CR LEVI  
SECONDED: CR STEPHEN  
CARRIED UNANIMOUSLY*

- (d) CG2024-134 - MER GEDKEM LE TORRES STRAIT ISLANDERS RNTBC CORPORATION for the amount of \$9,830.00, exclusive of GST;

*MOVED: CR TOBY  
SECONDED: CR FELL  
AGAINST: CRS MYE, LEVI & TAMU  
CARRIED*

2. Note that no applications were received where insufficient funds exist;
3. Note the grant applications processed Out-of-Cycle, Funeral donations and Funeral Travel Assistance provided in June 2024 in accordance with the Community Grants Policy.

*MOVED: CR ANIBA  
SECONDED: CR FELL  
CARRIED UNANIMOUSLY*

## 6.2 Funding Acquisition Report (June 2024)

#C24-28/2024-07/6.2

CR PEARSON / CR FELL

Council notes the report and its content.

*CARRIED UNANIMOUSLY*

## 6.3 TSIRC Standing Committee & Advisory Committees

#C24-28/2024-07/6.3

CR FELL / CR KAIGEY

Council:

- (a) Resolves to note the Minutes of the Interim Special Committee to Review Council's Standing Committees meeting held on 10 June 2024 (Attachment 1) and accepts the recommendations contained in those Minutes;
- (b) Resolves, in accordance with section 264 of the *Local Government Regulation 2012*, to abolish the following existing Standing Committees:
  - (i) Climate Change Adaptation and Environment Committee (established in July 2020), including the Committee's current Terms of Reference
  - (ii) Strategic Advisory Reference Group Committee (established in July 2020), including the Committee's current Terms of Reference

- (iii) Safe and Healthy Communities Committee (established in July 2020), including the Committee's current Terms of Reference
- (iv) Economic Growth Committee (established in July 2020), including the Committee's current Terms of Reference
- (v) Cultural Arts and Heritage Committee (established in July 2020 and renamed as the Culture, Arts, Land and Heritage Committee in October 2020), including the Committee's current Terms of Reference
- (vi) Governance and Leadership Committee (established in July 2020), including the Committee's current Terms of Reference;
- (c) Resolves, in accordance with section 264(1)(a) of the *Local Government Regulation 2012*, to establish the Strategic Action Reference Group as a Standing Committee and to adopt the Terms of Reference at Attachment 2;
- (d) Resolves, in accordance with section 264(1)(b) of the *Local Government Regulation 2012*, to establish the following Advisory Committees:
  - (i) Housing, Families and Safe and Healthy Communities (HFSHC) Advisory Committee and to adopt the Terms of Reference at Attachment 3 and appoints the following Chairperson and Members to the Committee:
    - Cr Keith Fell (Chairperson)
    - Cr Francis Pearson (Member)
    - Cr John Levi (Member)
  - (ii) Governance and Leadership Advisory Committee and to adopt the Terms of Reference at Attachment 4 and appoints the following Chairperson and Members to the Committee:
    - Cr Dimas Toby (Chairperson)
    - Cr Nixon Mye (Member)
    - Cr Ranetta Wosomo (Member) – TBC between Councillor and Mayor
  - (iii) Economic Growth (EG) Advisory Committee and to adopt the Terms of Reference at Attachment 5 and appoints the following Chairperson and Members to the Committee:
    - Cr Rocky Stephen (Chairperson)
    - Cr Torenzo Elisala (Member) – TBC between Councillor and Mayor
    - Cr Iona Manas (Member) – TBC between Councillor and Mayor
  - (iv) Culture, Arts, Land & Heritage (CALH) Advisory Committee and to adopt the Terms of Reference at Attachment 6 and appoints the following Chairperson and Members to the Committee:
    - Cr Chelsea Aniba (Chairperson)
    - Cr Aggie Hankin (Member)
    - Cr Bob Kaigey (Member)
  - (v) Environment & Climate Adaptation (ECA) Advisory Committee and to adopt the Terms of Reference at Attachment 7 and appoints the following Chairperson and Members to the Committee:
    - Cr Kabay Tamu (Chairperson)
    - Cr Ted Mosby (Member)
    - Cr Seriako Dorante (Member)
- (e) Resolves, in accordance with section 264 of the *Local Government Regulation 2012*, to abolish the Interim Special Committee to Review Council's

Standing Committees (established in April 2024), including the Committee's current Terms of Reference;

- (f) Resolves that Advisory Committee meeting dates for 2024 will be determined by each Committee Chairperson in consultation with the lead Executive Officer; and
- (g) Resolves that the next meeting of the Strategic Action Reference Group be held on 14 August 2024 and that the Committee determine its remaining schedule of meetings for 2024.

**CARRIED UNANIMOUSLY**

#### **6.4 Policy Review: Standing Orders Policy; Meeting Procedures Policy; Advertising Spending Policy; Acceptable Requests and Communication Protocol Policy**

#C24-28/2024-07/6.4

CR MYE / CR PEARSON

The Council resolves to:

1. adopt the following updated and amended policies in the terms presented to Council:
  - Advertising Spending Policy
  - Acceptable Request Guidelines Policy (previously Acceptable Request and Communication Protocol Policy)
  - Standing Orders Policy;
2. repeal the Meeting Procedures Policy previously adopted by Council in June 2022; and
3. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the amended and endorsed policy, including the power to make any further minor administrative amendments to the policy as they arise.

**CARRIED UNANIMOUSLY**

#### **6.5 2025-30 TSIRC Corporate Plan – Community Consultation**

#C24-28/2024-07/6.5

CR FELL / CR ANIBA

Council notes the report and requests that the community engagement strategy be resubmitted to the Strategic Action Reference Group for endorsement.

**CARRIED UNANIMOUSLY**

#### **6.6 2024-25 TSIRC Operational Plan**

#C24-28/2024-07/6.6

CR FELL / CR LEVI

That Council resolve to:

1. endorse the Operational Plan for the 2024-2025 financial year, in accordance with Section 174 of the *Local Government Regulation 2012*; and

2. delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to make any further minor administrative amendments to the Operational Plan as they arise.

**CARRIED UNANIMOUSLY**

**ACTION:**

1. Overall objective for each Directorate to be included towards the front of each Directorate section of the document.
2. Inclusion of a stronger link to Corporate Plan objectives in a future Operational Plan.

**7. ENGINEERING SERVICES DIRECTORATE**

Nil

**8. FINANCIAL SERVICES DIRECTORATE**

**8.1. Financial Dashboard Report (June 2024)**

#C24-28/2024-07/8.1

CR MYE / CR TOBY

That Council receive and endorse the monthly financial statements attached to the officer's report for the 2023-24 year to date, for the period ended 30 June 2024, as required under Section 204 of the *Local Government Regulation 2012*.

**CARRIED UNANIMOUSLY**

**8.2. Contractual Matter – QBuild Approvals Under Delegation**

#C24-28/2024-07/8.2

CR FELL / CR PEARSON

Council notes the report and its content.

**CARRIED UNANIMOUSLY**

**8.3. Auditor-General's Observation Report for the Interim Audit for the Year Ending 30 June 2024**

#C24-28/2024-07/8.3

CR PEARSON / CR KAIGEY

Council notes the Auditor-General's Observation Report on the interim audit for the year ending 30 June 2024.

**CARRIED UNANIMOUSLY**

**8.4. 2024-25 Original Budget**

#C24-28/2024-07/8.4

CR FELL / CR TAMU

That Council adopts in accordance with Section 169 and Section 170 of the *Local Government Regulation 2012*, Council's Original Budget for the 2024-2025 Financial Year as presented, incorporating:



- (i) The statements of financial position;
- (ii) The statements of cashflow;
- (iii) The statements of income and expenditure;
- (iv) The statements of changes in equity;
- (v) The long-term financial forecast;
- (vi) The revenue statement;
- (vii) The revenue policy (adopted by Council resolution on 25 June 2024);
- (viii) The relevant measures of financial sustainability;
- (ix) The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget; and
- (x) Capital budget.

**CARRIED UNANIMOUSLY**

#### 8.5. 2024-25 Waste Management Utility Charges

#C24-28/2024-07/8.5

CR STEPHEN / CR KAIGEY

That Council resolves, pursuant to Section 94 of the *Local Government Act 2009* and Section 99 of the *Local Government Regulation 2012* (Qld), to make and levy waste management utility charges for the supply of waste management services by the Council for the 2024/2025 financial year as follows by reference to the following Service Category Definitions:

##### Service Category Definitions

SERVICE CHARGE CATEGORY	DESCRIPTION
Residential	Land that is occupied and used solely for residential purposes (excluding residential land the subject of a 40-year lease to the State Government).
Mixed-Use	Land that is used, in part, for residential purposes and used, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities. This category includes residential properties that: <ul style="list-style-type: none"> <li>a) are owned by Council where the tenant is running a business from home; or</li> <li>b) are owned by the occupant as a private property, a Katter Lease and includes private property where the owner/lessee is operating a business.</li> </ul>

<b>Commercial</b>	<p>Land that is occupied and used for commercial/industrial purposes, including, but not limited to:</p> <ul style="list-style-type: none"> <li>• guest houses, hotels, motels;</li> <li>• shops, tourist facilities, arts and culture activities;</li> <li>• land used by government or utility (telecommunications, electricity);</li> <li>• providers to aid in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.</li> </ul> <p>This category also includes all other land that does not fall within the Service Charge Categories of “Residential” or “Mixed-Use”.</p>
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**Residential:**

- (a) An annual access charge of \$160.00 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Residential”).

**Mixed-Use:**

- (b) An access charge of \$799.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Mixed-Use”.

**Commercial:**

- (c) An access charge of \$1,598.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Commercial”.

**CARRIED UNANIMOUSLY****8.6. 2024-25 Sewerage Utility Charges**

#C24-28/2024-07/8.7

CR FELL / CR PEARSON

Council resolves, pursuant to Section 94 of the *Local Government Act 2009* and Section 99 of the *Local Government Regulation 2012* (Qld), to make and levy sewerage utility charges for the supply of sewerage services by the Council for the 2024/2025 financial year as follows by reference to the following Service Category Definitions:

**Service Category Definitions**

SERVICE CHARGE CATEGORY	DESCRIPTION
Residential	Land that is occupied and used solely for residential purposes (excluding residential land the subject of a 40-year lease to the State Government).

<b>Mixed-Use</b>	<p>Land that is used, in part, for residential purposes and used, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities. This category includes residential properties that:</p> <ul style="list-style-type: none"> <li>a) are owned by Council where the tenant is running a business from home; or</li> <li>b) are owned by the occupant as a private property, a Katter Lease and includes private property where the owner/lessee is operating a business.</li> </ul>
<b>Commercial</b>	<p>Land that is occupied and used for commercial/industrial purposes, including, but not limited to:</p> <ul style="list-style-type: none"> <li>• guest houses, hotels, motels;</li> <li>• shops, tourist facilities, arts and culture activities;</li> <li>• land used by government or utility (telecommunications, electricity);</li> <li>• providers to aid in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.</li> </ul> <p>This category also includes all other land that does not fall within the Service Charge Categories of “Residential” or “Mixed-Use”.</p>

**Residential:**

- (a) An annual access charge of \$287.70 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Residential”.

**Mixed-Use:**

- (b) An annual access charge of \$1,439.00 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof) or 1-3 wall hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Mixed-Use”

**Commercial:**

- (c) An annual access charge of \$2,877.50 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof) or 1-3 wall hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Commercial”.

**CARRIED UNANIMOUSLY****8.7. 2024-25 Water Utility Charges**

#C24-28/2024-07/8.7

CR TOBY / CR FELL

- Council resolves, pursuant to Section 94 of the *Local Government Act 2009* and Section 99 of the *Local Government Regulation 2012* (Qld) to make and levy water utility charges for the supply of water services by Council for the 2024/2025 financial year as follows by reference to the following Service Category Definitions:

**Service Category Definitions**

SERVICE CHARGE CATEGORY	DESCRIPTION
Residential	Land that is occupied and used solely for residential purposes (excluding residential land the subject of a 40-year lease to the State Government).
Mixed-Use	<p>Land that is used, in part, for residential purposes and used, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities. This category includes residential properties that:</p> <ul style="list-style-type: none"> <li>a) are owned by Council where the tenant is running a business from home; or</li> <li>b) are owned by the occupant as a private property, a Katter Lease and includes private property where the owner/lessee is operating a business.</li> </ul>
Commercial	<p>Land that is occupied and used for commercial/industrial purposes, including, but not limited to:</p> <ul style="list-style-type: none"> <li>• guest houses, hotels, motels;</li> <li>• shops, tourist facilities, arts and culture activities;</li> <li>• land used by government or utility (telecommunications, electricity);</li> <li>• providers to aid in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.</li> </ul> <p>This category also includes all other land that does not fall within the Service Charge Categories of “Residential” or “Mixed-Use”.</p>

**Residential:**

- (a) An annual access charge of \$240.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Residential”.

**Mixed Use:**

- (b) An annual access charge of \$1,202.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Mixed-Use”.
- (c) In respect of all such properties and/or premises that fall within the Service Charge Category of “Mixed-Use” at which a water meter is installed on the water service connection to such property and/or premises, water use shall be charged at the rate of \$1.66 per kilolitre for all water passing through the water meter

**Commercial:**

- (d) An annual access charge of \$2,405.00 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Commercial”.
- (e) In respect of all such properties and/or premises that fall within the

Service Charge Category of “Commercial”. at which a water meter is installed on the water service connection to such property and/or premises, water use shall be charged at the rate of \$3.32 per kilolitre for all water passing through the water meter.

And

2. Council resolves, pursuant to Section 102 of the *Local Government Regulation 2012* (Qld) that a water meter will be taken to be read on a particular day (nominated day) if the water meter is read at anytime within 2 weeks before the nominated day or 2 weeks after the nominated day.

**CARRIED UNANIMOUSLY**

#### 8.8. 2023-24 Estimated Statement of Financial Position

#C24-28/2024-07/8.8

CR FELL / CR ANIBA

Council notes the Estimated Statement of Financial Position in accordance with Section 205 of the *Local Government Regulation 2012*.

**CARRIED UNANIMOUSLY**

➤ *Council meeting suspended from 1.55pm to 3.05pm for lunch break.*

#### 9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2024-07/9

CR LEVI / CR KAIGEY

The Council resolves to close the meeting to the public pursuant to section 254J of the *Local Government Regulation 2012* to allow the Council to discuss items listed on the agenda for closed discussion and for the reasons outlined under those items.

**CARRIED UNANIMOUSLY**

#### 10. BUILDING SERVICES DIRECTORATE

##### 10.1. Forward Remote Capital Program – Approval of Funds to Commence Construction on Two Modern Methods of Construction Dwellings

*[Reason for closed discussion: This report relates to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#C24-28/2024-07/10.1

CR FELL / CR PEARSON

Council resolves to approve:

1. Allocation of funds and issuance of purchase order to QBuild for the costs associated with the construction of two dwellings as part of the Forward Remote Capital Program - Housing Investment Strategy; and

2. **Delegation of authority to the Chief Executive Officer, pursuant to Section 257 of the *Local Government Act 2009* to approve, finalise and execute any and all matters in relation to this funding program.**

**CARRIED UNANIMOUSLY**

## 11. COMMUNITY SERVICES DIRECTORATE

Nil.

## 12. CORPORATE SERVICES DIRECTORATE

### 12.1. Loban Marine Pty Ltd: Extension of Provision of Ferry Service Subsidy for Transportation Between Hammond Island and Thursday Island

*[Reason for closed discussion: This report is presented in the closed meeting of the Council under section 254J of the Local Government Regulation 2012, to discuss matters of the following nature:*

*(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;*

*(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#C24-28/2024-07/12.1

CR ANIBA / CR STEPHEN

**Council resolves:**

1. Pursuant to section 235(a) of the *Local Government Regulation 2012*, that Loban Marine Pty Ltd is the only supplier reasonably available to deliver ferry services between Thursday Island and Hammond Island;
2. To extend the existing Hammond Island Ferry Service Subsidy Agreement with Loban Marine Pty Ltd by Deed of Variation to 31 December 2024 under the same conditions as contained in the existing Subsidy Agreement;
3. Pursuant to Sections 236 and 257 of the *Local Government Act 2009* (Qld), to delegate to the CEO the power to negotiate, make, sign, amend or discharge the extension of the Ferry Service Subsidy Agreement with Loban Marine Pty Ltd, as a sole supplier, to provide the ferry services in accordance with the Ferry Service Subsidy Agreement.

**CARRIED UNANIMOUSLY**

- *The Mayor requested that this matter be escalated to himself for follow-up if no traction is gained in the immediate future in securing external funding to maintain the Ferry Service Subsidy.*
- *Cr Dorante also requested that this matter be prioritised for resolution within the next six months.*

## 13. ENGINEERING SERVICES DIRECTORATE

### 13.1 Award Tender No.TSIRC 2023-604 Badu Island Reservoir Main Construction

*[Reason for this matter to be discussed in Closed Business: This report relates to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#C24-28/2024-07/13.1

CR FELL / CR MYE

**Council resolves to:**

- Award Tender No. TSIRC 2023-604 Badu Island Rising Main Construction to Torres Strait Island Homes Pty Ltd for an amount of and up to \$897,700.00 excl. GST; and
- Delegate power to the Chief Executive Officer, pursuant to section 257 of the *Local Government Act 2009* to negotiate, finalise, and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.

**CARRIED UNANIMOUSLY**

### 13.2 INFORMATION REPORT – CAPITAL WORKS

*[Reason for this matter to be discussed in Closed Business: This report relates to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#C24-28/2024-07/13.2

CR PEARSON / CR FELL

**Council notes this report.**

**CARRIED UNANIMOUSLY**

**Action:**

Cr Toby requested an update in relation to the Boigu Road. The Executive Director Engineering Services to follow-up and advise out of session.

- *At 3.50pm, all staff (except the Chief Executive Officer) were requested by the Mayor to temporarily leave the meeting during discussion of Agenda Item 14.1.*

## 14. CHIEF EXECUTIVE OFFICER

### 14.1. Grafton Street (Cairns) Lease

#C24-28/2024-07/14.1

CR LEVI / CR MOSBY

**Council resolves to:**

1. Endorse the proposed Lease Renewal in line with Option 3 as outlined in the report for the lease renewal for 111 to 115 Grafton Street Cairns, Levels 3 & 4 totalling in a net lettable area of 1452m<sup>2</sup>.

2. Delegate power to the Chief Executive Officer, pursuant to Section 257 of the *Local Government Act 2009* to submit, approve, finalise, and execute any and all matters in relation to this Leasing renewal process.

**CARRIED UNANIMOUSLY**

➤ *All staff returned to the meeting at 4.20pm.*

**15. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION**

#C24-28/2024-07/15

CR KAIGEY / CR TAMU

The Council resolves to move out of closed discussions pursuant to Section 254I of the *Local Government Regulation 2012*.

**CARRIED UNANIMOUSLY**

**16. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION**

Council formally resolved on the decisions taken in relation to Agenda Items 10-14 above.

**17. MATTERS ARISING**

(a) Funding for Dialysis Unit on Badu (Mayor)

The Mayor requested background information in relation to Commonwealth Government funding for the Dialysis Unit on Badu. The Mayor is unable to remember any approaches to Council on this matter.

**Action:**

Executive Director Community Services to follow-up.

(b) Hammond Island Ferry Services (Cr Dorante)

Cr Dorante enquired whether the report on the Hammond Island Ferry Subsidy can be shared with the Chairperson of the Torres Strait Regional Authority (TSRA).

**Action:**

Executive Director Corporate Services to follow-up.

(c) Demolition of Houses - Request for options for those families effected (Cr Kaigey)

Cr Kaigey requested that Council explore options available to those families whose homes are scheduled for demolition – are there any alternative options (repair, rather than demolish?).

**Action:**



Executive Director Community Services to follow-up further and send relevant information to the Mayor to escalate.

**18. INFORMATION REPORTS**

- 18.1. BUILDING SERVICES: Building Services Update (June 2024)**
- 18.2. COMMUNITY SERVICES: Community Services (June 2024)**
- 18.3. CORPORATE SERVICES: Corporate Services Information Report (July 2024)**
- 18.4. ENGINEERING SERVICES: Monthly Water & Wastewater Report (July 2024)**
- 18.5. ENGINEERING SERVICES: Engineering Operations (July 2024)**

Council noted the reports. The Mayor encouraged Councillors to follow-up directly with Executive Directors if they required clarification on any matters contained in the Information Reports.

**19. NEXT MEETING – 21 AUGUST 2024 (Microsoft TEAMS)**

Noted by Council.

**20. CLOSE OF MEETING & PRAYER**

The Mayor made special acknowledgement on how well received the recent visits and consultations by Executive Directors and staff have been received across the Divisions – both from Division staff and the communities themselves.

The Mayor also mentioned that prior to the next Council meeting there may be a regional leaders' forum (date not yet confirmed) to be funded by the Torres Strait Regional Authority to explore regional governance/regional assembly matters and to draft arrangements for the August 23 Anniversary of the Masig Statement.

The Mayor formally closed the meeting at 4.40pm and Cr Fell delivered the closing prayer.

MINUTES CONFIRMED – 21 August 2024

.....  
Cr Phillemon Mosby  
Mayor  
Torres Strait Island Regional Council  
Date: 21 August 2024

.....  
James William  
Chief Executive Officer  
Torres Strait Island Regional Council  
Date: 21 August 2024

# AGENDA ITEM 1.1



## ORDINARY MEETING ACTION ITEMS

*[as at 12 August 2024]*

Agenda Item	Action	Action Area	Current Status
July 2024 Mtg  AI 1.1  Action Items Update	Chief Executive Officer to present to the August 2024 Council meeting an advocacy plan to promote Council's 10 priorities.	Chief Executive Officer	
July 2024 Mtg  AI 6.6  2024-25 TSIRC Operational Plan	<ol style="list-style-type: none"> <li>Overall objective for each Directorate to be included towards the front of each Directorate section in the document.</li> <li>Inclusion of a stronger link to Corporate Plan objectives in a future Operational Plan.</li> </ol>	Executive Director Corporate Services	<p>Actioned – close</p> <p>Future action</p>
July 2024 Mtg  AI 13.2  Information Report – Capital Works	Cr Toby requested an update in relation to the Boigu Road. The Executive Director Engineering Services to follow-up and advise out of session.	Executive Director Engineering Services	
July 2024 Mtg  AI 17(a)  Funding for Dialysis Unit on Badu	Executive Director Community Services to provide background information in relation to Commonwealth Government funding for the unit.	Executive Director Community Services	TCHHS CEO Mr Rex O'Rourke on leave, however his office is sending information to TSIRC CEO and ED Community Services.

Agenda Item	Action	Action Area	Current Status
July 2024 Mtg AI 17(b) Hammond Island Ferry Services	Executive Director Corporate Services to advise if the report on the Hammond Island Ferry Subsidy can be shared with the TSRA Chair.	Executive Director Corporate Services	TSRA officer advised they are happy with verbal update and the statistics already provided by TSIRC – close
July 2024 Mtg AI 17(c)	Executive Director Community Services to provide advice on options for families effected by upcoming demolition (alternatives to demolition due to shortage of housing).	Executive Director Community Services	Both properties are not occupied, occupants staying with relatives. Housing will liaise with Cr Kaigey and PBC to address overcrowding and vacant homes. Demolition of asset is not expected for a while.
May 2024 Mtg AI 16 Items Arising	<p>1. <u>Strategic Briefing for the 10 x TSIRC Priorities &amp; Investment Plan in Council Assets</u></p> <p>Chief Executive Officer to coordinate the preparation of a briefing paper to be presented to the August 2024 Council Meeting (or soon thereafter) on the 10 x TSIRC Priorities.</p> <p>The Mayor stressed that this matter needs to be finalised ASAP so that communities are prepared ahead of lobbying by political candidates in the lead-up to the 2024 State Government and TSRA elections.</p>	Chief Executive Officer	<p>In progress.</p> <p>Asset Investment Plan currently being developed and should be finalized by end-2024.</p> <p>Long-term (5-10yrs) Operational Plan being developed for submission to funding agencies.</p> <p>Budget process is being changed as well as looking at advocacy priorities.</p>
May 2024 Mtg AI 5.3 2024/25 Fees and Charges	Council to explore opportunities internal to purchase gas with rental credits etc; and AfterPay facility ( <i>ED Community Services to follow-up</i> ).	ED Community Services	Ongoing. Option will be explored once other priority matters including Rental Debt Management approach is proposed for CEOs approval.
May 2024 Mtg AI 3	Executive Director Community Services to prepare letter for Chief Executive Officer signature to DSDSATSIP (John Conroy) indicating a timeline for the provision of updated	ED Community Services	Completed. Letter sent 26 <sup>th</sup> July 2024 from CEOs Office.

Agenda Item	Action	Action Area	Current Status
Mayoral Report	master plans for Hammond Island, Poruma and lama as these are under an older format.		
Apr 2024 Mtg AI 2.1 Community Grants Program Allocation (Apr 2024)	Council's Community Grants Policy to be reviewed as part of the May 2024 Council Workshop agenda.	ED Corporate Services	Updated policy to be submitted for Council approval following clearance by SARG.
Jan 2024 Mtg AI 21 Fuel & Fleet Update	Executive Director Corporate Services to brief Council on contingency fuel supplies across the TSIRC footprint.	ED Corporate Services	TBA, strategy development in 2024/25 with Community Services Directorate. 25/07/2024: in progress as above 08/08/2024: generators are on route from Townsville, installation likely in September
Oct 2023 Mtg AI 31 (c) Business Arising (from Information Reports)	<u>Ugar Dredging Matters (Cr Rocky Stephen)</u>  November 2023 Council Workshop to consider options to address issues in relation to dredging matters for standard Ugar access.	ED Engineering Services	Ongoing. Off-shore disposal option being pursued and in discussions with consultant and contractors. Final report being finalised and likely by end August 2024.  No funding available and likelihood of funds being available is an Advocacy action – subject to Council determined priorities. Likely requirement is \$40m-\$60m.
Sept 2023 Mtg AI 7 Mayor Report	ED Corporate Services to explore social media options for Councillors to promote TSIRC News.	ED Corporate Services	In progress. Discussed at May Council workshop Requires further development. 08/08/2024: still in progress



**Torres Strait Island**  
REGIONAL COUNCIL

**MAYORAL MONTHLY  
REPORT  
AUGUST ORDINARY  
MEETING.**

**PERIOD: JULY | AUGUST  
2024.**



# MAYOR ENGAGEMENTS

## VERBAL UPDATE

### July 2024

- 25 July | Community Consultation/Information Session | Erub
- 30 July | Joint Facility Opening | QPS, Border Force, Bio Security | Saibai Island.
- 31 July | Commissioning and Naming of the new Police Vessel – “Paul Ray Dai” | Thursday Island.

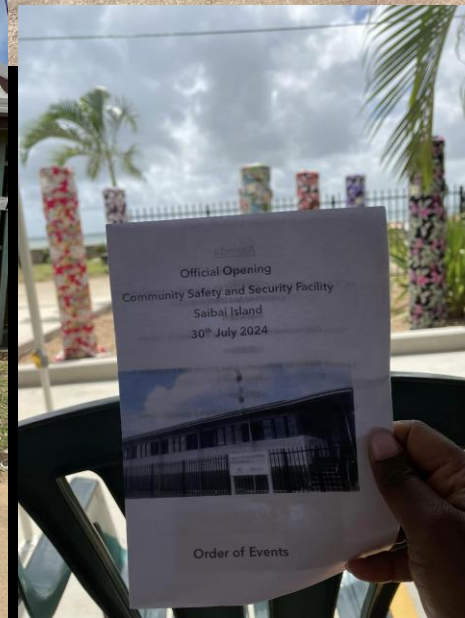
### August 2024

- 5 August | NBN Upgrades & Regional Connectivity | Cairns
- 7 August | Filming – Budget Report | Cairns.
- 7 August | Interview with Cairns Post – Torres & Cape | Cairns
- 8 August | MoU Discussion TSRA & TSIRC | Cairns

### August 2024

- 9 August | TSIRC – NPARC & TSC Mayors | Discussion | Advancing the Region | Cairns
- 12 August | Interview with Carli NITV | Response to TCHHS report | Cairns
- 12 August | Strategic Advocacy | Introduction – Jessica Buxton | Cairns
- 14 August | SARG Meeting | Cairns
- 15 August | Accord | Angus Sutherland LGAQ | Brisbane
- 15 August | Modular Housing Inspection | Stradbroke Island | Brisbane













Torres Strait Island Regional Council Mayor Phillemon Mosby, Torres Shire Council Mayor Elsie Seriat and Northern Peninsula Area Regional Council Mayor Robert Poipoi have refused to meet with Health Minister Shannon Fentiman this week.

# Indigenous mayors snub Health Minister

Samuel Davis

Angry Indigenous leaders have refused to meet with Health Minister Shannon Fentiman following the release of a critical healthcare report into services provided in northern Cape York and Torres Strait communities.

But Ms Fentiman has fired back, claiming she has held multiple meetings with First Nations mayors since August to address concerns raised about healthcare in remote communities.

Queensland Health issued the first part of an investigation into the treatment of First Nations peoples by Torres and Cape Hospital and Health Service following several delays earlier this week.

Investigators interviewed more than 70 people and reviewed more than 400 documents in completing the 183-page report, sparked by the

death of a Bamaga toddler in June last year and public outcries calling for improved health services.

At a meeting in Cairns on Friday, Ms Fentiman invited health workers, community members and organisations to discuss the findings, including eight recommendations, highlighted in the document.

But Torres Strait mayors Elsie Seriat and Phillemon Mosby, along with Northern Peninsula Area Regional Council Mayor Robert Poipoi, boycotted the event, citing concerns with the investigation process and a lack of consultation.

"We have not previewed the report prior to it being disclosed in a taskforce meeting today," Mr Mosby said. "We haven't been involved in the first part of the report that was promised by the Queensland government under their investigation model.

"We know that the report ... is not independent. They are investigating themselves."

Mr Mosby said he, along with other leaders, were compelled to write to former premier Annastacia Palaszczuk last year imploring her to address an "epidemic" in their region.

"We're seeing a high prevalence of avoidable deaths of at least three deaths a week and growing for a population of 15,000 people, indicative of the neglect of essential primary health care services and chronic disease," Mr Mosby said.

"Because there's no prevention, chronic disease is on the rise and because they're not diagnosed we're catching them at the end where they should be receiving palliative care."

The Health Minister said she had engaged with Torres Strait Regional Authority chairman Pedro Stephen and

mayors extensively throughout the process.

"I have met with them six times since this investigation commenced," Ms Fentiman said.

"There has been a very high level of consultation. I set up a community roundtable."

"I was disappointed that (some of) the mayors couldn't be part of the briefing today but we'll continue to work with them."

Preventable illnesses, sub-standard infrastructure and a lack of culturally appropriate care were key issues in communities like Bamaga, Seisia and New Mapoon, Mr Poipoi said.

"We need a big improvement in our health system, training our own people to work together with doctors and qualified staff, so that we can meet our cultural protocols through the system," he said. "Families need that

strong voice from us as elected leaders from our regions.

"In my region, my population is outgrowing the resources at the moment. I need better health outcomes for my region. That's where I stand."

"We don't want to be another statistic within the health system."

Ms Fentiman acknowledged that more work needed to be done to close the health gap in Cape York and the Torres Strait.

"We have to bring the community with us and we have to do more to build that trust and engage with the community but we also need to be doing more on early intervention and prevention," she said.

The first part of the report highlighted longstanding health issues in the region, opposition health spokeswoman Ros Bates said.

The second and final part of the report is due later this year.







*Office of the Chief Executive Officer*

*AUTHOR: Chief Executive Officer*

## **CHIEF EXECUTIVE OFFICER REPORT**

### **OFFICER RECOMMENDATION:**

**That Council notes the Chief Executive Officer Report for August 2024.**

---

### **Executive Summary:**

The Chief Executive Officer's monthly report summarises key operational activities undertaken since the previous Council meeting, including any key media activities.

### **1. Highlights**

- Attended the Quandamooka Festival to view a completed and fully furnished version of the TSIRC Community Housing Prototype design. Mayor, Cr. Fell and Cr. Tamu also in attendance.
- Scott Mason (LG Services) on site in Cairns last week, to continue his engagement with progressing the TAP.
- Engagement of Jessica Buxton to focus on strategic advocacy
- Positive reception to meetings held with Senators, Ministers and MP's to discuss our region and its priorities.

### **2. Media Coverage**

- Torres and Cape Health Service independent review outcome.

### **3. Building Services**

#### **Highlights**

- Several staff attended and completed the following training from outer Divisions Backhoe, Skid steer, Excavator, Load & Unload, Workplace Health & Safety, Asbestos Awareness, Silicosis Awareness
- Community & PBC Consultation at Mabuia – all key stakeholders partnering together to deliver new housing at Mabuia
- Partnered with QFleet to provide 10 new vehicles to enable improved delivery of BSU (maintenance) on ground – vehicles will be purposed built.

#### **Key focus areas for the month ahead:**

- Quandamooka visit as the TSIRC designed house has been installed at Quandamooka, Mayor, CEO, Cr Fell and Cr Tamu to attend inspection along with key stakeholders.
- Delivery meetings being planned with TSIRC/Housing & QBuild to advance and improve our service delivery – what can we do to work together to streamline services.
- Currently planning workshop for frontline delivery Managers and Staff in early September, in Cairns.
- Currently formulating a number of grant applications to advocate for funding for new subdivision (Warraber) and Demolitions (Reclaiming Residential Land Project 50 plus possible demolitions identified).

## 4. Community Services

### Highlights:

#### Environment & Health

- Animal Management Training
- Experience huge shortage of staff, flow on impact by increase of workload
- Asbestos – commence work on terms of reference to revive the Sustainability Waste Management Group

#### Housing

- Develop Rental debt recovery plan with Legal and Housing and Safe Community Committee for CEO and Council consideration
- Focus on recruitment of Housing Team in liaison with People & Wellbeing and union.

#### Divisional Admin

- Deliver Erub Ordinary meeting & Plan for Dauan Ordinary Meeting in September 2024
- End of financial year finalization and commence projects and programs for 2024/25 budget i.e. accommodation package and streamlining accountable documents.

### Key focus areas for the month ahead:

- Coordinating August 23 celebrations
- Gather + Grow – commence project on food security across the region
- Digital Inclusion – Audit of infrastructure and resources; survey (continued)

## 5. Corporate Services

### Highlights:

- Works for QLD funding application submitted - \$4.58M for replacement of 4 x mechanics sheds + fit out
- 2024/25 commercial licence agreements issued
- Starlink roof mounting equipment arrived and dispatched to each designated building receiving a Starlink connection
- Successful community and PBC director meetings on Mabuiag to discuss Native Title consent for new homes
- Machinery, Asbestos and Heights training delivered

### Key focus areas for the month ahead:

- Corporate Plan community consultation meetings on Mabuiag and Badu
- Implement refreshed Community Grants application and acquittal forms
- Continue with annual reporting requirements for legal department
- Installation of Starlink equipment
- Trustee Policy consultation meetings on Hammond Island, St Pauls, Kubin and Mabuiag
- Commence negotiations of Certified Agreement
- Expect delivery of two Gold Coast Garbage trucks to Cairns

## 6. Engineering Services

### Highlights:

- Prep work for Erub and St Pauls renewal projects
- \*Jasper\* round of next QRA Road etc works being scoped. D Baldwin confirmed travel with QRA CEO to some divisions.
- Multiple projects designed and tendered out, such as Saibai Roads, Poruma and Lama airport fencing etc, Erub Reservoir.
- MSQ completed Badu 'repair/make safe' jetty works with TSIRC input.

- Marine Top Western projects progressing, primary/specialist consultants awarded or being assessed.

Key focus areas for the month ahead:

- Water security/network losses. In particular Kubin and Erub.
- Tech officers dispatched to assist with leaks in network and at households.
- Emergency desal works ordered for Mabuiag, possible extra unit planned for transit to Island.
- Focus on comms with TSRA re water projects and wastewater.
- In particular a proposal for comprehensive network leak detection project utilizing specialists and infra-red, acoustic, etc technology.

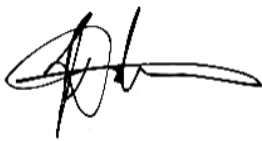
## 7. Financial Services

Highlights:

- Drafting 23/24 Financial Statements
- Business Practices Review Workshops with all departments
- Manager, Procurement and Contracts attended Advancing Qld Procurement Conference
- 24/25 Budget Adopted by Council
- Review OH Model with Executives and obtained feedback from Executives
- Working with Deloitte on Digital Tree
- Working with Engineers to submit capital claims to funders – focusing on cashflow for organisation.

Key focus areas for the month ahead:

- External Audit on site for 23/24 final audit visit
- Collation of Business Practices Review Data
- Go-live for HRP – CiA
- Finalisation of Grafton St 3-year Lease
- Finalisation of License to Occupy for Thursday Island office space and residential properties
- Preparation for the Comprehensive Valuation proposed for onsite visits in October



James William  
Chief Executive Officer

**From:** Mery, Paul <Paul.Mery@aff.gov.au>  
**Sent:** Thursday, 15 August 2024 3:10 PM  
**To:** Secretariat  
**Subject:** RE: Request to attend TSIRC meeting on 21 August 2024 to discuss the Torres Strait and Northern Peninsula Area Biosecurity Strategy [SEC=OFFICIAL]  
**Attachments:** Biosecurity Working Group - TSIRC meeting paper - August 2024.pdf; Att A - TS and NPA Biosecurity Strategy.pdf; Att B - Biosecurity in TS and NPA Placemat.pdf

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

If in any doubt, delete the message or call IT Services for assistance.

**OFFICIAL**

Good afternoon Darryl,

For the Deputation to the council meeting next Wednesday, please find attached:

Find attached:

- Meeting Paper
- Attachment A – Torres Strait and Northern Peninsula Area Biosecurity Strategy
- Attachment B – Biosecurity in the Torres Strait and Northern Peninsula Area Placemat

Hopefully all comes through satisfactorily. Please let me know if you require any further information.

Attendees will be:

- Wayne See Kee, Assistant Secretary, Science and Surveillance Group, Department of Agriculture, Fisheries and Forestry
- Emma Atkins, Director, Far Northern Biosecurity Initiative (Cape York and Torres Straits), Biosecurity Queensland, Department of Agriculture and Fisheries
- Murray Korff, Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry
- Paul Mery, Secretariat – Biosecurity Working Group, Assistant Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry
- 

We also request consideration to the following attending as observers:

- George Nona, Assistant Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry
- Ewan Gunn, Manager, Environment and Health, Community Services Department, Torres Strait Island Regional Council

Once you have dial-in details please forward through to me and I will distribute appropriately.

Thank you.

Kind regards,

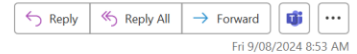
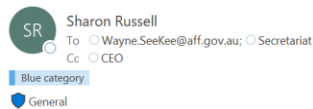
Paul Mery

Secretariat – Biosecurity Working Group

Assistant Director | Torres Strait and Field Operations  
**Department of Agriculture, Fisheries and Forestry**  
Science and Surveillance Group | Biosecurity Plant and Science Services Division  
Building 114, Catalina Crescent, Cairns International Airport, Cairns QLD 4870 Australia  
GPO Box 858 Canberra ACT 2601  
Mobile 0439 845 268 | [paul.mery@aff.gov.au](mailto:paul.mery@aff.gov.au)  
[www.agriculture.gov.au](http://www.agriculture.gov.au)



We acknowledge the Traditional Custodians of Australia and their continuing connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodians of the lands we live and work on, their culture, and their Elders past and present.



Good Morning Wayne,

The CEO has approved this deputation and is very keen for you to present to Council. Please be aware we are always restricted with time and can potentially only offer you a 20-minute time slot to complete your presentation. Our Secretariat Officer, Darryl, can assist you further.

[@Secretariat](#) can you please communicate with Mr. See Kee regarding further instructions and the available timeslot/s you have.

Kind Regards,

**Sharon Russell | Executive Support Coordinator**  
**Corporate Services Department**

Torres Strait Island Regional Council



Phone: 0407 358 272  
Email: [sharon.russell@tsirc.qld.gov.au](mailto:sharon.russell@tsirc.qld.gov.au)  
Address: Level 3, 111 - 115 Grafton Street, Cairns, QLD 4870  
Website: [www.tsirc.qld.gov.au](http://www.tsirc.qld.gov.au)  
Find us on:   

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\*\*\*\*\*

**From:** See Kee, Wayne <[Wayne.SeeKee@aff.gov.au](mailto:Wayne.SeeKee@aff.gov.au)>  
**Sent:** Thursday, August 8, 2024 12:57 PM  
**To:** CEO <[CEO@tsirc.qld.gov.au](mailto:CEO@tsirc.qld.gov.au)>  
**Cc:** Emma Atkins <[Emma.Atkins@daf.qld.gov.au](mailto:Emma.Atkins@daf.qld.gov.au)>; Korff, Murray <[Murray.Korff@aff.gov.au](mailto:Murray.Korff@aff.gov.au)>; Mery, Paul <[Paul.Mery@aff.gov.au](mailto:Paul.Mery@aff.gov.au)>  
**Subject:** Request to attend TSIRC meeting on 21 August 2024 to discuss the Torres Strait and Northern Peninsula Area Biosecurity Strategy [SEC=OFFICIAL]

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Hi James

Thank you for the opportunity to meet with you on 29 July 2024.

Following on our discussions, I am writing to request an audience with Torres Strait Island Regional Council (TSIRC) at its next meeting scheduled for 21 August 2024 to update councillors on the Torres Strait and Northern Peninsula Area Biosecurity Strategy. Members of the Queensland Department of Agriculture and Fisheries (QDAF) would join me in presenting to the council.

As you may be aware, TSIRC, along with Northern Peninsula Area Regional Council, Torres Shire Council and the Torres Strait Regional Authority are signatories to the Torres Strait and Northern Peninsula Area Biosecurity Strategy and play key roles in progressing agreed initiatives, consistent with the objectives of the Strategy, through a Biosecurity Working Group (BWG) jointly chaired by DAFF and QDAF.

The last BWG meeting was held in November 2023 and we are looking to refresh the strategy and seeking council's continued support and views on potential areas of improvement. The strategy forms an important role in engaging with the NPA and Torres Strait Island communities, identifying priority work to determine the key biosecurity issues, threats, strategies, and actions required to deal with biosecurity risks.

Pending council availability, we request 1 hour to present and seek input on the following discussion points:

- Biosecurity Strategy Refresh
- South to North Project
- Biosecurity Threats
- Key Projects
- Council representatives on the BWG
- Next BWG Meeting Date (tentatively proposed 6 November)



## TORRES STRAIT AND NORTHERN PENINSULA AREA BIOSECURITY WORKING GROUP

### Torres Strait Island Regional Council

### Meeting Paper

#### What is biosecurity?

Biosecurity risks include pests, weeds and diseases that affect our health, or the health of our animals and plants, damage our environment, or alter our way of life. Biosecurity is the management of these risks to the economy, the environment, and the community, created by pests, weeds and diseases entering, emerging, establishing or spreading.

#### Biosecurity Risks in Torres Strait and the Northern Peninsula Area

The Torres Strait and Northern Peninsula Area (TS&NPA) region is one of the highest biosecurity incursion risk areas in Australia. Its close proximity to northern neighbours (Papua New Guinea, Indonesia and Timor Leste), migration of species and the existence of the Torres Strait Treaty which allows thousands of traditional visitors from PNG into the Torres Strait each year, poses an ever-present risk of plant, animal and aquatic health pest and disease incursions.

Details regarding several high-impact species that could threaten the environment, livelihood and culture of communities in the TS&NPA region are as follows.

**Exotic fruit flies**, including the Oriental fruit fly, Carambola fruit fly and Mexican fruit fly are highly invasive species that threaten Australia's fruit production as well as our ability to export to other countries. Exotic fruit flies would make it difficult to grow many kinds of fruit including mango, paw paw and tomato.



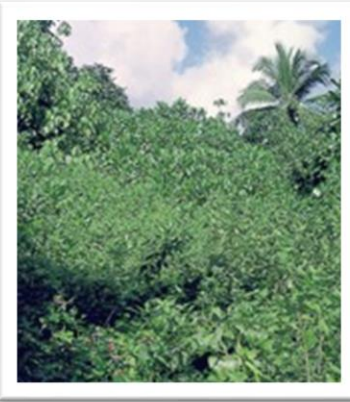

Local Impact – loss of fruit for food and cultural use



**Avian influenza (or bird flu)** is a highly contagious disease affecting several species (mainly birds). It is caused by a virus, some strains of which are highly lethal and others milder. The virus can mutate, meaning a mild strain could suddenly change to cause much more serious disease.

Some wild birds can carry and spread the virus without showing signs of disease. Domestic poultry, especially chickens are often more at risk than other birds.

Local Impact - Whilst normally associated with chickens and migratory birds, certain types of AI may also impact pigs, cattle, dugong and turtles.

<p><b>Black sigatoka</b> is a devastating banana disease found in most banana producing countries, including our nearest northern neighbours. It is a fungal disease that destroys banana leaves, reducing the number and size of fruit.</p> <p><u>Local Impact - loss of banana plants for food and cultural use</u></p>	
	<p>There are several lethal <b>diseases of coconut</b> and other palm trees around the world caused by phytoplasmas, which are unique disease-causing agents related to bacteria, but which behave like viruses in many ways. The phytoplasmas are spread from tree to tree by insects. Once infected, the tree quickly declines and dies only several months after showing first symptoms.</p> <p><u>Local Impact – loss of coconut trees for coconut production, shade and cultural use.</u></p>
<p><b>Siam weed</b> is one of the world’s worst weeds, with a phenomenal growth rate and massive seed production. Plants can reach 10 metres by scrambling through adjacent vegetation. It forms impenetrable thickets to three metres tall in open sites, such as riverbanks and pastures. It can smother tropical fruit crops, young forestry plantations and pastures. It is also a serious environmental weed, invading native woodlands and posing a major fire hazard in the dry season.</p> <p><u>Local Impact – siam weed would compete with local plants and take over areas of forest displacing native vegetation.</u></p>	
 <p>(red imported fire ant)</p>	<p><b>Invasive Ants</b> (Yellow crazy ant, red imported fire ant, Singapore ant, tropical fire ant and electric ant)</p> <p>Invasive ants are some of the most disruptive of introduced pests due to their dominance of a wide range of other species both plant and animal, broad appetites, and adaptability to various environments.</p> <p><u>Local Impact – extinction of local fauna and possibly flora, affect living conditions, impact pets and children, and exclude people from enjoying outdoor areas or visiting cultural sites. Ants could cause damage to infrastructure and would increase costs of managing infrastructure.</u></p>

### **The Torres Strait and Northern Peninsula Area Biosecurity Strategy**

The Torres Strait and Northern Peninsula Area Biosecurity Working Group (BWG) is co-chaired by the Australian Government Department of Agriculture, Fisheries and Forestry (DAFF) and the Queensland Government Department of Agriculture and Fisheries (QDAF) and is comprised of representatives of the following organisations with the aim of providing a collaborative forum to ensure that regional biosecurity approaches are co-ordinated, delivered in a culturally sensitive manner and reflect community priorities:

- Torres Strait Island Regional Council
- Northern Peninsula Area Regional Council
- Torres Shire Council
- Torres Strait Regional Authority (TSRA)
- DAFF
- QDAF
- Department of Foreign Affairs and Trade
- other agencies operating in the region.

An Executive Steering Group (the TS&NPA ESG) co-chaired by the Chief Biosecurity Officer (QDAF) and the First Assistant Secretary, Biosecurity Plant and Science Services Division (DAFF) oversees the work of BWG.

*The Torres Strait and Northern Peninsula Area Biosecurity Strategy* (the Strategy) was developed through consultation and input from the BWG membership and launched on 21 November 2018 (refer [Attachment A](#)) in recognition of the unique challenges and opportunities in the management of biosecurity risks in the region. The three local governments in the TS and NPA region and TSRA are signatories to the Strategy and play key roles in progressing agreed initiatives, consistent with the objectives of the Strategy.

BWG meeting 18 was held on 15 November 2023.

Proposed date for BWG Meeting 19 is Wednesday, 13 November 2024 on Thursday Island.

### **Collaborative Achievements Through the Biosecurity Working Group**

The BWG has established a collaborative partnership, representative of community and stakeholders across the TS&NPA, to jointly identify and progress priority projects. Achievements to date include:

Pest Prioritisation - Through consultations with subject matter experts, the project produced a priority pest list of high impact species that threaten the region. The list can be used as a reference to drive community education programs, early warning surveillance, and assist to identify interventions to reduce risks to the region.

South to North Control Program – A need was identified to enhance biosecurity capability to reduce potential entry and spread of animal pests and diseases. The program roll-out in 2021 included a part-time compliance officer deployed in Cairns and a Prevention and Control Program being introduced into Sea Swift and Torres Shire Council business practices, which is currently under

redevelopment and review. QDAF is seeking to engage with Council about this during the next Council meeting.

Waste Movement (Abandoned Vehicles) Project - Abandoned vehicles present a high biosecurity risk as these goods are often exposed to an outdoor environment for extended periods of time and they are typically neglected. Abandoned vehicles kept in this state greatly increases the likelihood of contamination and the establishment of pests. Protocols have been developed and agreed by relevant authorities to manage biosecurity risks associated with the movement of abandoned vehicles under permit.

Black Sigatoka Pilot Project – The pilot project was designed to investigate and assess the technical feasibility of enhanced management of black Sigatoka, and disease suppression with a view to eradication in the Torres Strait. In summary, the outcomes were:

1. Eradication of black Sigatoka in the Torres Strait does not appear to be technically feasible, and re-infection via wind from PNG is a high possibility.
2. The primary interest of communities was improved banana management and production rather than suppression of black Sigatoka.
3. The BWG recommended that further investments have a broader focus (such as a broad range of banana pests and diseases) and include the dual objectives of increased biosecurity awareness and improved local horticultural production.

Biosecurity Communications - The Collaborative Biosecurity Communications Strategy has been effectively implemented into business as usual by BWG member agencies. The aim of the strategy is to improve community understanding of biosecurity threats, and participation and support to biosecurity measures in the Torres Strait and NPA region through co-ordinated engagement approaches between BWG members and other relevant parties.

Refer Attachment B for further detail regarding the development of the Strategy and collaborative achievements through the BWG to date.

### **For TSIRC Consideration**

As a key stakeholder and authority in the region, TSIRC's views on the following matters are listed for consideration at the August councillors meeting:

- Address queries from TSIRC members regarding the objectives and implementation of the *Torres Strait and Northern Peninsula Area Biosecurity Strategy*.
- Explore options to facilitate ongoing participation by TSIRC decision-makers in the planned review of the Strategy, the BWG and projects progressed through the forum.
- Identify current and emerging biosecurity threats of particular concern to TS and NPA communities to help inform areas of future focus for the BWG.

### **Attachments**

- Attachment A - Torres Strait and Northern Peninsula Area Biosecurity Strategy (2018)
- Attachment B - Torres Strait and Northern Peninsula Area Biosecurity Strategy Placemat briefing

Contact for enquiries regarding the BWG - [naqs.mailbox@agriculture.gov.au](mailto:naqs.mailbox@agriculture.gov.au)



# Torres Strait and Northern Peninsula Area Biosecurity Strategy





# Biosecurity is the management of risks to the economy, the environment, and the community, created by pests, weeds and diseases entering, emerging, establishing or spreading

This strategy has been developed in recognition of the unique challenges and opportunities in the management of biosecurity risks in Torres Strait and the Northern Peninsula Area of Queensland. Biosecurity risks includes pests, weeds or diseases that affect our health, or the health of our animals and plants, damage our environment, or alter our way of life.



# Community Leader's Joint Message

For millennia – since bepor taim – Indigenous peoples of the Torres Strait and Northern Peninsula Area have practiced traditional land and sea management in accordance with Ailan Kastom, Aboriginal Lore/Law and native title rights and interests. Because of this continuing stewardship, the region remains one of the richest and most intact environments on earth.

Our region still faces many environmental challenges, including those resulting from invasive animals, plants and diseases that exist here now or have the potential to arrive here from other regions, particularly Papua New Guinea and mainland Australia. This Torres Strait and Northern Peninsula Area Biosecurity Strategy has been developed in recognition of the unique challenges and opportunities in the management of biosecurity risks in Torres Strait and the Northern Peninsula Area of Cape York Queensland.

The Strategy has been developed in close collaboration and with goodwill between all stakeholders who have responsibility for the management of biosecurity in the region. This includes all levels of government, Traditional Owners (through Registered Native Title Bodies Corporates) and island communities who have worked together to determine the key biosecurity issues, threats, strategies and actions required to deal with these biosecurity risks. This strategy will ensure that this unified working relationship promotes a spirit of cooperation between all parties which should continue into the future if our future generations are to enjoy the region's pristine environment that we all have access to now.

On behalf of the Torres Strait Regional Authority, Torres Shire Council, Torres Strait Island Regional Council and Northern Peninsula Area Regional Council, we acknowledge the significant effort and collective wisdom that has helped develop this Biosecurity Strategy. We are passionate and committed to protecting and maintaining our environment and culture and look forward to working together under this Strategy to achieve our collective vision:

**'We will support sustainable communities, protect the unique and pristine environments within our region, and play our part in preventing the movement of damaging pests and diseases, through practical, integrated and culturally appropriate biosecurity risk management.'**



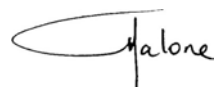
Mayor  
Fred Gela  
Torres Strait Island  
Regional Council



Chairman  
Pedro Stephen  
Torres Strait  
Regional Authority



Mayor  
Edward Newman  
Northern Peninsula Area  
Regional Council



Mayor  
Vonda Malone  
Torres Shire Council

25 September 2018

# Artist Acknowledgements



**Artist:** Freddy David  
**Date of Birth:** 1979  
**Community:** Poruma Island  
**Language:** Torres Strait Creole, Kala Lagaw Ya  
**Artwork Title:** Land, Sea and Water  
**Medium:** Lino print on paper

Land, sea and sky are important resources to the people of the Torres Strait. The use of these resources are vital to our daily activities and for the survival of our people.  
Land – weaving, gardening and dancing.  
Sea – hunting and gathering.  
Sky – navigation and power supply.



**Artist:** Mersane Nona  
**Date of Birth:** 1978  
**Community:** Badu Island  
**Language:** Torres Strait Creole, Kala Lagaw Ya  
**Artwork Title:** Ingui Kozen Mingu Thonar (Sharing of Food)  
**Medium:** Lino print on paper

The sea is our life and is significant in so many ways to me. My artwork is about the days of *athe* and *aka*, *bipotaim* (before time) when the men would gather seafood. The food would be shared amongst the whole village no matter how small the catch.  
All the families from each village near or far would still get a share. This was how *Gud pasin* (Good Way) was shown by the people towards each other. *Gud pasin* demonstrates how we look after each other, young or old, men or women.  
I believe that this custom was significant as it maintained strong bonds of kinship between people and created unity. Depicted in my artwork are garfish, parrot fish, mullet, green sea turtle eggs and dugong. The houses represent the villages joined by a path to signify that food gathered and caught from hunting will be shared, no matter how far the path may be. The powerful image of a man's arm holding a hunting spear symbolises the role played by the men in the Torres Strait as providers of food from the sea.



**Artist:** Teho Ropeyarn  
**Title and date:** Lukuyn - Apudthama 2017  
**Medium:** two colour ink vinylcut print on 300gsm hahnemühlepaper  
**Dimension:** 124cmx220cm  
Edition of 5 (State II)  
**Printer:** Theo Tremblay  
**Photo credit:** Michael Marzik 2017

*Lukuyn - Apudthama* (2017) refers to the blood connection maintained through the Injinoo Ikya Aboriginal Language. The work emphasises the ancestral connection that maintains the strength of the four Injinoo clans who have lived on traditional lands for thousands of years.  
The spirit stream depicted contains the four main totems from each clan, and designs representing the environment of Injinoo traditional lands, including its freshwater and saltwater areas. The four main totems are: the Uwinthyn – the freshwater turtle of the Ankgamuthi nation; the Utaga – the dingo of the Atambaya nation; the Ikambala – the crocodile of the Yadhaykana nation; and the Urruvu – the land goanna of the Gudang nation. The designs of the four main totems are featured in the spirit stream as tracks by or patterning on an animal



## Our Vision

We will support sustainable communities, protect the unique and pristine environments within our region, and play our part in preventing the movement of damaging pests and diseases, through practical, integrated and culturally appropriate biosecurity risk management.



## Biosecurity in the region

Good biosecurity benefits our local communities as well as the Australian mainland. We can be affected by the damage pests, weeds or diseases cause to our food crops, our natural environment and our lifestyle (including our health). A strong biosecurity focus for many years, particularly limiting the movement of pests and diseases from our near northern neighbours, Papua New Guinea (PNG) and Indonesia, has minimised these impacts and helped to maintain our unique lifestyle.

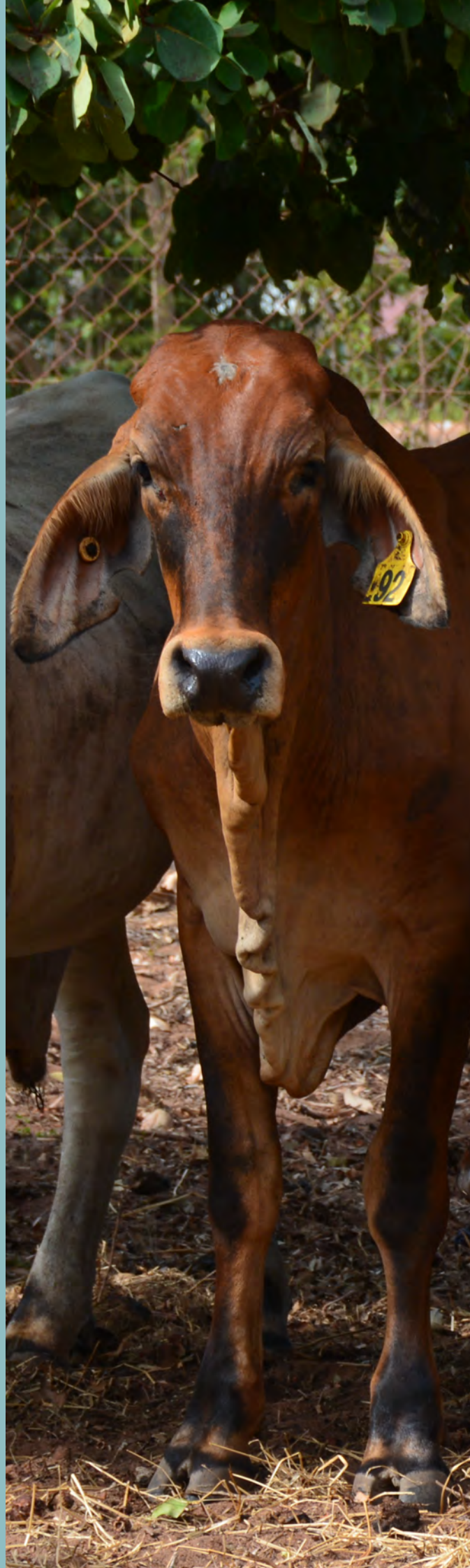
There are a number of natural ways in which pests, weeds and diseases can move from these countries into the region, such as the traditional movements of people under treaty arrangements, wind and air currents, migratory animals, traditional vessel movements and unauthorised foreign fishing. We control these where possible and monitor for new incursions when controls are not possible. Our efforts have minimised these serious biosecurity risks, not only to the region, but also to mainland Australia.

Unfortunately, biosecurity risks to the region are on the rise for many reasons, including: more movement of people and goods; easier access through sealing of the Peninsula Development Road; climate change; and changing land use. Movements from mainland Australia also concern us, with the majority of new weeds arriving from the mainland rather than from our northern neighbours. This strategy outlines how we will work together to address these challenges.

# Our Guiding Principles

Collaboration and working in partnership will be the key to our success. This recognises that no single organisation can effectively manage biosecurity risks alone. We are committed to:

- Addressing threats moving into, within and out of the region
- Using local expertise and knowledge and building local capability and capacity
- Ensuring our way of operating is consistent with local communities
- Using a consistent approach in dealing with all biosecurity risks
- Improving effectiveness through being timelier and responsive and being adaptable to different biosecurity issues
- Ensuring we consider all ways of dealing with each threat, including prevention, preparedness, response and ongoing management
- Seamless service delivery across government agencies
- Striking a balanced approach that considers the impact on our environment, culture, health and economy
- Sharing intelligence around biosecurity risks to help us make better decisions regarding how to tackle them







# Our Objectives

**We are committed to achieving better biosecurity outcomes in the region by:**

- Preventing the introduction of new pests, weeds and diseases into the region, including those that present a risk to human health
- More effective management of existing pests, weeds and diseases.
- Being more timely and effective when we respond to a new pest, weed or disease
- Prompt reporting of new pests, weeds or diseases and being prepared when we find them

**We are committed to building local biosecurity management capability by:**

- Developing a culture of cooperation and respect
- Practising collaborative decision-making
- Developing better local intelligence for managing biosecurity threats and early reporting
- Ensuring better access to, and coordination of, resources and training
- Promoting better understanding and awareness of biosecurity.

**We are committed to promoting the biosecurity priorities for the region by:**

- Improving management of these priorities
- Improving and building relationships across all stakeholders
- Increasing awareness of the importance of the region to Australia's biosecurity

# Our Priorities

A holistic approach to biosecurity management with better engagement of local communities and seamless service delivery across government agencies will help us achieve better on the ground biosecurity outcomes. To achieve this partnership approach, we will focus our efforts on six priority areas.

## Collaborative governance and decision-making

Effective biosecurity management requires a collaborative partnership between all levels of government, the community and industry.

Better strategies and decisions come when people are directly involved in the strategy design and decision-making discussions.

### We will focus on



- encouraging effective community participation relevant to each community
- more effective regional coordination of biosecurity management
- tapping into the knowledge and strengths of local communities.

## Understanding priority threats and pathways

Limited resources need to be targeted to where we can get our best return on investment. We also need to know which biosecurity risks should receive priority attention, including those exotic to the region and those already present.

### We will focus on



- assessment of priority pests, weeds and diseases and their entry pathways
- better intelligence systems
- enhancing early reporting
- more effective management of risks

A key is to prevent movement of pests, weeds and diseases into, within and out of the region.





## Making biosecurity more meaningful to communities

Biosecurity needs to balance all stakeholder needs, both external to the region and local communities. Local communities need to see tangible benefits from biosecurity and need to be engaged in designing local solutions to biosecurity problems.

### We will focus on



- preventing biosecurity risks coming from the mainland, as well as from the north
- more flexible ways of managing biosecurity within the quarantine zones, particularly mechanisms to allow movement of produce
- assisting communities to deal with local priority pest, weeds and diseases

## Assessing information and building awareness

Ongoing communication and awareness raising with local communities and other people working or visiting the region is essential so that people understand the importance of biosecurity, their own obligations and to encourage maximum cooperation.

### We will focus on



- an enhanced education and awareness program that uses a multi-channel approach, including biosecurity ambassadors
- updating biosecurity education, awareness and signage materials used in the region
- improved effectiveness of the Cape York Biosecurity Centre



## Improved responsiveness

A key to effective biosecurity management is early detection of new incursions and prompt response actions. To be more responsive, we need to tap into local expertise and resources, conduct better planning appropriate to the region and get better understanding at state and national decision-making levels of the issues facing us in the region.

### We will focus on



- partnering with local communities and tapping into local expertise
- response strategies tailored for priority pests and diseases relevant to the region and utilising the natural advantages presented by local communities and geography
- taking a more flexible, innovative and responsive approach when considering responses

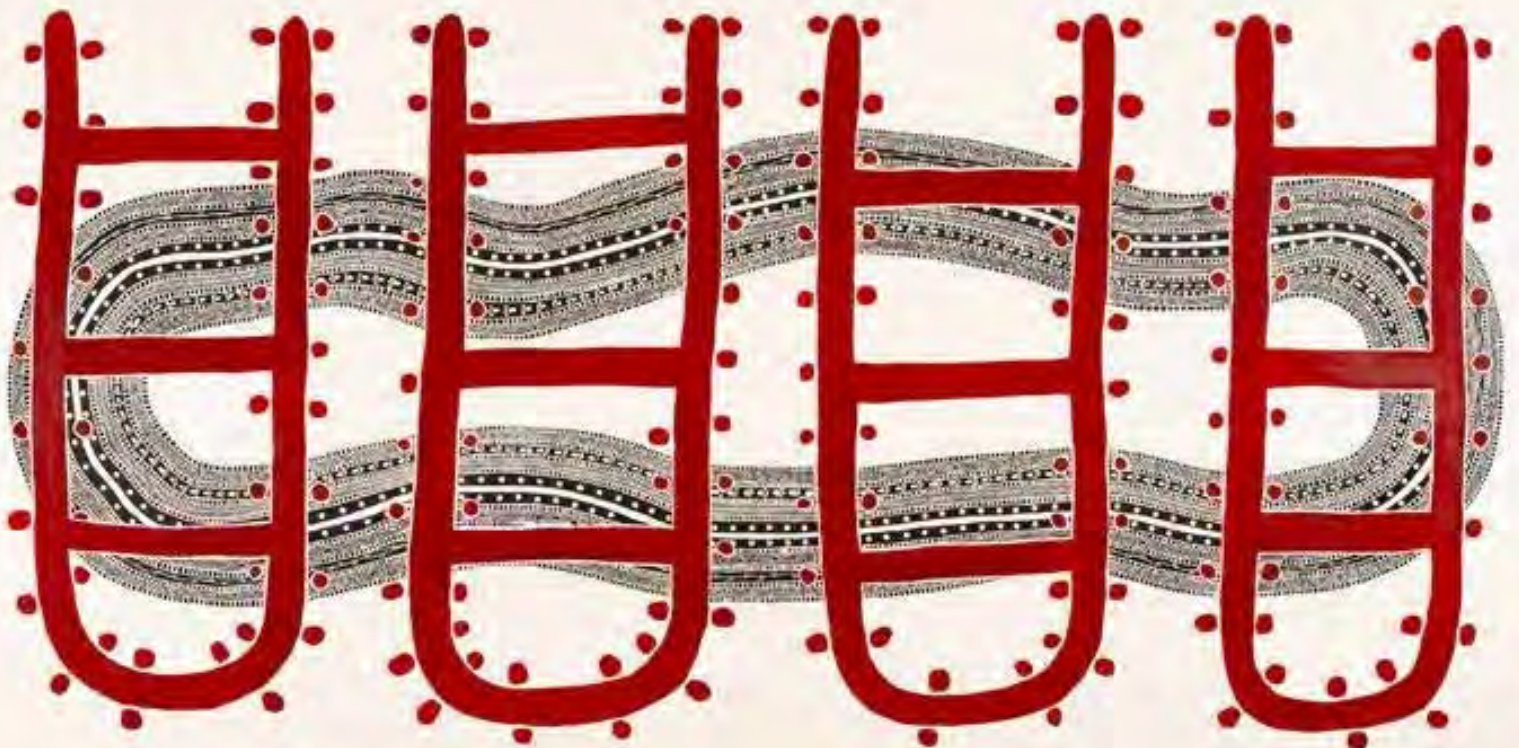
## Improved capability and capacity

Better harnessing of resources in the region, both human and physical, is required to enable more effective biosecurity management and response activities. People also require better technical information on pests and diseases, identification and management to provide communities with the tools to manage risks.

### We will focus on



- arrangements with the ranger groups, as well as local government officers, to work in biosecurity operations
- preparing for priority biosecurity risks through training and contingency planning
- pre-arranged agreements with other service providers.





# Biosecurity - it's everyone's business

We all have a role to play in managing biosecurity in our region – individuals, communities, businesses and all levels of government – and everyone needs to play their part in keeping our communities safe. If you don't know, ask before you move goods and vessels that could spread pests, weeds and diseases through our region.



## Photography credits

Kerry Trapnell

Matthew Dunn

Tom Hern









# Torres Strait and Northern Peninsula Area Biosecurity Strategy

## Collaborative biosecurity - Government and community working together



An integrated **Torres Strait and Northern Peninsula Area Biosecurity Strategy (the Strategy)** was announced in 2018 to guide collaborative biosecurity measures in this beautiful but fragile part of the world. *The Strategy* and working forums underpinning the measure provide a unifying framework for co-operation and reflect the goodwill between biosecurity and associated agencies operating in Torres Strait and the Northern Peninsula Area of Cape York (TS and NPA) region. The measures further increase opportunities for local authorities and community representatives to contribute their expertise and efforts to the biosecurity cause.

### KEY EVENTS AND ACHIEVEMENTS



### GUIDING PRINCIPLES OF THE STRATEGY

- Manage threats moving into, within and from the TS and NPA region
- Respect and engage local expertise and knowledge to improve biosecurity outcomes
- Align government and community priorities wherever feasible
- Share expertise and approaches to data collection, resource allocation, intervention strategies and intelligence between relevant government agencies.



### BIOSECURITY WORKING GROUP (BWG)

An **Executive Steering Group** oversees the work of the BWG co-chaired by the Chief Biosecurity Officer (QLD) and Deputy Secretary (Biosecurity) Commonwealth Department of Agriculture, Fisheries and Forestry (DAFF).

BWG members include representatives from DAFF, Biosecurity Queensland (BQ), Torres Strait Island Regional Council (TSIRC), Torres Shire Council (TSC), Northern Peninsula Area Regional Council (NPARC), Torres Strait Regional Authority (TSRA) and Australian Border Force (ABF).

Other agencies participate according to the issues being considered by the working group (includes QLD Health, Department of Foreign Affairs and Trade, QLD Department of Transport).

The BWG provides a **collaborative forum** to:

- Focus on **plant and animal pests and diseases, aquatic and marine pests, invasive animals and plants and mosquitoes**
- **Identify and agree on objectives and activities** to protect the unique and pristine environment of TS and NPA through practical, **integrated and culturally sensitive biosecurity risk management**, addressing threats moving into, within and out of the region
- Provide an approach to biosecurity in this region that is **all-encompassing but does not duplicate other activities** and will be **enduring beyond the life of the working group**
- Advise relevant decision makers on regional approaches to biosecurity management accounting for the unique risk profile and community priorities in the region
- Address gaps in prevention, preparedness, response and ongoing management of exotic pests of regional and national significance
- Co-ordinate regional approaches to biosecurity risk management consistent with *the Strategy*



### RELATED GROUPS

The **Torres Strait Invasive Species Advisory Group (TSISAG)** provides a forum for participation by major stakeholders in weeds and pest animal management within the Torres Strait region and to facilitate communication, feedback, advice, integration and support to members and the broader groups they represent on pest management issues and responses of relevance at the regional level.

### FLAGSHIP INITIATIVES

MEASURE	LEAD AGENCY	STATUS
<b>PEST PRIORITISATION</b> Develop an agreed <i>Pest, Weed and Disease Target List</i> to guide collaborative biosecurity initiatives in TS and NPA	DAFF	Prioritised list developed through completed consultations with subject matter experts in 2021. Engagement with Traditional Owners is underway to finalise the list from a community viewpoint.
<b>SOUTH TO NORTH CONTROL PROGRAM</b> Prevent or minimise northward movement of high impact pests, diseases and weeds into the TS and NPA region from other regions in Queensland	Biosecurity Qld	Instrument under QLD biosecurity legislation came into effect in February 2021. Program roll-out in 2021 including a part-time compliance officer in Cairns and a <i>Biosecurity Declaration</i> being introduced into Sea Swift and Torres Shire Council business practices. Work towards on-island inspections and surveillance and a <i>Movement Guideline</i> is underway.
<b>WASTE MOVEMENT (ABANDONED VEHICLES) PROJECT</b> Develop agreed protocols to facilitate movement of abandoned vehicles by local governments, addressing associated biosecurity threats	DAFF	<b>Complete.</b> Protocols developed and agreed by relevant authorities. Implementation dependent on vehicle removals from high priority islands in 2022.
<b>BLACK SIGATOKA PILOT PROJECT</b> Investigate feasibility of black Sigatoka disease suppression/eradication in target locations in Torres Strait	Biosecurity Qld	<b>Complete.</b> Final report and updates from specialist contractor Ron Glanville (Biosecurity Advisory Service) for the project received and under consideration.
<b>BIOSECURITY COMMUNICATIONS</b> Better co-ordination of community engagement measures to raise biosecurity awareness and participation and improve biosecurity compliance	BWG members	<b>Complete.</b> The Collaborative Biosecurity Communications Strategy has been effectively implemented into business as usual by BWG member agencies
<b>IMPROVED TS AND NPA BIOSECURITY INFRASTRUCTURE</b> Delivery of agreed priorities and a co-ordinated approach for future biosecurity infrastructure investments.		Project endorsed by ESG in November 2021
<b>TS AND NPA BIOSECURITY TRAINING AND REFERENCE MATERIAL</b> To improve biosecurity training through co-ordinated approaches to planning and delivering training opportunities		Project endorsed by ESG in November 2021
<b>DETECTOR DOG UNIT FOR TORRES STRAIT</b> Establish a joint Federal and state government Detector Dog Unit to assist biosecurity surveillance and compliance activities		Project endorsed by ESG in November 2021
<b>BASELINE ANT DATA FOR TORRES STRAIT</b> To obtain baseline native and exotic ant species data for TS and NPA		Project endorsed by ESG in November 2021

### WHERE TO FROM HERE?

- **Additional Traditional Owner representatives** (Gur A Baradharaw Kod Torres Strait Sea and Land Council Torres Strait Islander Corporation, Malu Lamar (Torres Strait Islander) Corporation, Ipima Ikaya Aboriginal Corporation, Apudthama Land Trust) invited to join BWG to increase community participation
- **Complete outstanding measures** under the initial 5 flagship initiatives
- **Progress** 4 new endorsed flagship initiatives consistent with *the Strategy* objectives and guiding principles
- **Complete roll out of Indigenous traineeship programs** (DAFF)
- **Roll out** biosecurity **reference/teaching resources** in TS and NPA schools
- **Progressive delivery of community awareness** events in strategic locations in the TS and NPA region



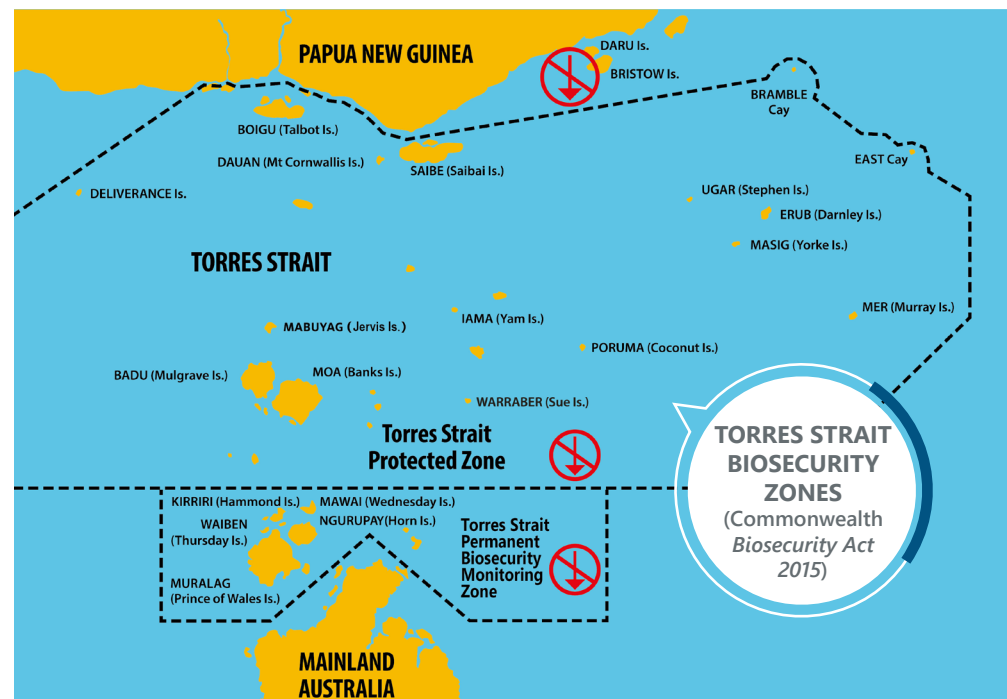


# Biosecurity in Torres Strait and Northern Peninsula Area of Cape York

Collaborative biosecurity - Government and community working together

## WHAT IS BIOSECURITY?

Biosecurity is the **management of risks** to the economy, environment and the community created by pests, weeds and diseases entering, emerging, establishing or spreading. Managing these risks effectively is aimed at **protecting the region, the broader community and way of life against** pests, diseases and weeds from overseas and within Australia.



Biosecurity officers at the **Boigu First Point of Entry** work alongside ABF to carry out **inspections of trading goods and personal effects of Traditional Visitors** under *Torres Strait Treaty* arrangements.

## GOVERNMENT PARTNERS SUPPORTING BIOSECURITY IN THE TS AND NPA REGION

AGENCY	RESPONSIBILITIES
<b>DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY (DAFF)</b> Australian Government agency responsible for early detection of exotic pests, diseases and weeds of national significance and regulation of movements in accordance with the <i>Commonwealth Biosecurity Act 2015</i>	<ul style="list-style-type: none"><li>Animal and plant health surveys</li><li>Insect trapping for threats of national significance (exotic fruit flies, disease vectors including biting midge (<i>Culicoides</i>) species, target exotic mosquitoes</li><li>Co-delivery of the <i>Exotic Fruit Fly in Torres Strait Response Plan</i> with BQ</li><li>Biosecurity regulation (inspection) services relating to:<ul style="list-style-type: none"><li>» Traditional Visitors arriving from Papua New Guinea into the Torres Strait Protected Zone (TSPZ) under Australia's Torres Strait Treaty obligations</li><li>» Southward movement of cargo, passengers, vessels, aircraft and mail from the TSPZ to the Torres Strait Permanent Biosecurity Monitoring Zone and from either of these zones to mainland Australia in accordance with the <i>Biosecurity Act 2015</i></li></ul></li><li>Community engagement/public awareness to help early detection and reporting and compliance with TS regulations</li><li>Working with TSRA and Apudthama rangers to support biosecurity surveillance and regulation</li><li>Working with ABF Movement Monitoring Officers to assist regulation of traditional arrivals from PNG</li><li>Co-ordinate national incursion response measures in consultation with State/Territory jurisdictions and applicable national agreements</li></ul>
<b>BIOSECURITY QLD (BQ)</b> Operating group within the Queensland Government Department of Agriculture, Fisheries responsible for biosecurity regulation and risk management functions consistent with the <i>Queensland Biosecurity Act 2014</i> and national biosecurity agreements	<ul style="list-style-type: none"><li>Delivery of the <i>Prevention and control program for high priority invasive plants and animals in the TS and NPA</i></li><li>Conduct biosecurity invasive species responses in accordance with applicable national agreements and in support of the objectives of the prevention and control program</li><li>Community engagement to promote biosecurity awareness and understanding of their important role in the biosecurity system</li><li>Co-delivery of the <i>Exotic Fruit Fly in Torres Strait Response Plan</i> with DAFF, including fruit fly insecticide blocking operations in collaboration with TSRA rangers</li><li>Undertake plant, animal and invasive species surveillance for state target species</li><li>Work with local governments to implement their biosecurity management plans, including prioritising key activities and providing support for collaborative operations. Part of this capacity and capability building of local government is provision of specialised training delivered by biosecurity experts</li><li>Provide state-wide weed and pest animal research to assist eradication and management of invasive species</li></ul>
<b>AUSTRALIAN BORDER FORCE (ABF)</b> International border protection and enforcement	Deliver biosecurity inspection services in relation to arrivals from Papua New Guinea into the TSPZ under agreement with DAFF
<b>TORRES STRAIT REGIONAL AUTHORITY (TSRA)</b> Australian Government agency responsible for formulating, co-ordinating and implementing programs for Torres Strait Islander and Aboriginal people living within Torres Strait consistent with applicable government policy and the <i>ATSI Act 2005</i>	<ul style="list-style-type: none"><li>Co-ordination body for the <i>Torres Strait Regional Biosecurity Plan (the Plan)</i>, assisting local governments to meet their obligations under the <i>Queensland Biosecurity Act 2014</i></li><li>Co-ordinates delivery of environmental management programmes consistent with the <i>Torres Strait Development Plan 2019-2022</i></li><li>Operates the TSRA Indigenous Ranger network</li></ul>
<b>TORRES STRAIT ISLAND REGIONAL COUNCIL (TSIRC)</b> <b>TORRES SHIRE COUNCIL (TSC)</b> <b>NORTHERN PENINSULA AREA REGIONAL COUNCIL (NPARC)</b> Local government authorities for the TS and NPA region	<ul style="list-style-type: none"><li>Develop local government biosecurity plans consistent with obligations under the <i>Queensland Biosecurity Act 2014</i></li><li>Deliver local pest and invasive species management activities consistent with <i>the Plan</i></li></ul>

## What you can do to help protect your community

- Familiarise yourself** with awareness materials distributed by biosecurity officers in your community
- Report** unusual plants, insect pests or evidence of animal diseases to relevant authorities by contacting:
  - » **The Exotic Plant Pest Hotline 1800 084 881**
  - » **Emergency Animal Disease Watch hotline 1800 675 888**
- You must **apply for a permit** to move certain goods from the TSPZ or the Torres Strait Permanent Biosecurity Monitoring Zone to mainland Australia
- Don't move** the following items without a permit from a biosecurity officer



## The Queensland Prevention and Control Program for High Priority Invasive Plants and Animal in the Torres Strait and Northern Peninsula Area

- Introduced in February 2021 to reduce the risk of movement of pests and weeds from the mainland and between islands
- Inspections of high risk freight (such as vehicles, machinery, plants, bulk materials and equipment) are required in Cairns
- Pest (toads, rats and ants) and weed management has been enhanced in ports and freight depots to stop the spread of these invasives into the Torres Strait.

**DIRECTORATE:** Corporate Services

**AUTHOR:** A/Community Grants Officer

## **COMMUNITY GRANTS PROGRAM ALLOCATION – JULY 2024**

### **OFFICER RECOMMENDATIONS:**

- (a) Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*.
- (b) For the reporting period, six (6) Community Grants applications were received for eligible amounts that require council resolution:
1. **CG2025-008 - UGUL MALU WOMEN'S RUGBY LEAGUE TEAM, BOIGU** for the amount of \$9,000.00, exclusive of GST;
    - *Cr Dimas Toby supports this application for \$5,000.00 only.*
    - Council allocates \$XXXXXXX
  2. **CG2025-009 - MULGA TIGERS RUGBY LEAGUE FOOTBALL CLUB, BADU** for the amount of \$2,000.00, exclusive of GST;
    - *Cr. Ranetta Wosomo supports this application for \$1,000.00 only.*
    - Council allocates \$XXXXXXX
  3. **CG2025-012 - PORUMA MEN'S BASKETBALL TEAM** for the amount of \$5,757.50, exclusive of GST;
    - *Cr Francis Pearson supports this application for \$5,000.00 only.*
    - Council allocates \$XXXXXXX
  4. **CG2025-013 – ARK OF TRANSFIGURATION CHURCH, UGAR** for the amount of \$10,000.00, exclusive of GST;
    - *Cr Rocky Stephen has declared a COI.*
    - *James William (CEO) supports this application for \$10,000.00.*
    - Council allocates \$XXXXXXX
  5. **CG2025-017 – GOEMU BAU RAIDERS, MABUIAG** for the amount of \$4,080.00, exclusive of GST;
    - *Cr Keith Fell supports this application for \$4,080.00.*
    - Council allocates \$XXXXXXX
  6. **CG2025-019 – SAIBAI STAGS RLFC** for the amount of \$3,828.00, exclusive of GST;
    - *Cr. Chelsea Aniba supports this application for \$3,828.00.*
    - Council allocates \$XXXXXXX
- (c) Council **notes** the following:
1. zero (0) Community Grants applications were declined due to unavailable funds
  2. one (1) Community Grants application was deemed ineligible for funding
  3. one (1) conflict of interest (COI) was declared:
    - a. **CG2025-013 – ARK OF TRANSFIGURATION CHURCH, UGAR ISLAND**
      - *Cr. Rocky Stephen declares COI as applicant is his father*
      - *Application supported by CEO, James William.*
  4. Note the grant applications processed Out-of-Cycle, Funeral Donations and Funeral Travel Assistance provided in July 2024 in accordance with the *Community Grants policy*.

## EXECUTIVE SUMMARY:

Community Grants applications must be submitted on the last Friday of the month to be tabled at the next Ordinary Council meeting.

The following applications were received before the monthly deadline of 5 pm, 26/07/2024:

In accordance with Council's *Community Grants Policy*, six (6) Community Grant applications meeting eligibility requirements were received during the reporting period that require Council resolution.

Applicant	Amount Requested	Project/Event	Amount Supported by Councillor	Applications submitted within the last 3 years	Division
CG2025-008 - UGUL MALU WOMEN'S RUGBY LEAGUE TEAM	\$9,000.00	ALL STARS WOMEN'S CARNIVAL IN CAIRNS, 05-06/10/2024.	\$5,000.00 CR. DIMAS TOBY	YES	BOIGU
CG2025-009 - MULGA TIGERS RUGBY LEAGUE FOOTBALL CLUB	\$1,000.00	2024 KRL SEASON ON BADU.	\$1,000.00 CR. RANETTA WOSOMO	YES	BADU
CG2025-012 - PORUMA MEN'S BASKETBALL TEAM	\$5,757.50	ZENADH KES BASKETBALL CARNIVAL ON THURSDAY ISLAND, 23-28/09/2024.	\$5,000.00 CR. FRANCIS PEARSON	NO	PORUMA
CG2025-013 – ARK OF TRANSFIGURATION CHURCH	\$10,000.00	PRIEST ORDINATION CEREMONY ON UGAR, 17-20/10/2024.	\$10,000.00 JAMES WILLIAM (CEO)	YES	UGAR
CG2025-017 – GOEMU BAU RAIDERS	\$4,080.00	GORDONVALE INDIGENOUS RUGBY LEAGUE FOOTBALL CARNIVAL IN CAIRNS, 18-20/10/2024.	\$4,080.00 CR. KEITH FELL	YES	MABUIAG
CG2025-019 – SAIBAI STAGS RLFC	\$3,828.00	2024 ZENADH KES CUP CARNIVAL ON THURSDAY ISLAND, 12-13/10/2024.	\$3,828.00 CR. CHELSEA ANIBA	NO	SAIBAI



In accordance with Council's *Community Grants Policy*, no Community Grants received by the Divisional Councillor but unable to allocate funds this month for support.

Application Number	Amount Requested	Project/Event	Applications submitted within the last 3 years	Division
		NIL TO REPORT		

In accordance with Council's *Community Grants Policy*, one (1) Community Grants application was considered *ineligible* for Community Grants funding. No council resolution is required.

Applicant	Amount Requested	Project/Event	Reason for being Ineligible	Division
CG2025-020 – GOSHEN MINISTRY	\$2,449.00	PURCHASE OF A PORTABLE GENERATOR FOR 'COMING OF THE LIGHT' CELEBRATION, 30/06 – 01/07/2024.	RESUBMITTED APPLICATION, HOWEVER, START AND END DATE OF EVENT/PROJECT HAS FINISHED.	ERUB

#### INTERESTED PARTIES/CONSULTATION:

Council, Chief Executive Officer, Executive Directors, Divisional Managers and Community Grants Officer.

#### BACKGROUND:

Community Grants applicants are received directly to Community Grants or via Division staff or Council. Applicants are assessed against eligibility criteria as per the Community Grants Policy.

<b>Statutory:</b>	• <i>Local Government Act 2009</i>
<b>Budgetary:</b>	Approved allocation of funds for Community Grants as per TSIRC 2024-25 budget.
<b>Policy:</b>	Community Grants Policy
<b>Legal:</b>	N/A
<b>Risk:</b>	No financial risk identified as the allocation is within existing Community Grants budget.
<b>Links to Strategic Plans:</b>	These projects strategically align to specific delivery objectives under the People and Prosperity pillar of Council's Corporate Plan.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Community Grants applications must be submitted on the last Friday of the month to be tabled at the next Ordinary Council meeting.

**OTHER COMMENTS:**

Nil.

**Prepared/Recommended:**

Lisa-Mae Meara  
A/Community Grants Officer

**Recommended:**

Emily Reid  
Manager Administration and Communication

**Endorsed:**

Susanne Andres  
Executive Director Corporate Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS**

1. *Fund Balances*
2. *Applications Processed During the Reporting Period*
3. *Reconciliation - Approved Funding Table*

**Attachment 1: Fund Balances**

<b>Division</b>	<b>Councillor - elect</b>	<b>Budget</b>	<b>Less Approved &amp; Committed Funding</b>	<b>Closing Balance</b>
<b>Boigu</b>	Cr. Toby	\$25,000.00	5,000.00	\$20,000.00
<b>Hammond</b>	Cr. Dorante	\$25,000.00	\$3,344.00	\$21,656.00
<b>St Pauls</b>	Cr. Levi	\$25,000.00	\$6,632.00	\$18,368.00
<b>Ugar</b>	Cr. Stephen	\$25,000.00	\$12,296.00	\$12,704.00
<b>Badu</b>	Cr. Wosomo	\$25,000.00	\$3,000.00	\$22,000.00
<b>Dauan</b>	Cr. Elisala	\$25,000.00	\$0.00	\$25,000.00
<b>Erub</b>	Cr. Mye	\$25,000.00	\$1,500.00	\$23,500.00
<b>Iama</b>	Cr. Hankin	\$25,000.00	\$0.00	\$25,000.00
<b>Kubin</b>	Cr. Manas	\$25,000.00	\$0.00	\$25,000.00
<b>Mabuiag</b>	Cr. Fell	\$25,000.00	\$6,580.00	\$18,420.00
<b>Mer</b>	Cr. Kaigey	\$25,000.00	\$9,830.00	\$15,170.00
<b>Poruma</b>	Cr. Pearson	\$25,000.00	\$13,040.90	\$11,959.10
<b>Saibai</b>	Cr. Aniba	\$25,000.00	\$6,328.00	\$18,672.00
<b>Warraber</b>	Cr. Tamu	\$25,000.00	\$4,751.30	\$20,248.70
<b>Yorke</b>	Cr. Ted Mosby	\$25,000.00	\$11,955.98	\$13,044.02
<b>Mayor</b>	Mayor Mosby	\$15,000.00	\$0.00	\$15,000.00
<b>Community Gifts</b>	CEO	\$25,000.00	\$0.00	\$25,000.00
		<b>\$415,000.00</b>	<b>\$84,258.18</b>	<b>\$330,741.82</b>

**Attachment 2: Applications Processed During the Reporting Period for Noting**

Application Type	Community Entity Applicants	Amount Requested	Project/Event	Amount Approved	Division
<b>Out-of-Cycle Applications</b>	SHEKINAH FELLOWSHIP	\$5,000.00	POWER OF THE SPIRIT DISTRICT GATHERING ON BADU ISLAND, 26-28/07/2024.	\$2,500.00	WARRABER
	TEHILLA FELLOWSHIP	\$5,114.00	POWER OF THE SPIRIT DISTRICT GATHERING ON BADU ISLAND, 26-28/07/2024.	\$5,114.00	PORUMA
	MABEL WALIT	\$1,500.00	ANNUAL ANNEXATION DAY CELEBRATION ON SAIBAI, 01/08/2024.	\$1,500.00	SAIBAI
<b>Funeral Donation/Travel Assistance</b>	WALLIS MENE	\$1,452.00	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MR. PHILLIP KAWANE ON ST PAULS, 13/07/2024.	\$1,452.00	ST PAULS
	HELENA DAVID	\$2,251.30	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MR. MIKA DAVID ON WARRABER ISLAND, 19/07/2024.	\$2,251.30	WARRABER
	EUNICE HOSEA	\$2,500.00	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MR. PHILLIP KAWANE ON ST PAULS, 13/07/2024.	\$2,000.00	ST PAULS
	BERNADINE DAVID	\$3,344.00	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MR. MIKA DAVID ON WARRABER ISLAND, 19/07/2024.	\$3,344.00	HAMMOND
	BANA SAILOR	\$355.00	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MS. EMMA SAILOR IN TOWNSVILLE, 20/07/2024.	\$355.00	ST PAULS
	YURIKO GELA	\$1,659.76	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MR. PENSIO GELA ON YORKE ISLAND.	\$1,659.76	YORKE
	EUNICE HOSEA	\$2,828.00	FUNERAL TRAVEL ASSISTANCE FOR THE FUNERAL OF THE LATE MRS. ANN PETERS ON THURSDAY ISLAND, 24/07/2024.	\$2,828.00	ST PAULS



### Attachment 3: Reconciliation - Approved Funding Table

This table refers to the divisional funds that have been approved and committed for this reporting period.

Division	Applicant	Completed Payments	Committed Funds	Approved Funding Total
<b>Boigu</b>	UGUL MALU WOMEN'S RUGBY LEAGUE TEAM - ALL STARS WOMEN'S CARNIVAL IN CAIRNS		\$5,000.00 *Submitted for August OCM	\$5,000.00
<b>Hammond</b>	BERNADINE DAVID – FUNERA TRAVEL ASSISTANCE		\$3,344.00	\$3,344.00
<b>St Pauls</b>	WALLIS MENE – FUNERAL TRAVEL ASSISTANCE		\$1,452.00	\$6,632.00
	EUNICE HOSEA – FUNERAL TRAVEL ASSISTANCE		\$2,000.00	
	BANA SAILOR – FUNERAL TRAVEL ASSISTANCE	\$355.00		
	EUNICE HOSEA – FUNERAL TRAVEL ASSISTANCE		\$2,825.00	
<b>Ugar</b>	BOB MODEE – ARK OF TRANSFIGURATION CHURCH DAY		\$2,000.00	\$2,296.00
	TELLY GELA – FUNERAL TRAVEL ASSISTANCE		\$296.00	
<b>Badu</b>	URAPUN THAYAK FOOTBALL TEAM		\$1,000.00	\$2,000.00
	MULGA TIGERS RUGBY LEAGUE FOOTBALL CLUB		\$1,000.00	
<b>Dauan</b>	NIL			\$0.00
<b>Erub</b>	SARAH GELA – FUNERAL DONATION	\$1,500.00		\$1,500.00
<b>Iama</b>	NIL			\$0.00
<b>Kubin</b>	NIL			\$0.00
<b>Mabuiag</b>	ANAKIN FELL – NYC (NATIONAL YOUTH CHAMPIONSHIP) U18 TOUCH		\$2,500.00	\$2,500.00
<b>Mer</b>	MER GEDKEM LE TSI RNTBC CORP - MER ISLAND CORAL REPATRIATION CELEBRATION		\$9,830.00	\$9,830.00
<b>Poruma</b>	TEHILLA FELLOWSHIP - POWER OF THE SPIRIT DISTRICT GATHERING ON BADU ISLAND		\$5,114.00	\$10,871.50
	PORUMA MENS'S BASKETBALL TEAM		\$5,757.50 *Submitted for August OCM	
<b>Saibai</b>	MABEL WALIT – ANNEXATION DAY CELEBRATION		\$1,500.00	\$1,500.00

Division	Applicant	Completed Payments	Committed Funds	Approved Funding Total
Saibai	SAIBAI STAGS RLFC		\$3,828.00	\$5,328.00
Warraber	SHEKINAH FELLOWSHIP - POWER OF THE SPIRIT DISTRICT GATHERING ON BADU ISLAND		\$2,500.00	\$4,751.30
	HELENA DAVID – FUNERAL TRAVEL ASSISTANCE	\$2,251.30		
Yorke	YURIKO GELA – FUNERAL TRAVEL ASSISTANCE		\$1,659.76	\$1,659.76
Mayor	NIL			\$0.00
CEO – Community Gifts	NIL			\$0.00



**DIRECTORATE:** Corporate Services

**AUTHOR:** Interim Grants Revenue Officer

## FUNDING ACQUISITION REPORT (JULY 2024)

### OFFICER RECOMMENDATION:

That Council notes this report and its content.

### EXECUTIVE SUMMARY:

The Funding Acquisition Report provides an update and summary of Council's current grant application and acquisition outcomes for the July 2024 reporting period.

The included tables highlight all current and pending funding applications, including details on outcome and status. Applications are separated into Operational Funding and Capital Project Funding for the financial year 2024-25.

#### In July 2024

- 0 x applications were successful (approved contracts received)
- 1 x funding application was submitted at a value of \$4,580,000

#### In July 2023 for comparison (12 x months prior)

- 3 x applications were successful (approved contracts received) at a combined value of \$934,000
- 0 x funding applications were submitted

**Note:** There may be a discrepancy between the figures listed on this report against actuals in financial reports. This is largely due to the carry-over of project underspends from operational funding, as well as capital projects that receive progress payments spanning over multiple financial years combined with revenue recognition requirements per Accounting Standards.

### Operational Project Funding 2024-2025

Funding Stream	Total	Project Details	Date of	Outcome	Comment
Torres Strait Regional Authority	\$ 137,428.00	Increase in funding and extension of time for the Economic Development Strategy. Note: \$47,000 already secured from previous funding.	11-May-24	Pending	
Torres Strait Regional Authority	\$ 85,000.00	Feasibility Study into Hammond Island Ferry Service.	7-Feb-24	Pending	
Torres Strait Regional Authority	\$ 130,000.00	Requested Subsidy for Ferry Service between Hammond Island and Thursday Island.	10-Nov-23	Pending	TSRA advised that funding is unlikely. Also flagged that require additional \$130K for 24-25 financial year
Community Childcare Fund – Sustainability Support	\$ 378,000.00	Hammond Island Outside School Hours Care - support to increase sustainability of service and increase enrolments	8-Mar-24	Unsuccessful	Expected outcome Q2 2024
Community Childcare Fund – Sustainability Support	\$ 355,000.00	Aragun Childcare Centre –support to increase sustainability of service and increase enrolments	8-Mar-24	Unsuccessful	Expected outcome Q2 2024
	\$ 1,085,428.00				

## Capital Project Funding 2024-2025

Funding Stream	Total	Project Details	Date of application	Outcome	Comment
Works for Queensland - Round 5	\$ 4,580,000.00	4 x mechanic sheds + fitouts	4-Jul-24	Pending	Expected outcome TBC
Community Childcare Fund – Sustainability Support	\$ 2,882,880.00	Aragun Childcare Centre –support to increase sustainability of service and increase enrolments	29-May-24	Pending	Expected Outcome Q3 2024 - NOTE: Dawson advised this grant has been secured. Awaiting official notification & Agreement
Disaster Ready Fund	\$ 135,269.00	Backup generators for Poruma, Dauan, Erub, Boigu and Baubiag Islands	20-Mar-24	Pending	Includes \$6500 co-contribution. Expected outcome mid 2024
Disaster Ready Fund	\$ 110,462.00	Badu Island Generator	20-Mar-24	Pending	Includes \$4500 co-contribution. Expected outcome mid 2024
Disaster Ready Fund	\$ 958,627.00	Boigu Council Office roof and ceiling upgrade	20-Mar-24	Pending	Including \$5000 co-contribution. Expected outcome mid 2024
QuickStart Housing EOI	\$ 4,826,780.00	Council is proposing to construct six (6) social housing Plug-In extensions, consisting of two (2) bedrooms and one (1) Bathroom. 2 Plug-ins have been requested for each of Masig Island, St Pauls island and Warraber Island.	12-Mar-23	Pending	Full application required Q3 2024
Torres Strait Regional Authority	\$ 1,200,000.00	Ugar Fuel Bowser Project. Note: \$482,000 secured from previous funding.	8-Nov-23	Pending	
QRRRF	\$ 162,737.00	Mabuiag Dump Road Upgrade	11-Jan-24	Unsuccessful	
	<b>\$ 14,856,755.00</b>				

## Annual Local Government Funding 2024-2025

The table below highlights all Annual Local Government Funding, that Council was allocated for 2024/25. No application is required for this type of funding.

Council officers note that the below figures will not reconcile to budget documents or financial statements as per AASB 1058, Council is required to recognise revenue on receipt of funds.

ANNUAL LOCAL GOVERNMENT FUNDING				
Funding Stream	24/25 Total Allocation	Project Details	Date of Application	Comments
Queensland Fire and Emergency Services	Due May 2025	This payment is an additional one-off payment, increasing the Annual Subsidy to \$TBC	Annual Allocation	100% paid upfront for current financial year 24/25
Queensland Fire and Emergency Services	Due October 2024	This payment recognises the costs incurred by Local government in providing support to their SES Groups and Units	Annual Allocation	100% paid upfront for current financial year 24/25
Financial Assistance – Indigenous Councils Funding Program	Due August 2024	The ICFP replaces the SGFA & RRP and represents a significant investment in Queensland's Indigenous communities, increasing the Queensland Government's support for Indigenous councils by \$TBC for 2024-25	Annual Allocation	100% paid upfront for current financial year 24/25
Financial Assistance – General Purpose	\$16,648,216.00	Financial Assistance General Purpose is an annual allocation-based program for local government bodies based on the principal of horizontal fiscal equalisation, enabling them to function by reasonable effort to an average standard.	Annual Allocation	100% paid upfront for current financial year 24/25
Financial Assistance – Local Roads	\$265,504.00	Financial Assistance Local Roads is an annual allocation-based program to assist local governments with roads expenditure and to preserve its roads assets	Annual Allocation	100% paid upfront for current financial year 24/25
<b>Total Allocation for 24/25</b>	<b>\$ 16,913,720.00</b>			



## INTERESTED PARTIES/CONSULTATION:

Executive Leadership Team and various Directorate staff/managers

## BACKGROUND:

New funding opportunities are channelled to both the Executive Leadership Team and the Administration and Communication team for thorough evaluation. Should a funding opportunity be deemed viable, the application process is managed either internally within the relevant directorate or in collaboration with Peak Services. Once secured, successful funding contracts are overseen by the Enterprise Development team internally.

## COMPLIANCE/CONSIDERATIONS:

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 2009</i></li><li>• <i>Local Government Regulation 2012</i></li></ul>
<b>Budgetary:</b>	Operational and capital budget is adjusted upon successful funding application
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	<p>Council relies on external grant funding to ensure financial stability and liquidity. Council will continue to advocate for increased funding opportunities aligned with Core Plan strategic priorities and Operational Plan deliverables.</p> <p>All successful funded projects will need to be completed by the timeframes set out in the respective funding agreements. Enterprise Development alongside identified Project Manager/s will ensure reporting and monitoring mechanisms are established to guarantee project milestones, acquittals, reporting and contract completion are finalised within the contractual parameters.</p>
<b>Links to Strategic Plans:</b>	<p>Corporate Plan 2020-2025 (Bisnis Plan)</p> <p>People - Outcome 4: We are a transparent, open, and engaging Council.</p> <p>Sustainability - Outcome 8: We manage Council affairs responsibly to the benefit of our communities.</p>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	N/A

**OTHER COMMENTS:**

That Council notes and provides any necessary feedback to this report.

**Prepared:**

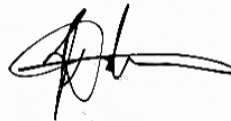
Bronwyn Wills  
Interim Grants Revenue Officer

**Endorsed:**

Susanne Andres  
Executive Director Corporate Services

**Recommended:**

Emily Reid  
Manager Administration and Communication

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



**DIRECTORATE:** Corporate Services

**AUTHOR:** Corporate Planning and Performance Lead

## **OPERATIONAL PLAN 2023-2024 OUTCOMES REPORT**

### **OFFICER RECOMMENDATION:**

That Council notes the Operational Plan 2023-2024 outcomes report.

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### **EXECUTIVE SUMMARY:**

The attached report provides a summary of outcomes relating to the 2023-2024 Operational Plan.

### **INTERESTED PARTIES/CONSULTATION:**

- Mayor and Councillors
- Chief Executive Officer
- Executive Directors

### **BACKGROUND:**

The *Local Government Regulation 2012* states that a local government must prepare and adopt an annual operational plan for each year. The Operational Plan is a statement of specific works to be undertaken and services to be provided to progress the goals and objectives set out in a Council's Corporate Plan over a period of one (1) year.

Council adopted the Operational Plan for 2023-24 on 27 June 2023.

In accordance with section 174(3) of the *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan.

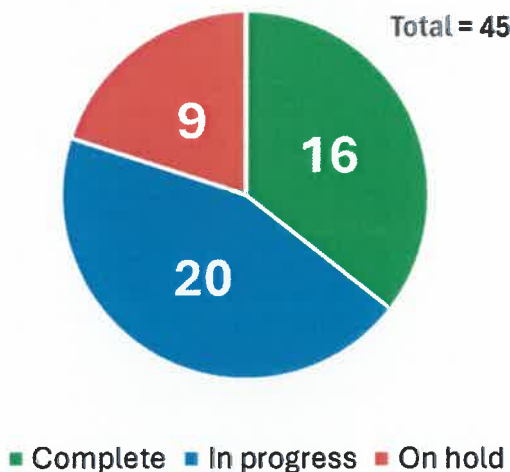
### **REPORT:**

The attached Outcomes report summarises progress against the operational plan 2023-24 objectives overall and for each directorate.



Of the 45 objectives in the plan, 16 were completed, 20 are in progress at financial year end and 9 objectives have been put on hold for various reasons.

### Objective Status



### COMPLIANCE/CONSIDERATIONS:

<b>Statutory:</b>	<ul style="list-style-type: none"> <li>Local Government Act 2009</li> <li>Local Government Regulation 2012 Public Service Act 2008</li> </ul>
<b>Budgetary:</b>	Incorporated in the 2023-2024 Budget
<b>Policy:</b>	N/A
<b>Legal:</b>	Requirement under the Local Government Regulation 2012
<b>Risk:</b>	Legislative requirement
<b>Links to Strategic Plans:</b>	Operational Plan aligns with Corporate Plan 2020-2025
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	It is a statutory requirement for an assessment of progress in implementing the Operational Plan to be presented to Council at least on a quarterly basis.

**OTHER COMMENTS:** Nil

#### Prepared:

Robert Blake  
Corporate Planning and Performance Lead

#### Recommended:

Emily Reid  
Manager Administration and Communication

#### Endorsed:

Susane Andres  
Executive Director Corporate Services

#### Approved:

James William  
Chief Executive Officer

### ATTACHMENTS:

Operational Plan 2023-2024 Outcomes Report



Torres Strait Island  
REGIONAL COUNCIL

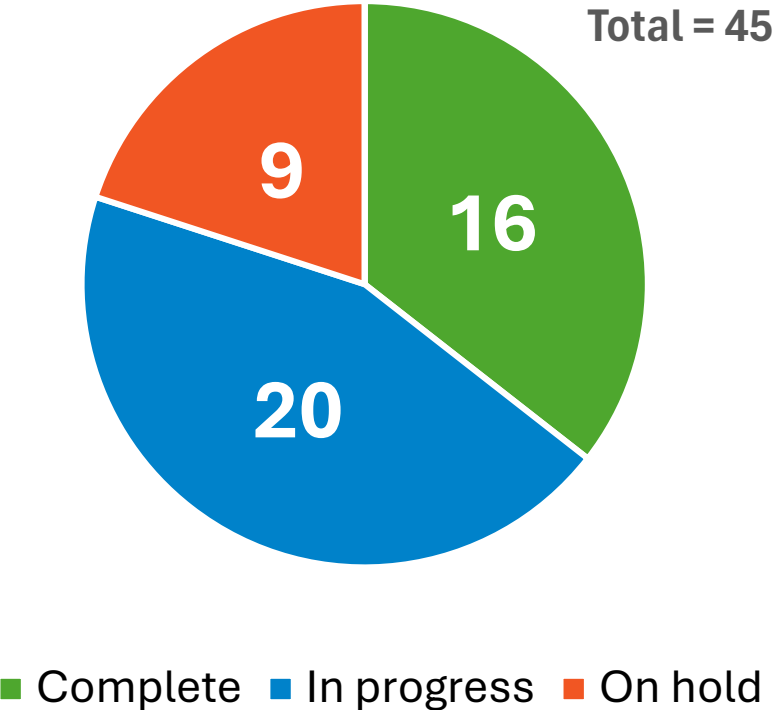
# *Operational Plan* 2023/24

## Outcomes Report

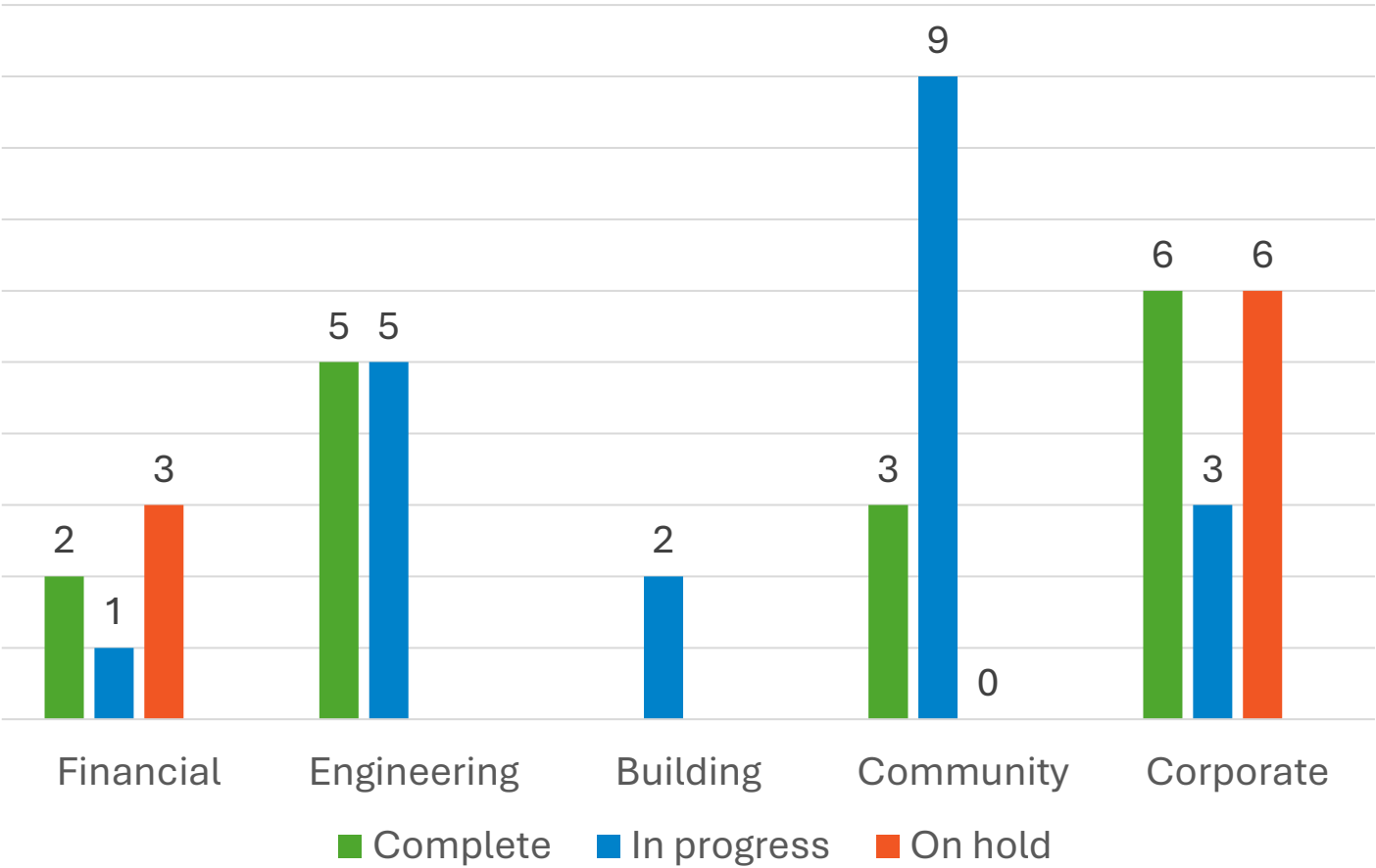
August 2024

# Summary Report

Objective Status



Department Breakdown







# Financial Services







Complete





In progress



On hold

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Continue focus on financial sustainability projects and plan to optimise measurement and reliable</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Financial sustainability committee meets as per the terms of reference</li><li>Financial sustainability initiatives are determined prioritised and monitored</li></ul>	On hold 	
<b>Continue to streamline Council's budget and financial statement process within legislated time frames</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Successfully meet Budget Review 23/24 - December 2023</li><li>Successfully meet Original Budget 24/25 - June 2024 (July 2024 latest)</li><li>Statements should be adopted prior to mandated date and be free from material error or misstatement</li></ul>	Complete 	
<b>Continue migrating modules to Ci Anywhere and implementation of dashboard capability based on approved roadmap</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Successful migration of modules based on approved roadmap</li><li>All employees using employee self-services for leave forms</li></ul>	In progress 	Taking longer than expected due to the loss of payroll staff and the time to recruit again. Expect to finish phase 1 of the HRP implementation in the next few months.
<b>Deliver end of month continuous improvement program to further drive Council's financial maturity</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Review and implementation of a standard EOM process within TechOne with automation of processes where possible:<ul style="list-style-type: none"><li>- prepayment automated through the AP process</li><li>- accruals processed via an ETL or other automated process.</li><li>- balance sheet reconciliations performed in T1 Financial Services</li></ul></li></ul>	On hold 	



Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Formulate asset management enhancement strategy through implementing the use of the upgraded system organisation wide - training</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>• Data cleanse to improve quality of data resulting in more</li></ul>	On hold 	
<b>Deliver Asset Revaluation program (indexation)</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>• Audit sign off</li></ul>	Complete 	





# Engineering Services







Complete









In progress



On hold

Objective	Link to Corporate Plan	Targets	Status	Comment
Streetlight defect audit updated, and fee proposal obtained from Ergon to undertake priority rectification works	Pipol (People)	<ul style="list-style-type: none"><li>Repair of streetlights to an extent possible within budget constraints</li></ul>	Complete 	
Carry over - Coastal inundation mitigation: <ul style="list-style-type: none"><li>Coastal Hazard Adaptation Strategy</li><li>Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships Master planning</li></ul>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>CHAS - 100% completed</li><li>Seawalls planning and design completed - lama, Masig, Warraber</li><li>Information linked to Master planning processes</li></ul>	Complete 	
Various eligible Islands of DRFA Works Program - Road reconstruction works	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Roadworks completed</li></ul>	In progress 	Most roadworks scheduled for 23/24 complete or near completion
<ul style="list-style-type: none"><li>Warraber Island Sewer Pump Station #1 replacement lama water security study - lagoon option</li><li>Badu and Mabuiag Water Network Management Program</li><li>Badu Reservoir Main Construction</li><li>Ugar and Dauan water plant office/lab development</li></ul>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Additional funding being sought for Warraber pump station</li><li>Badu/Mabuiag water network valving works completed</li><li>Badu reservoir works - additional funding sourced, design complete, works awarded in July 2024 and in progress</li><li>Laboratory works complete</li></ul>	Complete 	

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Marine Infrastructure Initiatives Project (make safe works from the Marine Audit Report funded by TSRA \$500K).</b>  <b>Scoping and planning for upgrades of marine infrastructures</b>  <b>Safety improvements at Masig Aerodrome including replacement of security fencing, and upgrade of helipad</b>  <b>Major Marine Projects design and approvals progressed</b>  <b>Dauan and Saibai (via \$40m Commonwealth investment)</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Make safe works and minor capital works at identified jetties and barge ramps completed via TSRA funded program</li> <li>Scoping and planning undertaken for marine infrastructure projects.</li> <li>Ugar Safe Access Dredging Works Feasibility Study</li> <li>Commence design and planning approvals for new jetty projects at Dauan and Saibai via Federal funded commitment</li> <li>Masig aerodrome improvements completed (subject to funding)</li> </ul>	Complete 	
<b>Delivery of coastal defense works at lama, Warraber and Masig</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>All construction delivery works are tracking withing funding agreement for the \$40M State and Commonwealth Funding Agreement</li> </ul>	In progress 	Works progressing as planned over multiple financial years
<b>Bowsers operational</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Fuel dispensed via bowsers and not via drums</li> </ul>	In progress 	Staff still utilizing drums at Hammond, Ugar and Mer, until upgrades are completed. Staff currently working on removal of empty fuel drums off the island
<b>Fuel sites operational and compliant.</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Fuel dispensed via bowsers and not via drums</li> </ul>	In progress 	Staff still utilizing drums at Hammond, Ugar and Mer, until upgrades are completed. Staff currently working on removal of empty fuel drums off the island

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Completion of :</b> <ul style="list-style-type: none"> <li>● Metal Waste Legacy Stockpile Clean-ups at Mer, Erub, Ugar, Saibai and Boigu.</li> <li>● Waste Reduction Campaign (All Divisions).</li> <li>● Warraber Island Resource Recovery Program (transfer station, recycling, composting and removal of waste) Pilot Project.</li> <li>● Printer Ink Cartridge and Battery Recycling Campaign.</li> <li>● Marine Debris (Ghost Nets etc) Program commenced.</li> <li>● Containers for Change Program</li> </ul>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>● All Divisions successful metal waste removal</li> <li>● Reusable water bottles, coffee cups and shopping bags distributed throughout communities with survey data collected from the community</li> <li>● Funding acquired and development of the Warraber Island Resource Recovery Program Pilot commenced</li> <li>● Printer ink cartridge and battery drop off point established in all divisional offices</li> <li>● Container drop off points established at each Division</li> </ul>	In progress 	All works complete, although no funds obtained to commence Warraber Transfer Station
<b>Complete upgrades in accordance with approved budget and approved Asset Management Plan</b>  <b>Finalise review and implementation of internal cost allocation</b>  <b>Review and implement revised operating model and fleet consolidation/needs review</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>● Fleet Item replacements</li> <li>● Improved fleet replacement program management and forecasting</li> </ul>	Complete 	





# Building Services





Complete



In progress



On hold

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Timely and effective delivery of Housing Upgrade and Maintenance Programs meeting agreed Key Performance Indicators</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Successful completion of aged 22/23 works</li></ul>	In progress 	
<b>Delivery of capital works programs, working in partnership with other government agencies using joint financial and operational methodologies</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Completion of W4Q Round 4</li><li>25% completion of Housing Investment Program</li></ul>	In progress 	



# Community Services









Complete









In progress



On hold

Objective	Link to Corporate Plan	Targets	Status	Comment
Create safe and cultural appropriate space to allow for community and elders to share and write stories	Pipol (People)	<ul style="list-style-type: none"><li>Stories recorded, printed, and distributed.</li></ul>	In progress 	Roll over - continue to 24/25 now in planning stage
Development and implementation of compliance and enforcement program (Local Laws - Authorised Officers)	Pipol (People)	<ul style="list-style-type: none"><li>Compliance with policy and procedures, training and appointment of Authorised officers</li></ul>	Complete 	Ongoing Training for AOs undertaken and Instrument of Appointment
Community Centre Community Health and Wellbeing Action Plan	Pipol (People)	<ul style="list-style-type: none"><li>From the Action Plan, Identify 3 Priority issues and development implementation plan</li></ul>	In progress 	Roll over - continue to 24/25 now in planning stage
Implement outreach IKC First 5 Forever in 4 communities without IKC	Pipol (People)	<ul style="list-style-type: none"><li>Implementation of programs with delivery of 1 x box per community</li></ul>	In progress 	Roll over - continue to 24/25 now in planning stage
Support Communities to use existing or create new alternatives for community garden	Pipol (People)	<ul style="list-style-type: none"><li>Number of successful alternative gardens implemented</li></ul>	In progress 	Roll over - continue to 24/25 now in planning stage
Community-centric Community Health and Wellbeing Action Plan	Pipol (People)	<ul style="list-style-type: none"><li>Number of successful alternative gardens implemented</li></ul>	In progress 	Roll over - continue to 24/25 now in planning stage

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Increase consumer consultation to develop robust programs to support Elderly and Disability consumers access to additional support services, to assist them to stay connected in community</b>	Pipol (People)	<ul style="list-style-type: none"> <li>Implementation of consumer directed programs</li> <li>Reduced admission to residential care and relocation off community</li> </ul>	In progress 	Recruitment is in progress to fill vacancies to deliver support services in-home and community. Aged Care Support workers are working in partnership with IKC Coordinators and HLO's to deliver Elders Activity programs to reduce social isolation and increase mobility and strength and coordination. Manager Community Services has been working closely in partnership with TCHHS Allied Health team to provide equipment to aid and support consumers daily living routines.
<b>Investigate funding options for Centres and Council to achieve sustainability</b>  <b>Work with the debtor's team to recovery outstanding Child Care fees</b>	Pipol (People)	<ul style="list-style-type: none"> <li>Reduced operating deficit.</li> <li>Reduction in Child Care debt</li> </ul>	In progress 	CCCFR Sustainability funding was secured to reduce the operating deficit for Aragon Child Care Centre. A review was undertaken by the finance team and Manager Community Services to develop more cohesive and robust practices to help reduce Council's Child Care debts.
<b>Community Consultations to inform Regional Housing Strategy</b>  <b>Provide awareness of general tenancy agreement for clients to strengthen relationships between TSIRC and communities</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Delivery of Regional Housing Strategy</li> </ul>	In progress 	Continue 2024/2025

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Active involvement with Biosecurity program   Waste Management Strategy   Healthy Housing Working Group to represent and advocate environment and health matters of our Region</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Monthly reports</li> </ul>	Complete 	Manager Environment and Health actively involved in the listed programs
<b>Delivery of Environmental Health and Animal Management Program</b>  <b>In accordance with Service Agreement, enhance delivery of Animal Management Program through consultation with communities and appropriate stakeholder groups to raise awareness and meet compliance</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>6 monthly and 12 monthly performance reports, monthly Council reports</li> </ul>	Complete 	Program is ongoing and going well
<b>Implementation of updated administrative processes</b>  <b>Improve customer services in our Divisions</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Improved customer experience</li> </ul>	In progress 	Progress made in streamlining DSR process, DM Reporting and 24hr Fuel Rollout division by division. Some targets are not met due to shift in priorities/reshuffling of staffing. Incomplete Targets include finalizing, progressing and endorsing of Divisional Admin Policy and Procedures





# Corporate Services








Complete










In progress






On hold

Objective	Link to Corporate Plan	Targets	Status	Comment
Carry over - Further develop Council's community information & engagement channels	Pipol (People)	<ul style="list-style-type: none"><li>Project funding obtained and digital noticeboard project delivered</li></ul>	Complete 	Engagement channels updated, communication plan for 2024/25 finalised
Carry over - Further development of Council's employee Intranet - phase 2 and 3 implementations	Pipol (People)	<ul style="list-style-type: none"><li>Further development of Council's</li><li>Employee Intranet - phase 2 and 3 implementations</li></ul>	Complete 	Intranet is functional. Continuous content review
Carry over - Further develop a good risk culture across Council	Mekem las long (Sustainability)	<ul style="list-style-type: none"><li>Events Risk Management Framework</li><li>Risk Management Training.</li><li>Implement Fraud and Corruption Control Plan</li></ul>	In progress 	Ongoing. Risk Officer has been employed, however, department currently without a manager.
Carry over - Delivery of Council's Enterprise Development Strategy, identifying key sector opportunities	Pruitpul (Prosperity)	<ul style="list-style-type: none"><li>Successful delivery of strategy.</li></ul>	On hold 	Council deferred this item. Trustee Policy to be finalised first.
Evolve Council's Enterprise Divestment Strategy (aligned to Enterprise Development Strategy)	Pruitpul (Prosperity)	<ul style="list-style-type: none"><li>Finalise Council's Divestment Policy</li><li>Finalise Council's policy on waiver of licence fees for community organisations and enterprises</li></ul>	On hold 	Council deferred this item. Trustee Policy to be finalised first.

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Carry over - 48. Saibai land transfer &amp; Ugar Land Transfer:</b>  <b>To facilitate the progression of transfer of Deeds of Grant in Trust from Council to community-based entity that has been fully endorsed by the community to be the trustee.</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Lessons learned workshop held with TSIRC. Council Trustee endorsement of land transfer consultation process</li> </ul>	On hold 	Trustee Policy to be finalised in 2024/25
<b>Carry over - 49. Landing Holding Act (LHA) Katter Lease Resolution (OP)</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Successful resolution of all outstanding LHA entitlements</li> </ul>	On hold 	Trustee Policy to be finalised in 2024/25
<b>Mer Infrastructure and Housing ILUA and Poruma Infrastructure and Housing ILUA</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Registration of Mer Infrastructure and Housing ILUA and registration of Poruma Infrastructure and Housing LIUA</li> </ul>	On hold 	
<b>Work with Telstra to improve 4g blackspots and poor 4G service throughout the Divisions to assist community members with improved mobile reception and improved performance of TSIRC's 4G Satellite failover solution</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Speed of connectivity</li> </ul>	Complete 	
<b>Carry over - 48. Continue working with NBN Co. to provide community Wi-Fi to all remaining Divisions. Divisions completed so far are Hammond Island, Masig, Erub and Kubin. This project is based on NBN Co. securing further state and federal funding</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Completion of community Wi-Fi made available to all divisions by end of FY 2024</li> </ul>	Complete 	

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>Progress homeownership on TSIRC DOGIT land</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>● Update Trustee Policy. Work with DSDSATIP (RILIPO) to progress home-ownership applications</li> <li>● Lead home-ownership community consultations in conjunction with DSDSATSIP, Department of Resources and DCHDE to refresh and develop community awareness for home ownership options, processes, and mechanisms</li> <li>● Liaise with NAB and TSRA for home loan options</li> </ul>	On hold 	
<b>Assist in the effective management of DOGIT Land as a Trustee</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>● Update Trustee Policy. Internal working group established to explore options for more effective DOGIT management</li> <li>● Research approach by other Trustee local governments</li> <li>● Deliver Council Workshop to consider DOGIT accounting and use of DOGIT funds, including reviewing the Reserve Policy and General Reserve Procedure (process for expenditure of DOGIT funds)</li> </ul>	Complete 	

Objective	Link to Corporate Plan	Targets	Status	Comment
<b>LGAQ Funding available for identified employees. Will be part of the EOC framework.</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Implementation of EOC framework, identifying areas of skill shortages and gaps.</li> </ul>	Complete 	
<b>Review of current CA Agreement to commence latter part of 2023.</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Recruitment of People and Wellbeing Officer to assist in this and other operational HR areas.</li> </ul>	In progress 	
<b>A recent audit review of WHS by Mindful Risk highlighted critical areas of safety that need to be addressed across the Torres Strait.</b>	Mekem las long (Sustainability)	<ul style="list-style-type: none"> <li>Recruitment of WHS Manager.</li> <li>Development of WHS committee.</li> </ul>	In progress 	<p>Completed: WHS Coordinator has been employed.</p> <p>In progress: HSRs have been elected, and the WHS Committee meeting is scheduled for July 2024.</p>





**DIRECTORATE:** *Corporate Services*

**AUTHOR:** *Corporate Planning and Performance Lead*

## **ENTERTAINMENT AND HOSPITALITY POLICY**

### **OFFICER RECOMMENDATION:**

**That Council resolves to:**

- 1. amend and endorse the Torres Strait Island Regional Council's Entertainment and Hospitality Policy, previously endorsed by Council at its Ordinary Meeting on 6 June 2023, in the terms presented to Council; and**
- 2. delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the amended and endorsed policy.**

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### **EXECUTIVE SUMMARY:**

In accordance with *Local Government Act 2009* and the *Local Government Regulation 2012*, Council is required to endorse a policy that applies to all entertainment and hospitality expenses for Councillors. Regular monitoring and review of these are necessary to reflect legislative changes, operational governance and to continuously improve Council governance.

### **INTERESTED PARTIES/CONSULTATION:**

- Executive Director Corporate Services
- Executive Director Financial Services
- Manager Administration and Communication
- Corporate Planning and Performance Lead

### **COMMENT:**

There are no proposed substantive changes to the Entertainment and Hospitality Policy. It is recommended that Council re-endorse the Policy as adopted last year, with review dates updated and updated Policy structure template.

## COMPLIANCE/CONSIDERATIONS:

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 2009</i></li><li>• <i>Local Government Regulation 2012</i></li></ul>
<b>Budgetary:</b>	Included in 2024-2025 Budget
<b>Policy:</b>	Entertainment and Hospitality Policy
<b>Legal:</b>	Requirement under the <i>Local Government Regulation 2012</i>
<b>Risk:</b>	Legislative requirement
<b>Links to Strategic Plans:</b>	People, Sustainability and Prosperity
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Policy is to be reviewed annually

**OTHER COMMENTS:** Nil

**Prepared/Recommended:**  
Robert Blake  
Corporate Planning and Performance Lead

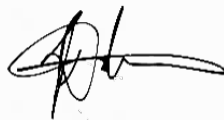
**Recommended:**  
Emily Reid  
Manager Administration and Communication

**Endorsed:**



Susane Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

## ATTACHMENTS:

Entertainment and Hospitality Policy

## **Entertainment and Hospitality Policy (DRAFT)**

### **1. PURPOSE**

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The purpose of this policy is to provide clarity as to what Torres Strait Island Regional Council considers reasonable entertainment and hospitality expenses.

### **2. SCOPE**

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This policy applies to all entertainment and hospitality expenses for Councillors.

### **3. LINK TO CORPORATE PLAN**

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People *Bisnis* – *Pipol*

### **4. POLICY STATEMENT**

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Part of Council's role is to engage in entertainment activity at local, national and international levels to further the economic, social and cultural development of the Torres Strait.

The provision of support further strengthens the cultural and social fabric of Torres Strait Communities.

As a publicly funded body, however, it must ensure that public sector standards of accountability are maintained, and that practice is consistent across the organisation. The guiding principles are that expenditure must be reasonable, properly documented and able to be justified:

- a) as of benefit to the Torres Strait Communities; and
- b) be consistent with Council's operational or strategic objectives.

#### **4.1. Roles and activities**

##### **Mayoral Reception and Council Hosted Functions**

The Council, Councillors or Council Officers may undertake the following roles and activities:

- a) Building relationships with dignitaries (both local and international) that will benefit the Torres Strait in terms of access to people, services, goods and resources;
- b) Forming regional links to ensure the continued economic development of the Torres Strait region;

- c) Working within the Torres Strait community to further develop the social and cultural fabric binding the region;
- d) Working with employees to recognise service and performance; and
- e) Attendance at Council hosted events e.g., Australia Day Awards.

### **Civic Duty role**

Additionally, the Mayor or Deputy Mayor (deputised by the Mayor) and the Divisional Councillor for the Division / Island that the past Leader represented may undertake the Civic Duty role.

Attendance for the Civic Duty role is restricted to events associated with past leaders, parent(s) of currently elected Councillors, elder statesmen or others generally recognised as contributing to the advancement of the Torres Strait.

Should a Councillor travel for Civic Duty purposes it is an express requirement that the Councillor is the Divisional Councillor for the Division / Island that the past leader represented in a public office capacity.

Civic Duty travel is taken to be part of official business with the Mayor or Deputy Mayor or Councillor representing the Council at these significant events in the Community.

Civic Duty travel costs are to be recognised and kept to a reasonable limit. Payment by the Council shall occur at Council adopted travel rates.

All Civic Duty costs need to be funded from the adopted budget.

### **Criteria**

In performing any of the aforementioned roles, it may be necessary from time to time for Council, Councillors or Council Officers to engage in entertainment activities.

Entertainment and hospitality expenditure will be considered appropriate for such activities if it conforms with the following criteria:

- it is considered reasonable and cost effective;
- it can be supported within adopted budget allocation;
- it is able to withstand public scrutiny;
- it serves an official purpose as described above;
- it complies with legal, financial, audit and ethical requirements ;and
- it complies with Council's operational and strategical objectives.

All expenditure for entertainment and hospitality purposes must be pre-authorised. In assessing whether expenditure is reasonable, the person claiming the expenditure must be comfortable in publicly disclosing the expense, should that be required, and be able to identify the benefit for Council. Similarly, the person/s approving the payment or reimbursement should be comfortable that the claim was reasonable and meets the aforementioned criteria.



Table 1 lists the types of entertainment considered appropriate for Council business and who is authorised to approve such expenditure.

Type of function	Authorising officer	Administration roles
Mayoral Reception	CEO	Budget monitoring (CEO0 Budget to be expressly stated at Original Budget adoption *Supporting documentation
Council Hosted Function	CEO	Budget monitoring (CEO0 Budget to be expressly stated at Original Budget adoption *Supporting documentation
Civic Duty Role	CEO / Mayor	Budget Monitoring - CEO Budget to be expressly stated at Original Budget adoption • (Payment to maximum of RPT Flight costs where Charters are utilised)

Supporting Documentation:

- Written request stating purpose and approval by the authorising officer
- Quotes approved by authorising officer
- Additional requirement where the event is not open to the public (invite only):
  - Total number of attendees (number of Council officers / number of non-Council officers)
  - Completed Fringe Benefits Tax Declaration Form

Only entertainment and hospitality expenses associated with aforementioned activities or roles will be allowed.

#### 4.2. Allocated budget and approval process

- Council hosted function: \$750 per Councillor
- Mayoral reception: \$2,500 (Mayor)
- Any general allocation must be determined at the time of the original budget and to the extent it can be reasonably justified and within any current restraints.

Any payments payable under this policy will be made directly to the supplier unless there are extenuating circumstances, in which case the CEO must approve the alternative payment method.

Fringe Benefit Tax A Fringe Benefit Tax (FBT) Declaration for Entertainment and Hospitality Expenditure Form is to be completed for all Council functions, where meals or entertainment are provided and they are not open to the general public.

## 5. REPORTING

No additional reporting required.

## 6. DEFINITIONS

Term	Meaning
Charter	A contracted flight outside of scheduled RPT movements
CEO	The Chief Executive Officer of Council appointed pursuant to section 194 of the LGA.
Civic Duty	The responsibility to attend (within Queensland) Sad News, Funerals and/or Tombstone Unveiling.
Council	Torres Strait Island Regional Council
Councillor	An elected member of Council, including the Mayor.
Deputy Mayor	Deputy Mayor of Council
Director	Executive Director of a Department
Entertainment	(a) Entertainment by way of food, drink, or recreation or (b) Accommodation or travel to do with providing entertainment by way of food, drink or recreation
Ferry	A local operating ferry service with scheduled movements for transport
Funeral	A ceremony for a deceased person prior to burial / cremation
Mayor	Mayor of Council
RPT or Regular Passenger Transport	Terminology referring to the passing of a person
Sad news	Information in a register or other instrument required to be kept by Council under a relevant Act or Regulation, including under the LGA, the <i>Planning Act 2016</i> (Qld) or the Environmental Protection Act 1994 (Qld), that is accessible by a member of the public either free of charge or on payment of a fee.
Tombstone unveiling	Cultural event where the headstone is unveiled, and the spirit of the deceased has joined other ancestors and marks the end of the mourning period

## 7. RELATED DOCUMENTS AND REFERENCES

*Local Government Regulation 2012*

## 8. REVIEW

This policy is to be reviewed annually, if legislation changes, or at the direction of the Chief Executive Officer.

Policy type:	<input checked="" type="checkbox"/> Council <input type="checkbox"/> Administrative
Directorate:	Corporate Services
Responsible Officer	Executive Director Corporate Services
Authorised on:	XX XX
Effective date:	XX XX
Next review date:	June 2025
Review history:	2008, 2009, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023



## ORDINARY MEETING

21 August 2024

Agenda Item

# 8.1

**DIRECTORATE:** *Financial Services*

**AUTHOR:** *Head of Financial Services*

### FINANCE DASHBOARD REPORT – JULY 2024

#### **OFFICER RECOMMENDATION:**

That Council receive and endorse the monthly financial statements attached to the officer's report for the 2024-25 year to date, for the period ended 31 July 2024, as required under Section 204 *Local Government Regulation 2012*.

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#### **EXECUTIVE SUMMARY:**

This report seeks Council endorse the monthly financial statements for the 2024-25 year to date, for the period ended 31 July 2024.

#### **Background:**

The 2024-25 budget review was adopted in July 2024 and has taken into consideration the expected impacts of the year ahead including but not limited to high inflation, persistent labour shortages due to shifting workforce dynamics, shortages in contractors due to remote operations and material shortages. Our strategic approach to budget planning demonstrates management's dedication to proactively confronting potential financial challenges and positioning the organisation for resilient financial performance, all while ensuring the continued delivery of essential services to the community.

The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Each month, year-to-date financial statements are prepared to monitor actual performance against budget.

Below is a summary of the financial performance for the period ended stated above. Actual amounts are compared against the year-to-date budget for 2024-25. (See Appendix A for Summary Financial Statements by Department and Appendix A Detailed Capital Report).

#### **Resource implications:**

The actual operating result (before depreciation) for July 2024 year-to-date is a \$12.3M surplus, compared to the forecast year-to-date operating deficit of \$762k. The variance is primarily due to the financial assistance grant payment received in July 2024, whereas it was forecasted to be received in June 2024, as in previous years. This was communicated to Councillors at the June and July 2024 Council meetings. This change in budget assumption will be updated during the Budget Review process and is expected to be adopted in December 2024.



## FINANCIAL PERFORMANCE AT A GLANCE – Year to Date (YTD) 31 July 2024

Key financial results	Annual budget review	YTD Original budget	YTD actual	YTD variance \$	YTD variance %	Status
Recurrent revenue	67,767,162	5,267,005	16,748,435	11,481,430	218.0%	●
Other income	5,455,590	425,574	496,540	70,966	16.7%	●
Recurrent expenditure (excl. depreciation)	(78,201,757)	(6,454,969)	(4,958,838)	1,496,131	23.2%	●
<b>Operating result (excl. depreciation)</b>	<b>(4,979,006)</b>	<b>(762,390)</b>	<b>12,286,137</b>	<b>13,048,527</b>	<b>1711.5%</b>	●
Capital revenue	42,547,828	3,545,652	3,319,281	(226,371)	(6.4%)	●
Capital expenses	(3,500,000)	(291,667)	0	291,667	100.0%	●
<b>Net result (excl. depreciation)</b>	<b>34,068,822</b>	<b>2,491,596</b>	<b>15,605,419</b>	<b>13,113,823</b>	<b>526.3%</b>	●
Depreciation expense	(58,483,681)	(4,873,640)	(48,201)	4,825,439	99.0%	●
<b>Net result</b>	<b>(24,414,859)</b>	<b>(2,382,044)</b>	<b>15,557,218</b>	<b>17,939,262</b>	<b>753.1%</b>	●

### Key:

Act Vs Bud Var % is <= -10%

Act Vs Bud Var % is > -10% and <= -5%

Act Vs Bud Var % is > -5%



### Operating Result to Date – Favourable \$13M variance attributed to:

Revenue \$11.5M favourable variance.

- Primarily due to receiving a \$13.4M financial assistance grant in July 2024. This payment represents an upfront 85% of the total grant for the 2024-25 financial year, with the remaining balance to be disbursed quarterly throughout the year.
- Offset by unfavourable variances in revenue of \$1.8M for commercial property rent in Community Services and \$477K for recoverable works income in Building Services.

Expenditure \$1.5M favourable variance.

- Reduction in employee benefits due to a significant number of vacancies, which has led to an increased reliance on temporary staff.
- Lower materials and services costs are attributed to the high vacancy rate, which has impacted project delivery and subsequently reduced expenditure.

### Net Result to Date \$18M favourable variance:

- Depreciation relating to July 2024 has not been recorded in the 25GLACT due to the assets module in TechOne being unable to be rolled forward onto the 24/25 year until QAO signs off the 2023-2024 accounts. This has been a significant driver for the favourable variance combined with receiving upfront payment of the 24/25 Financial Assistance Grant in July 2024 instead of June 2024 as originally budgeted.

# STATEMENT OF FINANCIAL PERFORMANCE

	Annual Original Budget	YTD Original Budget	YTD actual	YTD variance \$	YTD variance %
<b>Income</b>					
<b>Recurrent revenue</b>					
Community levies, rates and charges	1,969,374	0	(8,649)	(8,649)	0.0%
Fees and charges	5,350,640	2,388,391	674,524	(1,713,867)	(71.8%)
Sales revenue	22,188,300	2,042,358	1,538,648	(503,711)	(24.7%)
Grants, subsidies, contributions and donations	38,258,848	836,256	14,543,913	13,707,657	1639.2%
	67,767,162	5,267,005	16,748,435	11,481,430	218.0%
<b>Capital revenue</b>					
Grants, subsidies, contributions and donations	42,547,828	3,545,652	3,319,281	(226,371)	(6.4%)
	42,547,828	3,545,652	3,319,281	(226,371)	(6.4%)
Interest received	679,995	57,753	106,175	48,422	83.8%
Other income	66,114	5,553	38,824	33,271	599.1%
Rental income	4,709,481	362,268	351,541	(10,727)	(3.0%)
<b>Total income</b>	115,770,579	9,238,231	20,564,257	11,326,026	122.6%
<b>Expenses</b>					
<b>Recurrent expenses</b>					
Employee benefits	33,214,853	2,725,345	2,349,555	375,791	13.8%
Materials and services	44,276,206	3,673,719	2,550,960	1,122,759	30.6%
Finance costs	710,699	55,904	58,323	(2,419)	(4.3%)
Depreciation and amortisation	58,483,681	4,873,640	48,201	4,825,439	99.0%
	136,685,438	11,328,609	5,007,039	6,321,570	55.8%
<b>Capital expenses</b>	3,500,000	291,667	0	(291,667)	(100.0%)
<b>Total expenses</b>	140,185,438	11,620,276	5,007,039	(6,613,237)	(56.9%)
<b>Net result</b>	(24,414,859)	(2,382,044)	15,557,218	17,939,262	(753.1%)

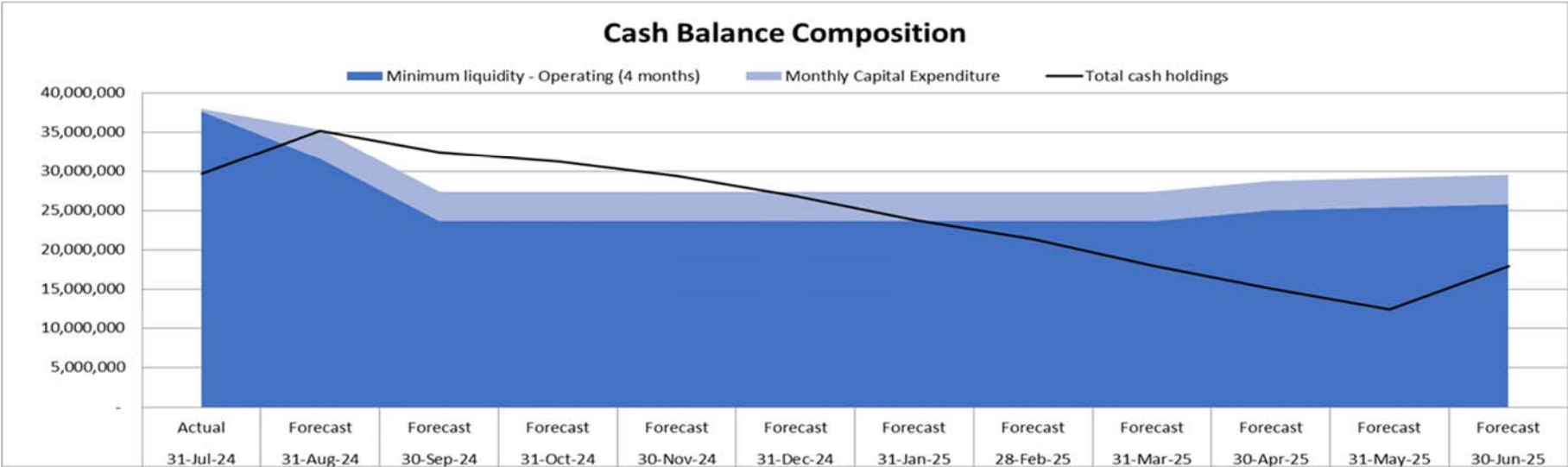
## STATEMENT OF FINANCIAL POSITION

**Disclaimer: The final 2023-24 financial statements will differ from the prior month presented below to Council due to end of year and audit adjustments.**

	Current Month	Prior Month	variance \$	variance %
<b>Current assets</b>				
Cash and cash equivalents	33,990,245	23,642,949	10,347,296	43.8%
Short term deposit	69,720	69,720	0	0.0%
Trade and other receivables	8,439,940	7,207,621	1,232,319	17.1%
Inventories	411,753	411,753	0	0.0%
Contract assets	6,374,570	6,188,973	185,597	3.0%
Lease receivables	-	-	0	
<b>Total current assets</b>	<b>49,286,228</b>	<b>37,521,016</b>	<b>11,765,212</b>	<b>31.4%</b>
<b>Non-current assets</b>				
Lease receivables	11,233,246	11,233,246	0	0.0%
Property, plant and equipment	1,025,279,868	1,024,990,460	289,408	0.0%
Right of use assets	530,208	578,409	(48,201)	(8.3%)
<b>Total non-current assets</b>	<b>1,037,043,322</b>	<b>1,036,802,115</b>	<b>241,207</b>	<b>0.0%</b>
<b>Total assets</b>	<b>1,086,329,550</b>	<b>1,074,323,131</b>	<b>12,006,419</b>	<b>0.1%</b>
<b>Current liabilities</b>				
Trade and other payables	2,274,960	5,752,484	3,477,524	60.5%
Borrowings	-	-	0	
Provisions	1,461,273	1,498,668	37,395	2.5%
Contract liabilities	16,532,919	16,532,919	0	0.0%
Lease liabilities	7,539	58,856	51,317	87.2%
<b>Total current liabilities</b>	<b>20,276,691</b>	<b>23,842,927</b>	<b>3,566,236</b>	<b>15.0%</b>
<b>Non-current liabilities</b>				
Provisions	10,869,383	10,852,339	(17,044)	(0.2%)
Lease liabilities	621,246	621,246	0	
<b>Total non-current liabilities</b>	<b>11,490,629</b>	<b>11,473,585</b>	<b>(17,044)</b>	<b>(0.1%)</b>
<b>Net community assets</b>	<b>1,054,562,230</b>	<b>1,039,006,618</b>	<b>15,555,611</b>	<b>1.5%</b>

Cash Forecasting

The Department of State Development, Infrastructure, Local Government, and Planning sustainability ratios require that the Council maintain a minimum liquidity of four months' operating cashflows. The council has based the monthly cashflow projections on the 24/25 Original Budget projections. Grant revenue has been forecasted based on the expected timing of funds receipt as per funding agreements. July figures reflect actual cash balances.



**FY June 2024 – Current forecast \$23.8M (Budget \$26M)**

- Council's cash flow continues to decline as costs of service delivery inflate faster than revenue growth. To address these challenges, management has engaged an external consultant to conduct a comprehensive review of organisational practices and financial management. The findings and recommendations from this review will be presented to Council at a later date.
- Liquidity requirement average of \$26M based on 4-month average of budgeted annual operational outflows. In July, Council was below 4-month liquidity requirements.
- The Financial Assistance Grant was budgeted to be received in June, but payment was made in July which means that the funding will now align with the appropriate financial year.
- Due to most grant funding being received in arrears, Council must outlay cash for major infrastructure projects, which is reimbursed after submitting milestone payments.

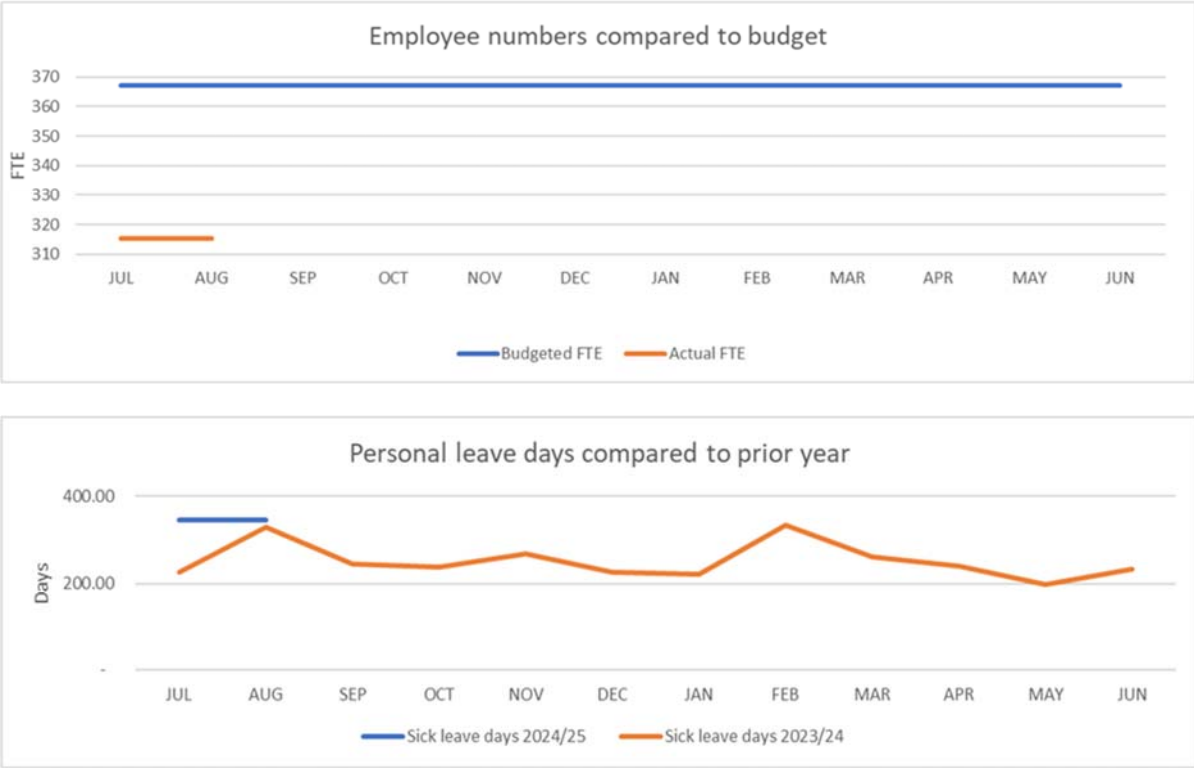


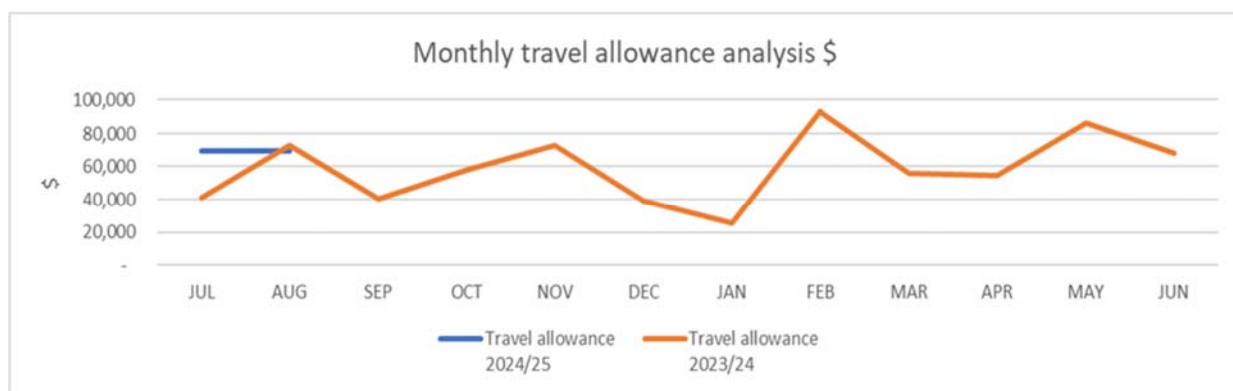
Debtor Analysis

	As at 31 July 2024		As at 30 June 2024		As at 31 May 2024	
	\$	%	\$	%	\$	%
Current	4,499,649	64%	2,188,100	31%	5,238,478	55%
30 to 60 days	776,345	11%	988,572	14%	1,509,456	1%
60 to 90 days	740,985	11%	41,332	1%	43,883	9%
90 days plus	1,038,836	15%	1,687,362	24%	1,849,044	35%
Total aged debtors	7,055,815	100%	5,101,606	100%	5,869,090	100%
Housing debtors (Note 1)	12,571,753		12,764,556		12,764,556	
Total Provision	- 13,257,326		- 13,500,803		- 13,500,803	
Net debtors (exc. Unapplied credits)	6,370,241		4,665,053		5,478,774	
Unapplied Credits	- 452,160		- 1,181,621		- 276,919	



Payroll Analysis





#### Grant Analysis:

Refer to the 'Funding Acquisition Report' by Corporate Services.

#### Consultation and communication:

Senior Executive Team

Department Heads / Managers

Finance Department

#### COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>				
<b>Budgetary:</b>	There are no direct financial implications that arise from this recommendation.				
<b>Policy:</b>	N/A				
<b>Legal:</b>	N/A				
<b>Risk:</b>	Risk Management emerges from Council’s intent to effectively and efficiently manage risks that may have an impact on the achievement of strategic priorities, operational goals and project objectives as defined in the Corporate and Operational Plans.				
	<b>Significant Risks:</b>				
	<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Treatment</b>	<b>Financial Impact</b>
	Increase in material prices	High	Increased cost to deliver contract and recoverable works	Consider revising service agreements with funding partners to	Negative impact to gross margins and

				account for material increases	ultimately net profits
	Poor weather conditions	Low	Delay in operational and capital works resulting in reduced community service delivery	Consider works schedule	Negative impact to net profits and service delivery
	Lack of available resources	High	Delays and inability to complete contract and recoverable works and capital programs	Consider methods for engaging skilled resources	Negative impact on gross margins and risk of returning grant funds if not able to deliver works
<b>Links to Strategic Plans:</b>	Corporate Plan 2020-25 Sustainability: Outcome 8 – We manage Council affairs responsibly to the benefit of our communities				
<b>Masig Statement:</b>	N/A				
<b>Standing Committee Consultation:</b>	N/A				
<b>Timelines:</b>	At a meeting of the local government once a month.				

#### Other Comments:

In terms of financial performance and risk, the approach taken sees the Finance Team working with the various business departments to understand and report on financial outcomes while also considering what those outcomes indicate for the future, particularly the requirement to deliver within budget. This forward-looking approach is expected to allow the management team to implement timely rectification actions to emerging trends.

Numerous drivers have affected Council operations during the financial year. Inflationary pressures (rising energy prices, global supply chain disruptions, and labour shortages) are impacting not only Council but the whole of Australia, sending the cost of goods and services higher. Along with the spate of natural disasters, there has been a sharp rise in cash rates and high state wage increases.

While inflation now appears to be stabilising, it remains to be seen what the cumulative effect will be on Council operations in the next couple of months to year end, and years beyond based on the unpredictability of domestic and global events. Management will continue to progressively adapt, monitor, and plan into the future as the situation and its impact evolves. Continuing uncertainty in the economic climate and changes in market factors make future forecasting challenging.

**Recommended:**



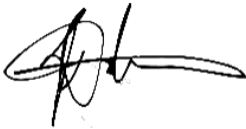
Nicola Daniels  
Head of Financial Services

**Endorsed**



Hollie Faithfull  
Executive Director, Financial Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

- Appendix A – Key Financial Results by Department
- Appendix B – Capital Works Program



## APPENDIX A

### KEY FINANCIAL RESULTS BY DEPARTMENT

#### Executive Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	0	0	0	0	0.0%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(3,520,425)	(238,674)	(372,630)	(133,956)	-56.1%	●
Operating surplus (exc. Depreciation)	(3,520,425)	(238,674)	(372,630)	(133,956)	-56.1%	●
Capital revenue	0	0	0	0	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	(3,520,425)	(238,674)	(372,630)	(133,956)	-56.1%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	(3,520,425)	(238,674)	(372,630)	(133,956)	-56.1%	●

##### Comments:

##### Unfavourable Operating result:

Recurrent Expenditure: Higher than budgeted due to consulting costs and timing of membership payments.

#### Building Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	18,920,000	1,770,000	1,292,909	(477,091)	-27.0%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(15,137,624)	(1,257,868)	(1,223,839)	34,029	2.7%	●
Operating surplus (exc. Depreciation)	3,782,376	512,132	69,070	(443,062)	-86.5%	●
Capital revenue	1,972,200	164,350	0	(164,350)	-100.0%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	5,754,576	676,482	69,070	(607,412)	-89.8%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	5,754,576	676,482	69,070	(607,412)	-89.8%	●

##### Comments:

##### Unfavourable Net result:

Overall underbudget in July 2024 due to a delay in invoice processing

#### Corporate Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	14,768	397	0	(397)	-100.0%	●
Other income	0	833	1,168	335	40.2%	●
Recurrent expenditure (excl. depreciation)	(7,196,425)	(555,943)	(312,839)	243,104	43.7%	●
Operating surplus (exc. Depreciation)	(7,181,657)	(554,713)	(311,671)	243,042	43.8%	●
Capital revenue	0	0	70,022	70,022	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	(7,181,657)	(554,713)	(241,649)	313,064	56.4%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	(7,181,657)	(554,713)	(241,649)	313,064	56.4%	●

##### Comments:

##### Favourable Operating/Net Result

Recurrent Expenditure - The primary factor contributing to favorable operating expenses is the reduction in employee benefits costs, resulting from several vacant positions, along with the timing of IT license payments.

Capital Revenue - Low orbit satellite grant received in July

#### Health and Community Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	14,295,277	3,490,607	1,880,257	(1,610,350)	-46.1%	●
Other income	531,114	44,303	37,525	(6,778)	-15.3%	●
Recurrent expenditure (excl. depreciation)	(18,138,064)	(1,492,337)	(1,349,652)	142,686	9.6%	●
Operating surplus (exc. Depreciation)	(3,311,673)	2,042,572	568,130	(1,474,442)	-72.2%	●
Capital revenue	9,650,593	804,216	17,342	(786,874)	-97.8%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	6,338,920	2,846,789	585,472	(2,261,317)	-79.4%	●
Depreciation Expense	(31,166,140)	(2,597,178)	0	2,597,178	100.0%	●
Net result	(24,827,220)	249,610	585,472	335,862	134.6%	●

##### Comments:

##### Unfavourable Operating Result:

Recurrent Revenue - Commercial Property Rent to be invoiced - \$1.8M under budget YTD

Recurrent Expenditure - salaries 12% underbudget due to high level of vacancies across department

##### Favourable Net result:

Capital Revenue - Building Capitalisations not yet processed \$700,650 budgeted; budgeted \$103,566 for Housing Community Housing Grant-nil revenue recognised YTD

Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 24/25 year until QAO sign off the 2023-2024 accounts

## Financial Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	27,651,836	23,035	13,213,882	13,190,847	57264.8%	●
Other income	179,995	16,086	106,175	90,088	560.0%	●
Recurrent expenditure (excl. depreciation)	(5,745,097)	(415,158)	(330,082)	85,075	20.5%	●
<b>Operating surplus (excl. Depreciation)</b>	<b>22,086,734</b>	<b>(376,036)</b>	<b>12,989,974</b>	<b>13,366,011</b>	<b>3554.4%</b>	●
Capital revenue	2,033,906	169,492	0	(169,492)	-100.0%	●
Capital expenses	(3,500,000)	(291,667)	0	291,667	100.0%	●
<b>Net result (excl. depreciation)</b>	<b>20,620,640</b>	<b>(498,211)</b>	<b>12,989,974</b>	<b>13,488,185</b>	<b>2707.3%</b>	●
Depreciation Expense	(1,039,700)	(86,642)	(48,201)	38,441	44.4%	●
<b>Net result</b>	<b>19,580,940</b>	<b>(584,853)</b>	<b>12,941,774</b>	<b>13,526,626</b>	<b>2312.8%</b>	●

### Comments:

#### Favourable Operating result:

Recurrent / Other Revenue - financial assistance grant payment was forecast to be received in June 2024 as in prior years but received in July 2024.

Recurrent expenditure - overall expenditure is lower than budget due to a high vacancy rate which has affected delivery of projects resulting in decreased further expenditure.

#### Favourable Net result:

Capital Revenue - unfavourable as milestones for receipt of funding are pushed out based on lack of available resources and other external factors.

Capital expenses - favourable variance due to timing of disposals

Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 24/25 year until QAO sign off the 2023-2024 accounts

## Engineering Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	9,864,762	200,234	488,941	288,707	144.2%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(25,993,927)	(2,291,611)	(1,310,145)	981,467	42.8%	●
<b>Operating surplus (excl. Depreciation)</b>	<b>(16,129,165)</b>	<b>(2,091,377)</b>	<b>(821,203)</b>	<b>1,270,174</b>	<b>60.7%</b>	●
Capital revenue	27,338,013	2,278,168	3,301,940	1,023,772	44.9%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>11,208,847</b>	<b>186,790</b>	<b>2,480,736</b>	<b>2,293,946</b>	<b>1228.1%</b>	●
Depreciation Expense	(25,833,074)	(2,152,756)	0	2,152,756	100.0%	●
<b>Net result</b>	<b>(14,624,227)</b>	<b>(1,965,966)</b>	<b>2,480,736</b>	<b>4,446,702</b>	<b>226.2%</b>	●

### Comments:

#### Favourable Operating result:

Recurrent / Other Revenue - financial assistance grant payment was forecast to be received in June 2024 as in prior years but received in July 2024.

Recurrent expenditure - overall expenditure is lower than budget due to a high vacancy rate which has affected delivery of projects resulting in decreased further expenditure.

#### Favourable Net result:

Capital grant recognition is greater than budget forecast.

Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 24/25 year until QAO sign off the 2023-2024 accounts.

## Fuel and Fleet Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	1,740,000	145,000	153,982	8,982	6.2%	●
Other income	25,000	2,083	114	(1,969)	-94.5%	●
Recurrent expenditure (excl. depreciation)	(2,470,197)	(203,378)	(59,651)	143,727	70.7%	●
<b>Operating surplus (excl. Depreciation)</b>	<b>(705,197)</b>	<b>(56,295)</b>	<b>94,445</b>	<b>150,740</b>	<b>267.8%</b>	●
Capital revenue	1,553,116	129,426	0	(129,426)	-100.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>847,919</b>	<b>73,131</b>	<b>94,445</b>	<b>21,314</b>	<b>29.1%</b>	●
Depreciation Expense	(444,767)	(37,064)	0	37,064	100.0%	●
<b>Net result</b>	<b>403,152</b>	<b>36,067</b>	<b>94,445</b>	<b>58,378</b>	<b>161.9%</b>	●

### Comments:

#### Favourable Operating Result

Recurrent revenue - Higher sale of fuel and gas.

#### Favourable Net Result

Capital Revenue - Contract Implementation Delayed

Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 24/25 year until QAO sign off the 2023-2024 accounts.

Appendix B

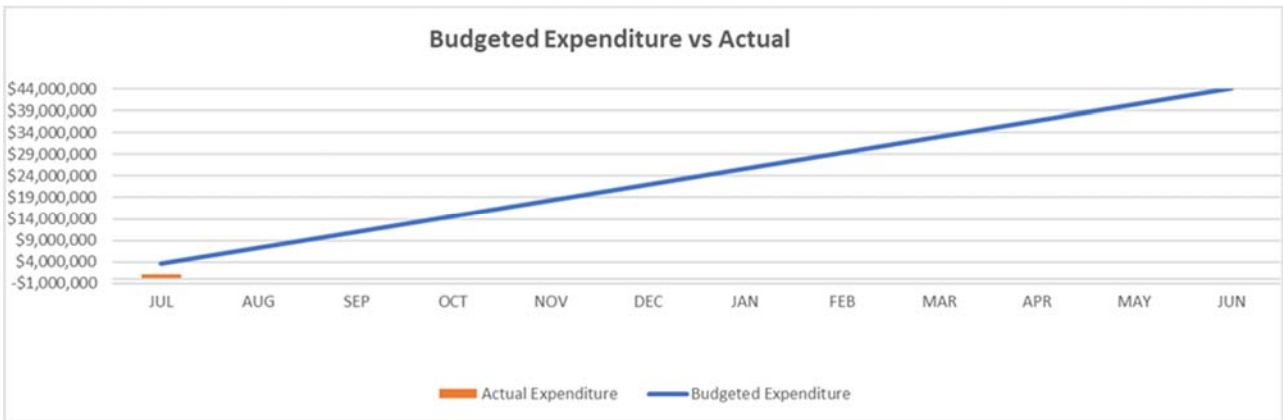
Capital Works Program

YTD actual expenditure	\$	289,408
YTD- Unspent capital expenditure	\$	43,921,303
Full year Original budget capital expenditure	\$	44,210,711

Capital Works Program Expenditure B.R



MONTHLY PROGRESS – CAPITAL EXPENDITURE





**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## **RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC**

### **OFFICER RECOMMENDATION:**

The Council resolves to close the meeting to the public pursuant to section 254J of the *Local Government Regulation 2012* to allow the Council to discuss items listed on the agenda for closed discussion and for the reasons outlined under those items.

---

### **EXECUTIVE SUMMARY:**

A local government meeting is open to the public unless the local government or committee has resolved that the meeting is to be closed.

Section 254J of the *Local Government Regulation 2012* allows the Council to close its meeting to the public to discuss one or more of the following matters:

- (a) the appointment, discipline or dismissal of the chief executive officer;
- (b) industrial matters affecting employees;
- (c) the local government's budget;
- (d) rating concessions;
- (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
- (f) matters that may directly affect the health and safety of an individual or a group of individuals;
- (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
- (h) negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*;
- (i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State;
- (j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.

Section 254J(6) of the *Local Government Regulation 2012* stipulates that a local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.



**Interested Parties/Consultation:**

N/A

**Background / Previous Council Consideration:**

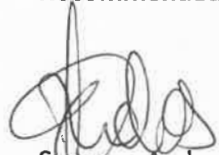
N/A

**COMPLIANCE / CONSIDERATIONS:**

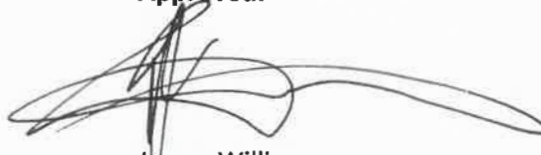
<b>Statutory:</b>	Section 254J of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<a href="#">Council meetings</a>   <a href="#">State Development and Infrastructure</a>
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> )  Delivery Pillar One – People ( <i>Bisnis – Pipol</i> )  Outcome 4: We are a transparent, open and engaging council.  ➤ 4.2 Evolve Council's communication channels and community's access to information.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

**Other Comments:**

Nil.

**Recommended:**

Susanne Andres  
Executive Director Corporate Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



# ORDINARY MEETING

## 21 AUGUST 2024

Agenda Item

# 15

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

### OFFICER RECOMMENDATION:

The Council resolves to move out of closed discussions pursuant to Section 254I of the *Local Government Regulation 2012*.

---

### EXECUTIVE SUMMARY:

Section 254I of the *Local Government Regulation 2012* stipulates that a local government meeting is open to the public unless the local government or committee has resolved that the meeting is to be closed.

### Interested Parties/Consultation:

N/A

### Background / Previous Council Consideration:

N/A

### COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	Section 254I of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<a href="#">Council meetings   State Development and Infrastructure</a>
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery Pillar One – People ( <i>Bisnis – Pipol</i> ) Outcome 4: We are a transparent, open and engaging council. ➤ 4.2 Evolve Council’s communication channels and community’s access to information.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

**Other Comments:**

Nil.

**Recommended:**



Susanne Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

### OFFICER RECOMMENDATION:

*For the Council to formally resolve on the matters discussed in its Closed Session.*

### EXECUTIVE SUMMARY:

Section 254J(6) of the *Local Government Regulation 2012* stipulates that a local government or a committee of local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

The open meeting must resume to pass a resolution if any decisions are necessary following the closed-meeting discussion.

### Interested Parties/Consultation:

N/A

### Background / Previous Council Consideration:

N/A

### COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	Section 254J(6) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<a href="#">Council meetings   State Development and Infrastructure</a>
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> )  Delivery Pillar One – People ( <i>Bisnis – Pipol</i> )  Outcome 4: We are a transparent, open and engaging council.  4.2 Evolve Council’s communication channels and community’s access to information.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting



**Other Comments:**

Nil.

**Recommended:**



Susanne Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



## ORDINARY MEETING 21 AUGUST 2024

Agenda Item

# 17

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### MATTERS ARISING

#### OFFICER RECOMMENDATION:

*For the Council to formally resolve to consider items arising after the agenda or the meeting is made public.*

---

#### EXECUTIVE SUMMARY:

Section 74(6) of the *Local Government (Operations) Regulation 2010* allows for a local government or a committee of local government to discuss or deal with (at any meeting) items arising after the agenda for the meeting is made available to Councillors.

Business not on the agenda, or not fairly arising from the agenda, should not be considered at any local government meeting unless permission for that purpose is given by the local government at the meeting ([Source: Queensland Government 'Best practice example standing orders for local government and standing committee meetings - March 2024'](#)).

Council will need to make a formal resolution to consider/discuss any items nominated for this agenda item.

#### Interested Parties/Consultation:

N/A

#### Background / Previous Council Consideration:

N/A

**COMPLIANCE / CONSIDERATIONS:**


<b>Statutory:</b>	Section 74(6) of the <i>Local Government (Operations) Regulation 2010</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<a href="#">Council meetings   State Development and Infrastructure</a>
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	<p>TSIRC Corporate Plan 2020–2025 (<i>Bisnis Plan</i>)</p> <p>Delivery Pillar One – People (<i>Bisnis – Pipol</i>)</p> <p>Outcome 4: We are a transparent, open and engaging council.</p> <p>➤ 4.2 Evolve Council's communication channels and community's access to information.</p>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

**Other Comments:**

Nil.

**Recommended:**


Susanne Andres  
Executive Director Corporate Services

**Approved:**


James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



**DIRECTORATE:** *Community Services*

**AUTHOR:** *Executive Director, Community Services*

## **INFORMATION REPORT – COMMUNITY SERVICES (July 2024)**

### **OFFICER RECOMMENDATION:**

**That Council notes this report.**

---

### **EXECUTIVE SUMMARY:**

To provide Council an update on the functional areas within the Community Services department for activities undertaken in the month of August 2024.

### **Interested Parties/Consultation:**

Community Services Managers

### **Background / Previous Council Consideration:**

Utilising a mix of own-source and external-source funding, the Community Services department delivers a diverse range of programs including:

- Community Care (child, aged and disability)
- Environmental Health
- Health and Wellbeing
- Housing Services
- Operation of Divisional Offices
- Events coordination and Visitor Management

### **REPORT:**

#### **Officers Comment:**

Reports for each functional areas are attached.



**COMPLIANCE / CONSIDERATIONS:**

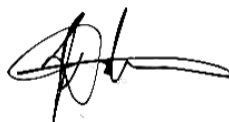
<b>Statutory:</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> In addition, Community Services functional areas are subjected to a range of Local, State and Commonwealth legislation relevant to roles and teams.
<b>Budgetary:</b>	Ongoing monitoring and process improvement to achieve financial governance, including austerity measures, is being implemented to strengthen budget management within each functional area of Community Services. The department continues to consider opportunities to increase revenue through the supply of services and submission for external-source funds.
<b>Policy:</b>	
<b>Legal:</b>	N/A
<b>Risk:</b>	Day-to-day risk is considered low however closely monitored and mitigated by the application of adherence to policy and procedures.
<b>Links to Strategic Plans:</b>	<i>TSIRC Corporate Plan 2020–2025 (Bisnis Plan)</i>  Outcome 1: We preserve cultural heritage, history, and place. Outcome 3: We ensure accessibility to community support services. Outcome 4: We are a transparent open and engaging council. Outcome 10: We advocate and foster regional prosperity through enterprise development.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Council resolution required at May 2024 meeting.

**Other Comments:**

That Council resolves to note the Community Services Information Report.

**Recommended:**


Dawson Sailor  
Executive Director Community Services

**Approved:**


James William  
Chief Executive Officer

**ATTACHMENTS:**

Community Services Reports



## MONTHLY OM REPORTS – HOUSING

JULY 2024

### Housing Collection Rates

<b>Badu</b>	<b>91% July Collection</b>  \$73,941 Invoiced for Rent \$67,334 Paid and Allocated for Rent	<b>Mabuiag</b>	<b>92% July Rental Collection</b>  \$19,051 Invoiced for Rent \$17,510 Paid and Allocated for Rent	<b>Warraber</b> <b>97% July Rental Collection Rate</b>  \$20,956 Invoiced for Rent \$20,267 Paid and Allocated for Rent
<b>Boigu</b>	<b>77% July Rental Collection</b>  \$13,513 Invoiced for Rent \$10,387 Paid and Allocated for rent	<b>Mer</b>	<b>78% July Rental Collection</b>  \$32,913 Invoiced for Rent \$25,793 Paid and Allocated for Rent	<b>Masig</b> <b>70% July Rental Collection</b>  \$22,143 Invoiced for Rent \$15,588 Paid and Allocated for Rent
<b>Dauan</b>	<b>81% July Rental Collection</b>  \$17,067 Invoiced for Rent \$13,818 Paid and Allocated for Rent	<b>Poruma</b>	<b>100% July Rental Collection</b>  \$15,052 Invoiced for Rent \$15,052 Paid and Allocated for Rent	
<b>Erub</b>	<b>91% July Rental Collection</b>  \$32,363 Invoiced for Rent \$29,560 Paid and allocated for Rent	<b>Saibai</b>	<b>77% July Rental Collection</b>  \$33,241 Invoiced for Rent \$25,625 Paid and Allocated for Rent	
<b>Hammond</b>	<b>94% July Rental Collection</b>  \$16,174 Invoiced for Rent \$15,134 Paid and Allocated for Rent	<b>St Pauls</b>	<b>91% July Rental Collection</b>  \$21,763 Invoiced for Rent \$19,863 Paid and Allocated for Rent	
<b>Iama</b>	<b>90% July Rental Collection</b>  \$28,459 Invoiced for Rent \$25,682 Paid and Allocated for Rent	<b>Ugar</b>	<b>87% July Rental Collection</b>  \$4,205 Invoice for Rent \$3,665 Paid and Allocated for Rent	

#### OVERALL COLLECTION RATE

87% July Rental Collection

**\$351,440** Invoiced for Rent  
**\$305,879** Paid and Allocated for Rent

[illegible]



## TSIRC Housing Register of Needs

2023 MONTHLY OM REPORT Register of Needs	July 2023	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	April 2024	May 2024	June 2024	July 2024
Category One Applicants	51	51	51	50	50	50	51	51	51	52	53	54	54
Category Two Applicants	121	121	121	122	122	122	123	123	123	130	133	138	141
Category Three Applicants	42	42	42	45	45	45	45	45	45	46	46	47	48
Category Four Applicants	6	6	6	5	5	5	5	5	5	5	5	5	5

## Additional information – Current Housing Applications status:

DIVISION	CATEGORY 1	CATEGORY 2	CATEGORY 3	CATEGORY 4	Total applicants
BADU	16	26	6	1	49
BOIGU	2	12	1	0	15
DAUAN	3	8	9	2	22
ERUB	4	11	0	0	15
HAMMOND	5	10	6	0	21
IAMA	8	16	5	0	29
MABUIAG	2	2	1	0	5
MASIG	2	7	1	0	10
MER	1	17	1	0	19
PORUMA	0	4	1	2	7
SAIBAI	4	6	6	0	16
ST PAULS	3	12	8	0	23
UGAR	1	2	1	0	4
WARRABER	3	8	2	0	13
<b>Category total:</b>	<b>54</b>	<b>141</b>	<b>48</b>	<b>5</b>	<b>248</b>



community services



**Additional information – Proposed/External Housing Applications status:**

<b><u>DIVISION</u></b>	<b><u>CATEGORY 1</u></b>	<b><u>CATEGORY 2</u></b>	<b><u>CATEGORY 3</u></b>	<b><u>Total applicants</u></b>
BADU	2	50	1	53
BOIGU	0	1	3	4
DAUAN	0	9	0	9
ERUB	1	11	4	16
HAMMOND	1	14	10	25
IAMA	2	19	3	24
MABUIAG	0	4	3	7
MASIG	5	8	1	14
MER	4	6	4	14
PORUMA	1	17	0	18
SAIBAI	0	8	0	8
ST PAULS	0	10	9	19
UGAR	1	5	4	10
WARRABER	3	23	2	32
<b>Category total:</b>	<b>20</b>	<b>185</b>	<b>44</b>	<b>249</b>

**Total Current Housing Application: 248**

**Total Proposed/External Housing application: 249**

**Total Housing Applications: 497**





community services



### Housing Register Information – GTA, Succession of Tenancy, Disputes, Vacant Maintenance, LHA Upgrade & Katter Lease

Count of Division	Allocation Status								
Division	GTA - executed	GTA - pending	Occupied - Succession of tenancy in progress	Vacant - suspected abandonment	Vacant - maintenance in progress	Vacant - pending LHA upgrade	Occupied - allocation disputed	Vacant - limited life dwelling	Grand Total
BADU ISLAND	157		1		5		1		164
BOIGU ISLAND	23		8	1			4		36
DAUAN ISLAND	37						2	2	41
IAMA ISLAND	55		2				3	1	61
MABUIAG ISLAND	35		1						36
MURRAY ISLANDS	65	5	5	5	4		3	2	89
PORUMA ISLAND	29						1		30
SAIBAI ISLAND	68		2		2		1	1	74
ST PAULS	46		1					1	48
WARRABER ISLAND	38		1		1				40
ERUB ISLAND	60		2		1			2	65
YORKE ISLAND	43	1	2		2		3	2	53
HAMMOND ISLAND	33	1							34
UGAR ISLAND	9			2	2			2	15
<b>Grand Total</b>	<b>698</b>	<b>7</b>	<b>25</b>	<b>8</b>	<b>17</b>	<b>9</b>	<b>11</b>	<b>11</b>	<b>786</b>



## Vacant Maintenance Properties

DIVISION	CLI	STREET	BED#	Status on Register	COMMENTS - QBuild/BSU	SCHEDULED COMPLETION DATE
<b>BADU</b>	CLI 134	CHAPMAN Street	4	Vacant maintenance in progress	In progress	08/01/2024
<b>BADU</b>	CLI 43A	PHILLIP Street	2	Vacant maintenance in progress	In progress	25/01/2024
<b>BADU</b>	CLI 234A	CHAPMAN Street	1	Vacant maintenance in progress	In progress	TBA
<b>BADU</b>	CLI 216	SCHOOL Street	3	Vacant maintenance in progress	In progress	13/03/2024
<b>BADU</b>	CLI 47	SCHOOL Street	3	Vacant maintenance in progress	In progress	25/01/2024
<b>ERUB</b>	CLI 158	GREENHILL Village	3	Vacant maintenance in progress	In progress	TBA
<b>SAIBAI</b>	CLI 78	AIRPORT Drive	3	Vacant maintenance in progress	In progress	21/10/2023
<b>SAIBAI</b>	CLI 34	MAIN Road	2	Vacant maintenance in progress	Still in progress	TBA
<b>MASIG</b>	CLI 5B	WILLIAMS Road	3	Vacant maintenance in progress – HCV	Tender Submitted to QBuild in January 2022. QBuild have not issued a PO for these works to date.	TBA
<b>MASIG</b>	CLI 56B	LOWATTA Road	3	Vacant maintenance in progress - HCV	Tender Submitted to QBuild in April 2021. TSIRC never received a PO to commence these works.	TBA
<b>MER</b>	CLI 52	MAROU Road	3	Vacant maintenance in progress	In progress	25/12/2023
<b>MER</b>	CLI 705	MAROU Road	4	Vacant maintenance in progress	Still in progress	TBA

<b>MER</b>	CLI 20	MAROU Road	5	Vacant maintenance in progress	In progress	TBA
<b>MER</b>	CLI 312	NAROR Village	4	Vacant maintenance in progress	In progress	TBA
<b>UGAR</b>	CLI 33	DRANKIE Street	3	Vacant maintenance in progress	In progress	TBA
<b>UGAR</b>	CLI 47	NAIGAR Road	3	Vanant maintenance in progress	In progress	TBA
<b>WARRABER</b>	CLI 22	AIKURU Street	5	Vacant maintenance in progress	In progress	25/07/2024

**\*\*Please note that all the vacant properties will be discussed at the JOM (Joint Operational Meeting) with QBuild and Housing\*\***



## REGIONAL MANAGER MONTHLY REPORT – July 2024

<b>Division</b>	Saibai, Dauan, Poruma, Masig, Ugar, Mer
<b>Reporting Period:</b>	July 2024
<b>Prepared by:</b>	Mokathani Lui

### **HR/PWB**

<b>Vacant Position</b>	<b>Regional Manager Comments</b>
Dauan MSAO PT – to be advertised	EOI process for Ugar DM position
<b>Higher Duties</b>	
Ugar DM – Mary Waigana effective until 28 Aug 24	

### **General**

### **EXTERNAL REPORTING**

		<b>Regional Managers Comment</b>
<b>Local Fares Scheme</b> – accurate and submitted to <a href="mailto:localfarescheme@translink.qld.gov.au">localfarescheme@translink.qld.gov.au</a> for reporting period. Including corrective actions or submission of audit requests. 1. <b>Mis-match identified</b> -	☑	All LFS Reports submitted.  Mis-match identified - Dauan (missing data)



## REGIONAL MANAGER MONTHLY REPORT – July 2024

		<p>Issue:</p> <ol style="list-style-type: none"> <li>Reservation bookings names do not match LFS register names /Translink record. Residents are encouraged to present their LOE when making travel reservations to avoid this issue.</li> </ol>
<p><b>Services Australia</b> – Monthly Customer Traffic date submitted via online portal including additional requests ie Training; Request for Information in line with contract.</p> <ol style="list-style-type: none"> <li>New Pre-Engagement Pack pending –Iama and Masig</li> <li>23/24 Host Online Training</li> <li>23/24 Agent Specified Personnel Online Training completed</li> <li>Contracted hours amendment – no change</li> <li>Site hours amendment – no change</li> <li>Access Point Site – Stephen (Ugar)</li> <li>Agent Site – Saibai, Warraber, St Pauls, Mabuiag, Kubin, Mer, Erub, Masig, Boigu, Dauan</li> </ol>	<p>☒</p> <p>☒</p> <p>☒</p> <p>☒</p> <p>☒</p> <p>☒</p> <p>☒</p>	<p>Streamline divisional access to all MSAOs/DM to ensure operational reporting continuity.</p> <p>New Pre-engagement forms issued 30/01/24 and to be completed by new staff in division asap.</p> <p>Mandatory online training 23/24 Agent specified personnel training completed.</p> <p>MSAO PT paperwork pending approval by Services Australia</p>





## REGIONAL MANAGER MONTHLY REPORT – July 2024

<p>8. Service Australia EOI – Mer and Poruma</p>		<p>Agent services will be advised of outcome of this process.</p> <p>Recommend service to be contracted from Council through Services Australia EOI process. Create employment opportunity in divisions.</p> <p>Customer service time exceeded contracted hours of two hours per day therefore maintaining a consistent backlog of council tasks.</p>
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### COMMUNITY DISASTER MANAGEMENT

<p><b>Community Disaster Management Plan – CDMP is current and accurate</b></p> <p>1. Contact List Update</p>	<input type="checkbox"/>	<p>All Cluster CDMP is current and accurate.</p> <p><i>Pending data submission from Iama, Ugar and Erub</i></p> <p>Ugar -Eunice – liaise with CDMG (Jimmy DEO) no DM on ground.</p>
<p><b>CDMG Stakeholder Meeting – twice per year (Pre/Post monsoon wet season)</b></p>	<input type="checkbox"/>	



## REGIONAL MANAGER MONTHLY REPORT – July 2024

<b>CDMP Meeting with Eunice</b>  1. Divisional visit by Eunice 2. Teams Meeting	<input type="checkbox"/>	Recommended regular communication session per quarter with Eunice for CDMP refresher and review of meeting sessions.
<b>SAT Phone</b> – <i>tested and in working order</i>	<input checked="" type="checkbox"/>	Cluster SAT Phones tested and working.
<b>HF Radio</b> – <i>tested and in working order</i>	<input type="checkbox"/>	Future division visit for HF Radio testing - TBC
<b>Situation Report (if any)</b> – <i>provided to Disaster Coordinator</i>	<input checked="" type="checkbox"/>	No SITREP for this month

### FINANCE

<b>Daily Stock Reconciliation</b> – <i>updated to end of month; signed and filed. (discrepancy to be noted below in comments)</i>	<input checked="" type="checkbox"/>	Divisions are working on actioned items with Saintie. Staff is
<b>EFTPOS Operation</b> – <i>tested and in working order</i>  1. EFTPOS machine is working 2. Stationary stock is available onsite	<input checked="" type="checkbox"/>	<p>All eftpos machines are operational and can provide MOTTO service if required.</p> <p>New Tyro machines have been sent to all divisions. Debtors will support to active these equipment when onsite.</p> <p>Badu Div 5 – is available to assist divisions due to limited staff.</p>



## REGIONAL MANAGER MONTHLY REPORT – July 2024

<p><b>Accommodation Reconciliation</b> – <i>updated to end of month; signed and filed. (discrepancy to be noted below in comments)</i></p>	<input checked="" type="checkbox"/>	<p>Data entry error. Late amendments are no recorded on register/ reflect to accommodation reconciliation register. Revenue collection process via IRF is improving. Staff to maintain open and clear communications. Staff to operate in generic inbox to standardise comms flow.</p> <p><b><i>Recommend Teams sessions with divisions to discuss process/ revenue collection process to improve reporting. Staff training or mentoring can be facilitated by using Teams.</i></b></p>
<p><b>Purchase Orders</b> – <i>IPO's goods receipted; Invoice Requests raised for external PO's and Stock Rec is cross-referenced</i></p>	<input checked="" type="checkbox"/>	<p>IPO/ PO are currently updated pending stock delivery to site. POs still need to GR to complete payment on supplier accounts. Keeping in contact with Creditors to keep comms open and clear.</p>
<p><b>DocFiles</b> – <i>all DocFiles are posted and scanned to ECM with Daily Summary and filed together with Fuel Register</i></p> <p>Live data entry during 9am to 4pm. Reporting and DM approval during 4- 4.15pm.</p> <p>Daily upload into ECM. Registration numbers recorded in DM Report</p>	<input checked="" type="checkbox"/>	<p>Daily scanning of daily doc files into ECM.</p> <p>Hardcopy filing in division still needs to be clarified to minimise clutter in divisional offices.</p>



## REGIONAL MANAGER MONTHLY REPORT – July 2024

Revenue Discrepancy is flagged and investigated immediately by DM & team		
<b>Gas Register</b> – <i>updated to end of month accurately and reconciles with Stock Rec</i>	☑	Manual record by divisions. Pending direction of record system from fuel/gas team. Sales of 9kg bottles between divisions needs clarity (tracking) therefore affecting future S&G restock. <i>New registers are pending direction from Fuel &amp; Fleet Manager.</i>
<b>Fuel Operation/Reporting</b> – divisional operations Daily ULP/Diesel dips provided by engineering for divisional admin inventory <ol style="list-style-type: none"> <li>1. Fuel Order/Delivery</li> <li>2. Shipment of empty 200L</li> <li>3. Bowser Tech Issue</li> <li>4. 24hr Compac system pending – Ugar/Mer – tanks delivered to location January 2023.</li> <li>5. 24hr Compac system rollout and active – Saibai, Dauan, Boigu, Mabuiag, Poruma and Erub.</li> </ol>	☑	Issues : Overhead covering over fuel dispenser due to weather conditions.
<b>Divisional Engagement Fund Acquittal</b> – <i>acquittal submitted to <a href="mailto:Events@tsirc.qld.gov.au">Events@tsirc.qld.gov.au</a> with supporting documentation</i>	☑	Divisions funds are available for events hosted by council staff. Divisional planning (event calendar) to forecast events/funding source to avoid late submission/ approval process.
<b>Accommodation Register</b> – <i>All guests and payment details are entered and accurate; IRFs raised and cross-referenced to Stock Rec.</i>  <i>Weekly Register Update</i>  <i>Revenue processed each week through IRF process/ IPO process</i>	☑	DMs need to maintain and monitor revenue forecast to actual received. Accommodation register and reconciliation register do not match due to late amendments in accommodation register not updated by staff.



## REGIONAL MANAGER MONTHLY REPORT – July 2024

<p><i>Reporting customer revenue collection issues to Debtors team for support.</i></p> <ul style="list-style-type: none"> <li>- Boigu (contractor)</li> </ul> <p><i>Accommodation Reconciliation Report in H drive:</i></p> <p><i>Completed: Poruma</i></p>		<p>Staff to encourage creditcard payment to minimise additional IRF paperwork. Teams working with Gina to process action items. IRF process – no confirmation awareness provided to divisional admin to confirm payment to supplier.</p> <p><b><i>Recommend to encourage creditcard payment for all guest account.</i></b></p>
<p><b>Helicopter Subsidy</b> – bookings paid and processed with Nautilus. Booking data entered in Helicopter Subsidy inbox/ calendar.</p> <ol style="list-style-type: none"> <li>1. Service active and operational – Dauan &amp; Ugar</li> <li>2. Passenger booking forms, council tax invoice, supplier manifest, supplier tax invoice</li> <li>3. TSRA grant acquittal – reconcile bookings and quarterly expenditures</li> </ol>	☑	<p>All supplier inv matched to booking docs in shared inbox.</p>
<p><b>Helicopter Subsidy</b> – TSRA Grant Variance</p> <ol style="list-style-type: none"> <li>1. Ugar – Q3 variance request and approved to cover travel end of March 24</li> <li>2. Dauan – N/A</li> </ol>	☑	<p>Variance approval for Ugar from Q3 period for travel for sorry business. Operations will be limited in Q3 pending budget availability.</p>

### HUMAN RESOURCE:

<p><b>Timesheets</b> – Accurate recording of work times on timesheets; and timely submission to Payroll.</p> <p><i>LAF: medical &amp; bereavement leave approved.</i></p>	☑	<p>Staff awareness of leave types and submission timeframe needs to be improved.</p>
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## REGIONAL MANAGER MONTHLY REPORT – July 2024

		<p>Divisional staff planned leave period overlap therefore creating ops issues including backfilling/ remote support.</p> <p><b><i>Recommend council certified agreement 2021 document used to raise awareness/ educate staff.</i></b></p>
<b>LAF</b> – submitted in accordance to policy and procedures	<input checked="" type="checkbox"/>	<p>Leave forms are submitted in a timely manner for processing. Staff movements awareness needs to be improved late or no notice of movements.</p> <p>DMs to monitor and track staff leave to ensure operation productivity.</p>
<b>HR Forms (Higher Duties; LAFs; VAFs)</b> – completed and sent to Regional Manager	<input checked="" type="checkbox"/>	Acting DM roles – Ugar & Mabuiag
<b>Investigation / Complaints</b> – Matter is finalised and file notes sent to People & Wellbeing or Regional Manager.	<input type="checkbox"/>	
<b>Tribal Habits</b> – all Divisional Admin staff completed Take 5's for the reporting period.	<input checked="" type="checkbox"/>	<p>Induction is pending completion.</p> <p>RM's have discussed with DMs to take lead in divisions to follow up/ remind staff.</p> <p>Incomplete training modules remain for divisional admin staff.</p>
<b>MANGO – Online training/ report submission</b> <ol style="list-style-type: none"> <li>1. Mango Incident/Hazard Reporting</li> <li>2. Action items/ follow up for reported incidents</li> <li>3. Clear reporting of facility reports inc photos with Asset team</li> </ol>	<input checked="" type="checkbox"/>	<p>Teams session between Safety and DM is planned for May to help raise awareness of operations/ reporting on MANGO app.</p>



## REGIONAL MANAGER MONTHLY REPORT – July 2024

		<b><i>Recommend online refresher training for DM/DEO for reporting.</i></b>
<b>First Aid Kit</b> – Stock replenished, and register is updated to reflect use.	<input checked="" type="checkbox"/>	Divisional Kits need to be assessed and restocked

### **REPAIRS & MAINTENANCE (R&Ms)**

<b>R&amp;Ms</b> – all R&Ms for the month are reported on TechOne. Outstanding R&Ms are followed up with BSU	<input checked="" type="checkbox"/>	<p>Improve comms between divisional admin and BSU managers for ground truthing of completed works. Divisional admin sometimes have to re-submit reports due to work orders being cancelled in the system.</p> <p>Communication reporting improvements on reported jobs. DMs don't know when/ why jobs have been cancelled in BSU process.</p> <p><b><i>Recommend DMs receive monthly update of completed R&amp;M by BSU</i></b></p>
<b>Hazard Reports</b> – submitted and filed. Necessary follow up undertaken.	<input type="checkbox"/>	



## REGIONAL MANAGER MONTHLY REPORT – July 2024

### COMMUNICATIONS

<p><b>Divisions</b> – high quality of customer service, submit external and internal reports in in timely manner. Participation in meetings providing action items. Maintain strong leadership partnership with elected councillor.</p> <ol style="list-style-type: none"> <li>1. Quality customer service</li> <li>2. Reporting (internal/ external)</li> <li>3. Participation in meetings (internal/ external)</li> <li>4. DM facilitate monthly staff meetings. Provide action items.</li> <li>5. Monthly planning/ update meeting with elected councillor</li> <li>6. Digital TV active and operational in divisions</li> <li>7. Pinnacle IT Services – active and operational</li> </ol>	<input checked="" type="checkbox"/>	<p>Measures have been included in DM Performance Appraisal as KPI.</p> <p>Communications can be improved to ensure information is available and accessible. Review and explore strategies to use current comms platform/ equipment to streamline a reporting process to minimise any miscommunications.</p> <p>Regular updates with management of divisional operations.</p> <p>Digital TV can be used to help raise awareness of operational matter to gain community support of service delivery.</p> <p>Pinnacle – consistent connectivity issues in region pending weather conditions. Printers are slow or on offline pending weather.</p>
<p><b>Stakeholders</b> – clear communications between external agencies</p> <ol style="list-style-type: none"> <li>1. Participate in scheduled stakeholder agency meetings</li> </ol>	<input checked="" type="checkbox"/>	<p>DMs have submitted divisional meeting calendar effective July to</p>



## REGIONAL MANAGER MONTHLY REPORT – July 2024

<p>2. Participate in community consultations eg project planning etc</p> <p>Divisional Meeting Planners not completed for all divisions. Pending consultation or confirmation from divisional Elected Councillor.</p>	<p>December 2024 in consultation with elected councillor for community information sessions.</p> <p>2024 Trustee/Ordinary Council Meeting Dates have been circulated to all Divisions.</p>
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### GENERAL COMMENT

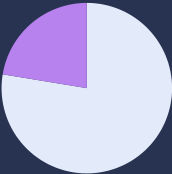
Divisional team is progressing well. Staff movements (planned leave) can be planned better for divisional ops. Divisional backfilling is difficult due to staff availability. Need to explore other options to keep operational services active. Staff support and planning for professional development and health and wellbeing needs to be explored as staff are mentally and physically exhausted to constantly meet demands and expectations.

# MONTHLY REPORT

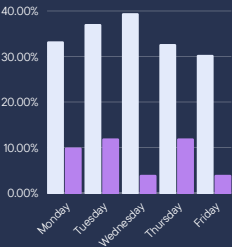
## JULY 2024

### Attendances

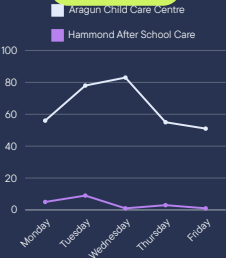
A breakdown of monthly average attendances by centres.



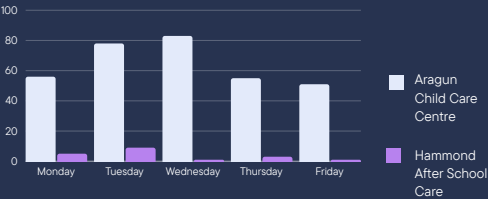
### Weekly Attendance Synopsis



### Utilisation Trends

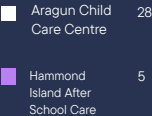


### Utilisation



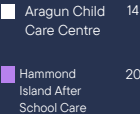
### Enrolments

Breakdown of enrolments by centre



### Vacancies

Vacancies by centre





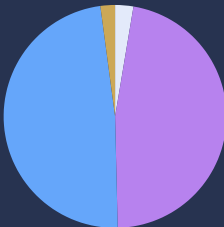
# MONTHLY REPORT

## JULY 2024

### Community Home Support Program (CHSP)

Monthly breakdown of services delivered by funded outputs.

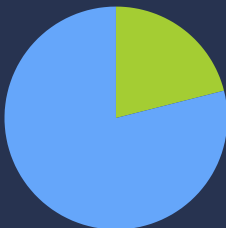
- Flexible Respite
- Domestic Assistance
- Social Support
- Other Food Services

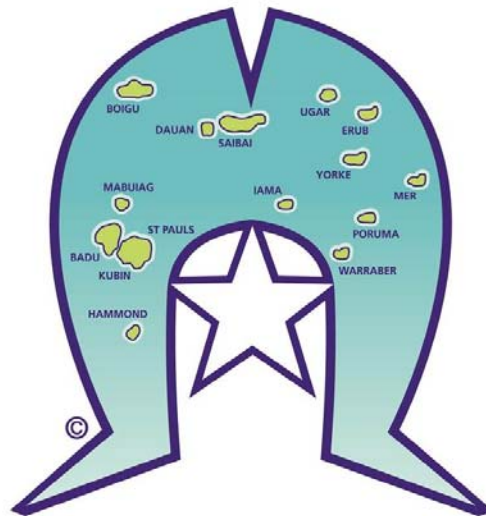


### Queensland Community Support Scheme (QCSS)

Monthly breakdown of services delivered by funded outputs.

- In-home Supports
- Community Connections





**Torres Strait Island**  
REGIONAL COUNCIL





<b>Month</b>	July 2024
<b>Date submitted</b>	07 <sup>th</sup> of August 2024
<b>Team</b>	Environment and Health
<b>Manager</b>	Ewan Gunn

## Corporate, Operational and Community Services Business Plan alignment

Corporate plan objective	Issue	Recommendation
Outcome 2: Our communities are safe, healthy and active.		
2.2 Advocate for greater solutions to unregistered or unsolicited community visits, border movements and intruders.	<ul style="list-style-type: none"> <li>• Work with key agencies and partners to investigate key community security and surveillance opportunities.</li> </ul>	SOP
2.3 Facilitate community-led strategy for public social behaviour concerns.	<ul style="list-style-type: none"> <li>• Work with each community to understand applicable public social behaviour concerns and facilitate recommendations with key agencies.</li> <li>• Work with key partners to investigate and advocate for programs that facilitate safe places and/or houses.</li> <li>• Partner with key agencies to develop more culturally aligned community education programs.</li> </ul>	Develop policy and stakeholder relationship
2.6 Enable a positive nutritional culture and sustainable food sourcing.	<ul style="list-style-type: none"> <li>• Facilitate access and assistance to Community Gardens.</li> <li>• Facilitate access and support program for home produce production.</li> <li>• Facilitate delivery of food safety and healthy eating educational materials.</li> </ul>	<p>Masig garden project in progress. Community awareness</p> <p>Online ongoing</p>
Outcome 4: We are a transparent, open and engaging council.		
4.3 Ensure community advocacy and engagement at all levels of government.	<ul style="list-style-type: none"> <li>• Work with Community to provide a regional legal framework which addresses both State and Traditional Lore requirements.</li> </ul>	Community meetings and strategic engagement Moa horse program (TSRA&TSIRC) community engagement.
Outcome 8: We manage council affairs responsibly to the benefit of our communities.		
8.3 Develop a service delivery excellence model.	<ul style="list-style-type: none"> <li>• Define departmental customer and general service level metrics.</li> <li>• Investigate community expectations on service levels and fee for service appetite.</li> </ul>	Develop community service request policy and procedures
Outcome 9: We actively reduce our environmental footprint and manage our resources sustainably.		





9.2 Evolve waste management through recycling and reuse strategies.	<ul style="list-style-type: none"> <li>• Coordinate waste management activities through landfill, transfer station and recycling opportunities.</li> <li>• Facilitate regional clean-up and investigate long-term solutions for bulk waste, car bodies and whitegoods.</li> <li>• Investigate sewer bio-solids and grey water reuse opportunities.</li> </ul>	<p>Participate in Great Northern Clean up</p> <p>Reconvene waste management working group to draft strategy</p> <p>Illegal Dumping hotspot program</p>
9.3 Ensure a safe and sustainable drinking water program.	<ul style="list-style-type: none"> <li>• Active management of the water delivery system including on-line meter reading.</li> </ul>	<p>Water management plans and structured auditing EHW water testing training</p>
9.4 Ensure effective environmental health management practices.	<ul style="list-style-type: none"> <li>• Development and execution of pest management plans.</li> <li>• Work with key partners and agencies to further implement Biosecurity Plan and controls.</li> <li>• Work with individual communities to identify areas for cultural cutting and cleaning places.</li> <li>• Facilitation of domestic animal health checks.</li> <li>• Develop coordinated warning systems associated with health outbreaks.</li> </ul>	<p>Ongoing, (biosecurity plans)</p> <p>TSRA and PBC, TO collaboration</p> <p>On going</p> <p>Qld health &amp; TSIRC collaboration with Healthy Housing</p>
Outcome 10: We advocate and foster regional prosperity through enterprise development.		
10.3 Develop a visitor management strategy.	<ul style="list-style-type: none"> <li>• Investigate and refresh council's existing visitor management process and implementation roadmap.</li> </ul>	<p>Consultation, education, and awareness</p>
Outcome 11: We invest in the retention of key skills within our region.		
11.1 Advocate and facilitate key programs that retain and introduce employment or contracting within communities. implement council's Indigenous Procurement Policy	<ul style="list-style-type: none"> <li>• Facilitate study into key skill opportunities and development models.</li> <li>• Grow council's existing apprenticeship and traineeship program.</li> <li>• Work with relevant partners to ensure employment models exist post apprenticeship or traineeship.</li> </ul>	<p>Establish professional development plan for EHW. Support and promote trainee and shadowing</p>
11.2 Refresh council's procurement policies.	<ul style="list-style-type: none"> <li>• Develop and implement council's Indigenous Procurement Policy.</li> </ul>	<p>Include Biosecurity requirements in policy and tenders</p>
Outcome 12: We bring opportunity to our region and put our culture on the world stage.		
12.1 Develop a world class model for festivals and event delivery	<ul style="list-style-type: none"> <li>• Facilitate the development of an international cultural festival, hosted within region.</li> </ul>	<p>Develop Policy, local laws ,</p>





	<ul style="list-style-type: none"> <li>• Work with key partners to deliver sporting and recreational festivals within region.</li> <li>• Work with applicable stakeholders and agencies to facilitate the development of key industry &amp; career market day events within region.</li> </ul>	procedures and fact sheets.
<b>Operational Plan Objective</b>		<b>Recommendation</b>
23. Food Safety: - Community Education & Awareness - Licensing Program Stage 1 – Commercial premises - Licensing Program Stage 2 – Community licences	Waiting on changes to legislation that will close loop holes and provide equity.	Online food safety training on going
24. Education and Awareness on Water Sanitation, Waste Management and Sewerage	Waste Management : Landfills Construction and commercial waste Great Northern Clean up	On going Promote Blue and brown card training
25. Mosquito Management: - Inspection, Albopictus Survey - Education, Awareness, Control Activities - Assist the Dengue Action Response Team (DART) - Implement Mosquito Management Plan	Mosquito Management Plan developed and implemented	On going
26. Implement Biosecurity Plan & Strategy	Biosecurity control plan Consultation	On going Development of draft control plan
27. Animal Management: - Domestic Animal Compliance - Veterinary Services - Compliance & Enforcement Program	Schedule Vet visit Moa Horse program? Parasitic efficacy trial (AMRRIC)	Vet visit scheduled for April 2023 March 2023
28. Environmental Health Worker Development & Certification Program(s)	Scheduled and programmed training and workshops	PMT 24/25 Certificate 4 Animal Control Regulation 10 EHW until May 2025 SEHW development training
<b>Community Services Business Plan</b>		TBA

## Finance

Budget	YTD Budget	YTD Actuals	Issue	Recommendation
TSIRC Service Agreement with Qld Health	\$2.10m		EOFY	Performance and financial reporting completed
Other sources Pest treatments Infringements	TBA	TBA		Invoices to be prepared Expand and promote service Review workflow 22/23 outstanding
Biosecurity grant ELGB	\$90K	\$90K		Drafting agreement changed to 1 FTE instead of 4 x0.25
DES waste grant	\$170K	\$0	Recruitment	2 recruited, VAF for approval for 0.5 FTE
DAF fee for service	\$238K	\$		Employ 4 EHW to assist with operational delivery
<b>Austerity measures</b>	<b>Issue</b>	<b>Recommendation</b>		







Cost saving opportunities	Limit services provided	Not recommended
Transport alternatives	Limited vehicle availability	Bicycles and carts costings
Revenue raising opportunities	Expand pest management services to include timber pests Promote pest management services Fee for service	Fit for purpose vehicle required.

## Human Resources

Recruiting :

- 3 EHW positions at Badu Masig, Korriri and Warraber
- EOI 3 Senior EHW positions
- Recruitment in process : EHW Ugar, EHW Poruma
- Biosecurity and Sustainability Compliance Coordinator

Incumbent name	Position title	Position number	Issue	Recommendation
Nodoro Kaigey	EHW Mer		New starter	Training and Mentoring

## Training and Development

Training	Location	Participants	Dates	Comments
Pest management	Island tba	4	Feb 2025	TBA
Authorised Person	Island tba	6	September	
Animal Management	Island tba	7	October	Micro chipping , coincide with Vet visit
SEHW development	Island tba			

## Physical resources

Property description	Issue	Recommendation
Chemical Storage	Non compliance , safety	Request infrastructure and planning for each division



**Public relations**

Division	Issue	Recommendation
all	fruitfly	Digital notice boards
all	EHW training	Social media post
all	Mosquitos	Social media post

**Coordinator EHW – Overview:**

- EHW vehicle provision still an issue on several Divisions – Vehicle not suitable for Erub (single cab), Boigu (2WD), Badu (aged vehicle).
- Animal Management issues on Saibai (dogs), Mabuyag (dogs), Hammond (dogs), Arkai (horses), Wug (horses), Mer (dogs), Badu (dogs), Masig (dogs), Erub (dogs), Ima (dogs) and Boigu (dogs)
- Financial delegation delays for Seniors
- Vacancies – there are still vacancies in the following communities that need to be filled – Kiriri – awaiting advice regarding EHW position , Poruma – interview has been conducted and just finalising the Rec Memo. We have recently filled the EHW position at Ugar and are just finalising start date with the successful candidate and will send LOO once start date confirmed.
- Attended funeral of the Late Mika David

**Program Management Support Officer update; delayed**



## ENVIRONMENTAL HEALTH STATISTICAL CLUSTER REPORT – July 2024

### Dawson Mau – A/SEHW

	DAUAN	SAIBAI	ERUB	UGAR	WARRABER
<b>DOG</b>					
TOTAL NUMBER OF DOGS	39	0	50	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>CATS</b>					
TOTAL NUMBER OF CATS	5	0	20	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>HORSES</b>					
TOTAL NUMBER OF HORSES	0	0	0	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>CHOOKS</b>					
TOTAL NUMBER OF HENS & CHICKS	0	0	0	0	0
TOTAL NUMBER OF ROOSTERS	0	0	0	0	0
TOTAL NUMBER OF DUCKS	0	0	0	0	0
<b>COMPLIANCE</b>					
NON-COMPLIANCE FOR DESEXING	10	0	0	0	0
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	1	0	1	0	0
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	0	0	0	0
NUMBER OF VERBAL WARNINGS ISSUED	3	1	1	0	0
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	0	0
NUMBER OF WARNING LETTERS ISSUED	0	0	0	0	0
INTER-ISALND ANIMAL TRANSFER	0	0	6	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>					
MEETINGS	0	0	2	0	0
ONE-ON-ONE	0	0	8	0	0
FLYERS/POSTERS	0	3	3	0	0
VET VISIT	1	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	4	0	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	0	0	0
TICK TREATMENTS	0	0	0	0	0
EUTHANISE	0	0	1	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	0	1	0	0
<b>FOOD SAFETY</b>					
NUMBER OF FOOD SALES FOR THE MONTH	0	0	15	0	0
PERMITS ISSUED	0	0	0	0	0
FOOD ACT LICENCES	0	0	0	0	0
FOOD SHOP INSPECTIONS	0	0	0	0	0
COMPLAINTS	0	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	0	0
<b>FOOD SAFETY AWARENES</b>					
MEETINGS	0	2	0	0	0
ONE-ON-ONE	0	0	0	0	0
FLYER/POSTER	0	0	1	0	0
FOOD SAFETY AWARENESS	0	3	0	0	0
IM ALERT FOOD SAFETY COURSE	0	3	0	0	0
<b>BIOSECURITY</b>					





SURVEILLANCE	3	2	0	0	0
BARGE DELIVERY INSPECTION	3	2	1	0	0
EDUCATION AND AWARENESS	3	0	0	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>					
WATER RESERVIOR – SAMS/BORE WELLS/ETC	1	3	4	0	0
WATER TESTING – CHLORINE & PH	0	4	0	0	0
WASTEWATER SYSTEMS	0	0	0	0	0
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	3	1	0	0	0
LANDFILL	2	3	0	0	0
ILLEGAL DUMPING	1	1	4	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>					
ONE-ON-ONE	0	0	6	0	0
MEETING	0	0	0	0	0
POSTER/FLYER	0	0	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	0	0
<b>PEST MANAGEMENT</b>					
INSPECTIONS	0	0	0	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	0	0	0
AWARENESS	0	0	0	0	0
CLEAN UP	0	0	0	0	0
FEE FOR SERVICE TREATMENTS	0	0	0	0	0
VACANT HOUSES	0	0	0	0	0
GERNERAL HOUSE	0	0	0	0	0
OTHER	0	0	0	0	0
<b>HOUSING</b>					
INSPECTIONS	0	0	0	0	0
EDUCATION AND AWARENESS	0	0	0	0	0
RAINWATER TANK INSPECTION	0	0	0	0	0
YARD INSPECTION	0	0	0	0	0
OTHER	0	0	0	0	0
<b>ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT &amp; TRAINING</b>					
HYGIENE	0	0	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	0	0	0
MEETINGS ATTENDED	1	0	1	0	0
<b>HEALTH CENTER VISIT</b>					
NUMBER OF VISITS PER MONTH	3	0	4	0	0
HEALTH CENTRE CONCERNS	3	0	1	0	0

GENERAL COMMUNITY OUTCOMES	
DAUAN	<ul style="list-style-type: none"> <li>New bin truck arrived last week. Engineering team are using the old one because they have to bless the machine first before use it.</li> <li>Assist Biosecurity Micheal Zitha &amp; Rebecca Williams on fruit fly block 30/07/2024.</li> <li>Interview Panel EHW Ugar</li> <li>Seaswift Delivery Inspections</li> <li>Community Information update – EHW Issues on ground &amp; also roles and responsibility</li> </ul>
	<ul style="list-style-type: none"> <li>EHW vehicle not operating. Mechanic will be on Dauan Friday 9<sup>th</sup> August.</li> </ul>





	<ul style="list-style-type: none"> <li>Locals dump outside the landfill near the greens area and not inside the landfill</li> <li>Verbal warning for locals to keep dogs at home. No dogs wandering in community especially our local IBIS.</li> </ul>
SAIBAI	<ul style="list-style-type: none"> <li>Will conduct Animal Census and update on number of animals on Saibai</li> <li>Food Safety Awareness for August Celebration Saibai</li> <li>Assisting Food Stall Holder on community notice boards</li> <li>Fire Hazard Notice on community respective agency boards</li> <li>Conducting weekly seaswift Inspections</li> <li>Encouraging locals to yard maintenance from rodents and pests</li> <li>Road to landill has been cleaned and cleared by Engineering team so community have access to the tip.</li> </ul>
	<ul style="list-style-type: none"> <li>Local fire burning in yard – elders on another allotments</li> <li>Marine carcass (turtle &amp; dugong) are still left on landfill.</li> <li>Recent dog attacks being investigated</li> <li>Animal numbers increased</li> </ul>
ERUB	<ul style="list-style-type: none"> <li>Dog owner is complying with the Local Law and is seeking further assistance from the local EHW officers regarding their pets. Keeping this positive outcome in mind as these dog owners was very complicated to handle at first.</li> <li>The hit and run of dogs. Dog owners is responsible to keep animal in own yard but when wounder and chase cars, sad but car driver is on public road. Educate dog owners all the time.</li> <li>Working on plan to visit all houses in Community. Some info to share on burning fire, rodent etc</li> <li>Talking to BSU, Strait Support and other construction crew that visits the community</li> <li>1st verbal warning for the month, dog wandering in public area (infront of IBIS store chasing car). Next warning will be to issue an infringement notice.</li> </ul>
	<ul style="list-style-type: none"> <li>Weekly checking the dump site. YES alot of illegal dumping from the Tagai campus, TSIRC BSU and Strait Support. This is disappointing as site if very FULL</li> <li>Verbal consent to euthanise 1x female dog.</li> <li>A lot of movemtns of animal between Stephen Island &amp; Darnley occuring</li> </ul>
UGAR	<ul style="list-style-type: none"> <li>NIL</li> </ul>
	<ul style="list-style-type: none"> <li>NIL</li> </ul>
WARRABER	<ul style="list-style-type: none"> <li>NIL</li> </ul>
	<ul style="list-style-type: none"> <li>NIL</li> </ul>







## ENVIRONMENTAL HEALTH STATISTICAL CLUSTER REPORT – June 2024

### Moses Kudub - A/SEHW

	KIRIRI	IAMA	PORUMA	MASIG	MER
<b>DOGS</b>					
TOTAL NUMBER OF DOGS	0	40	0	0	90
NEW REGISTRATIONS	0	7	0	0	2
<b>CATS</b>					
TOTAL NUMBER OF CATS	0	20	0	0	2
NEW REGISTRATIONS	0	5	0	0	0
<b>HORSES</b>					
TOTAL NUMBER OF HORSES	0	0	0	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>CHICKENS/DUCKS</b>					
TOTAL NUMBER OF HENS & CHICKS	0	0	0	0	2
TOTAL NUMBER OF ROOSTERS	0	0	0	0	1
TOTAL NUMBER OF DUCKS	0	0	0	0	0
<b>COMPLIANCE</b>					
NON-COMPLIANCE FOR DESEXING	0	10	0	0	13
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	0	0	0	0	10
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	3	0	0	15
NUMBER OF VERBAL WARNINGS ISSUED	0	7	0	0	10
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	0	0
NUMBER OF WARNING LETTERS ISSUED	0	0	0	0	0
INTER-ISLAND ANIMAL TRANSFER	0	0	0	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>					
MEETINGS	0	0	0	0	0
ONE-ON-ONE	0	7	0	0	2
FLYERS/POSTERS	0	1	0	0	0
VET VISIT	0	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	0	0	0	1
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	0	0	0
TICK TREATMENTS	0	0	0	0	0
EUTHANISE	0	0	0	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	0	0	0	4
<b>FOOD SAFETY</b>					
NUMBER OF FOOD SALES FOR THE MONTH	0	3	0	0	4
PERMITS ISSUED	0	0	0	0	0
FOOD ACT LICENCES	0	0	0	0	0
FOOD SHOP INSPECTIONS	0	1	0	0	2
COMPLAINTS	0	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	0	0
<b>FOOD SAFETY AWARENES</b>					
MEETINGS	0	0	0	0	0
ONE-ON-ONE	0	1	0	0	0
FLYER/POSTER	0	1	0	0	1
FOOD SAFETY AWARENESS	0	1	0	0	0
IM ALERT FOOD SAFETY COURSE	0	2	0	0	0
<b>BIOSECURITY</b>					
SURVEILLANCE	0	2	0	0	0





BARGE DELIVERY INSPECTION	0	3	0	0	0
EDUCATION AND AWARENESS	0	0	0	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>					
WATER RESERVIOR – DAMS/BORE WELLS/ETC	0	0	0	0	2
WATER TESTING – CHLORINE & PH	0	0	0	0	6
WASTEWATER SYSTEMS	0	3	0	0	1
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	0	3	0	0	0
LANDFILL	0	4	0	0	4
ILLEGAL DUMPING	0	1	0	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>					
ONE-ON-ONE	0	4	0	0	0
MEETING	0	1	0	0	0
POSTER/FLYER	0	1	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	0	0
<b>PEST MANAGEMENT</b>					
INSPECTIONS	0	0	0	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	0	0	2
AWARENESS	0	2	0	0	0
CLEAN UP	0	0	0	0	1
FEE FOR SERVICE TREATMENTS	0	0	0	0	0
VACANT HOUSES	0	0	0	0	0
GERNERAL HOUSE	0	0	0	0	0
OTHER	0	0	0	0	0
<b>HOUSING</b>					
INSPECTIONS	0	0	0	0	0
EDUCATION AND AWARENESS	0	0	0	0	0
RAINWATER TANK INSPECTION	0	0	0	0	0
YARD INSPECTION	0	0	0	0	2
OTHER	0	0	0	0	0
<b>ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT &amp; TRAINING</b>					
HYGIENE	0	0	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	0	0	0
MEETINGS ATTENDED	0	1	0	0	4
<b>HEALTH CENTER VISIT0</b>					
NUMBER OF VISITS PER MONTH	0	4	0	0	2
HEALTH CENTRE CONCERNS	0	1	0	0	0





GENERAL COMMUNITY OUTCOMES	
KIRIRRI	<ul style="list-style-type: none"> <li>No EHW</li> </ul>
	<ul style="list-style-type: none"> <li>No concern (Not Completed)</li> </ul>
IAMA	<ul style="list-style-type: none"> <li>Overgrown grass maintained around the community – Engineering Team and volunteers</li> <li>5 puppies registered</li> <li>Met with Engineering Team regarding EHW Roles and Responsibilities and inspection at STP</li> <li>Food sales registered and food safety awareness given</li> </ul>
	<ul style="list-style-type: none"> <li>Follow up - dog not under effective control</li> </ul>
PORUMA	<ul style="list-style-type: none"> <li>No EHW</li> </ul>
	<ul style="list-style-type: none"> <li>No Concerns</li> </ul>
MASIG	<ul style="list-style-type: none"> <li>EHW Currently on Bereavement Leave</li> </ul>
	<ul style="list-style-type: none"> <li>No Concern</li> </ul>
MER	<ul style="list-style-type: none"> <li>Nodoro Kaigey commence work 22/07/2024 as the EHW for Div 15 Mer Island</li> </ul>
	<ul style="list-style-type: none"> <li>Contractors still disposing their waste up at the landfill.</li> <li>Burning landfill</li> <li>Segregation needs to be actioned.</li> </ul>





## ENVIRONMENTAL HEALTH CLUSTER REPORT – June 2024

Rowena Johnson EH COORDINATOR

	BADU	BESI	BOIGU	KUBIN	ST PAULS
<b>DOG</b>					
TOTAL NUMBER OF DOGS	120	32	0	46	46
NEW REGISTRATIONS	0	3	0	0	0
<b>CATS</b>					
TOTAL NUMBER OF CATS	15	5	0	0	13
NEW REGISTRATIONS	0	1	0	0	0
<b>HORSES</b>					
TOTAL NUMBER OF HORSES	4	0	0	24	45
NEW REGISTRATIONS	0	0	0	0	0
<b>CHOOKS</b>					
TOTAL NUMBER OF HENS & CHICKS	30	0	0	0	10
TOTAL NUMBER OF ROOSTERS	15	0	0	0	2
TOTAL NUMBER OF DUCKS	0	0	0	0	0
<b>COMPLIANCE</b>					
NON-COMPLIANCE FOR DESEXING	18	6	0	0	0
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	14	3	0	0	2
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	2	0	0	0	0
NUMBER OF VERBAL WARNINGS ISSUED	2	3	0	0	1
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	0	0
NUMBER OF WARNING LETTERS ISSUED	0	0	0	0	2
INTER-ISLAND ANIMAL TRANSFER	0	0	0	0	1
<b>ANIMAL MANAGEMENT AWARENESS</b>					
MEETINGS	1	0	0	0	0
ONE-ON-ONE	60	4	0	0	2
FLYERS/POSTERS	0	4	0	0	0
VET VISIT	0	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	0	0	0	2
TREATMENTS – MANGE/PURPLE SPRAY/ETC	60	0	0	0	0
TICK TREATMENTS	60	0	0	0	0
EUTHANISE	0	0	0	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	4	0	0	0
<b>FOOD SAFETY</b>					
NUMBER OF FOOD SALES FOR THE MONTH	3	2	0	0	0
PERMITS ISSUED	0	2	0	0	0
FOOD ACT LICENCES	0	2	0	0	0
FOOD SHOP INSPECTIONS	0	2	0	0	0





COMPLAINTS	0	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	0	0
<b>FOOD SAFETY AWARENES</b>					
MEETINGS	0	0	0	0	0
ONE-ON-ONE	3	1	0	0	0
FLYER/POSTER	0	0	0	0	0
FOOD SAFETY AWARENESS	3	0	2	0	0
IM ALERT FOOD SAFETY COURSE	3	0	0	0	0
<b>BIOSECURITY</b>					
SURVEILLANCE	4	5	0	1	2
BARGE DELIVERY INSPECTION	2	0	0	0	0
EDUCATION AND AWARENESS	1	0	0	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>					
WATER RESERVIOR – SAMS/BORE WELLS/ETC	15	0	0	0	2
WATER TESTING – CHLORINE & PH	0	0	0	0	0
WASTE WATER SYSTEMS	15	3	0	0	2
OVERGROWN ALLOTMENTS/DISUSED MATERIALS	0	2	0	0	1
LANDFILL	15	5	0	1	2
ILLEGAL DUMPING	15	1	0	0	1
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>					
ONE-ON-ONE	0	2	0	0	0
MEETING	0	0	0	0	0
POSTER/FLYER	0	4	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	0	0
<b>PEST MANAGEMENT</b>					
INSPECTIONS	2	4	0	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	2	1	0	0	0
AWARENESS	0	1	0	0	0
CLEAN UP	0	0	0	0	0
FEE FOR SERVICE TREATMENTS	2	0	0	0	0
VACANT HOUSES	0	0	0	0	0
GERNERAL HOUSE	1	1	0	0	0
OTHER	0	0	0	0	0
<b>HOUSING</b>					
INSPECTIONS	2	5	0	0	0
EDUCATION AND AWARENESS	0	0	0	0	0
RAINWATER TANK INSPECTION	0	5	0	0	0
YARD INSPECTION	1	5	0	0	0
OTHER	0	0	0	0	0
<b>ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION46, ENGAGEMENT &amp; TRAINING</b>					
HYGIENE	0	0	0	0	0







OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	1	0	0	0
MEETINGS ATTENDED	0	1	0	0	0
<b>HEALTH CENTER VISIT</b>					
NUMBER OF VISITS PER MONTH	0	3	0	0	0
HEALTH CENTRE CONCERNS	0	0	0	0	0

<b>GENERAL COMMUNITY OUTCOMES</b>	
<b>BADU</b>	(ISSUES & CONCERNS) <ul style="list-style-type: none"> <li>After completing AMRRIC Census (some houses need to be revisited) there are 18 entire (non-desexed) dogs (some hunting dogs and some female dogs) we need to get this number under control before we end up with too many dogs on the island.</li> </ul>
	(POSITIVE NEWS) <ul style="list-style-type: none"> <li>AMRRIC Census majority completed – will still need to revisit some houses where tenants were away from community.</li> </ul>
<b>BESI</b>	(ISSUES & CONCERNS) <ul style="list-style-type: none"> <li>Garbage Truck needed for the community and backhoe needs to be fixed so landfill can be pushed and maintained</li> <li>I would like to do Food Safety Course/Training to improve my knowledge in that area</li> </ul>
	(POSITIVE NEWS) <ul style="list-style-type: none"> <li>Acting DEO and Sewerage Officer are cleaning and doing maintenance work on and around the sewerage plant</li> </ul>
<b>BOIGU</b>	(ISSUES & CONCERNS) <ul style="list-style-type: none"> <li>NIL</li> </ul>
	(POSITIVE NEWS) <ul style="list-style-type: none"> <li>EHW has been on Long Service Leave</li> </ul>
<b>KUBIN</b>	(ISSUES & CONCERNS) <ul style="list-style-type: none"> <li>NIL</li> </ul>
	(POSITIVE NEWS) <ul style="list-style-type: none"> <li>NIL</li> </ul>
<b>ST PAULS</b>	(ISSUES & CONCERNS) <ul style="list-style-type: none"> <li>NIL</li> </ul>
	(POSITIVE NEWS) <ul style="list-style-type: none"> <li>Engineering team have come to help the team in resolving the sewerage and water issues</li> </ul>





**Corporate Services Directorate**

**AUTHOR:** Executive Director Corporate Services

**CORPORATE SERVICES INFORMATION REPORT (JULY 2024)**

**OFFICER RECOMMENDATION:**

**Council notes the Corporate Services Information Report for the month of July 2024.**

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**EXECUTIVE SUMMARY:**

To provide Council with an update on the functional areas within the Corporate Services directorate and updates on projects progress for the month of July 2024.

**INTERESTED PARTIES/CONSULTATION:**

Managers and SMEs Corporate Services

**REPORT:**

The Corporate Services directorate delivers a diverse range of internal and external services. A snapshot of work undertaken as well as operational highlights is provided below and in the attachments.

**Administration and Communication**

During the month of July the 2024-25 Works for QLD funding application was submitted. It included the replacement of 4 x mechanics sheds and fit out requirements equating to \$4.58M in allocated funding.

The team finalised the community consultation schedule required to inform the next iteration Corporate Plan. The community consultation is scheduled to occur between August and October across all divisions. Consultation occurred with Council, and logistics and promotional plan and assets have been developed.

The updating of policies and procedures continues. At the end of July, Council achieved 83% compliance for legislative policies, in other words, 83% of Council policies are published and up to date. 3 policies sitting under Administration and Communication were updated and published in July.

The Customer Service Officer vacancy was filled, and the Communications Officer position description was refreshed in preparation for advertising the vacancy in August.

TSIRC issued 32 posts across Facebook and LinkedIn. The most popular Facebook post was Kamuel (Kempo) Gibuma and Melaney Nona successfully completing the inaugural Governance Training session (101 Likes and Reactions, 4.7K reach and 534 engaged users). The least performing Facebook post was Mayor Mosby NAIDOC person of the year (17 Likes and Reaction and 389 reach).

The most popular LinkedIn post was Cairns NAIDOC march (104 Likes and Reactions, 2.5K impressions and 36% engagement rate). The least performing LinkedIn post was QLD Indigenous Youth Leadership Program 2024 (5 Likes and Reactions and 243 impressions).

One (1) press release was issued during July which resulted in one (1) known media coverage (will feature in August reporting).

TSIRC responded to three (3) media enquiries which resulted in three (3) media coverages – Badu Jetty (Torres News), NAIDOC events (Torres News) and Patty Mills (Cairns Post).

An overview of media activity can be found in *Attachment 1*.

## Legal, Land Tenure and Native Title

Meetings held with the Mabuiag PBC directors and community in relation to options for obtaining native title consent for new builds on 66 New Village Road and 89 School Street to alleviate overcrowding. The purpose of the consultation was to explain the housing program and Native Title consent options (Social Housing ILUA and section 24JAA of the Native Title Act). Due to the urgent need for new homes, the timeframes and costs associated with negotiating a Social Housing ILUA compared to running a section 24JAA process, all parties agreed they were in support of seeking a Trustee resolution to run a 24JAA process. Resolution will be presented for Trustee consideration at the August meeting.

Trustee Policy consultation meetings on Hammond Island, St Pauls, Kubin and Mabuiag have been planned and are scheduled for August. The meetings are to seek advice from community about Traditional Decision-Making Processes applicable to each community that should be included in Council's Trustee Policy. The State Home Ownership Teams from the Department of Housing and DATSIP will also be in attendance to discuss home ownership options.

All 2024/25 commercial licence agreements were issued, five to local entities and six to regional agencies (ie TSRA, GBK, QPS, Home Affairs, Agriculture and TSIMA).

Eight applications to use the Torres Strait Islander Flag image requests were completed.

## Complaints

At the beginning of July 13 complaints remained open. During the month 3 new complaints were received and 1 complaint was closed. 2 action items remain open.

Complaint assigned	Beginning of July	New	Closed	End of July
Building Services	0	0	0	0
Community Services	10	3	1	12
Corporate Services	1	0	0	1
Engineering Services	2	0	0	2
<b>Total</b>	<b>13</b>	<b>3</b>	<b>1</b>	<b>15</b>

*Table 1 – Complaints by directorate*

Complaint type	Beginning of July	New	Closed	End of July
Staff	7	1	0	8
Local Laws (dogs)	3	1	1	3
Housing	0	1	0	1
Other	3	0	0	3
<b>Total</b>	<b>13</b>	<b>3</b>	<b>1</b>	<b>15</b>

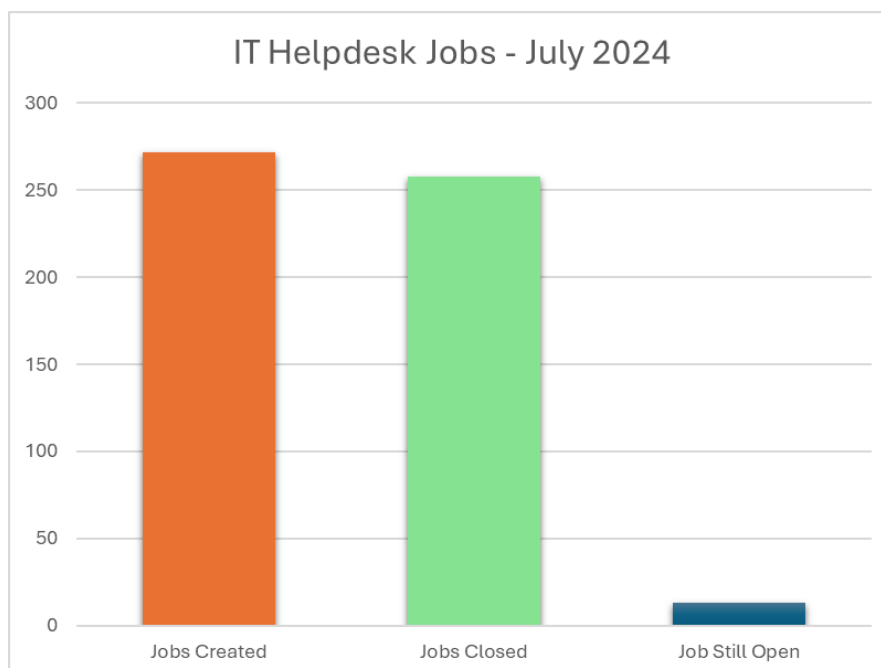
*Table 2 – Complaints by type*

## Information Technology Services

The Starlink roof mount kits arrived at the Cairns office and were distributed to the relevant divisions in readiness for the installation. Following the withdrawal of the contractor for the Starlink installation project, a new solution has been formulated which will also encompass the upgrade of all divisional network switch equipment. The existing equipment is due to reach end-of-life and will become a security risk as no further updates will be available. This

IT Services are working further to increase IT security and reduce IT spend by changing Microsoft licensing to encompass features within the Microsoft tenant not previously available, that are currently with other vendors. Aside from reducing costs, it will make for easier manageability, billing and security.

In July, 272 new IT Helpdesk tickets were lodged. Of these, 258 were closed during the month, 13 remain open.



Graph 1 – IT Helpdesk Tickets July 2024

## Fuel and Fleet

Council continues to experience challenges with the reliability of Seaswift in managing the transportation of assets to and from the islands, including issues with communication, booking inconsistencies and cost escalations.

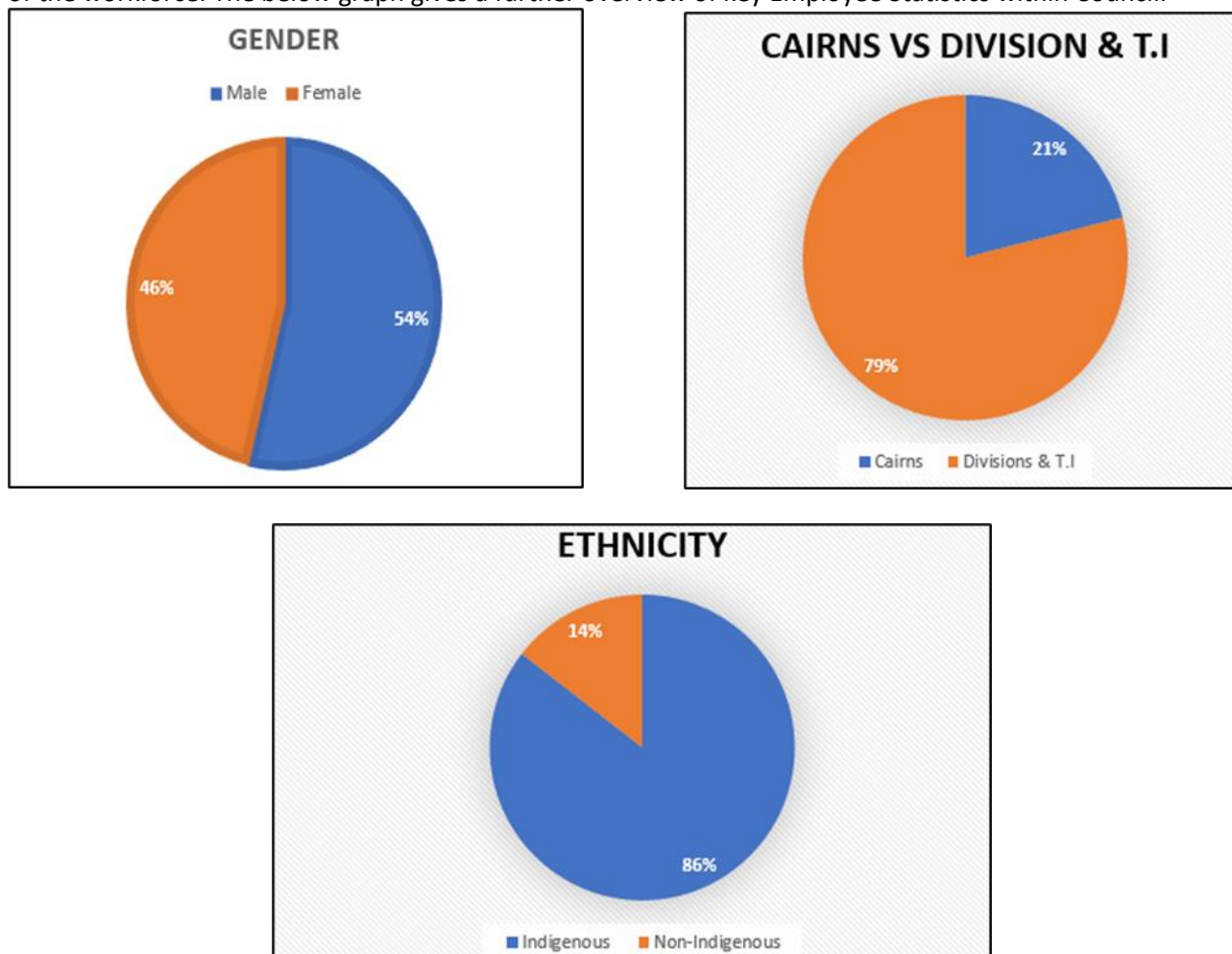
Current Status of Fleet and Deliveries:

- Garbage Trucks:
  - Five trucks successfully delivered to divisions.
  - Two new trucks arrived in Cairns on August 5th, currently undergoing repairs. These trucks are scheduled for deployment to Saibai and Darnley.
  - Four additional trucks nearing completion on the Gold Coast, expected to be dispatched to Cairns in the coming weeks.
- Erub Garbage Truck:
  - This compactor truck has been identified as too large for the community's needs. It is awaiting collection by Seaswift for transportation to St. Paul's, where it will be better utilized.
- Green Fleet Order:
  - Twenty-one items ordered for the upgrade of the green fleet, set to replace lower-category assets on site. Deliveries will commence in August 2024 and continue through to the first quarter of 2025.
- Fleet Replacement Program:
  - Currently negotiating the establishment of a more effective fleet replacement program for the white fleet, including works and administration vehicles and tipper trucks. A detailed recommendation paper, including a cost-benefit analysis, will be presented to the CEO.

Project updates can be found in *Attachments 2 to 5*.

## People and Wellbeing

As of 31 July 2024, Council had 352 employees, of which 301 are Indigenous employees accounting for 85% of the workforce. The below graph gives a further overview of key Employee Statistics within Council.



Graphs 2-4 – TSIRC Employee Statistics – July 2024

Other employment statistics can be found in the Recruitment and Safety Report in *Attachment 6*.

The People & Wellbeing department is currently working with the Manager Environment and Health to identify appropriate training for dealing with dangerous dog attacks for Environmental Health Workers. In addition, a meeting with key Environment and Health staff and representatives from the Queensland Department of Agriculture & Fisheries (DAFF) was held to discuss the *Stronger Dog Laws – Safer Communities Program* DAFF is developing.

Currently there are 363 users of the online learning system consisting of 359 staff and 4 contractors. Ninety-one users accessed the platform during the month spending 88 hours on the platform.



**COMPLIANCE/CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• Local Government Act 2009</li><li>• Local Government Regulation 2012</li></ul>
<b>Budgetary:</b>	Operational budget as approved by Council
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	N/A
<b>Links to Strategic Plans:</b>	Corporate Plan 2020-2025 (Bisnis Plan) Outcome 8 – we manage Council affairs responsibly to the benefit of our communities Objective 8.1 – delivery of strategic plans, operational plans, budget and associated performance management
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	N/A

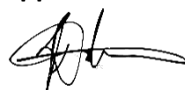
**OTHER COMMENTS:**

This report is for noting by Council.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Attachment 1: Media Report  
Attachment 2: Fuel Infrastructure Capital Project Review  
Attachment 3: Fuel Pod Status  
Attachment 4: Garbage Truck Status  
Attachment 5: Fuel Subsidy  
Attachment 6: Recruitment and Safety Report

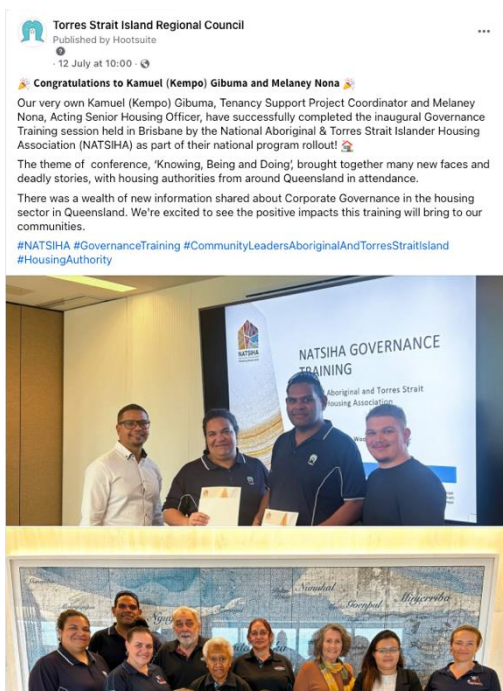
## MEDIA REPORT JULY 2024

32 posts across Facebook and LinkedIn issued

### Facebook:

- Kamuel (Kempo) Gibuma and Melaney Nona successfully completed the inaugural Governance Training session held in Brisbane by the National Aboriginal & Torres Strait Islander Housing Association (NATSIHA) as part of their national program rollout – 101likes and reactions, 4.7K reach and 534 Engaged Users
- Youngus Bowie, Engineering Officer for Water 7 Wastewater being invited to attend and speak at the prestigious Voices from the Bush Conference in Alice Springs on the 10th and 11th of September 2024. – 80 likes and reactions, 4.06k reach and 724 Engaged Users
- 12 newly elected Health and Safety Representatives completed a comprehensive 5-day Health and Safety Representative (HSR) Training in Cairns. – 25 likes and reactions, 2.6k reach and 656 Engaged Users

### Top performing Facebook post



- ✓ Friday 12 July
- ✓ 4.7k Reach
- ✓ 101 Likes and Reactions
- ✓ 17 Comment
- ✓ 9Shares

### Least performing Facebook post



- ✓ Thursday 18 July
- ✓ 389 Reach
- ✓ 17 Likes and Reactions
- ✓ 0 Comments
- ✓ 1 Share

### LinkedIn:

- Cairns NAIDOC march – 104 likes and reactions, 2,507 organic impressions and Engagement Rate 40.93%
- Badu Clean-Up Day – 59 likes and reactions, 1,189 impressions and engagement Rate 36.84%
- Kamuel (Kempo) Gibuma and Melaney Nona successfully completed the inaugural Governance Training – 27 likes and reactions, 1,009 impressions and engagement Rate 14.87%

## Top performing LinkedIn post



- ✓ 104 Likes and Reactions
- ✓ 2 Comments
- ✓ 1 Reposts
- ✓ 2,507 Impressions

## Least performing LinkedIn post



- ✓ 5 Likes and Reactions
- ✓ 0 Comments
- ✓ 0 Reposts
- ✓ 243 Impressions

Press Release/Media responses	Date	Results/coverage
Press Release: \$40M funding boost for Marine Infrastructure in the Torres Strait	Monday 29 July	
Response to Cairns Post enquiry about Patty Mills being in the Olympics.	Monday 29 July	Published Cairns Post 30/07/2024
Torres News printed two stories.	Thursday 25 July	Badu jetty closure and TSIRC Staffers support NAIDOC



# Badu jetty closed for a month of repair works

Badu Island jetty will be closed to the public for at least three weeks to undergo repairs by Maritime Safety Queensland (MSQ), in consultation with Torres Strait Island Regional Council (TSIRC).

Weather and construction conditions permitting, the work should be finished by early August.

North Queensland-based Carpentaria Contracting, who fixed the jetty at Dauan mid-last year, was to replace missing deck planks, handrails, berthing fenders and water beams, and other structural component elements that were damaged or missing, remove rust and paint the refurbished jetty.

The repairs were funded by the Queensland Government's \$40 million Torres Strait Islands Marine



The Badu Island jetty - under repair for the next month. Pic supplied.

Infrastructure Program (TSIMIP), a part of commitments made at the Cost of Living Summit on Waiben last year.

Local MP Cynthia Lui said the repairs would improve safety and "better connect our

communities and ensure reliable services for families".

"Improving infrastructure in the Torres Strait is essential to protect our unique lifestyle, support economic development and improve connectivity across our communities,"

Ms Lui said.

Transport Minister Bart Mellish said this was just the beginning of MSQ's marine program in the Torres Strait and Northern Peninsula Area, with more to come over the next few years.

"These jetty repairs complement the recent \$1.5m barge ramp repairs at Badu, funded by the Queensland Government's Aboriginal and Torres Strait Islander Transport Infrastructure Development Scheme, which were completed in May," he said.

Mr Mellish thanked the people of Badu for their patience and understanding while the government delivered a safer, more reliable jetty.

TSIRC CEO James William said the jetty repairs and upgrade marked a significant milestone in the TSIMIP.

"This collaborative funding initiative for essential marine infrastructure upgrades underscores the government's dedication to connecting communities safely and efficiently and unlocking opportunities for economic growth," he said.

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## Renovations at Gab Titui

The Gab Titui building is

## TSIRC staffers support NAIDOC Week marchers in Cairns



"Loud and Proud! Black and strong! Keep the fire burning, all day long!"



ABOVE: TSIRC staff member Belford Larry waves to friends watching the march.

LEFT: TSIRC Cairns staff Tyisha Lui, Lisa-Mae Meara, Maryanne Mosby & Kylie Kepa.

PICS SUPPLIED BY TSIRC

TSIRC staff based in Cairns were 'loud and proud' in their support for the city's annual NAIDOC March, which ran from Munro Martin Parklands to Fogarty Park on the Esplanade.

The TSIRC

contingent was cheered on by about 30 of their colleagues, watching from outside the TSIRC office on Grafton Street.

In all, more than 500 people took part in the popular event.

The streets echoed with the chants of "Loud and Proud! Black and strong! Keep the fire burning, all day long!"



Still here alright!

## **Tuesday July 30 – Cairns Post:**

The Torres Strait is rallying behind a favourite son with the remote islands' artists, athletes and community leaders joining forces to cheer on Patty Mills in his pursuit of a gold medal in Paris.

The proud Muralag and Kokatha man, who became Australia's first Indigenous flag bearer at the Tokyo Games, is again captain of the men's national basketball team, guiding the Boomers to a [92-80 victory in Paris on Saturday night](#) (AEST).



Patty Mills scored 19 points against Spain during the opening game of the Men's Group Phase - Group A match on day one of the Olympic Games Paris 2024 at Pierre Mauroy Stadium in Lille, France. (Photo by Gregory Shamus/Getty Images)

But more than 14,000km from Stade Pierre Mauroy in Lille, France, Mills is inspiring residents living on the 133 tropical islands north of Cape York, Torres Strait Island

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But more than 14,000km from Stade Pierre Mauroy in Lille, France, Mills is inspiring residents living on the 133 tropical islands north of Cape York, Torres Strait Island Regional Council (TSIRC) mayor Phillemon Mosby said.

"It will echo through many generations to come what he's done," Mr Mosby, who is a distant relative of the five-time Olympian, said.

"He's a fine example that with commitment and dedication and the right level of support, you can succeed."



Torres Strait Island Regional Council mayor Phillemon Mosby will be proudly cheering on Patty Mills and the Australian Boomers at the Paris Olympics. Picture: Samuel Davis

Mr Mosby recalled how the island's warup drums called the Canberra-born superstar home to celebrate the 30th anniversary of Mabo Day on Mer Island in 2022, with Mr Mosby in attendance.

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There, the mayor said he saw the Tokyo bronze medallist's commitment to culture and inner humility.

"Just seeing him walking with families and when the night feasting came he joined in the traditional dancing," Mr Mosby said.

"It reminds us all that we can be connected, humble and strong. I felt blessed and very proud that you can go anywhere in the world and achieve but you don't allow that to affect you.

"I saw this local village kid join the dances and ... get in order and showcase an ancient story through song and dance."



**Attachment 2 – Fuel Infrastructure Capital Project Review**

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Boigu	W4Q - 30/06/2024	\$400,000.00	\$321,672.72	\$5,000	98%	Contract	\$294,236.10	PC 30 June 2024
Dauan	LGGSP - 30/09/2024	\$400,000.00	\$0	\$49,371.80	85%	Contract	\$322,773.20	scoping required to fit funding value
Saibai	BOR -	\$1,006,600.00	\$890,607.66	\$115,992.34	Works completed			CCTV damaged by vandals and awaiting repair
Mabuiag	W4Q - 30/06/2024	\$400,000.00	\$315,379.64	\$9,000	98%	Contract	\$294,356.15	PC 30 June 2024
Badu	N/A							Island & Cape Fuel
Arkai (Kubin)	N/A							IBIS ULP, Diesel tank to be installed
Wug (St Pauls)	N/A							IBIS ULP, Diesel from bulk tank
Hammond	LGGSP 30/09/2024	\$400,000.00	\$161,642.86	TBC	Stage 1 solar 100% Stage 2 RFT issued only	Stage 1 only Stage 2 RFT issued pending contract	\$145,000.00	Stage 1 only EoT requested Dec 2023
Iama	N/A							ULP External Card, Diesel from drums, portable tank to be installed
Warraber	N/A							ULP External Card, Diesel from drums, portable tank to be installed
Poruma	LGGSP 30/09/2024	\$400,000.00	\$0	\$65,555.39	85%	Contract TICW	\$309,573.20	scoping required to suit funding value
Masig	N/A							IBIS ULP, Diesel from bulk tank
Ugar	TSRA- 30/06/2023	\$572,718.00	\$89,974.16	\$482,743.84		Tender closed - 10/01/2023	\$890k - \$1.92m	portable tanks to be used to replace drums. Alternative locations being explored for permanent bowser option.

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Erub	W4Q 30/06/2024	\$400,000.00	\$341,717.63	\$0	98%	Contract 2 <sup>nd</sup> reduced scope  3rd reduced scope tender inquiry to preferred supplier	\$294,236.10 \$480k-\$770k	PC 30 June 2024 Re-tendered with priority items only, funding value still exceeded Tender review completed
Mer	Council Own	\$572,718.00	\$41,698.70	\$531,019.30		Contractor engaged for works		still on drums, fuel pods on island and to be positioned in place. Consultation if card system is required, budgetary constraints

**Attachment 3 - Fuel Pod Status**

<b>Pod</b>	<b>Location</b>	<b>Status</b>	<b>Comments</b>
1 x Unleaded 4500 Litre 1 x Diesel 2500 litre	Kubin	Operational – TSIRC	Both tanks delivered on site in May 2024, Connected and bulk fuel will be delivered for use W/E 16AUG24
1 x Unleaded 4500 Litre 1 x Diesel 2500 litre	Badu	Operational – TSIRC	Both tanks delivered on site in May 2024, Connected and bulk fuel will be delivered for use W/E 16AUG24
Diesel 2000 litre	St Pauls	Operational – TSIRC and community use	No current plans to modify until unleaded pod from Mer refurbished and delivered
Diesel 2000 litre	Masig	Operational – TSIRC and community use	Requirement to relocate from existing location due to complaint from owner of site adjacent to the compound complaining of fuel smell. Currently working to have it relocated down to area adjacent to mechanics shed
Unleaded 4500 Litre Diesel 2500 litre	Ugar	Current plan is to be placed adjacent to storage shed where drums currently stored while decision on future of project is finalised. Pods are on island	Temporary solution while larger capital bowser project reconsidered re scope/budget/location. ETA – dependent of planning
Unleaded 4500 Litre Diesel 2500 litre	Mer	Waiting on permission to install	Tanks on site, consultation regarding installation and usability to internal and external stakeholders to re-classify if a 24/7 card system is required to be installed
Unleaded 2000L	Cairns	Old tank from Mer, sent back to Cairns	Obtaining quotes to rebrand and re coat to re-use to send to Yam for backup to reduce drum usage

#### Attachment 4 - Garbage Truck Status

Division	Vehicle	Status	Comments
1 - Boigu	Mitsubishi Fuso	Operational	New vehicle departing Gold Coast late August 2024
2 - Dauan	Isuzu NQR Russ Compactor	Operational	New vehicle delivered to division in July 2024
3 - Saibai	Isuzu 300 Series 2	Non-Operational	Replacement in Cairns, ETA division September 2024
4 - Mabuiag	Hino Dutro 8500	Operational with defects	New vehicle departing Gold Coast late August 2024
5 – Badu/Mulgrave	Isuzu FVD Bucher Compactor	Operational	New vehicle delivered to division July 2024
6 – Arkai/Kubin	Hino Series 300 Compactor	Operational	
7 – Wug/St Pauls	Hino 300 Garwood	Operational	Vehicle being replaced - relocating to Kubin
8 – Kirirri/Hammond	Hino 716 Russ	Operational	New vehicle departing Gold Coast late August 2024
9 -Iama/Yam	Isuzu NQR Russ Compactor	Operational	New vehicle delivered to division in July 2024
10 - Warraber	Hino 716 Russ Compactor	Operational	
11 – Poruma/Coconut	Isuzu 350 CITEC Garwood Compactor	Operational	
12 – Masig/Yorke	Isuzu NPR 350	Operational	
13 – Ugar/Stephen	IsuzuNQR series Russ Compactor	Operational with defects	
14 – Erub/Darnley	Isuzu FVD Bucher Compactor	Operational	Vehicle too large, reolocating to St Pauls, replacement in Cairns, ETA division September 2024
15 – Mer/Murray	Hino Series Russ Compactor	Operational with defects	New vehicle departing Gold Coast late August



Arrival in Cairns, preparations underway to deliver to Saibai





Drums and Manual Pump



Working Bowser



## EXPENSES

**Delivered Costs** - Average cost per litre of delivered fuel to Island in the past 12 months

**Operating Costs** - Inclusive of Labour, reporting, insurances

**Additional Costs** - Salaries, repairs, travel

**Freight** - Cost for removal of empty drum and disposal in Cairns

Total Expenses (Per Litre)

**\$3.68 Litre**

**\$1.22 Litre**

**\$0.58 Litre**

**\$1.18 Litre**

**\$6.66 Litre**

**Delivered Costs** - Average cost per litre of delivered fuel to Island in the past 12 months

**Operating Costs** - Inclusive of Labour, reporting, insurances

**Additional Costs** - Salaries, repairs, travel

**\$2.44 Litre**

**\$1.22 Litre**

**\$0.58 Litre**

**\$4.24 Litre**

## REVENUE

**Sale Price**

**Cost**

**Profit**

**Estimates Vol / Year**

**Subsidy volume (Qty litres / Profit)**

**Total Subsidy volume**

**\$3.70 Litre**

**\$6.66 Litre**

**-\$2.96 Litre**

**135,000 Litre**

**-\$399,600.00**

**-\$685,800.00**

**\$3.70 Litre**

**\$4.24 Litre**

**-\$0.54**

**530,000 Litre**

**-\$286,200.00**

**RECRUITMENT – 1 to 31 July 2024**

Transition Readiness Rating (TRR) Key:

TRR	Criteria
1	Certificate
2	Diploma
3	Bachelor
4	Post-Graduate/ Masters

Successful Appointments in June: Total [3]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1	Environmental Health Worker	Division 15, Mer	Successful appointment – 22/07/2024	External
1	Multi Skilled Administration Officer	Division 13, Ugar	Successful appointment – 22/07/2024	External
3	Manager Fuel and Fleet	TSIRC Cairns	Successful appointment – 02/07/2024	External

TRR	Long term vacancies	Time to fill	Comments
3	Senior Project Engineer	6 months	Due to salary cap
2	Grant Revenue Officer	5 months	Secondment
3-4	Manager Governance & Risk	3 months	Change to position title and externally readvertised
3	Legal Officer	3 months	No suitable candidates – skills set
2	Insurance and Claims Administrator	6 months	No suitable candidates – skills set
1	Environmental Health Worker, Hammond	4 months	No interest
1-2	Divisional Manager, Ugar	12 months	No skills set – no interest
1-2	Divisional Manager, Kubin	6 months	No skills set

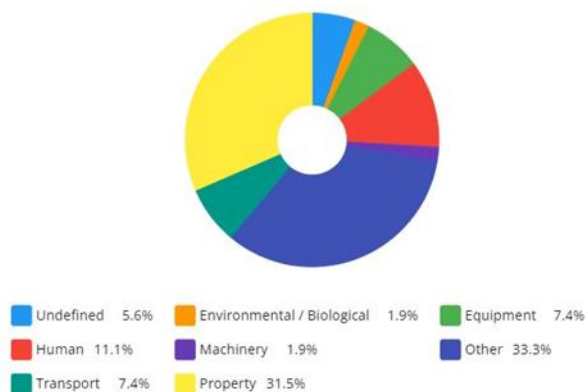
**SAFETY AND WELLBEING – 1 to 31 July 2024****Incident Management**

6 incidents were reported in July

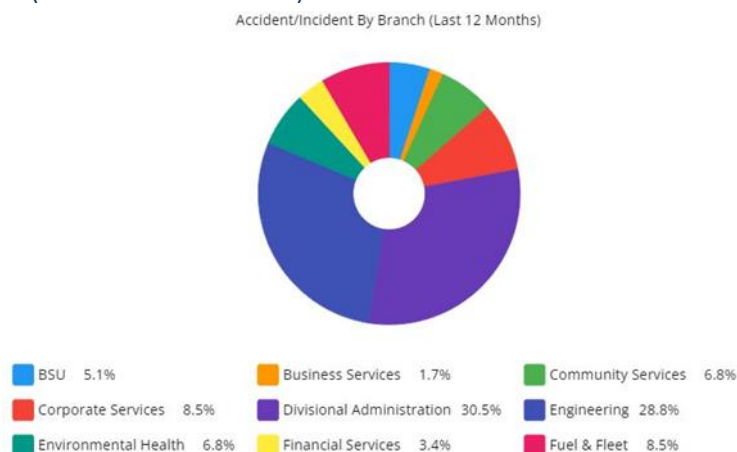
3 Outstanding Reports to be assessed. No injuries reported for outstanding reports

Incident by type (for the last 12months)

Accident/Incident By Type (Last 12 Months)



## Incident by Department (for the last 12months)



## Work Health Safety Management Plan 2024-2027

WHSM Plan completed and to be reviewed by the WHS committee for an approval

### Safety & Wellbeing current action items

- WHS committee minutes displayed publicly on the TSIRC portal (Safety) next meeting schedule 8<sup>th</sup> August ongoing recurrence of 6 weekly
- Policy and Procedure completed and to be reviewed in WHS Committee
- Audit action will be addressed in the WHS Committee assigned to responsible department

### Workers Compensation

1x claim ongoing

1x claim closed out

## TRAINING & DEVELOPMENT –1 to 31 July 2024

### Training

STAFF	TRAINING	COURSE
Seven BSU staff and one Engineering Officer	Machinery	RIIMPO318F - Conduct civil construction skid steer loader operations RIIMPO319E - Conduct backhoe/loader operations RIIMPO320F - Conduct civil construction excavator operations RIIHAN308F – Load and Unload Plant
Seven BSU staff and one Engineering Officer	Asbestos	AGAT - Asbestos General Awareness Training
Seven BSU staff and one Engineering Officer	Heights	RIIWH5204E – Work Safely at Heights

### Planning

Certificate III in Water Operations – sourcing quotes from all providers of the Certificate III. Working with the Manager, Water and Wastewater to obtain best value for money in the delivery of this training.

Investigating Dangerous Dog Attacks – working with the Manager, Environment and Health to identify an appropriate course for EHW's to complete.

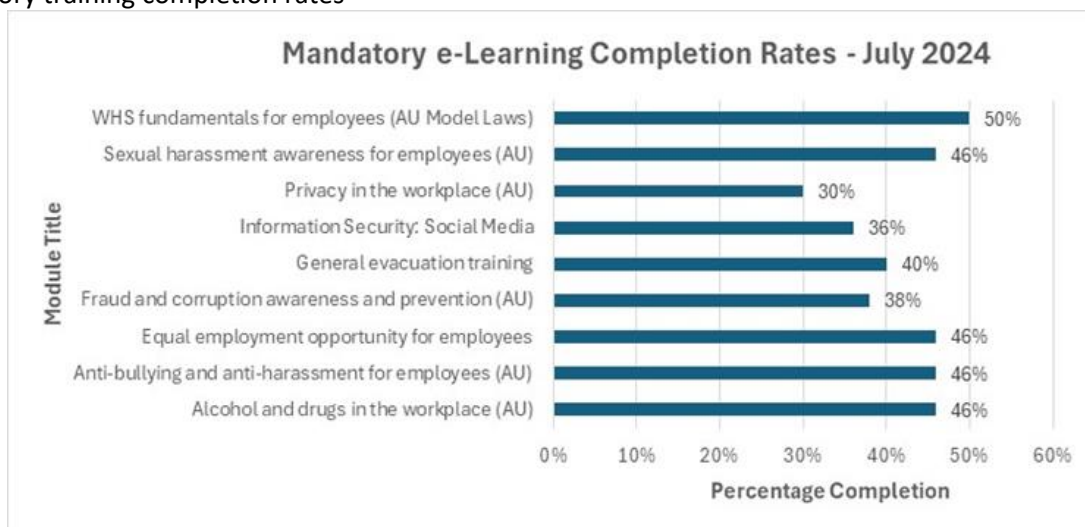
Upcoming August - Nine building services staff will be undertaking the following courses with staff from the Department of Energy and Public Works (QBuild) on Thursday Island:

- Identify asbestos containing materials and follow safety and reporting procedures
- Prevent crystalline silica exposure

## Reporting

Currently there are 363 users of the LMS consisting of 359 staff and 4 contractors. Ninety-one users accessed the platform during the month spending 88 hours on the platform.

Mandatory training completion rates



Completion rates still need improvement across all courses.



# ORDINARY MEETING

## 21 AUGUST 2024

Agenda Item

# 18.4

**DIRECTORATE:** Engineering Services

**AUTHOR:** Acting Manager Capital Works

## INFORMATION REPORT - ENGINEERING OPERATIONS

### OFFICER RECOMMENDATION:

That Council resolves to note this report.

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### EXECUTIVE SUMMARY:

Council's Engineering Services is committed to undertake and deliver a range of operational and maintenance activities which provide high quality engineering services, public facilities, and amenities, including but not limited to.

- Roads, drainage, and ancillary works.
- Parks, gardens, and reserves
- Water and Wastewater (Sewerage) operations/schemes
- Collection and treatment of solid waste
- Airport facilities
- Marine facilities
- Preparedness and Preparation for disaster events.

### Interested Parties/Consultation:

Executive Director Engineering Services, Manager Engineering Operations, Manager Water & Wastewater, Manager Capital Works, Manager Fuel & Fleet, Divisional Engineering Officers

### Background:

#### Division 1: Boigu

##### Operations

- Rubbish side picking completed throughout community.
- Water leak detection carried out and still in progress.
- Grass maintenance completed at STP.
- Aerodrome grass maintenance completed.
- Airport waiting shed door repaired and fixed.

##### Disaster Management

- Satellite Phone: Tested and Operational.
- HF Radio: Tested and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No



## **Division 2: Dauan**

### **Operations**

- New garbage truck training provided for on ground staff.
- Tree trimming around helipad completed.
- Roadside maintenance completed from IBIS to oval.
- Grass maintenance completed at water well pump stations and lagoon.
- Housekeeping and grass maintenance completed at fuel bowser compound area.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested, and Operational
- Community Disaster Meeting Held – Yes
- Local Community Disaster Coordinator visit – Yes

## **Division 3: Saibai**

### **Operations**

- Community clean including grass maintenance and side picking completed.
- Vegetation removal at Telstra site.
- Manual handling garbage run.
- Road to landfill site maintenance completed.
- Fire breaks completed around fuel bowser, lagoon shed, STP and landfill site.

### **Disaster Management**

- Satellite Phone: Tested and Operational.
- HF Radio: Tested and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 4: Mabuiag**

### **Operations**

- Grass maintenance and general tidying at Desal laydown area.
- Grass maintenance completed inside STP compound.
- Weed poisoning along airport runway edges and apron area.
- Grass maintenance completed at oval.
- Prep empty 200ltr drums for shipment off island.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested, and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 5: Badu**

### **Operations**

- New garbage truck training provided for on ground staff
- Grass maintenance and housekeeping completed at all five parks and gazebos.
- Grass maintenance completed at cemetery.
- Cut and remove fallen tree across road near water well pump station 1.
- Attend to fire near sewer pond and airport, controlled and monitored.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested and Not Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

### **Division 6: Kubin**

#### **Operations**

- Drainage maintenance completed cleaning of gutters and storm water drains.
- Grass maintenance completed at sewer pump station 1 & 2.
- Grass maintenance completed around cones, lights and windsock at airport.
- Grass maintenance and general tidying completed throughout community.
- Fix major water leak in front of IBIS and few other leaks throughout community.

#### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested Not Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No, due to no Divisional Manager/ Staff unavailable and Kubin TSIRC Office administration currently being operated by Staff from Division 7.

### **Division 7: St Pauls**

#### **Operations**

- Firebreaks completed around Engineering assets.
- Grass maintenance completed at sewer pond and sewer pump stations.
- Repairs completed to reservoir tank.
- St Pauls Eng team provide assistance at Kubin due to shortage of staff.
- Attended to sewer blockage with assistances from Tech Officers.

#### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Test and Operational
- Community Disaster Meeting Held – No (Divisional Manager currently on leave)
- Local Community Disaster Coordinator visit – Yes

### **Division 8: Hammond**

#### **Operations**

- Manual handle garbage run.
- Clear and compact inside landfill.
- Water sample testing completed.
- Grass maintenance completed along roadside and drainages.
- Replace door lock at pontoon.

#### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested and Operational
- Community Disaster Meeting Held – Yes
- Local Community Disaster Coordinator visit – Yes 24-25/07/24

### **Division 9: Iama**

#### **Operations**

- New garbage truck training provided for on ground staff.
- Gurney blasting of boat ramp in progress pending tide, majority of area cleaned.
- Grass maintenance completed at STP compound and sewer pump stations.
- General tidy and grass maintenance completed at council office.
- Inhouse water sample carried out.

#### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 10: Warraber**

### **Operations**

- Empty out sewer drying beds.
- Repair damaged airport fencing.
- Grass maintenance completed at STP and 3 x sewer pump stations.
- Airport grass maintenance completed including windsock area.
- Grass maintenance and general tidying completed at cemetery, gazebos, seaport areas and CBD.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested, call system disabled, unit needs reprogramming. Contractor engaged.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 11: Poruma**

### **Operations**

- Cut and trim overhanging trees throughout community roads.
- Vegetation clearing along airport fence line using backhoe.
- General tidying around workshop including tree trimming at the back of workshop.
- Road works to STP and landfill completed.
- Grass maintenance completed around gas cage site.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 12: Masig**

### **Operations**

- Completed segregation of landfill site and carryout maintenance inside and outside of fence line.
- Maintenance completed around helipad, primary and secondary wind indicators at aerodrome.
- Community clean up, side picking, rubbish and green waste removal.
- Clean empty gas bottles and prep for shipment off island.
- Grass maintenance and clean up at cemetery.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 13: Ugar**

### **Operations**

- Fire break completed around covered lagoon.
- Grass maintenance completed at helipad.
- Grass maintenance and general tidying around council office compound area.
- EO from Badu currently on ground providing assistance to DEO until 23<sup>rd</sup> August 2024.
- Desalination operations daily and checks completed at night.

### **Disaster Management**

- Satellite Phone: No testing completed
- HF Radio: No testing completed
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 14: Erub**

### **Operations**

- New garbage truck training provided for on ground staff.
- Grass maintenance completed at airport and waiting shed.
- Weed poisoning completed at windsock area.
- Grass maintenance completed at lagoon and desal plant.
- Cart water to house back of community down twice weekly

### **Disaster Management**

- Satellite Phone: Tested and Operational.
- HF Radio: Tested, and Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **Division 15: Mer**

### **Operations**

- Grass maintenance completed around outside fence line of water lagoon.
- Grass maintenance and tree trimming completed along airport to school road.
- Landfill outside fence line/firebreak completed by contractor.
- Aerodrome tree removal works completed by contractor.
- Install solar lights at two community gazebos.

### **Disaster Management**

- Satellite Phone: Tested and Operational
- HF Radio: Tested Not Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

## **COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 2009</i></li><li>• <i>Disaster Management Act 2003</i></li></ul>
<b>Budgetary:</b>	Operating Costs as per approved Budget.
<b>Policy:</b>	
<b>Legal:</b>	
<b>Risk:</b>	Our communities are safe, healthy, and active.
<b>Links to Strategic Plans:</b>	Corporate/Operational Plan TSIRC Community Plan (2009-2029)
<b>Masig Statement:</b>	
<b>Standing Committee Consultation:</b>	NIL
<b>Timelines:</b>	

**Other Comments:**

Council have received 30 Emergency Starter kits which are currently being distributed throughout communities. Five Divisions have updated their CDMP (Community Disaster Management Plan) others still yet to be completed.

SES Area Controller from Cairns to visit Moa 6<sup>th</sup> to 8<sup>th</sup> August 2024.

LCDC is working closely with identified divisions that have issues with their HF Radios and will engage suitable telecommunications specialists through the appropriate channels to fix the problems.

**Authored:**

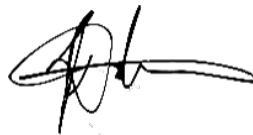
Amanda Pearce  
Acting Manager, Engineering Services

**Recommended:**

Adeah Kabai  
Head of Engineering

**Endorsed:**

David Baldwin  
Executive Director, Engineering Services

**Approved:**

James William  
Chief Executive Officer

Action Officer Contact Details: Amanda Pearce  
Acting Manager Engineering Operations.  
Mobile: 0438 938 808  
Email: [amanda.pearce@tsirc.qld.gov.au](mailto:amanda.pearce@tsirc.qld.gov.au)

**ATTACHMENTS:**

Attachment 1 – SATPHONE Serviceability Checks  
Attachment 2 – HF Radio Serviceability Checks



## SAT PHONE SERVICEABILITY CHECK

	2023					2024						
Island Community	August	September	October	November	December	January	February	March	April	May	June	July
Boigu	X	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓
Dauan	X	✓	X	X	✓	✓	X	X	✓	✓	✓	✓
Saibai	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	X	✓	✓	✓	✓	✓	✓	U/S	✓	✓	✓	✓
Badu	X	✓	X	✓	✓	✓	X	X	✓	✓	✓	✓
Kubin	✓	✓	✓	U/S	✓	✓	✓	✓	✓	✓	✓	✓
ST Paul's	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hammond	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Iama	✓	✓	✓	✓	✓	✓	X	X	✓	✓	✓	✓
Warraber	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Poruma	✓	✓	✓	U/S	U/S	U/S	U/S	U/S	✓	✓	✓	✓
Masig	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	X	X	X	X	X	X	✓	X	✓	✓	✓	X
Erub	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mer	✓	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓
TI Office	U/S	U/S	U/S	U/S	✓	✓	X	X	X	✓	✓	✓
TI Engineering	U/S	✓	X	✓	X	X	X	X	X	✓	✓	✓
Cairns	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

HF RADIO SERVICEABILITY CHECK												
	2023					2024						
Island Community	August	September	October	November	December	January	February	March	April	May	June	July
Boigu	✓	X	✓	X	✓	✓	✓	✓	✓	X	✓	✓
Dauan	✓	X	✓	✓	✓	X	✓	✓	✓	X	✓	✓
Saibai	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	X	✓	✓
Mabuiag	U/S	U/S	✓	X	✓	X	✓	✓	✓	X	✓	✓
Badu	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S	✓	X	✓	✓
Kubin	NA	NA	NA	NA	NA	NA	NA	NA	U/S	U/S	U/S	U/S
ST Paul's	✓	X	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
Hammond	U/S	U/S	✓	X	✓	✓	✓	✓	✓	X	✓	✓
Iama	U/S	U/S	✓	X	✓	X	✓	✓	✓	X	✓	✓
Warraber	U/S	U/S	✓	X	✓	X	X	✓	X	✓	U/S	U/S
Poruma	✓	X	U/S	U/S	U/S	U/S	U/S	U/S	✓	X	✓	✓
Masig	✓	X	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S	✓	✓
Ugar	✓	X	U/S	U/S	U/S	U/S	U/S	U/S	✓	X	✓	X
Erub	✓	X	U/S	U/S	U/S	U/S	U/S	U/S	✓	✓	✓	✓
Mer	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S	✓	X	✓	✓

✓	Indicates successful test
✓	Indicates test undertaken - no connection.
U/S	Indicated Equipment Issue
X	Indicates test was not completed
NA	Not HF Radio Available



# ORDINARY MEETING

## 21 AUGUST 2024

Agenda Item

# 18.5

**DIRECTORATE:** Engineering Services

**AUTHOR:** Manager, Water & Wastewater

## INFORMATION REPORT – WATER AND WASTEWATER

### OFFICER RECOMMENDATION:

Council notes this report.

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### EXECUTIVE SUMMARY:

To provide Council with a status update of the water and wastewater scheme operations, as well as current details of capital works projects for water and wastewater assets.

### Background:

Council is committed to undertake and deliver a range of maintenance, operations and planning activities associated with Council's water and wastewater schemes. This includes but is not limited to:

- Maintaining an adequate and safe potable water supply for the communities, which meets guidelines and regulatory requirements.
- Effective operation of the water treatment plants, water storage lagoons, reservoirs, water reticulation and associated plant and equipment.
- Effective operation of the wastewater treatment plant, pumping stations, sewerage reticulation and associated plant and equipment.
- Promoting the importance of water conservation to the community and promoting the importance of clean, safe water supply as an essential aspect of community wellbeing.
- Planning for and seeking future funding to ensure the security and reliability of water and wastewater services.
- Undertaking effective preventative and emergency repairs as required to ensure system reliability for both water and wastewater operations.

### Interested Parties/Consultation:

- Engineering Staff
- Councillors as appropriate
- Regulators
- Funders

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• Water Supply (Safety and Reliability) Act 2008</li><li>• Public Health Act 2005</li><li>• Environmental Protection Act 1994</li></ul>
<b>Budgetary:</b>	If an asset is being proposed (expenditure >\$10,000) whether there are capital funds available. For Operating costs - If resources are required to be spent whether the operating funds are available.
<b>Risk:</b>	Detail risk management process planned to be undertaken, key identified risks and how these risks are proposed to be managed. Include financial risk, technical risk, reputational risk, legal risk, participation, and completion risk and or political risk.
<b>Links to Strategic Plans:</b>	Corporate Plan: People – Outcome 2: Our communities are safe, healthy, and active. Operational Plan: Objective No. 47 Sustainable Water and Wastewater Management Project.

**Other Comments:**

Please refer to the Monthly Water and Wastewater Report attached for July 2024.

**Author:**

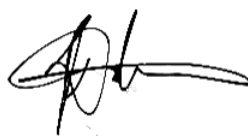
Terrence Jeppesen  
Manager, Water & Wastewater

**Recommended:**

Adeah Kabai  
Head of Engineering

**Recommended:**

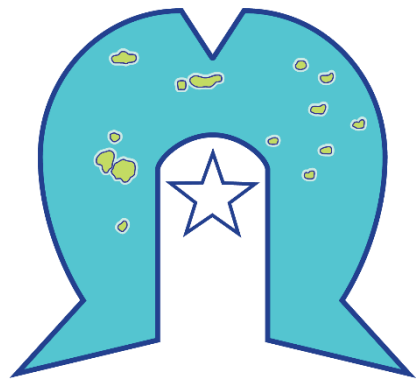
David Baldwin  
Executive Director, Engineering Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Monthly Water & Wastewater Report.



**Torres Strait Island**  
REGIONAL COUNCIL

**Engineering Services**

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# **MONTHLY WATER & WASTEWATER REPORT**

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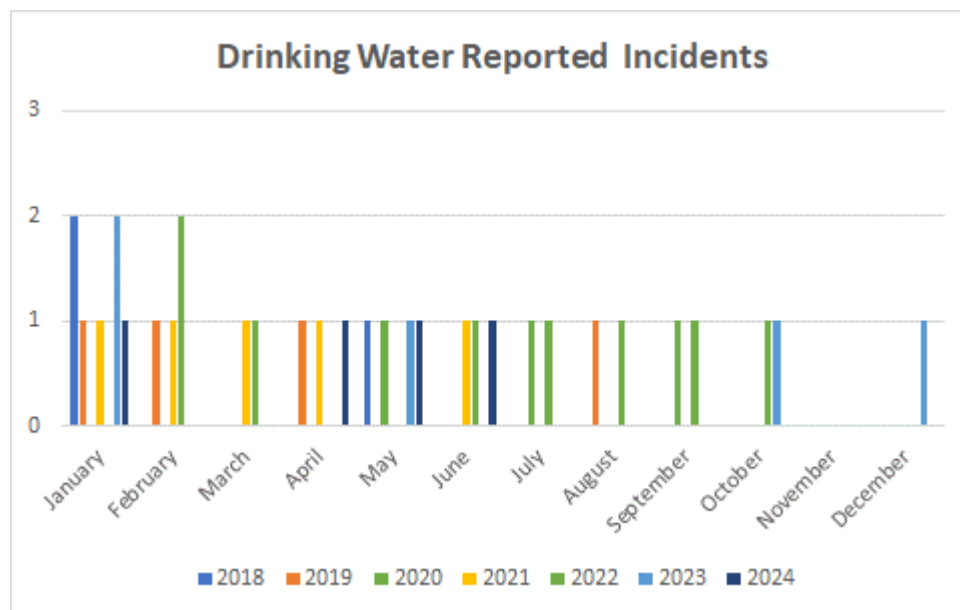
**July 2024**

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<b>Author</b>	<b>Reviewer</b>	<b>Revision</b>	<b>Date</b>
T. Jeppesen		1	05/08/2024



## STATUS OF WATER ALERTS



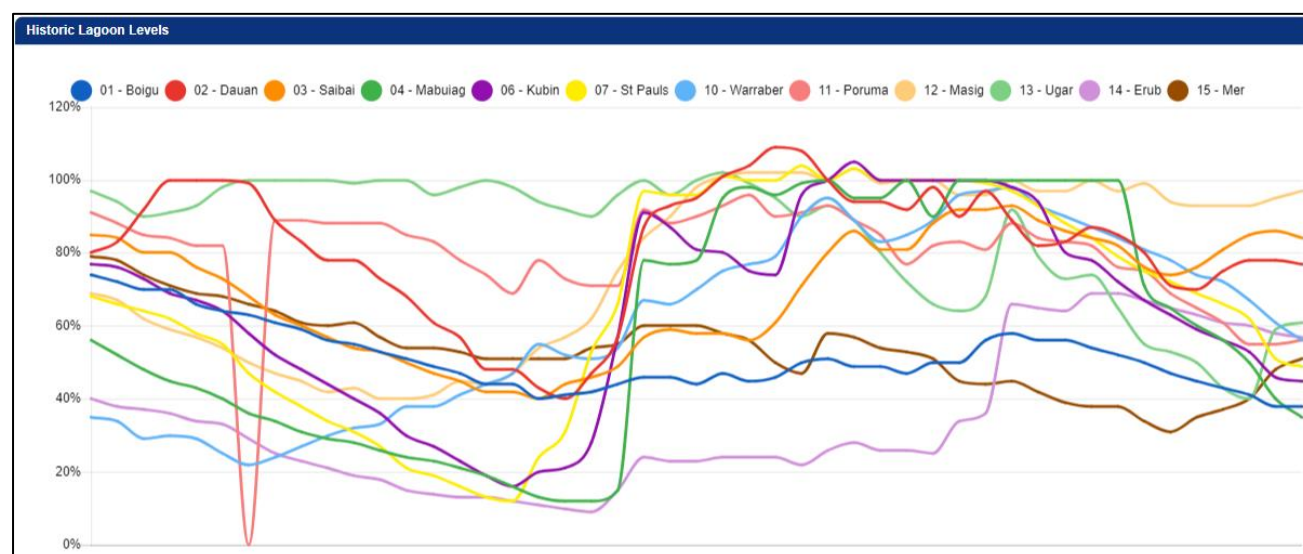
### Badu

This will be an ongoing issue until a dedicated reservoir outlet main can be installed. Council owned funds have been allocated to complete this critical project.

Contract has been awarded to Torres Strait Island Homes to undertake the construction of the dedicated mains with works likely to commence in September 2024.

## WATER SECURITY UPDATE

Water restrictions have been implemented in several communities to safeguard the water supply. These restrictions do not impact household water usage but rather limit outdoor watering activities. This measure has resulted in a positive impact on water storage in each community, as depicted in the graph below:



Water security information for week ending Friday 2<sup>nd</sup> August 2024 summarised below.

<b>Community</b>	<b>Water remaining</b>	<b>Primary Issue</b>	<b>Work being done to address security</b>
01 – Boigu	3 to 6 months' supply	Network/property leaks	Level 3 Water Restrictions – No outdoor use. Water available between 07:00 and 21:00 only.
02 – Dauan	3 to 6 months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
03 – Saibai	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
04 – Mabuiag	<b>Less than 3 months' supply</b>	Burnt lagoon cover	Level 3 Water Restrictions – No outdoor use. Water available between 07:00 and 21:00 only. Emergency desalination unit onsite. Two Tech Officers currently onsite undertaking leak detection and repairs. Emergency desal scheduled to be online end of August 2024. Installation of additional valves in the network to assist with network leak detection. Works on lagoon cover to be completed.
05 – Badu	Groundwater source (assume 6+ months' supply)		
06 – Kubin	<b>Less than 3 months' supply</b>	Network/property leaks	Level 3 Water Restrictions – No outdoor use. Water available between 07:00 and 21:00 only.
07 – St Pauls	3 to 6 months' supply	Reservoir leaking	Level 3 Water Restrictions – No outdoor use. Water available between 07:00 and 21:00 only.
08 – Hammond	Chlorinated water sourced from TI	Network/property leaks	Level 2 Water Restrictions Outdoor Use Restricted Saturday & Sunday 08:00-09:00 & 17:00-18:00 Only
09 – Iama	Solely reliant on desalinated water.	Network/property leaks	Level 3 Water Restrictions – No outdoor use. Water available between 07:00 and 21:00 only.
10 – Warraber	3 to 6 months' supply	Network/property leaks	Level 2 Water Restrictions Outdoor Use Restricted Saturday & Sunday 08:00-09:00 & 17:00-18:00 Only
11 – Poruma	3 to 6 months' supply	Network/property leaks	Continue water wise practices and check weekly household leaks.
12 – Masig	6+ months' supply	Network/property leaks	Continue water wise practices and check weekly household leaks.
13 – Ugar	3 to 6 months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
14 – Erub	3 to 6 months' supply	Network/property leaks	Level 4 Water Restrictions – No outdoor use. Emergency desalination unit operational.
15 – Mer	3 to 6 months' supply	Reservoir leaking	Level 2 Water Restrictions – No outdoor use.

## WASTEWATER STATUS

#	Island	Comments
1	Boigu Island	• Normal operation. <b>Repairs required.</b>
2	Dauan Island	• No Sewage Treatment Plant
3	Saibai Island	• Normal operation.
4	Mabuiag Island	• Not operational. <b>Repairs/full upgrade required.</b>
5	Badu Island	• Normal operation.
6	Kubin Community	• Normal operation.
7	St Pauls Community	• Normal operation.
8	Hammond Island	• No Sewage Treatment Plant
9	Iama Island	• Normal operation. <b>Repairs/full upgrade required.</b>
10	Warraber Island	• Normal operation. <b>Repairs required.</b>
11	Poruma Island	• Not operational. <b>Repairs/full upgrade required.</b>
12	Masig Island	• Normal operation. <b>Repairs required.</b>
13	Ugar Island	• No Sewage Treatment Plant
14	Erub Island	• Normal operation.
15	Mer Island	• Normal operation. <b>Repairs required.</b>