



# ORDINARY MEETING 18 SEPTEMBER 2024

# AGENDA

**Time:** 10.30am to 5.00pm

**Venue:** Meeting ID: 450 516 418 607  
Passcode: St9vxc

## 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 (21 AUGUST 2024)</b></p> <p>1.1. Confirmation of Draft Minutes of Special Council Meeting (4 September 2024)</p> <p>1.2. Update on Action Items from Previous Meetings</p> <p><b>2. MAYORAL REPORT</b></p> <p><b>3. CHIEF EXECUTIVE OFFICER REPORT</b></p> <p>3.1. TSIRC Advocacy Action Plan 2024-25</p> <p>3.2. Memorandum of Understanding (MOU) – TSIRC and Torres Strait Regional Authority (TSRA)</p> <p>3.3. CEO Monthly Report (September 2024)</p>
11.30am	<p><b>DEPUTATION: nbn Presentation on Regional Connectivity</b></p> <ul style="list-style-type: none"><li>Discussion Topic: <a href="#">Proposed nbn Telecommunications Upgrades &amp; Australian Government's School Student Broadband Initiative</a></li><li>Deputation Lead Speaker: Ms Nicole Carroll   Regional Development &amp; Engagement Manager FNQ   nbn Local</li><li>TSIRC Executive Responsible for Deputation (Chief Executive Officer)</li></ul> <p><b>OFFICER REPORTS FOR DECISION</b></p> <p><b>4. BUILDING SERVICES DIRECTORATE</b></p> <p>Nil.</p> <p><b>5. COMMUNITY SERVICES DIRECTORATE</b></p> <p>Nil.</p> <p><b>6. CORPORATE SERVICES DIRECTORATE</b></p> <p>6.1. Community Grants Program Allocation (August 2024)</p> <p>6.2. Funding Acquisition Report (August 2024)</p> <p>6.3. TSIRC Annual Closedown 2024-25</p> <p>6.4. Council Insurance Renewal 2024-25</p>

5.00pm	<b>7. ENGINEERING SERVICES DIRECTORATE</b>
	7.1.
	<b>8. FINANCIAL SERVICES DIRECTORATE</b>
	8.1. Financial Dashboard Report (August 2024)
	<b>9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC</b>
	<b>10. BUILDING SERVICES DIRECTORATE</b>
	Nil.
	<b>11. COMMUNITY SERVICES DIRECTORATE</b>
	Nil.
	<b>12. CORPORATE SERVICES DIRECTORATE</b>
	Nil.
	<b>13. ENGINEERING SERVICES DIRECTORATE</b>
	13.1. TSIRC 2024-788 Marine Infrastructure Procurement – Expression of Interest <i>[Reason for this matter to be discussed in Closed Business: This matter contains information on 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".]</i>
	13.2. Information Report – Capital Works <i>[Reason for this matter to be discussed in Closed Business: This matter contains information on 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".]</i>
	<b>14. FINANCIAL SERVICES DIRECTORATE</b>
	Nil.
	<b>15. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION</b>
	<b>16. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION</b>
	<b>17. MATTERS ARISING</b>
	<b>18. INFORMATION REPORTS</b>
	18.1. BUILDING SERVICES – Building Services Report (August 2024)
	18.2. BUILDING SERVICES/COMMUNITY SERVICES – Information Report – Housing Register Update
	18.3. COMMUNITY SERVICES - Community Services (August 2024)
	18.4. CORPORATE SERVICES - Corporate Services Information Report (August 2024)
	18.5. ENGINEERING SERVICES – Engineering Operations
	18.6. ENGINEERING SERVICES – Water and Wastewater
	<b>19. NEXT MEETING – 15-16 OCTOBER 2024 (Dauan)</b>
	<b>20. CLOSE OF MEETING &amp; PRAYER</b>



## ORDINARY MEETING 18 SEPTEMBER 2024

Agenda Item

# 1

**DIRECTORATE:** *Corporate Services*

**AUTHOR:** *Executive Director Corporate Services*

### CONFIRMATION OF MINUTES / ORDINARY COUNCIL MEETING (21 AUGUST 2024)

#### **OFFICER RECOMMENDATION:**

Council confirms the Minutes of the Ordinary Meeting held on 21 August 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 21 August 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:**

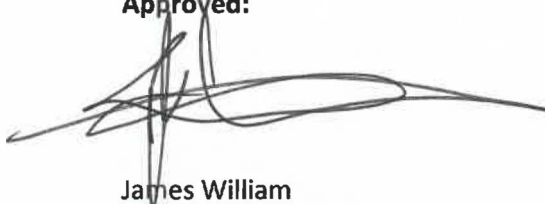
<b>Statutory:</b>	Section 254F(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery 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 21 August 2024.



ORDINARY MEETING  
21 AUGUST 2024

# MINUTES

**Time:** 10.30am (*meeting commenced at 11.01am*)

**Venue:** (Microsoft TEAMS)

Meeting ID: 430 295 436 817

Passcode: XW65oF

PRESENT:

**Mayor**

Division 2 – Dauan

Division 3 – Saibai

Division 4 – Mabuiag

Division 5 – Badu / **Deputy Mayor**

Division 6 – Arkai (Kubin), Mua Island

Division 8 – Kirirri (Hammond Island)

Division 9 – Iama

Division 10 – Warraber

Division 11 – Poruma

Division 12 – Masig

Division 14 – Erub

Division 15 – Mer

Cr Phillemon Mosby

Cr Torengo Elisala

Cr Chelsea Aniba

Cr Keith Fell

Cr Ranetta Wosomo

Cr Iona Manas

Cr Seriako Dorante

Cr Aggie Hankin

Cr Kabay Tamu

Cr Francis Pearson

Cr Ted Mosby

Cr Nixon Mye

Cr Bob Kaigey

APOLOGIES:

Division 1 – Boigu

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

Division 13 – Ugar

Cr Dimas Toby

Cr John Levi

Cr Rocky Stephen

Executive Director Financial Services

Ms Hollie Faithfull

OFFICERS:

**Chief Executive Officer**

Executive Director Building Services

Executive Director Community Services

Executive Director Corporate Services

Executive Director Engineering Services

Executive Support Coordinator

TSIRC Secretariat

Mr James William

Mr Wayne Green

Mr Dawson Sailor – *via TEAMS for*

*Closed Business discussions only*

Ms Susanne Andres

Mr David Baldwin

Ms Sharon Russell

Mr Darryl Brooks

GUESTS:

Mr Wayne See Kee PSM | Assistant Secretary, Science and Surveillance Group | Department of Agriculture, Fisheries and Forestry (DAFF)

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

Emma Atkins | Director, Far Northern Biosecurity Initiative (Cape York and Torres Straits) | Biosecurity Queensland | DAFF

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

Murray Korff | Director, Torres Strait and Field Operations | DAFF

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

Paul Mery | Secretariat – Biosecurity Working Group | Assistant Director, Torres Strait and Field Operations | DAFF

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

(Observer) George Nona, Assistant Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

(Observer) Ewan Gunn, Manager, Environment and Health, Community Services Department, Torres Strait Island Regional Council

*Deputation* (Torres Strait and Northern Peninsula Area Biosecurity Strategy)

Mr James Reynolds (Chief Executive Officer, Mirabou Energy) and Ms Novita Pratignyo (Chief Financial Officer, Mirabou Energy)

*Agenda Item 12.1*

DRAFT

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

At 11.10am, the Mayor welcomed Councillors to the Ordinary Council meeting for the month of August 2024, noting that a quorum of members were present.

**B. NOTING OF APOLOGIES**

The following apologies were noted and accepted by Council:

Division 1 – Boigu

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

Division 13 – Ugar

Cr Dimas Toby – *prior commitment*

Cr John Levi – *unwell*

Cr Rocky Stephen – *prior commitment*

**Resolution**

#C24-28/2024-08/B

CR PEARSON / CR ANIBA

**Council accepts the apologies of Cr Dimas Toby, Cr John Levi and  
Cr Rocky Stephen for the August 2024 Ordinary Council Meeting.**

**CARRIED UNANIMOUSLY**

**C. CONFLICT OF INTEREST DECLARATIONS**

Cr Chelsea Aniba advised that she will be declaring a conflict of interest in relation to Agenda Item 6.1 (Community Grants Program Allocation – July 2024).

The Mayor also requested that if there are any legal matters involving Councillors, then Councillors should advise the Mayor as soon as possible.

**D. LIVE STREAM**

The Mayor advised that this meeting is being LIVE STREAMED on Council's YouTube Channel.

**1. CONFIRMATION OF MINUTES (24 July 2024)**

#C24-28/2024-08/1

CR MYE / CR PEARSON

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

**2. MAYORAL REPORT**

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

### 3. CHIEF EXECUTIVE OFFICER REPORTS

#### 3.1. TSIRC 10 Priorities – Advocacy Plan – *verbal update*

The Chief Executive Officer (Mr James William) advised Council that the TSIRC 10 Priorities – Advocacy Plan remains in progress. The Asset Investment Plan is progressing very well. Similarly, work is currently underway in relation to Council's Operational Plan as to what the budget forecasting should look like. It is expected that these two items should be completed for presentation to Council in November 2024 for implementation by end-2024.

The term 'Advocacy' also links to grant funding and strategic budget bids for financial sustainability in the delivery of essential services to community. The recent engagement of a former senior executive from Peak Services (Ms Jessica Buxton) has been undertaken to provide Council with strategic advice to address these issues.

Operational priorities and major strategic priorities (i.e. TAP, a potential regional hub, etc. which will require a significant amount of investment) historically has not been given the proper priority for advocacy in TSIRC's documents.

**Action:**

The Chief Executive Officer to circulate to Councillors out of session a briefing paper provided to him by Ms Buxton outlining the proposed approach on these issues going forward.

#### 3.2. CHIEF EXECUTIVE OFFICER MONTHLY REPORT (AUGUST 2024)

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

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#### DEPUTATION: Australian Government Department of Agriculture, Fisheries and Forestry (DAFF)

Council noted the deputation from the Australian Government's Department of Agriculture, Fisheries and Forestry (DAFF) lead by Mr Wayne See Kee PSM (Assistant Secretary, Science and Surveillance Group) to discuss and update Council on the Torres Strait and Northern Peninsula Area Biosecurity Strategy.

Other Deputation attendees included:

- Emma Atkins | Director, Far Northern Biosecurity Initiative (Cape York and Torres Straits) | Biosecurity Queensland | DAFF
- Murray Korff | Director, Torres Strait and Field Operations | DAFF
- Paul Mery | Secretariat – Biosecurity Working Group | Assistant Director, Torres Strait and Field Operations | DAFF
- (Observer) George Nona, Assistant Director, Torres Strait and Field Operations, Department of Agriculture, Fisheries and Forestry
- (Observer) Ewan Gunn, Manager, Environment and Health, Community Services Department, Torres Strait Island Regional Council

Council commended the DAFF deputation for the incredible work undertaken across the region and for their engagement with community and requested that Council be kept updated on a regular basis.

Council reminded the DAFF deputation of the need for more vigilance (especially on-ground officer presence by authorities) in strengthening and working with TSIRC and other Federal and State Government agencies on cross-border biosecurity matters associated with traditional visits under the Torres Strait Treaty.

➤ *The Council meeting was suspended from 12.30pm to 1.30pm for lunch.*

**4. BUILDING SERVICES DIRECTORATE**

Nil

**5. COMMUNITY SERVICES DIRECTORATE**

Nil

**6. CORPORATE SERVICES DIRECTORATE**

- *Cr Rocky Stephen declared a Conflict of Interest in relation to (b)(4) below (as the applicant is his father). Cr Stephen was not present at the August 2024 Council meeting.*
- *Cr Chelsea Aniba declared a Conflict of Interest in relation to (b)(1) below (as the applicant and club committee are her family members) and was not present during Council deliberation on this particular application.*

**6.1 Community Grants Program Allocation (July 2024)**

#C24-28/2024-08/6.1

CR MANAS / CR MYE

**(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 \$5,000.00.**
- 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 \$1,000.00.**
- 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 \$5,000.00.**
- 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 (as applicant is his father).*

- *James William (CEO) supports this application for \$10,000.00.*
- **Council allocates \$10,000.**

**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 \$4,080.00.**

**6. CG2025-019 – SAIBAI STAGS RLFC for the amount of \$3,828.00, exclusive of GST;**

- *Cr Chelsea Aniba has declared a COI (applicant and club committee are her family members).*
- *James William (CEO) supports this application for \$3,828.00.*
- **Council allocates \$3,828.00.**

**(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. two (2) conflicts of interest (COI) were declared:**

**(i) CG2025-013 – ARK OF TRANSFIGURATION CHURCH, UGAR ISLAND**

- *Cr Rocky Stephen declares COI as applicant is his father*
- *Application supported by CEO, James William.*

**(ii) CG2025-019 – SAIBAI STAGS RLFC**

- *Cr Chelsea Aniba declares COI as the applicant and club committee are her family members.*
- *Application supported by CEO, James William.*

**(d) 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.**

**CARRIED UNANIMOUSLY**

**6.2 Funding Acquisition Report (July 2024)**

#C24-28/2024-08/6.2

CR FELL / CR PEARSON

**Council notes the report and its content.**

**CARRIED UNANIMOUSLY**

**Action:**

Cr Keith Fell requested an update on the Operational Project Funding 2024-2025 for the Mabuiag Dump Road Upgrade. The Chief Executive Officer advised that the Executive Director Engineering Services will provide Cr Fell with an update out of session.

**6.3 Operational Plan 2023-24 Outcomes Report**

#C24-28/2024-08/6.3

CR HANKIN / CR FELL

Council notes the Operational Plan 2023-24 Outcomes Report.

**CARRIED UNANIMOUSLY**

#### 6.4 Entertainment and Hospitality Policy

#C24-28/2024-08/6.4

CR FELL / CR ANIBA

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.

**CARRIED UNANIMOUSLY**

#### 7. ENGINEERING SERVICES DIRECTORATE

Nil

#### 8. FINANCIAL SERVICES DIRECTORATE

- *The Executive Director Corporate Services (Ms Susanne Andres) spoke to this report in the absence of the Executive Director Financial Services.*

##### 8.1. Financial Dashboard Report (July 2024)

#C24-28/2024-08/8.1

CR MYE / CR TAMU

**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 of the *Local Government Regulation 2012*.**

**CARRIED UNANIMOUSLY**

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

#C24-28/2024-08/9

CR HANKIN / CR PEARSO

**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

Nil.

#### 11. COMMUNITY SERVICES DIRECTORATE

##### 11.1. Tender Consideration Plan - "Too Deadly Diabetes"

*[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.]*

#C24-28/2024-08/11.1

CR HANKIN / CR KAIGEY

**Council resolves:**

1. To approve exemptions to procurement for Mr Ray Kelly Deadly Diabetes valued at \$50,100; and
2. Pursuant to Section 257 of the *Local Government Act 2009* (Qld), delegate the Chief Executive Officer to negotiate, finalise, and execute any and all matters associated with or in relation to the project and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.

**CARRIED UNANIMOUSLY**

## 12. CORPORATE SERVICES DIRECTORATE

- *Mr James Reynolds (Chief Executive Officer, Mirabou Energy) and Ms Novita Pratignyo (Chief Financial Officer, Mirabou Energy) joined the meeting by TEAMS dial-in (2.10pm-3.15pm) for discussion of this agenda item only.*

### 12.1. Mirabou Energy - Renewable Energy Project Update

*[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.]*

#C24-28/2024-08/12.1

#### **[PART A]**

**Council:**

1. Notes the updates on the Renewable Energy Project contained in this report;
2. Acknowledges the continued perceived conflict of interest of the Chief Executive Officer and that his involvement in the Renewable Energy Project will be managed by continued consultation with members of the Executive Team and with the oversight of the Mayor;
3. Affirms Council's in-principle support for the Mirabou Energy - Renewable Energy Project subject to:
  - a. Continued due diligence investigations into key implications and risks;
  - b. Undertaking the necessary steps to obtain relevant statutory approvals;
  - c. Ensuring Council's statutory compliance is achieved at all times;
  - d. The preparation and implementation of plans for staged community engagement;
  - e. The negotiation of a Master Agreement with due regard for Council's financial and reputational risks and its sustainable involvement in the project (both short-term and long-term);
  - f. Satisfactory resolution whether a procurement exemption under section 235(b) of the *Local Government Act 2009* applies for the delivery of the Master Agreement; and

4. Instructs the Chief Executive Officer in consultation with the Executive Leadership Team to continue to undertake work to progress the Renewable Energy Project and to regularly report back to Council on the progress of the project.

**MOVED: CR ELISALA**  
**SECONDED: CR PEARSON**  
**CARRIED UNANIMOUSLY**

**[PART B]**

Council:

1. Endorse Mirabou Energy's engagement with Energy Queensland Limited to seek a Letter of Support for the TSIRC Renewable Energy Project and collaboration with Ergon Energy Limited; and
2. Endorse Mirabou Energy's EOI submission to ARENA's First Nations Community Microgrids subject to the condition that, if successful, funding will not be accepted unless a Master Agreement is in place.

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

**[PART C]**

Council endorses the selection of three further Island communities (Ugar, Erub and Mer) to be proposed in the EOI in addition to Masig.

**MOVED: CR HANKIN**  
**SECONDED: CR WOSOMO**  
**FOR: CRS MYE, FELL, ANIBA, DORANTE, MOSBY & KAIGEY**  
**AGAINST: CRS PEARSON, ELISALA, TAMU, WOSOMO & HANKIN**  
**DID NOT VOTE: CR MANAS (off-line)**

**CARRIED**

**13. ENGINEERING SERVICES DIRECTORATE**

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

*[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.]*

#C24-28/2024-08/13.1

CR FELL / CR WOSOMO

Council resolves to:

- (a) Award Tender No. TSIRC 2024-694 Erub Island Reservoir Refurbishment to M&J Arthur Pty Ltd for an amount of and up to \$1,346,000.00 excl. GST; and
- (b) 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, funding, and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.

**CARRIED UNANIMOUSLY**

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

*[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.]*

#C24-28/2024-08/13.2

CR PEARSON / CR KAIGEY

**Council resolves to:**

- (a) Award Tender No. TSIRC 2024-692 Saibai School and Hospital Road Pavement Upgrade to T.I. Concrete Works Pty Ltd for an amount of and up to \$6,191,794.00 excl. GST; and**
- (b) 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, funding, and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.**

**CARRIED UNANIMOUSLY**

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

*[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.]*

#C24-28/2024-08/13.3

CR FELL / CR KAIGEY

**Council resolves to:**

- (a) Award Tender No. TSIRC 2024-732 Poruma and Iama Aerodrome Safety Improvements – Separable Portion A Poruma Aerodrome Safety Improvements to Paul Ware Constructions Pty Ltd for an amount and up to \$1,231,550.00 excl. GST;**
- (b) Award Tender No. TSIRC 2024-732 Poruma and Iama Aerodrome Safety Improvements –Separable Portion B Iama Aerodrome Safety Improvements, to Paul Ware Constructions Pty Ltd for an amount and up to \$1,171,245.00 excl. GST; and**
- (c) 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, funding and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.**

**CARRIED UNANIMOUSLY**

**13.4 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.]*

#C24-28/2024-08/13.4

CR WOSOMO / CR PEARSON

Council notes this report.

**CARRIED UNANIMOUSLY**

**14. FINANCIAL SERVICES DIRECTORATE**

Nil.

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

#C24-28/2024-08/15

CR ANIBA / CR PEARSON

**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) Collaboration between GBK, regional Councils and TSRA Chairs regarding MOU (Cr Elisala)**

The Mayor advised that both TSIRC papers will be considered by the TSRA Board. GBK MOU needs input from the three Councils (TSIRC, Torres Shire and NPA) and the TSIRC Mayor awaiting feedback. Mayor has sent similar requests to the two Mayors and the TSRA Chair seeking their expectations of the framework.

**(b) Inter-Agency Update (JAC and TIMS) (Cr Elisala)**

No further updates from Mayor. Meetings to be convened within the next week.

**(c) Health Equity Matters (Cr Hankin)**

The Mayor advised that there is no further update at this stage.

**(d) Monthly Reports & Mandatory Training for Councillors (Mayor)**

The Mayor stressed that both he and the Deputy Mayor would like all Councillors to complete their **monthly reports**. These reports will provide Council with an oversight on what is happening in each community and will assist Council in lobbying strategic partnerships across the region to better support those communities with their immediate priorities.

The Mayor reminded Councillors that their **mandatory training** (post-election requirement) must be completed online by 31 August 2024.

**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 & Wastewater**

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 – 17-18 SEPTEMBER 2024 (Dauan)**

Noted by Council. The Mayor requested that all Councillors confirm with him their attendance as soon as possible in order for quorum and travel arrangements to be confirmed.

**20. CLOSE OF MEETING & PRAYER**

The Mayor thanked Councillors and staff for their contributions to this monthly meeting of Council.

The Mayor formally closed the meeting at 4.10pm and delivered the closing prayer.

MINUTES CONFIRMED – 17 September 2024

.....  
Cr Phillemon Mosby  
Mayor  
Torres Strait Island Regional Council  
Date: 17 September 2024

.....  
James William  
Chief Executive Officer  
Torres Strait Island Regional Council  
Date: 17 September 2024



## ORDINARY MEETING 18 SEPTEMBER 2024

Agenda Item

# 1.1

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### CONFIRMATION OF MINUTES - SPECIAL COUNCIL MEETING (4 SEPTEMBER 2024)

#### **OFFICER RECOMMENDATION:**

Council confirms the Minutes of the Special Council Meeting held on 4 September 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:**

A Special Council Meeting was held on 4 September 2024 to change the dates and venues for the previously scheduled September 2024 and October 2024 Ordinary Council Meetings.

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 be placed on the Council website.

**COMPLIANCE / CONSIDERATIONS:**

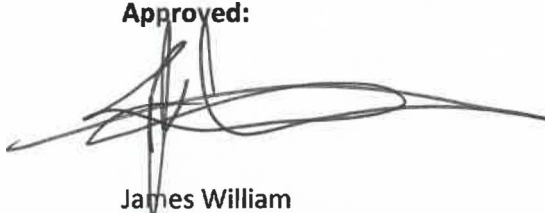
<b>Statutory:</b>	Section 254F(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery 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 Special Council Meeting on 4 September 2024.



# SPECIAL COUNCIL MEETING 4 SEPTEMBER 2024

# MINUTES

**Time:** 10.30am  
**Venue:** (Microsoft TEAMS)  
Meeting ID: 476 455 594 557  
Passcode: Fb2JXD

## PRESENT:

### **Mayor**

Division 1 – Boigu  
Division 2 – Dauan  
Division 3 – Saibai  
Division 4 – Mabuiag  
Division 5 – Badu / **Deputy Mayor**  
Division 6 – Arkai (Kubin), Mua Island  
Division 7 – Wug (St. Pauls Community), Mua Island  
Division 10 – Warraber  
Division 12 – Masig  
Division 14 – Erub  
Division 15 – Mer

Cr Phillemon Mosby  
Cr Dimas Toby  
Cr Torengo Elisala  
Cr Chelsea Aniba  
Cr Keith Fell  
Cr Ranetta Wosomo  
Cr Iona Manas  
Cr John Levi  
Cr Kabay Tamu  
Cr Ted Mosby  
Cr Nixon Mye  
Cr Bob Kaigey

## APOLOGIES:

Division 8 – Kirirri (Hammond Island)  
Division 9 – Iama  
Division 11 – Poruma  
Division 13 – Ugar

Cr Seriako Dorante  
Cr Aggie Hankin  
Cr Francis Pearson  
Cr Rocky Stephen

Executive Director Building Services  
Executive Director Engineering Services

Mr Wayne Green  
Mr David Baldwin

## OFFICERS:

### **Chief Executive Officer**

Executive Director Community Services  
Executive Director Corporate Services  
Executive Director Financial Services  
Executive Support Coordinator  
TSIRC Secretariat

Mr James William  
Mr Dawson Sailor  
Ms Susanne Andres  
Ms Hollie Faithfull  
Ms Sharon Russell  
Mr Darryl Brooks

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

At 10.40am, the Mayor welcomed Councillors to the Special Council Meeting, noting that a quorum of members was present.

The Mayor delivered the opening prayer.

## B. NOTING OF APOLOGIES

The following apologies were noted by the Mayor:

Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante
Division 9 – Iama	Cr Aggie Hankin
Division 11 – Poruma	Cr Francis Pearson
Division 13 – Ugar	Cr Rocky Stephen

## C. CONFLICT OF INTEREST DECLARATIONS

Nil.

### 1. CORPORATE SERVICES DIRECTORATE

#### 1.1. Change of Council Meeting Dates/Venues – September 2024 and October 2024 Trustee & Ordinary Council Meetings

#SC24-28/2024-09/1

CR WOSOMO / CR MANAS

**Council resolves to conduct the September 2024 and October 2024 Trustee & Ordinary Council Meetings as follows:**

- **September 2024 Trustee & Ordinary Council Meetings to be held on Wednesday, 18 September 2024 (Microsoft TEAMS); and**
- **October 2024 Trustee & Ordinary Council Meetings to be held on 15-16 October 2024 on Dauan (*with Saibai as a standby option*).**

**CARRIED UNANIMOUSLY**

### 2. CLOSE OF MEETING & PRAYER

The Mayor thanked Councillors and staff for their contributions and attendance and formally closed the meeting at 10.50am.

The Mayor delivered the closing prayer.

MINUTES CONFIRMED – 18 September 2024

.....  
Cr Phillemon Mosby  
Mayor  
Torres Strait Island Regional Council  
Date: 18 September 2024

.....  
James William  
Chief Executive Officer  
Torres Strait Island Regional Council  
Date: 18 September 2024

# AGENDA ITEM 1.2



## ORDINARY MEETING ACTION ITEMS

*[Updated as at 11 September 2024]*

Agenda Item	Action	Action Area	Current Status
August 2024 Mtg  AI 3.1  TSIRC 10 Priorities – Advocacy Plan	The Chief Executive Officer to circulate to Councillors out of session a briefing paper provided to him by Ms Buxton outlining the proposed approach on these issues going forward.	CEO	Completed. Document circulated by email on 21/8/24.
August 2024 Mtg  AI 6.2  Funding Acquisition Report (July 2024)	Cr Keith Fell requested an update on the Operational Project Funding 2024-2025 for the Mabuiag Dump Road Upgrade. The Chief Executive Officer advised that the Executive Director Engineering Services will provide Cr Fell with an update out of session.	ED Engineering Services	
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	Not completed. Will be completed in the w/b 26/8/24.
July 2024 Mtg  AI 17(a)	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

Agenda Item	Action	Action Area	Current Status
Funding for Dialysis Unit on Badu			Community Services (no info received as at 21/8/24).
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 is progressing very well. Similarly, work is currently underway in relation to Council's Operational Plan as to what the budget forecasting should look like. It is expected that these two items should be completed for presentation to Council in November 2024 for implementation by end-2024.</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.
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	SARG has agreed that the updated policy to be submitted to Council's November 2024 Workshop for further discussion.

Agenda Item	Action	Action Area	Current Status
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  
SEPTEMBER ORDINARY  
MEETING.**

**PERIOD: AUGUST |  
SEPTEMBER 2024.**

# MAYOR ENGAGEMENTS

## VERBAL UPDATE

### August 2024

- 20 August | Mayors Summit – QPS | Cairns.
- 22 August | RIAC Meeting | Cairns.
- 22 August | Careers Market - Pullmans | Cairns.
- 23 August | Maisg Statement signing/celebration | Iama Island.
- 26 August | Masig Statement & Masig Statement Taskforce | Wug Village, St. Pauls.
- 27 August | Trustee Leasing Policy Home Ownership Consultation Meeting | Kubin Village, Moa Island
- 28 August | Zenadh Kes Interagency Forum | QPS – Acting officer in Charge | Corey Stevens | Thursday Island.
- 30 August | NAIDOC/Masig Statement Signing | KAZIW META | Thursday Island.

### September 2024

- 2 September | Bio Security – Assistant Director | Thursday Island.
- 3 September | Truth Telling Discussion | Thursday island.
- 4 September | Special Council Meeting | Teams, Cairns.
- 3 September | Truth Telling Discussion | Thursday island.
- 4 September | Special Council Meeting | Teams, Cairns.
- 4 September | TCICA | Cairns .
- 4 September | Minister Enoch – catch up | Cairns
- 4 September | AFL House | Cairns.
- 5 September | TS&NPA ROC | Cairns.











*Office of the Chief Executive Officer*

**AUTHOR:** *Executive Advisor to the CEO*

## **TSIRC ADVOCACY ACTION PLAN 2024/25**

### **OFFICER RECOMMENDATION:**

**Council resolves to:**

- 1. accept the draft Advocacy Action Plan and for this to be finalised for publication;**
- 2. agree on the Top 10 Strategic priorities, reconfirm their priority order and whether potential 'new' priority statement on Water Security is to be included in the Top 10; and**
- 3. determine and set an 'aspirational statement' for publication.**

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### **EXECUTIVE SUMMARY:**

The TSIRC Advocacy Action Plan ([Appendix A](#)) is an identified deliverable outlined in the plan to build advocacy capability for Council. Whilst the Policy and Framework are in development, it was identified that there was a greater priority need to provide Council with its Advocacy Action Plan and this has been brought forward for completion.

The Advocacy Action Plan has been developed to provide advocacy statements for the Top 10 Strategic Priorities, established by Council. These strategic priorities are critical in terms of delivering what is needed to meet the vision and mission statement of TSIRC and to effect positive change for the communities we represent.

Supporting collateral is needed for elected representatives, executive and council officers to ensure consistent and targeted messaging is utilised at every opportunity, supporting council in building an effective advocacy capability.

Whilst normally this Advocacy Action Plan would initially go to the Strategic Action Reference Group for consultation with committee members, the timing of the upcoming LGAQ Annual Conference (21-23 Oct) and Queensland State Election (26 Oct) has required this plan for publication to come directly to council for resolution. This is to ensure council is able to meet printing deadlines for elected representatives to be able to use the document as supporting material at the upcoming events.

In addition, council is to set its aspirational statement.

**Interested Parties/Consultation:**

Consultation has been undertaken with the Mayor, CEO and Executive Directors.

**Background / Previous Council Consideration:**

It should be noted that these priorities have previously been discussed at the Council Workshop held in May 2024.

**COMPLIANCE / CONSIDERATIONS:**

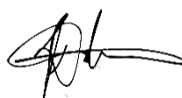
<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 2009</i></li><li>• <i>Local Government Regulation 2012</i></li></ul>
<b>Budgetary:</b>	Not in current budget
<b>Policy:</b>	TSIRC Top 10 Advocacy Priorities
<b>Legal:</b>	N/A
<b>Risk / Risk Mitigation:</b>	N/A
<b>Links to Strategic Plans:</b>	Corporate Plan 2020-2025 ( <i>Bisnis Plan</i> ) People - Outcome 4: We are a transparent, open, and engaging Council. Sustainability - Outcome 8: We manage Council affairs responsibly to the benefit of our communities.
<b>Masig Statement:</b>	Pursue and achieve self-determination and regional autonomy
<b>Standing Committee Consultation:</b>	Unable to meet timeframes
<b>Timelines:</b>	Top 10 Advocacy Priorities to be endorsed prior to the upcoming LGAQ Annual Conference and Queensland State Elections.

**Other Comments:**

Nil.

**Recommended:**

Jessica Buxton  
Executive Adviser to the CEO

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Appendix A - TSIRC Advocacy Action Plan 2024/25 Briefing Paper

## **BRIEFING: TSIRC Advocacy Action Plan 2024/25**

Author: Jessica Buxton, Interim Executive Advisor to the CEO

Issued to: James William, CEO

Date of Issue: 11 Sep 2024

### **Purpose**

This briefing provides the necessary content to build councils Advocacy Action Plan.

### **Background:**

Council has established its Top 10 Advocacy Priorities that are critical in terms of delivering what is needed to meet the vision and mission statement of TSIRC, to effect positive change for the communities we represent.

Supporting collateral is needed for elected representatives, executive and council officers to ensure consistent and targeted messaging is utilised at every opportunity, supporting council in building an effective advocacy capability.

### **Structure of the Advocacy Action Plan**

It is important to have simple narrative, with impact that any individual can grasp and understand, to support consistent and targeted messaging. The purpose is to enable our elected representatives, executive and officers to have the 'right information' and the 'right place' at the 'right time'.

It is not a technical briefing, it is a high-level advocacy statement for an external audience designed to outline the issues; why they matter, what we need to fix it, from whom do we need support, the impact to our communities and key facts that demonstrate the reality 'on the ground'. This enables council to create buy in from key stakeholders to get the bigger conversation happening.

Visual impact is critical as it makes the narrative relatable and engages the reader (a picture tells a 1000 words).

To create visual impact, the structure of the priority pages will be designed as follows;

- Left page to have full page reflective image with a small case study window or a bold statement.
- Right page to have key information from tables below and image design supporting 'did you know'.

Comprehensive briefing documents detailing the technical information on each strategic priority will need to be developed to enable the deeper discussion on the issues. These would support targeted meetings with relevant stakeholders e.g. meeting with the State or Federal Minister/s and Director General/s that cover the Housing portfolio, to discuss Priority 3 Regional Social Housing and Asbestos.

Structure as detailed below.

#### **1. Acknowledgement**

*To be inserted for publication.*

#### **2. Message from the Mayor**

*To be inserted for publication.*

#### **3. Our aspirational statement/theme**

This is a page that holds a bold aspirational statement that sets the overall tone of the Advocacy Action Plan, with the priorities aligning to this broader statement. This should be set by council and links our Corporate and Operational Plans together with the Strategic Priorities.

*e.g Advancing our unique region to be sustainable, prosperous and liveable for all of our communities*

#### **4. The outlook if nothing changes**

To correspond with our 'aspirational statement', an impact statement telling the story of the future if nothing changes.

- *We will be financially unsustainable by 2028*
- *Our critical infrastructure will continue to decline and deteriorate to a point of failure.*
- *The health and wellbeing of our community will decline, and our people will suffer.*
- *Our pristine environment will decline and no longer be protected.*

#### **5. At a glance**

The 'At a glance' page is important to ensure provide context and comprehension of the Torres Strait and the complexity of the operations of council. We claim that we are unique, this demonstrates the evidence supporting the statement. These are important key facts and figures that can be used in conversations with key stakeholders.

*A snapshot of the key information about our unique place;*

- We are 15 island communities with 5,000+ people
- We are situated between the northern most tip of mainland Australia to the south of PNG
- We are a place of national and international significance
- We speak 26 traditional languages and dialects
- We are represented by one Mayor and 15 councillors, elected by our communities
- We manage 1.6 billion in assets and deliver x operations and x in capital works annually
- We have a workforce of 329 employees with 79% living in community
- We have over 700+ community houses to support
- We have 15 seaports, 13 helipads, 11 aerodromes
- We operate 15 water treatment plants, 12 wastewater facilities, 15 waste management centres
- We service 15 cemeteries, 2 childcare centres, 3 arts and cultural centres 15 post outlets, 13 fuel outlets, 10 indigenous knowledge centres, 24 accommodation facilities and community access to Medicare and Centrelink
- We run 15 environmental health and biosecurity programs, 21,000+ power cards, 10 + home support services
- We manage 13 communities as Deed of Grant in Trust (DOGIT) trustee
- We are committed to ensuring compliance with native title laws across all 15 of our island communities
- We manage 23,000+ border movements annually

## **6. Our Top 10**

The Top10 strategic advocacy priority statements that make up council and communities Advocacy Action Plan are detailed in the following pages (3-13).

Council will need to review and finalise the priorities to determine whether the newly drafted 'Water Security' priority statement is a greater advocacy need given the current infrastructure and funding challenges. If Water Security is deemed to be in the Top 10, council will need to decide on what priority is of less importance in the current environment.

Note. The strategic priorities will shift and change depending on community wants and needs, the political landscape and infrastructure challenges. These priorities are due to be reviewed at the councillor workshops, held in March and November each year. It is also anticipated that the current priorities will be again revisited following the completion of the 2025-2030 Corporate Plan.

## **7. Full spread map of region**

The map of the region is important to demonstrate the geographical context of the Torres Strait. This visualises the uniqueness of the region, emphasising the challenges, remoteness, increased costs and overall complexity. Whilst those that live and breathe the region have comprehension, many important advocacy stakeholders do not (i.e. State and Federal Ministers, Director Generals etc).

## **8. Advocacy Video Story Telling & QR Codes**

Future editions will look to trial the use of visual media to further enhance our advocacy agenda. These videos will be developed as short, in community videos storytelling the 'reality on the ground' around each strategic advocacy priority. The purpose will be to create an emotional impact with the viewer to help create positive change, as well as further enhancing the credibility of the advocacy issue. These videos will also be leveraged in the Advocacy Plans that are to be built around each strategic priority.

The use of QR codes will be included in the Advocacy Action Plan to link to the video files.

Author and issued by: Jessica Buxton

*Jessica Buxton*

*Interim Executive Advisor to the CEO*

Torres Strait Island Regional Council

<b>Advocacy Priority 1</b>	<b>Safe, Accessible and Affordable Transport Infrastructure</b>
<b>Why this matters?</b>	<p>Every community deserves to be an accessible one. Our transport infrastructure is aged and deteriorating. Our people need to be able to travel between communities across the Torres Strait safely, reliably at a cost they can afford. We need to be able to get even the most basic of food, supplies, healthcare and education to our communities.</p> <p>We are challenged by logistical complexities associated with remote island locations, climate change impacts, and infrastructural vulnerabilities - these factors have a significant impact on costs.</p>
<b>What are we asking for?</b>	<p>We need adequate funding to ensure wharves, jetties, barge ramps, access channels, roads, airstrips and helipads are serviceable.</p> <p>We need adequate funding to support a transport subsidy program for the Torres Strait.</p> <p>We need \$250 million over five years, identified in councils five Year Strategic Investment Plan (2025 – 2029) to address urgent transport infrastructure needs.</p> <p>We need \$65.8m for 10 priority road projects.</p> <p>We need \$120m for urgent replacement of eight jetties.</p> <p>We need \$12.33m to refurbish five barge ramps.</p> <p>We need \$44.89m for priority channel dredging of five channels.</p> <p>We need \$7.87m for resealing of three runways.</p>
<b>To whom are we asking?</b>	We are asking the State and Federal governments to provide the necessary funding to address our deteriorating and failing transport infrastructure.
<b>What is the impact for our communities?</b>	<p>Having safe, reliable and affordable transport infrastructure will improve health, education, food security and economic development.</p> <p>It will provide equitable access for our most vulnerable and support traditional cultural practices.</p> <p>It will enable council and other levels of government to provide essential services to community.</p> <p>It will support safe management of border security operations.</p>
<b>Did you know?</b>	<p>It costs approx. \$12m for just a basic wharf that provides disability/equitable access.</p> <p>It costs \$1,500/sqm just to fix our roads.</p> <p>The freight of a \$36k garbage truck from Cairns to Badu is approx. \$33k.</p> <p>The average weekly household income in the Torres Strait is \$976.</p> <p>It costs up to \$38.50 to travel from Hammond Island to Thursday Island just to go to work each day by boat. For most marine transport is the only affordable option. In many parts of Queensland, you can now travel for 50 cents.</p> <p>One of our island communities receives food delivery once a month, dependent on tide. This community lacks a dredged channel for access, and in terms of air transport is only accessible by Helicopter.</p> <p>Two of our Islands (Dauan and Ugar) are only accessible by Helicopter. Through an annual agreement, Council administers a subsidy scheme in partnership with Torres Strait Regional Authority, to provide access for these residents.</p>
<b>Callout</b>	<b><i>“The Torres Strait is calling for equitable and accessible communities”</i></b>

<b>Advocacy Priority 2</b>	<b>Sustainable Waste Management</b>
<b>Why this matters?</b>	Every community deserves to have responsible waste management. Our landfills across our 15 island communities are overflowing posing significant health risks to our people and our environment. Our communities are spread across 42,000km <sup>2</sup> of ocean making waste management challenging. Council operates across two biosecurity zones, which makes the efficient transport of waste more complex and challenging to manage.
<b>What are we asking for?</b>	<p>We need funding to build sustainable waste management systems for our communities to manage all waste types. We need the draft Straits and Northern Peninsular Regional Waste Management Plan adopted by the State government and additional funding to develop a TSIRC specific Waste Management Plan and accompanying Implementation Plan.</p> <p>We need \$57.5 million</p> <ul style="list-style-type: none"> <li>○ \$3.5m to develop a waste management prototype committed to one island.</li> <li>○ \$42m to roll out a proven system across all 15 communities</li> <li>○ \$12m for staged closure of landfills</li> <li>○ Ongoing investment to support whole of life waste operations</li> </ul>
<b>To whom are we asking?</b>	We are asking the State government to partner with the Torres Strait to build sustainable waste infrastructure and programs for the health of our people and environment, aligned to the Department of Environment and Science and Innovations policy document ' <i>Respecting Country - A Sustainable waste strategy for First Nations communities</i> '.
<b>What is the impact for our communities?</b>	Having access to recycling, composting and responsible waste management will improve the health, safety and sustainability of our people and protect our natural environment.
<b>Did you know?</b>	<p>Our landfills are situated close to high-value receptors like drinking water sources, and coral reef systems, increasing health risks.</p> <p>Several landfills become inundated with sea water during king tides, spreading contaminants into the environment and marine ecosystems.</p> <p>Majority of the Islands do not have available land for landfill sites.</p> <p>59% of waste currently going to landfill could be composted or recycled.</p> <p>With large distances between islands and limited resources, waste is rarely removed from the Torres Strait, compounding the issue. Only commercial wastes such as medical and building materials are removed off island for disposal.</p> <p>Operating across two biosecurity zones increases the risk of pest and disease spread through mismanaged waste.</p> <p>Despite the State and Federal governments net-zero goals, Indigenous and remote communities like ours face limited support, leading to unsustainable waste practices.</p> <p>Managing 15 landfills across 42,000 km<sup>2</sup> is financially unsustainable, and funding is urgently needed for new, sustainable waste management systems.</p>
<b>Callout</b>	<b><i>"The Torres Strait is calling for better waste management"</i></b>

<b>Advocacy Priority 3</b>	<b>Regional Social Housing</b>
<b>Why this matters?</b>	Every community deserves to have adequate housing for those in need. Access to safe and affordable housing is critical in Closing the Gap, enabling strong, resilient and liveable communities. Many in our community suffer from overcrowding and homelessness and our people's health and safety is at risk.
<b>What are we asking for?</b>	<p>We need support, partnership and investment to address our housing crisis. We have sites identified for new homes and we can deliver if adequate funding can be secured. We are actively working with Department of Housing, Local Government, Planning and Public Works to develop a 10 Capital Housing Strategy (finalised Dec 24).</p> <p>We need \$703 million over the next 10 years to address this housing crisis.</p> <ul style="list-style-type: none"> <li>o \$134.2m for immediate needs due to homelessness, domestic violence, child safety, disability or medical needs</li> <li>o \$324.6m due to overcrowding</li> <li>o \$142.1m needed for community members to be able to relocate back into community</li> <li>o \$40m to reclaim and remove 50+ uninhabitable houses caused from deterioration and asbestos.</li> </ul>
<b>To whom are we asking?</b>	We are asking the State and Federal governments to partner with the Torres Strait to address this critical housing need.
<b>What is the impact for our communities?</b>	<p>Building adequate and safe social housing will reduce the impacts of domestic violence, long term health risks and improve the wellbeing of our community.</p> <p>Our people can continue to live on our own land, in our own communities, maintaining cultural connection to land and people.</p> <p>Through robust community consultation, housing has been designed fit for purpose, meeting the liveability needs of our community by;</p> <ul style="list-style-type: none"> <li>o sustainably appropriate designs that can endure the harsh environmental conditions</li> <li>o 'listen, learn and adapt' supporting traditional and cultural practices and customs</li> <li>o longevity of infrastructure to last well beyond the years of previous builds</li> </ul>
<b>Did you know?</b>	<p>TSIRC is the largest social housing service provider in Queensland.</p> <p>We have 700+ social houses on 14 Islands separated by 42,000km<sup>2</sup> of ocean.</p> <p>There are currently 233 housing applications for people in desperate need of a home.</p> <p>There are a further 253 housing applications for our people trying to relocate back to community.</p> <p>These housing applications are from people suffering from Overcrowding; Homelessness; Child Safety and Medical issues</p> <p>Over 100 houses are uninhabitable and condemned - many with asbestos.</p>
<b>Case Study</b>  <i>For left page pop out box on visual imagery</i>	<p><b>Building homes in the Torres Strait</b></p> <p>It costs approx. \$2.3m (this is a estimate cost which is yet to be finalised) to build a 4 bed 2 bath house in the Torres Strait, lets take a look at how this adds up;</p> <ul style="list-style-type: none"> <li>o \$800k for the manufacturing (offsite in Cairns)</li> <li>o \$500k in freight and logistics</li> <li>o \$200k craneage on site (still yet to be confirmed)</li> <li>o \$200k connection to services</li> <li>o \$500k site works</li> <li>o \$140k in Native Title consent and compensation</li> </ul> <p>Note. This doesn't include demolition of existing infrastructure which can be in excess of \$500k</p> <p>New houses built off island produce minimal to no waste on island</p> <p>Traditional builds took 3-5 months, newly designed builds take 3-4 weeks</p> <p>New builds are expected to last 30+ years longer than previous builds</p>
<b>Call out</b>	<b><i>"The Torres Strait is calling for safe and affording social housing"</i></b>

<b>Advocacy Priority 4</b>	<b>Climate Change Response (alternate water security priority provided)</b>
<b>Why this matters?</b>	<p>The Torres Strait is uniquely placed to be a world leader in the response to climate change. We are vulnerable to the effects of climate change such as tidal inundation and erosion, putting our critical infrastructure and places of cultural and historical significance at risk.</p> <p>We have recently completed the Coastal Hazard Adaptation Strategy (CHAS), which highlights the urgent need for coastal hazard adaptation actions, including the construction of vital infrastructure to protect our islands.</p> <p>We are reliant on electricity from diesel run power stations and need to ensure we are not only future proofing for our environment but taking the necessary steps to building sustainable, affordable and resilient communities.</p>
<b>What are we asking for?</b>	<p>We need funding to enable the implementation of actions highlighted in the CHAS, which includes funding for coastal defences and critical infrastructure adaptation to mitigate the impacts of rising sea levels and extreme weather events.</p> <p>We need staged funding to complement coastal protection works to our vulnerable communities (beyond the current program).</p> <p>We need \$500k to undertake design works for coastal defences in vulnerable communities like Badu, Mabuiag, Mer, and Erub, addressing erosion and protecting infrastructure.</p> <p>We need an estimated \$50m over the next 10 years to undertake coastal defence works on our island communities.</p> <p>We need investment in renewable energy and energy efficiency projects to reduce our dependence on diesel-run power stations and support the transition to sustainable energy systems.</p>
<b>To whom are we asking?</b>	We are asking the State and Federal governments to partner with the Torres Strait to ensure we can play our part in building sustainable communities, along with meeting the state and commonwealth renewable and energy targets.
<b>What is the impact for our communities?</b>	By investing in coastal protection and renewable energy infrastructure now, we can safeguard our pristine environment, protect culturally significant sites, and ensure the long-term sustainability of the Torres Strait.
<b>Did you know?</b>	<p>Regional sea levels are rising two to three times faster than the global average, increasing the frequency of tidal surges and storms, which accelerates coastal erosion and puts our communities at risk.</p> <p>The Torres Strait region produces 34,175 tonnes of CO2-e annually, largely a result of the 16 megalitres of diesel fuel consumed.</p> <p>The Torres Strait has a per capita carbon emission of 5.6 tonnes of CO2-e from power generation, compared to the Australian average of 4.04 tonnes and the global average of 1.1 tonnes.</p> <p>Frequent brownouts cause power loss, disrupting daily life and essential services.</p> <p>During monsoon, rough seas and high tides are removing land and threatening essential infrastructure in our communities such as housing, cemeteries, water dams etc.</p> <p>During recent high tides, remains are being washed out of cemeteries and our people are having to re-bury remains in higher ground.</p> <p>In 2021, council had to relocate two families due to high tides damage to their properties.</p>
<b>Case Study</b>	<p>In September 2022, the United Nations Human Rights Committee found that the Australian Govt. is violating human rights obligations to Torres Strait Islanders by failing to act on climate change.</p> <p>#torresstrait8 campaign. The decision marked the first time an international court has found:</p> <ul style="list-style-type: none"> <li>• A country violated human rights through inadequate climate policy</li> <li>• A nation state has been found responsible for their emissions under internal human rights law</li> <li>• Peoples' right to culture has been found to be at risk from climate impacts.</li> </ul> <p><b>Insert QR code linking to the #torresstrait8 campaign <a href="https://ourislandsourhome.com.au">About (ourislandsourhome.com.au)</a></b></p>
<b>Callout</b>	<b><i>"The Torres Strait is calling for the protection of our environment and communities"</i></b>

<b>Advocacy Priority 5</b>	<b>Reinstating Local Government Funding</b>
<b>Why this matters?</b>	Every community deserves to have well-funded essential services. Council will always struggle to deliver vital services to community whilst it is not appropriately funded. Financial Assistance Grants enable council to meet the very basics of liveability and with this funding in continual decline, along with cost shifting of non-local government services passed on to council financial sustainability is at risk, our communities are at risk.
<b>What are we asking for?</b>	Restore Financial Assistance Grants to at least 1% of Commonwealth taxation revenue. It is currently 0.55%.  Recognise the uniqueness of the Torres Strait and change the allocation methodology to ensure TSIRC gets its fair share.
<b>To whom are we asking?</b>	We are asking Federal government to increase Financial Assistance Grants.  We are asking the State government to adjust the allocation methodology.
<b>What is the impact for our communities?</b>	Increased funding will help council rectify aging, deteriorating and failing critical infrastructure.  Increased funding will ensure council can continue to provide core services to our communities, such as safe and reliable drinking water and driveable roads.  This will support liveability in our communities.
<b>Did you know?</b>	TSIRC suffers from significant cost shifting from state and federal governments for providing services that are not core business.  These include the provision of fuel, aged care, childcare, Centrelink agency services, Australia Post operations, social housing, supporting border security, and maintaining essential infrastructure such as aerodromes, marine facilities, and coastal defense and adaptation, council accommodation and power cards.  TSIRC manages \$2.1 billion worth of assets and is currently facing an overall operational deficit of \$5 million, excluding depreciation.  The engineering department alone is experiencing a significant loss of \$16.1 million (before depreciation).  Fuel supply operations to 10 communities have contributed nearly \$1 million in losses.  A return to 1% would increase councils' budget by \$12.9m. This doesn't even cover core business, let alone fund cost shifting activities.
<b>Callout</b>	<b><i>"The Torres Strait demands decent funding for our communities' liveability"</i></b>

<b>Advocacy Priority 6</b>	<b>Regional Governance</b>
<b>Why this matters?</b>	<p>The Torres Strait region operates under excessive and inefficient governance practices, driven by duplication and bureaucracy.</p> <p>The volume of cost shifting by state and federal governments to council is hurting our community. We have been providing many state and federal services to community for many years, with much of it either unfunded or inadequate funding provided, it is time formally recognise the broader remit of our region and the part we play.</p> <p>Significant reform is needed to enable us to govern our own affairs, as outlined in the Torres Strait Regional Authority's Regional Assembly Transition Plan (2018).</p> <p>A key pillar of this transition is the acknowledgement of our traditional regional name 'Zenadth Kes'.</p>
<b>What are we asking for?</b>	<p>Formal endorsement to change our local government name to Zenadth Kes Regional Council and place name to Zenadth Kes.</p> <p>Formal recognition of the rights of the people of the Torres Strait to elect and be governed by a Regional Assembly.</p> <p>Funding to enable the smooth transition from the current governing practice to the Zenadth Kes Regional Assembly.</p> <p>Appropriate levels of funding from the State and Federal government to ensure the future of our region.</p>
<b>To whom are we asking?</b>	<p>We are seeking support from the Qld State Govt. to change our name and boundary.</p> <p>We are seeking support from the Commonwealth to work with us to make this historic and important change in how we are governed.</p>
<b>What is the impact for our communities?</b>	<p>Recognising our unique Ailan Kustom, which is now recognised by the Australian Judicial and Legislative System as our inalienable right, supports the transition aspirations of the people of the Torres Strait to be realised.</p> <p>Establishing a Regional Assembly model of government would enable greater autonomy to discharge local, state and commonwealth powers under one governing entity.</p> <p>Funding us appropriately means that our region is not left behind.</p>
<b>Did you know?</b>	<p>The introduction of the Meriba Omasker Kasiw Kazipa (Torres Strait Islander Child Rearing Practice) Act 2020, formally identified the nexus between LORE and LAW.</p> <p>The Act signifies true acknowledgement of traditional governance and language and progression from the MABO decision.</p> <p>Council formally endorsed the local government and place name change during a special meeting on 28 July 2020.</p> <p>The Zenadth Kes Statement was made at Masig on the 85<sup>th</sup> anniversary of the first councillors meeting on the 23 Aug 2022.</p>
<b>Callout</b>	<b><i>"The Torres Strait is calling for recognition of our unique region"</i></b>

<b>Advocacy Priority 7</b>	<b>Digital Connectivity</b>
<b>Why this matters?</b>	<p>Our communities deserve to stay connected, have access to health services, be prepared for disaster management and enabled for local economic development.</p> <p>Conventional, dated and unreliable telecommunications simply do not meet the needs of the Torres Strait, resulting in divided communities, reduced economic activity, limited social inclusion and impacting access to essential services.</p> <p>Full fibre high speed connectivity from the mainland to Thursday Island and between each of the islands communities is essential to liveability.</p>
<b>What are we asking for?</b>	<p>We need immediate support to upgrade our basic telephony and data access to all outer island communities.</p> <p>We need bi-partisan support for investing in our region to support regional remote and interisland infrastructure development.</p> <p>We need a digital local government and rural/remote telecommunications program to improve technology and connectedness, improving liveability.</p>
<b>To whom are we asking?</b>	We are asking state and federal governments to work with the Torres Strait and industry to invest and fund connectivity in our region.
<b>What is the impact for our communities?</b>	<p>Improved telehealth services and access to emergency services, as well as the overall health and wellbeing of our community.</p> <p>Improved safety of our community from being able to respond to disasters and business continuity for local businesses, council infrastructure and essential services.</p> <p>Improved telecommunications will enable equality with the education of our children.</p> <p>Enables our communities to embrace opportunities that support economic development, securing our future.</p> <p>Improved management of critical infrastructure such as our water treatment systems to provide safe and reliable drinking water.</p> <p>Reduced cost of expensive and unaffordable travel, associated expenditure and economic impact to our communities.</p>
<b>Did you know?</b>	<p>Our islands experience communications blackouts throughout the year, sometimes all 15 islands at the same time. It is more frequent during monsoon season, when connectivity is either very weak or unstable due to heavy rains, strong winds and or storms. This not only impacts our schools and health services, but council operations and other government contractors who fly in/out across the region.</p> <p>It can take up anywhere 4-7 days for our communications service provider to resolve the issues, by the time they visit the island to identify the problem and order parts to fix, compounding the remoteness for our communities.</p> <p>Our children have no choice but to leave community for grades 7 to 12 to continue their education, missing out on important social and cultural nurturing and education.</p>
<b>Callout</b>	<b><i>“The Torres Strait is calling for our communities to be connected”</i></b>

<b>Advocacy Priority 8</b>	<b>Local Prosperity and Economic Development</b>
<b>Why this matters?</b>	<p>Every community deserves to be enabled to build sustainable and prosperous economies. The Torres Strait is one of the most socio-economic disadvantaged areas in Australia, with low levels of education and low incomes.</p> <p>We are uniquely placed for industries such as commercial fishing, aquaculture, sustainable farming, tourism, arts and culture. Investment, resourcing and support with development to overcome commercial and social barriers is critical to creating industry growth and regional prosperity.</p>
<b>What are we asking for?</b>	<p>\$137k to support the development of an Economic Development Strategy Phase 1 - Community Consultation.</p> <p>\$150k annually to fund an Economic Development Officer to support the region to delivery the outcomes identified in the strategy.</p> <p>Subsidised freight or tax concessions for produce out of the Torres Strait to enable industry growth.</p> <p>Incentives to encourage private sector investment into the Torres Strait in activities such as;</p> <ul style="list-style-type: none"> <li>○ Renewables energy and emission reduction solutions</li> <li>○ Digital development and smart tech pilot programs</li> <li>○ The development of our tourism industry</li> <li>○ Deregulation to foster new aquaculture and farming opportunities</li> </ul> <p>Commitment to work with Council on place-based economic, social and environmental opportunities.</p>
<b>To whom are we asking?</b>	The state and federal government to enable and support economic development in our region.
<b>What is the impact for our communities?</b>	<p>Economic development is key to regional prosperity, providing community with local jobs for local people, supporting our people to stay on country and creating opportunities for future generations.</p> <p>It enables us to grow our own, a fundamental step in closing the gap supporting self-determination. This helps keep the dollars in the region, driving economic output and improving liveability for our communities.</p>
<b>Did you know?</b>	<p>Council is the largest employer in the region, 85% of Council's workforce identifies as Torres Strait Islander or Aboriginal Decent and 79% of Council's workforce are based in community</p> <p>Torres Strait Gross Regional Product was \$125m in 2023.</p> <p>Out of the 73 businesses in the Torres Strait, 27.4% relate to the construction industry (10.2% above the Queensland average).</p> <p>Total employment for the region for 2023 was 986, 11% down on the 5 year comparison 1,111 (2018).</p> <p>Job seeker increased by 7% in 2023 of 31%, in comparison to 24% in 2020.</p> <p>The Torres Strait has the 15<sup>th</sup> lowest level of Relative Socio-economic Disadvantage Index in Queensland.</p>
<b>Callout</b>	<b><i>"The Torres Strait is calling for investment into building a prosperous and sustainable region"</i></b>

<b>Advocacy Priority 9</b>	<b>International Border Protection</b>
<b>Why this matters?</b>	<p>The Torres Strait is one of Australia’s most critical regions for border protection due to geographic location, proximity to international border and fragile marine reef ecology.</p> <p>Well-funded and strong border protection is critical in managing biosecurity, illegal immigration and illegal fishing.</p> <p>Successful border security relies on fit for purpose response vessels, helicopters and supporting infrastructure and operations – which is currently lacking in the Torres Strait.</p>
<b>What are we asking for?</b>	<p>The federal government to fund appropriate infrastructure in the Top Western Islands to ensure council is not impacted from the increased border movements during crises.</p> <p>The federal government to provide ongoing investment to support operational hubs to enhance reach, vessel service provisioning and response times.</p> <p>The federal government to provide ongoing investment to ensure our critical marine infrastructure can support appropriate vessel classes to service the region.</p> <p>The federal government to provide a permanent security presence in the Torres Strait region to assure the protection of international borders and adjacent zones.</p>
<b>To whom are we asking?</b>	We are asking the federal government to provide certainty and adequate funding for our role in protecting our borders.
<b>What is the impact for our communities?</b>	<p>Well-funded border security ensures the safety of our communities.</p> <p>Well-funded border security will help protect our environment and natural resources.</p> <p>Well-funded border security will reduce cost shifting which takes away from our communities’ liveability.</p>
<b>Did you know?</b>	<p>Under the Torres Strait Treaty, Island Councillor approval is required for movements within treaty villages on the PNG side of the border.</p> <p>23,000+ border movements every year in the Torres Strait. Some are entering illegally as they are not from the 13 coastal villages included in the Treaty. Each visit experiences overstayers, PNG nationals breach the permit and treaty conditions regularly. Local law enforcement (ABF/Police) have limited powers to move them on.</p> <p>The two fast response vessels located at Horn Island only operate during standard business hours. The Bay Class vessels and helicopters cannot cover the 42,000m2 ocean footprint of the Torres Strait.</p> <p>Illegal weapons and illicit drugs enter Australia through the region from Papua New Guinea due lack of monitoring and presence of authorities. There is free reign over illegal fishing. This happens at least a couple of times per week.</p> <p>Community members are doing the role of Border Force and regularly risking their lives to act on behalf of Authorities in order to keep community and Australia safe.</p> <p>The Top Western Islands (Boigu, Saibai and Dauan) experience unexpected drop-ins at the Health Centres, putting further strain on our already lacking health services.</p>
<b>Case Study</b>	<p>In May 2024, 5 men from Senegal West Africa were found hiding in mangroves on Saibai Island. They entered illegally and planned on getting to mainland Australia.</p> <p>In September 2024, 2 Torres Strait islander men were caught with illicit drugs (allegedly cocaine) with a street value of \$44Million. This raises security and safety issues for their immediate family and whole of region.</p>
<b>Callout</b>	<b><i>“The Torres Strait demands the Federal Government to take control of border security”</i></b>

<b>Advocacy Priority 10</b>	<b>Healthcare and Wellbeing Services</b>
<b>Why this matters?</b>	Every community deserves to have access to health care. This is a right of every Australian. Closing the Gap means ensuring our community is not left behind. The Torres Strait faces ongoing barriers to accessing health services, we don't have access to preventative information and programs impacting our quality of life.
<b>What are we asking for?</b>	<p>The necessary funding to implement the local area health plans for each island community.</p> <p>Increased service reach, through upgrading facilities and infrastructure, connectivity and smart tech to enable better access to health care.</p> <p>An audit of all health-related services and programs across the region to identify and address duplication and/or gaps.</p> <p>Streamlined and sustainable funding arrangements to ensure services and preventative measures are meeting the needs of our communities.</p> <p>An outer island health care model encompassing solutions for elderly and disabled residents, safe housing for victims of domestic violence or abuse and mental health support.</p>
<b>To whom are we asking?</b>	We are asking the State and Federal Government to step up and provide the necessary funding and support to address the health crisis in the Torres Strait.
<b>What is the impact for our communities?</b>	<p>The health of our communities will continue to tell a story about funding and prioritisation. As funding improves, so will health outcomes.</p> <p>Better health services will improve the quality of life for our people, increase life expectancy, enabling our people to be productive and engaged, supporting the overall wellbeing of our communities and region.</p> <p>Majority of our Top 10 Strategic priorities relate in some way to better health outcomes for the people of the Torres Strait.</p>
<b>Did you know?</b>	<p>61 years is our average life expectancy in the Torres Strait, 19 years below the Queensland state average.</p> <p>Elected leaders of the Torres Strait have petitioned the State Government to return the Torres Model of Health, a model developed by and for our region. The current model of care significantly impacts our people, resulting in many preventable deaths due to cuts in funding for vital services across the region.</p> <p>In first 6 months of a year, the region can experience up to 45 funerals. Council supports community with funeral and associated costs, because of the unaffordable costs for families who are experiencing loss and financial stress.</p>
<b>Callout</b>	<b><i>"The Torres Strait demands decent health care for our region"</i></b>

<b>Advocacy Priority 4</b>	<b>Water Security and Water Infrastructure</b> <b>Alternate priority to climate change for consideration by council</b>
<b>Why this matters?</b>	Every community needs water security. Our water and wastewater infrastructure is debilitated and failing. A compromised water supply network jeopardises clean water access, essential for health and sanitation for our communities. Safe and readily available water is important for public health, whether it is used for drinking, domestic use, food production or recreational purposes.
<b>What are we asking for?</b>	<p>We need \$67.5 million over five years, identified in councils five Year Strategic Investment Plan (2025 – 2029) to address urgent water infrastructure needs.</p> <p>We need \$51.9m for sewerage plant upgrades on five of our islands.</p> <p>We need \$10m for water reservoirs on two of our islands.</p> <p>We need \$5.58m cyber security water telemetry upgrades.</p> <p>We need immediate funding to undertake a desalination intake planning study on Boigu, a sewerage reticulation condition assessment on Saibai, and a sewerage scheme planning study on Hammond.</p>
<b>To whom are we asking?</b>	We are asking the State and Federal governments to provide the necessary funding to address our deteriorating and failing water infrastructure network.
<b>What is the impact for our communities?</b>	Drinking safe and clean water is critical to community liveability. Improved water infrastructure means less expenditure on health, as people are less likely to fall ill and incur medical costs and are better able to remain economically productive.
<b>Did you know?</b>	<p>All 15 communities rely on their own separate water collection, treatment, and distribution systems.</p> <p>Many of our communities are heavily reliant of water sourced from permanent and mobile desalination plants.</p> <p>The cost to produce water is between 3 and 7 times that of the cost of producing water on the mainland.</p> <p>Most of our water infrastructure is over 35 years old and council does not have the funding to renew.</p> <p>Water leaks and losses range between 20% and 70% of total water production.</p> <p>Our communities are subject to water restrictions for approx. 6 months of the year, we even have to turn water off outside peak demand times to limit leaks and losses.</p>
<b>Callout</b>	<b><i>“The Torres Strait demands safe and reliable water for our communities”</i></b>



**DIRECTORATE:** Office of the Chief Executive Officer

**AUTHOR:** James William

## **TSRA: Memorandum of Understanding**

### **OFFICER RECOMMENDATION:**

The Council resolves to enter into the Memorandum of Understanding 2024-2027 between TSRA and TSIRC.

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### **EXECUTIVE SUMMARY:**

It is proposed that TSIRC enter into a Memorandum of Understanding (**MOU**) with TSRA for a period of 3 years.

While the MOU is not-binding and may be terminated by either party on 30 days' notice, it is intended to provide structure to the future expectations and relationship between TSIRC and TSRA and provides that the parties will act in good faith in relation to the matters it raises.

### **BACKGROUND:**

MOUs have been used in the past to document high-level agreements between TSRA and TSIRC to foster and facilitate a good working relationship.

**Attached** to this Report is the MOU which has been prepared by TSRA and reviewed by TSIRC. It is proposed to commence in 2024 and run for a period of 3 years.

In short, the MOU provides:

1. That it is non-binding/does not create contractual relations enforceable at law;
2. That it seeks to establish a collaborative relationship through a number of mutual objectives;
3. It will be for a term of 3 years and will only become operative if both TSIRC's Council and TSRA's Board approve the MOU.
4. For the Responsibilities of each party;
5. A sharing of information provided that it does not offend privacy obligations;
6. For intellectual property rights;
7. Recognition for Ailan Kastem; and
8. Provides for a number of standard clauses in relation to disputes, costs and further co-operation.

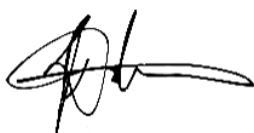
The MOU was provided to SARG. No comments were received from SARG and SARG has provided in-principle support for the MOU.

**COMPLIANCE/CONSIDERATIONS:**

<b>Statutory:</b>	Local Government Act 2009 Local Government Regulation 2012
<b>Budgetary:</b>	Nil changes to budget required as a result of the MOU.  Appropriate consideration will need to be given to any proposal that is put forward as a result of the parties' co-operation under the MOU to ensure that it meets Council's budgetary obligations.
<b>Policy:</b>	N/A
<b>Legal:</b>	No legal risk is created as a result of the MOU.  Despite the MOU, priority should be given to ensuring Council meets its legal obligations including for example, ensuring it all meeting procedures and policies of Council are still adhered to.  Appropriate consideration will need to be given to any proposal that is put forward as a result of the parties' co-operation under the MOU to ensure that it meets all legal obligations of Council.
<b>Risk:</b>	There is a risk that the relationship between TSRA and TSIRC might become strained if reasonable endeavours to adhere to the MOU are not maintained.  Appropriate consideration will need to be given to any proposal that is put forward as a result of the parties' co-operation under the MOU to ensure that all risks are identified and either accepted or eliminated, as the case may be.
<b>Links to Strategic Plans:</b>	Corporate Plan 2020-2025 (Bisnis Plan) This project strategically aligns to specific delivery objectives under all 3 pillars of Council's current Corporate Plan, being People, Sustainability and Prosperity.
<b>Masig Statement:</b>	
<b>Standing Committee Consultation:</b>	SARG Committee has been consulted
<b>Timelines:</b>	As soon as practical

**OTHER COMMENTS:**

Nil


**Prepared/Recommended:**

James William  
Chief Executive Officer

**ATTACHMENT:**

Memorandum of Understanding 2024-2027 Between TSRA and TSIRC

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# **MEMORANDUM OF UNDERSTANDING**

**2024 - 2027**

*Between*

**TORRES STRAIT ISLAND REGIONAL COUNCIL**

*and*

**TORRES STRAIT REGIONAL AUTHORITY**

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- D. This MOU provides a mechanism for the Parties to monitor and work in collaboration to improving the effectiveness of project delivery in the Torres Strait region and defines the roles and responsibilities of each Party.

## **THE PARTIES AGREE AS FOLLOWS:**

### **1. SCOPE**

- 1.1 This MOU, whilst not intended to create legal relations between the Parties, is entered into in good faith by both Parties on the basis that informal undertakings are given by each Party to the other that they will make all reasonable endeavours to abide by the terms of this MOU in the development and implementation of processes and programmes collaboratively for the benefit of the Torres Strait Islander people living in the Torres Strait region.

### **2. OBJECTIVES**

- 2.1 This MOU seeks to establish a collaborative relationship between the Parties to achieve their mutual objectives in the local government area, namely:-
- i. Identifying and coordinating strategic objectives;
  - ii. Developing and implementing agreed working arrangements on community needs and projects of common concern to address social, economic and environmental needs;
  - iii. Facilitating an ongoing improvement in the quality of life for all residents of the Torres Strait through a joint planning regime;
  - iv. Researching needs and opportunities for joint social growth enhancement activities;
  - v. Exploring opportunities for shared initiatives in the broad community interest;
  - vi. Disseminating information regarding funding opportunities;
  - vii. Co-operating in the planning for future regional service and infrastructure development;
  - viii. Identifying scope for cost-sharing arrangements;
  - ix. Formalising TSRA and TSIRC roles in Regional Committees;
  - x. Identifying, developing and implementing a joint public relations and media coverage arrangement(s);
  - xi. Providing a conduit for the exchange of information between the Parties;
  - xii. Effectively communicating on strategies on both a private and public basis to ensure they are complementary to existing internal or external administrative and cultural protocol in the region;

- xiii. Formalising predetermined deputations by TSIRC and TSRA during scheduled/ unscheduled Federal Ministerial visitations;
- xiv. Facilitating a meeting of Departmental heads of the Parties on a minimum of a quarterly basis to discuss the working arrangement(s) associated with the MOU and areas of responsibility, to ensure open and clear communication and effectiveness of joint service delivery and community engagement;
- xv. Working in partnership to collaboratively develop and implement a new model of delivery for Major Infrastructure Projects.
- xvi. Exchanging annual schedules of meetings and other significant dates, with regular updates as required;
- xvii. Simplifying and streamlining funding processes;
- xviii. Complying with the laws of the local, State and Commonwealth governments in conducting activities and operations in the Torres Strait region; and
- xix. Entering into long-term secondment arrangements, as appropriate, for the staff from one organisation to the other (minimum 3 month term) to facilitate Human Relations education, development and training objectives and to achieve a greater mutual understanding of the roles, responsibilities, achievements and shortcomings of the Parties to assist in the identification of areas for improvement and/or commendation and to facilitate growth of this MOU to further strengthen the interaction and general relations between the Parties.

2.2 The Parties agree to co-operate in seeking to fulfil their mutual roles by maintaining: -

- i. equality;
- ii. professionalism;
- iii. efficiency;
- iv. simplicity;
- v. communication;
- vi. mutual respect;
- vii. integrity; and
- viii. confidentiality.

### **3. TERM**

3.1 The Term of the MOU shall be three (3) years and shall commence on the day of 2024 ('the Commencement Date') and, unless sooner terminated by the Parties, will expire on the day of 2027 ('the Expiry Date').

3.2 This MOU shall only become operative once formally adopted by each Party by way of formal resolution at a TSIRC Ordinary Meeting and TSRA Board meeting.

#### **4. INDEPENDENCE OF EACH PARTY**

The independence of each party and their respective rights to act freely and unilaterally in the exercise of Statutory responsibilities and policy directions from the respective Governing Bodies is not to be prejudiced or diminished by this MOU. The Parties recognise, accept and agree that this MOU does not create contractual rights or obligations of any description upon either Party which are enforceable at law, however that should not diminish the fundamental intent by the Parties to strictly adhere to the terms outlined herein in its future dealings in good faith during the Term.

#### **5 RESPONSIBILITIES**

##### **5.1 TSIRC**

5.1.1 TSIRC has agreed to undertake the following tasks in the pursuit of achieving the mutual objectives listed in clause 2 of this MOU, namely-

- i. To enter into regular discussions with TSRA representatives to identify and co-ordinate strategic objectives;
- ii. To formalise a joint public relations, media coverage and communications strategy with TSRA (eg. standing space allocation within entity publication, joint press releases, notification of upcoming regional press coverage affecting TSRA etc);
- iii. Provided consistent with the *Information Privacy Act 2009* (Qld) and other relevant Privacy legislation, to share information, statistics and data with TSRA as compiled by TSIRC or as available to TSIRC as relevant to the roles and responsibilities of TSRA as listed in the Preamble to this MOU;
- iv. To consider cost-sharing arrangements with TSRA where practicable in areas such as travel, freight and staff training (first aid, fire, capacity building etc);
- v. To work in partnership with TSRA as a Member of the Regional Infrastructure Advisory Committee to support Major Infrastructure Projects for the Torres Strait Region;
- vi. To comply with the terms of TSRA Funding Agreements entered into between the Parties;

- vii. To work in partnership with TSRA as a Member of the Torres Strait Coalition and Regional Governance Committee to advocate and progress regional issues;
- viii. To advise TSRA of proposed dates of Ordinary meetings and to extend a standing invitation to representatives of TSRA;
- ix. Upon request by TSRA, to ensure an allocation of at least thirty (30) minutes for TSRA to present deputation(s) applicable to the TSRA and TSIRC regional collaboration/ programme(s);
- x. To ensure the availability of Departmental heads where reasonable, to attend quarterly meetings with divisional heads of TSRA on subjects applicable to their area(s) of responsibility;
- xi. Provision by TSIRC to TSRA of resolutions or information which may have potential to affect the activities and/or programmes of TSRA in the Torres Strait region, including but not limited to the adoption, amendment or repeal of Local Laws (excluding closed business items);
- xii. To provide to TSRA an up-to-date list of Executive Managers and department heads of TSIRC and areas of responsibility;
- xiii. When and where available, upon request by TSRA to TSIRC, to provide TSRA representatives with complementary transportation between the divisional airports and townships within the local government area;
- xiv. Provision of invitations to TSRA representatives to TSIRC social events;
- xv. Negotiating in good faith the lease/ license of TSIRC infrastructure and buildings to TSRA for island programmes (eg. Rangers etc);
- xvi. Consideration of staff secondment opportunities between the Parties.

## **5.2 TSRA**

5.2.1 TSRA has agreed to undertake the following tasks in the pursuit of achieving the mutual objectives listed in clause 2 of this MOU, namely-

- i. To enter into regular discussions with TSIRC representatives to identify and co-ordinate strategic objectives;
- ii. To formalise a joint public relations, media coverage and communications strategy with TSIRC (eg. standing space

allocation within entity publication, joint press releases, notification of upcoming regional press coverage affecting TSIRC etc);

- iii. Provided consistent with the *Information Privacy Act 2009* (Qld) and other relevant Privacy legislation, to share information, statistics and data with TSIRC as compiled by TSRA or as available to TSRA as relevant to the roles and responsibilities of TSIRC as listed in the Preamble to this MOA;
- iv. To consider cost-sharing arrangements with TSIRC where practicable in areas such as travel, freight and staff training (first aid, fire, capacity building etc);
- v. To work in collaboration with TSIRC senior management to develop a new model for the delivery of Major Infrastructure Projects for the Torres Strait Region;
- vi. To make available to TSIRC details of all TSRA funding opportunities;
- vii. TSRA to advise TSIRC of proposed dates of TSRA Board meetings and to extend a standing invitation to TSIRC;
- viii. Upon request by TSIRC at least 14 days prior to an TSRA Board meeting, TSRA shall ensure an allocation of at least thirty (30) minutes for TSIRC to present deputation(s) applicable to the TSRA and TSIRC regional partnership(s)/ programme(s);
- ix. To provide permanent membership (with speaking and voting rights) to the TSIRC Mayor on TSRA Regional committees, excluding TSRA Governance committees and closed business;
- x. To ensure the availability of senior TSRA managers where reasonable, to attend quarterly meetings with Departmental heads of TSIRC on subjects applicable to their area(s) of responsibility;
- xi. Provision by TSRA to TSIRC of resolutions or information which may have potential to affect the activities and/or programmes of TSIRC in the Torres Strait region;
- xii. To provide reasonable notice to TSIRC of Ministerial visitations to the Torres Strait Region and make pre-arrangements for TSIRC deputation;
- xiii. To provide to TSIRC a full up-to-date list of department heads of TSRA and areas of responsibility; and
- xiv. Provision of invitations to TSIRC representatives to TSRA social events;

- xv. Consideration of staff secondment opportunities between the Parties.

## **6 WORKING RELATIONSHIP**

The Parties agree that nothing in this MOU continues any relationship of principal and agent, partnership, or joint venture between the Parties.

## **7 INFORMATION PRIVACY**

7.1 If a Party collects or has access to Personal Information in order to give effect to this MOU, the Party must:

- (a) comply with the *Information Privacy Act 2009* (Qld) in relation to the discharge of its obligations under this MOU;
- (b) not use Personal Information other than for the purposes of this MOU, unless required or authorised by law;
- (c) not disclose Personal Information without the prior written consent of the other Party, unless required or authorised by law;
- (d) not transfer Personal Information outside of Australia without the prior written consent of the other Party;
- (e) ensure that access to Personal Information is restricted to those of its employees and officers who require access in order to perform their duties;
- (f) ensure that its officers and employees do not access, use or disclose Personal Information other than in the performance of their duties;
- (g) ensure that its sub-contractors who have access to Personal Information comply with obligations the same as those imposed on the Contractor under this clause;
- (h) fully co-operate with the other Party to enable the other Party to respond to applications for access to, or amendment of a document containing an individual's Personal Information and to privacy complaints; and
- (i) comply with such other privacy and security measures imposed on the Parties as reasonably advised in writing from time to time.

7.2 A Party must immediately notify the other Party on becoming aware of any breach of clause 7.1.

**"Personal Information"** means information or an opinion (including information or an opinion forming part of a database), whether true or not and whether recorded in a material form or not, about an individual whose identity is apparent or can reasonably be ascertained, from the information or opinion.

## **8. INTELLECTUAL PROPERTY RIGHTS**

- 8.1 Intellectual Property Rights in all material created for joint use by the Parties in the planning and implementation of the objectives after the Commencement Date of this MOU, shall vest jointly with TSIRC and TSRA, unless otherwise agreed in writing.
- 8.2 Intellectual Property Rights in existing material brought into existence prior to the Commencement Date shall remain with its creator.

## **9 CONFIDENTIALITY**

- 9.1 A Party shall not, except as expressly authorised by the other Party or required by law, reveal to any person any of the confidential operations, dealings, or affairs of the other which may come to its knowledge through carrying out of the MOU and without limitation to the forgoing, shall not use or attempt to use any information or knowledge aforesaid in any manner which may injure or cause loss either directly or indirectly to the other Party. The Parties shall ensure that their servants and agents also observe the provisions of this clause.

## **10 DISPUTE RESOLUTION**

- 10.1 For the purpose of this clause, a dispute will have arisen when either Party gives notice in writing to that effect to the other Party ("the Dispute Notice").
- 10.2 The Parties agree to settle any dispute arising in connection with this MOU in good faith by negotiation or mediation within 30 days of receipt of the Dispute Notice.
- 10.3 Any dispute will be referred to the Parties' dispute resolution representatives nominated in **Schedule 1** or other persons the Parties notify to each other in writing.

## **11 NOTICES**

Any notice or other communication to be given under this MOU must be in writing and may be delivered by hand, pre-paid post, facsimile or e-mail transmission at the address set out in **Schedule 1**.

## **12 VARIATION**

- 12.1 This MOU may be varied at any time by an agreement in writing executed by both Parties.
- 12.2 It will be sufficient evidence of any agreement to vary a schedule to the MOU if the Parties execute and date a document purporting to be a substitute schedule.

## **13 TERMINATION**

Either Party may at any time terminate this MOU by providing 30 days written notice to the other Party and must provide written reasons to the other Party as to termination.

#### **14 FURTHER CO-OPERATION**

Further cooperation between the Parties is encouraged and can be the subject of ongoing discussions.

#### **15 COSTS**

Each Party will bear its own costs incurred in negotiating and settling the terms of this MOU.

#### **16 AILAN KASTOM**

- 16.1 It is acknowledged by TSRA and TSIRC that Ailan Kastom is fundamental to the Torres Strait and that the Parties must seek to consider Ailan Kastom in the development and implementation of the objectives in the region.
- 16.2 It is acknowledged by the Parties that they must consult with each other and relevant Indigenous stakeholders, including divisional Community Forums and Native Title Prescribed Bodies Corporate in each division prior to and during development, implementation and variation of the objectives in the Torres Strait to ensure compliance with Traditional Lore and Ailan Kastom.

#### **17 INTERPRETATION**

**"MOU"** means this document and all attachments to this document, including Schedules attached hereto.

**"Parties"** means the Parties to the MOU and included their employees, agents, successors and assigns.

## EXECUTION

Signed by the Parties on the dates set out below

.....

Signed for and on behalf of TSRA

**Napau Pedro Stephen AM**

**TSRA Chairperson**

.....

Signed for and on behalf of TSIRC

**Phillemon Mosby**

**Mayor**

.....  
Witnessed by

.....  
Witnessed by

.....  
Print Name

.....  
Print Name

this ..... day of 2024

this .....day of 2024

## **SCHEDULE 1**

### **CONTACT PERSONS/ADDRESS FOR NOTICES**

#### FOR TSRA

Contact Person        **Charlie Kaddy**  
Position:                Acting Chief Executive Officer  
Address for Service: PO Box 261, THURSDAY ISLAND, QLD, 4875  
Telephone:              (07)4069 0700  
Facsimile:               (07)4069 1879  
E-mail:                   Charlie.kaddy@tsra.gov.au

#### FOR TSIRC

Contact Person:        **James Williams**  
Position:                Chief Executive Officer  
Address for Service: PO Box 501, THURSDAY ISLAND, QLD, 4875  
  
Telephone:              (07)4048 6200  
Facsimile:               (07)4069 1868  
E-mail:                   james.williams@tsirc.qld.gov.au



*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 September 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**

- BSU Workshop - appreciation awards presentation
- Too Deadly for Diabetes program rollout
- Strategic Advocacy progress

### **2. Media Coverage**

- Nil

### **3. Building Services**

#### **Highlights**

- BSU Workshop happening in Cairns with all BSU employees - Recognition of services awards being presented by CEO to several staff.
- BSU & Community Services alternating staff to cross pollinate across both Divisions (Upskilling) - Feedback has been great by staff involved.
- Continued increased delivery of Maintenance across all Divisions for this FY – increased Rev
  - August 2023 - \$ 1.7m
  - August 2024 - \$3.1m

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

- Implementation of a Training Plan for BSU staff – 12-month period
- Upgrade of Tools / Resources to improve delivery of services for our front-line staff – further increase revenue for Council
- Progress with the delivery of the Housing Investment Program and firmer dates for delivery of Mabuig Houses through the MMC.
- Recalling of the Schedule of Rates (SoR) tenders which expire in the coming weeks.

## 4. Community Services

### Highlights:

#### Health & Wellbeing

- Commence Gather + Grow project around food security. This will complement the development of Local Health Plans; Deadly Diabetes; Quit Smoking Program.
- Peacekeeper training (mediation and difficult conversations – Domestic Violence) rollout in few Division
- Digital Inclusion: Finalise selections in Catalogues for the 10 IKCs. SLQ looking to rollout as soon as Agreement is signed in Sept.

#### Housing

- Develop Rental debt recovery plan with Moray & Agnew
- Revisiting Blue Phone Review with Dept of Housing team. The review commenced last year but stalled due to focus of DoH on flood recovery effort early 2024.
- Recruitment of Housing Team finalised

#### Divisional Admin

- Partner with Cairns Community Legal Services to address needs of aged client in HACC Program. This will lead to other clients under the same situation where referrals are not presented to Council by client
- Close liaisons with Dept of Education for the Aragon Childcare and Hammond Childcare building Agreement. Internal group make up includes Assets, Community Services and Procurement to ensure we meet timeline of funding agreement.

### Key focus areas for the month ahead:

- Too Deadly Diabetes Program rollout
- Progress Digital Inclusion Agreement and rollout of programs
- Revisit planning for Ordinary meeting at Dauan
- Support Lonestar for delivery of community consultations Strait to the Plate

## 5. Corporate Services

### Highlights:

- Successful community meetings at Kubin, St Pauls and Mabuiag for consultation on the Trustee Policy amendments and home ownership options. Each community agreed to a decision-making process to be added to the Trustee Policy
- Progress made with the Starlink and network equipment rollout project
- Housing Support Program funding application submitted - \$31.8M for reclaimed residential (asbestos removal)
- Housing Support Program funding application submitted - \$21.3M for Warraber residential development
- Implemented refreshed Community Grants application and acquittal forms including consultation with division staff
- Housing officers have been offered and accepted permanent positions across Divisions following an open and transparent recruitment process
- Printed and distributed community newsletter Strait Talk
- Commercial licence agreement revenue invoices completed

### Key focus areas for the month ahead:

- Continue Trustee Policy and Corporate Plan community consultations

- Continuing to work closely with the CEO on the lama DOGIT transfer. New Court proceedings to be filed by 6 September 2024
- Starlink and network equipment installations
- Additional work on IT security in conjunction with the upgrade of Microsoft 365
- Finalise Media Policy
- Issue inaugural Strait From The Top internal staff e-newsletter
- GBK 2024/25 commercial licence agreement under final amendments
- Commercial leasing agreements revenue invoices to be actioned
- Health and Safety audits across the Divisions
- Progressing Certified Agreement Negotiations

## 6. Engineering Services

### Capital Works:

- Awarded Tenders
  - TSIRC 2023 604 Badu Water Main - Kick off meeting and PO issued
  - TSIRC 2024-692 Saibai School Road and Hospital Drive Upgrade Project - Kick off meeting held 5th Sept and PO issued
  - TSIRC 2024-732 Poruma and lama Aerodrome Safety Improvements Project - PO issued
  - TSIRC 2024-649 Erub Reservoir Refurbishment - Kick off meeting held 5th Sept and PO issued
- Completed DRFA Works on Mabuiag and lama
- QRA DRFA Submissions for Ugar
- Defect liability works on Mer STP completed by Koppens and project closed
- RPEQ Certification of Poruma Seawall
- Warraber Seawall planning walkthrough with Haskonings and Cr. Tamu
  - Identification of sand harvest area, laydown area, design requirements for groyne/headland due to ocean currents higher than expected identification of severe sand movements this year.

### Water and Wastewater:

- Mabuiag Valves
  - Additional valves have been installed in the Mabuiag water network to narrow down the location of an elusive leak in the community.
- St Pauls Leaks
  - A team of water officers and technical officers have recently found and fixed a number of leaks throughout the community of St Pauls. This volume of water saved equates to approximately 300kL per week.
- Mer Drainage Maintenance (Aug/Sep)
  - Mer stormwater drainage maintenance at hill directly above Sewage Treatment Plant.



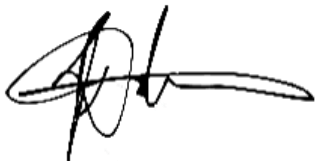
## 7. Financial Services

### Highlights:

- Finalised Stage 1 of Organisation Practice Review – Report issued
- Commenced Stage 2 of Organisation Practice Review
- Working on streamlining budget review process – by exceptions/forecast only
- Finalisation of Liquidity Review conducted by State Government in conjunction with KPMG - Findings and recommendations discussed with Management
- Recruitment of temporary staff to fill vacancies
- External Audit on site for 23/24 final audit visit
- CiA implementation – remediation works before go-live
- Awarding of Comprehensive Valuation of Council Assets Contract

### Key focus areas for the month ahead:

- Approval of new Budget Review process and commence process
- Sustainability and Service Review Workshops with ADO and individual department Executive Directors and Managers
- Finalising 23/24 Financial Statements and Audit process
- Recruitment of vacancies
- Organisation and preparation for Valuation Team (JLL & TSIRC representatives) to visit all islands in mid to late October.
- Go-live for HRP - CiA
- CEO sign off and implementation of Corporate Overhead Model
- Updating Council's Asset Management Plans and Strategic Asset Management Plan
- Finalisation of 5-year Capital Investment Plan



James William  
Chief Executive Officer

**From:** Nic Carroll <[nicolecarroll@nbngo.com.au](mailto:nicolecarroll@nbngo.com.au)>  
**Sent:** Thursday, July 4, 2024 2:15 PM  
**To:** CEO <[CEO@tsirc.qld.gov.au](mailto:CEO@tsirc.qld.gov.au)>  
**Cc:** Trudy Lui <[trudy.lui@tsirc.qld.gov.au](mailto:trudy.lui@tsirc.qld.gov.au)>  
**Subject:** nbn Presentation on Regional Connectivity [Commercial - Anyone]

**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.

Hi James

I hope this message finds you well.

My colleague and I were recently in region and met with several people including Cr Wosomo on Badu Island and Cr Pearson on Coconut Island to provide an overview on proposed **nbn** telecommunications upgrades from satellite to fixed wireless services and to promote the Australian Government's School Student Broadband Initiative.

They recommended presenting to the entire council at a future meeting and therefore I am seeking your support for this.

Some of our Executive Managers are keen to visit the region between 12-16 August and we are looking at visiting Badu, Mabuiag, Erub, Mer & Ugar Islands. With your agreement, I will reach out to relevant councillors for meetings when in region as well.

Thank you for your assistance in organising this. Please reach out if you need anything further.

Kind regards

**Nicole Carroll**  
**Regional Development & Engagement Manager FNQ**  
**nbn Local**

M 0408496356 | E [nicolecarroll@nbngo.com.au](mailto:nicolecarroll@nbngo.com.au)  
Tableland Yidinji and Ngadjon Country



**nbn** acknowledges and pays respects to the traditional custodians of all the lands upon which we work.

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**DIRECTORATE:** Corporate Services

**AUTHOR:** A/Community Grants Officer

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

### **OFFICER RECOMMENDATIONS:**

The Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*.

For the reporting period, six (6) Community Grants applications were received for eligible amounts that require council resolution:

1. **CG2025-015 – RESTORATION REVIVAL AUSTRALIA, SAIBAI** for the amount of \$4,280.00, exclusive of GST;
  - Council to resolve.
2. **CG2025-016 – GAWATHAW KAAGUL RLFT, BADU** for the amount of \$5,000.00, exclusive of GST;
  - Cr. Ranetta Wosomo supports this application for \$500.00 only.
  - Council to resolve.
3. **CG2025-018 – STANLEY MARAMA of BOIGU** for the amount of \$2,500.00, exclusive of GST;
  - Council to resolve.
4. **CG2025-024 – MALU KIWAI RLC, BOIGU** for the amount of \$10,000.00, exclusive of GST;
  - Cr. Dimas Toby supports this application for \$7,000.00 only.
  - Council to resolve.
5. **CG2025-026 – JOSEPHINE DAVID of IAMA** for the amount of \$2,000.00, exclusive of GST;
  - Council to resolve.
6. **CG2025-027 – P&C ASSOCIATION of UGAR** for the amount of \$10,000.00, exclusive of GST;
  - Council to resolve.

The Council **notes** the following:

- zero (0) Community Grants applications were declined due to unavailable funds
  - zero (0) Community Grants applications were deemed ineligible for funding
  - zero (0) conflict of interest (COI) were declared.
  - the grant applications processed out-of-cycle and funeral donations provided in August
-

## 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, 30/08/2024:

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
CG2025-015 – RESTORATION REVIVAL AUSTRALIA, SAIBAI	\$4,280.00	Purchase of musical instruments for church/community services.	*Council to resolve	No	Saibai
CG2025-016 – GAWATHAW KAAGUL RLFT, BADU	\$5,000.00	2024 Survival Knockouts Reconciliation Carnival, 24-26/01/2024.	\$500.00 *Council to resolve	No	Badu
CG2025-018 – STANLEY MARAMA of BOIGU	\$2,500.00	Dance Rites Indigenous Performances in Sydney, 17-21/10/2024	*Council to resolve	No	Boigu
CG2025-024 – MALU KIWAI RLC, BOIGU	\$10,000.00	Gordonvale Indigenous RLC in Cairns, 16-21/10/2024.	\$7,000.00 *Council to resolve	Yes	Boigu
CG2025-026 – JOSEPHINE DAVID of IAMA	\$2,000.00	Iama Community Year 6 Graduation ceremony, 23/11/2024.	*Council to resolve	Yes	Iama
CG2025-027 – P&C ASSOCIATION of UGAR (MELANIE KARO)	\$10,000.00	Stephen Island Campus Year 6 & Kindergarten Transition celebration,	*Council to resolve	Yes	Ugar

In accordance with Council's *Community Grants Policy*, zero (0) 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*, zero (0) 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
		NIL TO REPORT		

## 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.

### Prepared/Recommended:

Lisa-Mae Meara  
A/Community Grants Officer

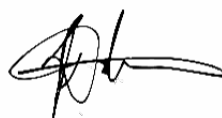


### Endorsed:

Susanne Andres  
Executive Director Corporate Services

### Endorsed:

Emily Reid  
Manager Administration and Communication



### Approved:

James William  
Chief Executive Officer

## ATTACHMENTS

1. *Fund Balances*
2. *Applications Processed During the Reporting Period*

**Attachment 1: Fund Balances**

Division	Councillor	Budget	Less Approved & Committed Funding	Closing Balance
<b>Boigu</b>	Cr. Toby	\$25,000.00	\$12,000.00	\$13,000.00
<b>Hammond</b>	Cr. Dorante	\$25,000.00	\$6,050.00	\$18,950.00
<b>St Pauls</b>	Cr. Levi	\$25,000.00	\$14,652.00	\$10,348.00
<b>Ugar</b>	Cr. Stephen	\$25,000.00	\$12,296.00	\$12,704.00
<b>Badu</b>	Cr. Wosomo	\$25,000.00	\$5,893.95	\$19,106.05
<b>Dauan</b>	Cr. Elisala	\$25,000.00	\$1,000.00	\$24,000.00
<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	\$12,000.00	\$13,000.00
<b>Mabuiag</b>	Cr. Fell	\$25,000.00	\$7,829.30	\$17,170.70
<b>Mer</b>	Cr. Kaigey	\$25,000.00	\$5,000.00	\$20,000.00
<b>Poruma</b>	Cr. Pearson	\$25,000.00	\$13,956.74	\$11,043.26
<b>Saibai</b>	Cr. Aniba	\$25,000.00	\$7,283.13	\$17,716.87
<b>Warraber</b>	Cr. Tamu	\$25,000.00	\$12,251.30	\$12,748.70
<b>Yorke</b>	Cr. Ted Mosby	\$25,000.00	\$14,655.98	\$10,344.02
<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>\$126,368.40</b>	<b>\$288,631.60</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>	BOB MODEE	\$2,000.00	The AOTC – Ugar Church Day celebration, 06/08/2024.	\$2,000.00	Ugar
	KUBIN SDA CHURCH	\$5,000.00	Church 35 <sup>th</sup> Year Anniversary celebration, 17-28/09/2024.	\$5,000.00	Kubin
	KUBIN LCC CHURCH	\$5,000.00	Dedication of the new church building followed by a two-day church conference, 27-29/09/2024.	\$5,000.00	Kubin
<b>Funeral Donation/Travel Assistance</b>	GERTIE LOWATTA	\$1,463.45	Funeral Travel Assistance – Funeral of the Late Mrs. Moke Kaddy in Townsville, 16/08/2024.	\$1,463.45	Poruma
	OLANDI ASAI	\$1,463.45	Funeral Travel Assistance – Funeral of the Late Mrs. Moke Kaddy in Townsville, 16/08/2024.	\$1,463.45	Poruma
	SARAH GELA	\$1,500.00	Funeral Donation – Funeral of the Late Mr. Pensio Gela on Yorke Island, 02/08/2024.	\$1,500.00	Erub
	COLLIN MESSA	\$5,000.00	Funeral Travel Assistance – Funeral of the Late Mrs. Moke Kaddy in Townsville, 16/08/2024.	\$5,000.00	Yorke
	TELLY GELA	\$296.00	Funeral Donation – Funeral of the Late Mr. Pensio Gela on Yorke Island, 02/08/2024.	\$296.00	Erub
	LOICE NAAWI	\$955.30	Funeral Travel Assistance – Funeral of the Late Mrs. Moke Kaddy in Townsville, 16/08/2024.	\$955.30	Yorke
	IVY WAIGANA	\$1,000.00	Funeral Donation – Funeral of the Late Rev. Tristan Enosa on Saibai Island, 30/08/2024.	\$1,000.00	Saibai
	DIANE PEARSON	\$915.30	Funeral Travel Assistance – Funeral of the Late Rev. Lui Bon on Thursday Island, 20/08/2024.	\$915.30	Poruma
	TIGI BANI	\$310.00	Funeral Travel Assistance – Funeral of the Late Akara Gizu in Cairns, 05/09/2024.	\$310.00	Mabuiag



**DIRECTORATE:** Corporate Services

**AUTHOR:** Interim Grants Revenue Officer

## **FUNDING ACQUISITION REPORT (AUGUST 2024)**

### **OFFICER RECOMMENDATION:**

**Council notes this report and its content.**

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### **EXECUTIVE SUMMARY:**

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

The included tables highlight all current funding applications, including pending, successful and unsuccessful.

Applications are separated into Operational Funding and Capital Project Funding for the financial year 2024-25.

#### **In August 2024:**

- 3 x applications were successful at a combined value of \$1,204,358:
  - Disaster Ready Fund – Backup generators (5 x divisions) - \$135,269
  - Disaster Ready Fund – Generator Badu - \$110,462
  - Disaster Ready Fund – Roof and ceiling upgrade Boigu - \$958,627
- 2 x applications were submitted at a potential value of \$53,271,567:
  - Housing Support Program – Reclaimed residential (asbestos removal) - \$31,895,000
  - Housing Support Program – Warraber residential development - \$21,376,567

#### **In August 2023 (12 x months prior for comparison):**

- 4 x applications were successful at a combined value of \$4,607,357
- 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
	<b>\$ 1,085,428.00</b>				

## Capital Project Funding 2024-2025

Funding Stream	Total	Project Details	Date of application	Outcome	Comment
Housing Support Program - Community Enabling Infrastructure Stream	\$ 31,895,000.00	Reclaimed residential (asbestos removal)	16-Aug-24	Pending	Expected outcome TBC
Housing Support Program - Community Enabling Infrastructure Stream	\$ 21,376,567.00	Warraber residential development	16-Aug-24	Pending	Expected outcome TBC
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
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	
Disaster Ready Fund	\$ 135,269.00	Backup generators for Poruma, Dauan, Erub, Boigu and Baubiag Islands	20-Mar-24	Successful	Includes \$6500 co-contribution. Executed Contract Pending
Disaster Ready Fund	\$ 110,462.00	Badu Island Generator	20-Mar-24	Successful	Includes \$4500 co-contribution. Executed Contract Pending
Disaster Ready Fund	\$ 958,627.00	Boigu Council Office roof and ceiling upgrade	20-Mar-24	Successful	Including \$5000 co-contribution. Executed Contract Pending
QRRRF	\$ 162,737.00	Mabuiag Dump Road Upgrade	11-Jan-24	Unsuccessful	
	<b>\$ 68,128,322.00</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	\$15,571,673.00	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	\$209,993.00	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>\$ 15,781,666.00</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

### Recommended:

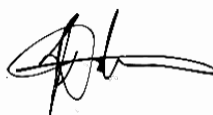
Emily Reid  
Manager Administration and Communication

### Endorsed:



Susanne Andres  
Executive Director Corporate Services

### Approved:



James William  
Chief Executive Officer

## ATTACHMENTS:

Nil.



## ORDINARY MEETING

18 September 2024

Agenda Item

# 6.3

**DIRECTORATE:** Corporate Services

**AUTHOR:** Manager People & Wellbeing

### TSIRC ANNUAL CLOSEDOWN 2024-25

#### **OFFICER RECOMMENDATION:**

Council endorses that the annual Christmas/New Year closedown of operations commence from 12noon on Tuesday 24 December 2024 and reopen on Thursday 2 January 2025.

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#### **EXECUTIVE SUMMARY:**

A closedown relates to an organisation temporarily closing during slow periods of the year, such as Christmas and New Year. This closedown period also provides the opportunity for employees to have a break for family or for other reasons.

The closedown arrangements will apply only where departmental requirements permit the absence of employees. Limited staffing arrangements may need to be implemented in some areas of departments to meet essential public needs.

In consultation with relevant employees, Council shall select a skeleton crew during this period to meet operational costs.

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

- Executive Leadership Team
- Financial/Payroll Team

#### **BACKGROUND:**

Each year Council elects to close its operations between Christmas and New Year.

The TSIRC Certified Agreement (2021-2024) stipulates that employees need to be notified of Council's intention to close operations and the prescribed closedown period a minimum of 90 days prior to closedown.

The following dates are proposed to close down Council operations between Christmas and New Year:

Day	Date	Operation
Monday	23 December 2024	Normal working day.
Tuesday	24 December 2024	Normal working day ( <i>closedown at 12 noon</i> )*
Wednesday	25 December 2024	Public Holiday (Christmas Day)
Thursday	26 December 2024	Public Holiday (Boxing Day)
Friday	27 December 2024	Closedown*
Monday	30 December 2024	Closedown*
Tuesday	31 December 2024	Closedown*
Wednesday	1 January 2025	Public Holiday (New Year's Day)
Thursday	2 January 2025	<a href="#">Return to Work</a>

(\*) Employees will be required to take TOIL (time-off-in-lieu) and/or accrued Annual Leave for the three and a half (3.5) days that are not public holidays. Employees who do not have enough Annual Leave accrued to cover the period of the closedown will be approved for Leave Without Pay.

Leave Application Forms will not be required if employees only have these 3.5 days off over the closedown period.

Payroll processing and Divisional Office communications will be determined and circulated to inform all staff of operational requirements prior to and during the closedown period.

#### 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>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	TSIRC Certified Agreement (2021-2024)
<b>Risk:</b>	Payroll processing and Divisional Offices circulations will be determined and circulated to inform all staff of operational requirements prior to and during the closedown period.
<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:**

Nil.

**Recommended:**

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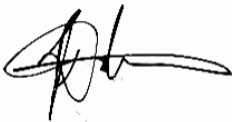
Anthony King  
Manager People and Wellbeing

**Endorsed:**

A blue ink signature, appearing to be 'SA', written in a stylized, cursive manner.

Susanne Andres  
Executive Director Corporate Services

**Approved:**

A black ink signature, appearing to be 'JW', written in a stylized, cursive manner.

James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.



## ORDINARY MEETING

18 September 2024

Agenda Item

# 6.4

**DIRECTORATE:** *Corporate Services*

**AUTHOR:** *Executive Director Corporate Services*

### COUNCIL INSURANCE RENEWAL 2024-25

#### OFFICER RECOMMENDATION:

Council notes the Council Insurance Renewal Report 2024-25.

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#### EXECUTIVE SUMMARY:

Council's insurance renewal is undertaken annually through the Queensland Local Government Mutual (LGM). In 2024 the overall premium costs for assets, motor vehicle, liability, work cover and other insurances increased by 4.1%. The premiums total \$5.8M (excluding GST) for the 2024-25 financial year. Sufficient funds were allocated through the 2024-25 budget process to cover these costs.

#### INTERESTED PARTIES/CONSULTATION:

Local Government Mutual (LGM)  
Asset Management team  
Engineering Services  
Building Services  
Information Technology Services  
People & Wellbeing team  
Legal Services  
Financial Services

#### REPORT:

##### Background

The majority of Council's insurances are effected through the Queensland Local Government Mutual (LGM). As a local government owned vehicle. LGM's sole purpose is providing Queensland Councils with comprehensive insurance cover (not otherwise available in the commercial insurance market) avoiding direct dependence on the traditional market. Members act collectively to arrange liability covers, manage claims and the underlying risk exposure.

Specifically, Council's annual contribution to LGM Liability is not a contract of indemnity as is the case with commercial insurance policies. It is a member contribution to a discretionary trust held for its benefit. While the default contracting provisions (contained in Chapter 6, Part 3 of the Local Government Regulation 2012) are quite specific in that they require Councils to tender for certain contracts, member contributions do not constitute a contract for the purposes of the legislation.

##### Insurance Renewal 2024-25

For the 2024-25 financial year, Council officers attempted to source an alternative quote for property insurance, which is the highest insurance cost to Council. Unfortunately, the broker advised that they were unable to provide an alternative quote. Council will continue to evaluate the market when the insurance renewal comes up for 2025-26.

Overall, Council's insurance premiums increased by \$227,291.89 (4.1%) excluding the premium for the annual contract works insurance which is no longer required due to the change in business model in the Building Services unit. This constitutes a saving of approx. \$130K per annum. It is also noted that the property value insured has risen by 10% over the year, however, the uplift in insurance premium has been held to 3.2%, mainly due to a technical change in how the property protection program is calculated.

Overall, increases of 4.1% are a highly satisfactory result given the current insurance market and economic environment. Of concern are the relatively large percentage rises in travel insurance (although an immaterial amount) and Workers Compensation Insurance.

The following table provides an overview of insurance premium costs by coverage type:

Contribution incl. Stamp Duty (excl. GST)				
	2023-24	2024-25	Change [\$]	Change [%]
<b>LGM ASSETS (MUTUAL) COVERS</b>				
Industrial Special Risks (Property Protection)	\$5,079,074.97	\$5,240,277.92	\$161,202.95	3.2%
Motor Vehicle	\$97,305.36	\$102,302.92	\$4,997.56	5.1%
Group Personal Accident	\$2,307.90	\$2,417.80	\$109.90	4.8%
Voluntary Workers Personal Accident	\$659.40	\$659.40	\$0.00	0.0%
Travel	\$3,154.13	\$4,432.27	\$1,278.14	40.5%
<b>Total</b>	<b>\$5,182,501.76</b>	<b>\$5,350,090.31</b>	<b>\$167,588.55</b>	<b>3.2%</b>
<b>COVERS PLACED OUTSIDE LGM ASSETS</b>				
Annual Contract Works (Housing/BSU) *	\$129,673.68	\$0.00	-\$129,673.68	-100.0%
Liability Group Cover <ul style="list-style-type: none"> <li>Public Liability</li> <li>Products Liability</li> <li>Professional Indemnity</li> <li>Councillors &amp; Officers Liability</li> <li>Employment Practices Liability</li> <li>Cyber Liability</li> </ul>	\$201,705.22	\$206,481.80	\$4,776.58	2.4%
Workers Compensation	\$200,942.04	\$255,868.80	\$54,926.76	27.3%
<b>Total</b>	<b>\$532,320.94</b>	<b>\$462,350.60</b>	<b>-\$69,970.34</b>	<b>-13.1%</b>
<b>EXCLUDING Annual Contract Works</b>				
<b>Total</b>	<b>\$402,647.26</b>	<b>\$462,350.60</b>	<b>\$59,703.34</b>	<b>14.8%</b>
<b>Overall Total</b>	<b>\$5,714,822.70</b>	<b>\$5,812,440.91</b>	<b>\$97,618.21</b>	<b>1.7%</b>
<b>EXCLUDING Annual Contract Works</b>				
<b>Overall Total</b>	<b>\$5,585,149.02</b>	<b>\$5,812,440.91</b>	<b>\$227,291.89</b>	<b>4.1%</b>

\* no longer required

**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 budget as approved by Council The insurance renewal premiums for 2024-25 are \$6.4M for the year Council has the responsibility to adequately insure its assets. Sufficient funds were allocated through the budget process.
<b>Policy:</b>	<ul style="list-style-type: none"> <li>• Asset Management Policy</li> <li>• Various HR policies</li> </ul>
<b>Legal:</b>	Some legal coverage is provided through the various insurance streams
<b>Risk:</b>	Insurance is one of the main risk-mitigation strategies for Council
<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 8.2 – We continuously develop and evolve our enterprise risk management and business continuity planning.
<b>Masig Statement:</b>	N/A
<b>Committee Consultation:</b>	N/A
<b>Timelines:</b>	Insurance renewals come into effect on 1 July each year

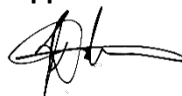
**OTHER COMMENTS:**

This report is for noting by Council.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**


James William  
Chief Executive Officer



## ORDINARY MEETING

18 September 2024

Agenda Item

# 8.1

**DIRECTORATE:** *Financial Services*

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

### FINANCE DASHBOARD REPORT – August 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 August 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 August 2024.

#### **Background:**

The 2024-25 budget 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 B Detailed Capital Report).

#### **Resource implications:**

The actual operating result (before depreciation) for August 2024 year-to-date is a \$11.6M surplus, compared to the forecast year-to-date operating surplus of \$9.3M. The variance is primarily due to higher-than-expected contracts and recoverable works revenue recorded year to date, which a portion relates to work completed in the 23/24 financial year. Finance is currently working with BSU and external audit to ensure this is recorded in the correct financial year and amend BSU processes to ensure moving forward that revenue is recorded appropriately. An adjustment will be processed, and the Council will see the effect on BSU revenue in next month's dashboard.

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

Key financial results	Annual budget	YTD Original budget	YTD actual	YTD variance \$	YTD variance %	Status
Recurrent revenue	67,767,162	21,374,400	23,254,306	1,879,907	8.8%	
Other income	5,455,590	1,032,543	1,173,560	141,017	13.7%	
Recurrent expenditure (excl. depreciation)	(78,201,757)	(13,152,089)	(12,803,905)	348,185	2.6%	
<b>Operating result (excl. depreciation)</b>	<b>(4,979,006)</b>	<b>9,254,853</b>	<b>11,623,961</b>	<b>2,369,108</b>	<b>25.6%</b>	
Capital revenue	42,547,828	7,091,305	3,334,770	(3,756,534)	(53.0%)	
Capital expenses	(3,500,000)	(583,333)	0	583,333	100.0%	
<b>Net result (excl. depreciation)</b>	<b>34,068,822</b>	<b>15,762,824</b>	<b>14,958,732</b>	<b>(804,093)</b>	<b>(5.1%)</b>	
Depreciation expense	(58,483,681)	(9,747,280)	(96,401)	9,650,879	99.0%	
<b>Net result</b>	<b>(24,414,859)</b>	<b>6,015,544</b>	<b>14,862,330</b>	<b>8,846,786</b>	<b>147.1%</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 \$2.4M variance attributed to:

Revenue \$2M favourable variance.

- Business Services unit recording a \$2.7M favourable variance against budget for Contract and recoverable works. The variance is primarily due to revenue being recorded in the 24/25 financial year for a portion of the works that was completed in the 23/24 financial year. Finance is currently working with BSU and external audit to ensure this is recorded in the correct financial year and amend BSU processes to ensure that revenue is recorded appropriately moving forward. An adjustment will be processed, and the Council will see the effect on BSU revenue in next month's dashboard.
- Offset by unfavourable variances in revenue of \$1.2M for commercial property rent in Community Services. Liaising with Corporate Services to ensure invoicing of commercial properties are actioned as a priority.

Expenditure \$0.3M 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 \$8.9M favourable variance:

- Depreciation relating to August 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.

# STATEMENT OF FINANCIAL PERFORMANCE

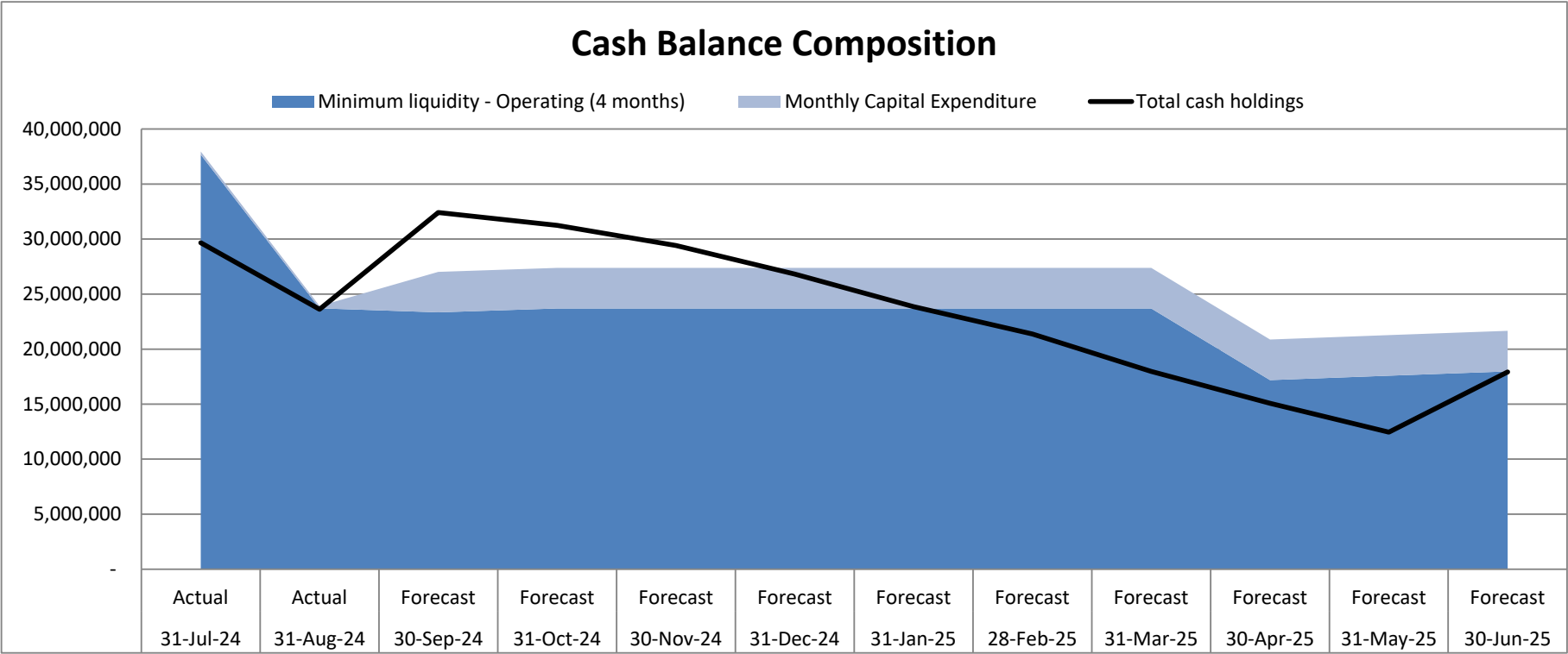
	Annual Original Budget	YTD Original Budget	YTD actual	YTD variance \$	YTD variance %
<b>Income</b>					
<b>Recurrent revenue</b>					
Community levies, rates and charges	1,969,374	0	(8,649)	(8,649)	0.0%
Fees and charges	5,350,640	2,652,052	1,425,390	(1,226,662)	(46.3%)
Sales revenue	22,188,300	4,084,717	6,849,948	2,765,231	67.7%
Grants, subsidies, contributions and donations	38,258,848	14,637,631	14,987,617	349,986	2.4%
	67,767,162	21,374,400	23,254,306	1,879,907	8.8%
<b>Capital revenue</b>					
Grants, subsidies, contributions and donations	42,547,828	7,091,305	3,334,770	(3,756,534)	(53.0%)
	42,547,828	7,091,305	3,334,770	(3,756,534)	(53.0%)
Interest received	679,995	115,506	206,840	91,334	79.1%
Other income	66,114	11,367	86,525	75,158	661.2%
Rental income	4,709,481	905,669	880,195	(25,475)	(2.8%)
<b>Total income</b>	115,770,579	29,498,247	27,762,636	(1,735,611)	(5.9%)
<b>Expenses</b>					
<b>Recurrent expenses</b>					
Employee benefits	33,214,853	5,414,820	4,786,362	628,458	11.6%
Materials and services	44,276,206	7,605,536	7,899,538	(294,001)	(3.9%)
Finance costs	710,699	131,733	118,005	13,728	10.4%
Depreciation and amortisation	58,483,681	9,747,280	96,401	9,650,879	99.0%
	136,685,438	22,899,370	12,900,306	9,999,063	43.7%
<b>Capital expenses</b>	3,500,000	583,333	0	(583,333)	(100.0%)
<b>Total expenses</b>	140,185,438	23,482,703	12,900,306	(10,582,397)	(45.1%)
<b>Net result</b>	(24,414,859)	6,015,544	14,862,330	8,846,786	147.1%

# STATEMENT OF FINANCIAL POSITION

	Current Month	Prior Month	variance \$	variance %
<b>Current assets</b>				
Cash and cash equivalents	22,631,604	33,392,256	(10,760,652)	(32.2%)
Short term deposit	69,720	69,720	0	0.0%
Trade and other receivables	18,427,367	9,958,139	8,469,228	85.0%
Inventories	415,117	415,117	0	0.0%
Contract assets	8,195,810	8,203,596	(7,786)	(0.1%)
Lease receivables	500,482	500,482	0	0.0%
<b>Total current assets</b>	<b>50,240,100</b>	<b>52,539,310</b>	<b>(2,299,210)</b>	<b>(4.4%)</b>
<b>Non-current assets</b>				
Lease receivables	11,220,749	11,220,749	(0)	(0.0%)
Property, plant and equipment	1,118,602,331	1,117,997,203	605,128	0.1%
Right of use assets	482,007	530,208	(48,201)	(9.1%)
<b>Total non-current assets</b>	<b>1,130,867,520</b>	<b>1,130,310,593</b>	<b>556,927</b>	<b>0.0%</b>
<b>Total assets</b>	<b>1,181,107,620</b>	<b>1,182,849,903</b>	<b>(1,742,283)</b>	<b>0.1%</b>
<b>Current liabilities</b>				
Trade and other payables	6,825,395	7,910,439	1,085,044	13.7%
Borrowings	-	-	0	
Provisions	1,325,576	1,327,323	1,747	0.1%
Contract liabilities	13,635,431	13,635,431	0	0.0%
Lease liabilities	570,851	569,929	(922)	(0.2%)
<b>Total current liabilities</b>	<b>22,357,253</b>	<b>23,443,122</b>	<b>1,085,869</b>	<b>4.6%</b>
<b>Non-current liabilities</b>				
Provisions	11,105,772	11,067,299	(38,472)	(0.3%)
Lease liabilities	0	0	(0)	
<b>Total non-current liabilities</b>	<b>11,105,772</b>	<b>11,067,299</b>	<b>(38,473)</b>	<b>(0.3%)</b>
<b>Net community assets</b>	<b>1,147,644,594</b>	<b>1,148,339,481</b>	<b>(694,887)</b>	<b>(0.1%)</b>
<b>Community Equity</b>				
Asset revaluation surplus	825,699,266	825,699,266	0	0.0%
Retained surplus/(deficiency)	307,082,999	307,082,999	0	0.0%
Current Year Surplus/(Deficit)	14,862,330	15,557,218	(694,887)	(4.5%)
	<b>1,147,644,595</b>	<b>1,148,339,482</b>	<b>(694,887)</b>	<b>(0.1%)</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 to August figures reflect actual cash balances.



Current forecast \$17.9M (Budget \$17.1M)

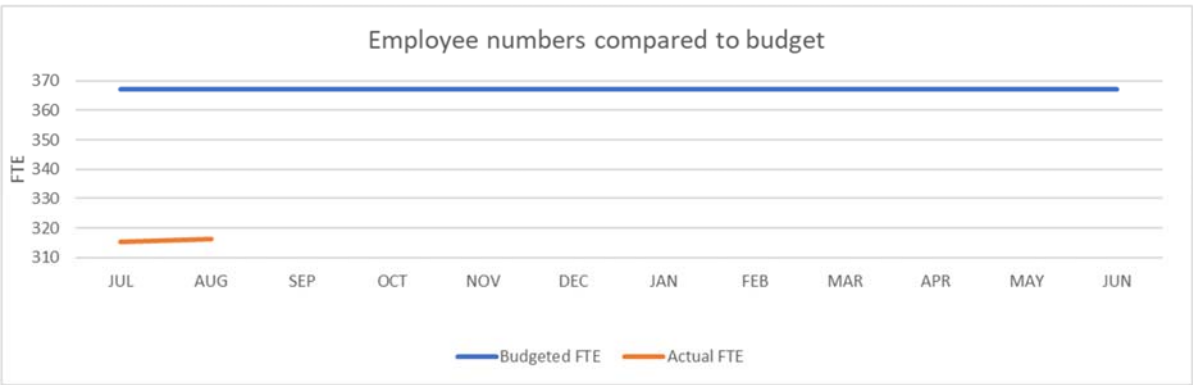
- Council's cash flow continues to decline as costs of service delivery inflate faster than revenue growth. To address these challenges, management has engaged an external consultant to conduct a comprehensive review of organisational practices and financial management. The findings and recommendations from this review will be presented to Council at a later date.
- Liquidity requirement average of \$23M 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.

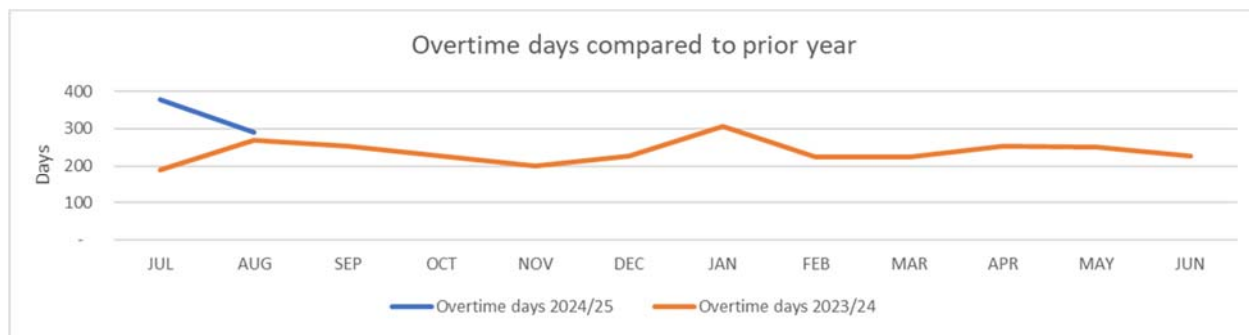
Debtor Analysis

	As at 31 August 2024		As at 31 July 2024		As at 30 June 2024	
	\$	%	\$	%	\$	%
Current	2,836,196	34%	4,499,649	55%	2,188,100	55%
30 to 60 days	3,197,775	39%	776,345	9%	988,572	1%
60 to 90 days	711,415	9%	740,985	9%	41,332	9%
90 days plus	1,485,583	18%	1,038,836	13%	1,687,362	35%
Total aged debtors	8,230,968	100%	5,101,606	100%	5,869,090	100%
Housing debtors (Note 1)	12,604,495		12,571,753		12,764,556	
Total Provision	- 13,300,497		- 13,257,326		- 13,500,803	
Net debtors (exc. Unapplied credits)	7,534,966		4,665,053		5,478,774	
Unapplied Credits	- 150,619		- 452,160		- 1,181,621	



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:

Statutory:	Local Government Act 2009 Local Government Regulation 2012				
Budgetary:	There are no direct financial implications that arise from this recommendation.				
Policy:	N/A				
Legal:	N/A				
Risk:	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.				
	Significant Risks:				
	Risk	Likelihood	Consequence	Treatment	Financial Impact
	Increase in material prices	High	Increased cost to deliver contract and recoverable works	Consider revising service agreements with funding	Negative impact to gross margins and

				partners to 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:**

A handwritten signature in black ink, appearing to read 'Nicola Daniels'.

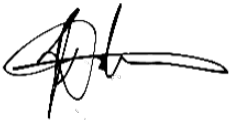
Nicola Daniels  
Head of Financial Services

**Endorsed**

A handwritten signature in black ink, appearing to read 'Hollie Faithfull'.

Hollie Faithfull  
Executive Director, Financial Services

**Approved:**

A handwritten signature in black ink, appearing to read 'James William'.

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	496	496	0.0%	●
Recurrent expenditure (excl. depreciation)	(3,520,425)	(553,846)	(878,599)	(324,752)	-58.6%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>(3,520,425)</b>	<b>(553,846)</b>	<b>(878,102)</b>	<b>(324,256)</b>	<b>-58.5%</b>	●
Capital revenue	0	0	0	0	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>(3,520,425)</b>	<b>(553,846)</b>	<b>(878,102)</b>	<b>(324,256)</b>	<b>-58.5%</b>	●
Depreciation Expense	0	0	0	0	0.0%	●
<b>Net result</b>	<b>(3,520,425)</b>	<b>(553,846)</b>	<b>(878,102)</b>	<b>(324,256)</b>	<b>-58.5%</b>	●

**Comments:**

**Unfavourable Operating result:**

Recurrent Expenditure: Higher then budgeted due to travel, 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	3,540,000	6,304,729	2,764,729	78.1%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(15,137,624)	(2,515,319)	(4,091,861)	(1,576,542)	-62.7%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>3,782,376</b>	<b>1,024,681</b>	<b>2,212,868</b>	<b>1,188,187</b>	<b>116.0%</b>	●
Capital revenue	1,972,200	328,700	0	(328,700)	-100.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>5,754,576</b>	<b>1,353,381</b>	<b>2,212,868</b>	<b>859,487</b>	<b>63.5%</b>	●
Depreciation Expense	0	0	0	0	0.0%	●
<b>Net result</b>	<b>5,754,576</b>	<b>1,353,381</b>	<b>2,212,868</b>	<b>859,487</b>	<b>63.5%</b>	●

**Comments:**

**Favourable Operating Result:**

Recurrent Revenue - Due to timing of invoicing and overall higher turnover of works completed the recoverable works revenue is over budget YTD, this will be updated at budget review based on current work in progress.

Recurrent Expenditure - the expenditure is higher due to the same reason as above.

**Favourable Net result:**

Capital Revenue - timing of capitalisations , not yet completed for July & Aug.

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

#### Corporate Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	14,768	794	75,267	74,473	9379.5%	●
Other income	0	1,667	4,062	2,395	143.7%	●
Recurrent expenditure (excl. depreciation)	(7,196,425)	(1,153,912)	(1,006,362)	147,550	12.8%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>(7,181,657)</b>	<b>(1,151,451)</b>	<b>(927,033)</b>	<b>224,418</b>	<b>19.5%</b>	●
Capital revenue	0	0	0	0	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>(7,181,657)</b>	<b>(1,151,451)</b>	<b>(927,033)</b>	<b>224,418</b>	<b>19.5%</b>	●
Depreciation Expense	0	0	0	0	0.0%	●
<b>Net result</b>	<b>(7,181,657)</b>	<b>(1,151,451)</b>	<b>(927,033)</b>	<b>224,418</b>	<b>19.5%</b>	●

**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.

#### Health and Community Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	4,054,075	4,496,321	3,539,332	(956,989)	-21.3%	●
Other income	531,114	88,867	81,216	(7,652)	-8.6%	●
Recurrent expenditure (excl. depreciation)	(18,138,064)	(2,924,464)	(2,551,282)	373,182	12.8%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>(13,552,875)</b>	<b>1,660,725</b>	<b>1,069,266</b>	<b>(591,459)</b>	<b>-35.6%</b>	●
Capital revenue	9,650,593	1,608,432	32,831	(1,575,601)	-98.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>(3,902,282)</b>	<b>3,269,158</b>	<b>1,102,097</b>	<b>(2,167,061)</b>	<b>-66.3%</b>	●
Depreciation Expense	(31,166,140)	(5,194,357)	0	5,194,357	100.0%	●
<b>Net result</b>	<b>(35,068,422)</b>	<b>(1,925,199)</b>	<b>1,102,097</b>	<b>3,027,296</b>	<b>157.2%</b>	●

**Comments:**

**Unfavourable Operating Result:**

Recurrent Revenue - Commercial Property Rent to be invoiced - \$1.3M under budget YTD

Recurrent Expenditure - salaries 14% underbudget due to high level of vacancies across department

**Favourable Net result:**

Capital Revenue - Timing of Building Capitalisations.

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	12,854,296	13,298,676	444,380	3.5%	●
Other income	179,995	32,173	206,840	174,667	542.9%	●
Recurrent expenditure (excl. depreciation)	(5,745,097)	(823,932)	(670,327)	153,604	18.6%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>22,086,734</b>	<b>12,062,538</b>	<b>12,835,189</b>	<b>772,651</b>	<b>6.4%</b>	●
Capital revenue	2,033,906	338,984	0	(338,984)	-100.0%	●
Capital expenses	(3,500,000)	(583,333)	0	583,333	100.0%	●
<b>Net result (excl. depreciation)</b>	<b>20,620,640</b>	<b>11,818,189</b>	<b>12,835,189</b>	<b>1,017,000</b>	<b>8.6%</b>	●
Depreciation Expense	(1,039,700)	(173,283)	(96,401)	76,882	44.4%	●
<b>Net result</b>	<b>19,580,940</b>	<b>11,644,906</b>	<b>12,738,788</b>	<b>1,093,882</b>	<b>9.4%</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 then 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	1,098,656	634,128	(464,528)	-42.3%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(25,993,927)	(4,772,532)	(3,375,101)	1,397,431	29.3%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>(16,129,165)</b>	<b>(3,673,876)</b>	<b>(2,740,973)</b>	<b>932,903</b>	<b>25.4%</b>	●
Capital revenue	27,338,013	4,556,335	3,301,940	(1,254,395)	-27.5%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>11,208,847</b>	<b>882,459</b>	<b>560,967</b>	<b>(321,492)</b>	<b>-36.4%</b>	●
Depreciation Expense	(25,833,074)	(4,305,512)	0	4,305,512	100.0%	●
<b>Net result</b>	<b>(14,624,227)</b>	<b>(3,423,053)</b>	<b>560,967</b>	<b>3,984,020</b>	<b>116.4%</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.

- delayed timing on recognition of other recurrent grants.

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

#### Favourable Net result:

Delay in capital grant recognition has caused capital revenue to be less than YTD budget.

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	290,000	281,873	(8,127)	-2.8%	●
Other income	25,000	4,167	1,247	(2,920)	-70.1%	●
Recurrent expenditure (excl. depreciation)	(2,470,197)	(408,085)	(230,372)	177,713	43.5%	●
<b>Operating surplus (exc. Depreciation)</b>	<b>(705,197)</b>	<b>(113,918)</b>	<b>52,748</b>	<b>166,666</b>	<b>146.3%</b>	●
Capital revenue	1,553,116	258,853	0	(258,853)	-100.0%	●
Capital expenses	0	0	0	0	0.0%	●
<b>Net result (excl. depreciation)</b>	<b>847,919</b>	<b>144,935</b>	<b>52,748</b>	<b>(92,187)</b>	<b>-63.6%</b>	●
Depreciation Expense	(444,767)	(74,128)	0	74,128	100.0%	●
<b>Net result</b>	<b>403,152</b>	<b>70,807</b>	<b>52,748</b>	<b>(18,059)</b>	<b>-25.5%</b>	●

### Comments:

#### Favourable Operating Result

Recurrent revenue - Sale of Fuel & Gas in line with budget

#### Favourable Net Result

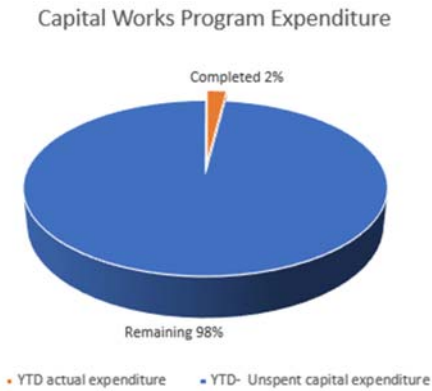
Capital Revenue - Contract Implementation Delayed

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.

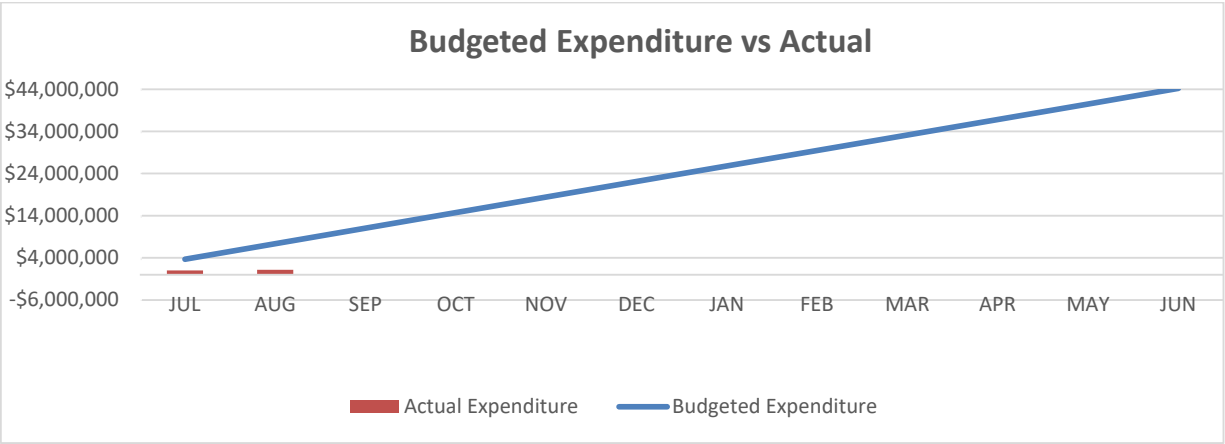
Appendix B

Capital Works Program

YTD actual expenditure	\$	894,536
YTD- Unspent capital expenditure	\$	43,316,175
Full year Original budget capital expenditure	\$	44,210,711



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:**

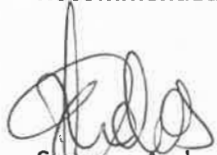
N/A

**COMPLIANCE / CONSIDERATIONS:**

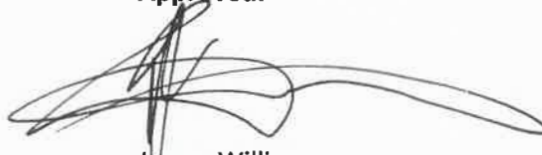
<b>Statutory:</b>	Section 254J of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<a href="#">Council meetings</a>   <a href="#">State Development and Infrastructure</a>
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic 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

18 SEPTEMBER 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 18 SEPTEMBER 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:** Building Services

**AUTHOR:** Executive Director Building Services

## **BUILDING SERVICES REPORT (AUGUST 2024)**

### **OFFICER RECOMMENDATION:**

**Council resolves to note the Building Services Report for August 2024.**

---

### **EXECUTIVE SUMMARY:**

This report provides an overview of the ongoing activities carried out by the Building Services Unit (BSU) during the reporting period of August 2024.

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

- Building Services Executive Director
- Building Services Management
- Business Services Accountant
- Building Services Construction Software

### **Upgrade & HO Program:**

BSU continues to initiate the delivery process for this financial year, Upgrade Works & Home Ownerships. Regular meetings with funding partners are being held to address challenges related to high delivery costs, extended timeframes for project completion, and tender awarding.

#### Current Status (as of 01 September 2024)

Tenders Awaiting Approvals - 42

Upgrades – 34 projects (approx \$3.5m)

Home Ownership – 8 projects (approx \$3.7m)

#### **Upgrade and HO Program - Revenue Comparison Aug**

<b>2023/2024</b>	<b>2024/2025</b>	<b>Variance</b>
<b>\$ 1,811,590.16</b>	<b>\$ 1,603,066.09</b>	<b>-\$ 208,524.07</b>

The above figures are based upon actual invoices and do not include accruals.

Priority Upgrade works, in the Vacant and Dis-Mod (OT) work types, has been initiated for enhanced visibility and priority actions.

Strategies are continuing the implementation of planning for the delivery of the NAHA Upgrade program and Home Ownerships. These strategies encompass:

- Reviewing contractors' existing workloads
- Prioritising essential works
- Conducting bulk tendering for all upgrades in each community
- Holding contractors accountable through liquidated damages
- Reviewing and modifying contracts to mitigate risk to TSIRC (e.g., material, freight, flights, etc.)

#### **R&M Program:**

The realignment of the Tier 1 stream has continually improved service delivery to our customers and most importantly our communities. This reshape has also led to increased revenue for TSIRC.

As of 01 August 2024, there is a backlog of maintenance work comprising 1139 tasks with a total value of approximately \$2 million that has been pending for over 30 days.

R&M Program - Revenue Comparison Aug			
2023/2024		2024/2025	Variance
\$	1,776,908.65	\$ 3,123,129.97	\$ 1,346,221.32
The above figures are based upon actual invoices and do not include accruals.			

#### **Housing Investment Plan (Capital Housing Program) - \$14.4M:**

Stage 1 funding was released on September 27, 2022. In October 2023 Council resolved to deliver the program through a staged approach and in partnership with QBuild. Working closely with Community Services and identifying the priorities for deliveries (domestic violence, disability services and overcrowding) the Communities of Erub, Iama, Mabuiag, Saibai and Warraber have been identified as priority 1.

24JAA notice for Lot 66 & Lot 89 issued to PBC and GBK on 02 September. PBC has until 11 November to advise if they would like consultation in regards to the project – no response to date.

#### **Business Relationships:**

Meetings are continuing on a weekly basis between BSU and key stakeholders.

TSIRC BSU and Communities are working together in partnership to improve the delivery of service to our communities to ensure we are improving the liveability within each Division.

#### **Logistics:**

TSIRC Contract documentation has been updated to establish contractor accountability for the projects they undertake. Timely project delivery is a priority for TSIRC.

Reviewing current reporting processes to streamline and further reduce risk to TSIRC.

**COMPLIANCE / CONSIDERATIONS:**

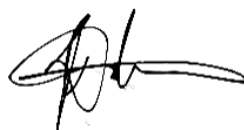
<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 2009</i></li><li>• <i>Local Government Regulation 2012</i></li><li>• <i>National Construction Code Building Act 1975</i></li><li>• <i>Building Regulation 2006</i></li><li>• <i>Queensland Building and Construction Commission Act 1991</i></li><li>• <i>Queensland Building and Construction Commission Regulation 2018</i></li></ul>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	<p>Risk Management</p> <ul style="list-style-type: none"><li>• Continued review of scheduled works for this financial year to clarify projects and their financial impact.</li><li>• Ongoing review of departmental structure, resourcing, and processes to enhance service delivery across all levels.</li><li>• Regular monitoring of performance to manage revenue, expenses, service delivery, and community outcomes</li></ul>
<b>Links to Strategic Plans:</b>	<p>Corporate Plan 2020-2025</p> <ul style="list-style-type: none"><li>• Delivery of Capital Works program</li></ul>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	N/A

**Other Comments:**

Nil.

**Recommended:**

Wayne Green  
Executive Director Building Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil



**DIRECTORATE:** Building Services / Community Services

**AUTHOR:** Executive Director Building Services

## **INFORMATION REPORT - HOUSING REGISTER UPDATE**

### **OFFICER RECOMMENDATION:**

**Council resolves to note the information report for Housing Register Update.**

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### **EXECUTIVE SUMMARY:**

This report provides an overview of the ongoing efforts to identify and manage housing needs across all islands and outlines future planning strategies for delivering housing by TSIRC Housing.

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

- Councillors
- TSIRC Housing Team
- TSIRC Building Services
- TSIRC Community Services
- Dept of Housing

### **Background:**

The Australian Government committed \$105 million to be used to address housing needs in remote Indigenous communities.

This allocation has resulted in funding of \$14,427,863 (inc. GST) being available to Torres Strait Island Regional Council from 2019 to 2023.

Funds must be applied to increase the supply of housing in the community, through lot development, new construction, or extension of existing dwellings.

A Mayor's Workshop was held and an allocation methodology agreed for the distribution of the funds with weightings given for population, overcrowding and homelessness.

The register of need for each community was considered in alignment with addressing the key priorities of overcrowding, homelessness, disability, mental and physical health and the existing condition of tenanted dwellings.

In consultation with Councillors, TSIRC Housing and community, a Housing Investment Plan was created to address Priority 1, Priority 2, Priority 3 and Priority 4 needs.

TSIRC has worked closely with QBuild and the Office of Queensland Government Architect (OQGA) to leverage the Modern Methods of Construction (MMC) initiative to deliver much-needed climate and culturally appropriate housing in the Torres Strait.

Collaboration with Department of Treaty, Aboirginal and Torres Strait Islander Partnerships, Communities and the Arts (DSDSATSIP) to fund Town Planning has seen the surveys completed, with Native Title being the final requirement to deliver on the Stage 1 - Planning and Preparation requirements for the funding body.

With the approval of the Section 24JAA, the execution of Stage 2 - Works can now commence on Mabuiag, followed by Stage 2 - Works on Warraber, lama, Erub and Saibai. TSIRC continue to work in partnership with PBC's to address ILUA's for these locations to satisfy the requirements for Stage 1 – Planning and Preparation.

### **Housing Investment Plan:**

The TSIRC Housing Investment Plan, funded by the Department of Communities, Housing and Digital Economy (DCHDE), was put to community consultations through their respective Divisional Councillor's, the Housing Team and Community Services to ensure the specific community's need is addressed. This consultation process also allowed TSIRC Housing and TSIRC Community Services to advise on the current priority housing needs, highlighting vacant properties in various divisions and ensuring the grant funding is allocated to those with the highest needs.

### **Below are the Categories of Need and Divisions articulated in the consultations with TSIRC Housing:**

<b>Island</b>	<b>Priority 1</b> Homelessness, Domestic Violence; childsafety; Medical needs	<b>Priority 2</b> Overcrowding	<b>Priority 3</b> Overcrowding/Relocate back to community (without adequate housing)	<b>Priority 4</b> Relocate back to community (applicant with adequate housing)
Badu	15	18	7	1
Boigu	2	15	1	0
Dauan	3	8	10	2
Erub	5	5	0	0
Hammond	5	10	6	0
Iama	8	15	5	0
Mabuiag	4	1	0	0
Masig	2	7	1	0
Mer	1	16	1	0
Poruma	0	4	2	2
Saibai	4	6	5	0
St Pauls	3	10	13	0
Warraber	3	8	2	0
Ugar	0	1	3	0

The above consultation, subsequent discussions with the funding body and substantial increase in cost to deliver housing in the Torres Strait, identified that council will need to seek a staged approach towards the Housing Investment Plan. This staged approach will ensure the best utilisation of grant funding while addressing the highest priorities need of Community Housing, whilst aligning with DCHDE funding requirements.

It was proposed the staged approach will commence works on the TSIRC Housing current highest register of need working closely with Community Services and identifying the priorities for delivery with the communities of Erub, Iama, Mabuiag, Saibai and Warraber have been identified as the highest priority as well as cost factors for mobilisation.

In October 2023 it was recommended that Council seek resolution to verify, finalise, endorse and execute the identified lots for each community as discussed and documented in the Housing Investment Plan.

Approved lots:

Erub Island

Priority	Site Address	Construction Type
1	Lot 36 Erub Island Road	2 Bedroom New Build

Iama Island

Priority	Site Address	Construction Type
1	Lot 37 O'Leary Street	Demolition (funded elsewhere), 3/4 Bedroom New Build
1	Lot 75 Gej Street	2 Bedroom New Build with OT Dismods – Awaiting OT report

Mabuiag Island

Priority	Site Address	Construction Type
1	Lot 89 School St	3 Bedroom New Build Lowset
1	Lot 66 New Village St	2 Bedroom New Build with OT Dismods.

Saibai Island

Priority	Site Address	Construction Type
1	Lot 116 Main Road Saibai	2 Bedroom New Build Highset with OT Dismods.

Warraber Island

Priority	Site Address	Construction Type
1	Lot 121 SP270859 Garnier Street	Subdivision, 3/4 Bedroom New Build

## Future Planning:

### ***10 Year Capital Housing Strategy:***

TSIRC Housing are currently working on a developing Local Housing Plan which will include a 10-year Capital Housing Strategy that will be ready to be supported by additional funding as it becomes available. The 10-year Capital Housing Strategy will also look at future town planning, subdivisions and community infrastructure, with DSDSATSIP indicating funding opportunities can be available each financial year for the planning for future land expansion of priority communities. This will allow TSIRC to be shovel-ready for Development Applications aligning with housing needs.

### ***Housing Support Program – Enabling Community Infrastructure Stream:***

TSIRC Building Services Unit has submitted multiple applications through the Department of Infrastructure, Transport, Regional Development, Communications and the Arts funded Housing Support Program – Enabling Community Infrastructure Stream.

### **Reclaimed Residential Land**

**Value - \$31.8m**

*This project seeks to safely demolish and remove approximately 57 derelict and unsafe/condemned houses, including asbestos contaminated houses, across 10 islands within the Torres Strait Island Regional Council, to facilitate the construction of urgently needed new dwellings.*

### **Torres Strait Island Regional Council Warraber Residential Development Project**

**Value - \$21.3m**

*This project seeks to fund the infrastructure upgrades and development preparation works for the proposed residential development subdivision on Warraber Island to facilitate the construction of 29 new dwellings.*

Successful applications are expected to be announced in November this year.

### **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><li>• <i>National Construction Code Building Act 1975</i></li><li>• <i>Building Regulation 2006</i></li><li>• <i>Queensland Building and Construction Commission Act 1991</i></li><li>• <i>Queensland Building and Construction Commission Regulation 2018</i></li></ul>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk / Risk Management:</b>	NA
<b>Links to Strategic Plans:</b>	Corporate Plan 2020-2025 <ul style="list-style-type: none"><li>• Outcome 4 : we are transparent, open and engaging council</li><li>• Outcome 8 : we manage Council affairs to the benefit of our communities</li></ul>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	Housing, Families and Safe & Healthy Communities (HFSHC)
<b>Timelines:</b>	N/A

**Recommended:**



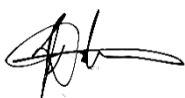
Wayne Green  
Executive Director Building Services

**Endorsed**



Dawson Sailor  
Executive Director Community Services

**Approved:**



James William  
Chief Executive Officer



## ORDINARY MEETING

18 SEPTEMBER 2024

Agenda Item

# 18.3

**DIRECTORATE:** Community Services

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

**ORDINARY MEETING:** September 2024

**DATE:** 18 September 2024

**ITEM:** Information Report for Noting by Council

**SUBJECT:** Information Report (August 2024) – Community Services

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

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**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 /Indigenous Knowledge Centre
- Housing Services
- Operation of Divisional Offices
- Events coordination and Visitor Management

**Officers Comment:**

A summary of each of the functional areas are provided below in addition to dashboards attached to this report.

**COMPLIANCE / CONSIDERATIONS:**

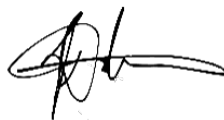
<b>Statutory:</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> In addition, Community Services functional areas are subjected to a range of Local, State and Commonwealth legislation relevant to roles and teams.
<b>Budgetary:</b>	Ongoing monitoring and process improvement to 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>	TSIRC Corporate Plan 2020–2025 ( <i>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



## MONTHLY OM REPORTS – HOUSING

### AUGUST 2024

#### Housing Collection Rates

<b>Badu</b>	<b>91% August Rental Collection</b>	<b>Mabuiag</b>	<b>93% August Rental Collection</b>	<b>Warraber</b>
				<b>98% August Rental Collection Rate</b>
	\$112,505 Invoiced for Rent		\$28,576 Invoiced for Rent	
	\$120,003 Paid and Allocated for Rent		\$26,485 Paid and Allocated for Rent	\$30,359 Invoiced for Rent
				\$29,796 Paid and Allocated for Rent
<b>Boigu</b>	<b>73% August Rental Collection</b>	<b>Mer</b>	<b>77% August Rental Collection</b>	
	\$20,269 Invoiced for Rent		\$49,369 Invoiced for Rent	<b>Masig</b>
	\$14,809 Paid and Allocated for rent		\$37,958 Paid and Allocated for Rent	<b>66% August Rental Collection</b>
				\$35,062 Invoiced for Rent
<b>Dauan</b>	<b>80% August Rental Collection</b>	<b>Poruma</b>	<b>100% August Rental Collection</b>	\$23,175 Paid and Allocated for Rent
	\$25,772 Invoiced for Rent		\$22,577 Invoiced for Rent	
	\$20,623 Paid and Allocated for Rent		\$22,577 Paid and Allocated for Rent	
<b>Erub</b>	<b>92% August Rental Collection</b>	<b>Saibai</b>	<b>80% August Rental Collection</b>	
	\$48,563 Invoiced for Rent		\$49,385 Invoiced for Rent	
	\$44,813 Paid and allocated for Rent		\$39,657 Paid and Allocated for Rent	
<b>Hammond</b>	<b>93% August Rental Collection</b>	<b>St Pauls</b>	<b>88% August Rental Collection</b>	
	\$24,518 Invoiced for Rent		\$32,430 Invoiced for Rent	
	\$22,803 Paid and Allocated for Rent		\$28,506 Paid and Allocated for Rent	
<b>Iama</b>	<b>88% August Rental Collection</b>	<b>Ugar</b>	<b>96% August Rental Collection</b>	
	\$45,440 Invoiced for Rent		\$7,180 Invoice for Rent	
	\$39,909 Paid and Allocated for Rent		\$6,895 Paid and Allocated for Rent	

#### OVERALL COLLECTION RATE

87% August Rental Collection

\$532,906 Invoiced for Rent  
\$460,989 Paid and Allocated for Rent

[illegible]



## TSIRC Housing Register of Needs

2023 MONTHLY OM REPORT Register of Needs	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	April 2024	May 2024	June 2024	July 2024	August 2024
Category One Applicants	51	51	50	50	50	51	51	51	52	53	54	54	55
Category Two Applicants	121	121	122	122	122	123	123	123	130	133	138	141	146
Category Three Applicants	42	42	45	45	45	45	45	45	46	46	47	48	49
Category Four Applicants	6	6	5	5	5	5	5	5	5	5	5	5	5

## Additional information – Current Housing Applications status:

<u>DIVISION</u>	<u>CATEGORY 1</u>	<u>CATEGORY 2</u>	<u>CATEGORY 3</u>	<u>CATEGORY 4</u>	<u>Total applicants</u>
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	6	9	7	0	21
IAMA	8	16	5	0	29
MABUIAG	2	3	1	0	5
MASIG	2	7	1	0	10
MER	1	17	1	0	19
PORUMA	0	4	1	2	7
SAIBAI	4	7	6	0	16
ST PAULS	3	15	8	0	23
UGAR	1	2	1	0	4
WARRABER	3	9	2	0	13
<b>Category total:</b>	<b>55</b>	<b>146</b>	<b>49</b>	<b>5</b>	<b>255</b>



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

**Total Current Housing Application: 255**

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

**Total Housing Applications: 504**



community services



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

Count of Division	Allocation Stat <input type="button" value="▼"/>								
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	1		5		1		165
BOIGU ISLAND	21		10	1			4		36
DAUAN ISLAND	36				1		2	2	41
IAMA ISLAND	57						3	1	61
MABUIAG ISLAND	35		1						36
MURRAY ISLANDS	65	6	5	5	4		3	2	90
PORUMA ISLAND	29						1		30
SAIBAI ISLAND	67	1	2		2		1	1	74
ST PAULS	46		1					1	48
WARRABER ISLAND	38		1		1				40
ERUB ISLAND	59	1	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
Grand Total	695	11	25	8	18	9	11	11	788



community services



### Vacant Maintenance Properties

DIVISION	CLI	STREET	BED#	Status on Register	COMMENTS - QBuild/BSU	SCHEDULED COMPLETION DATE
BADU	CLI 134	CHAPMAN Street	4	Vacant maintenance in progress	In progress	08/01/2024
BADU	CLI 43A	PHILLIP Street	2	Vacant maintenance in progress	In progress	25/01/2024
BADU	CLI 234A	CHAPMAN Street	1	Vacant maintenance in progress	In progress	TBA
BADU	CLI 216	SCHOOL Street	3	Vacant maintenance in progress	In progress	13/03/2024
BADU	CLI 47	SCHOOL Street	3	Vacant maintenance in progress	In progress	25/01/2024
DAUAN	CLI 42	MAIN ROAD	3	Vacant maintenance in progress	In progress	22/10/2024
ERUB	CLI 158	GREENHILL Village	3	Vacant maintenance in progress	In progress	TBA
SAIBAI	CLI 78	AIRPORT Drive	3	Vacant maintenance in progress	In progress	21/10/2023
SAIBAI	CLI 34	MAIN Road	2	Vacant maintenance in progress	Still in progress	TBA
MASIG	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
MASIG	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 – August 2024

<b>Division</b>	Badu/Kubin/St Pauls/Iama/Warraber – Peli Ware
<b>Reporting Period:</b>	1 <sup>st</sup> August 2024 to 31 <sup>st</sup> August
<b>Prepared by:</b>	Regional Manager Peli Ware

### General

- OP Plan Objective – SOP – 7 Procedures – re-scheduled catch ups 1:30pm – 3:30pm required to progress and finalise
- St Pauls – Still have issues with the digital signage/screen. **OUTSTANDING**
- Cleaner PA not yet finalised and rolled out to DMs
- A/RM Saintie Joe delegated to DSR process and Events Coordinator delegated Accommodation Reconciliation/Register

### HR/PWB

**\*\*Kubin MSAO FT – Vacant – Raina Tomsana HD Extension accepted to 30<sup>th</sup> August 2024**

<b>Vacant Position</b>		<b>Regional Manager Comments</b>
Divisional Manager – Badu	<input type="checkbox"/>	Position Filled
MSAO – Kubin	<input type="checkbox"/>	FT MSAO Position – Vacant
MSAO – Badu PT	<input type="checkbox"/>	Position Filled
MSAO – Badu FT		Position on Hold
<b>Higher Duties -</b>		
MSAO – Kubin FT		Kubin – A/DM position effective 30.06.24 to 30.08.24
MSAO – Warraber PT		Warraber – Additional Hours 16.09.24 to DGNWQ
		Mabiuag – A/DM position effective 29.04.24 to 28.06.24
Divisional Manager – Mabiuag		Mabiuag – A/RM position effective 29.04.24 to 28.06.24



## REGIONAL MANAGER MONTHLY REPORT – August 2024

### General

### EXTERNAL REPORTING

		Regional Managers Comment
<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>	<input type="checkbox"/>	All LFS Reports submitted.  Mis-match x 2 Badu to be resolved (no DM in place; RM to resolve)
<b>Services Australia</b> – Monthly Customer Traffic data submitted via online portal including additional requests ie Training; Request for Information in line with contract.  1. <b>New Pre-Engagement Pack pending</b> – St Pauls pending  2. <b>23/24 Host Online Training</b> –  3. <b>23/24 Agent Specified Personnel Online Training completed</b> – Boigu, Erub, Kubin, Mer, Saibai, St Pauls, Warraber, Iama, Masig  4. <b>Contracted hours amendment</b> – no change 5. <b>Site hours amendment</b> – no change  6. <b>Access Point Site – Stephen (Ugar)</b>	<input type="checkbox"/>   <input checked="" type="checkbox"/>  <input type="checkbox"/> <input checked="" type="checkbox"/>	Streamline divisional access to all MSAOs/DM to ensure operational reporting continuity.  New Pre-engagement forms issued 30/01/24 and to be completed by new staff in division – Followed up with DM - St Pauls Outstanding Only  Mandatory online training 23/24 Agent specified personnel training completed 31/01/24 except Boigu



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<p><b>7. Agent Site</b> – Saibai, Warraber, St Pauls, Mabuiag, Kubin, Mer, Erub, Masig, Boigu, Dauan</p> <p><b>8. Service Australia EOI</b> – Mer</p>		<p>Recommend service to be contracted from Council through Services Australia EOI process. Create employment opportunity in divisions. Customer service time exceed 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</b> – <i>CDMP is current and accurate</i></p> <p>1. Contact List Update 2.</p>	<input checked="" type="checkbox"/>	All Cluster CDMP is current and accurate.
<p><b>CDMG Stakeholder Meeting</b> – twice per year (Pre/Post monsoon wet season)</p>	<input type="checkbox"/>	
<p><b>CDMP Meeting with Eunice</b></p> <p>1. Divisional visit – Upcoming Visit – Iama 2. Teams Meeting – Nil</p>		LCDC to visit divisions to deliver CDMP refresher and review of meeting sessions – Iama to be completed in first week of Sept.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

		Visit pending for Warraber and Badu. St Pauls and Kubin yet to confirm team availability.
<b>SAT Phone</b> – <i>tested and in working order</i>	<input checked="" type="checkbox"/>	Cluster SAT Phones tested and working. – All Divisions completed task for August.
<b>HF Radio</b> – <i>tested and in working order</i>	<input checked="" 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 August

### 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"/>	<p>Saintie Joe appointed A/RM to monitor Daily Stock Reconciliation and Fuel/Gas until 28<sup>th</sup> August 2024</p> <p><b>Streamline Daily Receipting/Stock Reconciliation Procedure – Daily Receipting/Stock Policy and Procedure to be finalised, endorsed</b></p> <p>DSR Report to be submitted by Saintie</p>
<b>EFTPOS Operation</b> – <i>tested and in working order</i>	<input checked="" type="checkbox"/>	All POS machines are operational and can provide MOTO service if required. No issues for August across Clusters.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>Accommodation Reconciliation</b> – updated to end of month; signed and filed. (discrepancy to be noted below in comments)	<input checked="" type="checkbox"/>	lama – Outstanding Task - Accommodation Reconciliation Register for all divisions. Continue to work closely with DMs going forward – RM Visit to lama to address this.
<b>Purchase Orders</b> – IPO's goods receipted; Invoice Requests raised for external PO's and Stock Rec is cross-referenced  <i>Recommendation: Ongoing Training Sessions for MSAOs and Procurement Team</i>	<input checked="" type="checkbox"/>	
<b>DocFiles</b> – all DocFiles are posted and scanned to ECM with Daily Summary and filed together with Fuel Register	<input checked="" type="checkbox"/>	Connectivity Issues within divisions. <b>IT to continue to monitor and resolve accordingly.</b>  Hardcopy filing in division still encouraged in divisional offices.  <b>Collation Order of Doc Files Information be streamlined within divisions</b> <ul style="list-style-type: none"> <li>• Doc File with EFT Summary attached with two digital signatures to be uploaded.</li> </ul> <b>Procedure finalised 13.05.24 for review and endorsement – NOT ACTIONED</b>
<b>Gas Register</b> – updated to end of month accurately and reconciles with Stock Rec	<input checked="" type="checkbox"/>	Manual record by divisions. To be implemented across all divisions



## REGIONAL MANAGER MONTHLY REPORT – August 2024

		Fleet Team to progress Register with RMs/HOC
<b>Fuel Operation/Reporting –</b>  Recommendation: Fuel Information to be shared with all 3 RMs collectively going forward	☑	<b>Badu</b> – Stand Alone Pod (Internal Use Only) not operational – no taskcode as yet. Badu to use Kubin Taskcode. <b>Kubin</b> – Stand Alone Pod (Internal Use Only – on Site – Not in use in August <b>St Pauls</b> – No confirmation of change of Fuel Compartment (Compac Service)
<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>	☑	Refer Events Coordinator Report
<b>Accommodation Register</b> – <i>All guests and payment details are entered and accurate; IRFs raised and cross-referenced to Stock Rec.</i>	☑	DMs need to maintain and monitor revenue forecast to actual received. Accommodation register and reconciliation register not matching. Staff not updating and completing process in some divisions; Monitor Divisions in future months Staff to encourage creditcard payment to minimise additional IRF paperwork. IRF process – Delay still exists in completing process – DMs to be monitored for future months. <b>Recommend to encourage creditcard payment for all guest account.</b>
<b>Helicopter Subsidy</b> – bookings paid and processed with GBR. Booking data entered in Helicopter Subsidy inbox/ calendar and Ugar Div 13 calendar.	☑	N/A
<b>Helicopter Subsidy</b> – bookings paid and processed with GBR. Booking data entered in Helicopter Subsidy inbox/ calendar and Dauan Div 02 calendar.	☑	N/A



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>Helicopter Subsidy Acquittal</b> – reconcile monthly booking sheets/helicopter manifest and supplier tax invoice for payment.	<input checked="" type="checkbox"/>	N/A
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### HUMAN RESOURCE:

<b>Timesheets</b> – <i>Accurate recording of work times on timesheets; and timely submission to Payroll.</i>	<input checked="" type="checkbox"/>	Staff awareness of leave types and submission timeframe needs to be improved. <b>Recommend council certified agreement 2021 document used to raise awareness/ educate staff.</b>
<b>LAF – submitted</b>		<b>DM St Pauls Extended Leave due to Family Medical</b>
<b>HR Forms (Higher Duties; LAFs; VAFs)</b> – <i>completed and sent to Regional Manager</i>  <ul style="list-style-type: none"> <li>Mabiuag – Extension to MSAO, DM and A/RM role until 28 Aug completed by HOC</li> </ul>	<input checked="" type="checkbox"/>	St Pauls – Nil Kubin – HD extension for DM role – Aug 30 Kubin – FT MSAO Vacant Kubin – PT MSAO does additional hrs where required. Badu – PT MSAO does additional hrs until further advise from HR/HOC
<b>Investigation / Complaints</b> – <i>Matter is finalised and file notes sent to People &amp; Wellbeing or Regional Manager.</i>	<input checked="" type="checkbox"/>	Complaints against DM St Pauls to be yet to be investigated and actioned – RM Saintie Joe to action with DM St Pauls/HR.
<b>Tribal Habits</b> – <i>Divisional Admin staff still to finalise modules on Tribal Habits for the reporting period.</i>	<input checked="" type="checkbox"/>	eLearning – online session to be completed – Outstanding for lama and kubin Staff – Inconsistently completed due to ;
<b>MANGO – Online training/ report submission</b>	<input checked="" type="checkbox"/>	Staff Consistency to report Near Miss Incidents in Mango and all other hazards/incidents <b>Recommend online refresher training for DM/DEO for reporting.</b>



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>First Aid Kit</b> – Stock replenished, and register is updated to reflect use.	<input type="checkbox"/>	Divisional Kits need to be assessed and restocked – Restock Supply for Badu in progress – New DM to liaise with Safety for supply
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### 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"/>	All Cluster reporting R&Ms accordingly. Turnaround time for some jobs can delay due to resources on ground and contractor availability (FIFO) <b>Recommend DMs receive monthly update of completed R&amp;M by BSU – TBC</b>
<b>Hazard Reports</b> – submitted and filed. Necessary follow up undertaken.	<input checked="" type="checkbox"/>	<b>St Pauls</b> – Hazards identified – not in report Follow up with DMs <b>Warraber</b> – No DM Report rec'd – DM on Leave <b>Iama</b> – No DM Report rec'd – DM on leave

### MEETINGS

#### Community Meeting Dates:



## REGIONAL MANAGER MONTHLY REPORT – August 2024

Div 5 Badu – Community Meeting – Corporate Consultation – Corporate Team  
 Div 5 Badu – Community Meeting – CIS scheduled for September.  
 Div 6 Kubin – No Meetings Held other than Trustee Policy Consultation – Legal Team  
 Div 7 St Pauls – No Meeting Held – A23 Masig Statement and Trustee Policy Meeting – Mayor Visit and Legal Team  
 Div 9 Iama – DM Report outstanding  
 Div 10 Warraber – DM Report outstanding.

### **COMMUNITY PROJECT**

Division	Project	Update
Div 4 Mabiug	ANZAC Memorial Site	Access to Financial Support through Trustee Funds – Executive Director to advise on way forward with Divisional Manager. – Monitor for progress and assist DM
Div 5 Badu	Anzac Memorial	Follow Up Discussion with DM on progress of project – Grant Opportunity
Div 6 Kubin	Anzac Memorial	Follow Up Discussion with DM on progress of completion of Memorial Project Outdoor Basketball Court Upgrade – Follow Up with Assets Team
Div 7 St Pauls	ANZAC Memorial Stadium	Follow Up Discussion with DM to establish progress of Project; DM to arrange to send Plaque back to supplier to amend incorrect spelt surname and add additional veteran names; Community Resolution and Stakeholder Engagement required for way forward
Div 7 St Pauls	ANZAC Memorial Site	Incomplete – Memorial Plaque to be sent back to supplier to fix spelling errors and add two more names – Community Resolution to be passed at a CIS for additional names.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

	Waterfront Gazebo x 3	Replace Roofing Iron Sheets and Installation of In-ground Benches – Project to be in partnership with Mualgal Rangers – Not Actioned – DM to advise progress
	Community Sports Oval	Follow up with Tony Wynen on progress of proposed fencing
Div 9 Iama	Nil	
Div 10 Warraber		
Kubin	Outdoor Basketball Court Upgrade	Follow up with Assets Team progress/timeframe of upgrade
	GBK Office	Follow up with Assets Team progress of Collapsed Ceiling in GBK Lease Office Space – Outstanding Works. RM to discuss issue with Assets on progress with this
	Airport Toilets	Public Amenities Works is outstanding – 12+ months



## REGIONAL MANAGER MONTHLY REPORT – August 2024

### **2024 COUNCIL GENERAL MEETING DATES:**

Dates of OM Meeting Dates as per Notification

### **GENERAL COMMENT**

- RM Proposed Support Visit to Iama – September 2024
- No Handover Received from Kubin – re:pending. DM Position Vacant – 2 x MSAO current
- Div 4 Badu – Ongoing Community Awareness – Boil Water Alert
- High Number of R&Ms identified for Badu – Airport Lights, Garden Hoses installed to priority buildings
- Recruitment for DM Kubin in progress – Advertised as Internal EOI
- Cleaner Performance Appraisal in progress Due: 17.05.24 – RM to review and escalate for HOC Review and Support;
- Water Fountain Supply for Divisions – Follow up on progress with Management to address drinking water for staff and visitors in Divisional Offices – Follow up required
- Divisions where Peak Services Discussion around Playground and Gym Equipment meeting were not captured in DM Reports – Follow up required
- All divisions are available to provide remote support for cluster if required
- Revisit Policy and Procedures with HOC and RM – Australia Post Draft completed in August. Ready for Review
- Recruitment – PT Cleaners for Kubin and Warraber advertised
- Additional Information needed regarding Fuel – Further discussion with RMs at Catchups and also DSR.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>Division</b>	Poruma, Masig, Ugar, Erub, Mer
<b>Reporting Period:</b>	August 2024
<b>Prepared by:</b>	Mokathani Lui

### **HR/PWB**

<b>Vacant Position</b>	<b>Regional Manager Comments</b>
	EOI process for Ugar DM position
<b>Higher Duties</b>	
Ugar DM – Mary Waigana effective until 31 Dec 24	
Erub MSAO – Telita Gutchen effective until 31 Dec 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 – <b>NIL</b> (missing data)



## REGIONAL MANAGER MONTHLY REPORT – August 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 24/25 Agent specified personnel training completed. Due 30 Sept.</p> <p>MSAO PT paperwork pending approval by Services Australia</p>



## REGIONAL MANAGER MONTHLY REPORT – August 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 exceeds contracted hours of two hours per day therefore maintaining a consistent backlog of council tasks.</p> <p>EOI – pending confirmation for Mer/Poruma (MGNM EOI)</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 checked="" 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) and Mary Waigana.</p>
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## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>CDMG Stakeholder Meeting – twice per year (Pre/Post monsoon wet season)</b>	<input type="checkbox"/>	<i>Pre-monsoon CDMP due before 30 November in divisions.</i>
<b>CDMP Meeting with Eunice</b>  1. Divisional visit by Eunice 2. Teams Meeting	<input checked="" type="checkbox"/>	Recommended regular communication session per quarter with Eunice for CDMP refresher and review of meeting sessions.
<b>SAT Phone – tested and in working order</b>	<input checked="" type="checkbox"/>	Cluster SAT Phones tested and working.
<b>HF Radio – tested and in working order</b>	<input checked="" type="checkbox"/>	Future division visit for HF Radio testing. Engineering to conduct testing as required.
<b>Situation Report (if any) – provided to Disaster Coordinator</b>	<input checked="" type="checkbox"/>	No SITREP for this month

### FINANCE

<b>Daily Stock Reconciliation – updated to end of month; signed and filed.</b> <i>(discrepancy to be noted below in comments)</i>	<input checked="" type="checkbox"/>	Divisions are working on actioned item. DSR records in H Drive
<b>EFTPOS Operation – tested and in working order</b>  1. EFTPOS machine is working 2. Stationary stock is available onsite	<input checked="" type="checkbox"/>	All eftpos machines are operational and can provide MOTTO service if required.  New Tyro machines have been received in all divisions. Debtors will support to active these equipment when onsite if required.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

		Badu Div 5 – is available to assist divisions due to limited staff.
<b>Accommodation Reconciliation</b> – <i>updated to end of month; signed and filed. (discrepancy to be noted below in comments)</i>	☒	<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>
<b>Purchase Orders</b> – <i>IPO's goods receipted; Invoice Requests raised for external PO's and Stock Rec is cross-referenced</i>	☒	<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>
<b>DocFiles</b> – <i>all DocFiles are posted and scanned to ECM with Daily Summary and filed together with Fuel Register</i>	☒	Daily scanning of daily doc files into ECM.
Live data entry during 9am to 4pm. Reporting and DM approval during 4- 4.15pm.		



## REGIONAL MANAGER MONTHLY REPORT – August 2024

Daily upload into ECM. Registration numbers recorded in DM Report		Hardcopy filing in division still needs to be clarified to minimise clutter in divisional offices.
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 drums</li> <li>3. Bowser Tech Issue</li> <li>4. 24hr Compac installation pending – Ugar/Mer – tanks delivered to location January 2023.</li> <li>5. 24hr Compac system rollout and active – Saibai, Dauan, Boigu, Mabuiag, Badu, 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>	☑	DMs need to maintain and monitor revenue forecast to actual received.



## REGIONAL MANAGER

### MONTHLY REPORT – August 2024

<p><i>Weekly Register Update</i></p> <p><i>Revenue processed each week through IRF process/ IPO process</i></p> <p><i>Reporting customer revenue collection issues to Debtors team for support.</i></p> <ul style="list-style-type: none"> <li>- Contractor payment of accommodation account.</li> </ul> <p><i>Accommodation Reconciliation Report in H drive:</i></p>		<p>Accommodation register and reconciliation register do not match due to late amendments in accommodation register not updated by staff. 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>	<input checked="" type="checkbox"/>	<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 – October (community event)</li> <li>2. Dauan – N/A</li> </ol>	<input checked="" type="checkbox"/>	

#### HUMAN RESOURCE:



## REGIONAL MANAGER

### MONTHLY REPORT – August 2024

<p><b>Timesheets</b> – <i>Accurate recording of work times on timesheets; and timely submission to Payroll.</i></p> <p><i>LAF: medical &amp; bereavement leave approved.</i></p>	<p><input checked="" type="checkbox"/> Staff awareness of leave types and submission timeframe needs to be improved. 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>
<p><b>LAF</b> – submitted in accordance to policy and procedures</p>	<p><input checked="" type="checkbox"/> 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>
<p><b>HR Forms (Higher Duties; LAFs; VAFs)</b> – <i>completed and sent to Regional Manager</i></p>	<p><input checked="" type="checkbox"/> Higher Duty Ugar – DM extension 31 Dec 24 Erub – MSAO extension 31 Dec 24</p>
<p><b>Investigation / Complaints</b> – <i>Matter is finalised and file notes sent to People &amp; Wellbeing or Regional Manager.</i></p>	<p><input type="checkbox"/></p>
<p><b>Tribal Habits</b> – <i>all Divisional Admin staff completed Take 5's for the reporting period.</i></p>	<p><input checked="" type="checkbox"/> 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>



## REGIONAL MANAGER MONTHLY REPORT – August 2024

<b>MANGO – Online training/ report submission</b> 1. Mango Incident/Hazard Reporting 2. Action items/ follow up for reported incidents 3. Clear reporting of facility reports inc photos with Asset team	<input checked="" type="checkbox"/>	Teams session between Safety and DM is planned for May to help raise awareness of operations/ reporting on MANGO app. <b><i>Recommend online refresher training for DM/DEO for reporting.</i></b>
<b>First Aid Kit – Stock replenished, and register is updated to reflect use.</b>	<input checked="" type="checkbox"/>	Divisional Kits need to be assessed and restocked

### REPAIRS & MAINTENANCE (R&Ms)

<b>R&amp;Ms – all R&amp;Ms for the month are reported on TechOne. Outstanding R&amp;Ms are followed up with BSU</b>	<input checked="" type="checkbox"/>	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. Communication reporting improvements on reported jobs. DMs don't know when/ why jobs have been cancelled in BSU process. <b><i>Recommend DMs receive monthly update of completed R&amp;M by BSU</i></b>
<b>Hazard Reports – submitted and filed. Necessary follow up undertaken.</b>	<input type="checkbox"/>	MANGO app – training or refresher required all staff who have issued work mobiles should know how to use the app and report as required.



## REGIONAL MANAGER MONTHLY REPORT – August 2024

		Need to work on a plan for better communication flow and build relationships within the organisation to identify, discuss and address issues raised in division.
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### 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>
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## REGIONAL MANAGER MONTHLY REPORT – August 2024

		<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> <li>2. Participate in community consultations eg project planning etc</li> </ol> <p>Divisional Meeting Planners not completed for all divisions. Pending consultation or confirmation from divisional Elected Councillor.</p>	<input checked="" type="checkbox"/>	<p>DMs have submitted divisional meeting calendar effective July to 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>

### GENERAL COMMENT



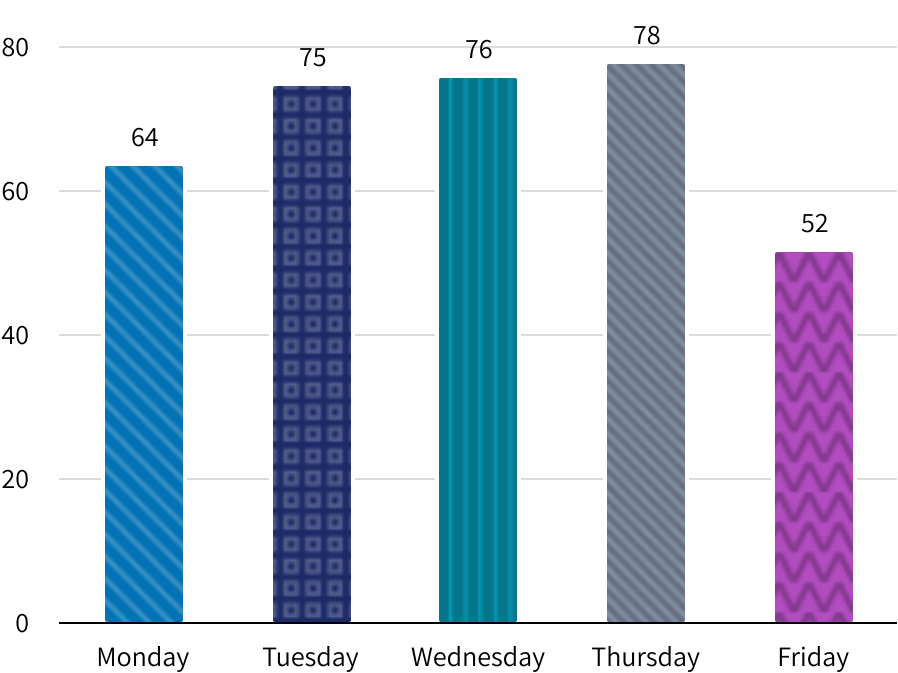
## **REGIONAL MANAGER**

### **MONTHLY REPORT – August 2024**

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.

Staff succession plans needs to be discussed and action plan to be included into staff KPI to identify steps forward for staff to work in other roles within the organisation and improve staff morale and productivity.

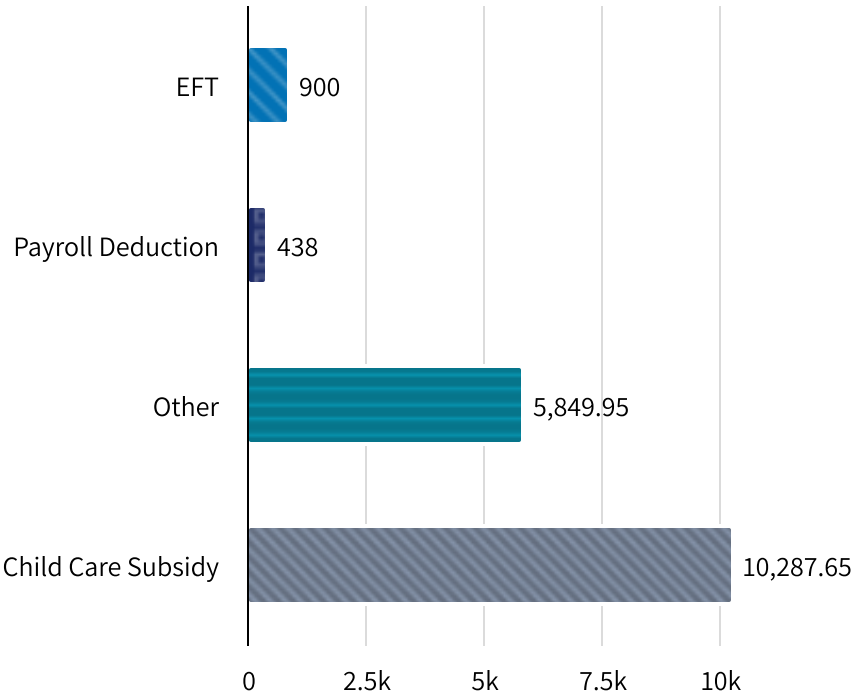
# Child Care Monthly Report - August 2024



## Aragun Child Care Centre

Summary of children's daily attendances for the month of August 2024.

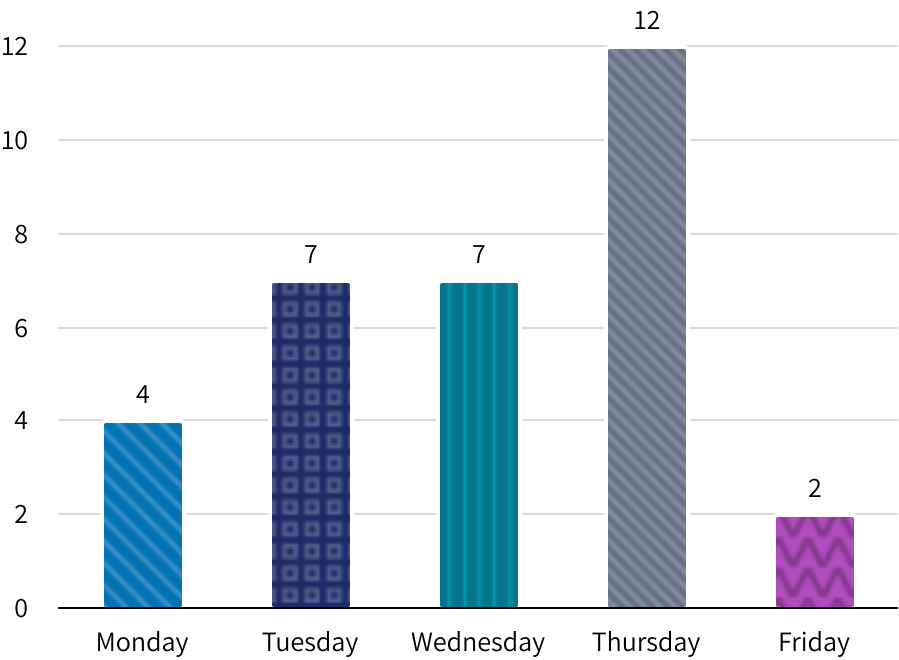
24 families utilized Aragon Child Care Centre in August 2024.



## Income received for Aragon Child Care Centre

Income received for Aragon Child Care Centre through Child Care Subsidy (CCS) and parent payments.

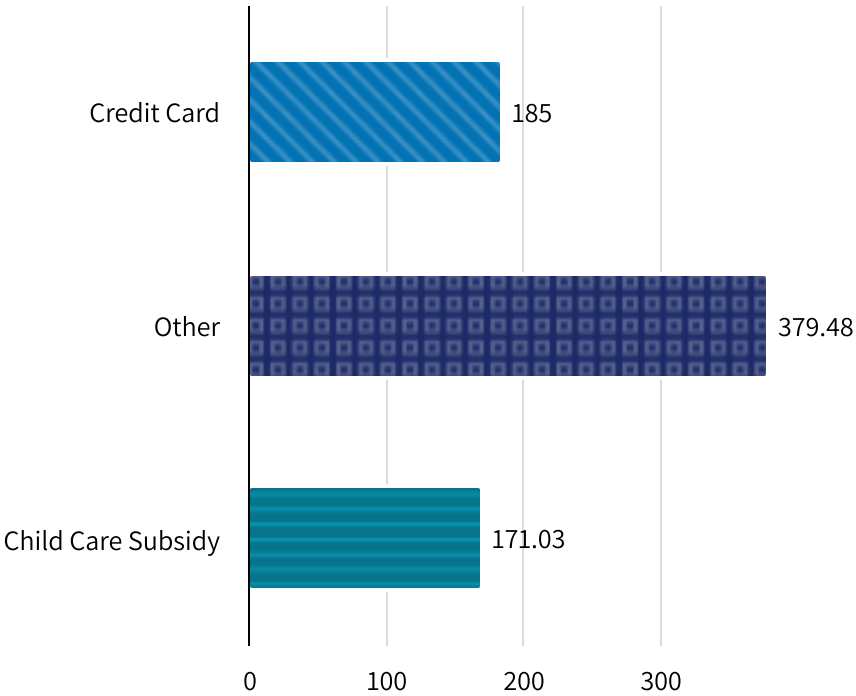
# Child Care Monthly Report - August 2024



## Hammond Island After School Care

Summary of children's daily attendances for the month of August 2024.

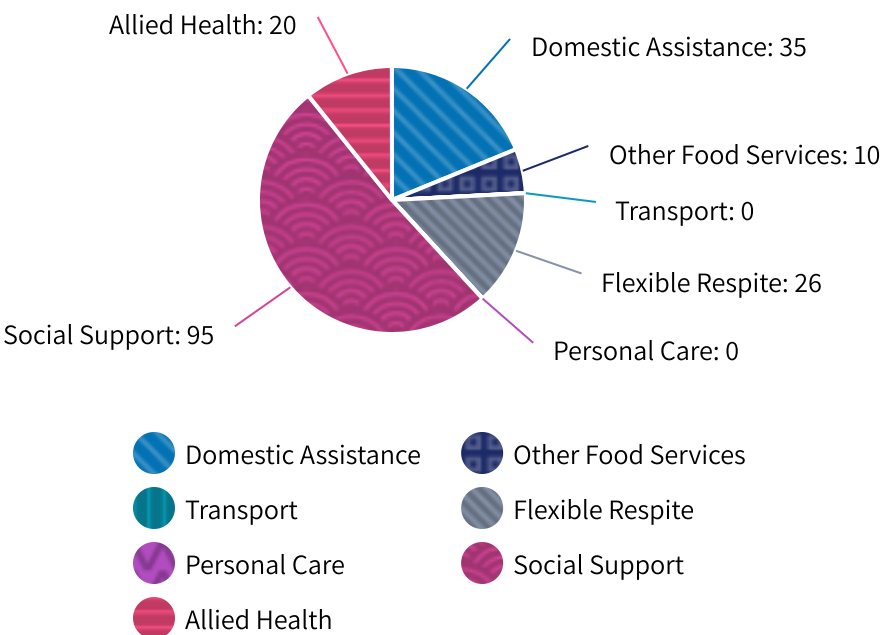
2 families utilized Hammond Island After School Centre in August 2024.



## Income received for Hammond Island After School Care

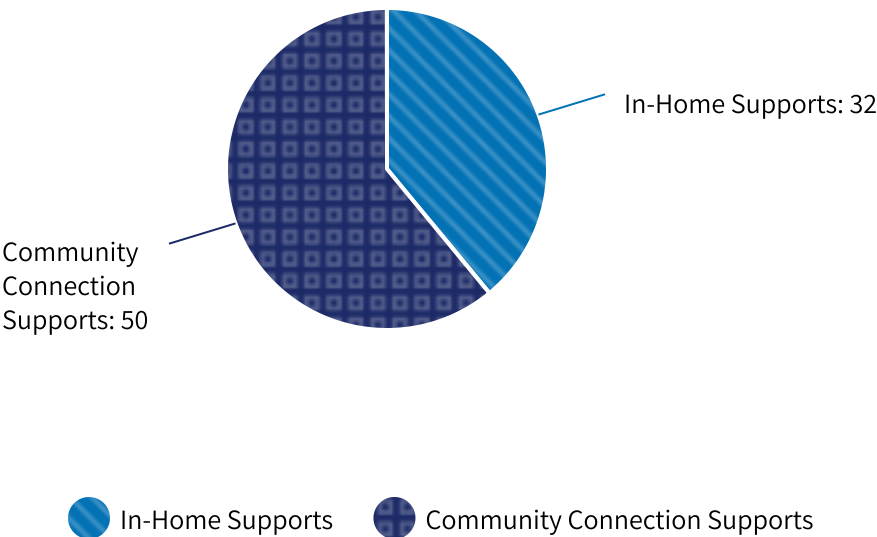
Income received for Hammond After School Care through Child Care Subsidy (CCS) and parent payments.

# Aged Care Monthly Report - August 2024



## Home Care Services

Home Care Services delivered during the month of August 2024, by service output hours.



## Qld Community Support Services

QCS services delivered during the month of August 2024, by service output hours.



<b>Month</b>	August 2024
<b>Date submitted</b>	7 September 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 relation ship
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>	
Outcome 4: We are a transparent, open and engaging council.		
4.3 Ensure community advocacy and engagement at all levels of government.	•Work with Community to provide a regional legal framework which addresses both State and Traditional Lore requirements.	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





<b>Outcome 9: We actively reduce our environmental footprint and manage our resources sustainably.</b>		
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> <p>Combined workshop</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</p> <p>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>
<b>Outcome 10: We advocate and foster regional prosperity through enterprise development.</b>		
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>
<b>Outcome 11: We invest in the retention of key skills within our region.</b>		
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.</p> <p>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> <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>	Develop Policy, local laws, 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 November
28. Environmental Health Worker Development & Certification Program(s)	Scheduled and programmed training and workshops	Workshop scheduled for October cert4 animal management
<b>Community Services Business Plan</b>		TBA





## Finance

Budget	YTD Budget	YTD Actuals	Issue	Recommendation
TSIRC Service Agreement with Qld Health	\$1.906m		EOFY	Performance and financial reporting completed
Other sources Pest treatments Infringements	TBA	TBA		Invoices to be prepared Expand and promote service Review
Biosecurity grant submission	\$90K	\$0		VAF and PD completed
DES waste grant	\$170K	\$0	Recruitment	3 0.5fte
DAF fee for service	\$238K	tba		Employ 40.5 fte EHW to assist with operational delivery To be invoiced
Austerity measures	Issue		Recommendation	
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

Incumbent name	Position title	Position number	Issue	Recommendation
Tameka Stephens	Environmental Health Worker: Ugar			Appointed to 30/06/2027
Nodoro Kaigi	Environmental Health Worker: Mer			Appointed to 30/06/2027
Stephanie Pabai	EHW St Pauls resigned			
Ezra Kris	EHW St Pauls resigned			

## Training and Development

Training	Location	Participants	Dates	Comments
Certificate IV Animal Control and Regulations	Online	Cassandra Saylor, Adria Faud, Jacob Akiba, David, Geary Bann, Ezra Kris, Moses Kudub,	ongoing	





## Physical Resources

Property description	Issue	Recommendation
Chemical storage across all divisions	Non compliance	Establish strategic plan to construct fit for purpose infrastructure across all Divisions
Vehicle	Availability	

## Public relations

Division	Issue	Recommendation
Risks	Update of website required, SPER process	Reporting as per process
Opportunities	Promotion of EHW, establish service request process	Seek support from engagement
Saibai/Boigu	Malaria outbreak , EHW response assistance	



## **COORDINATOR EHW – OVERVIEW:**

### **Program Management Support Officer update:**

#### **Pest Management Update:**

The team have been working collaboratively with the BSU team to streamline our administration processes for better efficiency. Our team on the ground have been actively treating premises as the jobs arise.

#### **Infringement Update:**

TSIRC Authorised officers' best practice is to issue an infringement notice as a last resort. This is done after they have exhausted all avenues to engage with pet owners about their obligation as responsible pet owners, conduct community education and awareness and giving every opportunity for people to comply with our local laws.

	BADU	BESI	BOIGU	KUBIN	ST PAULS
<b>DOG</b>					
TOTAL NUMBER OF DOGS	120	40	32	0	0
NEW REGISTRATIONS	0	3	1	0	0
<b>CATS</b>					
TOTAL NUMBER OF CATS	15	?	4	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>HORSES</b>					
TOTAL NUMBER OF HORSES	4	0	0	0	0
NEW REGISTRATIONS	0	0	0	0	0
<b>CHOOKS</b>					
TOTAL NUMBER OF HENS & CHICKS	30	0	0	0	0
TOTAL NUMBER OF ROOSTERS	15	0	0	0	0
TOTAL NUMBER OF DUCKS	0	0	0	0	0
<b>COMPLIANCE</b>					
NON-COMPLIANCE FOR DESEXING	18	5	3	0	0
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	14	6	0	0	0
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	5	3	2	0	0
NUMBER OF VERBAL WARNINGS ISSUED	5	1	5	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	1	0	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>					



MEETINGS	2	2	0	0	0
ONE-ON-ONE	8	0	5	0	0
FLYERS/POSTERS	0	0	2	0	0
VET VISIT	0	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	1	0	1	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	5	0	0
TICK TREATMENTS	2	0	5	0	0
EUTHANISE	0	0	0	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	2	0	0	0
<b>FOOD SAFETY</b>					
NUMBER OF FOOD SALES FOR THE MONTH	6	0	9	0	0
PERMITS ISSUED	0	0	0	0	0
FOOD ACT LICENCES	0	0	0	0	0
FOOD SHOP INSPECTIONS	0	2	2	0	0
COMPLAINTS	0	0	0	0	0
FOOD RECALLS/ISSUES	0	1	0	0	0
<b>FOOD SAFETY AWARENES</b>					
MEETINGS	2	1	0	0	0
ONE-ON-ONE	2	2	9	0	0
FLYER/POSTER	0	0	10	0	0
FOOD SAFETY AWARENESS	4	3	10	0	0
IM ALERT FOOD SAFETY COURSE	0	0	2	0	0
<b>BIOSECURITY</b>					
SURVEILLANCE	15	3	2	0	0
BARGE DELIVERY INSPECTION	3	2	2	0	0
EDUCATION AND AWARENESS	2	1	0	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>					
WATER RESERVOR – SAMS/BORE WELLS/ETC	15	1	2	0	0
WATER TESTING – CHLORINE & PH	0	0	0	0	0
WASTE WATER SYSTEMS	15	1	1	0	0
OVERGROWN ALLOTMENTS/DISUSED MATERIALS	0	1	1	0	0
LANDFILL	15	1	3	0	0
ILLEGAL DUMPING	15	0	0	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>					
ONE-ON-ONE	0	0	0	0	0
MEETING	4	0	0	0	0
POSTER/FLYER	0	0	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	2	0	1	0	0
<b>PEST MANAGEMENT</b>					
INSPECTIONS	4	4	0	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	4	0	0	0	0



AWARENESS	0	4	0	0	0
CLEAN UP	0	1	0	0	0
FEE FOR SERVICE TREATMENTS	4	0	0	0	0
VACANT HOUSES	1	2	0	0	0
GERNERAL HOUSE	3	0	0	0	0
OTHER	0	0	0	0	0
<b>HOUSING</b>					
INSPECTIONS	0	4	0	0	0
EDUCATION AND AWARENESS	1	0	0	0	0
RAINWATER TANK INSPECTION	0	6	0	0	0
YARD INSPECTION	0	6	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)	3	0	1	0	0
MEETINGS ATTENDED	12	1	0	0	0
<b>HEALTH CENTER VISIT</b>					
NUMBER OF VISITS PER MONTH	1	2	1	0	0
HEALTH CENTRE CONCERNS	1	1	1	0	0



GENERAL COMMUNITY OUTCOMES	
BADU	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>Visited PHCC and was advised that there is still the flu going around and some school children have been presenting to the PHCC with School sores.</li> <li>Recently assisted BQ with Fruit Fly blocking to the back of the island and some areas are quite boggy (sandy areas) and rough roads. I will do a MANGO report to request a vehicle recovery kit as I see it as mandatory if working out of the community.</li> <li>Still need to revisit houses where tenants have been away to register their animals and new puppies.</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>NIL</li> </ul>
BESI	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>Sewer fencing needs to be patched</li> <li>Grass around water lagoon needs to be cut ASAP</li> <li>Visited the PHCC and children have been presenting with whooping cough</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>Roads and landfill are done</li> </ul>
BOIGU	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>Vector spraying for mosquitoes around the community</li> <li>Dog complaint – warning letter given for dogs wandering</li> <li>Dog complaint – dog attack on another animal – currently under investigation</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>Food safety training certificate</li> <li>Community Awareness done on Slaughtering Turtle and Dugong on TSIRC Ramp</li> <li>Address housing issue of overgrown allotments with Housing Officers from TI</li> <li>Dog complaint followed up and resolved</li> <li>2 male dogs transferred to PNG</li> <li>Community Awareness on Animal Management and Animal Local Law (LL#2)</li> </ul>
KUBIN	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>No report submitted</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>No report submitted</li> </ul>
ST PAULS	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>EHWs have resigned and no report has been submitted prior to resignation</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li></li> </ul>





## ENVIRONMENTAL HEALTH STATISICAL CLUSTER REPORT – (AUGUST) 2024

### DAWSON MAU A/SEHW

	DAUAN	SAIBAI	ERUB	UGAR
<b>DOG</b>				
TOTAL NUMBER OF DOGS	40	0	40	0
NEW REGISTRATIONS	0	0	8	0
<b>CATS</b>				
TOTAL NUMBER OF CATS	8	0	22	0
NEW REGISTRATIONS	0	0	0	0
<b>HORSES</b>				
TOTAL NUMBER OF HORSES	0	0	0	0
NEW REGISTRATIONS	0	0	0	0
<b>CHOOKS</b>				
TOTAL NUMBER OF HENS & CHICKS	0	0	0	0
TOTAL NUMBER OF ROOSTERS	0	0	0	0
TOTAL NUMBER OF DUCKS	0	0	0	0
<b>COMPLIANCE</b>				
NON-COMPLIANCE FOR DESEXING	13	0	0	0
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	0	0	0	0
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	0	0	0
NUMBER OF VERBAL WARNINGS ISSUED	13	3	0	0
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	0
NUMBER OF WARNING LETTERS ISSUED	0	0	0	0
INTER-ISLAND ANIMAL TRANSFER	0	0	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>				
MEETINGS	0	0	0	0
ONE-ON-ONE	0	0	0	0
FLYERS/POSTERS	0	0	0	0
VET VISIT	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	1	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	0	0
TICK TREATMENTS	0	0	0	0
EUTHANISE	0	3	0	0
FERAL/PEST ANIMAL MANAGEMENT	5	0	0	0
<b>FOOD SAFETY</b>				
NUMBER OF FOOD SALES FOR THE MONTH	0	3	1	0
PERMITS ISSUED	0	1	0	0
FOOD ACT LICENCES	0	1	0	0
FOOD SHOP INSPECTIONS	0	1	0	0
COMPLAINTS	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	0
<b>FOOD SAFETY AWARENES</b>				
MEETINGS	0	1	0	0
ONE-ON-ONE	0	0	0	0



FLYER/POSTER	0	0	0	0
FOOD SAFETY AWARENESS	0	1	0	0
IM ALERT FOOD SAFETY COURSE	0	1	0	0
<b>BIOSECURITY</b>				
SURVEILLANCE	2	0	0	0
BARGE DELIVERY INSPECTION	1	0	0	0
EDUCATION AND AWARENESS	0	0	1	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>				
WATER RESERVIOR – SAMS/BORE WELLS/ETC	0	1	2	0
WATER TESTING – CHLORINE & PH	0	3	0	0
WASTEWATER SYSTEMS	0	0	0	0
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	4	0	0	0
LANDFILL	1	1	0	0
ILLEGAL DUMPING	1	1	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>				
ONE-ON-ONE	0	0	0	0
MEETING	0	0	0	0
POSTER/FLYER	0	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	0
<b>PEST MANAGEMENT</b>				
INSPECTIONS	1	0	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	1	1	0	0
AWARENESS	1	0	0	0
CLEAN UP	0	0	1	0
FEE FOR SERVICE TREATMENTS	0	0	0	0
VACANT HOUSES	4	0	4	0
GERNERAL HOUSE	48	0	65	0
OTHER	0	0	0	0
<b>HOUSING</b>				
INSPECTIONS	0	0	0	0
EDUCATION AND AWARENESS	0	0	0	0
RAINWATER TANK INSPECTION	0	0	0	0
YARD INSPECTION	0	0	0	0
OTHER	0	0	0	0
<b>ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT &amp; TRAINING</b>				
HYGIENE	0	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	1	0
MEETINGS ATTENDED	0	1	0	0
<b>HEALTH CENTER VISIT</b>				
NUMBER OF VISITS PER MONTH	1	1	1	0
HEALTH CENTRE CONCERNS	0	0	0	0

GENERAL COMMUNITY OUTCOMES		
DAUAN		<ul style="list-style-type: none"> <li>Boundary Spraying allotments.</li> <li>Positive comments after spraying for mozzies</li> </ul>
		<ul style="list-style-type: none"> <li>Landfill post are burnt &amp; post are missing from landfill.</li> <li>Increasing number of puppies &amp; unregistered.</li> <li>Mister Pack primer busted.</li> </ul>
SAIBAI		<ul style="list-style-type: none"> <li>Pest Treatment at LOT 82,</li> <li>Euthanised 3 dangerous dogs</li> </ul>



	<ul style="list-style-type: none"> <li>IBIS inspections conducted</li> <li>Animal Numbers increasing, animal roaming around</li> </ul>
ERUB	<ul style="list-style-type: none"> <li>Assisting the Biosecurity Queensland with Ants Research.</li> <li>Biosecurity Training built confidence for seaswift inspection</li> </ul>
	<ul style="list-style-type: none"> <li>Illegal dumping of gas bottle recently burnt at landfill. Discussed with DEO if his aware of it.</li> <li>8 new litter yet to be registered. Waiting on dog owners</li> </ul>
UGAR	
	no EHW





## ENVIRONMENTAL HEALTH STATISICAL CLUSTER REPORT –(AUGUST) 2024

### MOSES KUDUB A/SEHW

	KIRIRRI	IAMA	PORUMA	MASIG	MER
<b>DOG</b>					
TOTAL NUMBER OF DOGS	75	50	70	32	85
NEW REGISTRATIONS	0	4	1	0	0
<b>CATS</b>					
TOTAL NUMBER OF CATS	15	10	10	11	2
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>BIRDS</b>					
TOTAL NUMBER OF HENS & CHICKS	8	0	0	0	2
TOTAL NUMBER OF ROOSTERS	2	0	0	0	3
TOTAL NUMBER OF DUCKS	0	0	0	0	0
<b>COMPLIANCE</b>					
NON-COMPLIANCE FOR DESEXING	6	0	14	2	9
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	6	0	3	2	5
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	0	0	8	10
NUMBER OF VERBAL WARNINGS ISSUED	0	0	5	2	0
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	2	0
NUMBER OF WARNING LETTERS ISSUED	0	0	0	7	0
INTER-ISLAND ANIMAL TRANSFER		1	0	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>					
MEETINGS	2	0	1	0	0
ONE-ON-ONE	2	0	3	3	1
FLYERS/POSTERS	1	0	1	1	2
VET VISIT	0	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	1	0	0	2	3
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	1	11	0
TICK TREATMENTS	0	0	3	9	0
EUTHANISE		0	0	0	2
FERAL/PEST ANIMAL MANAGEMENT	0	0	0	0	2
<b>FOOD SAFETY</b>					
NUMBER OF FOOD SALES FOR THE MONTH	0	0	2	15	2
PERMITS ISSUED	0	0	0	0	0
FOOD ACT LICENCES	0	0	0	0	0
FOOD SHOP INSPECTIONS	1	0	1	0	3
COMPLAINTS	0	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	0	0
<b>FOOD SAFETY AWARENES</b>					
MEETINGS	0	0	1	0	0
ONE-ON-ONE	0	0	1	0	0
FLYER/POSTER	1	0	1	0	0

FOOD SAFETY AWARENESS	0	0	0	0	0
IM ALERT FOOD SAFETY COURSE	0	0	0	1	0
<b>BIOSECURITY</b>					
SURVEILLANCE	1	0	2	1	2
BARGE DELIVERY INSPECTION	1	0	4	0	2
EDUCATION AND AWARENESS	1	0	1	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>					
WATER RESERVIOR – DAMS/BORE WELLS/ETC	10	0	0	0	2
WATER TESTING – CHLORINE & PH	10	0	0	0	5
WASTEWATER SYSTEMS	0	0	0	0	2
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	0	0	1	0	0
LANDFILL	6	0	1	2	4
ILLEGAL DUMPING	6	0	0	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>					
ONE-ON-ONE	0	0	1	1	0
MEETING	0	0	1	1	0
POSTER/FLYER	1	0	1	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	1	0	0
<b>PEST MANAGEMENT</b>					
INSPECTIONS	0	0	1	0	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	1	0	0
AWARENESS	0	0	1	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	1	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	1	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	0	3	0
MEETINGS ATTENDED	2	0	1	21	3
<b>HEALTH CENTER VISITO</b>					
NUMBER OF VISITS PER MONTH	1	0	0	0	2
HEALTH CENTRE CONCERNS	2	0	0	0	1

GENERAL COMMUNITY OUTCOMES	
KIRIRRI	<b>No good outcomes</b> <ul style="list-style-type: none"> <li>Community is urging for doctor's visit frequently</li> <li>Community asking for more health resources to be placed and stored in the community.</li> </ul>
IAMA	<b>No outcomes and concerns</b>



PORUMA	<ul style="list-style-type: none"> <li>• CEQ has donate \$200 gift voucher towards the upcoming event of the great spring clean-up day in September 2023.</li> <li>• Biosecurity training in Cairns</li> </ul>
	<ul style="list-style-type: none"> <li>• Inter-Island transfer of animal is getting more frequent</li> <li>• Dog populations are increasing in numbers</li> <li>• Oral papilloma on dogs</li> </ul>
MASIG	<ul style="list-style-type: none"> <li>• Pet owners actively restrain their dogs at home</li> <li>• Less dogs sited wandering</li> </ul>
	<ul style="list-style-type: none"> <li>• Construction waste at the landfill needs to be address</li> </ul>
MER	<ul style="list-style-type: none"> <li>• New Health centre almost done and has 3 months before completed</li> </ul>
	<ul style="list-style-type: none"> <li>• Landfill burning is ongoing</li> <li>• Domestic/ Feral dog's population is growing in numbers</li> <li>• Paul Ware construction waste needs to be address</li> </ul>



## ENVIRONMENTAL HEALTH CLUSTER REPORT – AUGUST 2024

ROWENA JOHNSON SEHW

	BADU	KUBIN	ST PAULS
<b>DOG</b>			
TOTAL NUMBER OF DOGS	120	0	45
NEW REGISTRATIONS	1	0	0
<b>CATS</b>			
TOTAL NUMBER OF CATS	15	0	13
NEW REGISTRATIONS	0	0	0
<b>HORSES</b>			
TOTAL NUMBER OF HORSES	3	0	45
NEW REGISTRATIONS	0	0	0
<b>CHOOKS</b>			
TOTAL NUMBER OF HENS & CHICKS	30	0	10
TOTAL NUMBER OF ROOSTERS	20	0	1
TOTAL NUMBER OF DUCKS	1	0	0
<b>COMPLIANCE</b>			
NON-COMPLIANCE FOR DESEXING	8	0	0
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	8	0	3
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	0	7
NUMBER OF VERBAL WARNINGS ISSUED	0	0	2
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0
NUMBER OF WARNING LETTERS ISSUED	0	0	7
INTER-ISLAND ANIMAL TRANSFER	0	0	0
<b>ANIMAL MANAGEMENT AWARENESS</b>			
MEETINGS	0	0	4
ONE-ON-ONE	4	0	4
FLYERS/POSTERS	0	0	0
VET VISIT	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	0
TICK TREATMENTS	1	0	1
EUTHANISE	0	0	4
FERAL/PEST ANIMAL MANAGEMENT	0	0	6
<b>FOOD SAFETY</b>			
NUMBER OF FOOD SALES FOR THE MONTH	2	0	4
PERMITS ISSUED	2	0	0

FOOD ACT LICENCES	0	0	0
FOOD SHOP INSPECTIONS	0	0	1
COMPLAINTS	0	0	0
FOOD RECALLS/ISSUES	0	0	0
<b>FOOD SAFETY AWARENES</b>			
MEETINGS	0	0	0
ONE-ON-ONE	2	0	0
FLYER/POSTER	1	0	0
FOOD SAFETY AWARENESS	0	0	0
IM ALERT FOOD SAFETY COURSE	3	0	0
<b>BIOSECURITY</b>			
SURVEILLANCE	2	0	1
BARGE DELIVERY INSPECTION	0	0	0
EDUCATION AND AWARENESS	0	0	0
<b>WASTE/WATER &amp; LANDFILL SURVEILLANCE</b>			
WATER RESERVOR – SAMS/BORE WELLS/ETC	11	0	0
WATER TESTING – CHLORINE & PH	0	0	0
WASTE WATER SYSTEMS	11	0	0
OVERGROWN ALLOTMENTS/DISUSED MATERIALS	11	0	0
LANDFILL	11	0	1
ILLEGAL DUMPING	11	0	0
<b>WATER &amp; WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION</b>			
ONE-ON-ONE	0	0	0
MEETING	1	0	0
POSTER/FLYER	1	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0
<b>PEST MANAGEMENT</b>			
INSPECTIONS	1	0	1
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	1	0	0
AWARENESS	1	0	0
CLEAN UP	0	0	1
FEE FOR SERVICE TREATMENTS	1	0	0
VACANT HOUSES	1	0	0
GERNERAL HOUSE	0	0	0
OTHER	0	0	0
<b>HOUSING</b>			
INSPECTIONS	0	0	0
EDUCATION AND AWARENESS	0	0	0
RAINWATER TANK INSPECTION	0	0	0
YARD INSPECTION	0	0	0
OTHER	0	0	0
<b>ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT &amp; TRAINING</b>			

HYGIENE	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	1	0	0
MEETINGS ATTENDED	12	0	1
<b>HEALTH CENTER VISIT</b>			
NUMBER OF VISITS PER MONTH	1	0	0
HEALTH CENTRE CONCERNS	0	0	0

GENERAL COMMUNITY OUTCOMES	
BADU	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>STILL NO VEHICLE</li> <li>YET TO COMPLETE AMRRIC CENSUS</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>3 COMMUNITY MEMBERS COMPLETED THEIR IM ALERT FOOD SAFETY ONLINE TRAINING</li> <li>BQ TRAINING IN CAIRNS – AROUND ASIAN HONEY BEE – TRAINING WAS INTERESTING AND KNOWLEDGE GAINED ON WHAT TO LOOK FOR (VERROA MITE ON ASIAN HONEY BEE), HOW TO CAPTURE INFORMATION AND REPORT TO BQ</li> <li>MET WITH EDMUND TAMWOY OF CRYSTAL AILAN REGARDING SHIPPING PROCESS FOR CONTAINERS FOR CHANGE</li> </ul>
KUBIN	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>NO REPORT SUBMITTED</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>NO REPORT SUBMITTED</li> </ul>
ST PAULS	<b>(ISSUES &amp; CONCERNS)</b> <ul style="list-style-type: none"> <li>NO VEHICLE AVAILABLE TO UNDERTAKE DAILY WORK DUTIES</li> </ul>
	<b>(POSITIVE NEWS)</b> <ul style="list-style-type: none"> <li>NONE SUBMITTED</li> </ul>



## ORDINARY MEETING

18 September 2024

Agenda Item

# 18.4

**Corporate Services Directorate**

**AUTHOR:** Executive Director Corporate Services

## CORPORATE SERVICES INFORMATION REPORT (AUGUST 2024)

### OFFICER RECOMMENDATION:

Council notes the Corporate Services Information Report for the month of August 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 August 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 August two (2) Housing Support Program funding applications were submitted for reclaimed residential (asbestos removal) and the Warraber residential development equating to a total of \$53.1M in potential funding.

The first two (2) community consultations to assist in the *25-30 Corporate Plan* development were held on Badu and Mabuiag. In addition, the Corporate Plan proposal was presented and discussed at the Strategic Action Reference Group including the sharing the proposed survey.

The updating of policies and procedures continues including the commencement of the draft Media Policy. At the end of August, Council achieved 83% compliance for legislative policies, in other words, 83% of Council policies are published and up to date. One (1) policy sitting under Administration & Communication was updated and published in August.

The refreshed Community Grants application and acquittal forms were implemented which included consultation with relevant Executive and Division staff and updating documentation on the TSIRC website and intranet.

The latest edition of *Strait Talk* (TSIRC's community newsletter) was printed and freighted to Divisions with distribution scheduled for early September.

The website refresh project is progressing to schedule, with the new site wireframe and sitemap finalised in August.

TSIRC issued 43 posts across Facebook and LinkedIn. The most popular Facebook post was *Environmental Health Workers completing Cert. IV Animal Control and Regulation* (68 Likes and Reactions, 4.7K reach and 1.2K engaged users). The least performing Facebook post was *Strong Wind Warning 21-22 August* (0 Likes and Reaction and 1K reach).

The most popular LinkedIn post was *87th Anniversary of the First Island Councillors Conference* (57 Likes and Reactions, 805 impressions and 11.06% engagement rate). The least performing LinkedIn post was *International Youth Day* (5 Likes and Reactions and 224 impressions).

TSIRC responded to three (3) media enquiries which resulted in three (3) interviews and five (5) media coverages – *TCHHS report* (Cairns Post x 2, SBS News, NITV news, ABC news). In addition to the media responses, Torres News published five (5) x articles featuring TSIRC.

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

## Economic Development

Community engagement undertaken by Emver Partners in partnership with TSIRC for the TSRA funded *Alternative and Improved Transport Feasibility Study* was conducted on Dauan between 13 – 15 August and Ugar between 19-21 August. This engagement was supported by the local Councillors with both communities exploring safer, more affordable, and accessible transport options. Further stakeholder consultations and analysis is being undertaken over the next month before a draft report will be available.

## Legal, Land Tenure and Native Title

Trustee Policy consultation meetings held for St Pauls, Kubin and Mabuia were successful in that each community agreed to a decision-making process to be added to the Trustee Policy. Meetings were held over a day and a half for each community with excellent attendance and feedback. Once consultation has been rolled out for all communities, the Policy will be amended to reflect the decision-making processes for each community. It is anticipated that the amended draft may be published online for further consultation prior to seeking a Trustee resolution to adopt it. The State Home Ownership Teams from the Department of Housing and DATSIP also attended the meetings to provide the community with information about home ownership pathways.

To date, 55 applications for the use of the Torres Strait Islander Flag image have been processed in the calendar year.

## Complaints

At the beginning of August 15 complaints remained open. During the month 2 new complaints were received. 2 action items remain open.

Complaint assigned	Beginning of August	New	Closed	End of August
Building Services	0	0	0	0
Community Services	12	2	0	114
Corporate Services	1	0	0	1
Engineering Services	2	0	0	2
<b>Total</b>	<b>15</b>	<b>2</b>	<b>0</b>	<b>17</b>

Table 1 – Complaints by directorate

Complaint type	Beginning of August	New	Closed	End of August
Staff	8	0	0	8
Local Laws (dogs)	3	0	0	3
Housing	1	2	0	3
Other	3	0	0	3
<b>Total</b>	<b>15</b>	<b>2</b>	<b>0</b>	<b>17</b>

Table 2 – Complaints by type

## Information Technology Services

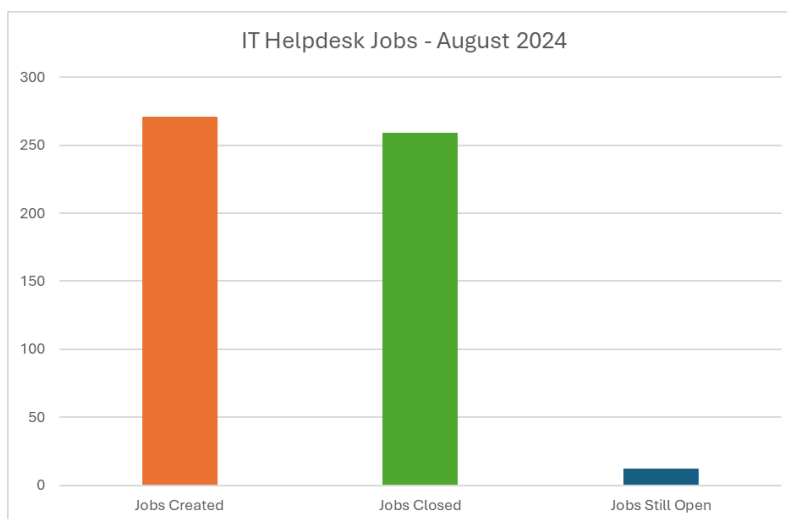
The Starlink roof mount kits arrived at most divisions in readiness for the installation. The initial rollout plan for Starlink and Network Equipment while yet to be confirmed, has been scheduled as follows:

Day	Date	Site
Monday	30-Sep	Arkai (Kubin) Community Council office
Monday	30-Sep	Wug (St Pauls) Council Office
Tuesday	1-Oct	Badu Council Office (Mulgrave Island)
Tuesday	1-Oct	Warraber Council Office (Sue Island)
Wednesday	2-Oct	Poruma Council Office (Coconut Island)
Wednesday	2-Oct	Mabuiag Council Office (Jervis Island)
Thursday	3-Oct	Iama Council Office (Yam Island)
Thursday	3-Oct	Saibai Council Office (Saibai Island)
Friday	4-Oct	Boigu Council Office (Talbot Island)
Friday	4-Oct	Dauan Council Office (Mt Cornwallis Island)
Sunday	6-Oct	Erub Council Office (Darnley Island)
Monday	7-Oct	Ugar Council Office (Stephen Island)
Monday	7-Oct	Masig Council Office (Yorke Island)
Tuesday	8-Oct	TI Office (Thursday Island)
Tuesday	8-Oct	Kirriiri Council Office (Hammond Island)
Wednesday	9-Oct	Mer Island Council Office (Murray Island)

Network hardware and communication cabinet orders are progressing well. Installation of this equipment will be carried out at the same time as the Starlink equipment.

The IT team was considerably short-staffed for the second half of August due to unforeseen leave. Corporate Services was able to engage a temporary resource in the short term.

In July, 271 new IT Helpdesk tickets were lodged. Of these, 259 were closed during the month, 12 remain open.



Graph 1 – IT Helpdesk Tickets August 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.

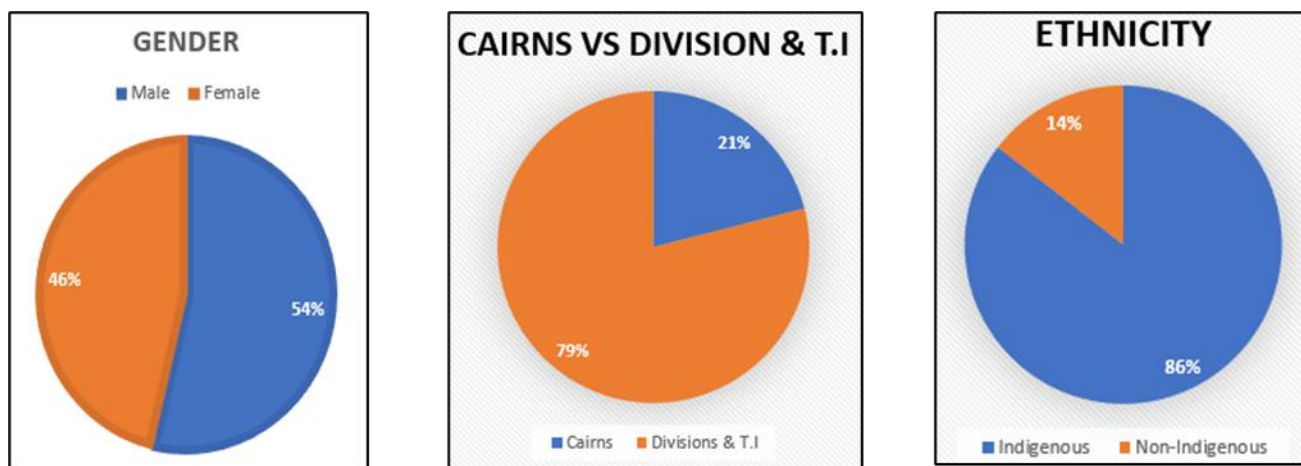
## Current Status of Fleet and Deliveries:

- Garbage Trucks:
  - Five trucks successfully delivered to divisions (Badu / St Pauls / Yam / Dauan / Kubin)
  - Two new trucks arrived in Cairns at the beginning of August, currently undergoing repairs. These trucks are scheduled for deployment to Saibai in September and Erub in October
  - Two new trucks arrived in Cairns at the end of August; these two trucks are scheduled for deployment to Mer and Mabuiag with no set departure date at this stage
  - Two additional trucks nearing completion on the Gold Coast are expected to be dispatched to Cairns in the coming weeks
  - Waiting delivery from GCCC: Ugar / Masig / Poruma / Warraber / Hammond / Boigu
- Erub Garbage Truck:
  - This compactor truck was identified as too large for the community's needs. It was collected and relocated to St Pauls. The Manager Fuel & Fleet and the Fuel & Fleet Liaison Officer attended and trained all staff on site for safe truck operation. The current compactor at St Pauls is pending Kubin staff for training and then will be allocated to Kubin.
- Green Fleet Order:
  - Twenty-one (21) items ordered for the upgrade of the green fleet. The first of these expected to be delivered early September
- Fleet Replacement Program:
  - Council is 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 August 2024, Council had 355 employees, of which 304 are Indigenous employees accounting for 86% 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*.

**COMPLIANCE/CONSIDERATIONS:**

<b>Statutory:</b>	Local Government Act 2009 Local Government Regulation 2012
<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

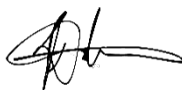
**OTHER COMMENTS:**

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 AUGUST 2024

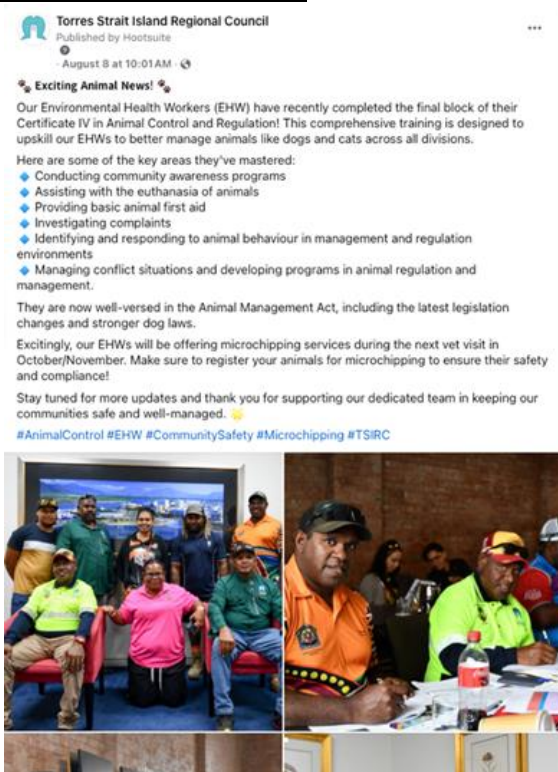
43 posts across Facebook and LinkedIn issued

### Facebook:

Most popular:

- Our Environmental Health Workers (EHW) have recently completed the final block of their Certificate IV in Animal Control and Regulation! This comprehensive training is designed to upskill our EHWs to better manage animals like dogs and cats across all divisions.– 68likes and reactions, 4.7K reach and 1,286 Engaged Users
- Our Divisional Engineering Officers, Acting Engineering Operations Supervisor, and Engineering Operations Administration team travelled to Cairns last week for a hands-on training and upskilling session. – 51 likes and reactions, 2k reach and 397 Engaged Users
- Today we celebrate National Aboriginal and Torres Strait Islander Children’s Day – 37 likes and reactions, 4.5k reach and 299 Engaged Users

### Top performing Facebook post



- ✓ Thursday 8 August
- ✓ 4.7k Reach
- ✓ 68 Likes and Reactions
- ✓ 3 Comment
- ✓ 17 Shares

### Least performing Facebook post



- ✓ Tuesday 20 August
- ✓ 1k Reach
- ✓ 0 Likes and Reactions
- ✓ 0 Comments
- ✓ 5 Shares

### LinkedIn:

Most popular:

- 87th Anniversary of the First Island Councillors Conference – 57 likes and reactions, 805 organic impressions and Engagement Rate 11.06%
- National Aboriginal and Torres Strait Islander Children’s Day – 41likes and reactions, 1,189 impressions and engagement Rate 36.84%
- 2024 Budget Update – 41 likes and reactions, 1,009 impressions and engagement Rate 11.72%

## Top performing LinkedIn post



- ✓ 57 Likes and Reactions
- ✓ 0 Comments
- ✓ 4 Reposts
- ✓ 805 Impressions

## Least performing LinkedIn post



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

## Press

Press Release/Media responses	Date	Results/coverage
Response Torres and Cape Hospital Health Report	Wednesday 7 August	Interview Cairns Post 07/08/2024 Article published online and print 10/08/2024 Follow up article published online and print 16/08/2024
Response Torres and Cape Hospital Health Report	Wednesday 14 August	Interview ABC Radio 14/08/2024 Interview aired 15/08/2024
Response Torres and Cape Hospital Health Report	Tuesday 12 August	Interview NITV and SBS (joint) 12/08/2024 Interview aired NITV & SBS 19/08/2024
Torres News printed five stories.	Thursday 15 August Thursday 22 August  Thursday 29 August	Badu beach clean up. Leaders reject health inquiry finding. Masig Statement moves forward. Blindingly bright future- TSIRC Trainees. 87th First Councillors Conference Anniversary 'Masig statement making progress'



# Torres News

Thursday, 15 August 2024 Stories and events of the Kaurang homeland of Kalmagal, the Torres Strait homeland and Cape York homelands of the Angamut, Aurukun, Wuthathi, Nulak, and Gidjil Peoples. | Edition 143 | \$2 incl GST  
EDITORIAL | M: 0419 656 277 | E: christine@torres.news ADVERTISING | M: 0419 828 639 | E: ads@torres.news

## More 'fun' clean-ups to come



A community clean-up day on Bule last month – with more to come across the Zenadth Kes – came with more than just rubbish collection with the engagement of the

Marine Debris Task Force, led by Sally Monks and the Torres Strait Island Regional Council (TSIRC). Sally Monks leader Dennis Fay said they were keen to make it fun and

engaging, especially for youth.

"The youth are the ones that are going to take it over in the future," he said. "We want them to be involved and engaged in the day, and make it an event, so

we put on fun games, food and refreshments as a part of the whole thing, and the education behind that.

"It's part of something good for the environment, so we're making it a bit fun

and engaging for the whole community, including the Torres Strait region."

More than 50 participants collected more than 320kg of marine debris on Bule.

"We also engaged

other key players in the community, including the Torres Strait Regional Authority (TSRA) rangers," he said.

Continued PAGE 15

TORRES NEWS THURSDAY 15 AUGUST 2024

NEWS 15

## More 'fun' clean-ups to come across Zenadth Kes



Continued PAGE 15

# Torres News

Thursday, 22 August 2024 Stories and events of the Kaurang homeland of Kalmagal, the Torres Strait homeland and Cape York homelands of the Angamut, Aurukun, Wuthathi, Nulak, and Gidjil Peoples. | Edition 144 | \$2 incl GST  
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## Leaders reject health inquiry findings

BY CARL WELLS AND STAFF

A coalition of Torres Strait leaders has rejected the Queensland Government's report on an investigation into the Torres Strait and Cape York Regional Health Service (TCRHS).

Coalition members, Torres Strait Island Regional Council (TSIRC), Mayor Phillipine Mobley, said the report lacked proper consultation and detail, and wasn't what they had asked for when they wrote to then premier Annastacia Palaszczuk in May last year calling for the investigation.

"We wanted to know what we strongly felt is a culture of our Indigenous people," he said.

"As far as we're concerned, it's an internal review of the hospital and health services."

The coalition was the Torres Strait Island Regional Council (TSIRC), the Torres Strait Council (TSC), the Northern Peninsula Area Regional Council (NPARC) and the Torres Strait Regional Authority (TSRA).

The inquiry was commissioned by Queensland Health and carried out by a team of five investigators who assessed life expectancy, preventable avoidable deaths, chronic disease prevalence, preventable hospitalisation and social determinants across the entire TCRHS region.

Cr Mobley said he also questioned the prevalence of community spirit in the interview and the task force inquiry.

"The task force is made up

of people they've hand-picked, [most] are employees of Queensland Health," he said.

More than 400 documents and records were reviewed, and more than 70 people interviewed to produce eight recommendations out of just one of issues.

Recommendations covered a broad range of issues including improving recruitment and induction for new staff, mapping service provision to every community and formally determining an approach to comprehensive health service delivery that captured the key

strengths of the Torres Strait of Care, created in 1986 by Torres Strait Island health professionals.

She said the TCRHS had worked hard to raise around the region's health status and had increased First Nations health checks by 20 per cent in 12 months.

"There has been a real lot of hard work done over the last few years to improve health outcomes – we know there's more work to do," she said.

"There's a strong sense in the report that the TCRHS provides quality clinical care to its communities but that we can, and must, do better."

TCRHS Chief Executive Ron

O'Rourke said he welcomed the report.

"I welcome taking the strengths [the report] has identified and building on them over time," he said.

"The TCRHS has been doing a lot of work in the past year to boost staffing – we've made key new clinical appointments across our communities and undertaken key upgrades."

"I acknowledge the report indicates there is much more to do."

**Life-saving battle**

Wakad rebel Elder Robert Saggi said he was interviewed from his rural dialysis chair, via a communication for the investigation.

Mr Saggi said he also requested the investigation come back to him before publication, but they did not.

He said health was a life-saving battle and he was tired of being the region's health status and had been in the region for 10 years.

"I'm a rural patient. I have one foot in the grave already – I don't want my own generation to come and all dialysis, that's why I'm sitting in this chair," he said.

"We've got health services to look after our people, but it's not happening, the services don't reach the grassroots level."

The report found Government policy changes in 2012 led to funding and job cuts, the effects of which were still felt.

Continued PAGE 2

02 NEWS

THURSDAY 22 AUGUST 2024 TORRES NEWS

## Leaders reject health inquiry findings



Robert Saggi said health was a life-saving battle. INSET: CRK Chair Ned David commended the report and the investigation. Pic by Carl Wells.

Continued from P1

BY CARL WELLS AND STAFF

Mr Saggi called on the health service to consult with communities and to implement the Torres Strait Model of Care in full.

"All the programs that I run off [were] being managed at that community level by health workers," he said.

Mr Saggi said when the TCRHS moved away from the model

in 2015, they had the documentation a computer system containing critical patient data.

Throughout the report, investigators noted data quality issues due to data collection and record-keeping practices that limited their scope.

Multiple witnesses across the report cited the importance of the Torres Strait Model of Care system – called the Torres Strait Model of Care – in the management of chronic disease.

However, investigators found the Torres Strait Model of Care had not been used for a decade and recommended staff were trained better to use new systems.

A spokesperson for Minister Fennell said clinicians could no longer access the TCRHS Fennell System and the data was archived.

Mr Saggi said the government must consult with Torres Strait Islanders and their communities and co-design was critical to every part of the process.

Cr Mobley said the Torres Strait and Northern Peninsula Areas were continually different to other regions and needed their own model.

"To take a model of care from the mainland and expect it to work in the Torres Strait is just a nightmare," he said.

"For a population of 15,000, having three to four generalists per work was very alarming [and] unsustainable."

"The psychological trauma is having our families trying to deal with not only the high cost of living but having to manage every business."

"Steering in the back of our minds, 'who are people, our families, doing such deaths that could have been prevented?'"

Mr Saggi said he was one of the eight recommendations made by the report was to implement the Torres Strait Model of Care, which he said the report supported.

"[That], who works on the island might be very different to what works on the island," he said.

**Community control**

Investigators also determined there were enough people in the Torres Strait to explore the feasibility of a fully-fledged, community-controlled, healthcare service for the region.

Cr A Bartholomew Kod Torres Strait Land & Sea Council (ESL) chair Ned David said it was an opportunity for the region to take back control of its services.

Mr David was part of the investigation's task force committee, or stakeholder panel, and commended the report.

"To be in control of the investment overall, resources and people that are part of the health, we'd be able to determine where the needs are, more importantly, determine what resources or investments are directed to that particular need," said Mr David.

Mr David said he was concerned further investigation would be costly and putting the process of getting much-needed services to the Torres Strait.

"We can't keep having these exercises where everything has to come in a standard while we wait," he said.

"People need to access services, people need to be confident in the fact that we're trying to do some things to improve those services."

The Queensland Government announced \$1.4 million to implement the findings of the report.

The second part of the investigation was expected to be completed by late 2024 or early 2025 and was to assess the cultural safety of health services provided by TCRHS for Aboriginal and Torres Strait Islander employees and those receiving care.

The report can be accessed here: <https://www.health.qld.gov.au/research-reports/reports/tcrhs-investigation>

Recommendations are here: [https://www.health.qld.gov.au/\\_data/assets/pdf\\_file/0002/1338581/tcrhs-case-investigation-recommendations.pdf](https://www.health.qld.gov.au/_data/assets/pdf_file/0002/1338581/tcrhs-case-investigation-recommendations.pdf)

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## Blinkingly bright future in store for TSIRC trainees

"Overwhelmingly positive" was the feedback from Torres Strait Island Regional Council (TSIRC) building services and engineering staff who have undertaken training in Cairns over the past two months.

Delivered by TAFE Queensland, with funding support from Construction Skills Queensland (CSQ), a wide range of courses – from specialised machinery training to workplace health and safety awareness – were covered.

CEO James William said CSQ had played a pivotal role in making the courses accessible to their workers.

"By investing in this training, we're not only meeting our obligations to ensure our staff are suitably qualified and

trained, but we're also equipping them with new skills," he said.

"This opens up opportunities for our officers to be utilised across different work areas, enhancing our operational efficiency and flexibility."

He said feedback from the trainer and trainers was "overwhelmingly positive".

"A big thank you to TAFE Queensland in Cairns and CSQ for their support, and to our dedicated team and commitment to continuous improvement," he said.

"Together, we're building a stronger, more skilled workforce for the benefit of our communities."

Pics supplied.



Torres News - Thursday 29 August

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NEWS 03

## Masig Statement moves forward

Since the *Masig Statement* was launched in 2022 on Masig Island, 11 of the Torres Shire Island Regional Council's (TSIRC's) 15 Island Divisions have held signing ceremonies across the region.

Mayor Phillemon Mosby said this year – tomorrow – they looked forward to seeing the remaining three Island divisions of Mer, Ima and St Paul's complete their signing ceremony.

"This week our divisions are gearing up and preparing for the 87th Anniversary of the First Island Councillors Conference and unpacking the *Masig Statement* through public forums, workshops, meetings and celebrations," Mayor Mosby said.

"At this year's 87th Anniversary we are encouraging the establishment of a community-based Masig Statement Taskforce

whose main purpose is to drive, deliver and raise awareness about the aims of the *Masig Statement*.

"Our Council continues to commit to those early discussions in 1936 leading into the Inaugural First Island Councillors Conference in 1937 particularly the unfinished business in relations to Regional Governance, where bipartisanship of State and Federal Government was reached to transit

the current regional governance arrangement to the proposed Regional Assembly model.

"Our Council is excited and continues to work in partnership with regional stakeholders including our constituents across our region to progress this important priority for our region."

For more information please talk to your respective TSIRC Division Councillor.

Pic supplied.



# Torres News

Thursday, 29 August 2024 Stories and events of the Kaurareg homeland of Kalarlagal, the Torres Strait homeland and Cape York homelands of the Agamamali, Atambaya, Wuthathi, Yothaykuru and Gudang Peoples. | Edition 145 | \$2 incl GST  
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## Masig Statement making progress



Traditional dancing, singing and a choir performance on Iama all helped to mark the 87th anniversary of the first Island Councillors conference on Masig Island last Friday.

Torres Strait Island Regional Council Mayor Philemon Mosby has also visited Wug Village, on Moa Island, to talk about the Masig Statement and a new task force.

Pictured are Namdik, Frederick and Aaronah Pabal dancing on Masig in 2022.  
Pic by Brendan John.  
Full story and pics on PAGES 8 & 9

THURSDAY 29 AUGUST 2024 TORRES NEWS

## Masig Statement progress celebrated Ailan-way



Wug Village. Pics supplied.

From PAGE 1

Traditional dancing, singing and a choir performance on Iama all helped to mark the 87th anniversary of the first Island Councillors conference on Masig Island last Friday.

Torres Strait Island Regional Council Mayor Philemon Mosby has also visited Wug Village, on Moa Island, to talk about the Masig Statement and a new task force.

"Mina koeyma eso to Wug Village elders, leaders and constituents for your attendance,

engagement and wisdom shared with me," he said.

"I continue to look forward to work in close partnership with community and regional elders and leaders to progress and achieve the aims articulated under the Masig Statement for local and regional advancement."

"87 years on, the fire is still burning the fight continues for our sovereign rights to self-determination, greater autonomy and self-empowerment."

From Iama Island Cr Mosby joined local Cr Aggie Hankin in celebrating the occasion.

"The speech delivered by Cr Hankin [on] the role play by Iama Ngarupay Lag students raised and rejuvenated a sense of hope and pride that our place today is in safe hands tomorrow," he said.

"The names of Iama Island representatives who attended the 1937 Inaugural Councillors Conference on Masig Island, including the names of previous island leaders, were gracefully read out by Cr Hankin."

Mayor Mosby commended and submitted the Masig Statement to the Iama community and said it was well received.



TORRES NEWS  
THURSDAY 29 AUGUST 2024

87TH ANNIVERSARY 09



All pics supplied: Iama Island.



### TRINITY MONUMENTS

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**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							Delivered and installed trans tanks for both Diesel and ULP for TSIRC use only
Arkai (Kubin)	N/A							Delivered and installed trans tanks for both Diesel and ULP for TSIRC use only
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 1 only Stage 2 contract issues	\$145,000.00	Awarded, October commencement with November completion
Iama	N/A							ULP External Card, Diesel from drums, portable tank to be installed, on route from Ugar
Warraber	N/A							ULP External Card, Diesel from drums, portable tank to be installed, pending Mer approval to re utilize this Diesel trans tank
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

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Ugar	TSRA-30/06/2023	\$572,718.00	\$89,974.16	\$482,743.84		Tender closed - 10/01/2023	\$890k - \$1.92m	still on drums, fuel pods on island and to be positioned in place. Compac system funding approved, pending land availability for install
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. Compac system funding approved, pending land availability for install

**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	Diesel pod to be removed and sent to Yam.
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

#### Attachment 4 - Garbage Truck Status

Division	Vehicle	Status	Comments
1 - Boigu	Mitsubishi Fuso	Operational	New vehicle departing Gold Coast late September 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	Replacement in Cairns, ETA division October 2024
5 – Badu	Isuzu FVD Bucher Compactor	Operational	New vehicle delivered to division July 2024
6 – Arkai/Kubin	Hino Series 300 Compactor	Operational	New vehicle delivered to division September 2024
7 – Wug/St Pauls	Hino 300 Garwood	Operational	New vehicle delivered to division September 2024
8 – Kirirri	Hino 716 Russ	Operational	Replacement in Cairns, ETA division October 2024
9 -Iama	Isuzu NQR Russ Compactor	Operational	New vehicle delivered to division in July 2024
10 - Warraber	Hino 716 Russ Compactor	Operational	
11 – Poruma	Isuzu 350 CITEC Garwood Compactor	Operational	
12 – Masig	Isuzu NPR 350	Operational	
13 – Ugar	IsuzuNQR series Russ Compactor	Operational with defects	
14 – Erub	Isuzu FVD Bucher Compactor	Operational	Vehicle too large, relocating to St Pauls, replacement in Cairns, ETA division September 2024
15 – Mer	Hino Series Russ Compactor	Operational with defects	Replacement in Cairns, ETA division October 2024



Compactor training on St Pauls



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 August 2024**

Transition Readiness Rating (TRR) Key:

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

Successful Appointments in June: Total [5]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1	Multi Skilled Administration Officer	Division 8, Hammond	Successful appointment – 26/08/2024	External
1-2	Environmental Health Worker	Division 13, Ugar	Successful appointment – 19/08/2024	External
1	Engineering Officer (Casual)	Division 2, Dauan	Successful appointment – 14/08/2024	External
1	Engineering Officer	Division 11, Poruma	Successful appointment – 08/08/2024	External
1-2	Divisional Manager	Division 5, Badu	Successful appointment – 05/08/2024	External

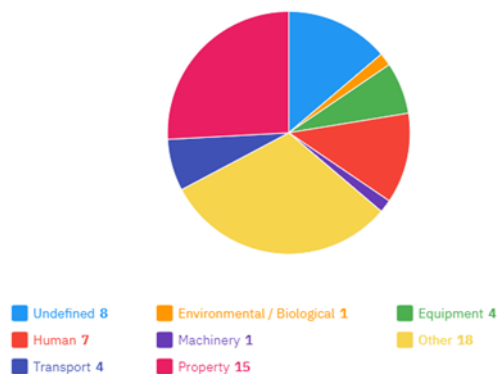
TRR	Long term vacancies	Time to fill	Comments
3	Senior Project Engineer	12 months	Due to salary cap
2	Grant Revenue Officer	6 months	Secondment
3-4	Manager Governance & Risk	4 months	Change to position title and externally readvertised
3	Legal Officer	4 months	No suitable candidates – skills set
2	Insurance and Claims Administrator	7 months	No suitable candidates – skills set
1-2	Divisional Manager, Ugar	12 months	No skills set – no interest
1-2	Divisional Manager, Kubin	12 months	No skills set

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

5 incidents were reported in August

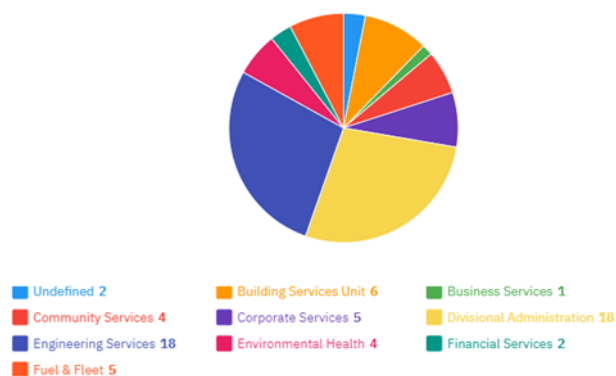
Incident by type (for the last 12months)

Accident/Incident By Type (Last 12 Months)



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

Accident/Incident By Branch (Last 12 Months)



## Safety & Wellbeing current action items

- WHS committee currently reviewing audit recommendations
- Health and Safety staff to visit and role out training to Duaun, Ugar, Erub, Mer, Poruma, lama, Warraber, Saibai, Boigu, Mabuiag and Thursday Island
- Site safety audits will be conducted by Health and Safety staff whilst visiting the Islands

## Workers Compensation

1x claim ongoing

## TRAINING & DEVELOPMENT – 1 to 31 August 2024

### Planning

Audit of staff training levels on Division being developed to current levels

### Reporting

Mandatory training completion rates remain low across all courses



Completion rates still need improvement across all courses.



## ENGINEERING OPERATIONS

### **OFFICER RECOMMENDATION:**

That Council notes this report.

---

### **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

- Repaired 2 major water leaks in the community, still currently on Water restrictions.
- Create fire brake around Council Accommodation.
- Clear Landfill & Green waste area.
- Grass maintenance around Cemetery.
- Carry out Monthly water Samples.

##### Disaster Management

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

#### **Division 2: Dauan**

##### Operations

- Grass maintenance completed throughout community, council facilities and roadside in preparation for upcoming council meeting.
- Monthly boat ramp pressure clean completed.
- 6mths water sample sent to Cairns.
- General waste collected twice a week, white and green waste once a week.
- Road access to well 4 maintained and grass on roadside.

#### Disaster Management

- Satellite Phone: Test Completed – Operational.
- HF Radio: Test Completed – Operational.
- Community Disaster Meeting Held – No

#### **Division 3: Saibai**

##### Operations

- Bury emergency desal line to covered lagoon.
- Monitor and operate Sewer well 3 pumps manually.
- Fire breaks around all TSIRC facilities.
- Investigate and repair few water main leaks throughout community.
- Boil water notice effective as of 31<sup>st</sup> August 2024.
- Manual Garbage collection completed twice a week.

#### Disaster Management

- Satellite Phone: Test Completed - Operational
- HF Radio: Test Completed - Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

#### **Division 4: Mabuiag**

##### Operations

- Repaired major leaks with assistance from Tech Officers, currently on water restrictions.
- Reconnect emergency desalination for operations due to low water levels.
- Repainting of airport RWY markers completed.
- Roadworks done by Torres Strait Homes Island Completed to Landfill, Bowser, Council Compound, Boat Ramp, Sewer Treatment Plant and Water Reservoir.
- Fire Breaks completed around all TSIRC facilities.

#### Disaster Management

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

#### **Division 5: Badu**

##### Operations

- Complete six-monthly samples.
- Clean all five Parks & Gazebos.
- Assist rangers with crocodile trap in Sewer ponds.
- Patch potholes Yalla St, Mairu St & Tamwoy St.
- Maintain Runway/Apron/Taxiway/Windsock & Terminal Area at aerodrome.
- Clear Landfill & green waste area.

#### Disaster Management

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

#### **Division 6: Kubin**

##### Operations

- Monitor and operate sewer pumps Manually.
- Fixed few poly and main water leaks in the community.
- Community grass maintenance completed.
- Landfill Maintenance and collect large rubbish items from residents once a week.
- Roadside grass maintenance completed to Wagalgau Yabu.

#### Disaster Management

- Satellite Phone: Test Completed – Operational.
- HF Radio: No Radio Set waiting confirmation from Austek.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

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

##### Operations

- Rectify sewer blockage issue with assistance from Tech Officer and Sewer Manager.
- Roadworks repair completed on waterfront.
- Jetty still currently deconstructed and unsafe to use.
- Monitor and repair few water leaks in the community, currently high usage.
- Roadworks on Main Road, Ware, Levi Street, Backfill works Infront of IBIS and corner of church.

#### Disaster Management

- Satellite Phone: Test Completed – Operational.
- HF Radio: Test Completed – Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – NA

#### **Division 8: Hammond**

##### Operations

- Pressure blast boat ramp.
- Grass maintenance waterfront Road.
- E-coli test completed in house.
- Litter patrol throughout community completed.
- Repair water leaks Waterfront Road.

#### Disaster Management

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

### **Division 9: Iama**

#### **Operations**

- Complete cleaning stormwater drains mosby street, O’Leary street & church road.
- Grass maintenance sports oval & basketball court area.
- Maintain landfill & green waste area.
- Litter patrol throughout community.
- Repair Water leaks.

#### **Disaster Management**

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

### **Division 10: Warraber**

#### **Operations**

- Prepare & remove Waste oil.
- Carr out Monthly E-Coli Testing.
- Repair Acrodrome Fencing.
- Drain sump on Lagoon covers for next rain.
- Prep workshop for next Mechanics visit.

#### **Disaster Management**

- Satellite Phone: Test Completed- Operational.
- HF Radio: Test Completed- Operational- Failed due to connection issue Austek has been notified.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

### **Division 11: Poruma**

#### **Operations**

- Tree lopping commencing on 3<sup>rd</sup> September – 6<sup>th</sup> September around fuel bowser.
- Remove vegetation around airport fenceline.
- Repair roads & drains.
- Clear land fill & green waste area.
- Clean cemetery area.

#### **Disaster Management**

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

### **Division 12: Masig**

#### **Operations**

- Community clean done in preparation of first Councillors Celebration 23<sup>rd</sup> August.
- Maintain overgrown trees behind the Waiting shed.
- Gurney blast tanks, pumps and concrete at STP.
- Installing new High-Pressure Pump on RO unit 1.
- Overgrown grass on RWY pavers maintained and Slasher both RWY strip.

#### Disaster Management

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

#### **Division 13: Ugar**

##### Operations

- Desalination being operated weekends to reach safe level at Lagoon.
- Daily water operation completed.
- Div5 Engineering worker assisted for 3weeks due to short staff.
- Grass maintained throughout community roadside and council facilities.
- Roadworks and over hanging trees maintained to Landfill, Helipad and bore well.

#### Disaster Management

- Satellite Phone: Test Completed – Operational.
- HF Radio: Test Completed – Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – Yes

#### **Division 14: Erub**

##### Operations

- Repair water leaks community.
- Grass maintenance Cemetery area.
- Clear vegetation around stadium facility.
- Clear landfill & screen waste area.
- Prep used oil for shipping.

#### Disaster Management

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

#### **Division 15: Mer**

##### Operations

- Grass maintenance completed at aerodrome, and tree lopping on RWY 32.
- Installation of new 2 x gazebo solar lights.
- Trim back over hanging trees on road towards Airport/School.
- Upgrade works on pumps at covered lagoon by northern waters.
- Roadworks on few potholes throughout the community.

#### Disaster Management

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

#### **COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	Local Government Act 2009, Disaster Management Act 2003
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<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:

On Thursday, August 22nd, the LCDC visited Ugar and met with Cr. Stephen and the new MSAO for Ugar TSIRC. Discussions focused on disaster management, including training on SAT phones and HF radio testing, updating the Community Disaster Management Plan (CDMP), and arranging for an Emergency Starter Kit to be sent to Ugar and Saibai with the EOS. The Councillor requested a future LCDC visitation to hold a CDMG meeting with stakeholders, as this week had been fully occupied with a three-day workshop on Ferry Service for Ugar.

Saturday, August 24th, the LCDC attended a Marine Rescue meeting at St Pauls Marine Rescue Group. The meeting included Danny Baade (MRQP), Scott Boyle (MRQP), Cherelle Broughton (MRQ), Graham Kingstone (President VMRAQ), David Walker (Treasurer), Peter Stock (MRQ), Alan Drabble, and Toshie Kris (MR President St Pauls). The outcome was the signing of the first stage of the amalgamation.

Wednesday, August 28th, the LCDC attended a National Warning Webinar. The focus was on improving and expediting the delivery of warnings to communities, such as via text messages to mobile phones, which are more likely to be seen by teenagers and notify adults/parents. The webinar covered communication design, good practice principles for public information and warnings, and an overview of warnings issued by BOM and its role.

All Community Disaster Management Plans (CDMP) have been updated and are stored in the Engineering File under Disaster Management – CDMP 2024.

LCDC is collaborating with Maritime Safety Queensland (MSQ) on their upcoming visit to Masig, Erub, Ugar, and Mer to deliver a safety program for the community.

LCDC is currently visiting Division 9 (Iama) for disaster management purposes, along with the Regional Manager.

LCDC will visit Saibai and Boigu from September 9th to 12th, accompanied by the SES Area Controller for Top Western, to conduct a Disaster Management/SES Recruitment Drive.



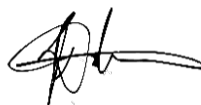
**Authored:**

Amanda Pearce  
Acting Manager, Engineering Services



**Recommended:**

Adeah Kabai  
Head of Engineering



**Approved:**

James William  
Chief Executive Officer

Action Officer Contact Details: Amanda Pearce  
Acting Manager Engineering Operations.  
0438 938 808  
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	SAT Phone number	September	October	November	December	January	February	March	April	May	June	July	August
Boigu	0147 181217	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dauan	0147 181228	✓	X	X	✓	✓	✓	✓	✓	✓	✓	✓	✓
Saibai	0147 169 314	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	0147 169 325	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Badu	0147 181 778	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Kubin	0147 181178	✓	✓	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓
ST Paul's	0147 169 653	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hammond	0147 181 490	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Iama	0147 181 295	✓	✓	✓	✓	✓	X	X	✓	✓	✓	✓	✓
Warraber	0147 168 409	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Poruma	0147 180 275	✓	✓	U/S	U/S	U/S	U/S	U/S	✓	✓	✓	✓	✓
Masig	0147 181 972	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	0147 167 527	X	X	X	X	X	✓	X	✓	✓	✓	X	✓
Erub	0147 168 918	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mer	0147 168 220	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
TI Office	0147 168 689	U/S	U/S	U/S	✓	✓	X	✓	X	✓	✓	✓	✓
TI Engineering	0147 183 853	✓	X	✓	X	X	X	X	X	✓	✓	✓	✓
Cairns	0147 186 884	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sat Sleeve/Hotspots		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Mayor	0410 022 370												
CEO	0410 022 376												
MEO	0410 022 385	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

✓	Indicates successful test
X	Indicates fail - test was not completed
U/S	Indicated Equipment requires servicing

## HF RADIO SERVICEABILITY CHECK

	2023 - 2024											
Island Community	September	October	November	December	January	February	March	April	May	June	July	August
Boigu	X	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dauan	X	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	✓
Saibai	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	U/S	✓	X	✓	X	U/S	U/S	U/S	X	✓	✓	✓
Badu	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S	X	✓	✓	✓
Kubin	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	U/S	U/S	U/S
ST Paul's	X	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	✓
Hammond	U/S	✓	X	✓	X	✓	✓	✓	✓	✓	✓	✓
Iama	U/S	✓	X	✓	X	✓	✓	✓	X	✓	✓	✓
Warraber	U/S	✓	X	✓	X	X	X	X	✓	U/S	U/S	✓
Poruma	X	U/S	U/S	U/S	X	U/S	U/S	U/S	X	✓	✓	✓
Masig	X	U/S	U/S	U/S	X	U/S	U/S	U/S	U/S	✓	✓	✓
Ugar	X	U/S	U/S	U/S	X	U/S	U/S	U/S	X	✓	X	✓
Erub	X	U/S	U/S	U/S	X	U/S	U/S	U/S	✓	✓	✓	✓
Mer	U/S	U/S	U/S	U/S	X	U/S	U/S	U/S	X	✓	✓	✓
	14											
	0%											

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



## ENGINEERING SERVICES – WATER AND WASTEWATER

### OFFICER RECOMMENDATION:

That Council notes this report.

### 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 August 2024.

**Author:**



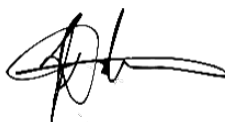
Terrence Jeppesen  
Manager, Water & Wastewater

**Recommended:**



Adeah Kabai  
Head of Engineering

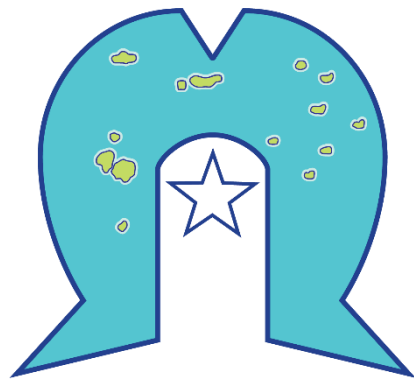
**Approved:**



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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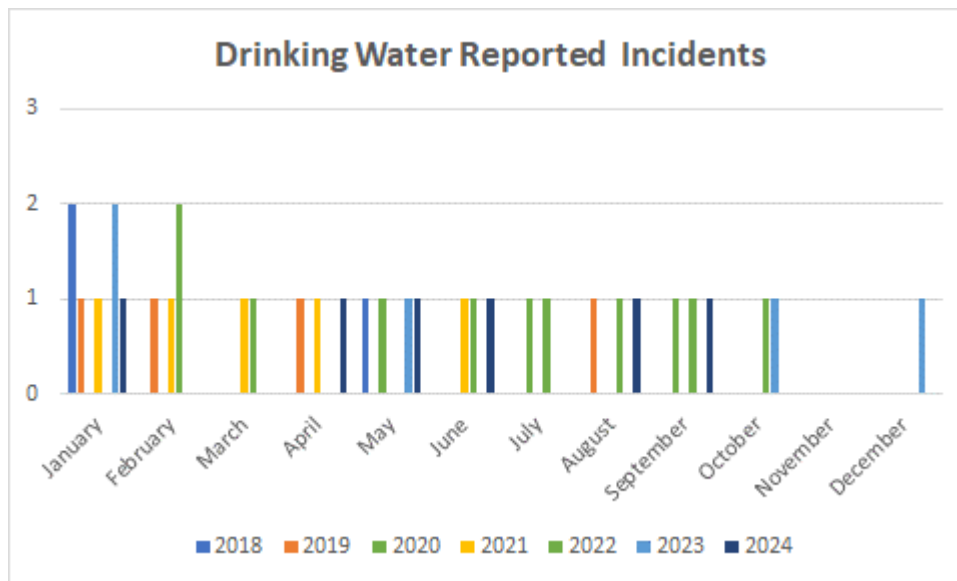
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**August 2024**

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<b>Author</b>	<b>Reviewer</b>	<b>Revision</b>	<b>Date</b>
T. Jeppesen		1	09/09/2024

## 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, and contract has been awarded to Torres Strait Island Homes Pty Ltd.

Please refer to Capital Works Information Report for project details.

### Saibai

Boiled water alert was issued on 31<sup>st</sup> August 2024. In-house E. coli testing has been completed and this BWA will be lifted pending Cairns NATA Laboratory E. coli testing.

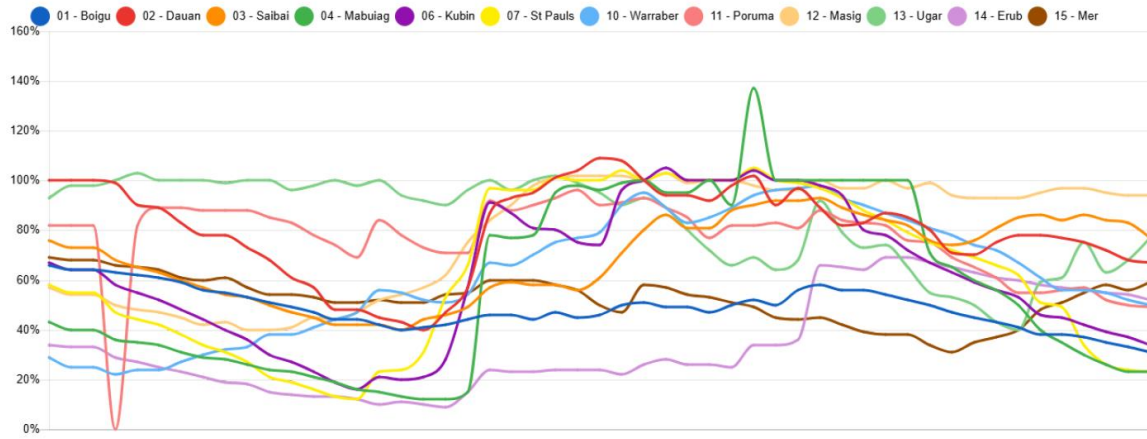
### Poruma

Boiled water alert was issued on 2<sup>nd</sup> September 2024. This BWA will be lifted on the completion of in-house and Cairns NATA Laboratory E. coli testing.

## 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:

# Historic Lagoon Levels



Water security information for week ending Friday 30<sup>th</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>	Network/property leaks	Level 4 Water Restrictions – No outdoor use. Water available between 07:00-10:00 and 17:00-21:00 only. Emergency desalination unit onsite. 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)		Level 2 Water Restrictions – No outdoor use.
06 – Kubin	<b>Less than 3 months' supply</b>	Network/property leaks	Level 4 Water Restrictions – No outdoor use. Water available between 07:00-08:30, 12:00-13:00 and 16:00-19:30 only.
07 – St Pauls	<b>Less than 3 months' supply</b>	Reservoir leaking	Level 4 Water Restrictions – No outdoor use. Water available between 07:00-08:30, 12:00-13:00 and 16:00-19:30 only.
08 – Hammond	Chlorinated water sourced from Torres Shire Council	Network/property leaks	Level 2 Water Restrictions Outdoor Use Restricted Saturday & Sunday 08:00-09:00 and 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 19:00 only.
10 – Warraber	3 to 6 months' supply	Network/property leaks	Level 2 Water Restrictions Outdoor Use Restricted Saturday & Sunday 08:00-09:00 and 17:00-18:00 only
11 – Poruma	3 to 6 months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
12 – Masig	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
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>

## WATER AND WASTEWATER SAMPLING

