



Ordinary Council Meeting

Agenda

Date: 22-23 March 2023

Time: 9.00am to 5.00pm

Venue: Warraber

Agenda

TSIRC Ordinary Council Meeting – 22-23 March 2023

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- **Welcome (Chair)**
- **Purpose of Meeting**
- **Attendance**
- **Deputations**
 - (9.00am) Torres Shire Council
 - (10.00am) iOR Petroleum Pty Ltd
 - (12.20pm) Skytrans Airlines
- **Acknowledgement of Country**
- **Opening Prayer**
- **Apologies**
- **Declaration of Prescribed and Declarable Conflicts of Interest**

1 CONFIRMATION OF PREVIOUS MINUTES

- 1.1 Minutes of the **Strategic Advisory Reference Group Meeting** held on 7 February 2023.
- 1.2 *Draft* Minutes of the **Ordinary Council Meeting** held on 22 February 2023.
- 1.3 *Draft* Minutes of the **Special Council Meeting** held on 6 March 2023.

2 ACTIONS LIST FROM PREVIOUS MEETINGS

Nil

3 TSIRC CHIEF EXECUTIVE OFFICER REPORT

Verbal Report

4 BUILDING SERVICES

- 4.1 Building Services Update (February 2023)

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TSIRC Ordinary Council Meeting – 22-23 March 2023

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5 CORPORATE SERVICES

- 5.1 Community Grants Program Allocation – March 2023
- 5.2 Information Report – People and Wellbeing

6 ENGINEERING SERVICES

- 6.1 Information Report - Capital Works Projects Update
- 6.2 Information Report – Monthly Water and Wastewater Report

7 HEAD OF COMMUNITY SERVICES

- 7.1 February 2023 Information Report – Community Services

8 DEPUTATIONS

- 8.1 Torres Shire Council

Dalassa Yorkston | Chief Executive Officer
“2023 Winds of Zenadth Kes Cultural Festival “The Masig Statement”
M: 0429 691 333

- 8.2 iOR Petroleum Pty Ltd

Stewart Morland; IOR Managing Director
Peter Domenighini Head of Shoreside Operations, IOR Marine
Scott Kessell | Special Projects
iOR Petroleum Pty Ltd | 99 Southgate Avenue, Cannon Hill, 4170,QLD
T 0402 930 113 | E scott.kessell@ior.com.au

- 8.3 Skytrans Airlines

Alan Milne | CEO
Samantha Collings | Horn Island Base Manager (0439 535 495)

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9 CLOSED BUSINESS

9.1 Corporate Services

9.1.1 Badu Lot 623 on SP253545 lease surrender

9.2 Engineering Services

9.2.1 Dauan Pontoon and Gangway Insurance Claim

9.2.2 Award Tender No. TSIRC 2021-355 Hammond Island

9.2.3 Funding Matter – TSIRC.0028.2122J.REC Disaster Recovery Funding Arrangement (DRFA) & Reconstruction of Essential Public Assets (REPA)

9.2.4 Australian Research Council Linkage Project – Griffith University & TSIRC Collaboration

9.2.5 TSIRC Fuel Price Update

9.3 Financial Services

9.3.1 Financial Dashboard Report – February 2023

9.4 Building Services

9.4.1 Demolition Works – Lot 62 Chapman Street, Badu
Tender/Contract No. TSIRC 2023_410

10 BUSINESS ARISING/OTHER BUSINESS

10.1

11 NEXT MEETING

✓ 18-19 April 2023 (VC) – 9.00am

15-26 May 2023 – Cairns (Workshop + Council Meeting)

25-26 May 2023 – Cairns – 9.00am

27-28 June 2023 (VC) – 9.00am

18-19 July 2023 – Mabuiag Community – 9.00am

15-16 August 2023 (VC) – 9.00am

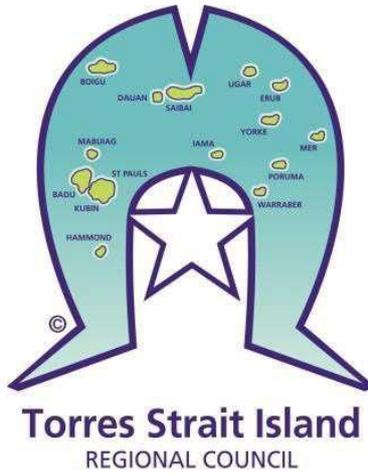
19-20 September 2023 – Saibai Community – 9.00am

24-25 October 2023 (VC) – 9.00am

16-17 November 2023 – Cairns – 9.00am

12-13 December 2023 – (VC)/Erub – 9.00am

12 CLOSE & PRAYER



ORDINARY MEETING

22 February 2023

MINUTES

AGENDA ITEM 1: WELCOME AND OPENING REMARKS

Mayor Mosby opened the meeting at 10.45am and welcomed Councillors and TSIRC staff. He acknowledged that it has been a very busy past few months for the Council and noted that it was approximately only 9 months or so before 'Caretaker' conventions came into effect prior to the next Local Government elections in 2024.

Mayor Mosby reaffirmed that DOGIT remains a high priority to be sorted out for the region because of its adverse impact on the lives and livelihoods of residents across the Torres Strait.

The following attendances were confirmed:

Torres Strait Island Regional Council

Mayor TSIRC	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 4 – Mabuiag	Cr Keith Fell
Division 5 – Badu	Cr Laurie Nona
Division 6 – Arkai	Cr Lama Trinkoon
Division 7 – Wug (St. Pauls), Mua Island	Cr John Levi
Division 8 – Kirirri (Hammond)	Cr Seriako Dorante
Division 9 – Iama	Cr Getano Lui Jnr (Deputy Mayor)
Division 10 – Warraber	Cr Kabai Tamu
Division 11 – Poruma	Cr Francis Pearson
Division 12 – Masig	Cr Hilda Mosby
	<i>(Cr Hilda Mosby scheduled to attend around 11.00am)</i>

Division 13 – Ugar
Division 14 – Erub
Division 15 – Mer

Cr Rocky Stephen
Cr Jimmy Gela
Cr Aven S. Noah

TSIRC OFFICERS

Chief Executive Officer	Mr James William
Executive Director Building Services	Mr Wayne Green
Executive Director Engineering Services	Mr David Baldwin
Executive Director Corporate Services	Ms Noeline Selke
Executive Director Financial Services	Ms Nicola Daniels
Senior Legal Officer	Ms Julia Mauro
Senior Executive Assistant to the CEO	Ms Julie Marino
TSIRC Secretariat	Mr Darryl Brooks

Observers

N/A	Mr David Kempton
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Mayor Mosby confirmed that the required quorum of Councillors were present for the meeting to proceed.

Mayor Mosby gave an acknowledgement of the Torres Strait Islander traditional custodians and their connection to Country within the Council's footprint. Mayor Mosby also gave an acknowledgement of the Aboriginal traditional custodians across Australia and acknowledged their connection to these lands.

AGENDA ITEM 2: APOLOGIES

The following apologies were noted:

TSIRC

Division 1 – Boigu	Cr Dimas Toby <i>(attending World Recreational Fishing Conference in Melbourne on 20-22 February 2023)</i>
Division 3 – Saibai	Cr Conwell Tabuai
Division 13 – Ugar	Cr Rocky Stephen <i>(attending World Recreational Fishing Conference in Melbourne on 20-22 February 2023)</i>

The TSIRC Chief Executive Officer requested that the Council consider a late agenda item relating to the attendance of Council representatives at the World Recreational Fishing Conference being held in Melbourne on 20-22 February 2023.

(LATE PAPER TABLED): COUNCILLOR ATTENDANCE AT FISHING CONFERENCE

Recommendation:

Council resolves to:

- Consider the 'World Recreational Fishing Conference' to be held in Melbourne on 20-22 February 2023 as official Council business; and
- Approve the nomination of Cr Rocky Stephen and Cr Dimas Toby as Council's representatives to attend the conference; and
- Approve leave taken from 20-23 February 2023 by Crs Stephen and Toby as leave taken for previously approved official Council business; and
- Confirm that Council authorizes the payment of the monthly meeting allowance for Cr Rocky Stephen and Cr Dimas Toby for February 2023.

Moved: Division 15 (Cr. Aven Noah)

Seconded: Division 11 (Cr. Francis Pearson)

Carried Unanimously

Council noted and supported a verbal request by Cr. Laurie Nona for a short absence from part of the afternoon meeting to attend to 'Sorry Business' on Badu.

Cr. Hilda Mosby (Division 12 – Masig) joined the meeting at 11.00am.

AGENDA ITEM 3: DECLARATION OF CONFLICT OF INTEREST (COI) (PRESCRIBED AND DECLARABLE)

Mayor Mosby requested that members make any relevant conflict of interest declarations and advise if any relevant legal proceedings were current pertaining to Council business to be considered at the meeting. Cr. Keith Fell commented on the issue of a Register for the Council in relation to Conflict of Interest (Prescribed and Declarable). Mayor Mosby advised that this matter may need to be explored further in-camera.

No declarations were made by members. Mayor Mosby encouraged Councillors to be mindful of making relevant declarations if other matters arose throughout the duration of the meeting.

Cr. Torenzo Elisala (Division 2) joined the meeting at 11.05am.

AGENDA ITEM 4: CONFIRMATION OF PREVIOUS COUNCIL ORDINARY MEETING MINUTES

Recommendation:

That the Draft Minutes of the Ordinary Council Meeting held on 24 January 2023 be confirmed.

Moved: Division 2 (Cr. Torenzo Elisala)

Seconded: Division 11 (Cr. Francis Pearson)

Carried Unanimously

Recommendation:

That the Draft Minutes of the Ordinary Council Meeting held on 25 January 2023 be confirmed.

Moved: Division 2 (Cr. Aven Noah)

Seconded: Division 11 (Cr. Jimmy Gela)

Carried Unanimously

AGENDA ITEM 5: CONFIRMATION OF DRAFT CLIMATE CHANGE ADAPTATION AND ENVIRONMENT COMMITTEE MEETING MINUTES

Recommendation:

That the Draft Minutes of the Climate Change Adaptation and Environment Committee Meeting held on 17 January 2023 be confirmed.

Moved: Division 12 (Cr. Hilda Mosby)

Seconded: Division 11 (Cr. Seriako Dorante)

Carried Unanimously

AGENDA ITEM 6: CONFIRMATION OF DRAFT HOUSING AND SAFE AND HEALTHY COMMUNITIES COMMITTEE MEETING MINUTES

Recommendation:

That the Draft Minutes of the Housing and Safe and Health Communities Committee Meeting held on 2 February 2023 be confirmed.

Moved: Division 17 (Cr. John Levi)

Seconded: Division 11 (Cr. Francis Pearson)

Carried Unanimously

AGENDA ITEM 7: OUTSTANDING COUNCIL ORDINARY MEETING ACTION ITEMS

Councillors **NOTED** that the list of total outstanding action items was incomplete and **REQUESTED** that an audit covering the past 3 months be undertaken and an updated list be prepared for the next Council meeting.

Moved: Division 4 (Cr. Keith Fell)

Seconded: Division 5 (Cr. Laurie Nona)

Carried Unanimously

ACTIONS ARISING:

1. Secretariat to undertake an audit of outstanding action items covering the past 3 months.
2. Chief Executive Officer to now brief Mayor Mosby on the agenda Council papers prior to each meeting.

At 11.25am Cr. Laurie Nona excused himself for a short absence from part of the afternoon meeting to attend to 'Sorry Business' on Badu.

AGENDA ITEM 8: BUILDING – BUILDING SERVICES UPDATE (JANUARY 2023)

Recommendation:

Council resolves to note the Building Services Report for January 2023.

Moved: Division 6 (Cr. Lama Trinkoon)

Seconded: Division 15 (Cr. Aven Noah)

Carried Unanimously

AGENDA ITEM 9: CORPORATE – COMMUNITY GRANTS PROGRAM – FEBRUARY 2023

Recommendation:

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

- Based on the balance of available funds in the Badu Community Grants of \$2,221.64, such funds be apportioned to the two applicants as follows:
 - Mura Kosker Sorority – Badu Island for the amount of \$1,110.82 exclusive of GST, being approximately 45% of the grant funds requested.
 - Jermain Reuben for the amount of \$1,110.82 exclusive of GST, being approximately 45% of the grant funds requested.

Moved: Division 6 (Cr. Lama Trinkoon)

Seconded: Division 11 (Cr. Francis Pearson)

Carried Unanimously

AGENDA ITEM 10: CORPORATE FUNDING ACQUISITION REPORT

Recommendation:

That Council resolves to note this report and its content.

Moved: Division 11 (Cr. Francis Pearson)

Seconded: Division 14 (Cr. Jimmy Gela)

Carried Unanimously

AGENDA ITEM 11: CORPORATE – STANDING COMMITTEE TERMS OF REFERENCE

Recommendation:

That Council resolves to:

- Amend and endorse the Terms of Reference for Council's
 - Governance and Leadership Committee;
 - Economic Growth Committee;
 - Culture, Arts, Land and Heritage Committee;
 - Housing, and Safe and Healthy Communities Committee;

and

- Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to make any further minor administrative amendments to the Terms of Reference as they arise.

Moved: Division 4 (Cr. Keith Fell)

Seconded: Division 2 (Cr. Torenzo Elisala)

Carried

[Cr. Kabay Tamu (Division 10) voted AGAINST this recommendation.]

AGENDA ITEM 12: CORPORATE – CHANGE OF MEETING DATES

Recommendation:

That Council resolves to:

1. Change the meeting date for the March Ordinary Council meeting from 21-22 March to 22-23 March 2023

and

2. Change the meeting dates for the Culture, Arts, Land, and Heritage Committee, from 23 August 2023 to 30 August 2023.

Moved: Division 5 (Cr. Aven Nona)

Seconded: Division 7 (Cr. John Levi)

Carried Unanimously

AGENDA ITEM 13: CORPORATE – SPECIAL HOLIDAYS 2023

Recommendation:

Council resolves to note the content and recommendation of this report.

Council resolved to seek advice out of session on an appropriate way forward to best correct the ratified Minutes of the October 2022 Council Ordinary Meeting.

Moved: Division (Cr. Aven Noah)

Seconded: Division (Cr. Francis Pearson)

Carried Unanimously

ACTIONS ARISING:

Chief Executive Officer to provide advice out of session on an appropriate way forward to best correct the ratified Minutes of the October 2022 Council Ordinary Meeting.

AGENDA ITEM 14: COUNCIL MOVES INTO CLOSED BUSINESS

Council resolved to go into CLOSED SESSION to discuss Agenda Items 15 and 16.

Moved: Division 15 (Cr. Aven Noah)

Seconded: Division 11 (Cr. Francis Pearson)

Carried Unanimously

Closed session commenced at 12.25pm.

AGENDA ITEM 15: FINANCE – CB – FINANCE DASHBOARD REPORT

Recommendation:

That Council receive and endorse the monthly financial statements attached to the officer's report for the 2022-23 year to date, for the period ended 31 January 2023, as required under Section 204 *Local Government Regulation 2012*.

Moved: Division 11 (Cr. Francis Pearson)

Seconded: Division 15 (Cr. Aven Noah)

Carried Unanimously

*(Council paused for short lunch break at 1.30pm)
(2.00pm) Prior to discussion on Agenda Item 16, Mayor Mosby excused himself from the discussion and left the room. The Deputy Mayor (Cr. Getano Lui Jnr) resumed the Chair.*

**AGENDA ITEM 16: ENGINEERING – CB – CONTRACTUAL MATTER – AWARD CONTRACT
TSIRC 2022-369 VEHICLE PLANT AND EQUIPMENT MAINTENANCE**

Recommendation:

That Council resolves:

- To award contract TSIRC 2022-369 PART '1', for the servicing and maintenance of TSIRC Operational Vehicle Plant & Equipment Maintenance to Remote Fleet Management Pty Ltd, as per submitted schedule of rates, for the amount of up to \$5,187,906.73 excl. GST including a provisional amount in relation to Parts Supply, Freight, Travel and Accommodation, for a period of three years with a possible two-year extension.

And

- Pursuant to section 257 of the Local Government Act 2009, to delegate to the Chief Executive Officer:
 - Power to make, amend or discharge the TSIRC 2022-369 PART '1', for the servicing and maintenance of TSIRC Operational Vehicle Plant & Equipment Maintenance.And
 - Power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations.

Moved: Division 14 (Cr. Jimmy Gela)

Seconded: Division 15 (Cr. Aven Noah)

Carried Unanimously

AGENDA ITEM 17: COUNCIL MOVES OUT OF CLOSED BUSINESS AND RESUMES IN OPEN BUSINESS

Council resolved to move out of CLOSED BUSINESS.

Moved: Division 15 (Cr. Aven Noah)

Seconded: Division 14 (Cr. Jimmy Gela)

Carried Unanimously

Closed session ceased at 2.05pm.

Mayor Mosby resumed the Chair.

AGENDA ITEM 18: BUSINESS ARISING FROM INFORMATION REPORTS

Executive Director, Engineering Services, Mr David Baldwin provided a verbal update on key issues arising from the information brief (provided) regarding the status of Council's Divisional Engineering Operations .

Moved: Division 5 (Cr. Laurie Nona)
Seconded: Division 2 (Cr. Torenzo Elisala)

Carried Unanimously

AGENDA ITEM 19: STRATEGIC MATTERS

Cr. Francis Pearson highlighted once again the exorbitant freight cost for transportation in relation to the Torres Strait region. Requested more focus should be directed towards adequate subsidies.

Mayor Mosby acknowledged these comments. This issue remains a long standing and very important matter, and assured Councillors it was these matters were raised personally by Mayor Mosby at the Premier's visit last year (Cost of Living Summit).

Cr Keith Fell spoke about Skyport. They are a company that runs delivery drones. At the moment their drones can carry up to 250kg of product. Skyport are investigating the delivery of passengers within five years. The Skyport CEO got in touch Cr Keith Fell as they were applying for funding from the Federal Government - they wanted to do a feasibility study on indigenous communities on the mainland. Skyport heard that Torres Strait has challenges with logistics (mail) so they got in touch with Cr Keith Fell. Skyport were keen to do a presentation to Council last year - just to give a concept of how they may help. They can trial delivery of mail straight away. Cr Keith Fell wishes to pursue this avenue if Council agrees.

Cr. Seriako Dorante brought up builder's accommodation on Hammond Island and asked about current arrangements.

ACTIONS ARISING:

Executive Director, Building Services, Wayne Green to review current status of the Hammond Island builder's accommodation and its arrangements and provide an update at next Council meeting at Warraber.

Cr. Torenzo Elisala asks when is Mayor Mosby and CEO coming out to Dauan Island to support the Masig Statement.

Mr James William replied that he will provide an update at next Council meeting at Warraber.

ACTIONS ARISING:

Chief Executive Officer to provide information at the next Council meeting regarding Mayoral visits to individual Torres Strait Islands to promote the Masig Statement.

AGENDA ITEM 20: NEXT COUNCIL MEETING DATE – 22-23 MARCH 2023 – WARRABER

Council noted that its next meeting will be held at Warraber on 22-23 March 2023.

AGENDA ITEM 21: CLOSING REMARKS AND PRAYER

Mayor Mosby thanked Councillors for their attendance at this special meeting and invited the Deputy Mayor Councillor Lui (Division 9) to close the meeting with prayer.

Meeting closed at 4:00pm.

.....
Mr James William
Chief Executive Officer
Torres Strait Island Regional Council
Date:

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

DRAFT



SPECIAL ORDINARY MEETING

6 March 2023

DRAFT MINUTES

AGENDA ITEM 1: WELCOME AND OPENING REMARKS

Mayor Mosby opened the meeting at 9.20am and welcomed Councillors and TSIRC staff and invited Councillor Stephen (Division 13) to guide proceedings with an opening prayer.

A minute's silence was also observed by participants.

The following attendances were confirmed:

Torres Strait Island Regional Council

Mayor	Cr Phillemon Mosby
Division 5 – Badu	Cr Laurie Nona
Division 6 – Arkai	Cr Lama Trinkoon
Division 7 – Wug (St. Pauls), Mua Island	Cr John Levi
Division 10 – Warraber	Cr Kabai Tamu
Division 11 – Poruma	Cr Francis Pearson
Division 12 – Masig	Cr Hilda Mosby
Division 13 – Ugar	Cr Rocky Stephen
Division 15 – Mer	Cr Aven S. Noah

TSIRC OFFICERS

Chief Executive Officer	Mr James William
Executive Director Building Services	Mr Wayne Green
Executive Director Corporate Services	Ms Noeline Selke
Senior Executive Assistant to the CEO	Ms Julie Marino
TSIRC Secretariat	Mr Darryl Brooks

Mayor Mosby confirmed, therefore, that the required quorum of Councillors were present for the meeting to proceed.

Mayor Mosby gave an acknowledgement of the Torres Strait Islander traditional custodians and their connection to Country within the Council's footprint. Mayor Mosby also gave an acknowledgement of the Aboriginal traditional custodians across Australia and acknowledged their connection to these lands.

AGENDA ITEM 2: APOLOGIES

The following apologies were noted:

Torres Strait Island Regional Council

Division 9 – Iama
Division 14 – Erub

Cr Getano Lui Jnr (Deputy Mayor)
Cr Jimmy Gela (currently travelling)

The Mayor invited members to note that inclement weather effecting other areas of the Torres Strait Islands at the time of this special meeting had inadvertently prevented the following Councillors from being able to participate in this special meeting either via telephone or via other information technology services:

Torres Strait Island Regional Council

Division 1 – Boigu
Division 2 – Dauan
Division 4 – Mabuiag
Division 8 – Kirirri (Hammond)

Cr Dimas Toby
Cr Torenzo Elisala
Cr Keith Fell
Cr Seriako Dorante

Moved: Division 13 (Cr. Stephen)

Seconded: Division 7 (Cr. Levi)

Carried Unanimously

AGENDA ITEM 3: DECLARATION OF CONFLICT OF INTEREST (COI) (PRESCRIBED AND DECLARABLE)

Mayor Mosby requested that members make any relevant conflict of interest declarations and advise if any relevant legal proceedings were current pertaining to Council business to be considered at the meeting.

AGENDA ITEM 4: COUNCIL MOVE INTO CLOSED BUSINESS

At 9.30am Council resolved to go into CLOSED BUSINESS to discuss Agenda Item 5.

Moved: Division 11 (Cr. Pearson)

Seconded: Division 15 (Cr. Noah)

Carried Unanimously

AGENDA ITEM 5: CORPORATE – CB – CORRECTION OF OCTOBER 2022 ORDINARY

MEETING MINUTES

Recommendation:

That Council resolve to correct the minutes of the October 2022 Council Ordinary Meeting, Item 23, COMMUNITY SERVICES – AR – Special Holidays 2023 – Late” by deleting the words “Motion lost” in two places, and inserting in the first part of the resolution the words “with Attachment A to exclude the above region-wide and specific division holidays; and” And that, for the avoidance of doubt, Council confirm its decision at the October 2022 Council Ordinary Meeting to exclude the following from the 2023 list of special holidays:

- TSIRC Amalgamation Day (14 March)
- Community Services (Act) Day (31 May)
- Hammond – Patron St Joseph Day (2 May)
- Hammond – Church Opening day (15 September)
- Masig – Halfway Island Native Title Determination Day (19 June)
- Masig – Parish of Ioane – Independent Church of Torres Strait (24 June)
- Masig – Aureed Island Native Title Determination Day (7 December)
- Poruma and Warraber – Zaranguai Day (8 January)
- Poruma – Indigenous Protected Area Celebration (18 July)

Moved: Division 15 (Cr. Noah)

Seconded: Division 11 (Cr. Pearson)

Carried Unanimously

Follow-up Action	Responsibility	Status
Urgent notice be sent to all staff advising of the amended TSIRC Special Holidays for 2023.	Executive Director – Corporate Services	Completed. All staff notice (‘TSIRC Special Holidays 2023’) sent on 7 March 2023.

AGENDA ITEM 6: COUNCIL MOVE OUT OF CLOSED BUSINESS

At 9.40am Council resolved to move out of CLOSED BUSINESS.

Moved: Division 7 (Cr. Levi)

Seconded: Division 13 (Cr. Stephen)

Carried Unanimously

AGENDA ITEM 21: CLOSING REMARKS AND PRAYER

Mayor Mosby thanked Councillors for their attendance at this special meeting and invited Councillor Pearson (Division 11) to close the meeting with prayer.

Meeting closed at 9.45am.

.....
Mr James William
Chief Executive Officer

.....
Cr. Phillemon Mosby
Mayor

DRAFT



TORRES STRAIT ISLAND REGIONAL COUNCIL

COUNCIL REPORT

ORDINARY MEETING:	March 2023
DATE:	22-23 March 2023
ITEM:	Agenda Item for Noting by Council
SUBJECT:	Building Services Update (February 2023)
AUTHOR:	Wayne Green – Executive Director TSIRC BSU

Recommendation:

Council resolves to note the Building Services Report for February 2023.

Executive Summary:

This report outlines the current business activities of the Building Services Unit (BSU) for the reporting period of February 2023.

Upgrade & HO Program

BSU is continuing to focus on the delivery of the aged Upgrade and HO projects which is currently sitting at:

- 2019: 2 projects remaining
- 2020: 3 projects remaining
- 2021: 22 projects remaining

BSU has commenced tendering on 2022-2023 Upgrade Works and is meeting with funding partners weekly to discuss the high cost of delivery and excessive timeframes to deliver these works, which is currently due to existing workloads.

Strategies currently being implemented to forward plan for the part delivery of NAHA upgrade program. These strategies include, but are not limited to:

- o Reviewing contractors existing workloads
- o Prioritisation of deliverable works
- o Bulk tendering of all upgrades at each of the communities
- o Reviewing and adjusting contracts to reduce risk to TSIRC (material/freight/flights etc)
- o Contractor accountability

R&M Program

The restructure of the Tier 1 stream has improved service delivery to our customers and most importantly our communities.

- February: \$1.4m Billing
- March: \$460K (up until 10 March)

Current backlog of maintenance work as of 10 March 2023 is 1,587 which is approx \$2.1m that is above 30 days

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

Stage 1 funding was released 27 September 2022. BSU and Housing currently finalising proposed program.

Current review has found challenges with land availability, demolitions of existing buildings and limited funding.

TSIRC is looking to partner with QBuild by using a new Procurement procedure that is in development. This procedure has to date short listed 11 suppliers to deliver 1,2,3 and 4 bedroom dwellings across the state. QBuild have advised this should be fully implemented in July 2023 and will provide further updates (plans and costings) to Council.

Business Relationships

BSU has continued to focus on the rectification and close-out of defects in partnership with QBuild.

Meetings are still occurring on a weekly/fortnightly basis between BSU and key stakeholders.

Logistics

Currently the new Register Of Prequalified Suppliers (ROPS) has been called to close 14 March 2023.

Evaluation panel will review and evaluate tender submissions with finalisation mid May.

Considerations

Risk Management

- Continued review of tabled works for this financial year to clarify actual projects and financial impact.
- BSU ongoing review of structure, resourcing, and processes within the department to improve delivery of services at all levels.
- Monitoring of performance regularly being undertaken to manage revenue, expenses, service delivery and outcomes to community.

Consultation:

- Building Services Executive Director
- Building Services Management
- Business Services Accountant
- Building Services Construction Software
- Procure Published Industry statistical data.

Links to Strategic Plans

Corporate Plan 2020-2025

- Operational Plan 2022-2023
- Delivery of Capital Works program

Statutory Requirements:

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *National Construction Code Building Act 1975*
- *Building Regulation 2006*
- *Queensland Building and Construction Commission Act 1991*
- *Queensland Building and Construction Commission Regulation 2018*

Conclusion:

That Council notes the information contained in this report.



Recommended:

Wayne Green
Executive Director Building Services



Approved:

James William
Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

AGENDA REPORT

ORDINARY MEETING:	March 2023
DATE:	21-22 March 2023
ITEM:	Agenda Item for Resolution by Council
SUBJECT:	Community Grants Program Allocation – March 2023
AUTHOR:	Katherine Epsag, Customer Services Officer, Enterprise Development and Delivery Team

Recommendation:

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

- Vincent Mau for the requested amount of \$2,500.00 exclusive of GST.
- Erub Community for the requested amount of \$1,500.00 exclusive of GST.
- Goshen Ministry International Outreach for the requested amount of \$1,800.00 exclusive of GST.
- Gelam Youth Sports & Recreation for the supported amount of \$1,564.95 exclusive of GST, being approximately 40% of the grant funds requested.
- Church of the Living God (Mer Island) for the supported amount of \$1,564.95 exclusive of GST, being approximately 30% of the grant funds requested.
- St Mark's Cathedral for the supported amount of \$500.00 exclusive of GST, being 25% of the grant funds requested.
- Iama Junior Rugby League Team for the supported amount of \$3,500.00 exclusive of GST, being 50% of the grant funds requested.
- Mopwalle Mabo for the supported amount of \$2,500.00 exclusive of GST, being approximately 43% of the grant funds requested.

Council resolves to **decline** Community Grants Program funding to the following applicant in accordance with the Community Grants Policy:

- Tabipa Mau for the amount of \$2,500.00 as per recommendation by Cr Torenzo Elisala that the applicant is not a current resident of Dauan Island.
- Suzanne Anau for the amount of \$2,000.00 as per recommendation by Cr Dimas Toby that the Boigu Community has exhausted their funding for this financial year.
- Nelson Gibuma for the amount of \$2,500.00 as per recommendation by Cr Dimas Toby that the Boigu Community has exhausted their funding for this financial year.
- Gur Segur Club for the amount of \$1,700.00 as per recommendation by Cr Jimmy Gela.

Due to St Paul's fully exhausted community grant balance, Cr. Levi has indicated that he would like to seek support from other divisions towards the following application:

- Spirit of Promise Ministries for the requested amount of \$10,000.00 exclusive of GST.



TORRES STRAIT ISLAND REGIONAL COUNCIL

AGENDA REPORT

Executive Summary:

In accordance with Council's Community Grants Policy, two 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	Location
Tabipa Mau	\$2,500.00	Travel expenses to participate in the QPS Rugby League Carnival in Mt Isa, 17-21/04/2023.	<u>Not supported</u> by Cr Torengo Elisala as the applicant is not resident of Dauan Island.	Nil	Dauan
Vincent Mau	\$2,500.00	Travel expenses to participate in the QPS Rugby League Carnival in Mt Isa, 17-21/04/2023.	Supported by Cr Torengo Elisala for the requested amount of \$2,500.00	Nil	
Erub Community	\$1,500.00	Catering expenses host the Torres Strait Island Infantry Battalion 80 years Anniversary" & "ANZAC DAY, 25/04/2023.	Supported by Cr Jimmy Gela for \$1,500.00	1- Application supported for \$5,000.00 at the November 2021 OM for the Ugar Community Priest Ordination.	Erub
Goshen Ministry International Outreach	\$1,800.00	Catering expenses to host the 2023 Coming of the Light celebration on Erub Island, 01-03/07/2023.	Supported by Cr Jimmy Gela for \$1,800.00	Nil	

Gur Segur Club	\$1,700.00	Catering & Fuel expenses to participate in the Coming of the Light weekly cultural activities, 26-30/06/2023	<u>Not supported</u> by Cr Jimmy Gela	Nil	
Gelam Youth Sports & Recreation	\$4,000.00	Catering & Fuel expenses to host the ANZAC Day celebrations on Mer Island, 25/04/2023.	Supported by Cr Aven Noah for \$1,564.95	Nil	Mer
Church of the Living God (Mer Island)	\$5,000.00	Catering & Fuel expenses to host the Church of the Living God conference on Mer Island, 05-09/04/2023.	Supported by Cr Aven Noah for \$1,564.95	Nil	
St Marks Cathedral	\$2,000.00	Contribution towards costs associated with hosting the St Marks Church Day on Badu Island, 25/04/2023.	Supported by Cr Laurie Nona for \$500.00	Nil	Badu
Iama Junior Rugby League Team	\$7,000.00	Contribution towards costs associated with participating in the Rugby League Development Camp on Warraber Island, 04-06/04/2023	Supported by Cr Getano Lui for \$3,500.00	1- Application approved at the March 2022 OM for \$5,000.00 to host the Junior Rugby League Camp on Iama Island.	Iama
Spirit of Promise Ministries	\$10,000.00	Contribution towards costs associated with hosting the Coloured Sands Easter Conference on St Paul's, 05-10/04/2023	Due to St Paul's exhausted balance, Cr Levi will be requesting divisional contributions towards this application at the March Ordinary Council Meeting	Nil	St Paul's

Mopwalle Mabo	\$5,732.00	Contribution towards costs associated with participating in the Rugby League Development Camp on Warraber Island, 04-06/04/2023	Supported by Cr Hilda Mosby for \$2,500.00	Nil	Masig
Suzanne Anau	\$2,000.00	Contribution towards costs associated with celebrating 80 years of Light Infantry Battalion, 25/04/2023.	<u>Not supported</u> by Cr Dimas Toby	Nil	Boigu
Nelson Gibuma	\$2,500.00	Contribution towards costs associated with participating in the QPS Rugby League Carnival in Mt Isa, 17-21/04/2023.	<u>Not supported</u> by Cr Dimas Toby	Nil	

Other Applications Processed During the Reporting Period for Noting:

Application Type	Community Entity Applicants	Amount Requested	Project/Event	Amount Approved	Location
Out-of-Cycle	Polly Akiba (Saibai Mura Kosker Sorority)	\$1,000.00	Contribution towards costs associated with hosting the International Women's Day, 11/03/2023.	Application was <u>declined</u> as ineligible for Council's community grants assistance.	Saibai
	Helena David	\$\$2,500.00	Contribution towards travel expenses associated with her daughter, Roberta David's participation in the Peninsula Volleyball Trials in Brisbane, 18-22/04/2023.	\$2,500.00	Warraber
Funeral Donations	Josie Nawia	\$3,500.00	Contribution towards catering expenses associated with the funeral of the Late Mrs Alima Savage on Kubin Community, 03/03/2023.	\$3,500.00	Kubin
	Andrew Kaigey	\$3,229.00	Contribution towards repatriation expense associated with the funeral of the Late Mr Kevin Ghee on Mer Island, 10/03/2023.	\$3,229.00	Mer
	Matilda Baudu	\$5,000.00	Contribution towards travel expenses associated with the funeral of the Late Mrs Bokari Badu on Iama Island, 09/03/2023.	\$2,500.00	Iama
	Matilda Baudu	\$5,000.00	Contribution towards catering expenses associated with the funeral of the Late Mrs Bokari Baudu on Iama Island, 09/03/2023.	\$2,500.00	Iama

	Edith Cowley	\$2,821.00	Contribution towards travel expenses associated with the funeral of the Late Mr Kevin Ghee on Mer Island, 10/03/2023.	\$2,821.00	Mer
	Maudesta Tom	\$5,000.00	Contribution towards funeral director expenses associated with the Estate of the Late Mr Eric Peter on Boigu Island, 17/03/2023.	Boigu's remaining balance of \$780.00	Boigu
		\$1,000.00	Iama's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$1,000.00	Iama
		\$1,000.00	Poruma's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$1,000.00	Poruma
		\$1,000.00	Saibai's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$1,000.00	Saibai
		\$1,000.00	Warraber's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$1,000.00	Warraber
		\$1,000.00	Erub's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$1,000.00	Erub
		\$500.00	Mabuiag's contribution towards the funeral expenses of the Late Mr Eric Peter of Boigu Island.	\$500.00	Mabuiag
	Flora Mosby	\$2,811.00	Contribution towards catering and funeral director expenses associated with the funeral of the Late Mrs Sepoima Warri on Masig Island, 17/03/2023	\$2,811.00	Masig
	Roseline Day	\$1,771.00	Contribution towards catering expenses associated with the funeral of the Late Mr Kevin Ghee on Mer Island, 10/03/2023.	\$1,771.00	Mer

	Jacob Akiba	\$740.00	Contribution towards fuel expenses associated with travelling to the funeral of the Late Mrs Bokari Baudu on lama Island, 09/03/2023.	\$740.00	Saibai
	Sam Pau	\$3,254.00	Contribution towards travel expenses associated with visiting a terminal immediate family member in Cairns.	\$3,254.00	Erub
	Flora Warria	\$3,065.00	Contribution towards travel expenses associated with the funeral of the Late Mrs Sepoima Warria on Masig Island, 17/03/2023.	\$3,065.00	Kubin
	Tina Mari	\$5,642.00	Contribution towards travel expenses associated with the funeral of the Late Mrs Sepoima Warria on Masig Island, 17/03/2023.	\$5,642.00	Poruma
In-Kind Assistance	Teleai Ahmat	\$1,086.00	Hire of Badu Community Hall to host the Badu International Women's Day, 06-08/03/2023.	\$1,086.00 (Waiver of Fees Value)	Badu
	Warraber P&C Association (Elizabeth Mari)	\$156.00	Hire of the Warraber Community Hall to host the P&C Annual General meeting, 15/02/2023.	\$156.00 (Waiver of Fees Value)	Warraber
	William Mosby	\$156.00	Hire of the Masig Community Hall to host the Community Justice meeting, 03/02/2023.	\$156.00 (Waiver of Fees Value)	Masig
	Saibai Community Youth Group	\$624.00	Hire of Saibai Community Hall to host the traditional island dancing practice in relation to the Native Title Determination Day, 09-12/02/2023.	\$624.00 (Waiver of Fees Value)	Saibai

	Collin Messa	\$78.00	Hire of Masig Community Hall to host a community funeral meeting, 10/02/2023.	\$78.00 (Waiver of Fees Value)	Masig
	Polly Akiba	\$234.00	Hire of Saibai Community Hall to host Saibai's International Women's Day, 11/03/2023.	\$234.00 (Waiver of Fees Value)	Saibai
	Gladys Nawia	\$291.50	Hire of Kubin Community Hall and Pool Vehicle to assist with the funeral of the Late Mrs Alima Savage, 03/03/2023.	\$291.50 (Waiver of Fees Value)	Kubin
	Wug Darts (Monwell Levi)	\$1,404.00	Hire of St Pauls Community Hall to host the Summer & Winter Darts activity, 27/02/2023 – 26/04/2023.	\$1,404.00 (Waiver of Fees Value)	St Pauls
	Mopwalle Mabo	\$78.00	Hire of Masig Community Hall to host a Darts Committee meeting, 25/02/2023.	\$78.00 (Waiver of Fees Value)	Masig
	Gladys Nawia	\$2,851.00	Hire of Kubin Pool Vehicle (974TVC) & Backhoe to assist with the burial of the Late Mrs Alima Savage on Kubin Community, 03/03/2023.	\$2,851.00 (Waiver of Fees Value)	Kubin
	Roseline Day	Nil fees	Hire of Mer Council's chair & tables to assist with the funeral feast of the Late Mr Kevin Ghee on Mer Island, 10/03/2023.	Nil fees	Mer
	Surumau Gladiators	\$468.00	Hire of Warraber Community Hall to host the Men's Group community gathering, (Tuesday) 07,14,28/03/2023.	\$468.00 (Waiver of Fees)	Warraber

Links to Strategic Plans:

These projects strategically align to specific delivery objectives under the People and Prosperity pillar of Council’s Corporate Plan.

Finance & Risk:

No financial risk identified as the allocation is within existing Community Grants budget.

Sustainability:

N/A

Statutory Requirements:

Local Government Act 2009

Conclusion:

That Council resolves to provide Community Grant support to the eligible applicants in accordance with the Community Grants policy.



Endorsed:
Melissa Wright
Acting Manager Enterprise Development & Delivery



Recommended:
Noeleen Selke
Executive Director,
Corporate Services



Approved:
James William
Chief Executive Officer

Attachment: *Fund Balances*

Attachment: Fund Balances

(Balance after payment of applications are endorsed at the February 2023 OM)

Please note that Divisional Closing Balances may vary between reporting periods due to variances between committed and actual expenditure, as well as applications that have been cancelled or withdrawn.

Division	Councillor	Budget	Less Approved Funding	Closing Balance
Boigu	Cr. Toby	\$25,000.00	\$24,997.12	\$2.88
Hammond	Cr. Dorante	\$25,000.00	\$2,200.00	\$22,800.00
St Pauls	Cr. Levi	\$25,000.00	\$25,000.00	\$0.00
Ugar	Cr. Stephen	\$25,000.00	\$14,950.59	\$10,049.41
Badu	Cr. Nona	\$25,000.00	\$24,500.00	\$500.00
Dauan	Cr. Elisala	\$25,000.00	\$13,615.00	\$11,385.00
Erub	Cr. Gela	\$25,000.00	\$14,194.80	\$10,805.20
Iama	Cr. Lui	\$25,000.00	\$11,873.45	\$13,126.55
Kubin	Cr. Trinkoon	\$25,000.00	\$23,013.40	\$1,986.60
Mabuiag	Cr. Fell	\$25,000.00	\$17,644.36	\$7,355.64
Mer	Cr. Noah	\$25,000.00	\$21,870.10	\$3,129.90
Poruma	Cr. Pearson	\$25,000.00	\$24,328.87	\$671.13
Saibai	Cr. Tabuai	\$25,000.00	\$20,751.06	\$4,248.94
Warraber	Cr. Tamu	\$25,000.00	\$14,400.00	\$10,600.00
Yorke	Cr. Mosby	\$25,000.00	\$16,138.56	\$8,861.44
Mayor	Cr. Mosby	\$30,000.00	\$20,000.00	\$10,000.00
Regional Grant		\$50,000.00	\$2,500.00	\$47,500.00
		\$455,000.00	\$291,977.31	\$163,022.69

TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING

DATE: March 2023

ITEM SUBJECT: Information Report – People and Wellbeing

AUTHOR: Sharon Donald – Interim Manager People and Wellbeing

RECOMMENDATION

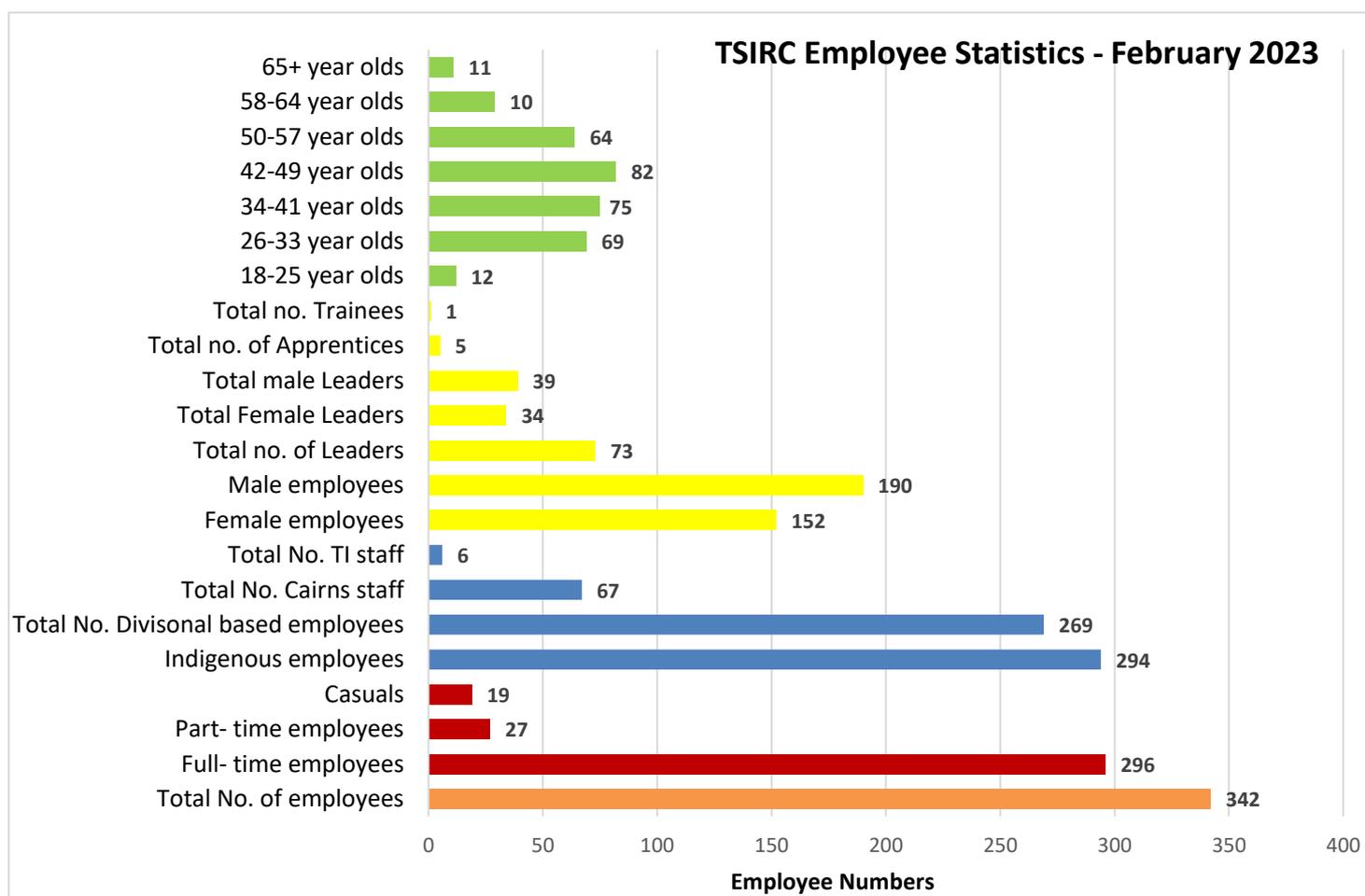
That Council note the contents of this report.

PURPOSE

The purpose of this report is to provide an update to Council on the current workforce statistics and progress of activities and projects undertaken by People and Wellbeing (P&W) including Recruitment, Training and Development and Safety and Wellbeing for the period of 1st February 2023 to 28th February 2023.

TSIRC EMPLOYEE STATISTICS

As of 28th February 2023, Council has 342 employees, 294 are Indigenous employees accounting for 85% of the workforce. The below graph gives a further overview of key Employee Statistics within Council.



Recruitment – Period 1st February 2023 to 28th February 2023

Transition Readiness Rating (TRR) Key:

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

Successful Appointments in February 2023: Total [10]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1	Multi Skilled Admin Officer (x2)	Masig	Successful appointment –: 27/02/2023	External
1	Multi Skilled Admin Officer	Warraber	Successful appointment – 27/02/2023	External
1	Community Grants Officer	Cairns	Successful appointment – 27/02/2023	Internal
1	Assistant Children services worker	Badu	Successful appointment – 27/02/2023	External
1-2	Secretariat Officer	Cairns	Successful appointment – 20/02/2023	External
1	Engineering Officer (x2)	Saibai	Successful appointment – 20/02/2023	External
1-2	Finance Officer	Poruma	Successful appointment – 20/02/2023	Internal
1	Engineering Officer	Kubin	Successful appointment – 06/02/2023	External

Advertised Positions in February 2023: Total [13]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1	Engineering Officer	Iama	Ad posted 10/02/2023	Internal/External
1	Engineering Officer	Hammond	Ad posted 13/02/2023	Internal/External
1	Engineering Officer	Mabuiag	Ad posted 13/02/2023	Internal/External
1-2	Learning & Development Officer	Any TSIRC Division or Cairns Office	Ad posted 13/02/2023	Internal/External
1-2-	People & Wellbeing Officer	Any TSIRC Division or Cairns Office	Ad posted 13/02/2023	Internal/External
2-3	Manager of Enterprise Development & Delivery	Any TSIRC Division or Cairns Office	Ad posted 13/02/2023	Internal/External
1	Engineering Officer – Civil	Any TSIRC Division	Ad posted 24/02/2023	Internal/External
1	Health & Wellbeing Program Coordinator	Any TSIRC Division	Ad posted 24/02/2023	Internal/External
1	Engineering Officer	St Pauls	Ad posted 24/02/2023	Internal/External
1	Engineering Officer	Mer	Ad posted 24/02/2023	Internal/External
1	Cleaner	Mabuiag	Ad posted 24/02/2023	Internal/External
1-2	Divisional Manager	Poruma	Ad posted 24/02/2023	Internal/External
2-3	Head of Building Services	Any TSIRC Division or Cairns Office	Ad posted 24/02/2023	Internal/External

Recruitment Agency Temp in February 2023: Total [6]		
POSITION TITLE	LOCATION	END OF CONTRACT
Temp – Customer Service Officer	Cairns	3 months
Temp – Grants Officer	Cairns	3 months
Temp – Creditor/Debtors Officer	Cairns	3 months
Temp – Finance Officer	Cairns	3 months
Temp – R&M Admin Officer, BSU (x2)	Cairns	3 months

Cessation Of Employment in February 2023 TOTAL: [13] Resignations [11] End of Contract [0] Termination [2]		
POSITION TITLE	LOCATION	LAST DAY OF EMPLOYMENT
Engineering Officer	Masig	24/02/2023
Creditors Officer	St Pauls	24/02/2023
Manager Financial Accounting & Assets	Cairns	24/02/2023
Indigenous Knowledge Centre Coordinator	Kubin	13/02/2023
Assistant Childcare Worker	Badu	13/02/2023
Multi Skilled Admin Officer	Poruma	13/02/2023
Coordinator Environmental Health Worker	Iama	13/02/2023
Trade Assistant	Warraber	10/02/2023
Engineering Officer – Civil	Mer	10/02/2023
Engineering Officer	Badu	10/02/2023
Learning & Development Officer	Cairns	03/02/2023
Content Officer	Cairns	03/02/2023
Multi Skilled Admin Officer	Mabuiag	03/02/2023

Where are the applicants are coming from in Talent Propeller for the month of February:

Media Name	# Candidates
<u>Council Direct</u>	<u>3</u>
<u>Council Jobs</u>	<u>12</u>
<u>Facebook</u>	<u>16</u>
<u>Google</u>	<u>3</u>
<u>Govjobs</u>	<u>1</u>
<u>Indeed</u>	<u>9</u>
<u>Linked In</u>	<u>8</u>
<u>Other</u>	<u>3</u>
<u>Seek</u>	<u>13</u>
<u>TSIRC Career Site</u>	<u>18</u>
<u>TSIRC Noticeboard</u>	<u>33</u>
<u>Word of mouth/referral</u>	<u>15</u>

SAFETY AND WELLBEING – Period 1st February 2023 to 28th February 2023

The purpose of this report is to provide an update to Council on the current workforce statistics and progress of activities and projects undertaken by the Safety & Wellbeing team during the Month of February 2023.

Safety Team Meetings:

Health & Safety Representatives (HSR) Meetings - x4 required for HSR on the following divisions. New Nominations to be prefilled by April.

- Mer
- St Pauls
- Kubin
- Boigu

External Audit by Mindful Risk – (16 February 2023)

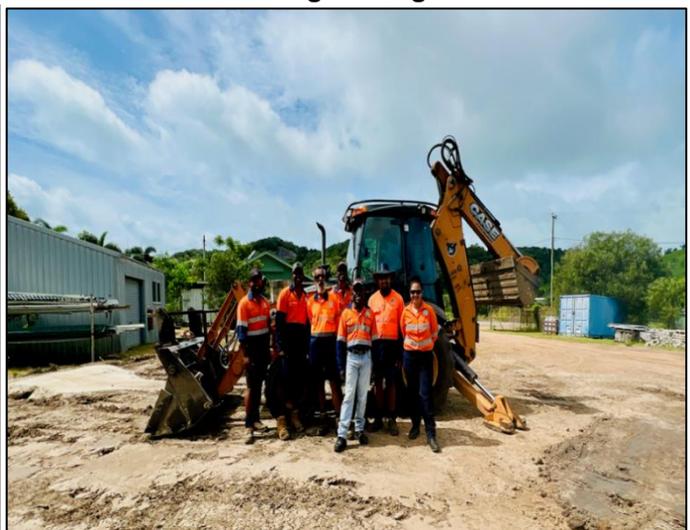
Mindful Risk visited Torres Straits, conducting audits on x4 islands. This included site visits and interviewing staff. Mindful Risk audit results will identify the gaps in safety and benefit the council in seeking more funding, training, and overall awareness towards building a stronger work health safety culture for TSIRC.

- Erub
- Masig
- Hammond
- Saibai

Masig – Engineering Crew



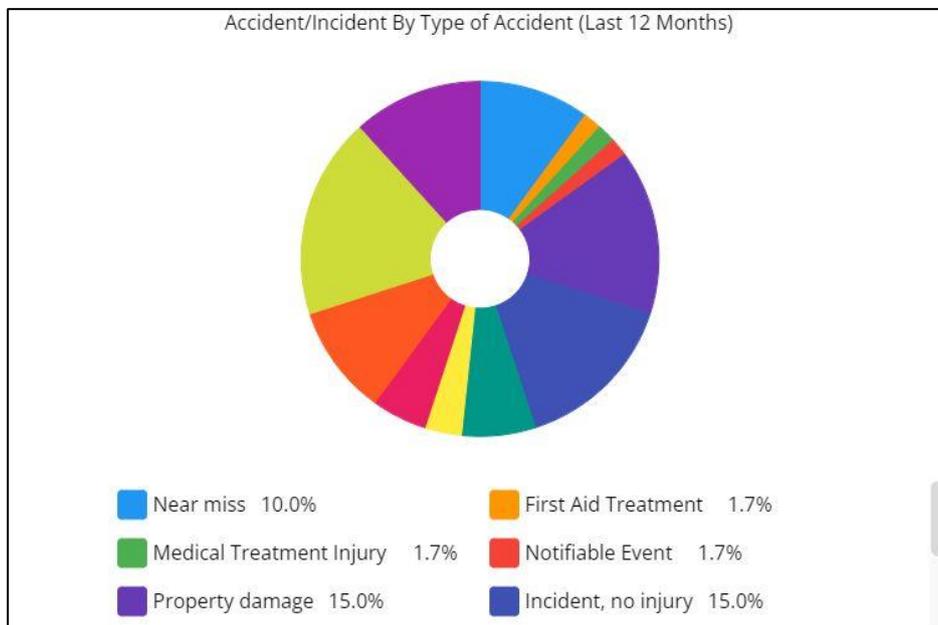
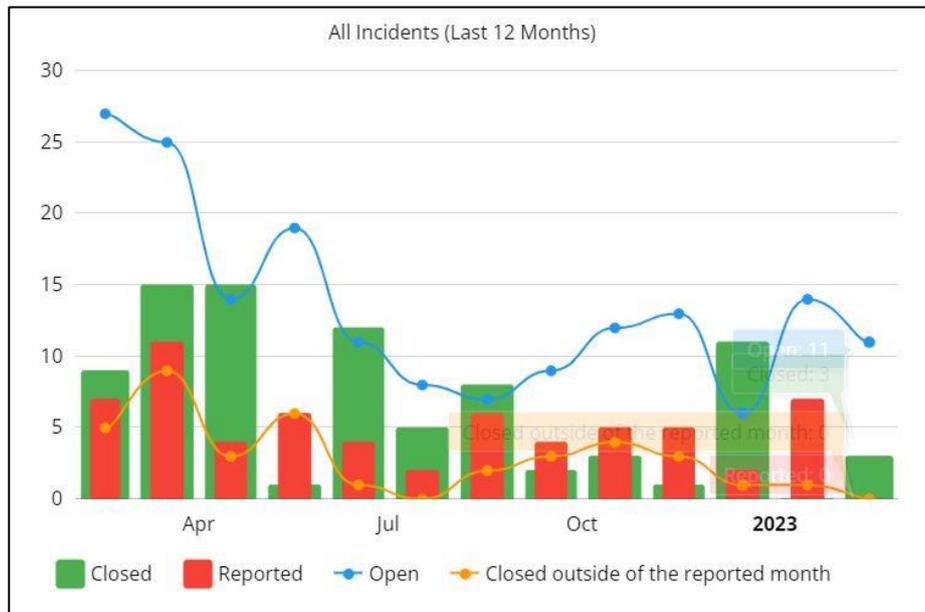
Hammond Island – Engineering crew



Incident Management:

Total of 8 incidents that was reported for the period. The reported incidents related to:

- **1 x Plant & Equipment Damage**
Notifiable Incident – Lodged with worksafe Qld. TSIRC has been issued with an improvement notice under reg 204 WHS regulations. '11 for overturning of heavy machinery.
Location: Mabuia Island
- **1 x Repairs & Maintenance**
Location: Erub – Council infrastructure
- **0x Medical Treatment Injury**
Location: Nil
- **0x Emergency response**
Location: Nil



Site Visits

Erub – (Audits were conducted by Mindful risk group & accompanied by the Safety team (14th February 2023)

- Fuel sites
- Workshops (Water & Waste admin areas)
- Staff interview – around work area

Masig – (Audits were conducted by Mindful risk group & accompanied by the Safety team (15th February 2023)

- Fuel Sites
- Workshops (Water & Waste and Engineering Sheds)
- Carpenters Shed
- Admin areas
- Staff interview – Around work area

Hammond – (Audits were conducted by Mindful risk group & accompanied by the Safety team (16th February 2023)

- Fuel Sites
- Workshops (Water & Waste and Engineering Sheds)
- Carpenters Shed
- Admin areas & Staff interview

Saibai – (Audits were conducted by Mindful risk group & accompanied by Safety team (17th February 2023)

- Fuel Sites
- Workshops (Water & Waste and Engineering Sheds)
- Carpenters Shed
- Admin areas & Staff interview

Upcoming Visits:

Mer, lama, Badu & Dauan – April 10th – April 2023 (Training on Mango, Chem watch, Fire Drills & P2 Fit testing)

Fire Drills (Cairns)

Fire wardens next meeting to perform drills – Friday 17th February 2023

Safety & Wellbeing current action items:

Ongoing Items:

- Safety Management System – Roll out phase, Executive training & Staff training
- Divisional site visits (Audits, Inspections, Site Observations)
- Monitoring of Mango's Incidents / Accidents, Improvements - Ongoing
- Audit component development in Mango (Online Incident Reporting System) – Update all components to meet legislative requirements.
- Uploading all relevant employee information (details, competency's) within Mango – Ongoing
- Update of Fire Plans – Divisional office (Joint effort between Safety & Assets) Ongoing
- First Aid kit Audits & Refills 3months – Ongoing

Monthly:

- Monthly Take 5's development and delivery- Learning & Development Officer
- Morning Tea Celebration (All Divisions) – International Women's Day 8th March 2023
- Fuel, Oi spill and Gas leak emergency response Take 5 – update and review with Engineering staff and roll out refresher training – Ongoing.

Annual:

- P2 Mask Fit Testing
- Mango – Refresher training
- Chem watch – Refresher training
- Fire Warden & Fire Equipment Training (Drills)

As required:

- Planning to adjust the Safety induction to meet cultural awareness.
- Discuss with L& D regards to refresher training on Fuel & Gas Emergency Procedure
- Follow up on Mangers to ensure staff immunisation is up to date (Water & waste, Engineering and EHW)

Workers compensation \ Rehabilitation and return to work

- No current workers compensation or Return work

APPRENTICE & TRAINEES - Period 1st February 2023 to 28th February 2023

The purpose of this report is to provide an update to Council on the current workforce statistics and progress of activities and projects undertaken by the Apprentices & Trainees during the Month of February 2023.

TRAINEES

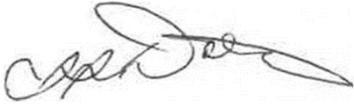
Melora Mene is halfway through her Traineeship and continues to receive positive feedback from TAFE. Melora will attend Block 4 on TI in March 2023.

APPRENTICES

Theo Mosby Apprentice Air Conditioning & Refrigeration Mechanic	TSIRC received advice that Theo's trade supervisor has resigned from iSource Logistics. As there is no suitable replacement trade supervisor, Theo's apprenticeship has been suspended in the interim.
Mark Akiba Apprentice Carpenter	Feedback from TAFE is Mark needs to concentrate more and his punctuality at TAFE is of concern.
Dennis Messa Apprentice Electrician	Feedback from TAFE for Block 5 training is good – Dennis is a quiet and dedicated learner who works consistently and is focused on obtaining a thorough understanding of the content. He needs a little more time and practice to master the details of this unit. Keep up the good work
Joseph Kris Apprentice Plumber	Feedback from TAFE for Block 6 training is positive - good understanding of gas installation and gas compliance.
Taukie Passi Apprentice Plumber	Next TAFE block if scheduled for March 2023.

Acknowledgment:

Action Officer:

A handwritten signature in black ink, appearing to read 'Sharon Donald', written in a cursive style.

Sharon Donald
Interim Manager People & Wellbeing

A handwritten signature in black ink, appearing to read 'Noeleen Selke', written in a cursive style.

Noeleen Selke
Executive Director Corporate Services



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING:	March 2023
DATE:	22 & 23 March 2023
ITEM:	Information Report for <u>Noting</u> by Council
SUBJECT:	Capital Works Projects Update
AUTHOR:	Adeah Kabai - Manager, Capital Works

Recommendation

That Council notes this report.

Background

The Engineering Department's Capital Works team is managing the delivery of the attached summary table of capital works projects.

Note: other capital works are being undertaken by the Water and Wastewater section and are listed in their Information Report.

The projects are funded by a combination of the following Government agencies:

- Australian Government:
 - o National Indigenous Australians Agency (NIAA)
- Queensland Government:
 - o now Department of State Development, Infrastructure, Local Government and Planning (previously Department of Local Government, Racing and Multicultural Affairs (DLGRMA))
 - o Department of Transport and Main Roads (TMR)
 - o Queensland Reconstruction Authority (QRA)
- Local Government Association of Queensland (LGAQ)
- Torres Strait Regional Authority (TSRA)

Monthly Highlights

- Council's Civil Crew have completed the construction of the Poruma Geobag seawalls. Site tidy up and rectification of damaged/dislodged geobags has been completed with demobilisation in progress.
- Iama & Warraber Seawalls Tender has closed with assessment in progress.
- Metal Waste Legacy Stockpile Cleanup Project has been progressing relatively well.
 - Hammond, Kubin, St Pauls, Dauan, Badu, Poruma, Iama, Dauan & Masig have been completed.
 - Contractor is scheduled to return to Masig and Warraber.
 - Contractor have proposed a methodology for Council consideration for the additional funding received to target the remaining 6 communities currently not in scope.
 - Currently, McMahons are on stand down of works until near the end of wet season and plant maintenance has been completed.
- Masig Seawalls Community Consultation was very well received after a walk-through with key stakeholders and design consultant.

Items to Monitor

- Damage to Poruma Seawalls at Stage 4 has been identified. Councillor informed and planning for remedial works is underway. Divisional Engineering staff to monitor wall during for any defects that can be fixed.
- ATSI TIDS Nominations for 2023/24 Financial Year have closed on the 15th February 2023. Four eligible projects have been nominated. Successful nominations will be announced in May 2023.
- Metal Waste Project delivery and consultation with communities prior to mobilisation of the contractor to site. Logistical issues are being managed to minimise delays.
- QRA DRFA funding applications for REPA roll over works which include additional works have been submitted to QRA.
- Environmental & Development Approvals for Masig, Warraber and lama Seawalls projects. Extension of Time has been approved until March 2023.

Funding

Table below outlines funding opportunities that are currently available to Council, status of funding applications and submissions.

Funding	Closing-Date	Projects Nominated	Status
2023/24 ATSI TIDS	February 2023	1. Masig Aerodrome Safety Improvements 2. Mabuiag jetty feasibility study 3. Masig Aerodrome Helipad Upgrade 4. Mer Island Jetty desktop feasibility study	Pending

Process and Improvement

- Project Register
 - Smartsheet will be utilised to track and monitor capital portfolio of projects (current and upcoming projects). This will provide increased transparency over the projects which the team are working on.
- Project Finances
 - Cashflow Spreadsheet developed to capture expected 2022/2023 Financial Year spend
 - EOFY Purchase Order review progressed well with minimal delays.

Resources

- Resource planning for 2023/24 projects to be evaluated in conjunction with the approval of funding for new approved projects.
- Engineering Capital Works currently going through recruitment process for the two vacancies:
 - Project Engineer – Capital Works
 - Senior Project Engineer – Capital Works

Risks/Opportunities

- Individual project risks assessments have been completed for each project. Key risks have been mentioned within the attached project summary table.
- Opportunities currently being evaluated to have key contractors complete some smaller packages or works whilst mobilised to varying Sites.

Considerations

Corporate and Operational Plans

Corporate Plan: Sustainability - Outcome 5: We plan effectively for the future of our individual communities

Operational Plan: N/A

Statutory Requirements

Nil

Consultation

- TSIRC Engineering Staff
- Councillors as appropriate
- Relevant Funders

Conclusion

It is recommended that Council notes the information in this report.

Attachment

1. Nil

Recommended:



Adeah Kabai
Manager, Capital Works

Approved:



David Baldwin
Executive Director Engineering Services



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING: March 2023

DATE: 21st – 22nd March 2023

ITEM: Information Report for Noting

SUBJECT: Engineering Services – Monthly Water and Wastewater Report

AUTHOR(S): Mark David –Acting Manager - Water & Wastewater

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.

Comment

Please refer to the Monthly Water and Wastewater Report attached for January 2023.

Options

N/A

Considerations

Risk Management

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.

Council Finance For capital costs –

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.

Corporate and Operational Plans

Corporate Plan: People – Outcome 2: Our communities are safe, healthy, and active.

Operational Plan: Objective No. 47 Sustainable Water and Wastewater Management Project.

Statutory Requirements

- Water Supply (Safety and Reliability) Act 2008
- Public Health Act 2005
- Environmental Protection Act 1994

Consultation

- Engineering Staff
- Councillors as appropriate
- Regulators
- Funders

Attachments

1. Monthly Water & Wastewater Report.



Endorsed:

Mark David

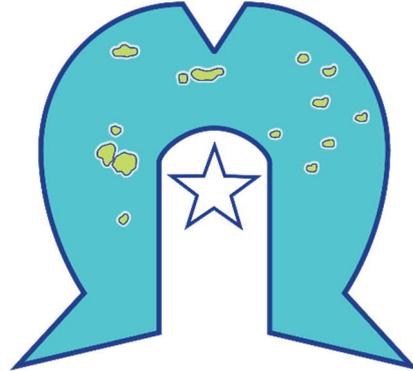
Acting Manager Water and Wastewater



Approved:

David Baldwin

Executive Director Engineering Services



Torres Strait Island
REGIONAL COUNCIL

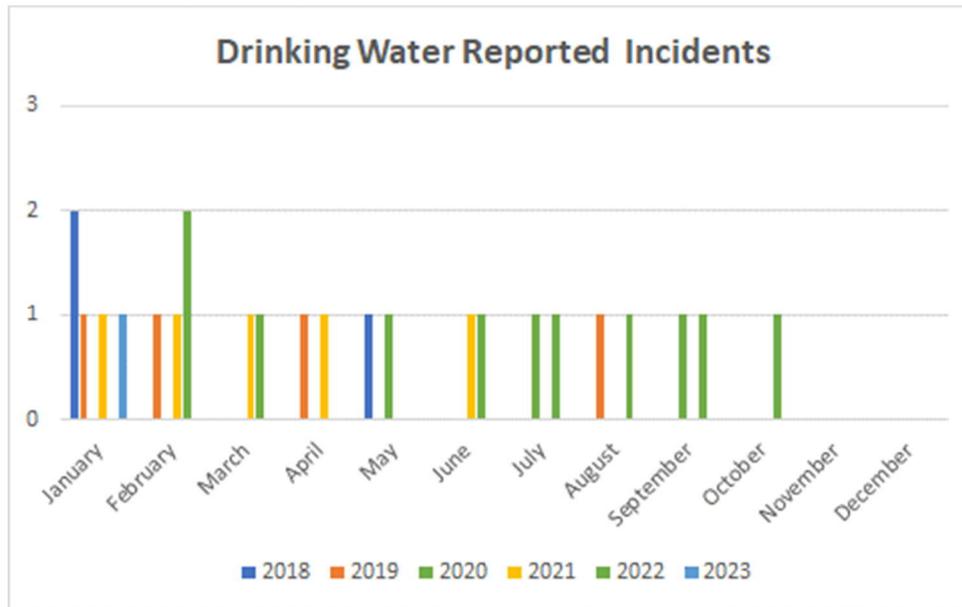
Engineering Services

MONTHLY WATER & WASTEWATER REPORT

March 2023

Author	Reviewer	Revision	Date
M. David	D. Baldwin	1	10/03/2023

REPORTED WATER INCIDENTS



BOILED WATER UPDATE

Badu

This will be an ongoing issue until a dedicated reservoir outlet main can be installed, it is envisaged that this will be with the next four months, funding has been sourced and preliminary planning has commenced.

Kubin

Boiled water notice raised due to a failure of the chlorine dosing system. Closeout documentation sent to co-regulators Thursday 14 December 2022. Evidence is still being collected on chlorination and turbidity levels to satisfy the co-regulator after recent upgrades to the water treatment plant. Inhouse E. coli testing to be carried out to satisfy co-regulator. TPHS is on ground 27th March 2022 and will assist with collecting two E. Coli samples that will be tested inhouse and by Cairns NATA Laboratory.

Mabuiag

Boiled water notice raised due to a failure of the chlorine dosing system. Ongoing work with Tropical Public Health (TPHS) and Department of Regional Development, Manufacturing & Water (DRDMW) to rectify issue. More information to be collated, and inhouse & Cairns NATA Laboratory E. coli testing to be completed.

Ugar

Boiled water notice raised due to a failure of an in-house E. Coli test. Recent test submitted to Cairns NATA Laboratory failed at one point, it has since come to light that the testing point is unchlorinated water and discussions with THPS have been conducted to have this testing point removed from the testing regime. This is a lengthy process that involves the Drinking Water Management Plan being altered.

WASTEWATER STATUS

#	Island	Comments
1	Boigu Island	<ul style="list-style-type: none"> Normal operation.
2	Dauan Island	<ul style="list-style-type: none"> No Sewage Treatment Plant
3	Saibai Island	<ul style="list-style-type: none"> RBC failed, one RBC still in operation, repair works being investigated.
4	Mabuiag Island	<ul style="list-style-type: none"> Temporary repairs complete. RBC process replaced with additional aeration treatment. Repairs/full upgrade required.
5	Badu Island	<ul style="list-style-type: none"> Normal operation.
6	Kubin Community	<ul style="list-style-type: none"> Normal operation.
7	St Pauls Community	<ul style="list-style-type: none"> Normal operation.
8	Hammond Island	<ul style="list-style-type: none"> No Sewage Treatment Plant
9	Iama Island	<ul style="list-style-type: none"> Normal operation. Repairs/full upgrade required.
10	Warraber Island	<ul style="list-style-type: none"> Normal operation. Repairs required.
11	Poruma Island	<ul style="list-style-type: none"> Not operational. Repairs/full upgrade required.
12	Masig Island	<ul style="list-style-type: none"> Normal operation. Repairs required.
13	Ugar Island	<ul style="list-style-type: none"> No Sewage Treatment Plant
14	Erub Island	<ul style="list-style-type: none"> Normal operation. STP upgrade completed.
15	Mer Island	<ul style="list-style-type: none"> Normal operation. STP upgrade completed.

TABLE 2: WASTEWATER STATUS



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING:	March 2023
DATE:	22-23 March 2023
ITEM:	Information Report for Noting by Council
SUBJECT:	February 2023 Information Report – Community Services
AUTHOR:	Dawson Sailor, Head of Community Services

Recommendation:

- That Council notes this report.

Executive Summary:

The paper provides Council with updates on the functional areas within the Community Services department for activities undertaken in the month of February 2023.

Background:

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

- Community Care (child, aged and disability)
- Environmental Health
- Health and Wellbeing (Healthy Island Communities and Indigenous Knowledge Centres),
- Housing Tenancy Services
- Operation of Divisional Offices
- Events coordination and Visitor Management

Overview of Head of Department:

Community Services continues to deliver essential programs and services through ongoing partnership internally also externally with various government agencies and local / community organisations.

In the reporting period, Community Services progressed various essential planning meets; regional events; progressing few projects in addition to business as usual, the following is a snapshot of key and significant activities for Community Services by Head of Community Services Department.

Staffing

Within the reporting period, in accordance with procedures and policy, management supported advertised numerous grant funded positions in the Health & Wellbeing Program; Environment and Health also Divisional Administration. Also recruited to the Manager Housing position, the successful candidate commences in March. These vacancies were advertised or internal EOIs arranged. Community Services.

Community Services accepted resignation for retirement from one of our longest serving staff Ms Philomena David. She served as Environment and Health Coordinator for 25 years and was a strong advocate of environment and health across the region. Ms David was presented with an appreciation certificate.

We also supported transition for a Divisional Manager to a Finance related role. This particular staff undertook training through TAFE supported by Council and a succession planning as MSAO to the Divisional Manager role.

Childcare Services

Head of Department met with Goodstart Early Learning to discuss their presence now in the region, Horn Island, to look at opportunities and partnerships that TSIRC could benefit or partner with. Further discussions is to be had, a visit to our childcare centre on Badu is being planned with the Manager and Goodstart Early Learning staff.

Healthy Housing Program

Inspections are underway for 50 properties on Badu Division by Dept of Housing; TSIRC Housing and Environment and Health teams and other partners such as Qld Health. These inspections are in-dept to ascertain state of property and health of occupants. Together with BSU, Community Services are monitoring the progress closely and addressing issues raised by teams and tenants.

Considerations

Risk Management

Day to day risk is considered low however closely monitored and mitigated by application of adherence to policy and procedures

Council Finance

Improved financial governance, including austerity measures are being implemented to strengthen budget management within each functional areas of Community Services. The department continues to consider opportunities to increase revenue through supply of services and submission for external-source funds.

Consultation:

- Community Services Managers

Links to Strategic Plans:

Operational Plan 2022/2023

- Increase rental collection rates
- Review and streamline referral process for respite care in partnership with Qld Health and regional residential care providers
- Delivery of Environmental Health and Animal Management Program
- Develop and implement annual events planner to increase engagement and visibility of Council at divisional level through partnering with stakeholders
- Implement standard admin processes including guides and templates across 15 Divisions in line with audit requirement

Corporate Plan 2020 – 2025

- Outcome 1: We preserve cultural heritage, history and place:
 - Capturing of information from Elders – Language, Song & Dance
- Outcome 2: Our communities are safe, healthy and active
 - 2.4 Lead a strategic, approach to healthy and active lifestyles
 - 2.5 Evolve and grow the Indigenous Knowledge Centres (IKCs)
 - 2.6 Enable a positive nutritional culture and sustainable food sourcing
- Outcome 7: Our communities are consulted around liveable places, aligned to lifestyle and environmental suitability
 - 7.3 Advocate for the increase to available options to overcome housing shortages and overcrowding

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

In addition, Community Services functional areas are subjected to a range of Local, State and Commonwealth legislation relevant to roles and teams

Conclusion:

That Council resolves to note the Community Services Information Report.



Endorsed:

Dawson Sailor

Head of Community Services



Approved:

James William

Chief Executive Officer

TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING MARCH 2023

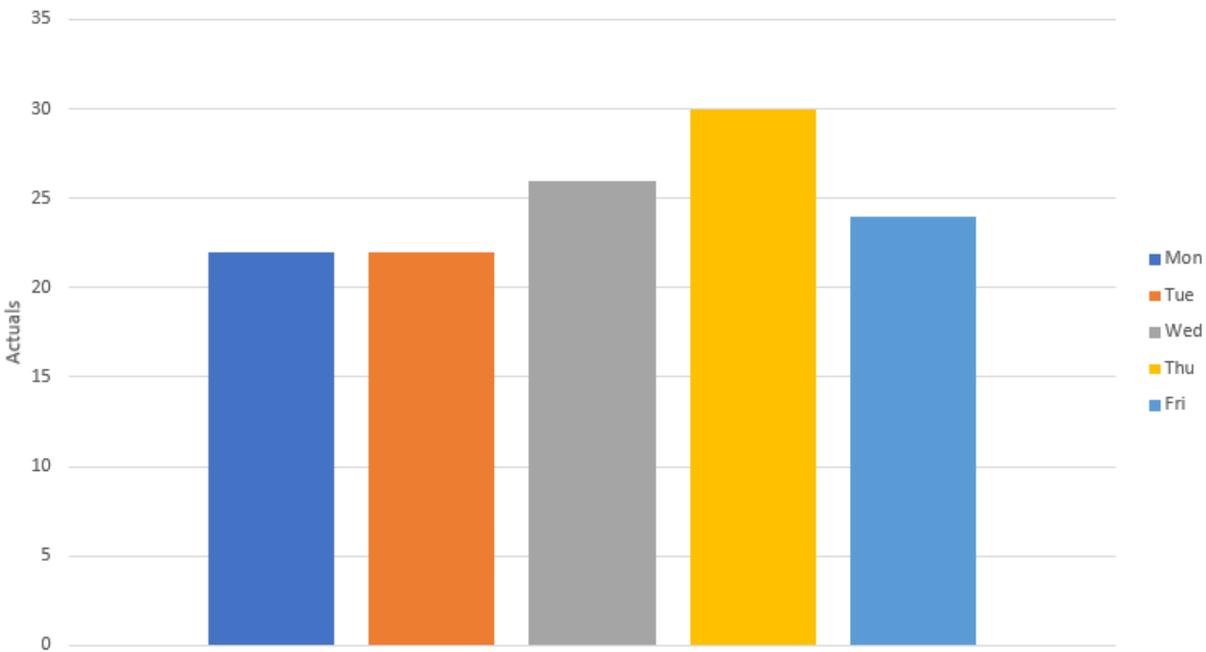
ITEM: INFORMATION REPORT
SUBJECT: COMMUNITY SERVICES
AUTHOR: Mary Gela, Manager Community Services

Hammond Outside School Hours Care

Monthly Utilisation

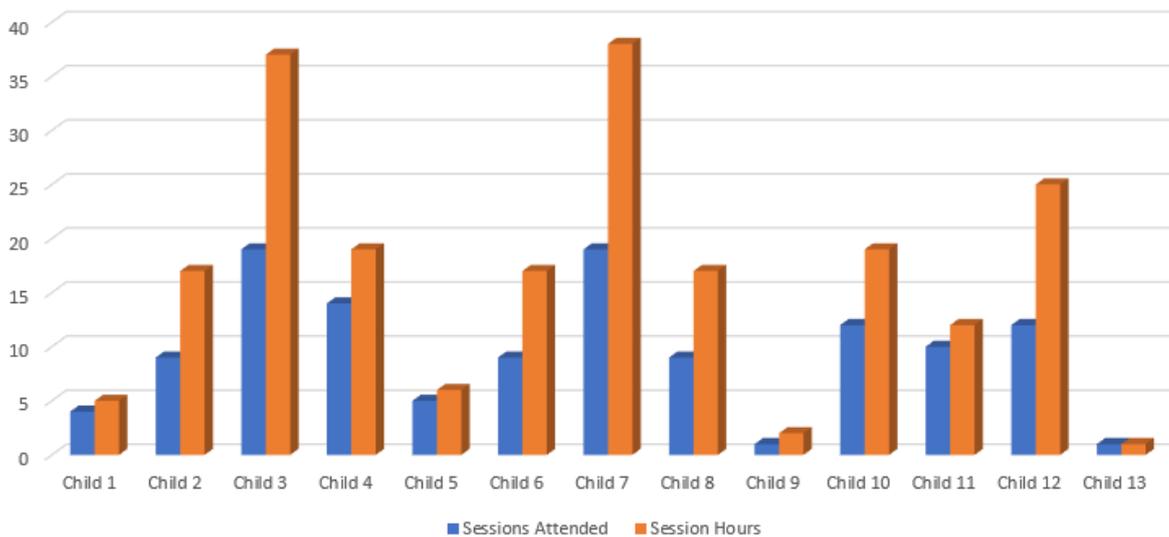
From 1/02/2023 to 28/02/2023

Hammond OSHC - Utilisation Report February 2023



Torres Strait Island Regional Council - Hammond Island OSHC (CCS OSHC) - Attendances
From 01/02/2022 - To 28/02/2023

Hammond OSHC - Attendance Report February 2023



Number of new enrolments: 1 re-enrolment in February 2023.

The OSHC team continued enrolment drives throughout February 2023 to extend affordable ECEC services to vulnerable children and families on Hammond Island.

The OSHC team worked together to prepare for upcoming visits from the Inclusion Support Team and the Office of ECEC- Quality Improvement Project officer.

Badu Child Care

Attendance and utilisation reports for Badu Child Care Centre for the month of February is unavailable at this time due to work being undertaken in HubWorks and training of new staff to oversee the effective management of the Child Care Management software.

Number of new enrolments: 2

Badu Child Care Team undertook enrolment drives to extend and increase affordable Early Childhood & Care Services to vulnerable children and families on Badu.

New casual employee commenced 27th February 2023.

The Child Care team leader worked with the Child Care team to prepare for upcoming visits from the Inclusion Support team and the Office of ECEC – Quality Improvement Project officer.

Child Care

- Further work undertaken with the Debtors team to recover unpaid Child Care fees to reduce families Child Care debts.
- Child Care team leaders worked with the Manager Community Services to prepare each services budget Wishlist for the 2023/24 budgets.
- Child Care team leader commenced work on service QIPs and Compliance and Operation Report due 31st March 2023.
- Manager Community Services worked with BSA for Community Services to identify funding shortfall to apply for CCCF Sustainability Funding.

Training:

- Child Care team leaders worked with teams to identify professional development training needs.
- Enquires forwarded to source First Aid training to assist in Council's Child Care services to remain compliant with legislation.

Compliance & Reporting:

- Work requests submitted to BSU Department for R&M's for Badu Child Care Centre and Hammond OSHC.
- Child Care team leaders working to complete quarterly performance reports due 31st March 2023.

Aged Care

- Aged Care team continued delivery of Aged Care services to eligible vulnerable clients, working in partnership with TCHHS Allied Health team and local Health professionals to ensure clients and Elders health and wellbeing in community.
- Aged Care team worked closely with Council's HLO's to deliver Elders programs to support Elders to remain active and connected in community.

- Manager Community Services worked in partnership with Healthy Housing Project team for the rollout of the Healthy Housing Project on Badu.
- Manager Community Services worked with the Aged Care team to develop a budget Wishlist for the 2023/24 Budget.
- Manager Community Services submitted VAF's for vacant Aged Care positions on Kubin, Hammond, Mabuig and Saibai to People & Wellbeing for readvertisement; advised that there is a delay with recruitment.

Allied Health Services:

Manager Community Services actioned equipment requests for Elders specialised equipment recommended by TCHHS Occupational Therapists.

Equipment Orders for February:

Community	No. of Clients Supported	Quantity Ordered
Boigu	1	1
Kubin	1	1
Mer	1	1
Poruma	2	2
Saibai	2	3
St Pauls	1	1
Yam	1	1

Home Modifications/ OT Referrals:

Manager Community Services worked in partnership with Manager for Housing to review and support Home Modification reports submitted by TCHHS Occupational Therapists to support clients and Elders in-home safety and activities of daily living needs.

Community	OT Home Modification Report Submitted	Complex Needs
Mer	2	1 - Yes

Compliance:

Monthly COVID-19 updates emailed and discussed with the Aged Care team to ensure service compliance.

Funding & Milestone reporting:

- Monthly DEX performance reporting completed.
- Review and reconcile data for Monthly performance reporting for CHSP, ongoing.
- Manager Community Services met with the Community Grants Team to discuss changes to CHSP funded outputs and operating challenges and emerging issues.

Training:

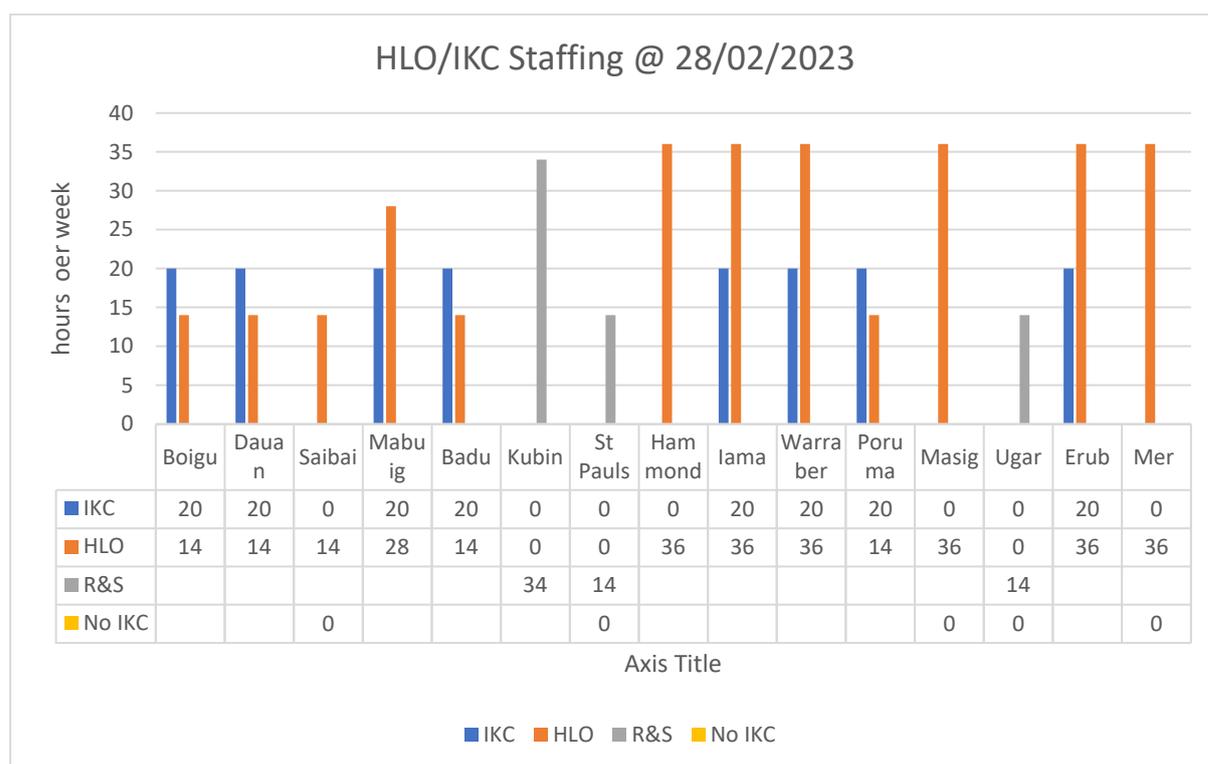
- Online Dementia training.
- Manager Community Services worked with Aged Care team to identify professional development training needs for 2023.
- Manager Community Services in contact with training providers to source First Aid training for Aged Care team to ensure compliance with legislation.

TORRES STRAIT ISLAND REGIONAL COUNCIL REPORT

DATE: February 2023
SUBJECT: Health & Wellbeing/IKC Report
AUTHOR: Ella Kris - Manager Health and Wellbeing/IKC

Human Resources

Health Lifestyle Office/IKC Staffing as at 28/02/2023. Unable to fill St Pauls and Kubin due to blue card not submitted



Reporting

- Weekly follow up of reporting by Program Coordinator Mrs Georgina Thaiday.

Completed Activities

- 31st of January to 3rd of February 2023 - HLO Healthy Minds – Indigenous mental Health Training & Health Minds Community Education and Awareness



- 24th of February to 26th of February – Cairns Tropical Writers Workshop - Ella Kris book reading, Boopa Werem Community Kindergarten & Preschool, Cairns Tropical Writers Festival



- Meeting with HLOS to implement Junior Rugby League – Superheroes Round
- Design, Plan and organise Empowered Women Empower Women Workshop

Torres Strait Islands

Empowered Women • Empower Women
Workshop 2023

When and where
**1ST MARCH TO
3RD MARCH 2023
WARRABER**

Council is seeking two women
from each community to attend.

**Resister NOW...
only 8 places left**

Guest presenters
Chantel Roetofs - WomanSpeak
Jaqui Ruhl - Understanding the
Importance of First Stories
TSRA Ranger Supervisor:
Ms Laura Pearson - Climate Change
Adaptation and Resilience.

To apply scan this QR code

Future Events Planned

1. Cert III Fitness – HLO March 2023
2. Junior League Program
3. League Safe March 2023
4. Sports Trainer Course March 2023
5. Sports Manager Course March 2023
6. Junior League Come Try Day April 2023
7. Junior League Competition – April to May 2023
8. Junior League TSIRC Development Camp – Warraber and Moa ○
9. Junior League Regional Competition – Men of League Badu 13th May 2023
 - Laurie Spina Competition – July 2023 – note registration accepted.
10. Empowered Women Empower Women Workshop – Warraber 1 – 3 March 2023
11. TSIRC Domestic & Family Violence Action Plan
12. First5Forever Training – Warraber – 2 March 20223
13. Implementation of Community Laptop – IKC April – June 2023
14. Development of Community Health Action Plans – 5 communities before June 2023
15. Torres Strait Climate Resilience – Family Wellbeing Program 5 communities before June 2023
16. Development of Outer Island Junior League Association

Approved Proposal for submission

1. Ideas' Box into First 5 Forever Boxes to be used on Saibai, Mer, Ugar and Masig. Develop and implement a outreach F5F program to St Pauls from Kubin.
2. Employment partnership with Meriba Ged Ngalpun Mab



HOUSING REPORT

Housing Collection Rates

Badu **88% March Rental Collection**

\$73,939 Invoiced for Rent
\$64,735 Paid and Allocated for Rent

Boigu **87% March Rental Collection**

\$19,101 Invoiced for Rent
\$16,691 Paid and Allocated for rent

Dauan **78% March Rental Collection**

\$16,487 Invoiced for Rent
\$12,843 Paid and Allocated for Rent

Erub **88% March Rental Collection**

\$32,637 Invoiced for Rent
\$28,813 Paid and allocated for Rent

Hammond **98% March Rental Collection**

\$16,190 Invoiced for Rent
\$15,808 Paid and Allocated for Rent

Iama **86% March Rental Collection**

\$27,687 Invoiced for Rent
\$23,777 Paid and Allocated for Rent

Mabuiag **89% March Rental Collection**

\$20,331 Invoiced for Rent
\$17,995 Paid and Allocated for Rent

Mer **80% March Rental Collection**

\$34,589 Invoiced for Rent
\$27,600 Paid and Allocated for Rent

Poruma **100% March Rental Collection**

\$15,541 Invoiced for Rent
\$15,541 Paid and Allocated for Rent

Saibai **91% March Rental Collection**

\$33,528 Invoiced for Rent
\$30,363 Paid and Allocated for Rent

St Pauls **94% March Rental Collection**

\$23,067 Invoiced for Rent
\$21,637 Paid and Allocated for Rent

Ugar **80% March Rental Collection**

\$4,555 Invoice for Rent
\$3,642 Paid and Allocated for Rent

Warraber
94% March Rental Collection Rate

\$23,530 Invoiced for Rent
\$22,100 Paid and Allocated for Rent

Masig
84% March Rental Collection

\$21,597 Invoiced for Rent
\$18,166 Paid and Allocated for Rent



Tenancy Breaches & RTA Conciliation Report

2022 MONTHLY OM REPORTS – TENANCY	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023
Tenants issued with RTA Notice to remedy breach	8		5	2	2	1	0
Tenants required to attend RTA dispute resolution (when breach is not remedied)	0	3	3	NIL	NIL	NIL	1
Tenants issued with RTA Notice to leave (following no response from tenant)	0	0	0	NIL	NIL	NIL	NIL
Percentage of tenants paying rent and arrears following breach Notice or Notice to leave	N/A	N/A		NIL	NIL	NIL	NIL
Total Number of Tenants referred to Preston Law	N/A	N/A		NIL	NIL	NIL	NIL
Total number of breached tenants on repayment plans	3	4		2	NIL	NIL	NIL



TSIRC Housing Register of Needs

2022 MONTHLY OM REPORT Register of Needs	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023
Category One Applicants	52	52	52	52	50	50	51	51
Category Two Applicants	154	153	127	127	119	119	121	236
Category Three Applicants	48	48	43	43	42	42	42	126
Category Four Applicants	13	13	9	9	6	6	6	24

Additional information – Current 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	15	18	6	1	40
BOIGU	2	12	1	0	15
DAUAN	3	8	9	2	22
ERUB	4	7	0	0	11
HAMMOND	6	7	4	0	17
IAMA	8	16	5	0	29
MABUIAG	1	2	0	0	3
MASIG	3	11	0	1	15
MER	1	14	2	0	17
PORUMA	0	4	1	2	7
SAIBAI	3	6	5	0	14
ST PAULS	3	9	7	0	19
UGAR	0	0	1	0	1
WARRABER	2	7	1	0	10
Category total:	51	121	42	6	220



community services



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

Division	GTA - executed	GTA - pending	Occupied - Succession of tenancy in progress	Vacant - suspected abandonment	Vacant - maintenance in progress	Vacant - pending LHA/ Katterlease upgrade
BADU ISLAND	156	2	4		2	
BOIGU ISLAND	34		3	1		5
DAUAN ISLAND	36			1	1	
IAMA ISLAND	57	2	1			
MABUIAG ISLAND	37					
MURRAY ISLANDS	69	5	3	7	1	
PORUMA ISLAND	30					1
SAIBAI ISLAND	71		1		1	1
ST PAULS	47		1			
WARRABER ISLAND	42					
ERUB ISLAND	63					
YORKE ISLAND	41	2	2		3	5
HAMMOND ISLAND	31	2			1	
UGAR ISLAND	10		1	2		
Grand Total	724	13	16	11	9	12



Torres Strait Island
REGIONAL COUNCIL

community services



Vacant Maintenance Properties

DIVISION	CLI	STREET	BED#	Status on Register	COMMENTS - Qbuild/BSU	SCHEDULED COMPLETION DATE
BADU	CLI 219	CHAPMAN Street	4	Vacant maintenance in progress - HCV	Pending Certificate/ Approval from BSU Team	Jan 2023
BADU	CLI 140/1A	CHAPMAN Street	1	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	Jan 2023
DAUAN	CLI 22A	MAIN Road	3	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	Jan 2023
HAMMOND	CLI 102	FRANCIS Close	3	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	JAN 2023
MER	CLI 705	MAROU Road	4	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	Jan 2023
SAIBAI	CLI 34	MAIN Road	2	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	Jan 2023
MASIG	CLI 5B	WILLIAMS Road	3	Vacant maintenance in progress - HCV	Pending Certificate/ Approval from BSU Team	Jan 2023
MASIG	CLI 3	AOUS Street	1	Vacant maintenance in progress	Pending Certificate/ Approval from BSU Team	Jan 2023
MASIG	CLI 56B	LOWATTA Road	3	Vacant maintenance in progress - HCV	Pending Certificate/ Approval from BSU Team	Jan 2023

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



REGIONAL MANAGER MONTHLY REPORT

Division	2 – Dauan Island, 3 – Saibai Island, 6 – Kubin, 7 – St Pauls, 9 - Iama
Reporting Period:	1 st February 2023 – 28 th February 2023
Prepared by:	Peli Ware

**Report for St Pauls included in RM Report. All Divisions submitted DM Reports by due date.
No DM on St Pauls - VACANT pending Rec Memo Approval**

HR/PWB

- Iama MSAO PT – Rec Memo Approved – Recruitment to progress LoO – Start Date 06.03.23
- St Pauls DM FT Permanent pending CEO approval – RM and Recruitment to follow up.
- Saibai CLEANER FT – Approved – Recruitment to progress LoO – Start Date 06.03.23

Divisional Engagement Funds

- Division 2 Dauan accessed DEF – Community Clean Up Day
- Division 6 Kubin - IWD Celebration 2023 – To be celebrated 6&8th March consecutively
- Division 7 St Pauls – IWD Celebration – Staff Morning Tea – To be celebrated 8th March 2023

General

- OP Plan Objective – SOP – Working group still finalising SOP’s – RM Management Workshop scheduled for 6th-10th Feb 23



REGIONAL MANAGER MONTHLY REPORT

EXTERNAL REPORTING

		Regional Managers Comment
Local Fares Scheme – accurate and submitted to localfarescheme@translink.qld.gov.au for reporting period. Including corrective actions or submission of audit requests.	<input checked="" type="checkbox"/>	All LFS Report submitted Nil Mismatch
Services Australia – Monthly Customer Traffic date submitted via online portal including additional requests ie Training; Request for Information in line with contract.	<input checked="" type="checkbox"/> Date submitted:	Services Australia report submitted. Saibai Stats to be completed by 06/03. DM could not access. Follow Up Required.

COMMUNITY DISASTER MANAGEMENT

Community Disaster Management Plan – CDMP is current and accurate	<input checked="" type="checkbox"/>	All Cluster CDMP updated.
SAT Phone – tested and in working order	<input checked="" type="checkbox"/>	All Cluster SAT Phones tested and working - Inconsistent Communication LCDC to DMs on dates/days to conduct testing. Inconclusive this month. Saibai confirmed test completed.
HF Radio – tested and in working order	<input type="checkbox"/>	Status Follow up with LCDC required

FINANCE



REGIONAL MANAGER MONTHLY REPORT

<p>Daily Stock Reconciliation – updated to end of month; signed and filed. (discrepancy to be noted below in comments) Div 2 Dauan: Actual Fuel Issued does not match Actual Sale for the month of October. Daily Stock Updates require more improvement from MSAO to detect and intervene early where there is discrepancy. Need to confirm method of fuel dispensed. Div 9 lama – Follow up with DM required to populate all fields in Stock Register</p>	☒	<p>All Cluster Stock Recs Updated. Outstanding Signatures for various mths –</p> <ul style="list-style-type: none"> • Jan/Feb – Dauan • Nov-Jan – Kubin • Dec – Saibai • Nov, Dec, July - lama <p>Cluster Team Meeting required to address and action.</p>
<p>Purchase Orders – IPO’s goods receipted; Invoice Requests raised for external PO’s and Stock Rec is cross-referenced</p>	☒	<p>All Cluster PO/IPO’s GR’d and Invoice Requests raised for October as per DM Reports - Purchase Order Training conducted on 06.01.23</p>
<p>DocFiles – all DocFiles are posted and scanned to ECM with Daily Summary and filed together with Fuel Register</p>	☒	<p>All Cluster Doc files updated in Tech1 and uploaded to ECM as per DM Reports</p>
<p>Gas Register – updated to end of month accurately and reconciles with StockRec</p>	☒	<p>All Cluster Gas Register requires Returns Record Updated – Follow up required with George/Norm. Backlog of entries due to this. lama to update Registers updated and reconciles with Stock Rec for October – DM has been advised to action – delay in</p>



REGIONAL MANAGER MONTHLY REPORT

		communicating issue to relevant manager to update
Divisional Engagement Fund Acquittal – <i>acquittal submitted to Events@tsirc.qld.gov.au with supporting documentation</i>	<input checked="" type="checkbox"/>	Acquittal Report to be submitted for Clean Up Day outstanding for Dauan – follow up 06.03.23 – Supporting Docs outstanding
Accommodation Register – <i>All guests and payment details are entered and accurate; IRFs raised and cross-referenced to Stock Rec</i>	<input type="checkbox"/>	All Accom Registers Up to date .. Saibai - ECM #333093 Dauan – ECM#333090 Kubin – ECM# 333086 lama – ECM# 333089
Accommodation Reconciliation <ul style="list-style-type: none"> Dauan – Saibai – Kubin – St Pauls – lama –.. 	<input type="checkbox"/>	BSA has just released Transactional Report for DMs to work not sent by BSA for February 23. Follow- Up BSA to send out wk commencing 6.3.23

HUMAN RESOURCE:

Timesheets – <i>Accurate recording of work times on timesheets; and timely submission to Payroll.</i> <i>Timesheet submission improving across cluster</i>	<input checked="" type="checkbox"/>	Timesheet submission improving across cluster.
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REGIONAL MANAGER MONTHLY REPORT

HR Forms (Higher Duties; LAFs; VAFs) – <i>completed and sent to Regional Manager</i>	<input type="checkbox"/>	CSA Block Release Training approved by HOC for the month of Feb 2022
Investigation / Complaints – <i>Matter is finalised and file notes sent to People & Wellbeing or Regional Manager.</i>		Refer DM Kubin Report – Incident at Boat Ramp
Take 5's – <i>all Divisional Admin staff completed Take 5's for the reporting period.</i>	<input checked="" type="checkbox"/>	All Cluster February Take 5's Refer DM Reports
First Aid Kit – <i>Stock replenished, and register is updated to reflect use.</i>	<input checked="" type="checkbox"/>	Divisions are stocked. Cyclone Kits update from LCDC – Household Kits not provided and possible Defib Kit – Follow Up

REPAIRS & MAINTENANCE (R&Ms)

<p>R&Ms – <i>all R&Ms for the month are reported on TechOne. Outstanding R&Ms are followed up with BSU</i></p> <p>R&Ms is still not addressed in a timely manner. Recommendation for A Solution can be to possibly have a dedicated R&M team per cluster to carry out works especially around plumbing, electrical, air conditioning and carpentry. Outstanding R&Ms that are at least over a month old requires feedback on the status of R&Ms in divisions. Frequent Communication from BSU with DMs would be appropriate.</p>	<input checked="" type="checkbox"/>	R&M's raised for February – St Pauls, Dauan, Kubin, lama and Saibai – refer end of RM Report All outstanding R&M's- On going Follow up required with BSU DMs have been advised to cc Assets Inbox when follow up is required.
<p>Hazard Reports – <i>submitted and filed. Necessary follow up undertaken. No Hazard was reported to RM for.</i></p> <p><i>Safety Team visit Division 7 – Follow up with Mechanic Shed,</i></p>	<input type="checkbox"/>	Hazards reported for January 2023 required from Yam – follow up to confirm with DM for Council Office Electrical Fire



REGIONAL MANAGER MONTHLY REPORT

<p>Container of Stored Oils – Email send to Fuel and Fleet Manager to send IBC Containers to ship Stored Oil off the Island via Sea swift. No Containers received to date. 31.01.23 – Follow Up with Fleet and DEO required</p> <p>Division 6 – Check Council and RTC Buildings – Reports of Collapsed Roofing in Meriba Ged Leased Office Space. Assets Team to take lead and action accordingly.</p> <p>ONGOING – Assets Team to rectify and liaise with DM and Agency</p> <p>Division 2 – Identified R&Ms on-going and in process of being addressd;</p>		
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Division 9 IAMA Hazard Report

- + No R&M Reported for Iama.
- + RM note that the Power Supply was restored to the Main Council

Provide summary of R&M and Hazard Reports (for the reporting period only)

Work Request #	Brief Description	Date reported	Status Complete or incomplete
	Refer End of RM Report for all R&Ms Reports		



REGIONAL MANAGER MONTHLY REPORT

Attach separate sheet / add rows if require more rows

****Email follow up to Cluster BSU Team for Works – Jobs are still outstanding and constant follow-up with BSU is required**
Limited Communication from the BSU Team/Cluster Supervisor etc**

Permit Application

St Pauls processed 1 x Permit & updated registers for January 2023.

St Pauls ECM # 102117

Permit Number	Activity/Event	Date of Activity/Event	Status Approved or awaiting approval/support from whom?
<u>7/23/112</u>	<u>Social Dart</u>	<u>6.01.23</u>	<u>Approved</u>



REGIONAL MANAGER MONTHLY REPORT

(Add more rows if required)

Grants/In-Kind Application

Division 7 St Pauls access Community Grants for Funeral Travel Assistance – Mackay Funeral – late Amos Namok
 Division 7 St Pauls access Community Grants for Funeral Travel Assistance – TI Funeral – late Ellen Mills
 Division 7 St Pauls access In-Kind Support for Wug Darts Social Dart Night 6th – 10th January 2023

MEETINGS

**Saibai, Dauan, Iama, St Pauls, Kubin conducted one or all :
 Staff/Agency/Community Meetings for November 22.**

Description	Date	Purpose of meeting
InterAgency	17.01.23	Collaborate, Network with each other - Dauan
Divisional All Staff	12.01.23	RM Visit – staff meeting
DM Kubin & RM	31.01.23	3 Months Probation Review
Admin Team Kubin	06.01.23	Purchasing Procurement Training – Naila N
Kubin Event Planner	24.01.23	Calendar Year Event Planning for Division



REGIONAL MANAGER MONTHLY REPORT

Saibai Admin Meeting	25.01.23	Deo/admin staff

GENERAL COMMENT

- DMs to work on Accommodation Reconciliation Report for Feb - Delayed by BSA
- Follow up one on one strategy to be implement to further support DM – Actioned 2nd Monday of each month
- KPI outstanding – PA for Cluster Team and Divisions
- SOP needs to be finalised by RMs as soon as practical so standardised process is implemented and practiced across all divisions to improve service delivery to our constituents – Process still outstanding and yet to be finalised for review
- St Pauls DM Position still outstanding awaiting CEO Approval
- VAF Form for MSAO Kubin to be submitted – Direct Appointment to IKC
- **Achievements in Divisional Administration to date: DM Report submitted on Time; Helicopter Process improving with Team with Record Keeping and process between MSAO, DM and RM**



REGIONAL MANAGER MONTHLY REPORT

Division 6 Kubin

8078	Top Council chambers – repair two broken back stairs	3/2/23
8117	Repair Broken Boat Ramp	17/2/23
8118	Repair and Maintain CDEP Workshop/Rangers offices	17/2/23

Division 9 IAMA

Provide summary of R&M and Hazard Reports (for the reporting period only)

Work Request #	Brief Description	Date reported	Status Complete or incomplete
00008116	Gas Regulator broken and needs to be replaced urgently.	16/02/23	Completed



REGIONAL MANAGER MONTHLY REPORT

Division 3 SAIBAI

Provide summary of R&M and Hazard Reports (for the reporting period only)

Work Request #	Brief Description	Date reported
0008147	Master bedroom light flickering – Accommodation Guest house	23/02/2023
0008146	4 x Ceiling fans faulty to be replaced – Community hall	23/02/2023

Division 7 St Pauls



Work Request Work Request Work Request Work Request Work Request Work Request Copy of Work
 0008150 - ADMINSTf0008150 - ANZAC MI0008119 - ADMINIST0008106 - ADMINIST0008105 - ADMINIST0008104 - ADMINISTRequest 0008016 - C



REGIONAL MANAGER MONTHLY REPORT

Division 2 Dauan

Provide summary of R&M and Hazard Reports (for the reporting period only)

Work Request #	Brief Description	Date reported
0007995	Leaking Ceiling – Cr's Office	Jan 2023 – added to this report, as not reported in last months report
0008072	Main Office Ramp deteriorating	02.02.2023 Follow up date 16.02.2023
0008074	Outdoor PowerPoint installation	02.02.2023 Follow up date 16.02.2023
0008079	Community Hall – Holes & Cracks in outer wall	03.02.2023 Follow up date 17.02.2023
0008085	TIPSO Office Power Point not supplying power	09.02.2023 Follow up date 23.02.2023
0008087	Guest House - Back door Security Screen	10.02.2023 Follow up date 24.02.2023
0008120	No running water on tap – Top Office	17.02.2023 Follow up date 03.03.2023
0008121	Burst Pipe – Community Hall	17.02.2023 Follow up date 03.03.2023
0008124	Hole in Wall – Top Office	18.02.2023 Follow up date 04.03.2023



REGIONAL MANAGER MONTHLY REPORT

Division	4 – Mabuiag Island, 5 – Badu Island, 8 – Hammond, 10 – Warraber, 12 - Masig
Reporting Period:	February 2023
Prepared by:	Larissa Bani

No report submitted from Warraber.

No DM on Hammond and Masig.

MSAO Raphaela Pearson on succession plan. Raphaela submits DM Monthly Report as part of the succession plan.

HR/PWB

- Masig PT & FT MSAO position filled. Staff commenced 27/02/2023
- Warraber PT MSAO position filled. Staff commenced 27/02/2023
- VAF to be completed for Masig DM position
- Masig Cleaner position advertised.
- Mabuiag FT MSAO position filled. Staff commencing 13/03/2023

Grants/In-Kind Application

- Masig & Badu processed In-kind application

Divisional Engagement Funds

- No Divisions accessed DEF in February

Prescribed Activity Permits

- Masig & Badu processed permit applications in February



REGIONAL MANAGER MONTHLY REPORT

General

- OP Plan Objective – SOP – 7 Procedures implemented (saved in H:Drive) Ongoing Review.
- Mabuiaq – issues with the digital signage/screen. Addressed in January; continuing to work with Enzo.

FINANCE

Daily Stock Reconciliation – updated to end of month; signed and filed. <i>(discrepancy to be noted below in comments)</i>	<input type="checkbox"/>	Need more attention to detail. i.e Second reviewer signature.
Purchase Orders – IPO's goods receipted; Invoice Requests raised for external PO's and Stock Rec is cross-referenced	<input checked="" type="checkbox"/>	IRF's raised and cross-checked with the Stock Recs.
DocFiles – all DocFiles are posted and scanned to ECM with Daily Summary and filed together with Fuel Register	<input checked="" type="checkbox"/>	
Gas Register – updated to end of month accurately and reconciles with StockRec	<input type="checkbox"/>	Gas Register to be rechecked with Norman & team.
Divisional Engagement Fund Acquittal – acquittal submitted to Events@tsirc.qld.gov.au with supporting documentation	<input type="checkbox"/>	
Accommodation Register – All guests and payment details are entered and accurate; IRFs raised and cross-referenced to Stock Rec	<input checked="" type="checkbox"/>	IRF's raised and cross checked with reconciliation report from Veronica

EXTERNAL REPORTING

		Regional Managers Comment
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REGIONAL MANAGER MONTHLY REPORT

Local Fares Scheme – accurate and submitted to localfarescheme@translink.qld.gov.au for reporting period. Including corrective actions or submission of audit requests.	<input checked="" type="checkbox"/>	All LFS Reports submitted with nil mismatch.
Services Australia – Monthly Customer Traffic date submitted via online portal including additional requests ie Training; Request for Information in line with contract.	<input checked="" type="checkbox"/> Date submitted:	

COMMUNITY DISASTER MANAGEMENT

Community Disaster Management Plan – CDMP is current and accurate	<input checked="" type="checkbox"/>	All Cluster CDMP is current and accurate.
SAT Phone – tested and in working order	<input checked="" type="checkbox"/>	All Cluster SAT Phones tested and working.
HF Radio – tested and in working order	<input type="checkbox"/>	Hammond – sent away for servicing and replacing. Mabuiag – needs replacing/upgrade. Follow up with Eunice
Situation Report (if any) – provided to Disaster Coordinator	<input type="checkbox"/>	



REGIONAL MANAGER MONTHLY REPORT

HUMAN RESOURCE:

Timesheets – Accurate recording of work times on timesheets; and timely submission to Payroll.	<input checked="" type="checkbox"/>	Still experiencing late submission of timesheets from couple of Divisional Managers even though reminders are sent.
Investigation / Complaints – Matter is finalised and file notes sent to People & Wellbeing		
Take 5's – all Divisional Admin staff completed Take 5's for the reporting period.	<input type="checkbox"/>	
First Aid Kit – Stock replenished, and register is updated to reflect use.	<input checked="" type="checkbox"/>	

REPAIRS & MAINTENANCE (R&Ms)

R&Ms – all R&Ms for the month are reported in TechOne. Outstanding R&Ms are followed up with BSU	<input checked="" type="checkbox"/>	R&M's raised for February All outstanding R&M's followed up. Still a lot of backlog / unfinished works across the region.
Hazard Reports – submitted and filed. Necessary follow up undertaken.	<input checked="" type="checkbox"/>	



REGIONAL MANAGER MONTHLY REPORT

MEETINGS

Description	Date	Purpose of meeting
Mabuiag Inter-agency	07/02/23	Update from each local agencies.
Hammond CDMG Meeting	09/02/23	Activate CDMG and discuss measures for community.
All Divisions CEO Meeting	10/02/23	Update & expectations from CEO & Execs.
Masig Staff Meeting	20/02/2023	Address from Regional Manager – first visit to Masig as Cluster Supervisor
Hammond Staff Meeting	23/02/23	Feedback from January staff meeting. Meet & Greet engineering supervisors.
HoCS update to All Divisional Admin team	27/02/23	Update and expectations from HoCS – Dawson Sailor
Hammond Services Union Meet with staff	27/02/2023	Provide information & membership drive.

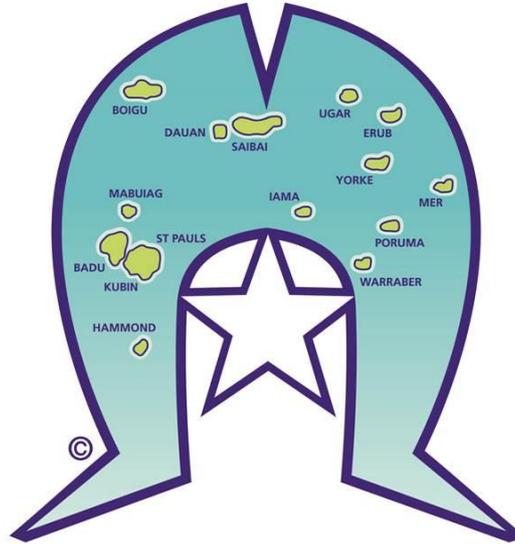


REGIONAL MANAGER MONTHLY REPORT

GENERAL COMMENT

Currently working with Raphaela Pearson on a succession plan for the Hammond DM position.

Alenka working with Legal to clarify usage of rooms allocated by Cr.Nona to Local Rugby League organisations and if we have an agreement in place.



Torres Strait Island
REGIONAL COUNCIL





Month	Febraury 2023
Date submitted	13/03/2023
Team	Environment and Health
Manager	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"> • Work with key agencies and partners to investigate key community security and surveillance opportunities. 	SOP
2.3 Facilitate community-led strategy for public social behaviour concerns.	<ul style="list-style-type: none"> • Work with each community to understand applicable public social behaviour concerns and facilitate recommendations with key agencies. • Work with key partners to investigate and advocate for programs that facilitate safe places and/or houses. • Partner with key agencies to develop more culturally aligned community education programs. 	Develop policy and stakeholder relationship
2.6 Enable a positive nutritional culture and sustainable food sourcing.	<ul style="list-style-type: none"> • Facilitate access and assistance to Community Gardens. • Facilitate access and support program for home produce production. • Facilitate delivery of food safety and healthy eating educational materials. 	Masig garden project in progress. Community awareness Online ongoing
Outcome 4: We are a transparent, open and engaging council.		
4.3 Ensure community advocacy and engagement at all levels of government.	<ul style="list-style-type: none"> • 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"> • Define departmental customer and general service level metrics. • Investigate community expectations on service levels and fee for service appetite. 	Develop community service request policy and procedures
Outcome 9: We actively reduce our environmental footprint and manage our resources sustainably.		
9.2 Evolve waste management through recycling and reuse strategies.	<ul style="list-style-type: none"> • Coordinate waste management activities through landfill, transfer station and recycling 	Participate in Great Northern Clean up





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





	agencies to facilitate the development of key industry & career market day events within region.	
Operational Plan Objective		Recommendation
23. Food Safety: - Community Education & Awareness - Licensing Program Stage 1 – Commercial premises - Licensing Program Stage 2 – Community licences	Waiting on changes to legislation that will close loop holes and provide equity.	Online food safety training on going
24. Education and Awareness on Water Sanitation, Waste Management and Sewerage	Waste Management : Landfills Construction and commercial waste Great Northern Clean up	On going Promote Blue and brown card training
25. Mosquito Management: - Inspection, Albopictus Survey - Education, Awareness, Control Activities - Assist the Dengue Action Response Team (DART) - Implement Mosquito Management Plan	Mosquito Management Plan developed and implemented	On going
26. Implement Biosecurity Plan & Strategy	Biosecurity control plan Consultation	On going Development of draft control plan
27. Animal Management: - Domestic Animal Compliance - Veterinary Services - Compliance & Enforcement Program	Schedule Vet visit Moa Horse program? Parasitic efficacy trial (AMRRIC)	Vet visit scheduled for April 2023 March 2023
28. Environmental Health Worker Development & Certification Program(s)	Scheduled and programmed training and workshops	EHW workshop June 2023 scheduled Biosecurity Training PMT training(March), Authorised Person Training Animal Management training with (AMRRIC) March and June
Community Services Business Plan		TBA

Finance

Budget	YTD Budget	YTD Actuals	Issue	Recommendation
TSIRC Service Agreement with Qld Health	\$1.906m		EOFY Financial and performance reports to be submitted to the funder. Breach notice for non compliance of Annual financial report 21/22	New Agreement received June 2022 for 7 years Endorsed by Council at the June 2022 meeting Financial Acquittals submitted to the funder
Other sources Pest treatments Infringements	TBA TBA	TBA TBA		Expand and promote service Review
Biosecurity grant submission	\$90K	\$0	Not fully executed	
Masig GBR decarb	\$125K	\$125K	Completed final report due	Finalisation with final report, acknowledgement celebration





DES waste grant	\$170K	\$0	Recruitment	Underway
Horse Grant	rejected		Horses on Moa and Badu	Grant submitted \$75K
DAF fee for service	\$238K	\$		Employ 4 EHW to assist with operational delivery
Austerity measures	Issue		Recommendation	
Cost saving opportunities	Limit services provided		Not recommended	
Revenue raising opportunities	Expand pest management services to include timber pests Promote pest management services		training completed Fit for purpose vehicle required DAFF -biosecurity grant DES - waste management	

Human Resources

Incumbent name	Position title	Position number	Issue	Recommendation
	EHW 0.5 FTE x4		DAF FFS	Recruit 4 x0.5 FTE positions
	EHW lama		Fixed term to fill secondment to Q Health	Secondment from Engineering
Geary Bann	EHW lama		Resigned after 25 years	Special Acknowledgement
TBA	Sustainability Compliance officers x4		DES grant	Recruit 4x 0.5 FTE positions
	EHW Mabuiag		resignation	To be advertised and recruited
Stephen Amber	EHW Kirriiri		Fill LWOP	
David Bosun Jnr	EHW Kubin		Fill LWOP	

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	Request Vehicle for Badu, Saibai, Kirriiri

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





Coordinator EHW – Overview:

- EHW Vacancies Kirirri, lama & Arkai in recruitment process
- Long EHW absences at lama
- EHW vehicle provision still an issue on several Divisions – Badu and Arkai
- Animal Management issues on Saibai, Besi & Boigu
- Financial delegation delays for Seniors
- PMT License – Delays with payments

Program Management Support Officer update :

Pest Management Update:

There are currently 7 pest treatments outstanding at Mabuiag(3), Badu(1), Kubin(3) management jobs. The outstanding jobs are a result of several factors;

- Vacancy in EHW positions
- EHW trained pending licence to be issued.
- EHW being on leave and
- Tenant's availability
- Property Access

We are working with our Building Services Unit to further streamline our processes.

During the month of February 2023 14 pest treatments where completed.



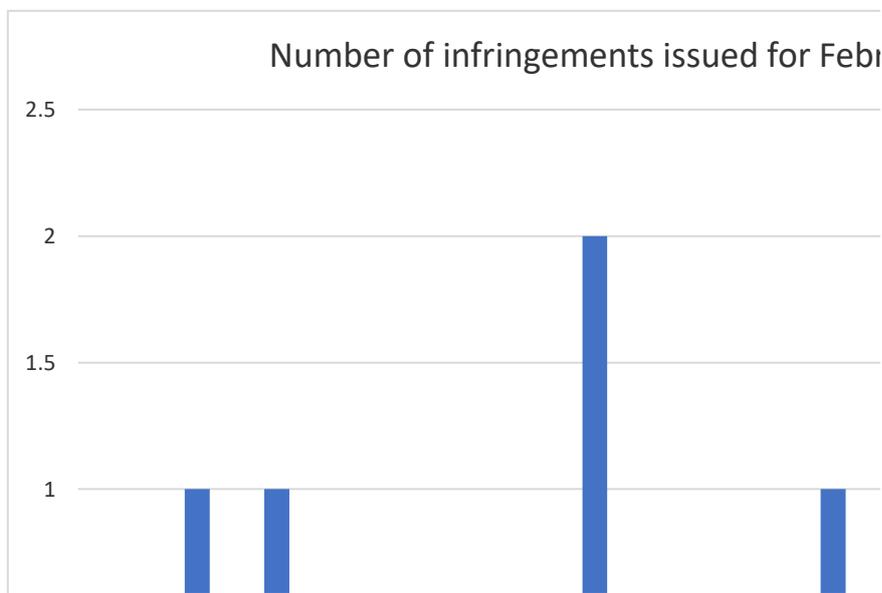


Infringement Update:

Council is currently in the process of transferring the next batch of outstanding Infringement to SPERS. This will be an ongoing process for Council. Council received status reports from SPERS regarding our referrals. We have had one referral to SPERS withdrawn and cancelled.

Community members are given 28 days from the date of receiving an infringement to make payment at the Council office. If payment is not made, then the outstanding infringements are referred to SPERS.

The table below represents the infringements issued during the month of February 2023.





ENVIRONMENTAL HEALTH STATISICAL CLUSTER REPORT – JANUARY 2023

Rowena JOHNSON - SEHW

	BADU	KUBIN	ST PAULS
DOG			
TOTAL NUMBER OF DOGS	130	39	56
NEW REGISTRATIONS	0	13	0
CATS			
TOTAL NUMBER OF CATS	15	0	13
NEW REGISTRATIONS	0	0	0
HORSES			
TOTAL NUMBER OF HORSES	3	24	41
NEW REGISTRATIONS	0	0	0
CHOOKS			
TOTAL NUMBER OF HENS & CHICKS	30	0	7
TOTAL NUMBER OF ROOSTERS	20	0	2
TOTAL NUMBER OF DUCKS	1	0	0
COMPLIANCE			
NON-COMPLIANCE FOR DESEXING	39	9	1
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	8	4	1
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	1	2	2
NUMBER OF VERBAL WARNINGS ISSUED	2	9	1
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	2
NUMBER OF WARNING LETTERS ISSUED	2	9	0
INTER-ISALND ANIMAL TRANSFER	0	1	0
ANIMAL MANAGEMENT AWARENESS			
MEETINGS	2	0	9
ONE-ON-ONE	14	4	6
FLYERS/POSTERS	1	0	0
VET VISIT	0	0	0
ANIMAL COMPLAINTS/ATTACKS	0	0	3
TREATMENTS – MANGE/PURPLE SPRAY/ETC	2	0	4
TICK TREATMENTS	2	0	4
EUTHANISE	2	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	0	0
FOOD SAFETY			
NUMBER OF FOOD SALES FOR THE MONTH	3	0	0
PERMITS ISSUED	2	0	0
FOOD ACT LICENCES	0	0	0
FOOD SHOP INSPECTIONS	0	2	0
COMPLAINTS	0	0	0
FOOD RECALLS/ISSUES	0	0	0
FOOD SAFETY AWARENES			
MEETINGS	0	0	0
ONE-ON-ONE	7	0	0





FLYER/POSTER	0	0	1
FOOD SAFETY AWARENESS	0	0	1
IM ALERT FOOD SAFETY COURSE	0	0	0
BIOSECURITY			
SURVEILLANCE	0	4	0
BARGE DELIVERY INSPECTION	0	2	0
EDUCATION AND AWARENESS	0	0	9
WASTE/WATER & LANDFILL SURVEILLANCE			
WATER RESERVIOR – SAMS/BORE WELLS/ETC	12	4	2
WATER TESTING – CHLORINE & PH	0	4	0
WASTE WATER SYSTEMS	12	4	2
OVERGROWN ALLOTMENTS/DISUSED MATERIALS	12	0	0
LANDFILL	12	4	2
ILLEGAL DUMPING	12	0	0
WATER & WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION			
ONE-ON-ONE	1	0	1
MEETING	2	0	2
POSTER/FLYER	0	0	0
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0
PEST MANAGEMENT			
INSPECTIONS	3	0	3
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	0
AWARENESS	2	0	2
CLEAN UP	0	10	0
FEE FOR SERVICE TREATMENTS	0	0	0
VACANT HOUSES	0	0	0
GERNERAL HOUSE	3	0	0
OTHER	0	0	0
HOUSING			
INSPECTIONS	0	0	0
EDUCATION AND AWARENESS	0	0	1
RAINWATER TANK INSPECTION	0	0	0
YARD INSPECTION	0	0	0
OTHER	1	0	0
ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT & TRAINING			
HYGIENE	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	1	0	0
MEETINGS ATTENDED	14	0	1
HEALTH CENTER VISIT			

GENERAL COMMUNITY OUTCOMES	
BADU	<p>(ISSUES & CONCERNS)</p> <ul style="list-style-type: none"> • STILL NO VEHICLE – STOPPING US FROM UNDERTAKING DAILY DUTIES AS WE NEED TO SCHEDULE OUR JOBS AROUND THE AVAILABILITY OF THE POOL VEHICLE, OLD CHILD CARE BUS OR THE ADMIN VEHICLE • NEED TO DO EDUCATION AROUND FOOD SELLING, KEEPING OF HORSES & PIGS • HEALTH CENTRE CONCERNED WITH FAMILY THAT HAD COCKROACHES IN THEIR HOME THAT WAS BITING THEIR CHILDREN – HEALTH CENTRE ADVISED THEM TO REPORT THROUGH HOUSING AND ALSO SPOKE TO





	<p>EHW (CONSENT FROM CLIENT) – EHWs INSPECTED, TREATED PROPERTY AND GAVE INFORMATION TO TENANTS REGARDING IDENTIFICATION AND ALTERNATIVE & NATURAL TREATMENTS</p>
	<p>(POSITIVE NEWS)</p> <ul style="list-style-type: none"> • CRYSTAL AILAN HAS STARTED THE CONTAINERS FOR CHANGE SCHEME HERE ON BADU ISLAND AND THEIR HAS BEEN LESS RUBBISH ON ROAD-SIDES (ESPECIALLY BOTTLES & CANS) • BUILDING STRONGER WORKING PARTNERSHIP WITH HEALTH CENTRE MANAGER AND STAFF – CURRENTLY PLANNING SCHOOL EDUCATION SESSION ON MR GERMS AND HANDWASHING
KUBIN	<p>(ISSUES & CONCERNS)</p> <ul style="list-style-type: none"> • NONE – DAVID HAS NOW GONE ON 6MONTHS LWOP
	<p>(POSITIVE NEWS)</p> <ul style="list-style-type: none"> • NONE – DAVID HAS NOW GONE ON 6MONTHS LWOP AND THE POSITION HAS BEEN ADVERTISED
ST PAULS	<p>(ISSUES & CONCERNS)</p> <ul style="list-style-type: none"> • WELL NEXT TO LOT 165 MORRISON CRESENT NEEDS TO BE FENCED PROPERLY AS THERE ARE YOUNG CHILDREN IN THE AREA
	<p>(POSITIVE NEWS)</p> <ul style="list-style-type: none"> • HELD FIRST COMMUNITY MEETING FOR THE YEAR • CELEBRATED ST PAULS CHURCH DAY ON 25TH OF JANUARY



	BOIGU	MABUIAG	MER	WARRABER
DOG				
TOTAL NUMBER OF DOGS	26	86		31
NEW REGISTRATIONS	2	0		6
CATS				
TOTAL NUMBER OF CATS	27	21		12
NEW REGISTRATIONS	1	0		0
HORSES				
TOTAL NUMBER OF HORSES	0	0	0	0
NEW REGISTRATIONS	0	0	0	0
CHOOKS				
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
COMPLIANCE				
NON-COMPLIANCE FOR DESEXING	1	11		4
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	0	8	0	2
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	3	0	4
NUMBER OF VERBAL WARNINGS ISSUED	1	3	0	10
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	1
NUMBER OF WARNING LETTERS ISSUED	1		0	0
INTER-ISALND ANIMAL TRANSFER	2		0	0
ANIMAL MANAGEMENT AWARENESS				
MEETINGS	0	0	0	1
ONE-ON-ONE	2	1	0	10
FLYERS/POSTERS	2	0	0	6
VET VISIT	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	2	0	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	0	0
TICK TREATMENTS	0	0	0	0
EUTHANISE	0	0	0	1
FERAL/PEST ANIMAL MANAGEMENT	0	0	0	4 cats
FOOD SAFETY				
NUMBER OF FOOD SALES FOR THE MONTH	0	0	0	1
PERMITS ISSUED	0	0	0	1
FOOD ACT LICENCES	0	0	0	0
FOOD SHOP INSPECTIONS	0	0	0	4
COMPLAINTS	0	0	0	2 out of Dates
FOOD RECALLS/ISSUES	0	0	0	1
FOOD SAFETY AWARENESS				
MEETINGS	1	0	0	0
ONE-ON-ONE	0	0	0	0
FLYER/POSTER	1	0	0	3
FOOD SAFETY AWARENESS	1		0	2
IM ALERT FOOD SAFETY COURSE	0	0	0	1



BIOSECURITY				
SURVEILLANCE	0	0	0	3
BARGE DELIVERY INSPECTION	0	0	0	4
EDUCATION AND AWARENESS	0	0	0	1
WASTE/WATER & LANDFILL SURVEILLANCE				
WATER RESERVIOR – SAMS/BORE WELLS/ETC	1	3	0	4
WATER TESTING – CHLORINE & PH	0	3	0	3
WASTEWATER SYSTEMS	1	0	0	1
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	1	0	0	3
LANDFILL	1	4	0	5
ILLEGAL DUMPING	0	0	0	1
WATER & WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION				
ONE-ON-ONE	1	0	0	1 meeting
MEETING	0	0	0	1
POSTER/FLYER	0	0	0	6
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	1
PEST MANAGEMENT				
INSPECTIONS	0	0	0	2
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	0	2
AWARENESS	0	0	0	1
CLEAN UP	0	0	0	3
FEE FOR SERVICE TREATMENTS	0	0	0	2
VACANT HOUSES	0	0	0	2
GERNERAL HOUSE	0	0	0	1
OTHER	0	0	0	0
HOUSING				
INSPECTIONS	1	0	0	0
EDUCATION AND AWARENESS	1	0	0	0
RAINWATER TANK INSPECTION	0	0	0	5
YARD INSPECTION	1	0	0	5
OTHER	0	0	0	0
ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT & TRAINING				
HYGIENE	1	0	0	1
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	0	1
MEETINGS ATTENDED	2	0	0	2
HEALTH CENTER VISIT				
NUMBER OF VISITS PER MONTH	1	1	0	1
HEALTH CENTRE CONCERNS	1	1	0	1

GENERAL COMMUNITY OUTCOMES	
BOIGU	(ISSUES & Concerns . in progress/brake and Inter council office/closed
	(POSITIVE.. Food safety awareness with women 19/01/2023 .community clean-up planning in progress with IKC/HLO





MABUIAG	(ISSUES & CONCERNS.. Number of dogs going due to new Pups, number of pups unknow at this point
	(POSITIVE NEWS) Number of dogs are still going up and infringement notice need to b
MER	
	EHW ON LEAVE .
WARRABER	(ISSUES & CONCERNS) . water to main was leaking / Tanks with no Stop Valve in community/ Taps are Leakeing
	(POSITIVE NEWS) .community Session Stakeholder feedback to community. .Clean-up community/all council attend meeting at warraber .mans group start again/woman Group as well



ENVIRONMENTAL HEALTH STATISICAL CLUSTER REPORT –JANUARY 2023

Tanaio ANAU – A/SEHW

	KIRIRRI	IAMA	PORUMA	MASIG
DOG				
TOTAL NUMBER OF DOGS			43	32
NEW REGISTRATIONS			1	0
CAT				
TOTAL NUMBER OF CATS			8	10
NEW REGISTRATIONS			0	0
HORSE				
TOTAL NUMBER OF HORSES			0	0
NEW REGISTRATIONS			0	0
BIRD				
TOTAL NUMBER OF HENS & CHICKS			0	0
TOTAL NUMBER OF ROOSTERS			0	0
TOTAL NUMBER OF DUCKS			0	0
COMPLIANCE				
NON-COMPLIANCE FOR DESEXING			8	4
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT			0	2
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC			0	3
NUMBER OF VERBAL WARNINGS ISSUED			0	0
NUMBER OF INFRINGEMENT NOTICES ISSUED			0	0
NUMBER OF WARNING LETTERS ISSUED			0	0
INTER-ISALND ANIMAL TRANSFER			0	0
ANIMAL MANAGEMENT AWARENESS				
MEETINGS			1	0
ONE-ON-ONE			2	1
FLYERS/POSTERS			1	0
VET VISIT			0	0
ANIMAL COMPLAINTS/ATTACKS			1	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC			0	1
TICK TREATMENTS			0	2
EUTHANISE			0	0
FERAL/PEST ANIMAL MANAGEMENT			0	0
FOOD SAFETY				
NUMBER OF FOOD SALES FOR THE MONTH			0	0
PERMITS ISSUED			0	0
FOOD ACT LICENCES			0	0
FOOD SHOP INSPECTIONS			1	1
COMPLAINTS			0	0
FOOD RECALLS/ISSUES			0	0
FOOD SAFETY AWARENES				
MEETINGS			1	0
ONE-ON-ONE			0	0
FLYER/POSTER			2	1
FOOD SAFETY AWARENESS			0	1
IM ALERT FOOD SAFETY COURSE			0	0
BIOSECURITY				



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

GENERAL COMMUNITY OUTCOMES	
KIRIRRI	<ul style="list-style-type: none"> Fixed term position advertised. Currently going through the recruitment process. EHW ON MONTHS LWOP
IAMA	<ul style="list-style-type: none"> Staff on secondment from engineering dept
PORUMA	<ul style="list-style-type: none"> Community information session has a good turn out this month, all info from stakeholders and other organisations have spoken to the community including EHW explaining the roles and responsibilities and how duties are done to help the community. Workshop for all high schoolers done early this month, where young people are educated on healthy lifestyles, culture and leadership for future of the community. Recycling has been on top at the star of the year. 217 bulk bags have been sent out so far Less dogs have been wandering in Public areas. Community complying the local





	<p>law.</p> <ul style="list-style-type: none"> • Pest treatment have been up to date on job orders in the community • No issues with water, waste water or landfill. No sign of illegal dumping in the community.
	<p>No concerns to be addressed.</p>
<p>MASIG</p>	<ul style="list-style-type: none"> • Beach Clean Up.
	<ul style="list-style-type: none"> • BSU rubbish still an issue at the landfill.





ENVIRONMENTAL HEALTH STATISICAL CLUSTER REPORT –JANUARY 2023

Bob MODEE – SEHW

	DAUAN	SAIBAI	ERUB	UGAR
DOG				
TOTAL NUMBER OF DOGS	36	0	28	16
NEW REGISTRATIONS	1	0	2	1
CATS				
TOTAL NUMBER OF CATS	8	0	12	8
NEW REGISTRATIONS	0	0	2	1
HORSES				
TOTAL NUMBER OF HORSES	0	0	0	0
NEW REGISTRATIONS	0	0	0	0
CHOOKS				
TOTAL NUMBER OF HENS & CHICKS	0	0	2	7
TOTAL NUMBER OF ROOSTERS	0	0	2	8
TOTAL NUMBER OF DUCKS	0	0	0	0
COMPLIANCE				
NON-COMPLIANCE FOR DESEXING	16	0	12	5
NON-COMPLIANCE FOR MORE THAN 2 DOGS/CATS PER ALLOTMENT	0	0	1	1
OTHER NON-COMPLIANCE- OVERGROWN ALLOTMENT, ANIMALS WANDERING AT LARGE, ETC	0	0	1	0
NUMBER OF VERBAL WARNINGS ISSUED	2	0	2	5
NUMBER OF INFRINGEMENT NOTICES ISSUED	0	0	0	0
NUMBER OF WARNING LETTERS ISSUED	2	0	0	5
INTER-ISALND ANIMAL TRANSFER	1	0	2	1
ANIMAL MANAGEMENT AWARENESS				
MEETINGS	1	0	0	0
ONE-ON-ONE	1	0	6	5
FLYERS/POSTERS	0	0	3	5
VET VISIT	0	0	0	0
ANIMAL COMPLAINTS/ATTACKS	2	0	0	0
TREATMENTS – MANGE/PURPLE SPRAY/ETC	0	0	6	0
TICK TREATMENTS	0	0	6	0
EUTHANISE	0	0	0	0
FERAL/PEST ANIMAL MANAGEMENT	0	0	0	0
FOOD SAFETY				
NUMBER OF FOOD SALES FOR THE MONTH	2	0	0	1
PERMITS ISSUED	0	0	0	0
FOOD ACT LICENCES	2	0	3	0
FOOD SHOP INSPECTIONS	5	0	0	1
COMPLAINTS	0	0	0	0
FOOD RECALLS/ISSUES	0	0	0	1
FOOD SAFETY AWARENES				
MEETINGS	1	0	0	0
ONE-ON-ONE	1	0	2	9



FLYER/POSTER	1	0	1	6
FOOD SAFETY AWARENESS	2	0	1	9
IM ALERT FOOD SAFETY COURSE	0	0	3	1
BIOSECURITY				
SURVEILLANCE	3	0	1	1
BARGE DELIVERY INSPECTION	3	0	1	1
EDUCATION AND AWARENESS	1	0	1	0
WASTE/WATER & LANDFILL SURVEILLANCE				
WATER RESERVIOR – SAMS/BORE WELLS/ETC	1	0	1	1
WATER TESTING – CHLORINE & PH	0	0	0	5
WASTEWATER SYSTEMS	0	0	0	0
OEVERGROWN ALLOTMENTS/DISUSED MATERIALS	3	0	1	1
LANDFILL	1	0	1	1
ILLEGAL DUMPING	1	0	0	0
WATER & WASTE MANAGEMENT EDUCATION/AWARENESS/PROMOTION				
ONE-ON-ONE	1	0	0	15
MEETING	0	0	0	0
POSTER/FLYER	0	0	0	6
WATER EDUCATION/AWARENESS & PROMOTION	0	0	0	2
PEST MANAGEMENT				
INSPECTIONS	0	0	4	0
TREATMENTS – YARDS/FLEAS/TICKS/SPIDERS/ETC	0	0	2	0
AWARENESS	0	0	1	0
CLEAN UP	1	0	0	0
FEE FOR SERVICE TREATMENTS	0	0	0	0
VACANT HOUSES	4	0	0	0
GERNERAL HOUSE	0	0	0	0
OTHER	0	0	2	0
HOUSING				
INSPECTIONS	0	0	0	0
EDUCATION AND AWARENESS	0	0	0	2
RAINWATER TANK INSPECTION	0	0	4	0
YARD INSPECTION	0	0	4	0
OTHER	0	0	4	0
ENVIRONMENTAL HEALTH EDUCATION/AWARENESS, PROMOTION, ENGAGEMENT & TRAINING				
HYGIENE	2	0	0	0
OTHER – SPECIAL PROJECTS (DE-CARBONIZATION/PARASITE RESEARCH/TRAINING ETC)	0	0	0	0
MEETINGS ATTENDED	1	0	3	2
HEALTH CENTER VISIT				
NUMBER OF VISITS PER MONTH	2	1	2	1
HEALTH CENTRE CONCERNS	1	1	1	0

GENERAL COMMUNITY OUTCOMES	
DAUAN	NONE
	NONE
SAIBAI	NONE
	NONE
ERUB	With mosquito's being the main problem, families have been preparing for the wet season



	NONE
UGAR	NONE
	Landfill area needs to be clean out and sorted – Still overgrown with vegetations.

