



## NOTICE OF COUNCIL MEETING

In accordance with Section 254C of the *Local Government Regulation 2012* this notice is to advise that the Trustee Council and Ordinary Council Meetings for the month of January 2025 will be held by *Microsoft (TEAMS)* as follows:

**Wednesday, 29 January 2025**  
(Trustee Meeting – 9.00am to 10.30am)  
(Ordinary Meeting – 10.30am to 5.00pm)

*[Microsoft TEAMS]: Meeting ID: 440 941 261 663 | Passcode: cxhNpo*

The attendance of each Councillor is requested.

All agenda papers for both meetings (excluding Closed Business papers) will shortly be available on Council's website and can be accessed by clicking on the link below:

[Ordinary Meetings | Torres Strait Island Regional Council \(tsirc.qld.gov.au\)](https://www.tsirc.qld.gov.au/OrdinaryMeetings)

Please note that this meeting is live streamed on Council's YouTube Channel.

James William  
Chief Executive Officer

24 January 2025



**Time:** 9.00am to 10.30am

**Venue:** **[Microsoft TEAMS]:** Meeting ID: 440 941 261 663 | Passcode: cxhNpo

## ORDER OF BUSINESS

9.00am	<p>A. WELCOME &amp; QUORUM CONFIRMATION   ACKNOWLEDGEMENTS   OPENING PRAYER   OBSERVANCES</p> <p>B. NOTING OF APOLOGIES</p> <p>C. CONFLICT OF INTEREST DECLARATIONS</p> <p>D. LIVE STREAM. <i>This meeting is live streamed on Council's YouTube Channel.</i></p> <p>1. <b>CONFIRMATION OF MINUTES (11 December 2024)</b></p> <p>    1.1. <b>Action Items Update</b></p> <p>2. <b>Firearms Licence Application – Landowner Consent</b></p> <p>3. <b>Army Ailan Community Assistance Programme (AACAP) 2025 - Poruma</b></p> <p>4. <b>Army Ailan Community Assistance Programme (AACAP) 2025 – Erub</b></p> <p>5. <b>Army Ailan Community Assistance Programme (AACAP) 2025 - Warraber</b></p> <p>6. <b>ITEMS ARISING</b></p> <p>7. <b>NEXT MEETING – 19 February 2025 (Microsoft TEAMS)</b></p>
10.30am	<p>8. <b>CLOSE OF MEETING</b></p>



**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## **CONFIRMATION OF MINUTES (11 DECEMBER 2024)**

### **OFFICER RECOMMENDATION:**

**Council (as Trustee) confirms the Minutes of the Trustee Meeting held on 11 December 2024.**

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### **EXECUTIVE SUMMARY:**

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

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

**N/A**

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

The previous Trustee meeting was held on 11 December 2024.

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

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

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	Section 254F(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery Pillar One – People ( <i>Bisnis – Pipol</i> ) Outcome 4: We are a transparent, open and engaging council. <ul style="list-style-type: none"><li>➤ 4.2 Evolve Council’s communication channels and community’s access to information.</li></ul>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Trustee Meeting

**Other Comments:**


Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**

  
James William  
Chief Executive Officer

**ATTACHMENTS:**

Draft Minutes of the Trustee Meeting held on 11 December 2024.



TRUSTEE MEETING  
11 DECEMBER 2024

# MINUTES

**Time:** 9.15am

**Venue:** *Microsoft (TEAMS) | Meeting ID: 489 019 723 71 | Passcode: QutKVv*

**PRESENT:**

**Mayor**

Division 1 – Boigu

Division 2 – Dauan

Division 3 – Saibai

Division 5 – Badu / **Deputy Mayor**

Division 6 – Arkai

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

Division 8 – Kirirri (Hammond Island)

Division 9 – Iama

Division 10 – Warraber

Division 11 – Poruma

Division 13 – Ugar

Division 14 – Erub

Division 15 – Mer

Cr Phillemon Mosby

Cr Dimas Toby – *joined meeting at 10.25am*

Cr Torenzo Elisala – *joined meeting at 9.30am*

Cr Chelsea Aniba

Cr Ranetta Wosomo

Cr Iona Manas – *joined meeting at 9.30am*

Cr John Levi – *internet connectivity issues*

Cr Seriako Dorante

Cr Aggie Hankin – *joined meeting at 9.30am*

Cr Kabay Tamu

Cr Francis Pearson

Cr Rocky Stephen

Cr Nixon Mye

Cr Bob Kaigey – *joined meeting at 9.40am*

**APOLOGIES:**

Division 4 – Mabuiag

Division 12 – Masig

Cr Keith Fell – *Prior commitments*

Cr Ted Mosby – *personal leave*

**OFFICERS:**

Chief Executive Officer

Executive Director Building Services

Executive Director Community Services

Executive Director Corporate Services

Executive Director Engineering Services

Executive Director Financial Services

DOGIT Transfer, Land Tenure and Native Title Advisor

Manager Governance & Risk

Preston Law

Executive Assistant to the Mayor

TSIRC Secretariat

TSIRC Secretariat Support

Mr James William

Mr Wayne Green

Mr Dawson Sailor

Ms Susanne Andres

Mr David Baldwin

Ms Hollie Faithfull

Ms Joanne Bryant

Ms Kim Kerwin

Mr Julian Bodenmann

Ms Trudy Lui

Mr Darryl Brooks

Ms Julie Marino

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

At 9.15am the Mayor formally opened the December 2024 Trustee Council meeting, noting that a quorum of members was present.

The Mayor welcomed attendees and made the following acknowledgements:

- Our Heavenly Father for His awesome wisdom, knowledge, understanding, favour and blessings upon our lives, our families, our region and people and our Council;
- The Traditional Custodians throughout the length and breadth of Zenadth Kes and the communities and constituents that Council serves;
- The Traditional Custodians of Kaurareg and Cairns who host elements of the TSIRC footprint;
- The Traditional Custodians of other lands throughout Queensland and other parts of Australia where TSIRC staff work remotely; and
- All Elders and Leaders – past, present and emerging – as well as the collective leadership of other representative organisations across the Torres Strait.

The Mayor also conveyed to those members of the Torres Strait Islander community throughout the homelands and on the Australian mainland who may be observing Sorry Business at this time, the thoughts, prayers and well wishes of Council.

Cr Francis Pearson delivered the opening prayer and this was followed by a Minute of Silence for reflection.

**B. NOTING OF APOLOGIES**

The following apologies were accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Division 4 – Mabuia	Cr Keith Fell – <i>Prior commitment</i>	CR ANIBA/CR WOSOMO
Division 12 – Masig	Cr Ted Mosby – <i>personal leave</i>	CR TAMU/CR MANAS

**C. CONFLICT OF INTEREST (COI) DECLARATIONS**

The Mayor advised that he had received no COI declarations from Councillors in relation to this month's agenda items and invited Councillors to declare any Conflict of Interest matters.

**Cr Kabay Tamu** declared a COI in relation Agenda Item 3 (Warraber – Social Housing Indigenous Land Use Agreement) as he was the Chairperson of the local PBC.

**D. LIVE STREAM**

The Mayor advised Council that this meeting is being LIVE STREAMED on Council's YouTube Channel and welcomed members of the general public who may be viewing proceedings.

**1. CONFIRMATION OF MINUTES (15 November 2024)**

#T24-28/2024-12/1

CR MYE / CR WOSOMO

**Council (as Trustee) confirms the Minutes of the Trustee Meeting held on 15 November 2024.**

**CARRIED UNANIMOUSLY**

### 1.1. UPDATE ON ACTION ITEMS FROM PREVIOUS MEETINGS

The Chief Executive Officer (Mr James William) spoke to this item and the update was noted by Council.

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

#T24-28/2024-11/2

CR STEPHEN / CR ELISALA

**Council (as Trustee) resolves to close the meeting to the public pursuant to section 84 of the *Local Government Act 2009* to allow the Trustee to discuss items listed on the agenda for closed discussion and for the reasons outlined under those items.**

**CARRIED UNANIMOUSLY**

- *Prior to the commencement of discussion of Agenda Item 3, Cr Tamu dialed-out of the Trustee Council meeting at 9.40am in accordance with his declared COI.*

## 3. WARRABER – SOCIAL HOUSING INDIGENOUS LAND USE AGREEMENT (ILUA)

*[Reason for Closed Discussion: on the basis that public discussion would be likely to prejudice the interests of the trustee council, as these matters involve:*

- legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government*
- negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#T24-28/2024-11/3

CR ANIBA / CR DORANTE

**Council (as Trustee):**

- notes that negotiations are underway for a Social Housing Indigenous Land Use Agreement (ILUA) to construct social housing on part of Lot 903 SP270859; and**
- resolves to enter into the Social Housing ILUA under Part 2 Division 3 of the *Native Title Act 1993*(NTA), over all or some of the lots as agreed to in the negotiations; and**
- delegates to the Chief Executive Officer the power to negotiate on behalf of Council, the terms and conditions of the ILUA, satisfactory to the Chief Executive Officer, and execute the ILUA on Council's behalf.**

**CARRIED UNANIMOUSLY**

- *Following resolution of the above decision, Cr Tamu was invited to rejoin the meeting and did so at 10.00am.*

## 4. MABUIAG – SOCIAL HOUSING INDIGENOUS LAND USE AGREEMENT (ILUA)

*[Reason for Closed Discussion: on the basis that public discussion would be likely to prejudice the interests of the trustee council, as these matters involve:*

- legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government*
- negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.]*

#T24-28/2024-11/4

CR DORANTE / CR WOSOMO

**Council (as Trustee):**

- (a) resolves to enter into a Social Housing Indigenous Land Use Agreement (ILUA) under Part 2 Division 3 of the *Native Title Act 1993* (NTA), to construct social houses on Lot 89 on SP273192 and Lot 64 on SP273192, Mabuia; and
- (b) delegates to the Chief Executive Officer the power to negotiate on behalf of Council, the terms and conditions of the ILUA, satisfactory to the Chief Executive Officer, and execute the ILUA on Council's behalf; and
- (c) delegates to the Chief Executive Officer the power to decide appropriate alternatives if the ILUA negotiations are not successful.

**CARRIED UNANIMOUSLY**

## 5. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#T24-28/2024-11/5

CR ANIBA / CR TAMU

**Council (as Trustee) resolves to move out of closed discussions pursuant to Section 84 of the *Local Government Act 2009*.**

**CARRIED UNANIMOUSLY**

➤ *The Trustee meeting was suspended from 10.35am to 10.45am for morning tea.*

## 6. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council (as Trustee) formally resolved as detailed in Agenda Items 3 and 4 above.

## 7. ITEMS ARISING

Nil.

## 8. NEXT MEETING – 29 JANUARY 2025 (Microsoft TEAMS)

Noted by Council (as Trustee).

## 9. CLOSE OF MEETING

The Mayor closed the Trustee Council meeting at 10.35am.

MINUTES CONFIRMED – 29 January 2025

.....  
Cr Phillemon Mosby  
Mayor  
Torres Strait Island Regional Council  
Date: 29 January 2025

.....  
James William  
Chief Executive Officer  
Torres Strait Island Regional Council  
Date: 29 January 2025





## TRUSTEE COUNCIL MEETING ACTION ITEMS

*(Updated as at 11 Dec 2024)*

Agenda Item

# 1.1

Agenda Item	Action	Action Area	Current Status
Sept 2024 Mtg  AI 3.2  Items Arising	<b>Medivac Helicopter Issues at the St Paul's Community (Cr John Levi)</b>  Cr Levi and the Executive Director Community Services to discuss alternative landing sites for the Medivac Helicopter on St Pauls Community.	Cr Levi / ED Community Services	Ongoing. No update from Cr Levi at this stage.
Sept 2024 Mtg  AI 3.4  Items Arising	<b>New/Expanded Cemetery on Mer (Cr Bob Kaigey)</b>  Letter from TSIRC to the Mer PBC advising that the Mer Cemetery has reached (or is close to reaching) full capacity and seek advice from the PBC on leasing options available for Council.	DOGIT Transfer, Land Tenure and Native Title Advisor	Letter sent to PBC on 29/10/24 seeking a meeting between the TSIRC CEO and the Mer PBC to discuss this matter. Awaiting response from PBC to this request.  No update at Dec 2024 Trustee meeting. CEO to follow-up with Cr Kaigey.

<p>Sept 2024 Mtg</p> <p>AI 3.7</p> <p>Consideration of Matters Discussed in Closed Session</p>	<p>1. Cr Aniba to convene a meeting of the Culture, Arts, Land and Heritage (CALH) Advisory Committee as soon as possible to discuss a way forward for Council to consider in relation to DOGIT Transfer matters.</p> <p>2. Chief Executive Officer to expedite the preparation a draft Memorandum of Understanding between TSIRC and GBK (to be considered at the November 2024 Council Workshop) covering:</p> <ul style="list-style-type: none"> <li>• Regional Governance/Regional Assembly matters</li> <li>• the Masig Statement</li> <li>• Treaty</li> <li>• Regular Roundtable Meetings (i.e. SARG and GBK Executive)</li> </ul> <p>other matters identified by the CALH Advisory Committee</p>	<p>1. Cr Aniba</p> <p>2. CEO</p>	<p>CALH Advisory Committee has met and is progressing this matter.</p> <p>A consultation/feedback process with PBCs is recommended in relation to the proposed TSIRC/GBK MOU.</p>
<p>Aug 2024 Mtg</p> <p>AI 5</p> <p>Iama DOGIT Transfer</p>	<p>Cr Aniba (through Council's Culture, Arts, Land and Heritage Advisory Committee) to progress the development of a clear policy position in relation to responsibility for DOGIT matters/land tenure (TSIRC or PBCs) in the context of a Torres Strait Regional Assembly arrangement.</p>	<p>Cr Aniba / ED Corporate Services</p>	<p>Cr Aniba advised the Dec 2024 Trustee meeting that the CALH A/C has met and will provide an update at the next SARG S/C meeting in 2025.</p>
<p>Aug 2024 Mtg</p> <p>AI 6</p> <p>Native Title Consent Process for New Housing</p>	<p>Council's Trustee Policy to provide clear consultation processes that must be undertaken prior to the submission of requests to the Trustee Council for decisions on matters requiring Native Title consent.</p>	<p>ED Corporate Services / DOGIT Transfer, Land Tenure and Native Title Advisor</p>	<p>In progress for updated Trustee Policy. Currently engaging with individual Divisions.</p> <p>Policy to be endorsed by CALH Advisory Committee and SARG prior to consideration by Council.</p>

<p>Apr 2024 Mtg</p> <p>AI 6</p> <p>Matters Arising (DOGIT Policy)</p>	<p>Cr Stephen requested that a range of issues in relation to finalising Council's DOGIT policy be discussed at Council's May 2024 Workshop.</p> <p><u>Action:</u> Chief Executive Officer to discuss further with Cr Stephen out of session.</p>	<p>Chief Executive Officer</p>	<p>In progress &amp; to be maintained as an ongoing action as DOGIT remains an ongoing and significant issue. Recommend to close this item as it is contained in AI 3.7 and AI 5</p>
<p>Nov 2023 Mtg</p> <p>AI 6</p> <p>Action Items from Previous Meetings</p>	<p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li><u>CEQ Matters</u> - Chief Executive Officer to liaise with Cr Dimas Toby in relation to CEQ Board engagement (particularly in relation to Seaswift matters, leasing, fuel matters and general pricing).</li> <li><u>Saibai Island Church</u>/options to assist in the maintenance and/or restoration of heritage-listed sites and buildings to be considered at the December 2023 meeting.</li> </ol>	<p>Chief Executive Officer</p> <p>Community Services</p>	<ol style="list-style-type: none"> <li>Remains in progress. Discussions with Seaswift and CEQ CEOs have been held and will be a regular occurrence.</li> <li>Ongoing work. The Saibai Island Church matter (as it unfolds) is being treated as a model to use right across the TSIRC footprint.</li> </ol> <p>ED BSU; ED Community Services and the consultant engaged with Anglican Bishop 5/11/24 to discuss funding and lease appetite.</p> <p>No update for December OM</p>



**DIRECTORATE:** Corporate Services

**AUTHOR:** Manager Governance & Risk

## **FIREARMS LICENCE APPLICATION – LANDOWNER CONSENT**

### **OFFICER RECOMMENDATION:**

**Council (as Trustee) grants landowner consent in accordance with section 13 of the *Weapons Act 1990* to Mr Stewart Sabatino for the purposes of his firearms licence application.**

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### **EXECUTIVE SUMMARY:**

Section 13 of the *Weapons Act 1990* requires that an applicant for a recreational Shooting licence must produce a written permission from a landowner authorising the applicant to shoot on the landowner's land.

This permission is one of several supporting documents required as part of the overall application process to the Queensland Police. The applicant has submitted a copy of his Statement of Attainment 11029NAT – Course in Firearms and Weapon Safety issued April 2024.

In January 2025, Stewart Sabatino of Hammond Island, sent a formal request to the TSIRC CEO for landowner permission to obtain his firearms licence. Since TSIRC holds the Hammond Island DOGIT, it is the 'landowner' for this purpose.

Council (as Trustee) has already set a precedent by granting landowner consent in 2022 and 2024 to other applicants.

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

Cr Seriako Dorante (Division 8 – Kirirri)

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

Council (as Trustee) does not have a robust position in relation to landowner consent in its Trustee Policy and there is no guidance in the current policy or any procedure on how these requests should be processed, other than the decision taken at the March 2022 Trustee Meeting that:

- all landowner consent for firearms licence applications under the *Weapons Act 1990* be referred to the Trustee for approval, with the Divisional Councillor having the right of veto;
- requested that a register of all landowner consent applications be maintained; and
- that the Trustee Policy be amended to incorporate these changes.

These changes have since been incorporated into the **draft** Trustee Policy currently being prepared for Trustee endorsement. The Trustee may like to consider strengthening its Trustee Policy to ensure that future applicants provide more detail when seeking landowner consent and that applicants agree to abide by any additional requirements which Council (as Trustee) may require in the interests of local community safety and wellbeing. For example:

- Statement of Attainment 11029NAT – Course in Firearms and Weapon Safety issued April 2024;
- a copy of current firearm licence;
- a copy of the application to be submitted to the Queensland Police (*this application contains relevant information that may assist the Trustee in its deliberations*);
- no firearm discharges in the direction of townships, households, in the vicinity of aerodromes, aircraft landing strips, aircraft flight zones, etc;
- no firearm discharges in restricted areas (sacred areas);
- restrictions on when and where firearms can be discharged;
- advising relevant parties in the community when and where the firearm may be discharged;
- sensitive cultural events.

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

<b>Statutory:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 2009</i></li> <li>• <i>Local Government Regulation 2012</i></li> <li>• <i>Weapons Act 1990</i></li> </ul>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Under section 168 of the <i>Weapons Act 1990</i> , the Landowner incurs no liability merely because the Landowner provides a person with written permission to shoot on the Landowners land
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) <ul style="list-style-type: none"> <li>➤ Delivery Pillar One – People (<i>Bisnis – Pipol</i>)</li> </ul> Outcome 4: We are a transparent, open and engaging council. <ul style="list-style-type: none"> <li>➤ 4.2 Evolve Council’s communication channels and community’s access to information</li> </ul>
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	N/A

**Other Comments:**

Nil.

**Endorsed:**

*Kim Kerwin*

Kim Kerwin

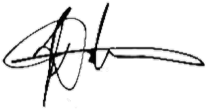
Manager Governance & Risk

**Recommended:**

*S. Andres*

Susanne Andres

Executive Director Corporate Services

**Approved:**A handwritten signature in black ink, appearing to be 'James William', with a stylized, flowing script.

James William

Chief Executive Officer

**ATTACHMENTS:**

Nil



**DIRECTORATE:** Corporate Services

**AUTHOR:** DOGIT Transfer, Land Tenure and Native Title Advisor

## **ARMY AILAN COMMUNITY ASSISTANCE PROGRAMME (AACAP) 2025 -PORUMA**

### **OFFICER RECOMMENDATION:**

#### **Council (as Trustee):**

- (a) **approves the scope of works proposed to be undertaken by the Australian Army under the Army Ailan Community Assistance Programme 2025 (AACAP) at Poruma Island which include:**
  - **Basketball court roof – construction of a new roof over the existing basketball court; and**
  - **Change rooms – refurbishment of existing change rooms.**
- (b) **notes that the programme also includes the delivery of community skills training and a Health Program for the period the Army is in community; and**
- (c) **delegates to the Chief Executive Officer the power to execute the necessary documents to give effect to this resolution.**

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### **EXECUTIVE SUMMARY:**

The Army Ailan Community Assistance Programme 2025 (AACAP) is a collaboration between the National Indigenous Australians Agency (NIAA), the Australian Army (the Army) and Torres Strait Regional Authority (TSRA) to assist remote Indigenous communities, improve health and living conditions while providing valuable training opportunities to the Army. The project supports the Federal Government's commitment to 'Closing the Gap' and the 2025 delivery model, has an increased focus on health, training and community engagement.

The Army undertook a scoping study in 2023 to determine the scope of works for AACAP 2025, and following consultation with the community, developed the scope of works for Poruma, which includes a new roof over the basketball court and refurbishment of the existing change rooms. Other minor tasks of opportunity identified during delivery of the project may also be conducted, where time and resources allow. The project is planned to be undertaken in May to August 2025.

Additional to the infrastructure works, the Army will deliver community skills training and a Health program for the period they are in community.

This paper is to seek the Trustee's formal acceptance of the works.

## **Interested Parties/Consultation:**

Division 11 Councillor-Francis Pearson.

Porumalgal (Torres Strait Islanders) Corporation PBC.

Poruma community.

Moray Agnew Lawyers.

NIAA.

TSRA.

Australian Army.

TSIRC Assets, Engineering, Finance, Community Services and Building Services.

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

The Army has been consulting with the community since 2023 and the proposed scope of works include:

### **Scope Item 1 – Poruma Basketball Court Lot 85 SP270862 (DOGIT).**

The community raised the need for a roof over the existing basketball court to allow for the hosting of inter-island sports competitions. A portal frame structure has been proposed to shelter the existing court as well as to bridge the gap between the court and spectator seating. Construction will be an open-sided, shed style covering to provide all-weather use for sports, as well as larger community gatherings. Because of the island environment, materials will be carefully selected to ensure durability and limit the maintenance burden (for example, stainless steel or aluminium roof sheets).

## **Concept design**

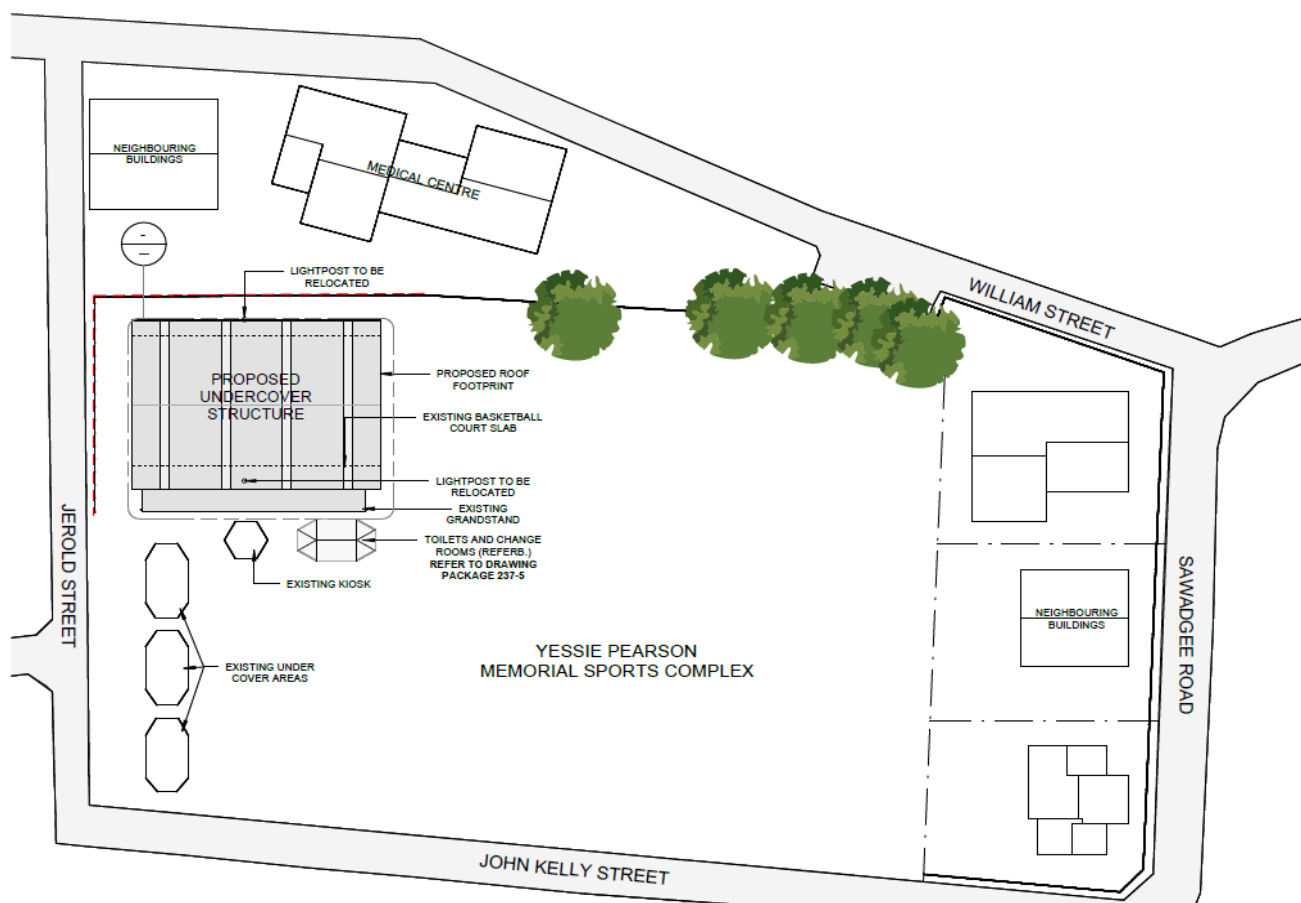




## Concept design



## Layout within Lot 85



### Scope Item 2 – Change Room refurbishment Lot 84 SP270862 (DOGIT).

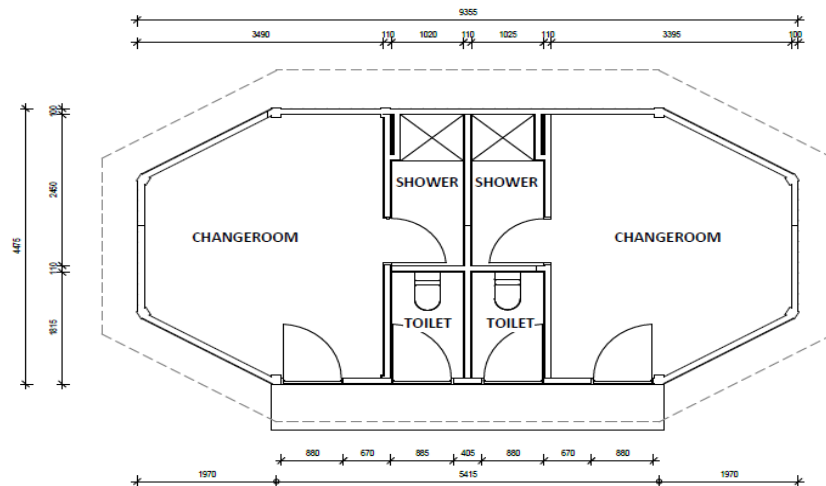
To facilitate additional use of the sporting complex, the existing change rooms will be refurbished. The existing layout will be retained, however, more durable materials and finishes will be used to increase the lifespan of the building. Refurbishment is to include stripping the building back to its original structure, replacing roofing, cladding, plumbing, cabinetry, fixtures and fittings.

### Concept design




PROJECT NUMBER: 237 - 5

## Change room floor plan

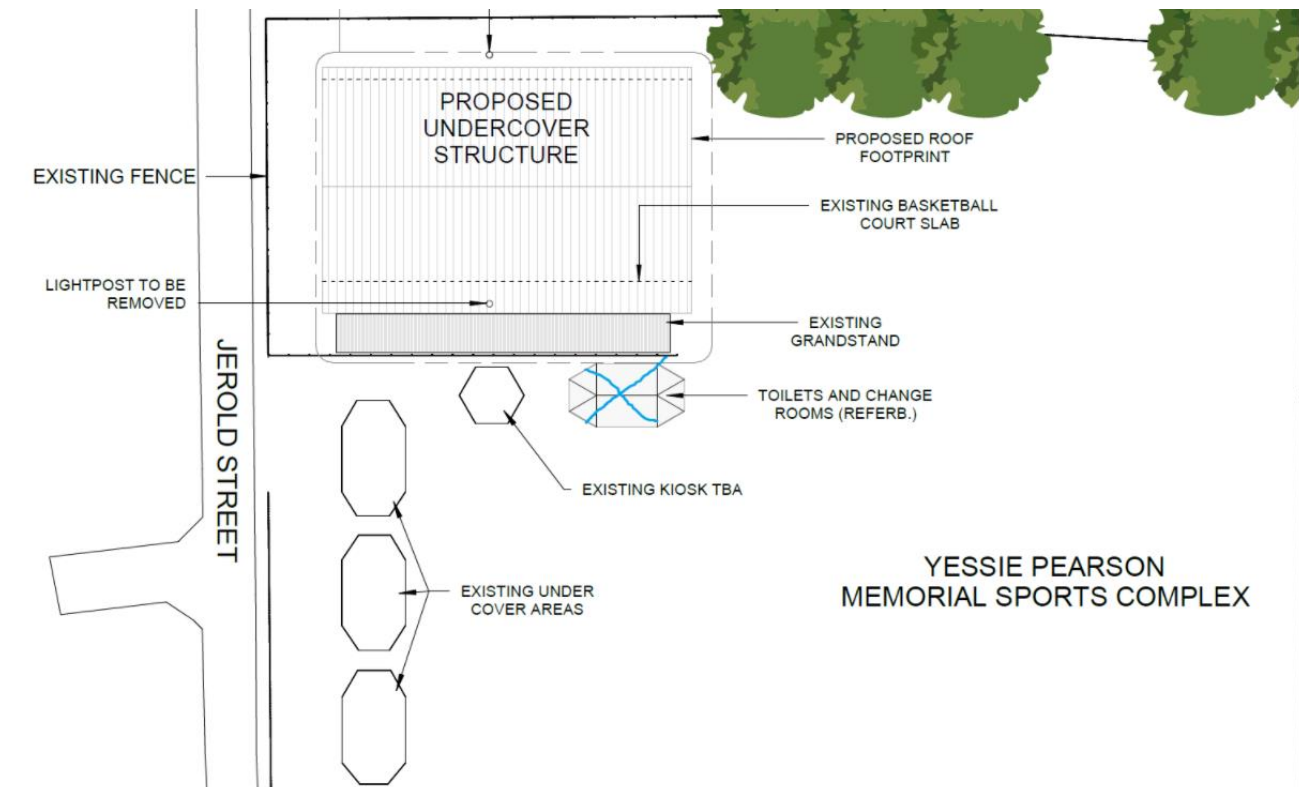


### EXISTING FLOOR PLAN - CHANGE ROOMS

1 : 50

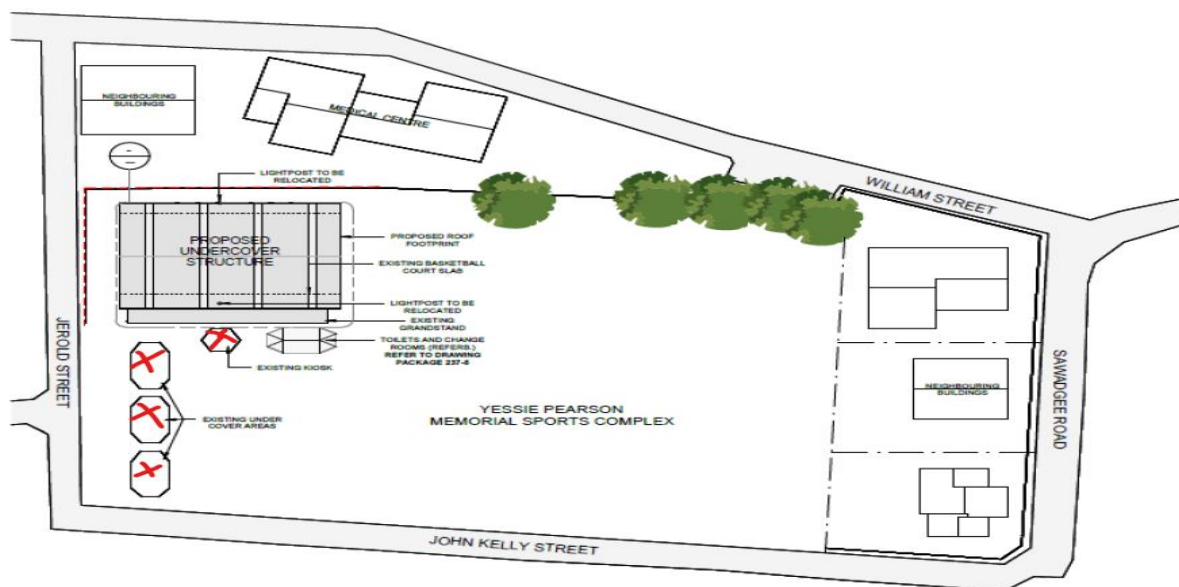
DESCRIPTION - INITIAL CONCEPT?				X.X.	X.X.	01/01/21	 <div>19th Chief Engineer Works</div> <div>373a AVOCA STREET RANDWICK NSW 2031</div> <div>Telephone (02) 93490242</div> <div>Facsimile (02) 93490243</div>	SURVEYOR :		LCPL C WESTBURY & LCPL S COX		SCALE :		1 : 50		PROJECT : AACAP 2025 - TORRES STRAIT - WARRABER KIOSK & CHANGE ROOMS	
								DRAWN BY :	CPL H BOLD				SIZE :		TITLE : EXISTING FLOOR PLAN - CHANGE ROOMS		
								WKS MANAGER :	WO1 L WARDLE				DATE DRAWN :		DRAWING NUMBER :		
								PROJECT ENG :	CAPT C McDERMID				28/06/24		237 - 5 - A101		
DESCRIPTION				BY	CHKD	DATE		PROJECT MGR :		MAJ T DOUST				DRAWING STATUS :			
AMENDMENTS								PROJECT DIR :		LTCOL M WOODS				50%			

### Location of change rooms in lot 84 (marked with an X)





The dilapidated structures as shown below (**marked with an X**) are to be removed from the site by the Army as part of the project. This will offset costs for Council to remove them.



Lot 84 and 85 SP270862-aerial imagery



## **Community skills training and Health program**

**Community skills training**-the Army will work closely with the community, local service providers and State training agencies to identify training opportunities to support current and future training and employment opportunities. An Army training team will be established with a dedicated training officer to determine specific training needs and opportunities.

**Health program**- the Army will also work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health services for the community. A Health Development Officer will be appointed to work in conjunction with TCHHS to determine the most appropriate services and delivery methods. Potential services identified include dental, primary healthcare (GPs and nurses) and specialist services.

**Native title**- the proposed works are not considered to be future acts in terms of the *Native Title Act 1993*. The works will have no further impact on Native Title as to what has already occurred by the establishment of the original basketball court and changerooms. The works do not require formal Native Title consent. Consultation has occurred with the Porumalgai PBC and the community, and the PBC has signed a letter of acceptance of the works. The Army will continue to engage with the PBC and the community throughout the project.

**Town planning approval**- a planning assessment has been completed and the works are Accepted Development under the Zenadth Kes Planning Scheme. All relevant development approvals will be obtained.

**Asset ownership and ongoing maintenance**- Moray and Agnew Lawyers, on behalf of Council prepared an “asset owner and ongoing maintenance agreement” which provides clarity that Council, as Trustee of the Poruma DOGIT is the owner of the refurbished assets once the project is complete. The agreement indemnifies the Trustee of any liability during the construction phase and provides agreement that the Trustee will facilitate the ongoing maintenance of the infrastructure upon completion.

**Tasks of opportunity** (if resources allow) include leveling the football field, relocate existing light poles from the basketball court to the football oval, creating a gap in the existing grandstand to allow players to enter the court directly from the change rooms, road paving behind the school, repair/replacement of picnic benches and refurbishment of service provider accommodation.

During the Delivery phase of the project, a small team of about 20-25 soldiers intend to live on island for several months, with the intent to use existing accommodation on the island. This will be planned with Council approval.

The recommendation contained in this Report is that the Trustee consents to the projects.

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Torres Strait Islander Land Act 1991 (Qld)</i></li><li>• <i>Planning Act 2016 (Qld)</i></li><li>• <i>Local Government Act 2009 (Qld)</i></li></ul>
<b>Budgetary:</b>	<p>Estimated ongoing maintenance costs provided by Finance;</p> <ul style="list-style-type: none"><li>• \$16,258 per annum ongoing maintenance (includes maintenance, electricity and insurance).</li></ul> <p>Legal costs.</p> <ul style="list-style-type: none"><li>• \$8000 approx. once off legal fees combined with Warraber and Erub.</li></ul>
<b>Policy:</b>	Trustee Policy 2019
<b>Legal:</b>	The asset owner and ongoing maintenance agreement has been drafted by Council's external Lawyer, Moray Agnew.
<b>Risk:</b>	Trustee risks will be managed by ensuring any the works have appropriate approvals.
<b>Links to Strategic Plans:</b>	<p>TSIRC Corporate Plan 2020–2025 (<i>Bisnis Plan</i>)</p> <ul style="list-style-type: none"><li>➤ Delivery Pillar – Sustainability</li></ul> <p>Outcome 8: We manage council affairs responsibly for the benefit of our communities</p> <ul style="list-style-type: none"><li>➤ 8.1: Effective management of DOGIT Land as a Trustee</li></ul>
<b>Masig Statement:</b>	<p>This is consistent with the aims of the Masig Statement, including:</p> <ul style="list-style-type: none"><li>• Aim 4 –create partnerships with Key Regional Stakeholders, the Queensland and Australian Governments to better equip us to work together to achieve our regional goals and aspirations.</li></ul>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	May to August 2025

**Other Comments:**

Nil.

**Endorsed:**



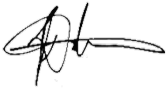
Joanne Bryant  
DOGIT Transfer, Land Tenure and  
Native Title Advisor

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

**ATT A- AACAP WORKSCOPE LETTER.**

**OFFICIAL**

BQ62024239



**COMMONWEALTH OF AUSTRALIA**  
**DEPARTMENT OF DEFENCE**

**WORKSCOPE LETTER**  
**(SCOPE ENDORSEMENT)**

**PROJECT 237**

**ARMY AILAN COMMUNITY**  
**ASSISTANCE PROGRAMME (AACAP) 2025**

**PORUMA (COCONUT) ISLAND, TORRES STRAIT, QLD**

**CLIENT:**  
AACAP STEERING COMMITTEE

**19th Chief Engineer Works**  
373A Avoca Street, RANDWICK, NSW, 2031



Quality  
ISO 9001

SAI GLOBAL

**PLAN**

**DESIGN**

**DELIVER**



**OFFICIAL**



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### Amendment Register

Number	Part	Amendment Detail	Date

### Abbreviations

19 CE Works: .....	19th Chief Engineer Works
51 FNQR: .....	51st Battalion, The Far North Queensland Regiment
6 ESR: .....	6th Engineer Support Regiment
AACAP: .....	Army Ailan Community Assistance Programme
DLP: .....	Defects Liability Period
HDO: .....	Health Development Officer
NIAA: .....	National Indigenous Australians Agency
PMT: .....	Project Management Team
SC: .....	Steering Committee
SOW: .....	Scope of Works
TCHHS:.....	Torres and Cape Hospital and Health Service
TDO: .....	Training Development Officer
TSIRC: .....	Torres Strait Island Regional Council
TSRA: .....	Torres Strait Regional Authority

## INTRODUCTION

### Background

1. The Army Ailan Community Assistance Programme (AACAP) is a cooperative endeavour between the National Indigenous Australians Agency (NIAA), Australian Army and in 2025 the Torres Strait Regional Authority (TSRA). The programme assists remote Indigenous communities, improving health and living conditions while providing valuable training opportunities to the Australian Army.
2. Army will deliver AACAP to the following communities in 2025:
  - a. Erub (Darnley) Island
  - b. Poruma (Coconut) Island
  - c. Warraber (Sue) Island.
3. A Scoping Study was undertaken in late 2023 to determine the scope for AACAP 2025, led by the 19th Chief Engineer Works (19 CE Works) and supported by NIAA, TSRA, 51st Battalion, The Far North Queensland Regiment (51 FNQR) and the 6th Engineer Support Regiment (6 ESR). During visits to the islands, the project team discussed Community needs, existing infrastructure and future development plans to determine an appropriate scope for development.
4. Subsequent to the visits, a Scoping Study Report was developed, recommending a Scope of Works (scope) for the project. This Workscope Letter is developed from the recommendations in that report and is endorsed by the AACAP Steering Committee. In addition to Community needs and priorities, scope has been proposed based on to align with Army construction capability, resource capacity and training requirements.

### Aim

5. The aim of this Letter is to inform Poruma Community and seek acceptance of the proposed scope being developed for AACAP 2025 and outline Army's intent for training and health development opportunities. Initial details will be provided regarding the proposed project timeline (key milestones) and approval processes to be adopted for project delivery.

## PROPOSED SCOPE

6. The proposed scope for AACAP 2025 for Poruma, endorsed by the AACAP Steering Committee for further development, is as follows:
  - a. Basketball court roof – new construction
  - b. Change rooms – refurbishment.
7. **Additional items.** Other minor tasks of opportunity identified during reconnaissance and/or during delivery may be conducted, where time and resources are available.

### Scope Item 1 – Poruma Basketball Court

8. The basketball court on Poruma is currently exposed with weather affecting its use. The scoping study identified that there are limited covered areas for your Community to gather. By contrast, surrounding islands generally have indoor or covered sporting areas.

9. **Proposed solution.** Construction of an open-sided, shed style covering (similar to Iama Island) over the court would provide all-weather use for sports, as well as larger Community gatherings. Because of the island environment, materials will be carefully selected to ensure durability and, limit the maintenance burden (for example, stainless steel or aluminium roof sheets). Annex A contains initial concept sketches.

### Scope Item 2 – Poruma Change Rooms

10. Adjacent to the basketball court and oval is a change room, formerly used for sporting events. The scoping study identified that these facilities are not currently replicated elsewhere.

11. **Proposed solution.** Refurbishment may include stripping the building back to its structure, replacing roofing and cladding, and cabinetry, fixtures and equipment. Further assessment will determine the exact scope of refurbishment.

## TRAINING AND HEALTH

### Community skills training

12. Community skills training will form part of the AACAP 2025 project scope. Army will work closely with Poruma Community, local service providers and State training agencies to identify training opportunities. Collaboration will help identify opportunities to support current and future training and employment opportunities for Poruma Community.

13. **Delivery.** Leveraging previous successful AACAP training programs and existing programs in communities, an Army training team will be established for the project. A Training Development Officer (TDO) will be appointed to the project and will engage with Poruma Community later in 2024 to determine specific training needs and opportunities for delivery in 2025.

### Health program

14. Community health programs will also form part of the AACAP 2025 scope. Army will work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health effects for Poruma Community.

15. **Delivery.** Leveraging previous successful AACAP health programs and existing services, an Army health team will be established for the project. A Health Development Officer (HDO) will be appointed to the project and will work in conjunction with TCHHS to determine the most appropriate services and delivery methods. Potential services identified for delivery during AACAP 2025 (subject to Army capacity) include:

- a. dental services

- b. primary healthcare (general practitioner and nursing) services
- c. specialist services and allied health.

## SCOPE OF WORKS DELIVERY

16. The 19 CE Works Project Management Team (PMT) will further develop the scope throughout 2024 including engineering design, consultation and local approvals. 6 ESR will lead the AACAP contingent to deliver construction, health and training effects in 2025, with specific timings and methodologies to be determined.

17. During the Delivery phase, the AACAP contingent will live on Poruma for a number of months. The current intent is to use existing accommodation on the island, housing a small team of 10–20 soldiers. This will be planned in conjunction with TSIRC and Community and confirmed in late 2024.

18. Engagement with Poruma Community to understand needs and plan delivery of scope is critical to AACAP 2025 success. Army and NIAA value Community input, and will require entry into Community on multiple occasions throughout the Development and Delivery phases to ensure the project meets Community needs and expectations.

## PROPOSED PROJECT TIMELINE

### Timeline

19. **Milestones.** The two major phases of the AACAP 2025 are the Development phase through 2024 and the Delivery phase in mid-2025. Proposed key milestones are as follows:

- a. Concept (30%) Design Presentation to Community – by May 2024
- b. Schematic (50%) Design Presentation to Community – by August 2024
- c. Detailed (90%) Design Presentation to Community – by November 2024
- d. Delivery phase (Logistics and Construction activities) – May to August 2025
- e. Defects Liability Period (DLP) – August 2025 to July 2026.

20. **Conditions.** In addition to the project milestones, successful delivery of AACAP 2025 will be dependent on achievement of the following administrative tasks:

- a. Workscope Letter acceptance – by 26 April 2024
- b. Asset owner and end user agreement – by August 2024 (linked to 50% design stage)
- c. Land use and maintenance agreements – by August 2024 (linked to 50% design stage)
- d. Environmental and cultural clearances – by February 2025.

## **Scope of works adjustments**

21. The project timeline and scope may be adjusted by the Steering Committee if the approvals and clearances detailed above are not achieved in the timeframe specified. Army requires support from TSIRC, the Prescribed Body Corporate and wider Poruma Community to successfully achieve these conditions and develop the project.

22. As the design of each scope item progresses, cost estimates will become more accurate. If this results in the overall cost exceeding the project budget, the scope will be rationalised through a value management process. Community will be consulted through the process and notified of the outcomes as it occurs.

## **CONCLUSION**

23. A Letter of Offer to Poruma Community is attached at Enclosure 1, with a draft Letter of Acceptance attached at Enclosure 2. It is requested that acceptance is obtained no later than 26 April 2024 to allow design progression.

24. The proposed scope has been developed following extensive stakeholder consultation, and in accordance with guidance provided by the Steering Committee throughout the Inception phase of the project.

**Roger McMurray**  
Colonel  
Director Land Operations  
Army Headquarters

Mar 24

**Jeremy Mickle**  
Branch Manager  
Culture and Heritage Branch  
National Indigenous Australians Agency

Mar 24

### **Annex:**

A. Poruma Island Proposed Scope Sketches

### **Enclosures:**

1. Poruma Island Letter of Offer
2. Draft Poruma Island Letter of Acceptance

**OFFICIAL**

**ANNEX A TO  
AACAP 2025 WORKSCOPE LETTER – PORUMA  
MAR 24**

**PORUMA ISLAND PROPOSED SCOPE SKETCHES**

**Figure A1. Basketball Court Roof and Change room – Site Plan**  
*(Yessie Pearson Memorial Sports Complex)*



**Figure A2. Basketball Court – Render**



**OFFICIAL**



**Figure A3. Basketball Court – Render**



**DIRECTORATE:** Corporate Services

**AUTHOR:** DOGIT Transfer, Land Tenure and Native Title Advisor

**ARMY AILAN COMMUNITY ASSISTANCE PROGRAMME (AACAP) 2025 -ERUB**

**OFFICER RECOMMENDATION:**

**Council (as Trustee):**

- (a) **approves the scope of works proposed to be undertaken by the Australian Army under the Army Ailan Community Assistance Programme 2025 (AACAP) at Erub Island which includes:**
  - **Community Hall and ablutions (new construction);**
  - **Kemus Road Culvert –replacement; and**
  - **Erub Airfield Road – localised pavement repair and enhancement;**
- (b) **consents to the construction of the community hall in accordance with the church lease terms (lease over Lot 100 SP270873 to The Corporation of The Diocesan Synod of North Queensland);**
- (c) **consents to the partial surrender of the church lease over Lot 100 SP270873, following construction of the community hall;**
- (d) **notes that the AACAP programme includes the delivery of community skills training and a Health Program for the period of time the Army is in community; and**
- (e) **delegates to the Chief Executive Officer the power to execute the necessary documents to give effect to this resolution.**

---

**EXECUTIVE SUMMARY:**

The Army Ailan Community Assistance Programme 2025 (AACAP) is a collaboration between the National Indigenous Australians Agency (NIAA), the Australian Army (the Army) and Torres Strait Regional Authority (TSRA) to assist remote Indigenous communities, improve health and living conditions while providing valuable training opportunities to the Army. The project supports the Federal Government's commitment to 'Closing the Gap' and the 2025 delivery model, has an increased focus on health, training and community engagement.

The Army undertook a scoping study in 2023 to determine the scope of works Erub, and following consultation with the community, developed the scope, which includes the construction of a community hall and ablutions block within the church grounds, as well as replacement of the Kemus road culvert and repairs/enhancements to the airfield road. Other minor tasks of opportunity identified during delivery may also be conducted, where time and resources allow. The project is planned to be undertaken in May to August 2025.

Additional to the infrastructure development, the Army will also deliver community skills training and a Health program for the period of time they are in community.

This paper is to seek the Trustee's formal acceptance of the works.



## Interested Parties/Consultation:

Division 14 Councillor Nixon Mye.

Erubam Le (Torres Strait Islanders) Corporation PBC.

Erub community.

Moray Agnew Lawyers.

NIAA.

TSRA.

Australian Army.

The Corporation of The Diocesan Synod of North Queensland.

TSIRC Assets, Engineering, Finance, Community Services and Building Services.

## Background / Previous Council Consideration:

The Army has been consulting with the community since 2023 and the proposed scope of works include:

### Scope Item 1 – Community Hall and ablutions (new construction) - Lot 100 SP270873

Lot 100 SP270873 is DOGIT land with a lease in place until 2050 to The Corporation of The Diocesan Synod of North Queensland. The Diocese has agreed to surrender the required area from its lease. The area will revert to DOGIT land and Council will be the owner of the asset. Council will be responsible to manage and maintain the community hall going forward. Additional details about the partial lease surrender are set out below.

The community raised the need for an area to hold events and gatherings close to the town centre and residential areas. The hall will be a simple, semi-enclosed structure on a concrete pad and the walls will consist of vertical slats and lockable doors. The facility will have basic electrical services and lighting and will be constructed using resilient materials such as hardwood and stainless steel. There will be attached concrete block toilets, publicly accessible also servicing the church.

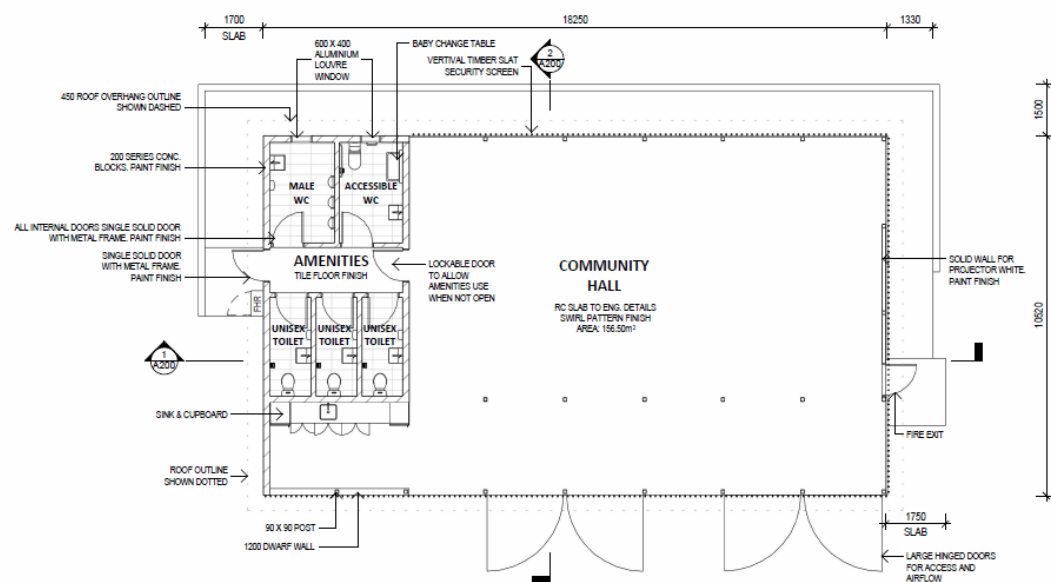
### Concept design



## Concept design



## Floor plan




1 GROUND FLOOR PLAN  
1 : 100



## Layout within Lot 100



### 1 SITE PLAN WITH OVERLAY

50%	REVISION DESCRIPTION... INITIAL CONCEPT?	Author	Checker	04/28/21
REV	DESCRIPTION	BY	CHKD	DATE
AMENDMENTS				
<div>  <b>19th Chief Engineer Works</b>                      373a AVOCA STREET RANDWICK NSW 2031                      Telephone - 0429 149 380                      Skype - (08) 7971 3973                 </div>				
SURVEYOR :		LCPL COX & SPR WESTBURY		SCALE :
DRAWN BY :		SPR DRYDEN		1 : 500
WKS MANAGER :		WO1 WARDLE		SIZE :
PROJECT ENG :		CAPT McDERMID		A3
PROJECT MGR :		MAJ DOUST		DATE DRAWN :
PROJECT DIR :		LT COL WOODS		10/07/2024
PROJECT :			ACAP 2025 - TORRES STRAIT - QLD	
			ERUB COMMUNITY HALL	
			TITLE : SITE PLAN WITH OVERLAY	
			DRAWING NUMBER :	DRAWING STATUS :
			237-1 - A100-1	50%

## Lot 100 SP270873 current aerial imagery





## Scope Item 2 – Kemus road culvert replacement

Community identified the need for the culvert along the Kemus road to be replaced due to severe degradation in the wet season. The road is used by community to access the Kemus commemorative site for the Coming of the Light Festival celebrations on 1 July each year. The community advised that the road must be opened for the Coming of the Light celebrations in 2025. If the works are delayed, the Army will liaise with Council about temporary bypass options. During the concept reconnaissance in April 2024 (post wet season), it was identified that the existing culvert was insufficient, and a new culvert is required. Replacement will involve civil works to replace the culvert, shape the inflow and outflow and provide suitable headwalls and will improve all-weather access to Kemus.

### Location of culvert



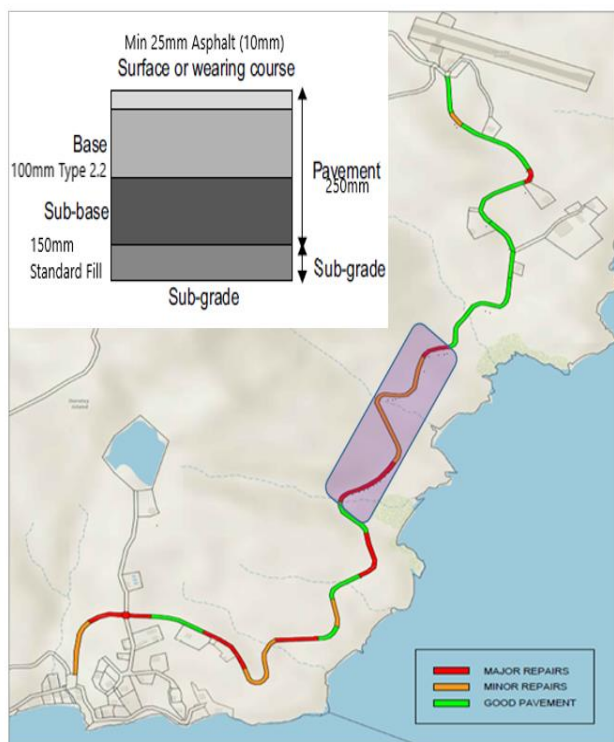
A topographic map of the proposed site. The map shows a central area with a creek centerline running vertically. A horizontal line represents the existing unsealed track. The map includes labels for 'BAMBOO CLUMPS', 'CREEK CENTRELINE', and 'EXISTING UNSEALED TRACK'. Elevation markers are shown as '4445' and '20650'. The map also features a hatched area in the center, likely representing a proposed structure or clearing.





### Scope Item 3 – Airstrip Road repair and enhancement

There will be localised patch repair using asphalt or other material to improve the drivability and safety of the Airfield road. Depending on the damage, in some areas, sections of pavement could be replaced (with asphalt or concrete) to provide a more durable, long-term solution. Installation of drainage is being considered to reduce future erosion.



#### Road Section

Depending on time and resources, Army can complete approximately 100-300m of road section replacement and drainage.

The section identified is approximately 700m long.

We are confirming on a recon this week as to the areas we will comit to.

### Community skills training and Health program

**Community skills training**-the Army will work closely with Erub Community, local service providers and State training agencies to identify training opportunities to support current and future training and employment opportunities for the community. An Army training team will be established for the project with a dedicated training officer to determine specific training needs and opportunities.

**Health program**- the Army will also work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health services for the community. A Health Development Officer will be appointed to work in conjunction with TCHHS to determine the most appropriate services and delivery methods. Potential services identified include dental, primary healthcare (GPs and nurses) and specialist services.

### Native Title, Town Planning and part surrender of the Church lease

**Native title** –Lot 100 is subject to a native title extinguishment which occurred by the grant of the previous church lease in 1974 (Special lease 43/38563). This type of lease is considered to be a previous exclusive possession act (PEPA) under section 23B(2) of the *Native Title Act 1993* (NTA). Therefore, the works may proceed without formal Native Title consent. The airfield road and Kemus road culvert works can also proceed without formal Native Title consent, as they are within the existing gazetted road footprint. Consultation with the Erubam Le Traditional Land and Sea Owners (Torres Strait Islanders) Corporation RNTBC (the PBC) has been undertaken and the PBC fully supports the project and agrees that the church lease extinguished native title. The Army will continue to engage with the PBC and the community throughout the implementation of the project.

### **Church lease and Town planning approval**

**Church lease**-the church lease on Lot 100 is registered to the Corporation Of The Diocesan Synod Of North Queensland (expires 31/08/2050). Consultation has occurred between the PBC Chairperson, the Army and the Bishop which resulted in agreement from the Bishop to surrender a portion of the lease (the area required for the hall and ablutions block). Part surrender of the lease requires consent from the Trustee, which forms part of the Trustee resolution.

**Town planning** -the part surrender of the church lease will require a development approval for reconfiguration of a lot under the *Planning Act 2016*. The application will trigger referrals to the State for a reconfiguration of a lot in a Coastal Management Zone and reconfiguration of a lot on the State Heritage Register. The construction of the hall can occur prior to the reconfiguration, and subject to the Army obtaining a development permit for carrying out building works. The Army will be required to obtain an Exemption Certificate under Part 6, Division 2 of the *Queensland Heritage Act 1992* for development of a place on the Queensland Heritage Register, prior to the development permit for building works being approved. Construction of works while the lease is in place requires consent from the Trustee, which forms part of the Trustee resolution.

Moray and Agnew Lawyers, on behalf of Council prepared a tripartite agreement to indemnify the Church and Council against any liability while the construction is occurring. The Church has agreed to this approach. The reconfiguration of a lot and the part surrendered of the lease will be completed after the hall is built.

**Asset ownership and ongoing maintenance**- Moray and Agnew prepared an “asset ownership and ongoing maintenance agreement” which provides clarity that Council, as Trustee of the Erub DOGIT is the owner of the new and refurbished assets once the project is complete. The agreement indemnifies the Trustee of any liability during the construction phase of the project and provides agreement that the Trustee will facilitate the ongoing maintenance of the infrastructure upon completion.

Potential tasks of opportunity if resources allow include drainage along the roadside from the airport to the Kemus culvert, repair of drainage along the road from the airport, fully enclose runway waiting area, removal of the church dilapidated toilet block and removal of any asbestos in a sealed container to the mainland.

During the Delivery phase of the project, a team of up to 40 soldiers intend to live on island for several months, with the intent to set up a camp at the sports ground. This will be planned with Council approval.

The recommendation contained in this Report is that the Trustee consents to the projects.

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Torres Strait Islander Land Act 1991 (Qld)</i></li><li>• <i>Planning Act 2016 (Qld)</i></li><li>• <i>Local Government Act 2009 (Qld)</i></li></ul>
<b>Budgetary:</b>	<p>Estimated ongoing maintenance costs advised by Finance (not including depreciation);</p> <ul style="list-style-type: none"><li>• \$4400 per annum which includes maintenance, electricity and insurance.</li></ul> <p>Legal costs</p> <ul style="list-style-type: none"><li>• \$8000 approx legal fees combined with Poruma and Warraber.</li></ul>
<b>Policy:</b>	Trustee Policy 2019
<b>Legal:</b>	The Asset owner and end user maintenance agreement has been drafted by Council's external Lawyer, Moray Agnew.
<b>Risk:</b>	Trustee risks will be managed by ensuring any the upgrades have appropriate approvals.
<b>Links to Strategic Plans:</b>	<p>TSIRC Corporate Plan 2020–2025 (<i>Bisnis Plan</i>)</p> <ul style="list-style-type: none"><li>➤ Delivery Pillar – Sustainability</li></ul> <p>Outcome 8: We manage council affairs responsibly for the benefit of our communities</p> <ul style="list-style-type: none"><li>➤ 8.1: Effective management of DOGIT Land as a Trustee</li></ul>
<b>Masig Statement:</b>	<p>This is consistent with the aims of the Masig Statement, including:</p> <ul style="list-style-type: none"><li>• Aim 4 –create partnerships with Key Regional Stakeholders, the Queensland and Australian Governments to better equip us to work together to achieve our regional goals and aspirations.</li></ul>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	May to August 2025



**Other Comments:**

Nil.

**Endorsed:**



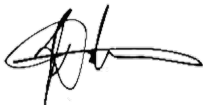
Joanne Bryant  
DOGIT Transfer, Land Tenure and  
Native Title Advisor

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

**ATT A- AACAP WORKSCOPE LETTER.**  
**ATT B- CULVERT DESIGN.**

**OFFICIAL**

BQ61855011



**COMMONWEALTH OF AUSTRALIA**  
**DEPARTMENT OF DEFENCE**

**WORKSCOPE LETTER**  
**(SCOPE ENDORSEMENT)**

**PROJECT 237**

**ARMY AILAN COMMUNITY**  
**ASSISTANCE PROGRAMME (AACAP) 2025**

**ERUB (DARNLEY) ISLAND, TORRES STRAIT, QLD**

**CLIENT:**  
AACAP STEERING COMMITTEE

**19th Chief Engineer Works**  
373A Avoca Street, RANDWICK, NSW, 2031



Quality  
ISO 9001

SAI GLOBAL

**PLAN**

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## **INTRODUCTION**

### **Background**

1. The Army Ailan Community Assistance Programme (AACAP) is a cooperative endeavour between the National Indigenous Australians Agency (NIAA), Australian Army and in 2025 the Torres Strait Regional Authority (TSRA). The programme assists remote Indigenous communities, improving health and living conditions while providing valuable training opportunities to the Australian Army.
2. Army will deliver AACAP to the following communities in 2025:
  - a. Erub (Darnley) Island
  - b. Poruma (Coconut) Island
  - c. Warraber (Sue) Island.
3. A Scoping Study was undertaken in late 2023 to determine the scope for AACAP 2025, led by the 19th Chief Engineer Works (19 CE Works) and supported by NIAA, TSRA, 51st Battalion, The Far North Queensland Regiment (51 FNQR) and the 6th Engineer Support Regiment (6 ESR). During visits to the islands, the project team discussed Community needs, existing infrastructure and future development plans to determine an appropriate scope for development.
4. Subsequent to the visits, a Scoping Study Report was developed, recommending a Scope of Works (scope) for the project. This Workscape Letter is developed from the recommendations in that report and is endorsed by the AACAP Steering Committee. In addition to Community needs and priorities, scope has been proposed based on to align with Army construction capability, resource capacity and training requirements.

### **Aim**

5. The aim of this Letter is to inform Erub Community and seek acceptance of the proposed scope being developed for AACAP 2025 and outline Army's intent for training and health development opportunities. Initial details will be provided regarding the proposed project timeline (key milestones) and approval processes to be adopted for project delivery.

## **PROPOSED SCOPE OF WORKS**

6. The proposed scope for AACAP 2025 for Erub, endorsed by the AACAP Steering Committee for further development, is as follows:
  - a. Community Hall and ablutions – new construction (capacity TBC)
  - b. Kemus Road Culvert – repair or replacement
  - c. Erub Airfield Road – localised pavement repair and enhancement.
7. **Additional items.** Other minor tasks of opportunity identified during reconnaissance and/or during delivery may be conducted, where time and resources are available.

### Scope Item 1 – Erub Community Hall and ablutions

8. From the scoping study, it was ascertained that there are currently limited areas for Erub Community to gather and participate in cultural or leisure activities. Although Erub has a large sports stadium, it is dislocated from the residential area and has been closed due to deterioration.

9. **Proposed solution.** A simple, open-sided structure (potentially with the ability to be enclosed) and a new toilet block adjacent to the structure, providing amenity to users. The Hall can be used for accommodating markets, cultural activities and social gatherings, but is not a direct replacement for the existing stadium. Annex A contains initial concept sketches and the proposed location.

### Scope Item 2 – Kemus Road Culvert

10. The road to Kemus is unsealed and in fair to poor condition. A culvert on the road (west of the airfield) is not functioning correctly; its current condition can lead to washout and inaccessibility.

11. **Proposed solution.** Civil works to repair or replace the culvert, shape the inflow and outflow and provide suitable headwalls will improve all-weather access to Kemus. Annex A shows the location of the culvert and an exemplar solution.

### Scope Item 3 – Erub Airfield Road

12. Many roads throughout Erub (primarily bitumen or unsealed) have potholing and wear issues, particularly on the road to Erub Airfield.

13. **Proposed solution.** Localised patch repair using asphalt or other material would improve the drivability and safety of the Airfield road. Depending on the damage, in some areas, sections of pavement could be replaced (with asphalt or concrete) to provide a more durable, long-term solution. Further assessment will determine the type and extent of works.

## TRAINING AND HEALTH

### Community skills training

14. Community skills training will form part of the AACAP 2025 project scope. Army will work closely with Erub Community, local service providers and State training agencies to identify training opportunities. Collaboration will help identify opportunities to support current and future training and employment opportunities for Erub Community.

15. **Delivery.** Leveraging previous successful AACAP training programs and existing programs in communities, an Army training team will be established for the project. A Training Development Officer (TDO) will be appointed to the project and will engage with Erub Community later in 2024 to determine specific training needs and opportunities for delivery in 2025.

## Health program

16. Community health programs will also form part of the AACAP 2025 scope. Army will work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health effects for Erub Community.

17. **Delivery.** Leveraging previous successful AACAP health programs and existing services, an Army health team will be established for the project. A Health Development Officer (HDO) will be appointed to the project and will work in conjunction with TCHHS to determine the most appropriate services and delivery methods. Potential services identified for delivery during AACAP 2025 (subject to Army capacity) include:

- a. dental services
- b. primary healthcare (general practitioner and nursing) services
- c. specialist services and allied health.

## SCOPE OF WORKS DELIVERY

18. The 19 CE Works Project Management Team (PMT) will further develop the scope throughout 2024 including engineering design, consultation and local approvals. 6 ESR will lead the AACAP contingent to deliver construction, health and training effects in 2025, with specific timings and methodologies to be determined.

19. During the Delivery phase, the AACAP contingent will live on Erub for a number of months. The current intent is to use existing accommodation on the island, housing a small team of 20–30 soldiers. This will be planned in conjunction with TSIRC and the community and confirmed in late 2024.

20. Engagement with Erub Community to understand needs and plan delivery of scope is critical to AACAP 2025 success. Army and NIAA value Community input, and will require entry into community on multiple occasions throughout the Development and Delivery phases to ensure the project meets Community needs and expectations.

## PROPOSED PROJECT TIMELINE

### Timeline

21. **Milestones.** The two major phases of the AACAP 2025 are the Development phase through 2024 and the Delivery phase in mid-2025. Proposed key milestones are as follows:

- a. Concept (30%) Design Presentation to Community – by May 2024
- b. Schematic (50%) Design Presentation to Community – by August 2024
- c. Detailed (90%) Design Presentation to Community – by November 2024
- d. Delivery phase (Logistics and Construction activities) – May to August 2025
- e. Defects Liability Period (DLP) – August 2025 to July 2026.

22. **Conditions.** In addition to the project milestones, successful delivery of AACAP 2025 will be dependent on achievement of the following administrative tasks:

- a. Workscope Letter acceptance – by 26 April 2024
- b. Asset owner and end user agreement – by August 2024 (linked to 50% design stage)
- c. Land use and maintenance agreements – by August 2024 (linked to 50% design stage)
- d. Environmental and cultural clearances – by February 2025.

### **Scope of works adjustments**

23. The project timeline and scope may be adjusted by the Steering Committee if the approvals and clearances detailed above are not achieved in the timeframe specified. Army requires support from TSIRC, the Prescribed Body Corporate and wider Erub Community to successfully achieve these conditions and develop the project.

24. As the design of each scope item progresses, cost estimates will become more accurate. If this results in the overall cost exceeding the project budget, the scope will be rationalised through a value management process. The Community will be consulted through the process and notified of the outcomes as it occurs.

### **CONCLUSION**

25. A Letter of Offer to Erub Community is attached at Enclosure 1, with a draft Letter of Acceptance attached at Enclosure 2. It is requested that acceptance is obtained no later than 26 April 2024 to allow design progression.

26. The proposed scope has been developed following extensive stakeholder consultation, and in accordance with guidance provided by the Steering Committee throughout the Inception phase of the project.

**Roger McMurray**  
Colonel  
Director Land Operations  
Army Headquarters

Mar 24

**Jeremy Mickle**  
Branch Manager  
Culture and Heritage Branch  
National Indigenous Australians Agency

Mar 24

### **Annex:**

- A. Erub Island Proposed Scope Sketches

### **Enclosures:**

- 1. Erub Island Letter of Offer
- 2. Draft Erub Island Letter of Acceptance



ERUB ISLAND PROPOSED SCOPE SKETCHES

Figure A1. Community Hall and Ablutions – Proposed Site Plan

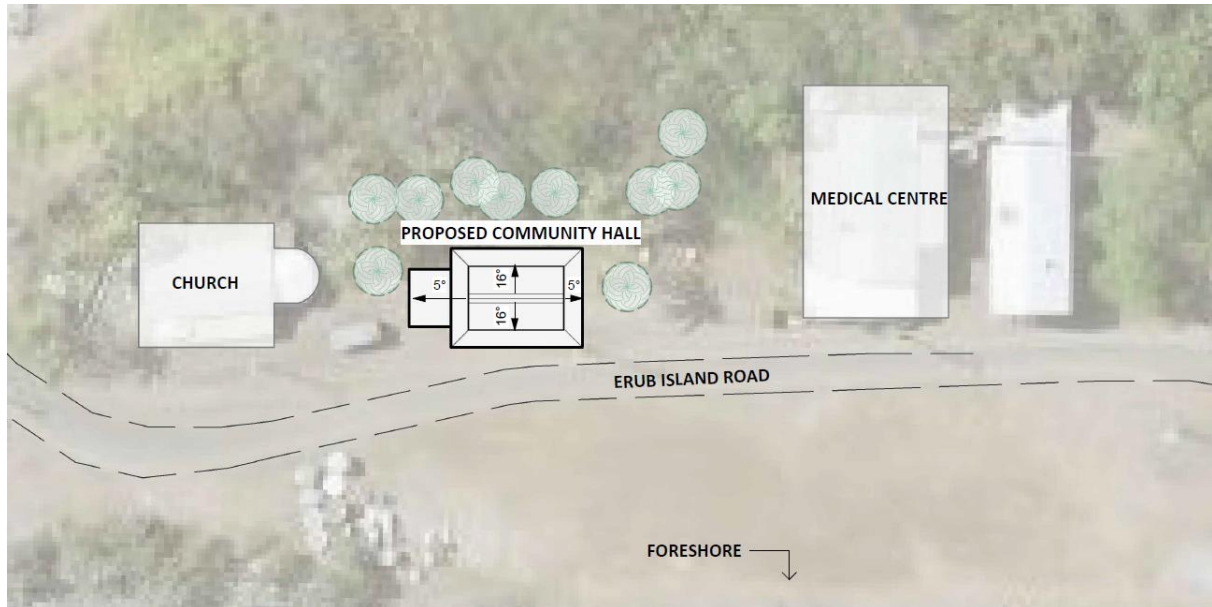


Figure A2. Community Hall and Ablutions – Render





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A-2

**Figure A3. Kemus Road Culvert – Site Satellite Photo**



**Figure A4. Kemus Road Culvert – Existing Culvert (Outlet)**



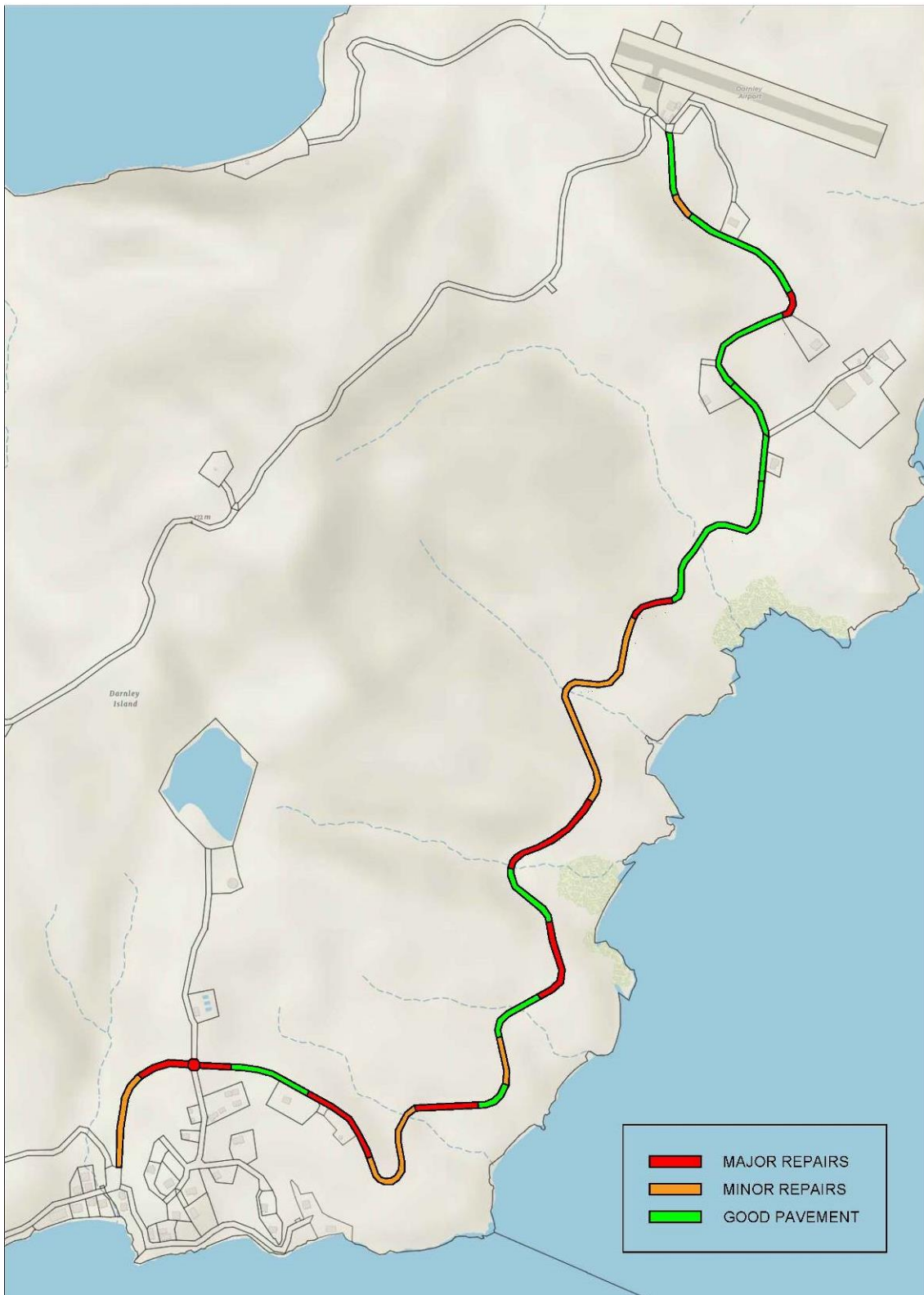
**OFFICIAL**



**Figure A5. Kemus Road Culvert – Example Culvert near Mogor Village**



Figure A6. Airfield Road localised pavement patch repair – Map





**DIRECTORATE:** Corporate Services

**AUTHOR:** DOGIT Transfer, Land Tenure and Native Title Advisor

## **ARMY AILAN COMMUNITY ASSISTANCE PROGRAMME (AACAP) 2025 -WARRABER**

### **OFFICER RECOMMENDATION:**

#### **Council (as Trustee):**

- (a) **approves the scope of works proposed to be undertaken by the Australian Army under the Army Ailan Community Assistance Programme 2025 (AACAP) at Warraber Island which include:**
  - **Outdoor cooking area (Kup-Murri and food preparation area) – new construction; and**
  - **Oval outbuildings – toilet block refurbishment and repurpose of the old kiosk as a storage shed; and**
  - **Road paving for identified roads;**
- (b) **notes that the programme also includes the delivery of community skills training and a Health Program for the period of time the Army is in community; and**
- (c) **delegates to the Chief Executive Officer the power to execute the necessary documents to give effect to this resolution.**

---

### **EXECUTIVE SUMMARY:**

The Army Ailan Community Assistance Programme 2025 (AACAP) is a collaboration between the National Indigenous Australians Agency (NIAA), the Australian Army (the Army) and Torres Strait Regional Authority (TSRA) to assist remote Indigenous communities, improve health and living conditions while providing valuable training opportunities to the Army. The project supports the Federal Government's commitment to 'Closing the Gap' and the 2025 delivery model, has an increased focus on health, training and community engagement.

The Army undertook a scoping study in 2023 to determine the scope of works for AACAP 2025, and following consultation with the community, developed the scope of works for Warraber, which includes the construction of a Kup Murri outdoor cooking area, toilet block refurbishment, repurposing the old kiosk to a storage shed, and road paving for identified roads. Other minor tasks of opportunity identified during delivery may also be conducted, where time and resources allow. The project is planned to be undertaken in May to August 2025.

Additional to the infrastructure works, the Army will deliver community skills training and a Health program for the period of time they are in community.

This paper is to seek the Trustee's formal acceptance of the works.



## **Interested Parties/Consultation:**

Division 10 Councillor Kabay Tamu.

Warraberalgal (Torres Strait Islanders) Corporation PBC.

Warraber community.

Moray Agnew Lawyers.

NIAA.

TSRA.

Australian Army.

TSIRC Assets, Engineering, Finance, Community Services and Building Services.

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

The Australian Army has been consulting with the community since 2023 and the proposed scope of works include:

### **Scope Item 1 – Outdoor cooking area (Kup-Murri and food preparation area) – new construction Lot 90 on SP270859 DOGIT**

The community identified a requirement for a communal outdoor cooking area to facilitate large gatherings and community events. The structure will be a simple, semi-enclosed shelter on a concrete pad. It will include food preparation benches, large wash basins, and an inground cooking pit (Kup-Murri). The Kup-Murri on Thursday Island was used as a guide for form and function, however the Warraber design is a steel structure.

## **Concept design**



## Concept design



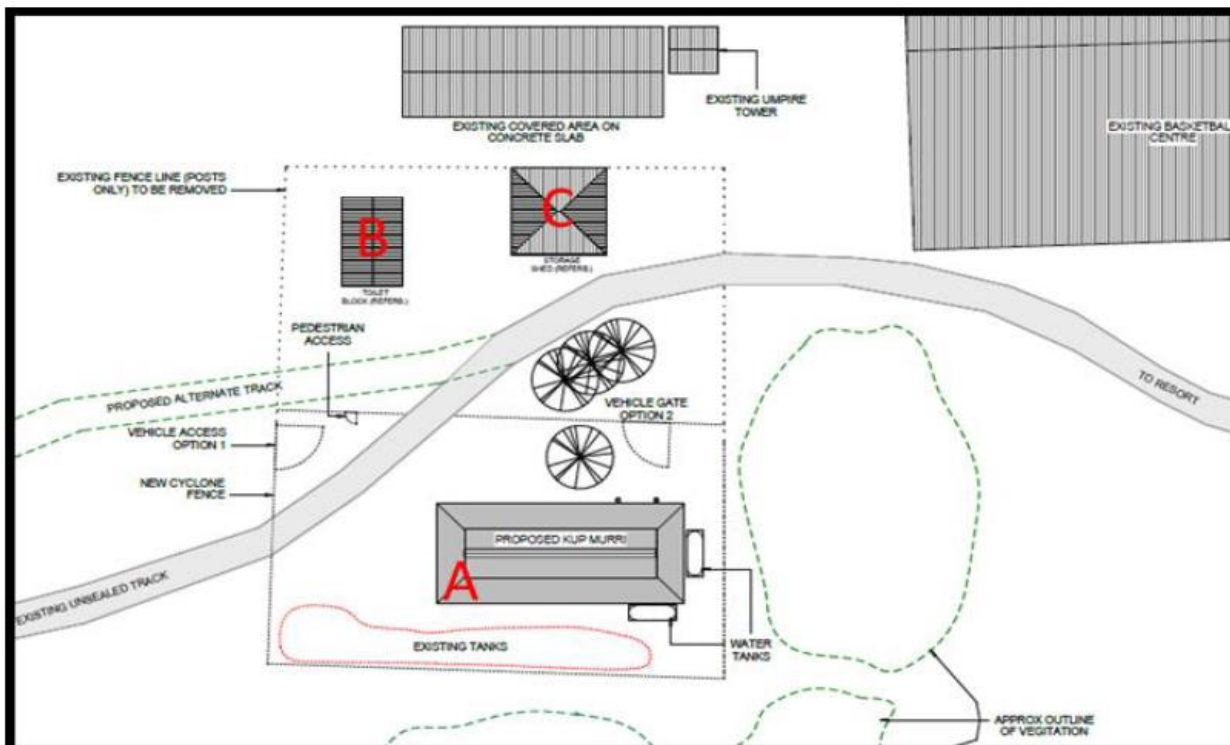
### **Scope item 2-Oval outbuildings, toilet block refurbishment, kiosk refurbishment (repurpose as a storage shed).**

To enhance the amenities near the Kup-Murri and sports complex, the existing toilet block has been identified as requiring refurbishment. The existing kiosk will be converted to a storeroom. The current layout and fittings of the toilet block will be retained (or replaced like for like).





### Site plan (A-Kup Murri, B-Toilet block, C-storage shed)



### Scope item 3 Road paving.

To enhance road trafficability around the Island, community has identified priority roads for road paving.



Phillemon St between James and Dadus St (190m)

Aikuru St between James and Dadus St (190m)

Ioane St between Phillemon and Aikuru St (108m)

Dadus St between Phillemon and Aikuru St (109m).

## **Community skills training and Health program**

**Community skills training**-the Army will work closely with Warraber Community, local service providers and State training agencies to identify training opportunities to support current and future training and employment opportunities for the community. An Army training team will be established for the project with a dedicated training officer to determine specific training needs and opportunities.

**Health program**- the Army will also work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health services for the community. A Health Development Officer will be appointed to work in conjunction with TCHHS to determine the most appropriate services and delivery methods. Potential services identified include dental, primary healthcare (GPs and nurses) and specialist services.

**Native title**- the proposed works for the Kup Murri development will require native title consent under the Warraber Infrastructure and Housing ILUA. The remaining works are not considered to be future acts in terms of the *Native Title Act 1993*, as these works will have no further impact on Native Title as to what has already occurred, therefore they can proceed without formal Native Title consent. The road paving can also proceed without formal Native Title consent, as it is within the existing gazetted road footprint. Consultation has already occurred with the Warraberalgal PBC and the community, and the Army will undertake further consultation as part of the implementation of the project.

**Town planning approval**- the development of the site is deemed to be Accepted Development under the Zenadth Kes Planning Scheme. Relevant development approvals will be obtained.

**Asset ownership and ongoing maintenance**- Moray and Agnew Lawyers, on behalf of Council prepared an “asset owner and ongoing maintenance agreement” which provides clarity that Council, as Trustee of the Warraber DOGIT is the owner of the new and refurbished assets once the project is complete. The agreement indemnifies the Trustee of any liability during the construction phase and provides agreement that the Trustee will facilitate the ongoing maintenance of the infrastructure upon completion. As part of this agreement, the Army has been requested to demolish and remove the old umpire tower due to safety concerns and has advised it will use its best endeavours to do so.

Potential tasks of opportunity if resources allow include, levelling the football oval, repairs to Contractor accommodation and refurbishment of the toilet block near the wharf.

During the Delivery phase of the project, a small team of 20-25 soldiers intend to live on island for several months, with the intent to use existing accommodation on the island. This will be planned with Council approval.

The recommendation contained in this Report is that the Trustee consents to the projects.

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	<ul style="list-style-type: none"><li>• <i>Torres Strait Islander Land Act 1991 (Qld)</i></li><li>• <i>Planning Act 2016 (Qld)</i></li><li>• <i>Local Government Act 2009 (Qld)</i></li></ul>
<b>Budgetary:</b>	<p>Estimated ongoing maintenance costs advised by Finance;</p> <ul style="list-style-type: none"><li>• \$18,219 per annum ongoing maintenance (includes maintenance, electricity and insurance).</li></ul> <p>Legal costs.</p> <ul style="list-style-type: none"><li>• \$8000 approx legal fees combined with Poruma and Erub.</li></ul>
<b>Policy:</b>	Trustee Policy 2019
<b>Legal:</b>	The asset owner and ongoing maintenance agreement has been drafted by Council's external Lawyer, Moray Agnew.
<b>Risk:</b>	Trustee risks will be managed by ensuring any the upgrades have appropriate approvals.
<b>Links to Strategic Plans:</b>	<p>TSIRC Corporate Plan 2020–2025 (<i>Bisnis Plan</i>)</p> <ul style="list-style-type: none"><li>➤ Delivery Pillar – Sustainability</li></ul> <p>Outcome 8: We manage council affairs responsibly for the benefit of our communities</p> <ul style="list-style-type: none"><li>➤ 8.1: Effective management of DOGIT Land as a Trustee</li></ul>
<b>Masig Statement:</b>	<p>This is consistent with the aims of the Masig Statement, including:</p> <ul style="list-style-type: none"><li>• Aim 4 –create partnerships with Key Regional Stakeholders, the Queensland and Australian Governments to better equip us to work together to achieve our regional goals and aspirations.</li></ul>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	May to August 2025

**Other Comments:**

Nil.

**Endorsed:**




Joanne Bryant  
DOGIT Transfer, Land Tenure and  
Native Title Advisor

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**



James William  
Chief Executive Officer

**ATTACHMENTS:**

**ATT A- AACAP WORKSCOPE LETTER.**

**OFFICIAL**

BQ62025646



**COMMONWEALTH OF AUSTRALIA**  
**DEPARTMENT OF DEFENCE**

**WORKSCOPE LETTER**  
**(SCOPE ENDORSEMENT)**

**PROJECT 237**

**ARMY AILAN COMMUNITY**  
**ASSISTANCE PROGRAMME (AACAP) 2025**

**WARRABER (SUE) ISLAND, TORRES STRAIT, QLD**

**CLIENT:**  
AACAP STEERING COMMITTEE

**19th Chief Engineer Works**  
373A Avoca Street, RANDWICK, NSW, 2031



Quality  
ISO 9001

SAI GLOBAL

**PLAN**

**DESIGN**

**DELIVER**



**OFFICIAL**

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### Amendment Register

Number	Part	Amendment Detail	Date

### Abbreviations

19 CE Works: .....	19th Chief Engineer Works
51 FNQR: .....	51st Battalion, The Far North Queensland Regiment
6 ESR: .....	6th Engineer Support Regiment
AACAP: .....	Army Ailan Community Assistance Programme
DLP: .....	Defects Liability Period
HDO: .....	Health Development Officer
NIAA: .....	National Indigenous Australians Agency
PMT: .....	Project Management Team
SC: .....	Steering Committee
SOW: .....	Scope of Works
TCHHS:.....	Torres and Cape Hospital and Health Service
TDO: .....	Training Development Officer
TSIRC: .....	Torres Strait Island Regional Council
TSRA: .....	Torres Strait Regional Authority

## INTRODUCTION

### Background

1. The Army Ailan Community Assistance Programme (AACAP) is a cooperative endeavour between the National Indigenous Australians Agency (NIAA), Australian Army and in 2025 the Torres Strait Regional Authority (TSRA). The programme assists remote Indigenous communities, improving health and living conditions while providing valuable training opportunities to the Australian Army.
2. Army will deliver AACAP to the following communities in 2025:
  - a. Erub (Darnley) Island
  - b. Poruma (Coconut) Island
  - c. Warraber (Sue) Island.
3. A Scoping Study was undertaken in late 2023 to determine the scope for AACAP 2025, led by the 19th Chief Engineer Works (19 CE Works) and supported by NIAA, TSRA, 51st Battalion, The Far North Queensland Regiment (51 FNQR) and the 6th Engineer Support Regiment (6 ESR). During visits to the islands, the project team discussed Community needs, existing infrastructure and future development plans to determine an appropriate scope for development.
4. Subsequent to the visits, a Scoping Study Report was developed, recommending a Scope of Works (scope) for the project. This Workscope Letter is developed from the recommendations in that report and is endorsed by the AACAP Steering Committee. In addition to Community needs and priorities, scope has been proposed based on to align with Army construction capability, resource capacity and training requirements.

### Aim

5. The aim of this Letter is to inform Warraber Community and seek acceptance of the proposed scope being developed for AACAP 2025 and outline Army's intent for training and health development opportunities. Initial details will be provided regarding the proposed project timeline (key milestones) and approval processes to be adopted for project delivery.

## PROPOSED SCOPE

6. The proposed scope for AACAP 2025 for Warraber, endorsed by the AACAP Steering Committee for further development, is as follows:
  - a. Outdoor cooking area (Kup-Murri and food preparation area) – new construction
  - b. Oval outbuildings – toilet block refurbishment and, kiosk refurbishment and repurpose as a storage shed
  - a. Road – paving, extent TBC during development.
7. **Additional items.** Other minor tasks of opportunity identified during reconnaissance and/or during delivery may be conducted, where time and resources are available.



### Scope Item 1 – Warraber outdoor cooking area (Kup-Murri)

8. The scoping study identified that there are limited facilities for the Warraber Island Community to gather, cook, and eat in large groups. A communal outdoor cooking and eating area will enhance the Community spirit and cultural expression.

9. **Proposed solution.** Two undercover areas with open sides and roof ventilation. The first will have an earth floor for the Kup-Murri and a half slab for seating or storage. The second will have a slab floor and several benches for food preparation. Basic electrical services will be installed (lighting and power). Annex A contains initial concepts and the proposed location.

### Scope Item 2 – Warraber Oval outbuildings

10. Adjacent to the proposed cooking area are two disused and dilapidated structures (currently a kiosk and toilet block), shown in Figures A3 and A4. The refurbishment of these facilities will enhance the function of the Kup-Murri area and enable a wider range of activities.

11. **Proposed solution.** Refurbishment will include stripping the toilet block and kiosk (current purpose) back to their structure, replacing roofing and cladding, and replace cabinetry, fixtures and equipment. Services will include plumbing and electricity for both buildings. The toilet block will be refurbished in its current form, the kiosk is proposed to be refurbished and repurposed as a storage shed.

### Scope Item 3 – Warraber road paving

12. Multiple roads on the island are unpaved, creating dust and noise due to vehicle movements and increased maintenance liabilities for local vehicles. Figure A5 shows a survey of unpaved roads on Warraber.

13. **Proposed solution.** Paving select sections of road on Warraber (with pavers similar to other roads around the island) will be of benefit to the Community, reducing dust and noise of vehicle movements, and decreasing damage and maintenance. Roads will be enclosed by concrete kerbs on each side. Further assessment and consultation with Community is required to determine extent and location of paving; the amount of paving is dependent on available resources, to be confirmed during development. The entirety of the island's roads is not expected to be paved.

## TRAINING AND HEALTH

### Community skills training

14. Community skills training will form part of the AACAP 2025 project scope. Army will work closely with Warraber Community, local service providers and State training agencies to identify training opportunities. Collaboration will help identify opportunities to support current and future training and employment opportunities for Warraber Community.

15. **Delivery.** Leveraging previous successful AACAP training programs and existing programs in communities, an Army training team will be established for the project. A Training Development Officer (TDO) will be appointed to the project and will engage with

Warraber Community later in 2024 to determine specific training needs and opportunities for delivery in 2025.

### Health program

16. Community health programs will also form part of the AACAP 2025 scope. Army will work closely with Torres and Cape Hospital and Health Service (TCHHS) and other Torres Strait health services to facilitate joint delivery of health effects for Warraber Community.

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- a. dental services
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### SCOPE OF WORKS DELIVERY

18. The 19 CE Works Project Management Team (PMT) will further develop the scope throughout 2024 including engineering design, consultation and local approvals. 6 ESR will lead the AACAP contingent to deliver construction, health and training effects in 2025, with specific timings and methodologies to be determined.

19. During the Delivery phase, the AACAP contingent will live on Warraber for a number of months. The current intent is to use existing accommodation on the island, housing a small team of 10–20 soldiers. This will be planned in conjunction with TSIRC and the Community and confirmed in late 2024.

20. Engagement with Warraber Community to understand needs and plan delivery of scope is critical to AACAP 2025 success. Army and NIAA value Community input, and will require entry into Community on multiple occasions throughout the Development and Delivery phases to ensure the project meets Community needs and expectations.

### PROPOSED PROJECT TIMELINE

#### Timeline

21. **Milestones.** The two major phases of the AACAP 2025 are the Development phase through 2024 and the Delivery phase in mid-2025. Proposed key milestones are as follows:

- a. Concept (30%) Design Presentation to Community – by May 2024
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- d. Delivery phase (Logistics and Construction activities) – May to August 2025
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22. **Conditions.** In addition to the project milestones, successful delivery of AACAP 2025 will be dependent on achievement of the following administrative tasks:
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  - b. Asset owner and end user agreement – by August 2024 (linked to 50% design stage)
  - c. Land use and maintenance agreements – by August 2024 (linked to 50% design stage)
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### **Scope of works adjustments**

23. The project timeline and scope may be adjusted by the Steering Committee if the approvals and clearances detailed above are not achieved in the timeframe specified. Army requires support from TSIRC, the Prescribed Body Corporate and the wider Warraber Community to successfully achieve these conditions and develop the project.
24. As the design of each scope item progresses, cost estimates will become more accurate. If this results in the overall cost exceeding the project budget, the scope will be rationalised through a value management process. Community will be consulted through the process and notified of the outcomes as it occurs.

### **CONCLUSION**

25. A Letter of Offer to Warraber Community is attached at Enclosure 1, with a draft Letter of Acceptance attached at Enclosure 2. It is requested that acceptance is obtained no later than 26 April 2024 to allow design progression.
26. The proposed scope has been developed following extensive stakeholder consultation, and in accordance with guidance provided by the Steering Committee throughout the Inception phase of the project.

**Roger McMurray**  
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Army Headquarters

Mar 24

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Branch Manager  
Culture and Heritage Branch  
National Indigenous Australians Agency

Mar 24

### **Annex:**

- A. Warraber Island Proposed Scope Sketches

**Enclosures:**

1. Warraber Island Letter of Offer
2. Draft Warraber Island Letter of Acceptance

**WARRABER ISLAND PROPOSED SCOPE SKETCHES**

**Figure A1. Outdoor cooking area (Kup-Murri and food preparation area) – Site Plan**



**Figure A2. Outdoor cooking area – Render**





**Figure A3. Oval outbuildings – Refurbishment – Toilet block external photo**



**Figure A4. Oval outbuildings – Refurbishment – Kiosk external photo  
(proposed to become a storage shed)**



Figure A5. Road Paving – Unpaved roads survey





**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## **ITEMS ARISING**

### **OFFICER RECOMMENDATION:**

*For Council (as Trustee) to formally resolve to consider those items arising after the agenda for the meeting has been made public.*

---

### **EXECUTIVE SUMMARY:**

Section 254D(4) of the *Local Government Regulation 2012* allows for a local government or a committee of local government to discuss or deal with (at any meeting) items arising after the agenda for the meeting has been made available to Councillors.

Standard practice is that business not on the published agenda, or not fairly arising from the agenda, should not be considered at any local government meeting unless permission for that purpose is given by the local government at the meeting (*Source: TSIRC Standing Orders Policy – July 2024*)

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

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

N/A

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

N/A

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	Section 254D(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	TSIRC Standing Orders – July 2024
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2020–2025 ( <i>Bisnis Plan</i> ) Delivery Pillar One – People ( <i>Bisnis – Pipol</i> ) Outcome 4: We are a transparent, open and engaging council. ➤ 4.2 Evolve Council’s communication channels and community’s access to information.
<b>Masig Statement:</b>	N/A
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

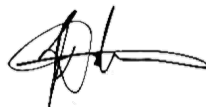
**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**

James William  
Chief Executive Officer

**ATTACHMENTS:**

Nil.