Torres Strait Island
REGIONAL COUNCIL

NOTICE OF COUNCIL MEETING

In accordance with Section 254C of the *Local Government Regulation 2009* this notice is to advise that the Trustee Council and Ordinary Council Meetings for the month of **AUGUST 2025** will be held online by Microsoft (TEAMS) as follows:

Wednesday, 20 August 2025 - Trustee Meeting (9.00am to 10.30am)
- Ordinary Meeting (10.30am to 5.00pm)

Microsoft (TEAMS) Meeting ID: 467 818 141 400 | Passcode: 3ef2Dq2s

The attendance of each Councillor is requested.

Agenda papers for this meeting are attached and will soon be available on Council's website (except for any Closed Business papers) and can be accessed by clicking on the link below:

https://tsirc.qld.gov.au/about-us/meetings/

Please note that this meeting is live streamed on Council's YouTube Channel and a recording following the meeting will be available at the following location:

https://www.youtube.com/@IslandCouncil/streams

Dawson Sailor

Acting Chief Executive Officer

15 August 2025

ORDINARY MEETING 20 AUGUST 2025

AGENDA

Time: 10.30am to 5.00pm

Venue: *Microsoft TEAMS Meeting ID: 467 818 141 400 | Passcode: 3ef2Dq2s*

ORDER OF BUSINESS

10.30am

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

B. APOLOGIES

C. CONFLICT OF INTEREST DECLARATIONS

D. LIVE STREAM. ***This meeting is live streamed on Council's YouTube Channel.***

1. CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING (22—23 JULY 2025) & SPECIAL COUNCIL MEETING (31 JULY 2025)

1.1. Action Items Update

2. MAYORAL REPORTS

2.1. Mayoral Monthly Report *(late report)*

3. CHIEF EXECUTIVE OFFICER REPORTS

3.1. CEO Monthly Report (July 2025)

DEPUTATIONS

11.30am

DEPUTATION #1: Department of the Environment, Tourism, Science and Innovation

TSIRC Contact: Office of the Mayor

Discussion Topic: Tourism Update
Deputation Lead Speaker: Mr James Muir | Senior Business Development Officer – Torres Strait | Our Country Advisor Service (OCAS)
Other attendees: Ms Carly Jia | Manager | OCAS

OFFICER REPORTS FOR DECISION

4. BUILDING SERVICES DIRECTORATE

Nil.

5. COMMUNITY SERVICES DIRECTORATE

Nil.

6. CORPORATE SERVICES DIRECTORATE

6.1 Community Grants Program Allocation (July 2025)
6.2 Funding Acquisition Report (July 2025)
6.3 Operational Plan 2024-25 – Q4 Progress Report

7. ENGINEERING SERVICES DIRECTORATE

Nil.

8. FINANCIAL SERVICES DIRECTORATE

8.1 Financial Dashboard Report (July 2025)

8.2 Contractual Matter – Expression of Interest Process to Establish Approved Contractor List

8.3 Auditor-General's Observation Report on the Interim Audit for the Y/E 30 June 2025

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

10. CHIEF EXECUTIVE OFFICER

Nil.

11. BUILDING SERVICES DIRECTORATE

Nil.

12. COMMUNITY SERVICES DIRECTORATE

Nil.

13. CORPORATE SERVICES DIRECTORATE

13.1 Expiring Subordinate Legislation – *Aboriginal and Torres Strait Islander Communities (Justice, Land and Other Matters) Regulation 2008*

[Reason for this matter to be discussed in Closed Business: This matter contains 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.]

14. ENGINEERING SERVICES DIRECTORATE

14.1 Capital Works – Purchase Order Variation - Seaswift

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

14.2 Funding Matter – TSIRC.0043.2324P.REC DFRA Betterment

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

14.3 Information Report – Capital Works

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

	15. FINANCIAL SERVICES DIRECTORATE
	15.1 Contractual Matter – Sole Supplier Register & Expenditure
	[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]
	15.2 Mirabou Energy – Renewable Energy Project Status Update
	[Reason for this matter to be discussed in Closed Business: In accordance with section 254J of the Local Government Regulation 2012, it is recommended that this matter be considered by Council in Closed Business as it pertains to "legal advice obtained" and "negotiations relating to a commercial matter involving Council for which a public discussion would be likely to prejudice the interests of the local government".]
	15.3 2024-25 Comprehensive Asset Revaluation Results
	[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]
	16. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION
	17. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION
	18. ITEMS ARISING
	19. INFORMATION REPORTS
	19.1 BUILDING SERVICES – Building Services Report (July 2025) **19.2 COMMUNITY SERVICES - Community Services (July 2025)** **19.3 CORPORATE SERVICES - Corporate Services Information Report (July 2025)** **19.4 ENGINEERING SERVICES – Engineering Operations** **19.5 ENGINEERING SERVICES – Water and Wastewater (July 2025)**
	20. NEXT MEETING – 17 September 2025 (VC)
5.00pm	**21. CLOSE OF MEETING & PRAYER**

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
1

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

CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING (22-23 JULY 2025) & SPECIAL COUNCIL MEETING (31 JULY 2025)

OFFICER RECOMMENDATION:

Council confirms the Minutes of the Ordinary Council Meeting held on 22-23 July 2025 and the Special Council Meeting held on 31 July 2025.

EXECUTIVE SUMMARY:

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

Interested Parties/Consultation:

N/A

Background / Previous Council Consideration:

The previous monthly Ordinary Council meeting was held on 22-23 July 2025 and a Special Council Meeting was held on 31 July 2025.

Section 254(6) of the *Local Government Regulation 2012* requires that a copy of the minutes of each local government must be made publicly available by 5pm on the tenth day after the meeting is held. To meet these compliance requirements, a copy of the draft Minutes from the last Ordinary Council Meeting was circulated to the Executive Leadership Team for input prior to being posted on the Council website and a copy of the draft Minutes from the Special Council Meeting held on 31 July 2025 was circulated to the Mayor, the Deputy Mayor and Preston Law for input prior to being posted on the Council website.

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254F(4) of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	N/A
Legal:	N/A
Risk:	Council breach of its Statutory requirements above.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➢ *3.1 Provide good governance & leadership*
***Malungu Yangu Wakay* (The Masig Statement):**	N/A *In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.*
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

S. Andres
Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

1. Draft Minutes of the Ordinary Council Meeting held on 22-23 July 2025.
2. Draft Minutes of the Special Council Meeting held on 31 July 2025.

Prior to the commencement of the Ordinary Council Meeting, a signing ceremony was undertaken for a Memorandum of Understanding (MOU) between **Council** and the **Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC** with the following recitals:

A. Council is the local government for the Community.

B. The RNTBC holds Native Title rights and interests on trust for the Ugar People, following the Native Title determination in *Stephen on behalf of the Ugar People v State of Queensland* [2004] FCA 1574.

C. Council and the RNTBC have important roles in the Community and they both recognise the importance of ensuring open and effective communication between them.

D. This MOU is not intended to be legally binding on the parties, but is intended to reflect the outcome of good faith negotiations about the way in which the parties are to communicate with one another about issues relevant to the Community.

The MOU was signed by **Cr Ranetta Wosomo** (Deputy Mayor) on behalf of the Mayor and Council and by **Mr Seri Stephen** (Chairperson) on behalf of Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC.

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ORDINARY MEETING
22-23 JULY 2025

MINUTES

Time: 12.10pm to 6.00pm

Venue: Community Hall, Mabuiag (Torres Strait)

(DAY 1 - Tuesday, 22 July 2025)

PRESENT:

Mayor	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 3 – Saibai	Cr Chelsea Aniba
Division 4 – Mabuiag	Cr Keith Fell
Division 5 – Badu / **Deputy Mayor**	Cr Ranetta Wosomo
Division 6 – Kubin (Arkai)	Cr Iona Manas *– via Microsoft TEAMS*
Division 7 – Wug (St. Pauls), Mua Island	Cr John Levi
Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante
Division 9 – Iama	Cr Aggie Hankin
Division 11 – Poruma	Cr Francis Pearson
Division 12 – Masig	Cr Ted Mosby
Division 13 – Ugar	Cr Rocky Stephen
Division 14 – Erub	Cr Nixon Mye
Division 15 – Mer	Cr Bob Kaigey

APOLOGIES:

Division 10 – Warraber	Cr Kabay Tamu

OFFICERS:

Chief Executive Officer	Mr James William
Executive Director Building Services	Mr Wayne Green
Executive Director Community Services	Mr Dawson Sailor
Executive Director Corporate Services	Ms Susanne Andres
Executive Director Engineering Services	Mr David Baldwin
Executive Director Financial Services	Ms Hollie Faithfull
DOGIT Transfer, Land Tenure and Native Title Advisor	Ms Joanne Bryant
Manager Governance & Risk	Ms Kim Kerwin *– via Microsoft TEAMS*
Manager Information Technology	Mr Warren Jenkins
Executive Assistant to the Mayor	Ms Trudy Lui
Executive Assistant to the CEO	Ms Amy Orr
TSIRC Secretariat	Mr Darryl Brooks

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GUESTS:

Chief Executive Officer LG Services Group	Mr Scott Mason
Chairperson Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC	Mr Seri Stephen
Preston Law	Ms Martine Care *– via Microsoft Teams for the restricted discussion only in Closed Business, as per Council Decision #C24—28/2025—7/0*

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

At 12.10pm, the Mayor welcomed Councillors, Executives and staff and members of the public to the Ordinary Council meeting for the month of July 2025, noting that a quorum of members was present.

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

The Mayor made the following acknowledgements:

- Cr Keith Fell (Hosting Councillor) and the Community of Mabuiag for their warm welcome to Council and staff
- Goemulgaw (Torres Strait Islanders) Corporation RNTBC, including the Deputy Chairperson (**Mr Frank Whap**) for his warm welcome at the Community Dinner on 21 March 2025, as well as the Traditional Custodians of Mabuiag and their Elders - past, present and emerging;
- The Traditional Custodians throughout the length and breadth of Zenadth Kes, as well as the TSIRC footprint in Kaurareg Nations and Gimuy in Cairns.

The Mayor made a special acknowledgement of the historic signing of the Memorandum of Understanding (MOU) between TSIRC and the Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC. This historic event is a reflection of the leadership and commitment between the two organisations for the self-determination of the Ugar community and its Traditional Custodians. The Mayor especially thanked the following:

- the Chairperson and Directors of the Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC;
- Cr Rocky Stephen and the Chairperson of Council's CALH Advisory Committee (Cr Chelsea Aniba) for their drive and leadership in developing this MOU, including also TSIRC Executives and Team members for supporting Councillors throughout this process.

The Mayor invited the Chairperson of the Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC to say a few words. The Chairperson thanked Council for this historic initiative and hoped that the MOU will be replicated across all TSIRC Divisions for the benefit of all. The Chairperson looked forward to working with Council into the future.

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B. NOTING OF APOLOGIES

#C24-28/2025-7/B-1

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Division 10 - Warraber	Cr Kabay Tamu – *prior commitments in his capacity as Chair of ECCA*	CR LEVI / CR MYE

C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor invited Councillors to advise if they had any COI declarations to disclose in relation to items listed on the agenda. No declarations were made by Councillors.

The Mayor also requested that if there are any legal matters involving Councillors, then Councillors should advise the Mayor as soon as possible. No declarations were made by Councillors.

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.

- *The Deputy Mayor (Cr Ranetta Wosomo) requested that Council consider an additional item not listed on the formal agenda for restricted discussion in Closed Business. The following recommendation was tabled and endorsed by Council:*

#C24-28/2025-7/0

CR ELISALA / CR ANIBA

Council agrees, in accordance with section 4.2 of Council's *Standing Orders (Meeting Procedures) Policy,* that an additional agenda item titled "Personnel Matter" be discussed in closed business in accordance with section 254J of the *Local Government Regulation 2012* as it pertains to a matter for which a public discussion would be likely to prejudice the interests of the local government and that may directly affect the health and safety of an individual or a group of individuals.

CARRIED UNANIMOUSLY

1. CONFIRMATION OF MINUTES (17-18 JUNE 2025)

#C24-28/2025-7/1

CR PEARSON / CR MYE

Council confirms the Minutes of the Ordinary Meeting held on 17-18 June 2025.

CARRIED UNANIMOUSLY

1.1. Action Items Update

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

1.2. Confirmed Strategic Action Reference Group (SARG) Standing Committee Meeting Minutes (9 May 2025) – *for information/noting*

DRAFT

Noted by Council.

2. MAYORAL REPORTS

2.1. Mayoral Monthly Report

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

2.2. Advisory Committees – 4th Quarter Reporting

The Mayor spoke to this item. The report was noted by Council.

3. CHIEF EXECUTIVE OFFICER REPORTS

3.1. CEO Monthly Report (July 2025)

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

3.2. Amendments to Future Council Workshops & Confirmation of October 2025 Council Meeting on Dauan Island

#C24-28/2025-7/3.2

CR HANKIN / CR LEVI

Council:

(a) approves the following amendments to future Council Workshops:

(i) annual May and November Council Workshops be held for 4 days only (Monday to Thursday), with the relevant monthly Council meetings to be held the next day following (Friday);

(ii) that cost savings arising from the above changes be redirected to Council's SARG Standing Committee and Advisory Committees to allow greater capacity for those Committees to engage with Community and to do the advocacy work of Council;

(iii) that the annual May Council Workshops be held on Division in the Torres Strait;

(iv) that the SARG Standing Committee identify the priorities to be covered throughout the streamlined Council Workshops; and

(v) that the SARG Standing Committee carry responsibility for engagement with State and Australian Government Ministers on behalf of Council;

(b) agrees that the November 2025 Council Workshop scheduled for 3—13 November 2025 be changed to 10—13 November 2025 and will be held in Cairns; and

(c) confirms Dauan (Torres Strait) as the venue for its monthly meeting on 21—22 October 2025.

CARRIED UNANIMOUSLY

4. BUILDING SERVICES DIRECTORATE

Nil.

5. COMMUNITY SERVICES DIRECTORATE

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Nil.

6. CORPORATE SERVICES DIRECTORATE

6.1. Community Grants Program Allocation (June 2025)

#C24-28/2025-7/6.1

1. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-001 – REENA PILOT, ERUB for $500.00, exclusive of GST;**

MOVED/SECONDED: CR PEARSON / CR ANIBA

CARRIED UNANIMOUSLY

> *Prior to discussion of grant application CG2026—002 below, Cr Wosomo advised that she could only support the application to a limit of $1,000 from her Divisional budget and requested that other Divisions consider contributing additional funds where possible.*

2. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-002 – KAYIN KOASALS WOMEN'S RUGBY LEAGUE TEAM, BADU for $3,500.00, exclusive of GST;**

[contributions: $1,000 Badu; $500 Iama; $500 Saibai; $500 Mabuiag; $500 Masig; $500 St Pauls]

MOVED/SECONDED: CR WOSOMO / HANKIN

CARRIED UNANIMOUSLY

3. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-003 – CLYTIE BANU, BOIGU for $1,500.00, exclusive of GST;**

MOVED/SECONDED: CR PEARSON / CR MYE

CARRIED UNANIMOUSLY

4. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-004 – P&C COMMITTEE, ERUB for $6,675.00, exclusive of GST;**

MOVED/SECONDED: CR ANIBA / CR TOBY

CARRIED UNANIMOUSLY

5. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-005 – TAGAI STATE COLLEGE, UGAR for $10,000.00 exclusive of GST;**

MOVED/SECONDED: CR STEPHEN / CR ELISALA

CARRIED UNANIMOUSLY

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- *Prior to discussion of grant application CG2026—006 below, Cr Wosomo advised that she could only support the application to a limit of $2,000 from her Divisional budget and requested that other Divisions consider contributing additional funds where possible.*

6. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the Community Grants Policy:**
   - **CG2026-006 – BADU P&C ASSOCIATION, BADU for $4,500.00, exclusive of GST;**

     [contributions: $2,000 Badu; $500 Dauan; $500 Poruma; $500 Mer; $500 Mabuiag; $500 Iama]

MOVED/SECONDED: CR WOSOMO / CR HANKIN

CARRIED UNANIMOUSLY

7. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the Community Grants Policy:**
   - **CG2026-007 – MABUYGIW GARKAZIW KUPAY TSI CORPORATION MABUIAG for $970.20, exclusive of GST;**

MOVED/SECONDED: CR FELL / CR ELISALA

CARRIED UNANIMOUSLY

8. **Council notes the following:**
   (a) three (3) Community Grants applications were deemed ineligible for funding;
   (b) one (1) Funeral Donation application required divisional contributions;
   (c) five (5) applications processed for out-of-cycle and funeral donations in June 2025.

MOVED/SECONDED: CR MYE / CR PEARSON

CARRIED UNANIMOUSLY

6.2. Funding Acquisition Report (June 2025)

The report was noted by Council.

Action Required:

CEO to write to relevant funding agencies to highlight challenges being faced by Council in securing adequate funding to maintain government assets (i.e. SES equipment unable to be stored or maintained properly. Also highlight historically unsuccessful applications to funding agencies.

6.3. TSIRC Special Holidays 2026

#C24-28/2025-6/6.3

CR PEARSON / CR STEPHEN

Council:

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(a) Endorses the nominated 2026 Special Holidays outlined in the attachment to this report; and

(b) Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to submit the final list for 2026 Special Holidays to the Queensland Government Office of Industrial Relations.

CARRIED UNANIMOUSLY

6.4. Outcomes of Corporate Plan 2020-25

#C24-28/2025-6/6.4

CR ELISALA / CR MYE

Council notes the outcomes of the Corporate Plan 2020–2025.

CARRIED UNANIMOUSLY

6.5. Mer Island Fuel Facility Development Application – Material Change of Use (Decision Notice for DA 04—24—15(1) Mer Island Lot 67 on SP249793)

#C24-28/2025-6/6.5

CR KAIGEY / CR WOSOMO

Council approves the development application for a material change of use for a Service Station on land described as Lot 67 on SP249793 located at Marou Gab Road, Mer Island, subject to the conditions set out in the in Recommendation in the officer's report.

CARRIED UNANIMOUSLY

7. ENGINEERING SERVICES DIRECTORATE

Nil.

8. FINANCIAL SERVICES DIRECTORATE

8.1. Financial Dashboard Report (June 2025)

#C24-28/2025-7/8.1

CR MYE / CR HANKIN

Council receives and endorses the monthly financial statements attached to the officer's report for the 2024-25 year to date, for the period ended 30 June 2025, as required under Section 204 of the *Local Government Regulation 2012.*

CARRIED UNANIMOUSLY

Action Required:

Chief Executive Officer to develop an advocacy strategy and schedule for deputations to State and Federal Governments in relation to funding for TSIRC.

8.2. Audit Committee Meeting Minutes (22 April 2025)

#C24-28/2025-7/8.2

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CR PEARSON / CR FELL

Council receives and notes the confirmed minutes of the Audit Committee meeting held on 22 April 2025.

CARRIED UNANIMOUSLY

8.3. 2025-26 Original Budget

#C24-28/2025-7/8.3

CR WOSOMO / CR MYE

Council adopts, in accordance with s169 and s170 of the *Local Government Regulation 2012*, Council's Original Budget for the 2025-2026 Financial Year as presented, incorporating:

(i) The statements of financial position;

(ii) The statements of cashflow;

(iii) The statements of income and expenditure;

(iv) The statements of changes in equity;

(v) The long-term financial forecast;

(vi) The revenue statement;

(vii) The revenue policy (Adopted 17 June 2025);

(viii) The relevant measures of financial sustainability;

(ix) The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget; and

(x) The Capital budget.

CARRIED UNANIMOUSLY

8.4. 2025-26 Waste Management Utility Charges

#C24-28/2025-7/8.4

CR PEARSON / CR HANKIN

Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, to make and levy waste management utility charges for the supply of waste management services by the Council for the 2025/2026 financial year, in accordance with the following Service Category Definitions:

Service Category Definitions

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

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Mixed-Use	**Land that is used, in part, for residential purposes and, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities.** **This category includes residential properties that:** **a) are owned by Council where the tenant is running a business from home; or** **b) are owned by the occupant as private property, a Katter Lease and includes private property where the owner/lessee is operating a business.**
Commercial	**Land that is occupied and used for commercial/industrial purposes, including, but not limited to:** • **guest houses, hotels, motels;** • **shops, tourist facilities, arts and culture activities;** • **land used by government or utility (telecommunications, electricity);** • **providers aiding in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.** **This category also includes all other land that does not fall within the service charge categories of "Residential" or "Mixed-Use".**

Residential:

(a) An annual access charge of $168.00 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Residential").

Mixed-Use:

(b) An access charge of $839.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Mixed-Use".

Commercial:

(c) An access charge of $1,678.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Commercial".

CARRIED UNANIMOUSLY

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8.5. 2025-26 Sewerage Utility Charges

#C24-28/2025-7/8.5

CR STEPHEN / CR FELL

Council resolves, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, to make and levy sewerage utility charges for the supply of sewerage services by the Council for the 2025/2026 financial year, in accordance with the following Service Category Definitions:

Service Category Definitions

SERVICE CHARGE CATEGORY	DESCRIPTION
Residential	**Land that is occupied and used solely for residential purposes (excluding residential land that is the subject of a 40-year lease to the State Government).**
Mixed-Use	**Land that is used, in part, for residential purposes and, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities.** **This category includes residential properties that:** **a) are owned by Council where the tenant is running a business from home; or** **b) are owned by the occupant as private property, a Katter Lease, and includes private property where the owner/lessee is operating a business.**
Commercial	**Land that is occupied and used for commercial/industrial purposes, including, but not limited to:** • **guest houses, hotels, motels;** • **shops, tourist facilities, arts and culture activities;** • **land used by government or utility (telecommunications, electricity);** • **providers aiding in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.** **This category also includes all other land that does not fall within the service charge categories of "Residential" or "Mixed-Use".**

Residential:

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(a) **An annual access charge of $302.00 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Residential".**

Mixed-Use:

(b) **An annual access charge of $1,511.00 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof), or 1-3 wall hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Mixed-Use"**

Commercial:

(c) **An annual access charge of $3,021.50 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof), or 1-3 wall hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of "Commercial".**

CARRIED UNANIMOUSLY

8.6. 2025-26 Water Utility Charges

#C24-28/2025-7/8.6

CR FELL / CR T. MOSBY

Council resolves:

1. **Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, to make and levy water utility charges for the supply of water services by Council for the 2025/2026 financial year, in accordance with the following Service Category Definitions:**

Service Category Definitions

SERVICE CHARGE CATEGORY	DESCRIPTION
Residential	**Land that is occupied and used solely for residential purposes (excluding residential land that is the subject of a 40-year lease to the State Government).**
Mixed-Use	**Land that is used, in part, for residential purposes and, in part, for commercial/industrial purposes, including, but not limited to: guest houses, motels, home-run businesses and tourist facilities.** **This category includes residential properties that:** **a) are owned by Council where the tenant is running a business from home; or** **b) are owned by the occupant as private property, a Katter Lease, and includes private property where the owner/lessee is operating a business.**

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Commercial	**Land that is occupied and used for commercial/industrial purposes, including, but not limited to:** • **guest houses, hotels, motels;** • **shops, tourist facilities, arts and culture activities;** • **land used by government or utility (telecommunications, electricity);** • **providers aiding in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc.** **This category also includes all other land that does not fall within the service charge categories of "Residential" or "Mixed-Use".**

Residential:

(a) An annual access charge of $252.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Residential".

Mixed Use:

(b) An annual access charge of $1,262.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Mixed-Use".

(c) In respect of all such properties and/or premises that fall within the service charge category of "Mixed-Use," at which a water meter is installed on the water service connection to such property and/or premises, water usage shall be charged at the rate of $1.74 per kilolitre for all water passing through the water meter.

Commercial:

(d) An annual access charge of $2,525.50 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of "Commercial".

(e) In respect of all such properties and/or premises that fall within the service charge category of "Commercial," at which a water meter is installed on the water service connection to such property and/or premises, water usage shall be charged at the rate of $3.48 per kilolitre for all water passing through the water meter; and

2. Council resolves, pursuant to section 102 of the *Local Government Regulation 2012*, that a water meter will be taken to be read on a particular day (the

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nominated day) if the water meter is read at any time within two weeks before or two weeks after the nominated day.

CARRIED UNANIMOUSLY

8.7. 2024-25 Estimated Statement of Financial Position

#C24-28/2025-7/8.7

CR ELISALA / CR T. MOSBY

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

CARRIED UNANIMOUSLY

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2025-7/9

CR FELL / CR KAIGEY

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

CARRIED UNANIMOUSLY

- *In accordance with Council Decision #C24-28/2025-7/0 taken at the commencement of this meeting, a closed session for Councillors only was held from 3.35pm to 5.20pm. The Mayor, Cr T. Mosby, the Chief Executive Officer and all staff were excused from deliberations during this period. Ms Martine Care (Preston Law) dialled-in to the meeting for this discussion. No formal resolution was made on the outcome of those discussions.*

10. CHIEF EXECUTIVE OFFICER

10.1. Superannuation Arrangements for Councillors – *verbal update*

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

Verbal update provided by Executive Director Financial Services and noted by Council.

10.2. TSIRC Transition Action Plan (TAP) Update *-verbal update by Mr Scott Mason)*

[Reason for Closed Discussion: In accordance with section 254J of the Local Government Regulation 2012, it is recommended that this matter be considered by Council in Closed Business as it includes "matters that may directly affect the health and safety of an individual or a group of individuals".]

Noted by Council.

11. BUILDING SERVICES DIRECTORATE

Nil.

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12. COMMUNITY SERVICES DIRECTORATE

Nil.

13. CORPORATE SERVICES DIRECTORATE

Nil.

14. ENGINEERING SERVICES DIRECTORATE

14.1. St Pauls and Kubin Jetty Make Safe Proposal

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

#C24-28/2025-7/14.1

CR KAIGEY / CR FELL

Council resolves to:

1. **Progress with make safe repairs to the St Pauls and Kubin Jetties as part of the State's Torres Strait Islands Marine Infrastructure Program; and**
2. **Delegate authority to the Chief Executive Officer under the provisions of the *Local Government Act 2009* to prepare, submit, and manage the submission process to enable the Department to assess the projects and commence program administration.**

CARRIED UNANIMOUSLY

14.2. Information Report – Capital Works

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

#C24-28/2025-7/14.2

CR FELL / CR LEVI

Council noted the report.

15. FINANCIAL SERVICES DIRECTORATE

15.1. Contractual Matter – Large Procurement Contracts Awarded Under Delegation

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

#C24-28/2025-7/15.1

CR WOSOMO / CR PEARSON

Council notes this report.

CARRIED UNANIMOUSLY

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15.2. Mirabou Energy – Renewable Energy Project Status Update

[Reason for this matter to be discussed in Closed Business: This matter contains information on negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government".]

#C24-28/2025-7/15.2

CR STEPHEN / CR MYE

Council notes:

1. **The status update on the renewable energy project as endorsed by the Project Steering Committee on 4 June 2025, and**
2. **How the perceived conflict of interest with the Chief Executive Officer's involvement with the renewable energy initiative with Mirabou will be managed.**

CARRIED UNANIMOUSLY

16. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2025-7/16

CR ELISALA / CR HANKIN

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

CARRIED UNANIMOUSLY

17. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved on the decisions taken above in relation to Agenda Items 10-16.

18. ITEMS ARISING

Nil.

19. INFORMATION REPORTS

19.1. BUILDING SERVICES – Building Services Report (June 2025)

19.2. COMMUNITY SERVICES – Information Report - Community Services (June 2025)

19.3. CORPORATE SERVICES - Corporate Services Information Report (June 2025)

19.4. ENGINEERING SERVICES – Engineering Operations

19.5. ENGINEERING SERVICES – Information Report - Water and Wastewater (June 2025)

Noted by Council. Any enquiries by Councillors in relation to the information reports can be raised directly by Councillors with the respective Directorate Executive Director, or the Chief Executive Officer.

20. NEXT MEETING – 20 AUGUST 2025 (VC)

Noted by Council.

21. CLOSE OF MEETING & PRAYER

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In closing, the Mayor noted that Council's July 2025 meeting will be remembered as an historic meeting for the Mabuiag Community and the broader region for several significant reasons:

- Council sign off on its 2025—26 budget;
- adoption of the Trustee Policy PO19 (authorised on 22 July 2025); and
- signing of Council's MOU with the Ugar Ged Kem Le Zeuber Er Kep Le (Torres Strait Islanders) Corporation RNTBC.

The Mayor congratulated Councillors on facilitating these significant milestones and thanked the Chief Executive Officer and all staff involved in the preparation of these all those involved in preparing Council for these milestones.

The Mayor formally closed Day 1 of the meeting at 6.00pm and **Cr Keith Fell** delivered the closing prayer.

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(DAY 2 - Wednesday, 23 July 2025)

Time: 9.00am to 12.30pm

Venue: Community Hall, Mabuiag (Torres Strait)

PRESENT:

Mayor	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 3 – Saibai	Cr Chelsea Aniba
Division 4 – Mabuiag	Cr Keith Fell
Division 5 – Badu / **Deputy Mayor**	Cr Ranetta Wosomo
Division 6 – Kubin (Arkai)	Cr Iona Manas *– via Microsoft TEAMS*
Division 7 – Wug (St. Pauls), Mua Island	Cr John Levi
Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante
Division 9 – Iama	Cr Aggie Hankin
Division 11 – Poruma	Cr Francis Pearson
Division 12 – Masig	Cr Ted Mosby
Division 13 – Ugar	Cr Rocky Stephen
Division 14 – Erub	Cr Nixon Mye
Division 15 – Mer	Cr Bob Kaigey

APOLOGIES:

Division 10 – Warraber	Cr Kabay Tamu

OFFICERS:

Chief Executive Officer	Mr James William
Executive Director Building Services	Mr Wayne Green
Executive Director Community Services	Mr Dawson Sailor
Executive Director Financial Services	Ms Hollie Faithfull
Manager Information Technology	Mr Warren Jenkins
Executive Assistant to the Mayor	Ms Trudy Lui
Executive Assistant to the CEO	Ms Amy Orr
TSIRC Secretariat	Mr Darryl Brooks

GUESTS:

Kaziw Meta College (Thursday Island) – **Deputation #1**	Mr Thomas Dunsmore, Chief Executive Officer
Mabuygiw Garkaziw Kupay Torres Strait Islander Corporation **– Deputation #2**	Mr Abba Babia, Managing Director

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

At 9.00am, the Mayor welcomed Councillors, Executives and staff and members of the public to Day 2 of the Ordinary Council meeting for the month of July 2025, noting that a quorum of members was present.

Cr Francis Pearson delivered the opening prayer.

Cr Keith Fell provided Council with an overview of Community arrangements for Council's last formal day on Mabuiag and took the opportunity to thank Council for conducting its monthly meeting for July 2025.

The Mayor made the following acknowledgements:

- Father God for His awesome wisdom, knowledge, understanding, favour and blessings upon our lives, our families and communities, our region and our Council;
- The Traditional Custodians of Masig and throughout the length and breadth of Zenadth Kes, as well as the TSIRC footprint in Kaurareg Nations and Gimuy in Cairns.

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, the collective thoughts and prayers of Council at this time of bereavement.

B. NOTING OF APOLOGIES

#C24-28/2025-7/B-2

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Division 10 - Warraber	Cr Kabay Tamu *– prior commitments in his capacity as Chair of ECCA*	CR T. MOSBY / CR KAIGEY

C. CONFLICT OF INTEREST (COI) DECLARATIONS

N/A

D. LIVE STREAM

N/A

DEPUTATION #1: Kaziw Meta College (Thursday Island)

The Mayor welcomed the Kaziw Meta College deputation to the meeting and thanked participants for travelling to Mabuiag to meet with Council.

The Chief Executive Officer of Kaziw Meta College (**Mr Thomas Dunsmore**) provided Council with an overview of the work of the College, as well as its eagerness to work alongside Council to assist the Torres Strait to build the skills in its population for the next generation of Torres Strait Islander leaders.

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The Mayor thanked the deputation for its attendance and advised that it is the hope of Council that this conversation is the beginning of a strong partnership between Kaziw Meta College and TSIRC to inspire to the aspirations of the region into the future.

DEPUTATION #2: Mabuygiw Garkaziw Kupay Torres Strait Islander Corporation

The Mayor welcomed the Mabuygiw Garkaziw Kupay Torres Strait Islander Corporation deputation to the meeting and thanked participants for their interest in meeting with Council.

The Managing Director of Mabuygiw Garkaziw Kupay Torres Strait Islander Corporation (**Mr Abba Babia**) provided Council with an overview of the work of the Corporation, as well as its eagerness to work alongside Council to grow community capacity, employment and cultural preservation.

The Mayor thanked the deputation for its attendance and advised that it is the hope of Council that this conversation is the beginning of a strong partnership between the Corporation and Council into the future.

COUNCIL VISIT to Mabuygiw Ngurpay Lag (Tagai State College Campus on Mabuiag)

Council accepted an invitation extended by the Mabuygiw Ngurpay Lag Head of Campus to attend the Year 6 Leadership Awards. The school children sang their newly-learned school anthem to welcome Council to the presentation ceremony.

The Mayor and Cr Fell presented the awards to students.

CLOSE OF MEETING & PRAYER

At the conclusion of the visit to Mabuygiw Ngurpay Lag, Council returned to the Mabuiag Community Hall, where the Mayor provided Council with an overview of his upcoming engagements in the lead-up to the next Council meeting.

The Mayor also reiterated the need for Councillors to focus on their community meetings, and to particularly advocate the 2025-26 Council budget endorsed here at Mabuiag.

On behalf of Council, the Mayor thanked Cr Fell and the Masig Community for their warmth, hospitality and generosity throughout this Council visit.

The Mayor formally closed the July 2025 Ordinary Council meeting at 1.10pm and delivered the Closing Prayer.

MINUTES CONFIRMED – 20 August 2025

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……	……
Cr Phillemon Mosby Mayor Torres Strait Island Regional Council	Dawson Sailor Acting Chief Executive Officer Torres Strait Island Regional Council

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SPECIAL COUNCIL MEETING
31 JULY 2025

MINUTES

Time: 1.00pm to 3.00pm

Venue: *Microsoft TEAMS Meeting ID: 486 666 463 768 3 | Passcode: NB3Dh9Vv*

PRESENT:

Mayor	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 3 – Saibai	Cr Chelsea Aniba
Division 4 – Mabuiag	Cr Keith Fell
Division 5 – Badu / **Deputy Mayor**	Cr Ranetta Wosomo
Division 7 – Wug (St. Pauls), Mua Island	Cr John Levi
Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante
Division 9 – Iama	Cr Aggie Hankin
Division 10 – Warraber	Cr Kabay Tamu
Division 11 – Poruma	Cr Francis Pearson
Division 13 – Ugar	Cr Rocky Stephen
Division 14 – Erub	Cr Nixon Mye
Division 15 – Mer	Cr Bob Kaigey

APOLOGIES:

Division 12 – Masig	Cr Ted Mosby

ABSENT:

Division 6 – Kubin (Arkai)	Cr Iona Manas

OFFICERS:

Chief Executive Officer	Mr James William
Executive Director Building Services	Mr Wayne Green
Executive Director Community Services	Mr Dawson Sailor
Executive Director Financial Services	Ms Hollie Faithfull
Executive Assistant to the Mayor	Ms Trudy Lui
Executive Assistant to the CEO	Ms Amy Orr
TSIRC Secretariat	Mr Darryl Brooks

GUESTS:

Preston Law	Ms Martine Care

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

At 1.15pm, the Mayor welcomed Councillors, Executives and staff and members of the public to the Special Council meeting called to discuss two industrial matters in a Closed Session for Councillors only.

The Mayor welcomed attendees and made the following acknowledgements:

- Our Heavenly Father for His awesome wisdom, knowledge, favour and understanding, blessings upon our region, our collective leadership at TSIRC and our people across the TSIRC footprint;
- Traditional Custodians of land and sea 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 Mayor conveyed to those members of the Torres Strait Islander community locally and throughout the homelands and on the Australian mainland who may currently be experiencing Sorry Business, the collective thoughts, prayers and well wishes of Council during this time.

Cr John Levi delivered the opening prayer.

B. NOTING OF APOLOGIES

An apology for Cr T. Mosby was noted. Cr Iona Manas was not in attendance.

C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor invited Councillors to advise if they had any COI declarations to disclose in relation to items listed on the agenda. No declarations were made by Councillors.

The Mayor also requested that if there are any legal matters involving Councillors, then Councillors should advise the Mayor as soon as possible. No declarations were made by Councillors.

The **Mayor** declared a COI (personal interests) in relation to Agenda Item 3 and advised that he would leave the meeting during deliberations.

1. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2025-7-S/1

CR FELL / CR LEVI

Council resolves to close the meeting to the public pursuant to section 254J(1) of the *Local Government Regulation 2012* to discuss an Employee Matter in accordance with section 254(J)(3)(a) regarding the Chief Executive Officer's Contract of Employment.

CARRIED UNANIMOUSLY

- *All staff (including the Chief Executive Officer) were excused from deliberations during the Closed Discussion and left the meeting at 1.25pm.*

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2. Industrial Matter #1

[Reason for this matter to be discussed in Closed Business: industrial matters affecting employees].

#C24-28/2025-7-S/2

CR FELL / CR PEARSON

The Council resolves to take the steps agreed during the closed session in consideration of the Employee Matter in accordance with the relevant terms of the Employment Contract and notify the Chief Executive Officer accordingly.

CARRIED UNANIMOUSLY

- *The Mayor declared his COI (personal interests) and left the meeting at 2.15pm prior to the commencement of discussion on Agenda Item 3 below. The Deputy Mayor assumed the role of Acting Chairperson at this point.*

3. Industrial Matter #2 – Appoint an Acting Chief Executive Officer

[Reason for this matter to be discussed in Closed Business: industrial matters affecting employees].

#C24-28/2025-7-S/3

CR MYE / CR LEVI

Council resolves that Mr Dawson Sailor is appointed Acting Chief Executive Officer pursuant to section 195 of the *Local Government Act 2009* until further notice.

CARRIED UNANIMOUSLY

4. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2025-7-S/4

CR FELL / CR LEVI

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

CARRIED UNANIMOUSLY

- *The Mayor returned to the meeting at 2.50pm. The Deputy Mayor surrendered her role as Acting Chairperson at this point.*

5. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved on the decisions taken above in relation to Agenda Items 2 to 4 above.

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6. CLOSE OF MEETING & PRAYER

The Mayor formally closed the Special Council Meeting at 2.54pm and Cr Keith Fell delivered the Closing Prayer.

MINUTES CONFIRMED – 20 August 2025

……	……
Cr Ranetta Wosomo	Dawson Sailor
Deputy Mayor	Acting Chief Executive Officer
Torres Strait Island Regional Council	Torres Strait Island Regional Council

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ORDINARY COUNCIL MEETING ACTION ITEMS

(Updated as at 11 August 2025)

Agenda Item

1.1

Agenda Item	Action Area / Completion Date	Current Status
July 2025 Mtg | AI 6.2 | Funding Acquisition Report (June 2025) **Action Required:** CEO to write to relevant funding agencies to highlight challenges being faced by Council in securing adequate funding to maintain government assets (i.e. SES equipment unable to be stored or maintained properly. Also highlight historically unsuccessful applications to funding agencies.	Chief Executive Officer	
July 2025 Mtg | AI 8.1 | Financial Dashboard Report (June 2025) **Action Required:** Chief Executive Officer to develop an advocacy strategy and schedule for deputations to State and Federal Governments in relation to funding for TSIRC.	Chief Executive Officer	
June 2025 Mtg | AI 6.1 | Community Grants Program Allocation (May 2025) **Action Required:** All Councillors to conduct information sessions with their respective communities on the need for community members to prepare ahead in relation to funerary arrangements (especially all financial aspects).	All Councillors	Mayor to remind Councillors. Close item.

Apr 2025 Mtg | AI 3.1 | CEO Monthly Report (April 2025) **Action Required:** 1. Chief Executive Officer to oversee review of Council policy and process in relation to Environment and Health matters (in relation to the recent dog attack on Badu to secure Council's capacity to take a preventative – rather than reactive – role moving forward). 2. Chief Executive Officer to seek additional funding for 'Sensors' for communities across the region to access as part of the Deadly for Diabetes Program. 3. Chief Executive Officer to discuss off-line with Cr Fell the matter of STP funding for Mabuiag.	Chief Executive Officer	1. Update (Aug OM): Different approach undertaken as approved by Cr Wosomo, for email distribution to stakeholders providing update. Close item. 2. In progress, initial contact has been made with Queensland Health. 3. Ongoing.
Feb 2025 Mtg | AI 8.1 | Financial Dashboard Report (Jan 2025) **Action Required:** Chief Executive Officer to prepare a report for Council consideration. Chief Executive Officer to oversee the preparation of Fact Sheets on the financial sustainability challenges facing Council to deliver services in a geographically challenging environment across 15 Divisions.	CEO	Discussed during the May 2025 Council Workshop. No further action until Council approves its 2025/26 budget. CEO to discuss offline with Cr Toby some initial materials that can be developed.
Jan 2025 Mtg | AI 1.1 | Review Superannuation Arrangements for Councillors **Action Required:** Chief Executive Officer to prepare a report for Council consideration.	CEO	CEO is currently considering advice provided by ED Financial Services. 23/5/25: The Mayor requested that the CEO provide a Closed Business Report to Council on this matter. Verbal update provided at July 2025 Council meeting.
Jan 2025 Mtg | AI 6.5 | Repeal of Council Resolution – Community Radio/Broadcasting Licences **Action Required:** Matter to be considered by the Culture, Arts, Land and Heritage (CALH) Advisory Committee and a recommended way forward be presented to the April 2025 Council Meeting.	CALH Advisory Committee (Cr Aniba) / ED Corporate Services (April 2025)	23/5/25: Cr Aniba advised that an update will be provided at the June 2025 Council meeting. July 2025 CALH meeting did not go ahead.

Jan 2025 Mtg | AI 17(e) | Matters Arising | Fuel Bowser and Desalination Plant (Erub) – connection to electricity grid. **Action Required:** Executive Director Engineering Services to follow-up with Ergon.	ED Engineering Services	In progress. Ergon has been contacted. This matter requires an upgrade to the whole area. Currently working with the Department of Local Government, Water and Volunteers and the National Water Grid to access funds for the project.
Jan 2025 Mtg | AI 18.3 | Information Reports – Corporate Services Information Report (December 2024) **Action Required:** Executive Director Corporate Services to work with the CALH Advisory Committee to ensure that cultural awareness abilities are considered during the onboarding of new employees.	ED Corporate Services	In progress. To be discussed by CALH. July 2025 CALH meeting did not go ahead.
Dec 2024 Mtg | AI 17(b) | Budget Bids to the Queensland and Australian Governments **Action Required:** Chief Executive Officer and Executive Director Financial Services to coordinate the preparation of a briefing for the SARG Standing Committee to endorse to Council which outlines the 'What / When / Who' details as soon as practicable in 2025 (including lobbying to the newly–elected TSRA Board). ➢ Mayor requested at April 2025 Council Meeting the development of an advocacy strategy outlining previous budget commitments by Governments (Federal and State) to the region, as well as election commitments to the region. The advocacy strategy to also highlight outstanding needs and priorities for funding. This document should also be clearly structured for the benefit of the community's understanding of Council's advocacy on their behalf.	CEO / ED Financial Services	In progress. Council set its priorities at the May 2025 Council Workshop and these will now be developed by the administration into strategic advocacy approaches for the remainder of 2025.
Nov 2024 Mtg | AI 8.1 | Financial Dashboard Report (Oct 2024) **Action Required:** List of successful/unsuccessful grants applied for to be developed for each Division.	ED Corporate Services	Unable to resource without additional resources.

Nov 2024 Mtg | AI 8.3 | 2023–24 Financial Statements **Action Required:** Breakdown requested on TSIRC funding expenditure for each TSIRC Division. ➢ Cr Fell requested at the April 2025 Council Meeting that a timeline be given to Council on when this matter will be addressed.	ED Financial Services	Unable to resource without additional staffing due to significant vacancies and unforeseen staff leave. Statutory obligations taking priority. An update will be provided at the August 2025 Council meeting.
July 2024 Mtg | AI 17(a) | Funding for Dialysis Unit on Badu **Action Required:** Executive Director Community Services to provide background information in relation to Commonwealth Government funding for the unit. *Mayor strongly requests that consideration be given to financial costs to Council for this project (and other projects across the TSIRC footprint) to be implemented on-ground (i.e. water and infrastructure, etc).*	CEO / Executive Director Community Services / Cr Wosomo *Matter raised directly with Minister for Health by Mayor, Deputy Mayor and CEO during a meeting on 18 Feb 2025.*	Ongoing. Update (Aug 25 OM): Dumbarra Consultancy Services managing this project. 23/7/25 made initial enquiry with TSIRC seeking guidance on land tenure processes. Communication from Dumbarra outlines that stakeholder engagement, legal protocols and legal requirements will be undertaken. No timeframe, however outlines that project is already behind schedule.

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

CHIEF EXECUTIVE OFFICER MONTHLY REPORT (JULY 2025)

OFFICER RECOMMENDATION

Council notes the Chief Executive Officer Report for August 2025.

EXECUTIVE SUMMARY:

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

1. Building Services

Highlights:

- Capital Housing Investment Plan ($14.4m) – Mabuiag Program received, and Community/PBC Consultation planned for August 28
- Social Housing Strategy meetings with PBC regarding compensated 24 JAA Compensated process – 4/5 PBC's supplied in Principal support letter for the proposed Quick Starts

Key areas of focus for the month ahead:

- Follow up with application for Quickstarts Funding – 14 new houses ($34m) – following up weekly
- Community and Councillor engagement for the proposed new detached and attached extensions (SHAP 2) Ongoing
- Calling of tenders for 25/26 Tier 2 Program – follow up with funding partners to release extent of works
- Follow up with State Funding Partners regarding release of banked works – this is currently impacting BSU

2. Community Services

Highlights:

- Successful outcome of funding application with State Library Qld for **additional 4 IKCs** (Mer; Masig; St Paul & Saibai)
- **Qld Premier the Hon. David Crusafulli** and Member for Cook David Kempton M – Community Services led coordination of travel and agenda in collaboration with Lachie and Denise of Cook Electorate and Premiers Office; Divisional Councillors and DMs on ground. Positive feedback from Delegates regarding the visit and logistics.
- **New Head of Community Services** (HoCS) commenced and have taken on operational challenges and addressed swiftly. Met with individual managers to set expectations going forward.

Key focus areas for the month ahead:

- Working closely with HoCS to review processes and effectiveness of the department going forward
- Ensuring clear direction and coordination of teams for August 23 event across the region and in partnership with Torres Shire and NPARC.
- Pursue strategic Animal Management priorities for Region with EOI; Revisit Environment and Health Strategy
- Finalise Housing Policies from Housing and Divisional Administration for Audit and Council Ordinary meeting

3. Corporate Services

Highlights:

- Successful result with the TAS ETC (Early Termination of Contact) with Telstra
- Beginning the process of recruiting a young community member to begin an IT traineeship
- Draft Hammond Island Feasibility Study funding proposal submitted for review to Indigenous Land and Sea Corporation (ILSC)
- 2 vehicles awaiting disposal stolen from Elphinstone Close
- Petroleum and Gas Safety and Health Return submitted
- PWB hosted a student placement from Taigai High School
- Trustee Policy adopted by Council as the Trustee
- 2025-26 Operational Budget snapshot of highlights published
- Filled Governance, Legal and Insurance Officer role

Key focus areas for the month ahead:

- Microsoft Authenticator – Stage 2
- Completion of Telstra reporting system
- Phase 1 Economic Development Strategy Report finalisation, including feedback from project steering group and Economic Growth Advisory Committee
- Mer Fuel Facility progressing material delivery
- Finalisation of Certified Agreement in Commission
- Establishing student traineeship with IT
- Continuing support for Mayoral community engagements
- Update Council's Advocacy Plan
- Endorse Communications Plan 2025-26
- Analysis of LGM Risk Self-Assessment report

4. Engineering Services

Highlights:

- Contractor confirmed mobilisation to Warraber Island to commence seawalls project in late August 2025.
- Final Completion Certificate issued for Iama Seawalls Project.
- Conforming tenders received for Masig with recommendation made to funders for consideration.
- MSQ via State marine funding to initiate tender and procurement process for Kubin jetty make safe works.

Key focus areas for the month ahead:

- Progress Masig seawalls and re-commence construction.
- Contractor mobilisation to Warraber and commence seawalls construction.
- Confirm funds transfer from Mabuiag STP upgrade to Warraber Sewer Pump Station upgrade.
- Resource re-allocation due to key personnel departure and Council unable to recruit experienced and skilled Engineering professionals.

5. Financial Services

Highlights:

- Inaugural Sustainability and Organisational Improvement Committee (SOIC) Meeting
- Implementation of PO Review process in Tech One
- 2025-2026 Original Budget Adoption – July OM
- Spend under delegation report to Council
- Sole Suppliers Register report to Council
- EOI re Approved Contractor List report to Council
- Delivery of Mandatory Corporate Card Training
- Liaising with Auditors regarding Comprehensive Valuation queries
- Applied certified agreement increase to applicable staff salaries
- Preparation of 2024-2025 Financial Statements

Key focus areas for the month ahead:

- Finalisation of 2024-2025 Financial Statements
- Finalisation of 2025 Comprehensive Valuation
- External Audit – Final visit
- Develop Tender for Travel Management contract
- Publish EOI re Approved Contractor List
- Update Large Contracts Register on Council's external website
- Calculation of certified agreement back payment of employees
- Recruitment of staff
- Financial training for BSU during their team workshop.

Dawson Sailor
Acting Chief Executive Officer

DIRECTORATE: *Corporate Services*
AUTHOR: *Community Grants Officer*

COMMUNITY GRANTS PROGRAM ALLOCATION (JULY 2025)

OFFICER RECOMMENDATIONS:

1. Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:
   - **CG2026-011 – ANAKIN FELL, MABUIAG** for $2,500.00, exclusive of GST;

2. Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:
   - **CG2026-014 – UGUL MALU, BOIGU** for $5,886.00, exclusive of GST;

3. Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:
   - **CG2026-015 – SAINT SAVIOUR CHURCH, BOIGU** for $5,359.65, exclusive of GST;

4. Council **notes** the following:
   a) one (1) Community Grant applications required divisional contributions;
   b) three (3) Funeral applications were deemed ineligible for processing;
   c) one (1) Community Grant application was deemed ineligible for processing;
   d) two (2) applications processed for out-of-cycle in July.

EXECUTIVE SUMMARY:

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

The following applications were received before the monthly deadline of 5 pm, 25/07/2025.

In accordance with Council's *Community Grants Policy*, three (3) Community Grants applications meeting eligibility requirements were received during the reporting period that require Council resolution.

Applicant	Amount Requested	Project/Event	Support by Councillor	Division
CG2026-011 – Anakin Fell	$2,500.00	*National Under 18's Touch Championship in Coffs Harbour, 27/09/25 - 20/10/2025.*	***Due to Cr Keith Fell's declared COI - Deputy Mayor Ranetta Wosomo supports for $2,500.00***	Mabuiag

Applicant	Amount Requested	Project/Event	Support by Councillor	Division
CG2026-014 – Ugul Malu	$5,886.00	2025 Women's All Stars Carnival in Cairns, 01-02/11/2025.	***Supported by Cr Dimas Toby for $5,886.00.***	Boigu
CG2026-015 – Saint Saviour Church	$5,359.65	Musical Equipment to support ongoing Community Church Fellowships, September - Onwards	***Supported by Cr Dimas Toby for $5,359.65***	Boigu

In accordance with Council's *Community Grants Policy*, one (1) Community Grants application required divisional contributions.

Applicant	Amount Requested	Project/Event	Amount Received	Division
CG2026-008 – Meleta Hosea	$2,500.00	Travel & Accommodation Expenses: Daughter's 2025 WNRL Canberra Raiders Season	$1,500.00	Badu
			$1,000.00	Dauan
			Total: $2,500.00	

In accordance with Council's *Community Grants Policy*, three (3) funeral applications were considered *ineligible* for Community Grants funding. No council resolution is required.

Applicant	Amount Requested	Project/Event	Reason for being Ineligible	Division
FT2026-001 – Tanaio Anau	$3,046.00	Funeral Travel – Horn Island to Boigu for Funeral of the Late Mrs Maryann Marama on Boigu Island, 25/07/2025.	Withdrawn – Passengers of the application were not current residents of TSIRC's LGA.	Boigu
FT2026-003 – Fred Savage	$2,580.00	Funeral Travel – Funeral of the Late Mr John Walter Geas in Cairns, 14/08/2025.	Declined – Funeral is taking place outside of TSIRC's LGA	Kubin
FD2026-006 – Martha Tabuai	$4,803.39	Tombstone Unveiling of the Late Mrs Allson Edrick Tabuai in Gordonvale, 05/09/2025.	Declined – Ineligible event & applicant not a current resident of TSIRC's LGA.	Gordonvale

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

Applicant	Amount Requested	Project/Event	Reason for being Ineligible	Division
CG2026-010 – Bob Modee	$2,000.00	Catering assistance – August 6th Ugar Church Day Celebration, 06/08/2025.	Declined – Application breached CG Policy and process for acquittal and timeframe of submission (planned event).	Ugar

In accordance with Council's *Community Grants Policy*, two (2) Community Grant application were considered *eligible* for Out-of-Cycle Community Grants funding. No council resolution is required.

Applicant	Amount Requested	Project/Event	Supported by CEO	Division
CG2026-008 – Meleta Hosea	$2,500.00	*(Daughter) Relna Wuruki-Hosea's 2025 WNRL Canberra Raiders Season*	***$2,500.00***	Badu
CG2026-009 – Letia Waia	$2,500.00	*Annexation Day – August Wan (Urapun Waku Festival)*	***$2,500.00***	Saibai

INTERESTED PARTIES/CONSULTATION:

Councillors
Chief Executive Officer
Executive Directors
Divisional Managers
Community Grants Officer

BACKGROUND:

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	*Local Government Act 2009*
Budgetary:	Approved allocation of funds for Community Grants as per TSIRC 2025-26 budget.
Policy:	*Community Grants Policy*
Legal:	N/A
Risk:	No financial risk identified as the allocation is within existing Community Grants budget.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 1 – Strengthening Our Communities ➢ *Supporting healthy lifestyles, engaged communities, and celebrating cultural heritage.*
***Malungu Yangu Wakay* (The Masig Statement):**	Aligns with the social and cultural aspirations of ***Malungu Yangu Wakay.***
Standing Committee Consultation:	N/A
Timelines:	Community Grants applications must be submitted on the last Friday of the month to be tabled at the next Ordinary Council meeting.

CONCLUSION:

Council resolves the three (3) applications meeting eligibility requirements and notes the grant applications processed out-of-cycle and funeral donations provided in July 2025 in accordance with the *Community Grants policy*.

Prepared/Recommended:

Katherine Epseg
Community Grants Officer

Recommended:

Simone Newman-Webster
Manager Administration and Communication

Endorsed:

S. Andres

Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS

1. *Fund Balances 2025-2026 (as at 11 August 2025)*
2. *Applications Processed During the Reporting Period*

Attachment 1: 2025-2026 Fund Balances at 11 August 2025

Division	Councillor	Budget	Less Approved Funding	Closing Balance
Boigu	Cr. Toby	$25,000.00	$2,500.00	$22,500.00
Hammond	Cr. Dorante	$25,000.00	$1,584.00	$23,416.00
St Pauls	Cr. Levi	$25,000.00	$3,300.00	$21,700.00
Ugar	Cr. Stephen	$25,000.00	$10,000.00	$15,000.00
Badu	Cr. Wosomo	$25,000.00	$7,000.00	$18,000.00
Dauan	Cr. Elisala	$25,000.00	$1,500.00	$23,500.00
Erub	Cr. Mye	$25,000.00	$8,616.19	$16,383.81
Iama	Cr. Hankin	$25,000.00	$1,000.00	$24,000.00
Kubin	Cr. Manas	$25,000.00	$0.00	$25,000.00
Mabuiag	Cr. Fell	$25,000.00	$1,970.20	$23,029.80
Mer	Cr. Kaigey	$25,000.00	$500.00	$24,500.00
Poruma	Cr. Pearson	$25,000.00	$500.00	$24,500.00
Saibai	Cr. Aniba	$25,000.00	$3,000.00	$22,000.00
Warraber	Cr. Tamu	$25,000.00	$3,000.00	$22,000.00
Yorke	Cr. Ted Mosby	$25,000.00	$500.00	$24,500.00
Mayor	Mayor Mosby	$25,000.00	$0.00	$25,000.00
Community Gifts	CEO	$20,000.00	$5,000.00	$15,000.00
		$420,000.00	**$49,970.39**	**$370,029.61**

Attachment 2: Applications Processed During the Reporting Period for Noting

Application Type	Community Entity Applicants	Amount Requested	Project/Event	Amount Approved	Division
Out-of-Cycle Applications	CG2026-008 – MELETA HOSEA	$2,500.00	TRAVEL/ACCOMMODATION: DAUGHTER'S 2025 NRLW SEASON WITH CANBERRA RAIDERS IN CANBERRA.	$1,500.00	BADU
				$1,000.00	DAUAN
	CG2026-009 – LETIA WAIA	$2,500.00	CATERING: ANNEXATION DAY URAPUN WAKU FESTIVAL ON SAIBAI ISLAND, 01-22/08/2025.	$2,500.00	SAIBAI
Funeral Donation/Travel Assistance	FD2026-001 – GUAZA THAIDAY	$2,882.38	CATERING/FUEL - FUNERAL OF THE LATE MS MARGARET THAIDAY ON ERUB ISLAND, 25/07/2025.	$1,441.19	ERUB
	FD2026-002 – TANAIO ANAU	$1,000.00	CATERING – FUNERAL OF THE LATE MRS MARYANN MARAMA ON BOIGU IDLAND, 25/07/2025.	$1,000.00	BOIGU
	FD2026-003 – LILY-MARIE NONA	$2,500.00	CATERING – FUNERAL OF THE LATE MRS LASIKA ESELI ON BADU ISLAND,	$2,500.00	BADU
	FD2026-004 – TANYA NEWIE	$2,800.00	CATERING - FUNERAL OF THE LATE MR RICHARD NEWIE IN KUBIN, 26/07/2025.	$2,800.00	KUBIN
	FD2026-005 – STEPHEN BOB	$3,000.00	CATERING/FUNERAL DIRECTORS – FUNERAL OF THE LATE MRS WINIFRED MAUGA ON WARRABER ISLAND, 28/07/2025.	$3,000.00	WARRABER
	FT2026-002 – LILY SOLOMON	$1,584.00	TRAVEL: FUNERAL OF THE LATE MR RICHARD NEWIE IN KUBIN, 26/07/2025.	$1,584.00	HAMMOND

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
6.2

DIRECTORATE: *Corporate Services*
AUTHOR: *Grants Revenue Officer*

FUNDING ACQUISITION REPORT (JULY 2025)

OFFICER RECOMMENDATION:

Council notes this report and its content.

EXECUTIVE SUMMARY:

The Funding Acquisition Report provides an update and summary of Council's current grant application and acquisition outcomes for the July 2025 reporting period.

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

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

In July 2025:

- 1 x funding application was successful for the value of $2,195,642.00
  - Queensland Health - $2,195,642.00 – Aboriginal & Torres Strait Islander Public Health Program.

- 1 x funding application was submitted for the value of $30,363.99
  - Department of Local Government, Racing & Multicultural Affairs - $30,363.99 – Indigenous Councils Critical Infrastructure Program.

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

Operational Project Funding 2025-2026

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment
Department of Local Government, Racing & Multicultural Affairs	$30,363.99	Indigneous Councils Critical Infrastructure Program - Establish Erub Island Water Testing Lab.	6-May-25		Pending	
LGAQ QCoast 2100 Round 4	$ 603,793.00	Implementation of a Coastal Hazard Adaption Strategy. Three components - Construction and deployment of artifical reef modules, dune revegetation and maintenance activiteis, and capacity building engagement with the community to deliver construction and revegetation activities.	28-Feb-25		Pending	
Queensland Regional Authoirty	$ 2,734,125.81	Erub roads - TC Jasper	28-Jan-25	5-Mar-25	Pending	Council Resolution for CEO Delegation April 2025. Awaiting Executed Agreement.
Queensland Regional Authority	$ 584,215.53	Hammond Roads - TC Jasper	8-Dec-24	5-Mar-25	Pending	Awaiting Executed Agreement
QLD Health	$2,195,642.00	Aboriginal & Torres Strait Islander Public Health Program	27-Jun-25	1-Jul-25	Successful	
	$ 6,148,140.33					

Capital Project Funding 2025-2026

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment
Department of Infrastructure, Transport, Regional Development, Communications and the Arts - Remote Airstrip Upgrade Program - Round 11	$ 3,970,850.00	Boigu airstrip reseal	13-Dec-24		Pending	Expected outcome TBC
Community Childcare Fund – Sustainability Support	$ 3,160,000.00	Aragun Childcare Centre –support to increase sustainability of service and increase enrolments	29-May-24		Pending	NOTE: ED Community Services advised this grant has been secured. Awaiting official notification & Agreement. 03/04/2025 - Received email confirming In Principle additional funding
Torres Strait Regional Authority	$ 1,200,000.00	Ugar Fuel Bowser Project. Note: $482,000 secured from previous funding.	8-Nov-23		Pending	
	$ 8,330,850.00					

Annual Local Government Funding 2025-2026

The table below highlights the Annual Local Government Funding that Council was allocated for 2025/26. No application is required for this type of funding. Council officers note that the below figures will not reconcile to budget documents or financial statements as per AASB 1058, Council is required to recognise revenue on receipt of funds.

ANNUAL LOCAL GOVERNMENT FUNDING				
Funding Stream	**25/26 Total Allocation**	**Project Details**	**Date of Application**	**Comments**
Queensland Fire and Emergency Services	*$ 26,521.43*	*This payment recognises the costs incurred by Local government in providing support to their SES Groups and Units*	*Annual Allocation*	*100% paid upfront for current financial year 25/26*
Financial Assistance – Indigenous Councils Funding Program	*$ 16,698,045.12*	*The ICFP replaces the SGFA & RRP and represents a significant investment in Queensland's Indigenous communities.*	*Annual Allocation*	*100% paid upfront on 10 July 2025 for current financial year 25/26*
Financial Assistance – General Purpose	*$ 16,890,070.00*	*Financial Assistance General Purpose is an annual allocation-based program for local government bodies based on the principal of horizontal fiscal equalisation, enabling them to function by reasonable effort to an average standard.*	*Annual Allocation*	*50% paid upfront for current financial year 25/26. Balance to be paid in equal proportions every quarter.*
Financial Assistance – Local Roads	*$ 337,801.40*	*Financial Assistance Local Roads is an annual allocation-based program to assist local governments with roads expenditure and to preserve its roads assets.*	*Annual Allocation*	*50% paid upfront for current financial year 25/26. Balance to be paid in equal proportions every quarter.*
Total Allocation for 25/26	$ 33,952,437.95			

INTERESTED PARTIES/CONSULTATION:

Executive Leadership Team and various Directorate staff/managers

BACKGROUND:

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	Local Government Act 2009 Local Government Regulation 2012
Budgetary:	Operational and capital budget is adjusted upon successful funding application
Policy:	N/A
Legal:	N/A
Risk:	Council relies on external grant funding to ensure financial stability and liquidity. Council will continue to advocate for increased funding opportunities aligned with Core Plan strategic priorities and Operational Plan deliverables. All successful funded projects will need to be completed by the timeframes set out in the respective funding agreements. Enterprise Development alongside identified Project Manager/s will ensure reporting and monitoring mechanisms are established to guarantee project milestones, acquittals, reporting and contract completion are finalised within the contractual parameters.
Links to Strategic Plans:	Corporate Plan 2025-2030 (Bisnis Plan) People - Outcome 4: We are a transparent, open, and engaging Council. Sustainability - Outcome 8: We manage Council affairs responsibly to the benefit of our communities.
Malungu Yangu Wakay (The Masig Statement):	Aligns with the social and cultural aspirations of ***Malungu Yangu Wakay.***
Standing Committee Consultation:	N/A
Timelines:	N/A

OTHER COMMENTS:

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

Prepared:
Georgina Thaiday
Grants Revenue Officer

Recommended:
Simone Newman-Webster
Manager, Administration and Communication

Endorsed:

S. Andres
Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS: Nil.

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
6.3

DIRECTORATE: *Corporate Services*
AUTHOR*: Corporate Planning Lead*

OPERATIONAL PLAN 2024-25 - Q4 PROGRESS REPORT

OFFICER RECOMMENDATIONS:

That Council receives and notes the progress report on the implementation of the 2024-2025 Operational Plan for the period April to June 2025 (Q4).

EXECUTIVE SUMMARY:

Under legislation, Council is required to report on the progress of the Operational Plan on a regular basis.

The fourth quarter (Q4) report reflects the progress in implementing the 2024-2025 Operational Plan, a critical framework designed to enhance the well-being and quality of life across the 15 communities.

Complete	In progress	On hold	Not started
18	**32**	**3**	**6**

Council may, by resolution, amend its annual Operational Plan at any time before the end of the financial year.

INTERESTED PARTIES/CONSULTATION:

Council, Chief Executive Officer, Executive Directors, Manager Administration and Communications and Corporate Planning and Performance Lead.

BACKGROUND:

The Operational Plan 2024-2025 was adopted by Council on 24 July 2024. Under legislation, Council is required to report on the progress of the Operational Plan on a regular basis.

Pursuant to both the Local Government Act 2009, and the Local Government Regulation 2012, Council has prepared an annual Operational Plan in alignment with the Corporate Plan 2020-2025.

The annual Operational Plan outlines how Council plans to progress the implementation of the 5-year Corporate Plan during the financial year 2024-25. Performance and progress against the objectives set forth in the Operational Plan is reported quarterly by the relevant Directorates of Council. The results for 2024-2025 are contained in attachment 1. The report outlines achievements and comments.

COMPLIANCE / CONSIDERATIONS:

Statutory:	*Local Government Act 2009* *Local Government Regulation 2012*
Budgetary:	The Operational Plan has been developed in conjunction with the development of the annual budget to ensure activities recorded in the plan have been appropriately funded where required.
Policy:	N/A
Legal:	It is a statutory requirement that Council adopts an annual Operational Plan.
Risk:	Financial
Links to Strategic Plans:	Aligns with the Corporate Plan 2020-2025
***Malungu Yangu Wakay* (The Masig Statement):**	Aligns with the social and cultural aspirations of ***Malungu Yangu Wakay.***
Standing Committee Consultation:	N/A
Timelines:	Quarterly report

Prepared:

Robert Blake
Corporate Planning Lead

Endorsed:

S. Andres

Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS

Attachment 1: Operational Plan Quarter 4 Report

Torres Strait Island
REGIONAL COUNCIL

Operational Plan 2024-2025: Q4 **Progress Report**

Office of the CEO

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
1	Advancing the MASIG statement	Pipol (People)	Office of the CEO	In progress	• Action Plan established • Advocacy Plan finalised • Successful Community Engagement	
2	Establish Strategic Asset Management Framework	Mekem las long (Sustainability)	Office of the CEO	In progress	• Council approval • Accurate 10-year financial forecast	
3	Transition Action Plan (TAP)	Mekem las long (Sustainability)	Office of the CEO	In progress	• Council approves strategy, actions and time frames	
4	Renegotiation Grafton Street lease	Mekem las long (Sustainability)	Office of the CEO	Complete	• Lease renegotiated and approved by Council	

Financial Services

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
5	Enhancement of Human Resources and Payroll (HRP) modules to maximise the benefit from the use of Technology One including the automation of repetitive tasks to create more capability to focus on value added tasks	Mekem las long (Sustainability)	Financial Services	In progress	• Phase 2 of HRP enhancement project which focuses on the roll-out of employee self services including time-sheet entry and updating personal data • External review of HRP module to provide recommendations on process improvements including removal of redundant tasks and automation of repetitive tasks	Work in Progress - Project carried forward to 25-26 Operational Plan

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
6	Refresh of transition to CiA Technology One roadmap & Technology One Access Management Review	Mekem las long (Sustainability)	Financial Services	Not started	• Update road map based on implementation status at 30 June 2024 • Review of all TechOne profile to ensure appropriate system access	Yet to be commenced due to resourcing constraints
7	Review and assurance sign off for upgraded Enterprise Asset Management module in Technology One to maximise the benefits of its use	Mekem las long (Sustainability)	Financial Services	Not started	• Assurance sign off by internal audit • Implementation strategy finalised	Yet to be commenced due to resourcing constraints
8	Update Asset Management Plans with current data. These plans will serve as a strategic guide for maintaining, upgrading, and managing assets effectively	Mekem las long (Sustainability)	Financial Services	In progress	• SAMP & AMP's to be refreshed with current asset data	Work in Progress
9	Conduct comprehensive asset valuation for all asset classes required under Australian Accounting Standards	Mekem las long (Sustainability)	Financial Services	In progress	• External Audit sign-off of comprehensive valuation	Currently with External Audit for review
10	Develop a Financial Sustainability Strategy that prioritises responsible fiscal management	Mekem las long (Sustainability)	Financial Services	In progress	• Adoption of Strategy by Council	Work in Progress

Engineering Services

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
11	Marine Infrastructure Upgrades: • Jetties replacements (Dauan, Saibai & Boigu) • Badu jetty repairs • Ugar barge access dredge channel design and feasibility study • St Pauls and Kubin jetties repairs/reconstruction	Mekem las long (Sustainability)	Engineering	In progress	• Jetty replacements works underway (Tender awarded etc) and Ugar Dredge Channel design completed and marine disposal confirmed • Projects extend over multiple financial years	Dauan/Saibai/Boigu - project tracking on schedule. Badu repairs completed. Ugar report completed. St Pauls/Kubin - option presented, decision pending.
12	Seawalls Projects: • Masig seawalls• Iama Seawalls• Warraber Seawalls	Mekem las long (Sustainability)	Engineering	In progress	• Iama and Masig Seawalls completed • Warraber Seawalls preliminary works commence• Warraber and Masig seawalls extend over two financial years	Projects progressing in-line with project plan. Warraber contract awarded.
13	Water Infrastructure Projects: • Badu and Mabuiag Island Water Network Management Program (Valve Replacement) • Erub water reservoir refurbishment works • Badu rising main upgrade • Poruma water tank - backup in place • Poruma water tank - tank replacement	Mekem las long (Sustainability)	Engineering	In progress	• All water infrastructure works successfully completed within the financial year • Funding secured to enable Poruma tank replacement	Projects progressing and near completion. Poruma tank on-hold due to funding constraints.
14	Wastewater Infrastructure Projects: • Warraber sewer pump station 1 replacement	Mekem las long (Sustainability)	Engineering	In progress	• Project successfully completed	Design and Tendering complete, Project on-hold due to insufficient funds to construct.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
15	Waste Management Services: • Landfill Closure Planning - Erub Landfill • New Landfill/Waste Development Planning - Erub	Mekem las long (Sustainability)	Engineering	In progress	• Plans developed	Progressing as per project plan.
16	Transportation Works: • Poruma Aerodrome fencing upgrade and safety improvements (2024/25 ATSI TIDS) • Aerodromes - obstacle clearance and lighting works • Saibai Airport Road and School Road pavement upgrade project • Road reconstruction and rectification works (QRA funded) - Misc islands • Iama Aerodrome fencing upgrade and safety improvements (2024/25 ATSI TIDS) • Mabuiag Road/Culvert Works - QRA Betterment Funded • Erub Kemus Road Works - QRA Betterment Funded • Badu park bridge replacement (LRCI funded) • Badu Ahmat Rd and drainage improvements (LRCI funded)	Mekem las long (Sustainability)	Engineering	In progress	• Poruma and Iama Aerodrome Safety Improvements completed, Saibai School Road and Hospital Drive Upgrade Completed, Erub and Mabuiag Road Works Completed, Aerodrome obstacle and lighting improvements undertaken• Badu pedestrian bridge and Ahmat Rd/drainage works complete• Design and tendering complete, construction in FY 25/26	Projects progressing as per project plans. Erub airport roads and R2R funding allocation to be determined.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
	• Erub (and/or other - tbc) - airport to community section of road repair/reconstruct works. (R2R Program funds)					
17	Sustainability:• Coastal Hazard Adaptation Strategy - Encompass into policies and planning decisions. Implementation of strategy• Ghost net and marine debris project• ARC Warraber sustainability project - Griffith University • Tidal gauge R&M (TSRA funded)	Mekem las long (Sustainability)	Engineering	In progress	• CHAS - Strategy document completed• Ghost Net - Completed• Strategy actions commenced	CHAS formally adopted and action/planning commenced. Other projects (marine debris, ARC, gauges) progressing.

Building Services

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
18	Integrate and improve service delivery across Maintenance, Upgrades and Home Ownerships	Mekem las long (Sustainability)	Building Services	In progress	• Reduction in aged works	Work in progress - vast improvement with further reduction of aged works in the coming year
19	Partner with Stakeholders (Communities/State) to deliver well designed housing solutions through planning and building	Mekem las long (Sustainability)	Building Services	In progress	• New households delivered to create sustainability and ease of living in a risk adverse geographical remote location	Work in progress - Commencing on Mabuiag - 2 x new Residences
20	Improve WPH&S standards through empowering employees	Pipol (People)	Building Services	In progress	• Services delivered in a healthy and safe Manner	Ongoing reports built into tech systems for staff to

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
						utilise and PPE kits issues to all staff
21	Improve project reporting and integrate into one IT system	Mekem las long (Sustainability)	Building Services	In progress	• Improved project margins and streamlining of project delivery	Work in progress - Staged approach to minimise impact to services delivery - Stage 1 has been trialed and will be implemented over the coming months with stage 2 trial next.

Community Services

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
22	Active involvement with Biosecurity program, Sustainability and Waste Management Strategy | Healthy Housing Working Group to represent and advocate environment and health matters of our Region	Mekem las long (Sustainability)	Environment & Health	Not completed	• Employment and training of 3x0.5 staff, delivery of biosecurity services	Proposed changes for illegal dumping program. Biosecurity surveillance unfunded.
23	Delivery of Environmental Health and Animal Management Program	Mekem las long (Sustainability)	Environment & Health	Complete (On going)	• Meet service agreement deliverables	Reporting completed to date.
24	Development and implementation of compliance and enforcement program (Local Laws - Authorised Persons)	Mekem las long (Sustainability)	Environment & Health	In progress	• Authorised Person trained and authorised by CEO, compliance and policies and procedures	Authorised Persons appointment by CEO.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
25	Implement outreach IKC First 5 Forever in four communities without IKC	Pipol (People)	Health & Wellbeing (IKC)	Not completed	• Implement four mobile library boxes in four communities	Library boxes shipped to four communities. Attraction to some roles have not been successful, however program is being coordinated with HLOs where possible.
26	Retention of workforce and reducing barriers to participation in physical activities	Pipol (People)	Health & Wellbeing (IKC)	Completed	• No of FTE • No of participation	Ongoing through targeted programs and as part of funding objectives and KPIs
27	Support communities to use existing or create new alternatives for community garden	Mekem las long (Sustainability)	Health & Wellbeing (IKC)	Completed	• Number of Successful alternative gardens implemented	Consultations are progressing across the region, with 7 remaining for completion by April 2025.
28	Plan develop and Implement Digital Inclusion	Pipol (People)	Health & Wellbeing (IKC)	Completed	• Implement 10 connectivity sites	Agreement and allocation of equipments and funding completed in 1st quarter. Program to be rolled out in coming months in 2025.
29	Improve the Visitor Management System	Pruitpul (Prosperity)	Community Services (Events)	Not started	• Council endorsement	Agreement signed with Atturra for ongoing support and updates to Visitor Mgt. Corporate Services flagged with Forte options as part of the whole of website refresh.
30	Community Consultations to inform Local Housing Plan	Mekem las long (Sustainability)	Housing	In progress	• Implementation of system	Project proposal submitted to DCHDE for funding, and additional conversation with DCHDE in October. Funding outcome still unknown.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
31	Implementation of New Tenancy Management System	Mekem las long (Sustainability)	Housing	In progress	• Implementation of Plan	Despite numerous funding submission, not yet successful. Housing team to obtain further information for DCHDE as per request in October.Advocacy with DDG and GM in November for some traction on funding opportunities with support of consultant.
32	• Continuous improvement and efficient operational service delivery. • Increase staff capacity, productivity and performance outcome	Mekem las long (Sustainability)	Community Services (Divisional Admin)	In progress	• Timely completion of compliance obligations and improved services both internal and external	Staff registered for training through Tribal Habit and Peak Services to build capability of staff. Created resource to catch up 24/25 updates of accountable registers and have oversight going forward which includes training and development of tools.
33	• Enhance management of Council's accommodation booking	Mekem las long (Sustainability)	Community Services (Divisional Admin)	In progress	• Implement accommodation software • Training for users	Quotes were obtained, and procurement process checked. A Regional Manager to be nominated to lead delivery of this project. Events Lead is coordinating this project with IT.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
34	Investigate digital options for aged care and disability recipients and their circle of care, which can be delivered in an increasingly cost-effective manner	Pipol (People)	Age Care	Not started	• Reduced hospital admissions. Updated care plans and client care goals. Improved communication and connect with family. Improved mental, physical and emotional wellbeing within the elderly and disability cohort. • Provision of supportive equipment through digital assessments	Due to other priorities and understaffed, project has not commenced.
35	Work in partnership with TCCHS and TSIRC Housing to enhance in-home safety for elderly and disabled community members to support their activities of daily living	Pipol (People)	Age Care	In progress	• Reduced hospital admissions. Consumer increased mobility. Sign off of disability modification. Reduction in service hours delivered for activities of daily living	Disability modifications are prioritised with BSU.
6	Procure an approved Aged Care management system to support the delivery and management of Home Care Packages for elderly community members	Pipol (People)	Age Care	Not started	• Implementation of streamlined and automated processes	
37	Investigate funding options for appropriate early childhood services to improve access to, flexible, inclusive andculturally-safe education and care for young children and families, aligned with community needs	Pipol (People)	Childcare	In progress	• Secure funding	Ongoing efforts with Peak Services and consultations with Commonwealth Dept of Education.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
38	Seek funding to support childcare services to remain financially viable and address safety barriers for continued access to early childhood and care	Pipol (People)	Childcare	In progress	• Secure funding. Balanced budget and operating surplus. Completion of planned maintenance	
39	Work in partnership with finance and families to recover unpaid Child Care fees	Pipol (People)	Childcare	In progress	• Reduction of childcare debt. Signed suitable payment plans	Ongoing. 1 monthly meet in the 1st quarter to discuss options to address debt.
40	Secure funding for an audit of asbestos buildings across the region and development of plan for removal	Mekem las long (Sustainability)	Environment and Health	Not started	• Inspection completed and deliver report to inform Council on status per Community	Initial discussion with relevant Executives on a way forward, which includes establishment of Waste and Sustainability working group. Draft TOR developed.

Corporate Services

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
41	Complete Trustee Policy consultations	Mekem las long (Sustainability)	Legal & Risk	Complete	• Consultation in each TSIRC DOGIT community followed by Trustee adoption of new Trustee Policy	All consultations have been undertaken and the Draft Trustee Policy is tabled at the July 2025 Trustee meeting.
42	Land tenure advocacy: advocate with the State for appropriate land tenure structure for each TSIRC Deed of Grant in Trust (DOGIT) community (including Mer social housing transition)	Mekem las long (Sustainability)	Legal & Risk	In progress	• Formal deputations to State; settlement of judicial review application for Iama Island land transfer; agreement on the nature of or process for any future land tenure changes in other DOGIT communities	The Iama case is to be re-heard at court

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
43	DOGIT accounting review	Mekem las long (Sustainability)	Financial Services	On hold	• Deliver Council Workshop to consider separately accounting for DOGIT expenses and assets. Trustee review of Reserve Policy and General Reserve Procedure to reflect Council's desired process for the expenditure of DOGIT funds. Council to consider seeking Ministerial consent to expand what is permissible expenditure of DOGIT funds	Postponed. To be commenced upon adoption of Trustee Policy
44	Renew and implement organisational risk framework	Mekem las long (Sustainability)	Legal & Risk	Complete	• Risk appetite established with Council • Business impact statements completed • Risks registers up-to-date • Control evaluations completed • Routine reporting established	Councillor workshop on Risk Management held November 2024 with Councillors determining a risk appetite; Risk Management Policy and Risk Management Guideline incorporating Risk appetite statements adopted December 2024 Council meeting; Quarterly review of risk treatment plans with risk owners completed; draft work plan developed for Q3 and Q4 with focus on maturing risk awareness across Council and capturing additional corporate risks and treatment plans.
45	Provide high-speed Internet access via Low Earth Orbit (LEO) satellite connectivity for all IKC's	Pipol (People)	IT Services	Complete	• Connectivity speed testing and engagement with community members	Equipment has been installed in all divisions and at eight water treatment plants

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
46	Develop Council's Economic Development Strategy/Master plan	Pruitpul (Prosperity)	Economic Development	In progress	• Council approval	The report is being drafted for Council approval by September 2025
47	Review, update and implement Council's Divestment Strategy	Pruitpul (Prosperity)	Economic Development	On hold	• Council approval	Waiting for completion of Trustee Policy
48	Rebuild Council website and update content	Pipol (People)	Admin and Comms	Complete	• Website is live by 31 December 2024 • User survey by 31 May 2025	Website is live, monthly user statistics
49	Community Grant Program review and process improvement, policy update	Pipol (People)	Admin and Comms	Complete	• Council approval	Updated policy adopted by Council in December 2024 Updated documents rolled out to divisions and community
50	Implement an electronic meetings management system, update processes in accordance with the Local Government Act 2009	Pruitpul (Prosperity)	Admin and Comms	In progress	• Meetings system is live and used from 1 January 2025 • All Councillors and officers have been trained and understand their responsibilities	Unable to implement by due date due to consultant not being available and critical staff shortages. This project has been carried forward to financial year 2025/26
51	Establish the Corporate Plan 2025-2030	Pipol (People)	Admin and Comms	Complete	• Council approval	The Corporate Plan 2025-2030 was adopted at the May 2025 Council meeting.
52	Revision of Policy Framework, update of critical policies	Mekem las long (Sustainability)	Admin and Comms	Complete	• Policy Framework established	The Policy Framework was adopted by Council in January 2025.
53	Establish Service Level Agreements (SLA) between the Fuel & Fleet department and user departments	Mekem las long (Sustainability)	Fuel & Fleet	On hold	• Service Level Agreements are in place between Fuel & Fleet and all internal stakeholders	Business model review (own vs. lease) to be finalised prior. Carried forward to Operational Plan 2025-2026.

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
54	Fuel sites and bowsers operational and compliant	Mekem las long (Sustainability)	Fuel & Fleet	Complete	• All fuel dispensed via bowsers • Fuel sites upgraded in line with funding arrangements	Compac Systems operational: Boigu, Dauan, Erub, Mabuiag, Poruma, Saibai, Hammond Under development: Mer, Ugar, delays due to required approval processes and supply chain constraints. Tanks operational: Badu, Kubin, Yam, Warraber, St. Pauls, Masig Backup power installed and operational Boigu, Dauan, Erub, Mabuiag, Poruma, Hammond
55	Improve Fleet replacement program management and forecasting	Mekem las long (Sustainability)	Fuel & Fleet	Complete	• Fleet AMP approved and implementation plan in place • Council endorsement	AMP developed Strategic Investment Plan adopted by Council in December 2024
56	Review and update all People & Wellbeing policies to ensure they recognise and allow for the diversity and unique geographical challenges faced by TSIRC	Mekem las long (Sustainability)	People & Wellbeing	Complete	• Policies reviewed and approved by management and/or Council	Reviews ongoing
57	Negotiate and deliver the Certified Agreement	Mekem las long (Sustainability)	People & Wellbeing	Complete	• Employees, Union and Council endorsement	In principle agreement received from unions.
58	Review and update Council's remuneration and classification strategy to align with better practice, good governance and transparency	Mekem las long (Sustainability)	People & Wellbeing	Complete	• Strategy adopted	

No.	Objective	Strategic Pillar	Function	Status	Target	Comments
59	Strengthen Council employment within local communities	Pruitpul (Prosperity)	People & Wellbeing	Complete	• Recruitment and ongoing employment	Ongoing discussion with divisional staff. Housing officers moved from temporary to permanent contracts.Meeting with Divisional Staff to guage interest for further training. Meetings with University of Central Qld and JCU commenced.

ORDINARY MEETING
20 August 2025

Agenda Item
8.1

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

FINANCE DASHBOARD REPORT – July 2025

OFFICER RECOMMENDATION:

That Council receives and endorses the monthly financial statements attached to the officer's report for the 2025-26 year to date, for the period ended 31 July 2025, as required under Section 204 *Local Government Regulation 2012*.

EXECUTIVE SUMMARY:

This report seeks Council endorse the monthly financial statements for the 2025-26 year to date, for the period ended 31 July 2025.

Background:

The 2025–26 Original Budget was adopted at the July 2025 Ordinary Council Meeting, incorporating consideration of anticipated challenges for the year ahead. These include, but are not limited to, labour shortages arising from shifting workforce dynamics, limited contractor availability due to remote operating conditions, materials supply constraints, and potential funding shortfalls. The strategic budget planning process reflects management's commitment to proactively addressing these challenges, ensuring the organisation is positioned for resilient financial performance while maintaining the delivery of essential community services.

In accordance with legislative requirements, the financial report outlines the progress made against the budget for the financial year to a date as near as practicable to the end of the month preceding this meeting. Monthly year-to-date financial statements are prepared to monitor actual results against the adopted budget.

The following section provides a summary of financial performance for the period stated above, with actual results compared to the year-to-date Original Budget for 2025–26. (Refer to Appendix A for the Summary Financial Statements by Department and Appendix B for the Detailed Capital Report.

Resource implications:

As at 31 July 2025, Council's operating result (before depreciation) shows a surplus of $16.4 million — $4.9 million better than budget. This is mainly due to most departments spending less than expected and the early payment of the ICFP grant, which was budgeted to be paid in October based on previous year payments. This is offset by the Financial Assistance Grant (FAG) of which $13.5M (85%) was budgeted in July 25 in line with the prior year, however 50% prepayment was made in June 25 with the rest to be distributed over the remainder of the year.

FINANCIAL PERFORMANCE AT A GLANCE – Year to Date (YTD) 31 July 2025

Key financial results	Annual budget	YTD Original budget	YTD actual	YTD variance $	YTD variance %	Status
Recurrent revenue	76,880,743	17,960,186	20,903,237	2,943,051	16.4%	
Other income	21,392	43,406	34,292	(9,113)	(21.0%)	
Recurrent expenditure (excl. depreciation)	(79,462,000)	(6,452,706)	(4,530,549)	1,922,157	29.8%	
Operating result (excl. depreciation)	**(2,559,865)**	**11,550,886**	**16,406,981**	**4,856,095**	**42.0%**	
Capital revenue	57,137,151	1,406,738	2,064,041	657,303	46.7%	
Capital expenses	(3,487,000)	(290,583)	5,650	296,233	101.9%	
Net result (excl. depreciation)	**51,090,286**	**12,667,040**	**18,476,672**	**5,809,631**	**45.9%**	
Depreciation expense	(65,845,275)	(5,487,106)	0	5,487,106	100.0%	
Net result	**(14,754,989)**	**7,179,934**	**18,476,672**	**11,296,738**	**157.3%**	

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

Operating Result to Date – Favourable $4.9M variance attributed to:

Revenue $2.9M favourable variance:

- The $2.9M favourable variance is primarily due to the early receipt of ICFP grant funding ($16.9M) in July, which was budgeted for October in line with previous years. This has offset Financial Assistance Grant of which $13.5M (85%) was budgeted in July in line with the prior year, however 50% prepayment was made in June with the rest to be distributed over the remainder of the year.

Expenditure $1.9M favourable variance:

- $250K reduction in employee benefits due to a significant number of vacancies has been offset by increased reliance on temporary staff, contractors, and consultant costs
- $1.7M lower materials and services costs across most departments are attributed to the high vacancy rate, which has impacted project and service delivery and subsequently reduced expenditure combined with timing of commencement of projects.

Net Result to Date $11.3M favourable variance:

- Depreciation relating to July 2025 has not been recorded in the 26GLACT due to the assets module in TechOne being unable to be rolled forward onto the 25/26 year until QAO signs off the 2024-2025 accounts – expected late September/early October.

STATEMENT OF FINANCIAL PERFORMANCE

	Annual Original Budget	YTD Original Budget	YTD actual	YTD variance $	YTD variance %
Income					
Recurrent revenue					
Community levies, rates and charges	1,999,020	0	(8,178)	(8,178)	100.0%
Fees and charges	5,850,440	487,547	139,822	(347,725)	(71.3%)
Sales revenue	25,106,693	2,304,725	2,413,158	108,433	4.7%
Grants, subsidies, contributions and donations	38,419,949	14,560,172	17,620,993	3,060,821	21.0%
	71,376,103	17,352,443	20,165,795	2,813,352	16.2%
Capital revenue					
Grants, subsidies, contributions and donations	57,137,151	1,406,738	2,064,041	657,303	46.7%
	57,137,151	1,406,738	2,064,041	657,303	46.7%
Interest received	899,999	76,438	216,958	140,520	183.8%
Other income	21,392	43,406	34,292	(9,113)	(21.0%)
Rental income	4,604,641	531,305	520,484	(10,821)	(2.0%)
Total income	134,039,285	19,410,330	23,001,571	3,591,241	18.5%
Expenses					
Recurrent expenses					
Employee benefits	36,893,893	3,014,133	2,767,933	246,200	8.2%
Materials and services	42,008,521	3,391,941	1,713,623	1,678,317	49.5%
Finance costs	559,585	46,632	48,992	(2,360)	(5.1%)
Depreciation and amortisation	65,845,275	5,487,106	0	5,487,106	100.0%
	145,307,274	11,939,812	4,530,549	7,409,264	62.1%
Capital expenses	3,487,000	290,583	(5,650)	(296,233)	(101.9%)
Total expenses	148,794,274	12,230,396	4,524,899	(7,705,497)	(63.0%)
Net result	(14,754,989)	7,179,934	18,476,672	11,296,738	157.3%

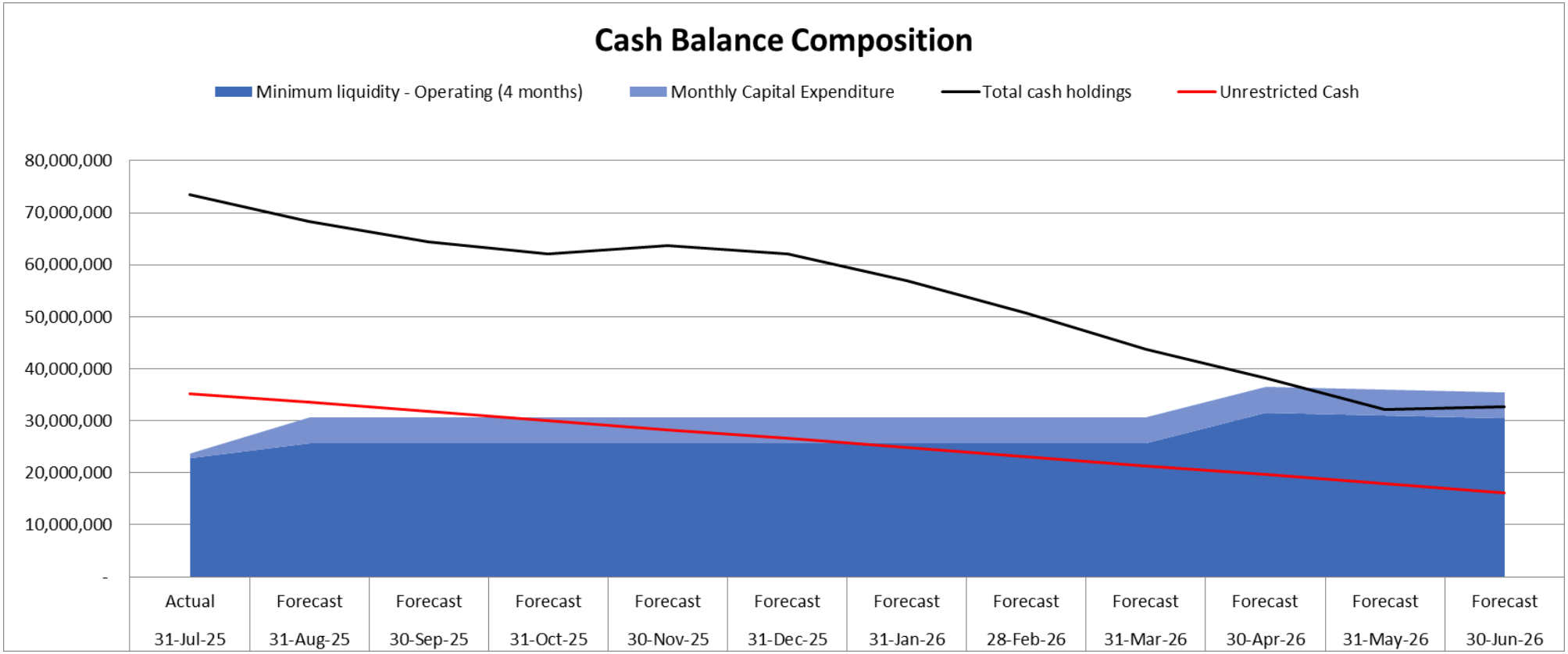
STATEMENT OF FINANCIAL POSITION

Disclaimer: Balance sheet figures will be subject to change from what is presented below as Council is in the process of finalising their financial statements for 30 June 2025.

	Current Month	Prior Month	variance $	variance %
Current assets				
Cash and cash equivalents	66,742,200	60,020,451	6,721,749	11.2%
Short term deposit	72,997	72,997	0	0.0%
Trade and other receivables	9,153,153	7,069,510	2,083,643	29.5%
Inventories	415,117	415,117	0	0.0%
Contract assets	5,881,641	5,940,368	(58,727)	(1.0%)
Lease receivables	-	-	0	
Total current assets	82,265,108	73,518,443	8,746,665	11.9%
Non-current assets				
Lease receivables	11,220,749	11,220,749	0	0.0%
Property, plant and equipment	1,073,288,419	1,072,296,697	991,722	0.1%
Right of use assets	-	-	0	
Total non-current assets	1,085,071,601	1,084,079,879	991,722	0.1%
Total assets	1,167,336,709	1,157,598,322	9,738,387	0.1%
Current liabilities				
Trade and other payables	2,600,261	7,126,269	4,526,008	63.5%
Borrowings	-	-	0	
Provisions	1,454,071	1,407,337	(46,734)	(3.3%)
Contract liabilities	37,858,940	37,858,940	0	0.0%
Lease liabilities	- 179,957	- 59,808	120,149	(200.9%)
Total current liabilities	41,733,315	46,332,738	4,599,423	9.9%
Non-current liabilities				
Provisions	11,472,123	11,324,674	(147,449)	(1.3%)
Lease liabilities	- 0	- 0	0	
Total non-current liabilities	11,472,122	11,324,673	(147,449)	(1.3%)
Net community assets	1,114,131,271	1,099,940,910	14,190,361	1.3%
Community Equity				
Asset revaluation surplus	825,145,979	825,145,979	0	0.0%
Retained surplus/(deficiency)	307,461,964	307,461,966	(2)	(0.0%)
Current Year Surplus/(Deficit)	- 18,476,672	- 32,667,032	14,190,361	(43.4%)
	1,114,131,271	1,099,940,912	14,190,359	1.3%

Cash Forecasting

The Department of State Development, Infrastructure, Local Government, and Planning sustainability ratios require that the Council maintain a minimum liquidity of four months' operating cashflows. The council has based the monthly cashflow projections on the 25/26 Original Budget projections. Grant revenue has been forecasted based on the expected timing of funds receipt as per funding agreements. July figures reflect actual cash balances.



Current balance July 2025 – Overall Cash Balance - $73.5M – Unrestricted Cash - $35M

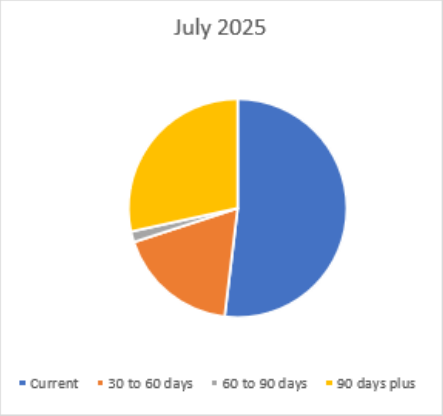
Overall cash balance is $73.5M, with unrestricted cash of $35M. The increase in total cash is primarily due to upfront payments for major capital projects (restricted for specific purposes and not available for general operations), along with 50% payment of 25/26 Financial Assistance Grant in June 25 and with the early receipt of the ICFP which had been budgeted for October.

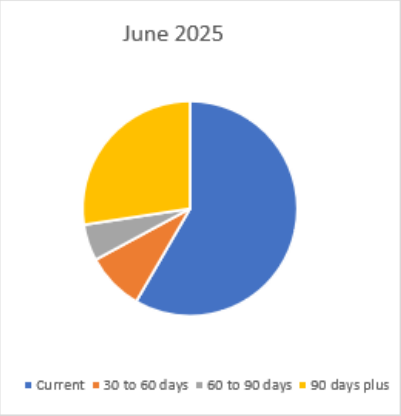
Note: Unrestricted cash figures are currently based on estimates pending finalisation of end-of-year processes.

Debtor Analysis

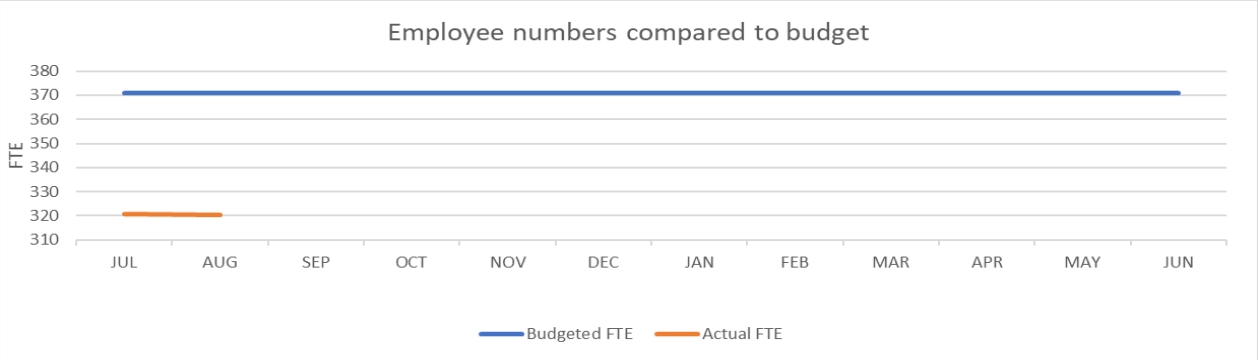
	As at 31 July 2025		As at 30 June 2025		As at 31 May 2025	
	$	%	$	%	$	%
Current	3,171,218	52%	3,656,502	58%	2,605,715	39%
30 to 60 days	1,104,144	18%	547,153	9%	2,185,025	33%
60 to 90 days	97,120	2%	343,434	5%	256,877	4%
90 days plus	1,736,695	28%	1,716,523	27%	1,568,227	24%
Total aged debtors	6,109,177	100%	6,263,612	100%	6,615,844	100%
Housing debtors (Note 1)	12,469,235		12,556,195		12,556,195	
Total Provision	- 13,161,477		- 13,408,950		- 13,408,950	
Net debtors (exc. Unapplied credits)	5,416,936		5,410,857		5,763,089	
Unapplied Credits	- 487,922		- 254,916		- 218,189	

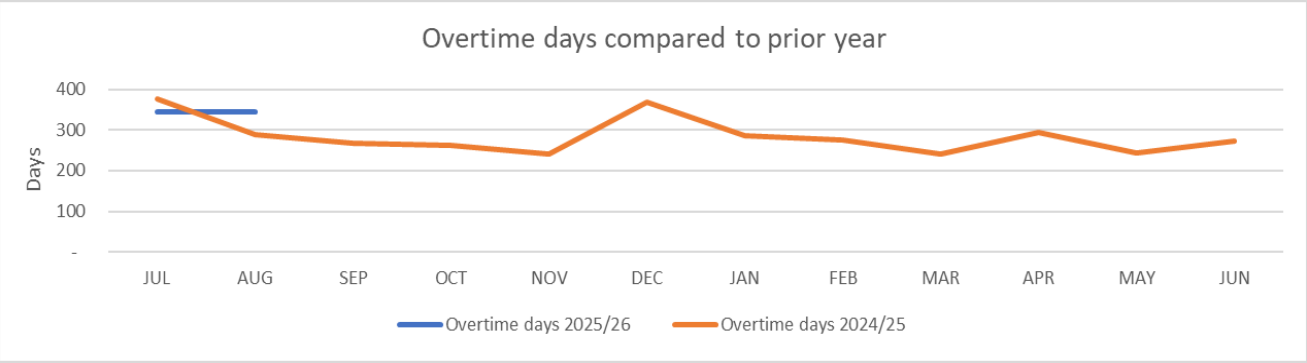
Note: Majority unapplied credits relate to grant funding received for which an invoice still needs to be raised.

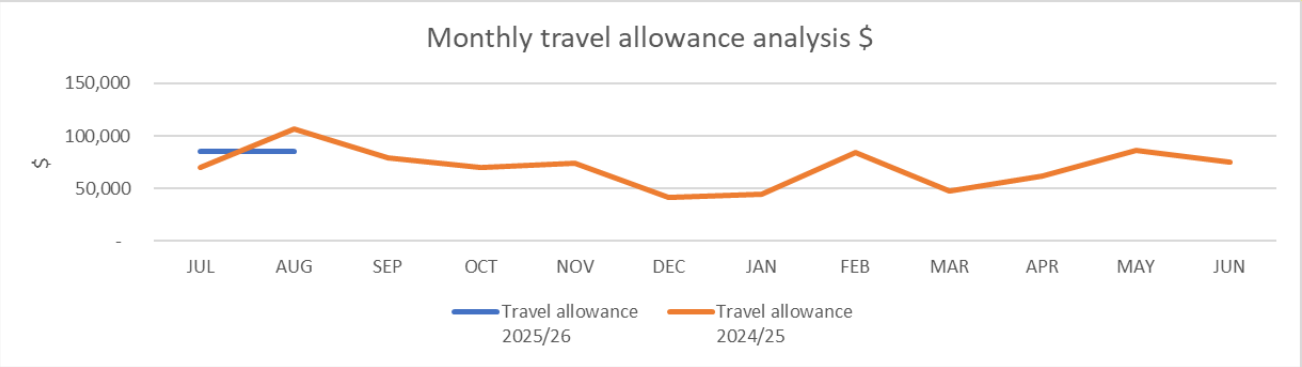




Payroll Analysis







Grant Analysis:
Refer to the 'Funding Acquisition Report' by Corporate Services.

Consultation and communication:
Senior Executive Team
Department Heads / Managers
Finance Department

COMPLIANCE / CONSIDERATIONS:

<table>
<tr><td>Statutory:</td><td>Local Government Act 2009
Local Government Regulation 2012</td></tr>
<tr><td>Budgetary:</td><td>There are no direct financial implications that arise from this recommendation.</td></tr>
<tr><td>Policy:</td><td>N/A</td></tr>
<tr><td>Legal:</td><td>N/A</td></tr>
<tr><td>Risk:</td><td>Risk Management emerges from Council's intent to effectively and efficiently manage risks that may have an impact on the achievement of strategic priorities, operational goals and project objectives as defined in the Corporate and Operational Plans.

Significant Risks:
<table>
<tr><th>Risk</th><th>Likelihood</th><th>Consequence</th><th>Treatment</th><th>Financial Impact</th></tr>
<tr><td>Increase in material prices</td><td>High</td><td>Increased cost to deliver contract and recoverable works</td><td>Consider revising service agreements with funding</td><td>Negative impact to gross margins and</td></tr>
</table></td></tr>
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				partners to account for material increases	ultimately net profits
	Poor weather conditions	Low	Delay in operational and capital works resulting in reduced community service delivery	Consider works schedule	Negative impact to net profits and service delivery
	Lack of available resources	High	Delays and inability to complete contract and recoverable works and capital programs	Consider methods for engaging skilled resources	Negative impact on gross margins and risk of returning grant funds if not able to deliver works
Links to Strategic Plans:	Aligns with the Corporate Plan 2020-2025				
Masig Statement:	N/A				
Standing Committee Consultation:	N/A				
Timelines:	At a meeting of the local government once a month.				

Other Comments:

In terms of financial performance and risk management, the Finance Team continues to work closely with business departments to analyse and report on financial outcomes, while also assessing the implications for future performance—particularly the ability to deliver within budget. This forward-looking approach enables management to identify emerging trends early and implement timely corrective actions where required.

Council operations during the financial year have been influenced by numerous factors. Inflationary pressures—driven by rising energy costs, global supply chain disruptions, and labour shortages—have increased the cost of goods and services across Australia, including for Council.

While inflation appears to be stabilising, the cumulative impact on Council operations over the coming months, through to year-end and beyond, remains uncertain due to the unpredictability of domestic and global events. Management will continue to adapt, monitor, and plan proactively as circumstances evolve. Ongoing economic uncertainty and fluctuating market conditions will continue to make future forecasting challenging.

Recommended:

Nicola Daniels
Head of Financial Services

Endorsed

Hollie Faithfull
Executive Director, Financial Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

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

APPENDIX A
KEY FINANCIAL RESULTS BY DEPARTMENT

Executive Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	0	0	0	0	0.0%	
Other income	0	0	0	0	0.0%	
Recurrent expenditure (excl. depreciation)	(4,400,011)	(310,808)	(328,387)	(17,579)	-5.7%	
Operating surplus (exc. Depreciation)	**(4,400,011)**	**(310,808)**	**(328,387)**	**(17,579)**	**5.7%**	
Capital revenue	0	0	0	0	0.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**(4,400,011)**	**(310,808)**	**(328,387)**	**(17,579)**	**5.7%**	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**(4,400,011)**	**(310,808)**	**(328,387)**	**(17,579)**	**5.7%**	

Comments:
Favourable Operating/Net Result
Recurrent Expenditure: The unfavourable variance is primarily due to a timing difference in the entry of invoices.

Building Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	21,350,000	1,991,667	2,188,404	196,737	9.9%	
Other income	0	0	0	0	0.0%	
Recurrent expenditure (excl. depreciation)	(19,402,239)	(1,610,121)	(1,212,277)	397,844	24.7%	
Operating surplus (exc. Depreciation)	**1,947,761**	**381,546**	**976,127**	**594,581**	**155.8%**	
Capital revenue	1,320,500	110,041	0	(110,041)	-100.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**3,268,261**	**491,587**	**976,127**	**484,540**	**98.6%**	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**3,268,261**	**491,587**	**976,127**	**484,540**	**98.6%**	

Comments:
Favourable Operating Result:
Recurrent Revenue is slighly over budget due to higher number for June invoicing & Expenditure is slighly under due to timing of invoicing , resulting in reasonable position.

Favourable Net result:
Capital Revenue - Timing of Building Capitisations.

Corporate Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	5,753	479	23,636	23,157	4830.2%	
Other income	10,000	833	987	154	18.5%	
Recurrent expenditure (excl. depreciation)	(3,982,670)	(311,439)	69,719	381,158	122.4%	
Operating surplus (exc. Depreciation)	**(3,966,917)**	**(310,126)**	**94,342**	**404,469**	130.4%	
Capital revenue	0	0	0	0	0.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**(3,966,917)**	**(310,126)**	**94,342**	**404,469**	130.4%	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**(3,966,917)**	**(310,126)**	**94,342**	**404,469**	130.4%	

Comments:
Unfavourable Operating/Net Result
Recurrent Expenditure: The favourable variance is primarily due to a timing difference in the entry of invoices.

Health and Community Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	13,987,493	1,778,370	1,234,534	(543,836)	-30.6%	
Other income	511,392	42,572	32,479	(10,094)	-23.7%	
Recurrent expenditure (excl. depreciation)	(20,426,051)	(1,754,328)	(1,626,183)	128,145	7.3%	
Operating surplus (exc. Depreciation)	**(5,927,166)**	**66,614**	**(359,170)**	**(425,784)**	**-639.2%**	
Capital revenue	12,145,574	927,548	2,052,305	1,124,757	121.3%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**6,218,408**	**994,162**	**1,693,135**	**698,973**	**70.3%**	
Depreciation Expense	(35,272,066)	(2,939,339)	0	2,939,339	100.0%	
Net result	**(29,053,659)**	**(1,945,177)**	**1,693,135**	**3,638,311**	**187.0%**	

Comments:
Unfavourable Operating Result:
Recurrent Revenue - revenue is below budget across most income areas, including Commercial Property Rent to be invoiced $240K and timing of receipt of Grant Funding payments $228K
Recurrent Expenditure - lower expenditure to date aligns with lower grant revenue recognised YTD

Favourable Net result:
Capital Revenue - budget to be adjusted to align with receipt of Housing capital programs payments; BSU Capitalisations not processed to date
Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 25/26 year until QAO sign off the 2024-2025 accounts

Financial Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	33,125,384	13,543,844	16,992,380	3,448,536	25.5%	
Other income	399,999	76,438	216,958	140,520	183.8%	
Recurrent expenditure (excl. depreciation)	(1,494,698)	(98,519)	211,426	309,945	314.6%	
Operating surplus (exc. Depreciation)	**32,030,685**	**13,521,763**	**17,420,764**	**3,899,001**	**28.8%**	
Capital revenue	1,901,271	130,000	0	(130,000)	-100.0%	
Capital expenses	(3,500,000)	(291,667)	0	291,667	100.0%	
Net result (excl. depreciation)	**30,431,956**	**13,360,096**	**17,420,764**	**4,060,668**	**30.4%**	
Depreciation Expense	(1,160,515)	(96,710)	0	96,710	100.0%	
Net result	**29,271,441**	**13,263,387**	**17,420,764**	**4,157,378**	**31.3%**	

Comments:
Favourable Operating Result:
The positive variance in recurrent revenue is attributable to the early receipt of ICFP in July. Expenditure is tracking under budget, driven by overall lower-than-budgeted costs.

Favourable Net result:
Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 25/26 year until QAO sign off the 2024-2025 accounts

Engineering Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	5,594,114	409,555	106,039	(303,516)	-74.1%	
Other income	0	0	0	0	0.0%	
Recurrent expenditure (excl. depreciation)	(27,564,998)	(2,202,157)	(1,799,818)	402,339	18.3%	
Operating surplus (exc. Depreciation)	**(21,970,885)**	**(1,792,602)**	**(1,693,779)**	**98,823**	**-5.5%**	
Capital revenue	41,300,019	200,000	11,736	(188,264)	-94.1%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**19,329,134**	**(1,592,602)**	**(1,682,043)**	**(89,441)**	**5.6%**	
Depreciation Expense	(28,755,174)	(2,396,265)	0	2,396,265	100.0%	
Net result	**(9,426,040)**	**(3,988,866)**	**(1,682,043)**	**2,306,824**	**57.8%**	

Comments:
Favourable Operating result:
Recurrent / Other Revenue -delayed timing on recognition of recurrent grants & fees and charges revenue is lower compared to budgeted.
Recurrent expenditure - overall expenditure is lower then budget due to a high vacancy rate which has affected delivery of projects resulting in decreased further expenditure.

Favourable Net result:
Delay in capital grant recognition has caused capitial revenue to be less than YTD budget.
Depreciation Expense - not processed YTD due to assets modeule in TechOne being unable to be rolled onto the 25/26 year until QAO sign off the 2024-2025 accounts.

Fuel and Fleet Services

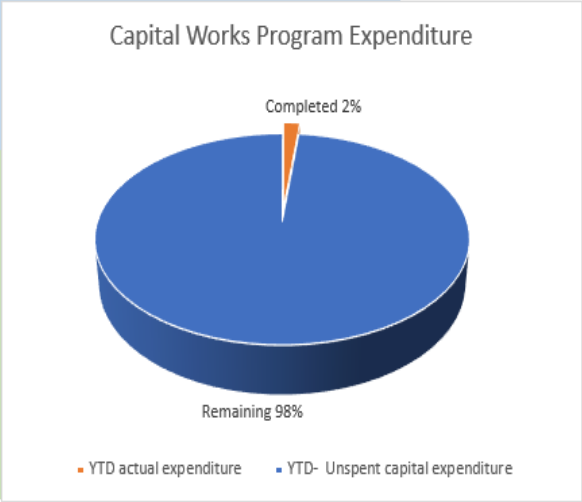
Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	1,918,000	159,833	141,285	(18,548)	-11.6%	
Other income	0	0	826	826	0.0%	
Recurrent expenditure (excl. depreciation)	(2,191,332)	(165,334)	154,971	320,305	193.7%	
Operating surplus (exc. Depreciation)	**(273,332)**	**(5,501)**	**297,083**	**302,584**	**5500.8%**	
Capital revenue	469,787	39,149	0	(39,149)	-100.0%	
Capital expenses	13,000	1,083	5,650	4,566	-421.5%	
Net result (excl. depreciation)	**209,455**	**34,731**	**302,733**	**268,001**	**771.6%**	
Depreciation Expense	(657,519)	(54,793)	0	54,793	100.0%	
Net result	**(448,064)**	**(20,062)**	**302,733**	**322,795**	**1609.0%**	

Comments:
Favourable Operating/Net Result
Recurrent Expenditure: The favourable variance is primarily due to a timing difference in the entry of invoices.

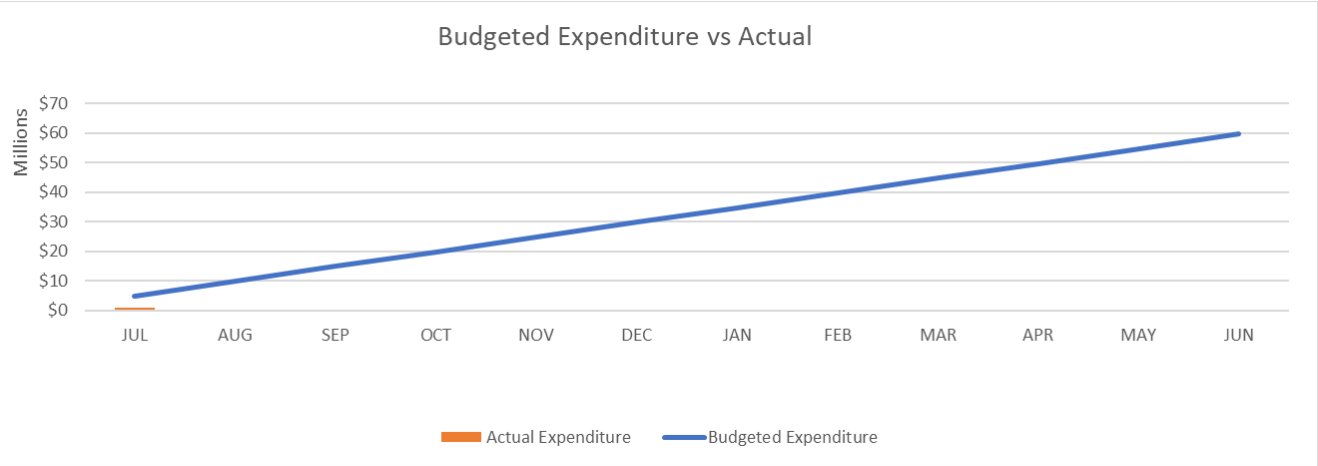
Appendix B

Capital Works Program

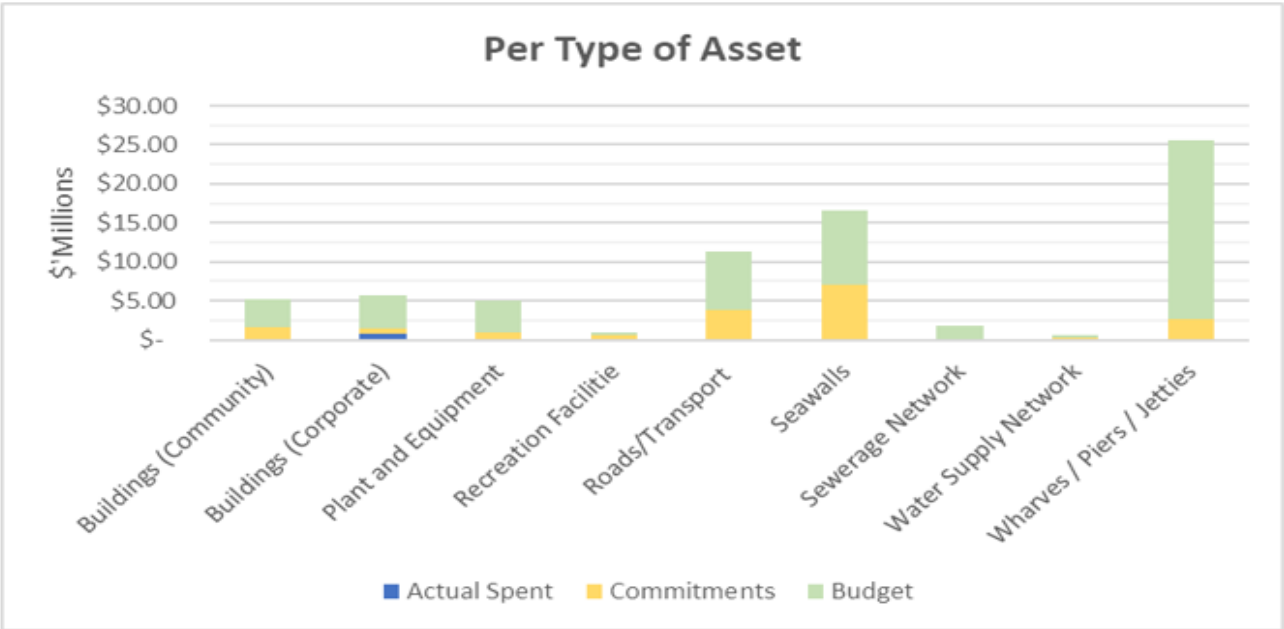
YTD actual expenditure	$	990,000
YTD- Unspent capital expenditure	$	58,622,150
Full year Original budget capital expenditure	$	59,612,150



Monthly progress– Capital expenditure



Overall program performance – Per Type of Asset



ORDINARY MEETING
20 AUGUST 2025

Agenda Item
8.2

DIRECTORATE: Financial Services
***AUTHOR**: Manager Procurement and Contracts*

CONTRACTUAL MATTER – EXPRESSION OF INTEREST PROCESS TO ESTABLISH APPROVED CONTRACTOR LIST

OFFICER RECOMMENDATION:

Council resolves, for the purpose of establishing an Approved Contractor List in accordance with Regulation 231 of the *Local Government Regulation 2012, to*:

1. **publish invitations for expressions of interest from suitably qualified persons for at least 21 days:**
    a. **on the Council's external website,**
    b. **on the VendorPanel platform,**
    c. **on notice boards at all of Council's administration offices; and**
2. **delegate power to the Chief Executive Officer pursuant to Sections 236 and 257 of the *Local Government Act 2009* to:**
    a. **choose persons for the Approved Contractor List on the basis of the sound contracting principles listed in Section 106(3) of the Local Government Act 2009; and**
    b. **enter into, negotiate, make, sign, amend or discharge contracts with suppliers on the Approved Contractor List without seeking quotes or tenders or sub-delegate such powers, subject to the limitations provided in the Procurement & Ethical Sourcing Policy.**

EXECUTIVE SUMMARY:

Exceptions exist in law and policy for the procurement of services without first inviting written quotes or tenders. One such exemption is when the service provider is on an Approved Contractor List established in accordance with Regulation 231 of the Local Government Regulation 2012.

To streamline procurement of regularly required services from frequently used (and mostly local) contractors, it is proposed to establish an Approved Contractor List. To do so, a resolution from Council is required to publish invitations for expressions of interest (EOI) from suitable contractors.

The aim is to put a fully compliant arrangement in place that will engage service providers with scheduled reviews and regular opportunities for new persons to apply for appointment to the Approved Contractor List.

The EOI processes will ensure the opportunity is promoted via:

- posting of notices at all of Council's administration offices on the Torres Strait Islands,
- direct emails to selected existing service providers, and
- meetings between BSU staff and local service providers on Island.

Interested Parties/Consultation:

Consultation was undertaken with Financial Services and other Staff to identify potential services to be included and suitable service providers for targeted promotion.

This consultation will be conducted on a regular basis and a new review and EOI process will be conducted annually to refresh the Approved Contractor List.

Background / Previous Council Consideration:

It is a requirement of the *Local Government Regulation 2012* and Council's Procurement and Ethical Sourcing Policy to invite competitive written quotes or tenders over certain thresholds. However, the Regulations and Policy allow limited exceptions to that requirement to enable more streamlined procurement that achieves value for money.

One such exception is provided under Regulation 231 of the Local Government Regulation 2012. It allows local governments in Queensland to establish an Approved Contractor List in accordance with certain requirements, namely:

(a) publishing an invitation for expressions of interest from suitably qualified persons for at least 21 days on the local government's website; and

(b) taking all reasonable steps to publish the invitation in another way to notify the public about the making of the approved contractor list; and

(c) allowing written expressions of interest to be given to the local government while the invitation is published on the website; and

(d) choosing persons for the approved contractor list on the basis of the sound contracting principles.

Council's Procurement and Ethical Sourcing Policy states that:

> "The policy requirements must be followed unless one of the exceptions outlined in Sections 229-235 of the Local Government Regulation 2012 applies".

To ensure legislative compliance, the EOI will be released via the VendorPanel Platform and advertised on Council's external website. To help ensure the opportunity is notified to all suitable local service providers, the EOI processes will also be promoted via:

- posting of notices at all of Council's administration offices on the Torres Strait Islands,
- direct emails to selected existing service providers, and
- meetings between BSU staff and local service providers on Island.

It is desirable to maximise accessibility for all local contractors. Expressions of interest will therefore be accepted in various ways; including via the VendorPanel platform, via email and even in hardcopy submitted at any TSIRC administration office.

The Approved Contractor List must be kept up to date and there need to be regular opportunities for new service providers to be considered for inclusion. It is intended that on an annual basis:

1. the list will be reviewed to de-list service providers that have either ceased trading or have not been used in the past year, and
2. a new invitation for EOI will be published on an annual basis in accordance with the regulatory requirements with a view to listing new members.

The primary focus of services to be provided by contractors on the Approved Contractor List will be repair and maintenance work in the TSI region managed by Building Services. Other regularly procured services being considered include freight, travel and sample testing. Additional spend analysis and consultation is underway to determine other potential service categories.

COMPLIANCE / CONSIDERATIONS:

Statutory:	The conduct of procurement by local governments in Queensland is regulated by Chapter 6 of the *Local Government Regulation 2012*. The establishment of an Approved Contractor List as contemplated in this report is consistent with those statutory requirements.
Budgetary:	No direct financial implications arise from this recommendation.
Policy:	The establishment of an Approved Contractor List is consistent with the relevant requirements of Council's *Procurement and Ethical Sourcing Policy.*

Legal:	N/A
Risk:	Risk Management considered in 'Other Comments' below.
Links to Strategic Plans:	Procurement activity strategically aligns to specific delivery objectives under the Sustainability pillar of Council's Corporate Plan.
Masig Statement:	N/A
Standing Committee Consultation:	N/A
Timelines:	EOI Process to run from late August to mid-September and establishment of an Approved Contractor List by 31 October 2025.

Other Comments:

Risk Management

Permitting Council officers to enter into contracts without first inviting written quotes or tenders removes one of the internal controls Council uses to minimise opportunities for misappropriation, fraud and favouritism, to ensure competitiveness and to limit complaints.

This risk needs to be balanced against:

- the practicality of efficiently procuring regularly required services, and
- maximising the economic benefits within the TSI region by simplifying compliant engagement of small, local service providers.

The financial risk to Council is mitigated by Council officers comprehensively assessing the suitability of contractors on the basis of the sound contracting principles. As part of that assessment, pricing will be benchmarked to ensure commercial competitiveness.

The ongoing review and refresh of the Approved Contractor List will ensure that responsible financial and professional practices are used to maintain a sustainable, appropriate and responsive supply chain.

Recommended:

Nicola Daniels
Head of Financial Services

Endorsed

Hollie Faithfull
Executive Director, Financial Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
8.3

DIRECTORATE: Financial Services
***AUTHOR**: Executive Director Financial Services*

AUDITOR GENERAL'S OBSERVATION REPORT ON THE INTERIM AUDIT FOR THE YEAR ENDING 30 JUNE 2025

OFFICER RECOMMENDATION:

Council notes the Auditor-General's Observation Report on the interim audit for the year ending 30 June 2025.

EXECUTIVE SUMMARY:

The Auditor-General's observation report is a report regarding Council's audit that includes observations and suggestions made by the Auditor-General about anything arising from the audit. As per the Local Government Regulation 2012, the Mayor must present a copy of the report at the Ordinary meeting following its receipt from QAO. The Audit Committee has considered this report at its June 2025 meeting.

QAO identified no new matters while completing their audit procedures during the interim visit. Council still has several unresolved issues reported from prior years. Management has provided formal responses to QAO on the issues raised, which have been presented to and supported by the Council's Audit Committee. QAO has accepted Management's responses.

Background / Previous Council Consideration:

Each financial year Council's financial statements must be audited per section 212 of the *Local Government Regulation 2012.* The purpose of the audit is to express opinions on the financial statements and the current year financial sustainability statement.

Section 54 of the *Auditor-General Act 2009* enables the Queensland Audit Office (QAO) to prepare an audit report containing observations and suggestions about anything arising from the audit. Per section 213 of the *Local Government Regulation 2012* this report must be presented at the next ordinary meeting of the Council after its receipt from QAO.

Interested Parties/Consultation:

- External Audit
- Internal Audit Committee Members
- Executive Team

COMPLIANCE / CONSIDERATIONS:

Statutory:	*Local Government Act 2009* *Local Government Regulation 2012*
Budgetary:	NA
Policy:	Audit policy
Legal:	NA
Risk / Risk Mitigation:	Reputational: potential reputational risk if reported issues are not actioned within a timely manner.
Links to Strategic Plans:	Aligns with the Corporate Plan 2025-2030
Masig Statement:	NA
Standing Committee Consultation:	NA
Timelines:	As indicated in the Interim Management Report

Recommended:

Hollie Faithfull
Executive Director Financial Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Auditor-General's Observation Report – 2025 Interim Report

2025 INTERIM REPORT

Torres Strait Island Regional Council

21 July 2025

Queensland Audit Office

Better public services

Queensland Audit Office
Better public services

Cr Phillemon Mosby
Mayor
Torres Strait Island Regional Council

Dear Cr Mosby

2025 Interim report

We present our interim report for Torres Strait Island Regional Council for the financial year ending 30 June 2025. This report details the results of our interim work performed to 31 March 2025. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your Council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. We're pleased to report that one issue has been resolved since our planning visit and six are resolved pending auditor verification. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- 3 unresolved from prior years

Deficiencies:

- 5 unresolved from prior years

Based on the results of our testing completed to date and the number of unresolved deficiencies to date, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.

Refer to section 2 *Matters previously reported* for further details.

I'd like to thank your team for the positive engagement over our interim testing. If you have any questions or would like to discuss the audit report, please contact me on 4046 0051 or Will Cunningham on 3149 6000.

Yours sincerely

Margaret Dewhurst
Partner

Enc.
cc. James William, Chief Executive Officer
Cam Charlton, Chair of Audit Committee

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email qao@qao.qld.gov.au
Web www.qao.qld.gov.au
Queensland Audit Office (QAO)

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. We did not identify any additional issues during our interim audit. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	-	-	-
Prior year issue - resolved	-	1	-
Prior year issues – resolved pending audit verification	-	6	-
Prior year issues – unresolved	3	5	1
Total issues	**3**	**12**	**1**

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

Financial reporting issues

This table identifies the number of financial reporting issues we raised. Refer to section 2 *Matters previously reported* for the status of previously raised financial reporting issues.

Year and status	High risk	Medium risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	1	1
Total	**-**	**1**	**1**

2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

Ref.	Rating	Issue	Status
24CR-1	S	**Lack of quality assurance over information provided for audit purposes** We were provided with 7 trial balances; the agreed date was not met for final draft financial statements and significant adjustments were made throughout the audit.	**Work in progress** Management acknowledged lack of quality with the aim to improve in the 2025FY. Audit will assess during final visit. Responsible officer: Chief Executive Officer Action date: 30 March 2025 Revised action date: 30 June 2025

Ref.	Rating	Issue	Status
24IR-1	S	**IT user control environment** We noted that there have been several instances of employees and contractor accounts remaining active and failing to be terminated in a timely manner.	**Work in progress** Interim testing identified further instances of employee and contractors not being terminated on a timely basis. Responsible officer: Executive Director Corporate Services Original action date: 31 July 2024 Revised action date: 30 June 2025
23IR-1	S	**Receipts not retained for credit card transactions** One credit card holder has failed to produce receipts or invoices for over half of transactions paid by credit card. A significant number and value of purchases from restaurants, cafes and other food providers has also been made with corporate credit cards. *Update: Current year transactions include additional information as recommended, however reconciliations are still not timely.* *The value of purchases from restaurants, cafes and other food providers is still significant and there is still a lack of documentation of business nexus with majority of meetings noting networking meeting.*	**Work in progress** Credit card reconciliation not completed in a timely basis – January and February reconciliations for one card holder outstanding in April/May 2025. New credit card policy approved in March 2025 requiring appropriate authorising officers to review and approve monthly expenditure and reconciliations to be completed by the 14th day of the month. Continued spend on entertainment expenses, however new Entertainment policy approved in March 2025, and we will review further transactions at final visit. Responsible officer: Executive Director Financial Services Original action date: 31 October 2023 Revised action date: 30 June 2025
24CR-2	D	**Completeness of job costs used to calculate QBuild Invoices** Based on our review of invoicing of QBuild jobs, we identified Procore does not always capture all expenditure relating to a job. There is no reconciliation between Procore and the general ledger, therefore amounts were understated when being invoiced.	**Work in progress** Management amended the process for invoicing, implemented checks and Internal audit will be undertaking a review. Audit will assess implementation and improvement during work at final visit. Responsible officer: Executive Director Building Services Original action date: 31 December 2024 Revised action date: 30 June 2025
24CR-3	D	**Lack of a travel policy** A number of transactions for attendance at interstate conferences were identified which were approved by the Executive Director, however there is no documented Council travel policy providing guidelines of what are considered to be reasonable expenses when traveling on official Council business.	**Resolved pending auditor verification** A travel policy and procedure were approved by the CEO on 22 April 2025 and uploaded to staff intranet on 10 July 2025. Staff communication is due to be completed in July 2025 regarding updates to policies and procedures. We will test compliance with the policy at our final visit.
21IR-4	D	**Not all material balances reconciled during the year** AASB 15/1058 grant accounting not updated throughout the financial year; they are only updated at balance date. *Update: Adjusted and unadjusted errors identified with grant accounting.*	**Resolved pending auditor verification** Based on our review at interim. reconciliation workpaper were provided for material balances. Further testing to be performed at final visit.

Ref.	Rating	Issue	Status
22CR-1	D	**Non-compliance with procurement policy and local government regulations** Various examples of non-compliance with Council's own procurement policies which are based on the requirements in the Local Government Regulation, paragraphs 224 to 237 were identified. *Update: Process has been implemented to review purchase orders raised after a supplier invoice. Not all contractual arrangements worth $200,000 or more have been published on the website; however, due to issues with the report, this has not been completed throughout the year.*	**Work in progress** Based on interim testing, we identified purchase orders created after invoice dates. We are still awaiting responses to queries to finalise our interim testing. We note that a new framework has been adopted, and mandatory training is being provided to staff. Responsible officer: Executive Director Financial Services Original action date: 31 December 2022 Revised action date: 30 June 2025
22CR-3	D	**Employee certified agreement** Implementation of the agreement into payroll processing was not yet completed, even though it was ratified in July 2021 with an effective date of September 2021.	**Resolved pending auditor verification**
22CR-6	D	**Register of interest declarations for executives not obtained in a timely manner** Declarations not being completed in a timely manner for newly employed executives or employees acting in executive roles for a temporary period. *Update: Noted an instance where a register was not provided for an executive who has since left the Council. Discussed, ensuring exit interview procedure includes consideration of whether all required disclosures have been made.*	**Work in progress** Management working on a suitable control for exit procedures to include a review of any necessary declarations. Responsible officer: Executive Director Corporate Services Original action date: 31 December 2022 Revised action date: 30 June 2025
23IR-2	D	**Criminal history checks for new employees** Council policy does not stipulate for which positions a criminal history check should be carried out prior to issuing an offer of employment. *Update: Criminal history checks are completed for positions that warrant a higher level of vetting as part of the recruitment process.*	**Resolved pending audit verification** The recruitment policy is still silent on which positions should be subject to these checks; however, we have been advised that the position creation form provides consideration of whether check is required.
23IR-3	D	**Council meeting agendas and minutes not made publicly available within specified timeframe** Council meeting minutes were not made available to the public within the timeframe required after the meeting as per the Local Government Regulation. Council meeting agendas were not made available to the public within the timeframe required prior to the meeting. *Update: We noted an instance where the Council meeting agendas were provided to Councillors on the day before a meeting. The Local Government Regulations state that Indigenous Regional Councils are required to provide agenda papers to Councillors at least 4 days before a Council meeting.* *No evidence in minutes or agendas that quarterly assessment of operational plan or a summary of matters discussed, or recommendations made by the audit committee was provided to Council.*	**Resolved pending auditor verification** We will review remainder of the year before finalising.

Ref.	Rating	Issue	Status
23CR-1	D	**Excessive leave balances** There were 32 staff members with over 300 hours of unused annual leave, including five staff with over 500 hours.	**Work in progress** Staff with excessive leave have only increased from those previously identified. Steps are being taken to implement leave management plans with these employees. Responsible officer: Executive Director Corporate Services Original action date: 31 October 2023 Revised action date: 30 June 2025
23CR-2	D	**Business services unit capitalisations – Capital upgrades community buildings** Capital work performed on Council community buildings identified as being incorrectly expensed rather than capitalised for varying reasons. *Update: We identified various issues with the treatment of BSU capital works. There is no regular process to identify capital works until year-end in an accrual which is capitalised in the following year.*	**Work in progress** New process whereby all capital works will be capitalised at year-end. Responsible officer: Executive Director Financial Services Original action date: 30 November 2023 Revised action date: 30 June 2025
23CR-4	D	**Independence declarations not completed by evaluation panel members** Identified an instance where evaluation assessors have not completed a 'Conduct, Confidentiality and Conflict' declaration.	**Resolved**
23CR-7	D	**Community grants outcome reporting requirements** Requirement under the community grants policy that outcome reports be submitted by grant recipients within four weeks after an event was identified as not being enforced. *Update: We noted one instance out of a sample of five where an outcome report could not be located for a community grant to the value of $5,000.*	**Resolved pending auditor verification** New policy, procedures and application forms updated and approved by Council in December 2024. Testing to be performed at final audit visit to ensure compliance.
24IR-4	O	**Outdated policies on Council website** A number of policies on the website appeared to be out of date and passed their date of review. These included the Employee Code of Conduct, Fitness for Work Policy, and People and Wellbeing Policy. *Update: A draft register is being developed internally to track all existing policies and their review dates in order to facilitate timely completion of reviews.*	**Work in progress** Outdated policies noted on website - Fraud and Corruption Prevention Policy (review date May 2024), Termination of Tenancy Policy (review date June 2023) and Investment Policy (review date May 2025). Responsible officer: Executive Director Corporate Services Original action date: 31 December 2023 Revised action date: 31 March 2025 Revised action date: 30 June 2025
23CR-8	M	**Grant revenue assessment** Inconsistencies with recognition between grants were identified as a result of the accounting standard requirements not being consistently applied across grant funding. This resulted in several immaterial errors.	**Work in progress** To be assessed at final visit. Responsible officer: Executive Director Financial Services Original action date: 31 March 2024 Revised action date: 30 June 2025

Ref.	Rating	Issue	Status
23CR-10	L	**Recognition of maintenance revenue** A change in the process and timing of recognising revenue for QBuild repair works outsourced to sub-contractors was identified. This change was not consistent with requirements under the applicable accounting standard, resulting in a revenue cut-off issue at year-end. *Update: Refer to adjustments to maintenance revenue noted.*	**Work in progress** Process has changed to ensure jobs are closed in a timely basis. Year-end review is planned to identify works that are completed as at balance date to allow timely capitalisation and recognition of revenue in the correct period. To be assessed at final visit. Responsible officer: Executive Director Financial Services Original action date: 30 November 2023 Revised action date: 30 June 2025

3. Climate-related financial disclosures

The following developments have occurred since our update in the external audit plan.

- The Australian Auditing and Assurance Standards Board (AUASB) has published a timetable that outlines when entities reporting under the *Corporations Act 2001* need to obtain assurance over their climate-related disclosures. The timetable is in ASSA 5010 *Timeline for Audits and Reviews of Information in Sustainability*. It's available on the AUASB website in summary form here, and as a standard here.

  As a non-mandatory reporting entity, your entity does not need to prepare climate-related financial disclosures in compliance with AASB S2 *Climate-related Disclosures* and have this audited under the ASSA 5010 timetable noted above. Your entity may choose to voluntarily report against AASB S2. We strongly encourage you to engage with us prior to making this decision. Planning to develop a valuable report is a significant commitment.

  It is also an important decision to determine the level of assurance you will seek to support your climate-related financial disclosures. ASSA 5010 may provide you with a guide on current industry practice. It reflects a mix of limited and reasonable assurance over time. Because the level of assurance obtained in a limited assurance engagement is substantially lower than in a reasonable assurance engagement, the procedures we will perform in a limited assurance engagement will vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Our assurance engagement plan for the following year will provide more details on our approach should you voluntarily report against AASB S2.

- The AUASB has issued the assurance standard ASSA 5000 *General Requirements for Sustainability Assurance Engagements.* We will undertake our assurance engagements under this standard. It is based on the international standard ISSA 5000 *General Requirements for Sustainability Assurance Engagements*.

  We have developed a methodology to ensure our audits are compliant with ASSA 5000. This includes developing a framework to determine if, or when, we need to engage subject matter experts; and how to assess the in-house or out-sourced subject matter experts you have engaged.

- At the Queensland Treasury and QAO technical audit update in February 2025, Queensland Treasury shared its update. While its proposed framework does not apply to your organisation, it may help inform your future decisions on whether, and when, you may wish to prepare climate-related financial disclosures.

  The slide pack is available on our website here: www.qao.qld.gov.au/reports-resources/events/technical audit update

We will share thematic findings from our readiness assessment for all public sector entities who meet the Group 1 requirements under the *Corporations Act 2001* in our reports to parliament on the results of financial audits for 2025.

qao.qld.gov.au/reports-resources/reports-parliament

Suggest an audit topic

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Queensland Audit Office
Better public services

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

RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

OFFICER RECOMMENDATION:

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

EXECUTIVE SUMMARY:

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

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

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

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

Interested Parties/Consultation:

N/A

Background / Previous Council Consideration:

N/A

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254J of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	*TSIRC Standing Orders (Meeting Procedures) Policy – August 2024*
Legal:	N/A
Risk:	Council breach of its Statutory requirements above.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➢ *3.1 Provide good governance & leadership*
***Malungu Yangu Wakay* (The Masig Statement):**	*In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.*
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

S. Andres
Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Nil.

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

RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

OFFICER RECOMMENDATION:

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

EXECUTIVE SUMMARY:

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

Interested Parties/Consultation:

N/A

Background / Previous Council Consideration:

N/A

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254I of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	*TSIRC Standing Orders (Meeting Procedures) Policy – August 2024*
Legal:	N/A
Risk:	Council breach of its Statutory requirements above.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➢ *3.1 Provide good governance & leadership*
***Malungu Yangu Wakay* (The Masig Statement):**	*In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.*
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

S. Andres
Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Nil.

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
17

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

CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

OFFICER RECOMMENDATION:

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

EXECUTIVE SUMMARY:

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

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

Interested Parties/Consultation:

N/A

Background / Previous Council Consideration:

N/A

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254J(6) of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	*TSIRC Standing Orders (Meeting Procedures) Policy – August 2024*
Legal:	N/A
Risk:	Council breach of its Statutory requirements above.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➢ *3.1 Provide good governance & leadership*
***Malungu Yangu Wakay* (The Masig Statement):**	*In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.*
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

S. Andres
Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Nil.

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

ITEMS ARISING

OFFICER RECOMMENDATION:

For Council 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 – August 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:

Statutory:	Section 254D(4) of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	*TSIRC Standing Orders (Meeting Procedures) Policy – August 2024* applies.
Legal:	N/A
Risk:	Council breach of its Statutory requirements above.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➢ *3.1 Provide good governance & leadership*
***Malungu Yangu Wakay* (The Masig Statement):**	*In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.*
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

S. Andres

Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Nil.

ORDINARY MEETING
20 AUGUST 2025

Agenda Item
19.1

DIRECTORATE: *Building Services*
AUTHOR: *Executive Director Building Services*

BUILDING SERVICES REPORT (July 2025)

OFFICER RECOMMENDATION:

Council resolves to note the Building Services Report for July 2025.

EXECUTIVE SUMMARY:

This report provides an overview of the ongoing activities carried out by the Building Services Unit (BSU) during the reporting period of July 2025.

Interested Parties/Consultation:

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

Upgrade & HO Program:

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

Current Status (as of 31 July 2025)

Upgrade and HO Program - Revenue Comparison July

2024/2025	2025/2026	Variance
$ 595,576.44	$ 1,398,462.10	$ 802,885.66

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

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

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

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

R&M Program:

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

As of 31 July 2025, there is a backlog of maintenance work comprising 764 tasks with a total value of approximately $2.2 million that has been pending for over 30 days.

Current Status (as of 31 July 2025)

R&M Program - Revenue Comparison July

2024/2025	2025/2026	Variance
$ 1,350,158.86	$ 2,301,907.36	$ 951,748.50

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

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

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

Continuing to partner with PBC to build partnerships and progress through the ILUA process to deliver program.

Mabuiag ILUA finalised in April 2025 and currently progressing to identify suitable timeframes for delivery, Community consultation to be planned in the coming months at Mabuiag. Program received off QBuild and Community engagement planned for the end of August.

Additionally, as per the resolution passed in October 2023, CEO has delegation and approved a variation to construct 3 x new dwellings on Badu to ensure funding milestones are met and TSIRC does not lose the funding. Meeting planned for Community engagement end of August.

Business Relationships:

Meetings between BSU and key stakeholders continue on a weekly basis.

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

Logistics:

TSIRC Contract documentation continually reviewed and updated to establish contractor accountability for the projects they undertake. Timely project delivery is a priority for TSRIC.

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	• *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*
Budgetary:	N/A
Policy:	N/A
Legal:	N/A
Risk:	Risk Management • Continued review of scheduled works for this financial year to clarify projects and their financial impact. • Ongoing review of departmental structure, resourcing, and processes to enhance service delivery across all levels. • Regular monitoring of performance to manage revenue, expenses, service delivery, and community outcomes
Links to Strategic Plans:	Corporate Plan 2020-2025 • Delivery of Capital Works program
Masig Statement:	N/A
Standing Committee Consultation:	N/A
Timelines:	N/A

Other Comments: Nil.

Recommended:

Wayne Green
Executive Director Building Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Nil

DIRECTORATE: *Community Services*
AUTHOR: *David Abednego, Acting Executive Director Community Services*

COMMUNITY SERVICES - INFORMATION REPORT (12 July – 8 August 2025)

OFFICER RECOMMENDATION:

That Council notes this report.

EXECUTIVE SUMMARY:

To provide Council an update on the functional areas within the Community Services department for activities undertaken between 12 July to 8 August 2025. The report outlines key strategic and operational activities for Community Services during reporting period.

Notable or significant works are included in the report only.

Background / Previous Council Consideration:

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

- Community Care (child, aged and disability) – **an update will be provided at September Meeting**
- Environment and Health
- Health and Wellbeing /Indigenous Knowledge Centre
- Housing Services
- Operation of Divisional Offices
- Events Coordination

Officers Comment:

Strategic: Key strategic items of significance is outlined below. These tasks are usually led by Executive Director and Head of Community Services.

- **Animal Management Plan – Badu Division**

  Ongoing discussions with Environment & Health Management regarding appointment of independent consultant to undertake the work to develop for Badu, which may potentially replicate it across the region. The objective for development of the animal management plan is to be community owned and managed.

  Further discussions with Head of Community Services will take place to ensure the development of the plan is carried out efficiently, and in line with the intent for the plan to be community owned and managed.

- **Housing Matters**

  There are currently various housing matters that are ongoing which have been escalated to the Executive for direction. These matters are of a sensitive nature which requires consultation with PBC's and/or directly with tenants.

  Community Services is committed to increased awareness and engage with all stakeholders to deliver effective tenancy management.

  Head of Community Services and Housing to coordinate travel and visits to all divisions.

- **Climate Resilience Project**

Community Services will lead the project with technical support from Engineering. Position Descriptions for these positions have been approved and the recruitment process should commence shortly

Operations: An overview of items of importance by each team on operational matters. Further details can be provided upon request.

- **Housing**
  - The next scheduled Debt Recovery meeting to monitor and manage Community Services debtors for Housing and Childcare is scheduled for Monday 8 September. This meeting is attended by relevant Managers and Head of Departments.
  - Total housing Application increased to 532 (total in region and external to region) representing – Category 1 – 80 ; Category 2 – 350; Category 3 & 4 105 combined.
  - Rental collection still remains below regional average. Regional Average is 89%
  - Housing Policies and Procedures will be presented to Council during August Ordinary meeting for endorsement.
- **Events**
  - Working closely with Aaron Fa'aoso with Strait to the Plate Season 3 for the following communities – Mabuiag, Yam, Ugar, Mer, Erub and Hammond
  - Project Plan for implementation of QR Code – Visitors Sign In - this will enhance and have a more effective and efficient process for visitor management.
  - Divisional Engagement Funds are currently available to support community-led initiatives, cultural events and activities in communities.

- **Environment and Health**
  - EHWs completed online training with AMRRIC on delivery of classroom lessons to school children and around dog care and needs. AMRRIC have also provided resources kits and lesson plans for this to be deliverable in communities.
  - Badu Fruit fly number are still an issue, officers from DPI, NARQ are working in collaboration with EHW's to decrease these numbers before Exotic Fruit Fly becomes established

- **Divisional Administration**
  - Divisional Administration continues to experience high turnover of staff, particularly in the MSAO roles
  - Traditional Visitors within the month of July
    - Daily Visitors – 44 (PNG to Saibai) – 44 permits approved
    - Daily Visitors – 29 (Saibai to PNG) – 25 permits approved | 4 not approved

  No other Divisions reported movements to /from PNG. Breaches are recorded where information is available and Divisional Managers requested to include health status of visits in information is readily available or provided through inter-agency information.

Interested Parties/Consultation:

- Community Services Managers

COMPLIANCE / CONSIDERATIONS:

Statutory:	*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.
Budgetary:	Ongoing monitoring and process improvement to achieve financial governance, including austerity measures, is being implemented to strengthen budget management within each functional area of Community Services. The department continues to consider opportunities to increase revenue through the supply of services and submission for external-source funds.
Policy:	N/A
Legal:	N/A
Risk:	Day-to-day risk is considered low however closely monitored and mitigated by the application of adherence to policy and procedures.
Links to Strategic Plans:	TSIRC Corporate Plan 20258-2030 *(Bisnis Plan)* Outcome 1: We preserve cultural heritage, history, and place. Outcome 3: We ensure accessibility to community support services. Outcome 4: We are a transparent open and engaging council. Outcome 10: We advocate and foster regional prosperity through enterprise development.
Malungu Yangu Wakay (The Masig Statement):	N/A
Standing Committee Consultation:	N/A
Timelines:	N/A

Other Comments:
That Council resolves to note the Community Services Information Report.

Recommended:

David Abednego
Acting Executive Director Community Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

Corporate Services Directorate
AUTHOR: *Executive Director Corporate Services*

CORPORATE SERVICES INFORMATION REPORT FOR THE MONTH OF JULY 2025

OFFICER RECOMMENDATION:

That Council note the Corporate Services Information Report for the month of July 2025.

EXECUTIVE SUMMARY:

To provide Council with an update on the functional areas within the Corporate Services directorate and updates on projects progress for the month of July 2025.

INTERESTED PARTIES/CONSULTATION:

Managers and SMEs Corporate Services.

REPORT:

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

Administration and Communication

The communications team is focussed on finalising updates to the Advocacy Plan, Communications Plan 2025-2026 and work has begun on the Annual Report 2024-2025.

The team issued two media statements on the new Trustee Policy and the TSIRC budget highlights for 2025-26. Talking points were provided for radio interviews with the National Indigenous Radio Service on budget highlights and the climate case ruling in the Federal Court. The team responded to a media enquiry for Farm Online, part of Australian Community Media about the Torres Strait Treaty with Papua New Guinea and when cross-border activity would resume. The team is working to finalise the next edition of Strait Talk.

In July, the TSIRC website recorded a total of 5,008 site visits (down 8.43% from June)

Social media statistics comparison to previous month.

	Followers	Posts	Engagement Rate
Facebook	11,091 (▲4.3%)	22 (▲37.5%)	15.35% (▲46.04%)
Instagram	526 (▲69.13%)	36 (▼29.41%)	8.31% (▼12.54%)
LinkedIn	2,552 (▲ 1.79%)	5 (▲66.67%)	7.81% (▼23.28%)

Table 1 – Social Media Statistics July 2025

An overview of media activity can be found in *Attachments 1 and 2.*

Economic Development

Emver Partners have drafted Phase 2 documents, including 15 island dashboards, a regional analysis, and SWOT data with the documents now having been reviewed by the Economic Development Lead. Feedback will be sought on the draft Report from the members of the Project Steering Group, Economic Growth Advisory Committee, TSRA and other stakeholders. The final Phase 1 Report is expected to be delivered by the end of August.

Executive Director Corporate Services and Economic Development Lead met with TSRA economic development related stakeholders on Thursday Island to follow up on project developments, opportunities, and funding.

The Economic Development Lead has drafted a Hammond Island Feasibility funding proposal and submitted it to the Indigenous Land and Sea Corporation (ILSC) for review.

Governance, Risk, Legal, Land Tenure and Native Title

ACCAP

The projects being undertaken by the Australian Army under the ACCAP program made good progress. Overall, the works are broadly on track, except there is a significant delay on Warraber with the paving works.

Erub Culvert works

Warraber Kup Murri slab

Risk Maturity Assessment Framework

The Governance and Risk team has completed and submitted the Risk Maturity Assessment to LGM. The assessment evaluated the effectiveness of the organisation's risk management practices and identified areas for improvement. The forthcoming report will provide a comprehensive overview of the organisation's risk maturity level, highlighting strengths, weaknesses, and opportunities for growth. It will also include recommendations for enhancing risk management practices and mitigating potential risks.

Business Continuity Plan (BCP) Policy

The Governance and Risk team has developed a draft Business Continuity Plan (BCP) policy, which will be internally circulated for review and feedback. This policy outlines TSIRC's approach to ensuring the continuity of critical operations in the event of disruptions or disasters. The purpose of the policy is to provide direction and guidance on business continuity management, enabling the organisation to respond to and recover from disruptions effectively, minimise the impact on business operations and stakeholders and ensure continuity of essential services and support to our communities.

2025 LGM Risk Self-Assessment

Council participated in the 2025 LGM Risk Self-Assessment and has received the report from LGM. This assessment evaluates Council's risk management practices, identifies areas for improvement, and informs risk management strategies. Officers are currently reviewing the report's findings and are conducting a detailed analysis to identify trends, strengths, and areas for improvement. The analysis will cover the reports from 2022, 2023, 2024, and 2025, providing a comprehensive overview of Council's risk management progress. The report will be tabled at the next audit meeting for feedback.

Legal

3 requests for Torres Strait Flage were received in July, with 23 year to date. 2025/26 licence agreements have been issued and invoices are being prepared. The maritime operator permits have been issued.

Complaints

There were 17 outstanding complaints open at the beginning of July. During the month, six (6) new complaints were received and nil (0) complaints were closed. One (1) action item remains open.

Complaint assigned	Beginning of July	New	Closed	End of July
Building Services				
Community Services	9	5		14
Corporate Services	1	1		2
Engineering Services	7			7
Total	**17**	**6**		**23**

Table 2 – Complaints by directorate

Complaint type	Beginning of July	New	Closed	End of July
Staff	12	2		14
Local Laws (dogs)	1	2		3
Housing	3			3
Other	1	2		3
Total	**17**	**6**		**23**

Table 3 – Complaints by type

Information Technology Services

IT Services continue to monitor network activity in relation to cyber-security whilst also continuing to implement further security measures where possible, particularly with the integration of all devices into Microsoft InTune. Stage two of MS Authenticator has yet to be implemented.

IT Services are configuring a new reporting system for more accurate reporting of SIM enabled devices which, once completed, will save several hours a month in report production and allow for accurate assigning of costs to correct cost centres and task codes. Reporting also highlights services with little or no usage that could be deactivated which may lead to significant savings in communication costs with early indications showing potential of up to $25k savings per year.

The scope of work for Microsoft Teams Calling is being developed for procurement of required hardware and implementation. Once underway, it is intended to utilise the Technology Incentive Fund though Telstra, which results in little upfront cost to Council and small monthly saving on the communications bill. Professional services will be amortised over three years through Telstra whilst still maintaining a monthly saving.

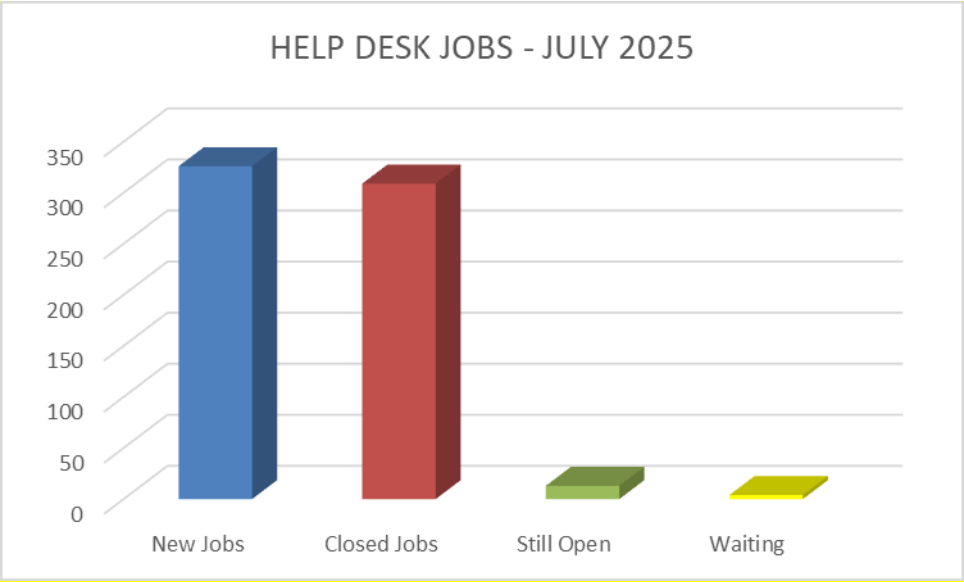
IT Services are working in conjunction with SLQ and the Manager, Health & Wellbeing Community Services on the State Library Queensland Digital Inclusion Project. All hardware has been procured and sent to each Division in readiness for SLQ to finish the project.

IT Services are looking for a traineeship for one or two community members who have a passion for Information Technology.

Helpdesk

In July 2025, 326 new IT Help desk tickets were created. Of these, 309 were closed, 4 in a 'Waiting' state and 13 remained open.

Note: Whilst many requests for assistance are lodged via email to the help desk, there are many jobs that are attended to by telephone and therefore sometimes not logged into the ticketing system so the total number of requests and closures can be higher than the reported numbers provided.



Fuel and Fleet

Fuel and fleet operations have remained consistent over the past month. 9 Vehicles were tagged out during the month with a total of 66 Vehicles tagged out (decommissioned). 10 vehicles are awaiting removal to Cairns for auction.

COMPAC Fuel Systems at Erub, Boigu and Dauan require updated ULP and Diesel hoses. Remediation work is in progress. The May site visit report identified other outstanding issues and a plan for remediation has been drawn up.

The annual Queensland Petroleum and Gas Safety and Health Return has been completed.

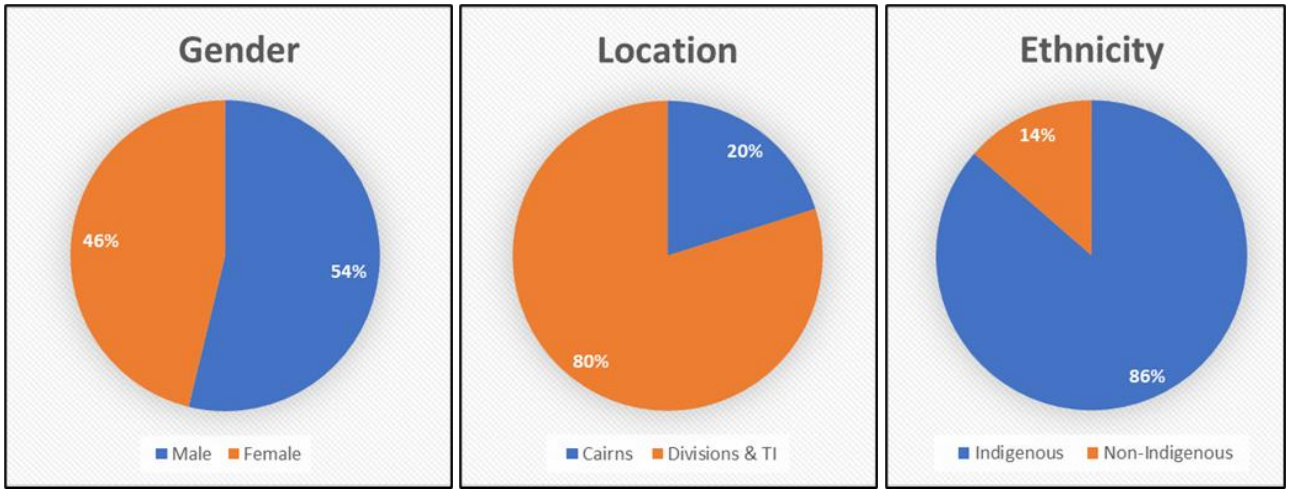
2 break-ins were reported at Elphinstone Close. Damage to gates/perimeter fencing and 2 vehicles that were pending disposal were stolen. Reports have been made to the police with supporting imagery and video footage. Site inspections are undertaken on a daily basis to ensure the property is secure and all vehicles are accounted for.

There are currently five (5) motor vehicle insurance claims in progress**.**

Project information can be found in *Attachments 3 and 4*.

People and Wellbeing

As of 31 July 2025, Council has a total of 368 staff members, with 318 of them being Indigenous, representing 86% of the workforce. The graphs below provide additional insights into key employee statistics within the Council.



Graphs 2-4 – TSIRC Employee Statistics – July 2025

Employment statistics can be found in the Recruitment and Safety Report in *Attachment 5.*

COMPLIANCE/CONSIDERATIONS:

Statutory:	*Local Government Act 2009* *Local Government Regulation 2012*
Budgetary:	Operational budget as approved by Council
Policy:	N/A
Legal:	N/A
Risk:	Regular directorate reporting keeps Councillors informed of emerging risks in the Corporate Services Directorate
Links to Strategic Plans:	Corporate Plan 2025-2030 Focus Area 3 – A proactive and responsible Council 3.1 Provide good governance and leadership
Malungu Yangu Wakay (Masig Statement):	N/A
Committee Consultation:	N/A
Timelines:	N/A

OTHER COMMENTS:

This report is for noting by Council.

Recommended:

S. Andres

Susanne Andres
Executive Director Corporate Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:

Attachment 1: Social Media Report
Attachment 2: Media Report
Attachment 3: Fuel Infrastructure Capital Project Review
Attachment 4: Fuel Pod Status
Attachment 5: Recruitment and Safety Report

Facebook: July 1 – 31 (compared previous month)

Top posts > Likes and reactions

From bush to print — Matilda Nona transforms nature into ink to share the knowledge, practices, and stories of Torres Strait women. 🌿🎨 #CIAF2025 #CIAF #TSIRC #TorresStraitIslander #TorresStrait #IndigenousArt #CulturalAnthropology Cairns Indigenous Art Fair

18,378 reach

Let's celebrate the launch of the new $2 **coin featuring the Torres Strait Islander Flag** — a proud moment of recognition by Royal Australian Mint 💚🖤💙🤍 **More information**: https://www.ramint.gov.au/about-us/whats-new/july-release-30-years-torres-strait-islander-flag #TSIRC #RoyalAustralianMint #TorresStrait #TorresStraitIslander #TSIFlag

17,276 reach

'Look' and 'Listen': Celebrating Fashion Through Culture and Story Cairns Indigenous Art Fair 2025 Fashion Performances lit up the runway with an electric celebration of culture and creativity. Each design told a story inspired by the strength, traditions, and voices of First Nations people. A stunning fusion of art, fashion and identity. #CIAF2025 #CIAF #CairnsIndigenousArtFair #TSIRC #TorresStrait #TorresStraitIslander

14,790 reach

Posts

22
posts

37.5% from 16

Post engagement rate

10.15%
engagement rate

4.9% from 9.68%

Page followers

11,091
followers

4.4% from 10,622

Page reach

94,626
people

89.1% from 50,036

Page engagement rate

15.35%
engagement rate

9.9% from 13.97%

Post likes and reactions

2,749
reactions

418% from 531

Posts table > Date

DATE	MESSAGE	REACTIONS	COMMENTS	SHARES
Torres Strait Island Regio... Jul 30, 01:50	🏡 **Trustee Policy Finalised to Guide Leasing Decisions Across the Torres Strait** 🏡 TSIRC has tabled its updated Trustee Policy, which will guide leasing decisions across all 13 DOGIT communities in the Torres Strait. The policy outlines a clear, community-specific process for assessin…	12	0	5
Torres Strait Island Regio... Jul 29, 06:20	💦 **Dish It Out Wisely**! 🍽️ Before hitting that start button, make sure your dishwasher is full! Running it only when fully loaded maximizes water efficiency, saving litres with every cycle. Fewer runs mean lower water bills and a happier planet. So, stack it up, space it out, and let your dishwasher do…	4	0	1
Torres Strait Island Regio... Jul 24, 04:34	Mayor Budget Highlights 2025-26.mp4 **TSIRC Budget Highlights 2025-26**: From nearly $60 million in capital works to vital upgrades in housing, seawalls, jetties, childcare and fuel facilities — this year's budget focuses on strong communities, infrastructure and environmental protection. More information available on ht…	148	5	36
Torres Strait Island Regio... Jul 23, 03:30	🚿 **4 Minute Shower Challenge**! 💦 Another way of saving is to challenge yourself with a 4-minute shower. Here are some tips: ✅ **Playing a 4-minute song** ✅ Setting a timer ✅ Turning the water off while soaping up Small changes make a BIG difference for our islands. Let's save every…	0	1	2
Torres Strait Island Regio... Jul 23, 00:59	Yesterday's Council meeting marked a historic milestone – the formal signing of the Memorandum of Understanding (MOU) between Ugaramle Registered Native Title Body Corporate (RNTBC) and Torres Strait Island Regional Council (TSIRC).	15	1	2
Torres Strait Island Regio... Jul 21, 03:46	(Post with no description)	11	0	4
Torres Strait Island Regio... Jul 18, 03:16	From bush to print — Matilda Nona transforms nature into ink to share the knowledge, practices, and stories of Torres Strait women. 🌿🎨 #CIAF2025 #CIAF #TSIRC #TorresStraitIslander #TorresStrait #IndigenousArt #CulturalAnthropology Cairns Indigenous Art Fair	727	37	120
Torres Strait Island Regio... Jul 18, 00:00	💧 **Did you know water treating and supplying is 3 - 4 times more costly than on the mainland**? Be water wise and **report all leaks immediately**! Every drop saved helps Council cut costs and reinvest more into vital community services. Let's work together to protect ou…	0	0	1
Torres Strait	🎉 **Congratulations to Our Winners**! 🎉 We are thrilled to announce the **winners** of the			

Instagram: July 1 – 31 (compared previous month)

Top posts > Likes

Let's celebrate the launch of the new $2 coin featuring the Torres Strait Islander Flag — a proud moment of recognition by @royalaustmint 💚🖤💙🤍 #TSIRC #RoyalAustralianMint #TorresStrait #TorresStraitIslander #TSIFlag

8,947 reach

From bush to print — Matilda Nona transforms nature into ink to share the knowledge, practices, and stories of Torres Strait women. 🌿🎨 #CIAF2025 #CIAF #TSIRC #TorresStraitIslander #TorresStrait #IndigenousArt #CulturalAnthropology

5,468 reach

From sea to song, our culture is strong, proud and alive. We honour the stories, dances and deep wisdom of the Torres Strait. 💚🤍💙🖤 #TSIRC #TorresStraitIslander #AilanKastom #ZenadthKes #TorresStrait

4,259 reach

Posts

36
posts

29.4% from 51

Post engagement rate

10.09%
engagement rate

22.5% from 8.24%

Followers

526
followers

69.1% from 311

Profile reach

29,960
people

117% from 13,792

Page engagement rate

8.31%
engagement rate

4.6% from 8.7%

Post likes

2,267
likes

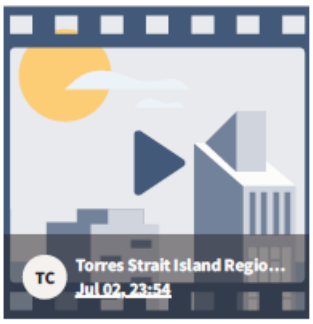
255% from 639

Posts table > Date

DATE	MESSAGE	LIKES	COMMENTS	REACH	VIEWS
tsirc.council Jul 30, 04:58	Follow us on Instagram for more content!	0	0	152	0
tsirc.council Jul 30, 04:55	From sea to song, our culture is strong, proud and alive. We honour the stories, dances and deep wisdom of the Torres Strait. 💚🤍💙🖤 #TSIRC #TorresStraitIslander #AilanKastom #ZenadthKes #TorresStrait	304	0	4,259	9,338
tsirc.council Jul 26, 08:10	@erubarts	0	0	111	0
tsirc.council Jul 24, 04:34	TSIRC Budget Highlights 2025-26: From nearly $60 million in capital works to vital upgrades in housing, seawalls, jetties, childcare and fuel facilities — this year's budget focuses on strong communities, infrastructure and environmental…	52	0	829	1,204
tsirc.council Jul 21, 04:31	Can you guess the island? Drop your answer in comments!	0	2	132	0
tsirc.council Jul 21, 04:27	Can you guess the island? 🏝️ Drop your answer in the comments! 👇 #TSIRC #TorresStraitIslands #TorresStraitIslander #ZenadthKes	97	10	1,533	2,533
tsirc.council Jul 18, 09:04	(No description)	0	1	95	0
tsirc.council Jul 18, 03:15	From bush to print — Matilda Nona transforms nature into ink to share the knowledge, practices, and stories of Torres Strait women. 🌿🎨 #CIAF2025 #CIAF #TSIRC #TorresStraitIslander #TorresStrait #IndigenousArt #CulturalAnthropology	491	7	5,468	9,774
tsirc.council	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

LinkedIn: July 1 – 31 (compared previous month)

Top posts

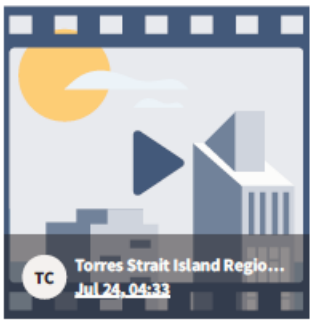


Let's celebrate the launch of the new $2 **coin featuring the Torres Strait Islander Flag** — a proud moment of recognition by Royal Australian Mint 💚🖤💙🤍 **More information**: https://lnkd.in/gCNZUJqc #TSIRC #RoyalAustralianMint #TorresStrait #TorresStraitIslander #TSIFlag

1,629 impressions

📣 We're proud to announce that the **TSIRC Corporate Plan 2025-2030** is now in effect. The plan was developed through extensive consultation across the Torres Strait and it sets a strategic direction to guide Council's operations, service delivery and advocacy across the next five years to support and improve the liveability, economic resilience and cultural preservation throughout the region. The four focus areas outlined in

844 impressions



TSIRC Budget Highlights 2025-26: From nearly $60 million in capital works to vital upgrades in housing, seawalls, jetties, childcare and fuel facilities — this year's budget focuses on strong communities, infrastructure and environmental protection. More information available on https://lnkd.in/gPjDUQe6 #TSIRC #TorresStraitIslands #TorresStraitIslander #ZenadthKes

694 impressions

Posts

5
posts

66.7% from 3

Post engagement rate

7.5%
engagement rate

20% from 9.38%

Followers

2,552
followers

1.8% from 2,507

Page reach

2,771
connections

102% from 1,370

Page engagement rate

7.81%
engagement rate

8.1% from 8.49%

Post reactions

159
reactions

118% from 73

Posts table > Date

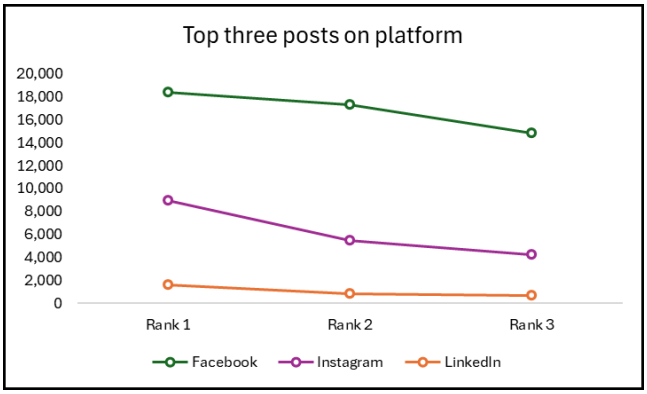
DATE	MESSAGE	REAC...	COM...	SHA...	CLICKS	IMPR...	% ENG...
Torres Strait Island Regio... Jul 30, 01:50	🏡 **Trustee Policy Finalised to Guide Leasing Decisions Across the Torres Strait** 🏡 TSIRC has tabled its updated Trustee Policy, which will guide leasing decisions across all 13 DOGIT...	7	0	1	9	404	4.21%
Torres Strait Island Regio... Jul 24, 04:33	**TSIRC Budget Highlights 2025-26**: From nearly $60 million in capital works to vital upgrades in housing, seawalls, jetties, childcare and fuel facilities — this year's budget focuses on strong communitie...	28	1	2	37	694	9.8%
Torres Strait Island Regio... Jul 05, 23:30	📣✨ **Let's Celebrate NAIDOC Week	6-13 July 2025** ✨ NAIDOC Week is a time to honour and celebrate the history, culture and achievements of **Torres Strait Islander and Aborigina**...	10	0	0	3	339	3.83%
Torres Strait Island Regio... Jul 02, 23:54	Let's celebrate the launch of the new $**2 coin featuring the Torres Strait Islander Flag** — a proud moment of recognition by Royal Australian Mint 💚🖤💙🤍 **More information**: https://...	79	1	9	83	1,629	10.56%
Torres Strait Island Regio... Jul 02, 23:30	📣 We're proud to announce that the **TSIRC Corporate Plan 2025-2030** is now in effect. The plan was developed through extensive consultation across the Torres Strait and it sets a strategic...	35	1	3	38	844	9.12%

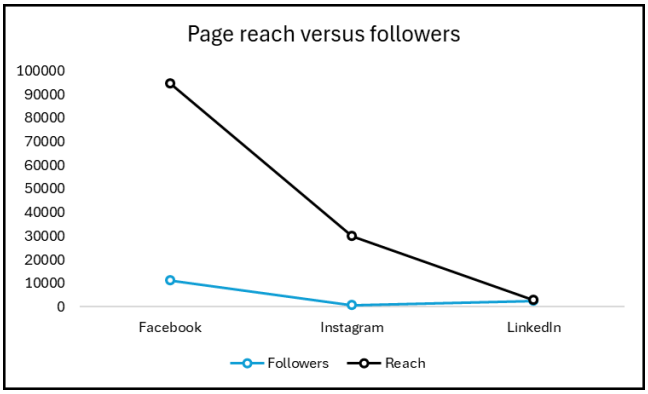
Communications Media Report – July 2025

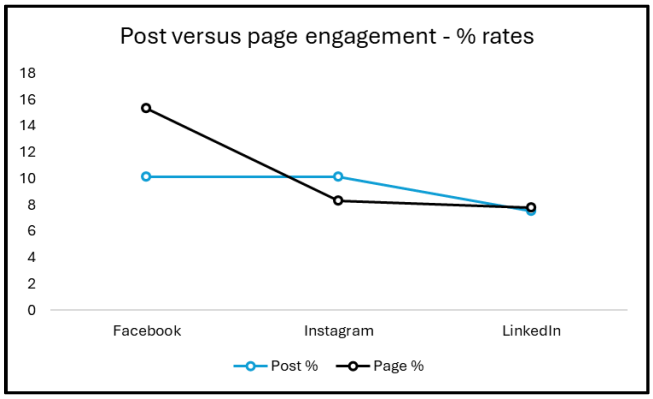
Platform	Rank 1	Rank 2	Rank 3
Facebook	18,378	17,276	14,790
Instagram	8,947	5,468	4,259
LinkedIn	1,629	844	694

Platform	Followers	Reach
Facebook	11091	94626
Instagram	526	29960
LinkedIn	2552	2771

Platform	Post %	Page %
Facebook	10.15	15.35
Instagram	10.09	8.31
LinkedIn	7.5	7.81







Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Boigu	W4Q - 30/06/2024	$400,000.00	$321,672.72	$5,000	100%	Contract	$294,236.10	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified, contract securities are still held by TSIRC. Residual funds reallocated.
Dauan	LGGSP - 30/09/2024	$400,000.00	$0	$49,371.80	100%	Contract	$322,773.20	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified, contract securities are still held by TSIRC.
Saibai	BOR -	$1,006,600.00	$890,607.66	$115,992.34	100%			Install completed DRP completed Backup generator and transfer switch on site waiting for connection.
Mabuiag	W4Q - 30/06/2024	$400,000.00	$315,379.64	$9,000	100%	Contract	$294,356.15	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified, contract securities are still held by TSIRC. Residual funds reallocated.

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Badu	N/A	Transtanks			100%			Diesel and ULP for TSIRC use only Project complete. Defects are still being rectified. Contract securities are still held by TSIRC.
Arkai (Kubin)	N/A	Transtanks			100%			Diesel and ULP for TSIRC use only
Wug (St Pauls)	N/A	Transtanks						IBIS ULP, Diesel from bulk tank
Hammond	LGGSP 30/09/2024	$400,000.00	$161,642.86	TBC	Stage 1 solar 100%	Stage 2 Tender closed Contract awarded SHAS	$145,000.00	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified. Contract securities are still held by TSIRC.
Iama	N/A	Transtanks - Diesel			100%			ULP External Card, trans tank for Diesel installed
Warraber	N/A	Transtanks - Diesel			100%			ULP External Card, trans tank for Diesel installed
Poruma	LGGSP 30/09/2024	$400,000.00	$0	$65,555.39	100%	Contract TICW	$309,573.20	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified. Contract securities are still held by TSIRC.
Masig	N/A	Transtanks - Diesel						IBIS ULP, Diesel from bulk tank

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
Ugar	TSRA-30/06/2023	$572,718.00	$89,974.16	$482,743.84		Tender closed - 10/01/2023	$890k - $1.92m	Still on drums, Compac system approved, material ordered. Concept designs received. Installation date yet to be confirmed.
Erub	W4Q 30/06/2024	$400,000.00	$341,717.63	$0	98%	Awarded – SHAS, October Install	$294,236.10 $480k-$770k	Install completed DRP completed Backup generator and transfer switch on site waiting for connection. Defects are still being rectified, contract securities are still held by TSIRC. Residual funds reallocated.
Mer	Council Own	$572,718.00	$41,698.70	$531,019.30		Awarded – SHAS, September Install		Still on drums, Compac system approved, material ordered. Contractor mobilising late September due to ongoing barging delays. PBC and Town Planning completed.

Pod	Location	Status	Comments
1 x Unleaded 4500 Litre 1 x Diesel 2500 litre	Kubin	Operational – TSIRC	Connected and bulk fuel in use for division. Meters not suitable, SHAS been contracted to swap meters out
1 x Unleaded 4500 Litre 1 x Diesel 2500 litre	Badu	Operational – TSIRC	Connected and bulk fuel in use for division. Meters not suitable, SHAS been contracted to swap meters out
Diesel 3000 litre	St Pauls	Operational – TSIRC and community use	Connected and bulk fuel in use for division – Diesel only.
Diesel 3000 litre	Masig	Operational – TSIRC and community use	Connected and bulk fuel in use for division – Diesel only.
1 x Diesel 2500 litre	Yam	Delivered, waiting for install	Waiting installation from SHAS whilst on site changing meters out
1 x Diesel 2500 litre	Warraber	Delivered, waiting for install	Waiting installation from SHAS whilst on site changing meters out

Recruitment – 1 to 31 July 2025

Transition Readiness Rating (TRR) Key:

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

Successful Appointments in July: Total [3]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1	People & Wellbeing Officer	Poruma	Successful appointment: 02/07/2025	Permanent
1	Engineering Officer	St Pauls	Successful appointment: 15/07/2025	Permanent
3	Head of Community Services	TI	Successful appointment: 21/07/2025	Fixed Term
1	Healthy Lifestyle Officer	Boigu	Successful appointment: 21/07/2025	Fixed Term
3	Governance Legal and Insurance Officer	Cairns	Successful appointment: 28/07/2025	Fixed Term
1	Engineering Officer	Saibai	Successful appointment: 30/07/2025	Casual

Long term vacancies – Corporate Services	Time to fill	Comments
Executive Assistant to the CEO	Vacant since October 2024	Temp Staff 3 rounds of recruitment
System Administrator	Vacant since July 2024	One position successfully appointed, second position still no suitable candidates
Fuel and Fleet Officer	Vacant since January 2024	Not currently recruiting
Manager Administration & Communications	Vacant since March 2025	Temp Staff

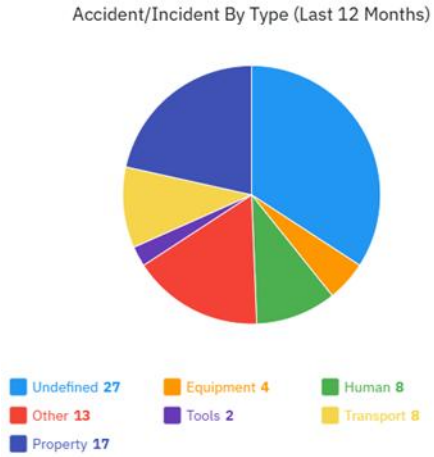
Long term vacancies – Financial Services	Time to fill	Comments
Financial Accountant	Vacant since November 2023	No progress
Project Accountant	Vacant since July 2024	Position re-advertised. Interviews scheduled for week of 14.7.25
Administration Officer, Assets	Vacant since September 2024	Temp Staff considered
1 x Finance Officer	Vacant since December 2024	Temp Staff in the interim
Creditor's Officer	Vacant since December 2024	Temp Staff in the interim

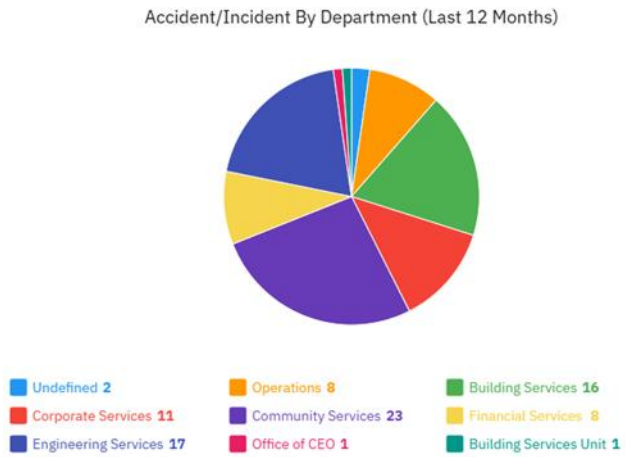
Long term vacancies - Building Services	Time to fill	Comments
R & M Supervisor	Over 12 months	Temp Staff
Team Leader – BSU	Over 12 months	Temp Staff
Project Supervisor Operations	Vacant since July 2024	Temp Staff

Long term vacancies – Community Services	Time to fill	Comments
Aged Care Support Worker – St Paul's	Vacant since September 2024	No progress
Casual Aged Care Worker – Mabuiag	Vacant since September 2024	No progress
Childcare – Cleaner/Yardsman, Badu	Vacant since February 2024	No progress
Childcare Cook	Vacant since 2023	No progress
Childcare – CSW – Mixed Age, Badu	Vacant since 2023	No progress
Aged Care Support Worker – Masig	Vacant since November 2024	No progress
Aged Care Support Woker – Hammond	Vacant since December 2024	No progress
Aged Care Support Woker – Kubin	Vacant since 2022	No progress
Healthy Lifestyle Officer – Hammond	Vacant since September 2023	Job advertised – no progress
Healthy Lifestyle Officer – Kubin	Over 12 months	Job advertised – awaiting blue card confirmation
Healthy Lifestyle Officer – Saibai	Over 12 months	Job advertised – awaiting blue card confirmation
Divisional Manager – Ugar	Over 12 months	No progress
Housing Officer – Hammond	Over 12 months	No progress

Long term vacancies – Engineering Services	Time to fill	Comments
2 x Senior Project Engineer	Vacant over 12 months	To be advised
Technical Officer	Vacant since 2023	In progress
Project Engineer – Capital Works	Vacant since February 2024	No progress
Graduate Engineer – Water & Wastewater	12 months	No progress
Casual Labourer – Civil Crew	12 months	No progress
Engineering Officer – Ugar	Vacant since 2024	Interviews conducted – no suitability
Casual Engineering Officer – Ugar	Over 12 months	No progress

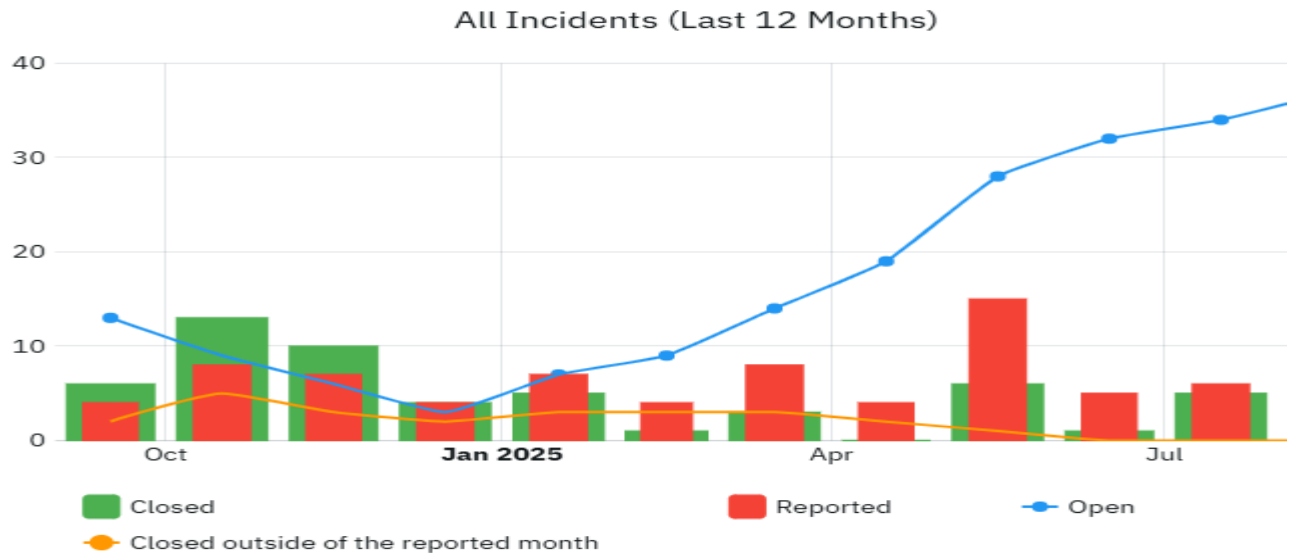
Safety and wellbeing – 1 to 31 July 2025





Incident Management

- 6 new incident reports
- 5 incident reports closed
- 34 incident reports open



Safety & Wellbeing current action items

- Ongoing uplift of Mango functionality.
- Delivered High Risk Construction Work (HRCW) awareness training to Building Services Unit (BSU) staff on-island, including guidance on Safe Work Method Statements (SWMS).
- Online Safety Audits for BSU (Vehicle Checklists) completed in Mango and available for use Aug 2025
- WHS Committee meetings re-established with new quorum settings.
- WHS Management Plan is temporarily on hold, waiting for external advice.
- Chemwatch training rollout to workers in August 2025.
- First stage, Due diligence training rescheduled to 21 August 2025.
- Reviewing new audiometric testing requirements to guide internal planning and compliance.
- CEO has overseen response to Provisional Improvement Notice from WHS Regulator.
- Psychosocial training requirements now legislated to be provided to workers

Workers Compensation

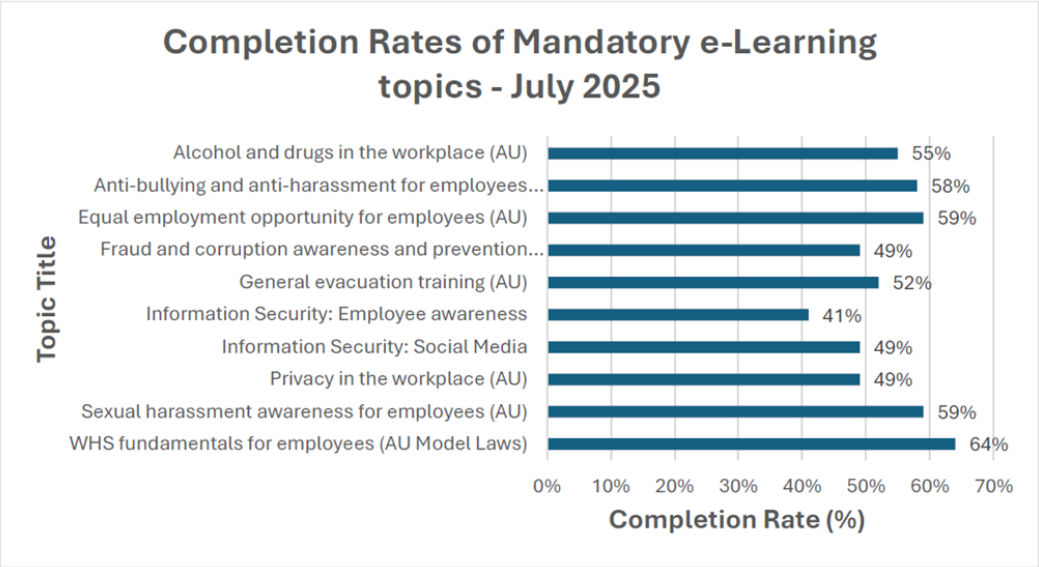
2 ongoing claims

Learning and Development – 1 to 31 July 2025

Training	Department	Update
Machinery, Working at Heights & Asbestos Awareness	Building Services	Eight Building Services staff completed training on excavator, skid-steer, Working at Heights and Asbestos Awareness training at TAFE.
Certificate III Indigenous Environmental Health	Community Services	EHW's to undertake the next block in August in Cairns and will be facilitated by Queensland Health.
Rehabilitation & Return to Work Coordinator	Corporate Service	One People & Wellbeing Officer has successfully completed the Rehabilitation & Return to Work Coordinator training. Another officer yet to complete the training. Training will provide officers with the skills to manage injured workers & their return to work after injury.
Chainsaw, Pole Saw & Chemical Licence Training	Engineering Services	Awaiting feedback from Manager re: quotes for training. Quote for training to be delivered in Divisions.
Aerodrome Reporting Officer	Engineering Services	Eighteen staff will require recertification by November 2025. Working to source training provider and costings.
HSR Refresher	Various	Six officers successfully completed the Health and Safety Representative Training Recertification Course through Worksafe Connect.
First Aid/CPR	Various	Training options being sourced for nominated first aid officers. Three staff completed training on Thursday Island in July.
Fire Warden	Various	Training for nominated fire wardens to be delivered once suitable course sourced.

Currently there are 372 users of the LMS consisting of 358 staff, and 14 recruitment agency personnel with forty-six users accessing the platform during the month of July.

Mandatory training completion rates:



Responsible AI Usage has been modified to meet TSIRC requirements and is expected to be rolled out next month.

Engineering Services

ENGINEERING OPERATIONS

OFFICER RECOMMENDATION:

That Council notes this report.

EXECUTIVE SUMMARY:

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

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

Interested Parties/Consultation:

Executive Director Engineering Services, Head of Engineering, Manager Engineering Operations, Manager Water & Environmental Engineering, Manager Capital Works, Manager Fuel & Fleet, Divisional Engineering Officers

Background:

Division 1: Boigu

Operations

- Installed new Aerodrome vehicle access gate.
- Completed community clean up with assistance from the EHW and Community Members.
- Rectified minor issue with Flow switch and RO unit at Water treatment Plant.
- Maintaining drains along the seawall and remove debris from storm drains and servicing the latches.

Disaster Management

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

Division 2: Dauan

Operations

- Attend to major water leak with assistance from Tech Officers.
- Maintaining roadside grass throughout the community.
- Housekeeping completed inside Mechanic and SES shed.
- Water testing and monitor chlorine level throughout the community.
- Graded/Backfill few potholes towards the oval and Water well 4.

Disaster Management

- Satellite Phone: Testing Completed & Operational.
- HF Radio: HF tested but turned off.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 3: Saibai

Operations

- Completed general maintenance around Council Assets.
- Complete daily water testing and maintenance on media filters.
- Repair and maintenance work completed on taps, water meters and other leaks in community.
- Roadside grass maintained from eastern side of community and Cemetery.
- Manually collecting roadside green/white goods.

Disaster Management

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

Division 4: Mabuiag

Operations

- Attend to water leaks in the community.
- Grass well maintained in the community and Council Assets in preparing for Council Meeting.
- Roadside general cleaning and grass completed.
- Desal Unit relocated to the Water treatment plant.
- Grass maintenance and white goods cleaning completed around Water treatment plant.

Disaster Management

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

Division 5: Badu

Operations

- Grass maintained all parks with assistance from Local contractor.
- Attend and complete water leaks on Tamwoy St and near the sea swift depot with assistance from Tech Officer and plumber.
- Completed general works around sewer pump stations and clearing over hanging branches.
- Completed grass maintenance throughout the community roadsides and all parks.
- Road maintenance completed on Philip St, Chapman St, Majela St, Mairu St, Tamwoy St and Water Rd, Landfill Rd, Wharf Rd and School Rd.

Disaster Management

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

Division 6: Kubin

Operations

- Grass cutting at airport and football oval.
- Grass cutting around all Sewer pump stations.
- Garage collections twice weekly.
- Attend and fixed leak under road next to IBIS.
- Grass cutting around Council Office.

Disaster Management

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

Division 7: St Pauls

Operations

- Civil works and grass cutting in the community/roadside, as well by ride on mower
- Landfill tidy up with the Backhoe
- Roadworks – repatching potholes on Kubin – St Pauls Rd
- Fire break maintained around TSIRC Facilities
- Garbage collections twice weekly – Monday and Thursday

Disaster Management

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

Division 8: Hammond

Operations

- Monthly pressure clean boat ramp completed along with general maintenance seaport area.
- Grass cutting around Water Treatment Plant
- Road maintenance using road base to fill in potholes along waterfront to landfill entry.
- Grass cutting in community roadside areas
- Garbage collections twice weekly

Disaster Management

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

Division 9: Iama

Operations

- Drainage maintenance completed on Kebisu Street, O'Leary Street, Ergon Road and Airport Road.
- Garbage collection twice weekly
- Sewer pump Station 1 & 2 wash down/ cleaning
- Grass cutting around water treatment plant
- General grass maintenance at basketball court

Disaster Management

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

Division 10: Warraber

Operations

- Emptied the dry sludge from Drying beds at sewer treatment plant
- Grass cutting around water lagoon fence line
- Fixed high pressure pump on desalination plant at the Water Treatment Plant.
- Grass cutting around all sewer pump stations
- Garbage collections twice weekly
- General daily maintenance at Sewerage Treatment Plant with regular cleaning of inlet screen and desludging into drying beds.

Disaster Management

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

Division 11: Poruma

Operations

- Completed grass maintenance inside covered lagoon.
- Daily checks and cleaning of pump stations undertaken.
- Maintenance undertaken at aerodrome, including cleaning around toolshed area. Stocktake of runway lights completed.
- General maintenance carried out around IBIS, Kiosk, council office and gazebo.
- Road maintenance on Sawadgee and William St

Disaster Management

- Satellite Phone: Testing completed - No network coverage
- HF Radio: Testing Completed & Operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 12: Masig

Operations

- Repaired multiple water leaks in Community
- General Maintenance/Housekeeping around water treatment plant undertaken.
- General roadside cleaning and grass maintenance completed in community.
- Maintenance at Sewerage Treatment Plant completed, along with cleaning of drying beds.
- Maintenance completed on public area around Seaport include set down area.

Disaster Management

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

Division 13: Ugar

Operations

- Grass cutting around Helipad area and repainting of the markings completed.
- Grass cutting at Seaport laydown area
- Grass cutting around Council Office, Guest house and Water treatment plant.
- Desal currently operates every day, maintenance completed on desalination unit start/end of each month.
- 75% road works completed.

Disaster Management

- Satellite Phone: Testing attempted and no network error.
- HF Radio: Testing Completed & Operational (Invalid Network)
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 14: Erub

Operations

- Kemus Roadworks in progress.
- Minor road works completed Infront of Water Plant.
- Completed roadside tree's infringing the road and Grass Maintenance.

Disaster Management

- Satellite Phone: Testing Completed & Operational.
- HF Radio: Testing Completed (Invalid Network).
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 15: Mer

Operations

- Grass cutting along Airport Fence line
- Wind Direction Indicator solar lights installed.
- Grass cutting at Water lagoons undertaken.
- Grass cutting at Sewer Treatment Plant undertaken.
- Airport runway grass cutting undertaken.
- Solar pump arrangement installed at Airport Waiting Shed for toilets.

Disaster Management

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	Local Government Act 2009, Disaster Management Act 2003
Budgetary:	Operating Costs as per approved Budget.
Policy:	
Legal:	
Risk:	Our communities are safe, healthy, and active.
Links to Strategic Plans:	Corporate/Operational Plan TSIRC Community Plan (2009-2029)
Masig Statement:	***Malungu Yangu Wakay***
Standing Committee Consultation:	NIL
Timelines:	

Other Comments:

Division 3 (Dauan) HF Radio currently turned off however it was tested and was working ok. Working with contractor to re position the HF Radio from the IKC Office to the Divisional Engineering Officer's office due to community access IKC (Indigenous Knowledge Centre).

Division 6 (Kubin) HF Radio has had the new communications cable installed, testing and is now operational.

Division 13 (Ugar) HF Radio testing completed, showed (invalid network). This has been reported to contractor to review on next visit. Satphone testing outcome no network coverage.

Division 14 (Erub) HF Radio testing completed (Invalid Network). This has been reported to contractor to review on next visit.

An upcoming SES Training is scheduled for Division 2 (Dauan) on the 20th to 26th August 2025.

Local Community Disaster Coordinator undertook was at Division 5 (Badu) on Thursday 30th July 2025, to work with the Divisional Manager regarding updating the Community Disaster Management Plan and to check over Disaster Management resources (HF Radio & Satellite Phone), as they were having issues with testing the equipment. Opportunity was taken to re-train some of the staff at Badu in the operation.

Authored:
Mathew Brodbeck
Manager, Engineering Services

Endorsed:
Adeah Kabai
Acting Executive Director, Engineering Services

Approved:
Dawson Sailor
Acting Chief Executive Officer

Action Officer Contact Details: *Mathew Brodbeck*
Manager Engineering Operations.
0437 342 629

ATTACHMENTS:

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

SAT PHONE SERVICEABILTY CHECK

		2024					2025						
Island Community	SAT Phone Number	August	September	October	November	December	January	February	March	April	May	June	July
Boigu	0147 181 217	X	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓
Dauan	0147 181 228	X	✓	X	X	✓	✓	✓	✓	✓	✓	✓	✓
Saibai	0147 169 314	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	0147 169 325	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Badu	0147 181 778	X	✓	X	✓	✓	U/S	✓	U/S	X	X	✓	✓
Kubin	0147 181 178	✓	✓	✓	U/S	✓	✓	✓	✓	U/S	U/S	✓	✓
ST Paul's	0147 169 653	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hammond	0147 181 490	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Iama	0147 181 295	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Warraber	0147 168 409	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Poruma	0147 180 275	✓	✓	✓	U/S	U/S	✓	X	✓	✓	✓	✓	✓
Masig	0147 181 972	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	0147 167 527	X	X	X	X	X	✓	✓	X	X	X	X	✓
Erub	0147 168 918	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mer	0147 168 220	✓	✓	✓	✓	✓	✓	✓	U/S	✓	✓	✓	✓
TI Office	0147 168 689	U/S	U/S	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓
TI Engineering	0147 183 853	U/S	✓	X	✓	X	X	X	X	x	x	x	x
Cairns	0147 186 884	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

✓	Indicates succesful test
✓	Tested, but no connection
U/S	Indicated Equipment Issue
X	Indicates test was not completed

Attachment 2
HF Radio Serviceability Checks

HF RADIO SERVICEABILTY CHECK

	2024					2025						
Island Community	August	September	October	November	December	January	February	March	April	May	June	July
Boigu	✓	X	✓	X	✓	x	✓	✓	✓	✓	✓	✓
Dauan	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	X	✓
Saibai	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	U/S	U/S	✓	X	✓	x	✓	✓	✓	✓	✓	✓
Badu	U/S	U/S	U/S	U/S	U/S	✓	✓	✓	X	✓	✓	✓
Kubin	NA	NA	NA	NA	✓	U/S	U/S	U/S	U/S	U/S	U/S	✓
ST Paul's	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hammond	U/S	U/S	✓	X	✓	✓	✓	✓	✓	✓	✓	✓
Iama	U/S	U/S	✓	X	✓	✓	✓	✓	✓	✓	✓	✓
Warraber	U/S	U/S	✓	X	✓	U/S	✓	✓	✓	✓	✓	✓
Poruma	✓	X	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓
Masig	✓	X	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	✓	X	U/S	U/S	U/S	✓	✓	X	X	X	X	✓
Erub	✓	X	U/S	U/S	✓	✓	X	✓	✓	✓	✓	✓
Mer	U/S	U/S	U/S	U/S	✓	✓	✓	✓	✓	X	✓	✓

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

ENGINEERING SERVICES – WATER AND WASTEWATER

OFFICER RECOMMENDATION:

That Council notes this report.

EXECUTIVE SUMMARY:

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

Background:

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

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

Interested Parties/Consultation:

- Engineering Staff
- Councillors as appropriate
- Regulators
- Funders

COMPLIANCE / CONSIDERATIONS:

Statutory:	• Water Supply (Safety and Reliability) Act 2008 • Public Health Act 2005 • Environmental Protection Act 1994
Budgetary:	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.
Risk:	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.
Links to Strategic Plans:	Corporate Plan 2025-2030: 2.1 Provide safe and reliable drinking water Operational Plan: Objective No. 47 Sustainable Water and Wastewater Management Project.

Other Comments:
Please refer to the Monthly Water and Wastewater Report attached for July 2025.

Author:

Emma Evans
Manager Water and Environmental Engineering

Recommended:

Adeah Kabai
Acting Executive Director, Engineering Services

Approved:

Dawson Sailor
Acting Chief Executive Officer

ATTACHMENTS:
Monthly Water & Wastewater Report.

Torres Strait Island
REGIONAL COUNCIL

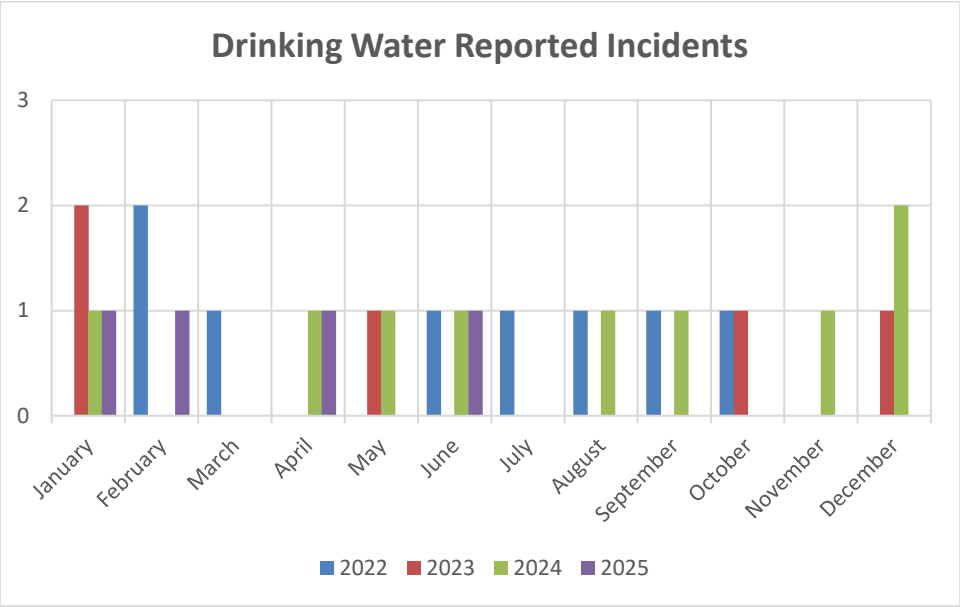
Engineering Services

MONTHLY WATER & WASTEWATER REPORT

July 2025

Author	Reviewer	Revision	Date
Emma Evans	Adeah Kabai	1	

Status of Water Alerts

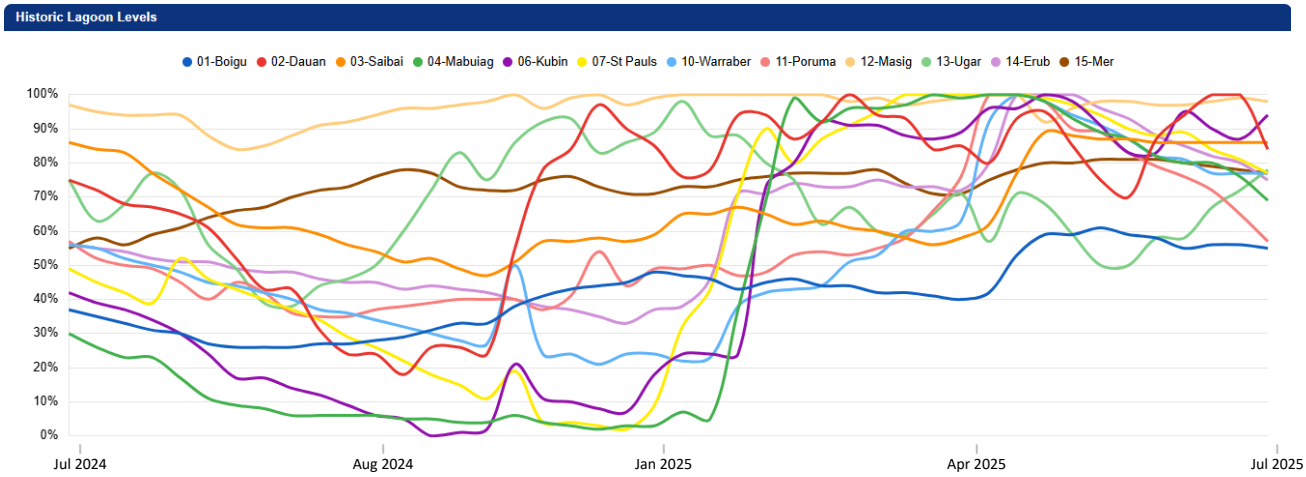


Boigu

A Boil Water Alert was issued on 30th June 2025 due to equipment failure. This BWA will be lifted once parts are received and installed, and on the successful completion of Cairns NATA Laboratory E. coli testing.

Water Security Update

Water restrictions have been implemented in several communities to safeguard the water supply. This measure has resulted in a positive impact on water storage in each community, as depicted in the graph below:



Note: Dates on horizontal axis are indicative only

Water security information as at Friday 1st August 2025 is summarised below.

Community	Water remaining	Primary Issue	Work being done to address security
01 – Boigu	6+ months' supply	Network/property leaks and high groundwater table	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use. Repairs scheduled to water treatment plant in August to improve lagoon levels.
02 – Dauan	6+ months' supply	Network leak	Level 2 Water Restrictions – No outdoor use.
03 – Saibai	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
04 – Mabuiag	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
05 – Badu	Groundwater source (assume 6+ months' supply)	High consumption, Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use. Network improvements and leak detection works being carried out 4 – 5th August.
06 – Kubin	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
07 – St Pauls	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
08 – Hammond	Chlorinated water supplied from TI	Network/property leaks	Level 2 Water Restrictions Outdoor use restricted to Saturday & Sunday 08:00-09:00 and 17:00-18:00
09 – Iama	Solely reliant on desalinated water.	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
10 – Warraber	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
11 – Poruma	3+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use. Repairs of desalination plant expected in early August to top up storage lagoon.
12 – Masig	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
13 – Ugar	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.

Community	Water remaining	Primary Issue	Work being done to address security
14 – Erub	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
15 – Mer	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.

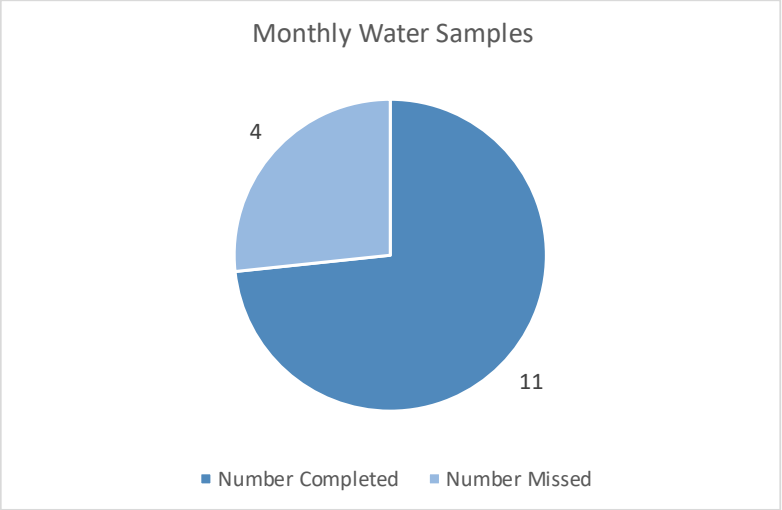
Note: Months of water remaining are calculated on the previous 4 weeks of consumption and production data, and does not include potential rainfall. The months of remaining water can change very quickly if a desalination plant is offline for an extended period of time.

Wastewater Status

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

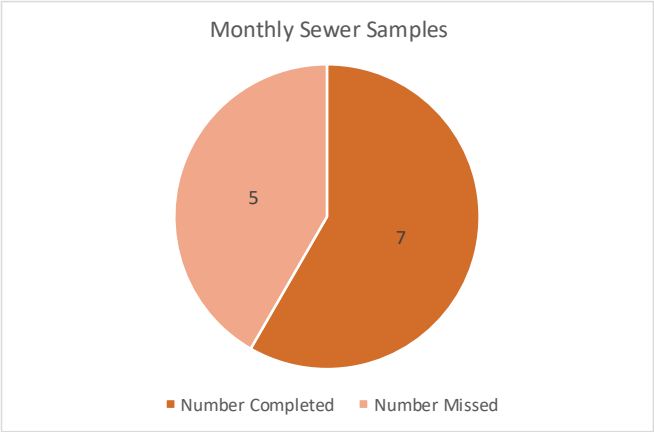
Water and Wastewater Sampling

Water



Monthly Water E Coli samples from 11 communities were completed and all passed.

Sewer



Monthly wastewater samples for June were collected and analysed in the Cairns NATA laboratory from 7 communities and samples from 5 communities were missed.