



# 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 **SEPTEMBER 2025** will be held online by Microsoft (TEAMS) as follows:

**Wednesday, 24 September 2025** - Trustee Meeting (9.00am to 10.30am)  
- Ordinary Meeting (10.30am to 5.00pm)

Microsoft (TEAMS) Meeting ID: 497 084 745 781 | Passcode: 8kW64JJ9

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

19 September 2025





**Time:** 9.00am to 10.30am

**Venue:** Microsoft (TEAMS) Meeting ID: 497 084 745 781 | Passcode: 8kW64JJ9

## ORDER OF BUSINESS

9.00am	<p>A. WELCOME &amp; QUORUM CONFIRMATION   ACKNOWLEDGEMENTS   OPENING PRAYER   OBSERVANCES</p> <p>B. NOTING OF APOLOGIES</p> <p>C. CONFLICT OF INTEREST DECLARATIONS</p> <p>D. LIVE STREAM. <u><a href="#">This meeting is live streamed on Council's YouTube Channel.</a></u></p>
Standing Agenda Item	<p>1. CONFIRMATION OF MINUTES (20 AUGUST 2025)</p> <p>1.1. Update on Action Items from Previous Meetings</p>
	<p>2. SAIBAI MECHANICS SHED W4Q ROUND 5 – LOT AMALGAMATION</p>
	<p>3. <b>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC</b></p>
	<p>4. Culture, Arts, Land &amp; Heritage (CALH) Advisory Committee - Update on Land and Native Title Strategic Matters – <i>verbal update by Cr Chelsea Aniba</i></p> <p><i>[Reason for Closed Discussion: To discuss business which public discussion would be likely to prejudice the interests of the trustee council or someone else].</i></p>
	<p>5. QuickStarts – Update on Native Title Consent Consultation (<i>verbal</i>)</p> <p><i>[Reason for Closed Discussion: To discuss business which public discussion would be likely to prejudice the interests of the trustee council or someone else].</i></p>
	<p>6. <b>RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION</b></p>
	<p>7. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION</p>
	<p>8. ITEMS ARISING</p>
	<p>9. NEXT MEETING – <b>21 October 2025</b> (Dauan)</p>
10.30am	<p>10. CLOSE OF MEETING</p>



**DIRECTORATE:** *Corporate Services*

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

## **CONFIRMATION OF MINUTES (20 AUGUST 2025)**

### **OFFICER RECOMMENDATION:**

**Council (as Trustee) confirms the Minutes of the Trustee Meeting held on 20 August 2025.**

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### **EXECUTIVE SUMMARY:**

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

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

**N/A**

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

The previous Trustee meeting was held on 20 August 2025.

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

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

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	Section 254F(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	N/A
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➤ <a href="#">3.1 Provide good governance &amp; leadership</a>
<b><i>Malungu Yangu Wakay</i> (The Masig Statement):</b>	N/A N/A <i>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.</i>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Trustee Meeting

**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**


For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

Draft Minutes of the Trustee Meeting held on 20 August 2025.



TRUSTEE MEETING  
20 AUGUST 2025

# MINUTES

**Time:** 9.00am to 10.30am

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

PRESENT:

**Mayor**

Division 2 – Dauan

Division 3 – Saibai

Division 4 – Mabuiag

Division 5 – Badu / **Deputy Mayor**

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

Division 8 – Kirirri (Hammond Island)

Division 10 – Warraber

Division 11 – Poruma

Division 12 – Masig

Division 13 – Ugar

Division 14 – Erub

Division 15 – Mer

Cr Phillemon Mosby

Cr Torenzo Elisala

Cr Chelsea Aniba – *joined meeting at 9.20am (due to technology issues)*

Cr Keith Fell – *joined meeting at 9.30am (due to technology issues)*

Cr Ranetta Wosomo

Cr John Levi

Cr Seriako Dorante

Cr Kabay Tamu

Cr Francis Pearson

Cr Ted Mosby

Cr Rocky Stephen

Cr Nixon Mye

Cr Bob Kaigey

APOLOGIES:

Division 9 – Iama

Cr Aggie Hankin – *due to travel commitments*

ABSENT:

Division 1 – Boigu

Division 6 – Kubin (Arkai)

Cr Dimas Toby

Cr Iona Manas

OFFICERS:

Acting Chief Executive Officer

Executive Director Building Services

Executive Director Corporate Services

Acting Executive Director Engineering Services

Executive Director Financial Services

Manager Governance & Risk

DOGIT Transfer, Land Tenure and Native Title

Advisor

Executive Assistant to the Mayor

Executive Assistant to the CEO

Travel Officer

TSIRC Secretariat

Mr Dawson Sailor

Mr Wayne Green

Ms Susanne Andres

Mr Adeah Kabai

Ms Hollie Faithfull

Ms Kim Kerwin

Ms Joanne Bryant

Ms Trudy Lui

Ms Amy Orr

Ms Emma William – *joined meeting at 9.45am*

Mr Darryl Brooks

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

At 9.05am the Mayor formally opened the August 2025 Trustee Council meeting, noting that a quorum of members was present.

The Mayor welcomed attendees and made the following acknowledgements:

- Traditional Custodians of land and sea throughout the length and breadth of Zenadth Kes and the communities and constituents that Council serves; and
- 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 Francis Pearson** delivered the opening prayer and the Council observed a minute of silence as a gesture of respect and reflection to honour the memory of deceased loved ones.

## B. NOTING OF APOLOGIES

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Division 9 - Iama	Cr Aggie Hankin – <a href="#">prior travel commitments</a>	CR WOSOMO / CR PEARSON

## C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor reminded Councillors that the normal procedure is for Councillors to advise him prior to each meeting if they had any COI declarations to disclose in relation to items listed on the agenda. The Mayor invited Councillors to advise if they had any COI declarations to make. No declarations were made.

## D. LIVE STREAM

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

The Mayor paid special homage to past leaders as the region approaches the 88<sup>th</sup> Anniversary of the First Councillors' Conference held at Masig on 23 August 1937 where Councillors discussed laws, governance and the future of the Torres Strait Islands. The Mayor thanked the Chairperson and Members of Council's Governance & Leadership Advisory Committee (Chair – **Cr Dimas Toby**; Members – **Cr Ranetta Wosomo** and **Cr Nixon Mye**) for their work with **Ms Sandy Killick**, **Mr Scott Mason** and Council's **Administration & Communication Team** to develop the publication "*Malungu Yangu Wakay | Mirkok | Ikya Malunhumun*" (now bringing together the Northern Peninsula Area region, the Torres Shire region and the Torres Strait Island region) to commemorate the 88th anniversary of the first Torres Strait Island Councillors' Conference and to provide a regional update on the 'one voice' concept for the Torres Strait area.

Further discussion on this anniversary will be undertaken during the August 2025 Ordinary Council Meeting with Ms Killick and Mr Mason.

## 1. CONFIRMATION OF MINUTES (22 July 2025)

#T24-28/2025-8/1

CR LEVI / CR ELISALA

**Council (as Trustee) confirms the Minutes of the Trustee Meeting held on 22 July 2025.**

***CARRIED UNANIMOUSLY***

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

The Acting Chief Executive Officer (Mr Dawson Sailor) spoke to this item and the update was noted by Council.

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

#T24-28/2025-8/2

CR TAMU / CR DORANTE

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

***CARRIED UNANIMOUSLY***

## 3. Culture, Arts, Land & Heritage (CALH) Advisory Committee – Update on Land & Native Title Strategic Matters – *verbal update by Cr Chelsea Aniba*

*[Reason for Closed Discussion: To discuss business which public discussion would be likely to prejudice the interests of the trustee council or someone else].*

Council noted the verbal update on Land and Native Title Strategic Matters provided by Cr Chelsea Aniba (Chairperson of the CALH Advisory Committee).

- *The DOGIT Transfer, Land Tenure and Native Title Advisor (Ms Joanne Bryant) and the Executive Director Building Services (Mr Wayne Green) spoke to AI 4 below.*

## 4. QuickStarts – Update on Native Title Consent Process

*[Reason for Closed Discussion: To discuss business which public discussion would be likely to prejudice the interests of the trustee council or someone else].*

#T24-28/2025-8/4

CR FELL / CR ANIBA

**Council (as Trustee):**

- (a) notes the update provided in this report in relation to engagement that was undertaken with relevant Prescribed Bodies Corporate (PBCs), about a Native Title consent proposal for social housing new builds under the “QuickStarts Qld” funding package; and
- (b) approves continued engagement is undertaken with the PBCs.

***CARRIED UNANIMOUSLY***

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

#T24-28/2025-8/5

CR ELISALA / CR MYE

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

***CARRIED UNANIMOUSLY***

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

Council (as Trustee) formally resolved as detailed in Agenda Items 3 to 5 above.

**7. ITEMS ARISING**

Nil.

**8. NEXT MEETING – 17 SEPTEMBER 2025 (VC)**

Noted by Council (as Trustee).

**9. CLOSE OF MEETING**

The Mayor closed the Trustee Council meeting at 9.50am.

MINUTES CONFIRMED – 17 September 2025

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

.....  
Dawson Sailor  
Acting Chief Executive Officer  
Torres Strait Island Regional Council





## TRUSTEE COUNCIL MEETING ACTION ITEMS

*(Updated as at 20 August 2025)*

Agenda Item

# 1.1

Agenda Item	Action Area / Completion Date	Current Status
<p>Sept 2024 Mtg   AI 3.2   Items Arising   Medivac Helicopter Issues at the St Paul's Community (Cr John Levi)</p> <p><b>Action Required:</b> Cr Levi and the Executive Director Community Services to discuss alternative landing sites for the Medivac Helicopter on St Pauls Community.</p>	Cr Levi / ED Community Services	<p>Ongoing. Cr Levi in discussion with the TSIRC Division Manager to organise a community information session. Cr Levi advised that he has been in contact with the PBC Chair on this matter.</p> <p>Update 17/6/25: Meeting to be held with Division Manager in w/b 23/6/25.</p> <p><b>Update for August TM:</b> Community Information Meeting rescheduled to end of July 2024 to confirm alternative location. PBC approval will still be required.</p>

<p>Nov 2023 Mtg   AI 6   Action Items from Previous Meetings</p> <p><b>Action Required:</b>  <u>Saibai Island Church</u>/options to assist in the maintenance and/or restoration of heritage-listed sites and buildings to be considered at the December 2023 meeting.</p> <p>➤ <i>Cr Aniba advised the August 2025 Trustee Meeting that it was her understanding that the Saibai PBC is considering a financial co—contribution from its community fund towards the restoration work for the building, however, this cannot proceed without consensus from the Saibai Community. Cr Aniba will provide a further update at the next Trustee Council meeting.</i></p>	<p>Community Services</p>	<p>Ongoing work. The Saibai Island Church matter (as it unfolds) is being treated as a model to use right across the TSIRC footprint.</p> <p>ED BSU; ED Community Services and the consultant engaged with Anglican Bishop 5/11/24 to discuss funding and lease appetite. Awaiting response from the Anglican Bishop and a reminder follow-up will occur prior to the April 2025 meeting.</p> <p>As at 14 Apr 2025: Email forwarded as requested at the Poruma Council meeting to Cr Aniba seeking support regarding contacting / meeting the Bishop. Will follow up.</p> <p><b>Update Aug 2025 TM:</b> Efforts to identify suitable funding stream/ partners and opportunities (Govt and philanthropic) continue. Met with Consultants to map out different approach including investigating opportunity to list on National heritage-listed Register</p>
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**DIRECTORATE:** *Corporate Services*

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

## **SAIBAI MECHANICS SHED W4Q ROUND 5 – LOT AMALGAMATION**

### **OFFICER RECOMMENDATION:**

**Council (as Trustee):**

- a) notes that the new Saibai Mechanics Shed is funded under W4Q Round 5;
  - b) consents to the registration of Survey Plan SP354947, which provides for the amalgamation of lots 34 and 35 on SP267944 into one lot, being lot 345 on SP354947, for the purposes of realigning land boundaries for the construction of the new shed; and
  - c) delegates to the Chief Executive Officer and the Mayor, the power to sign the Titles Form 18A (Registered Owner consent to a survey plan).
- 

### **Executive Summary:**

The purpose of this report is to seek approval from the Trustee to amalgamate Lots 34 and 35 on SP267944 into one lot, being lot 345 on SP354947, for the purposes of realigning land boundaries on Saibai for the construction of the new Mechanics Shed.

### **Background**

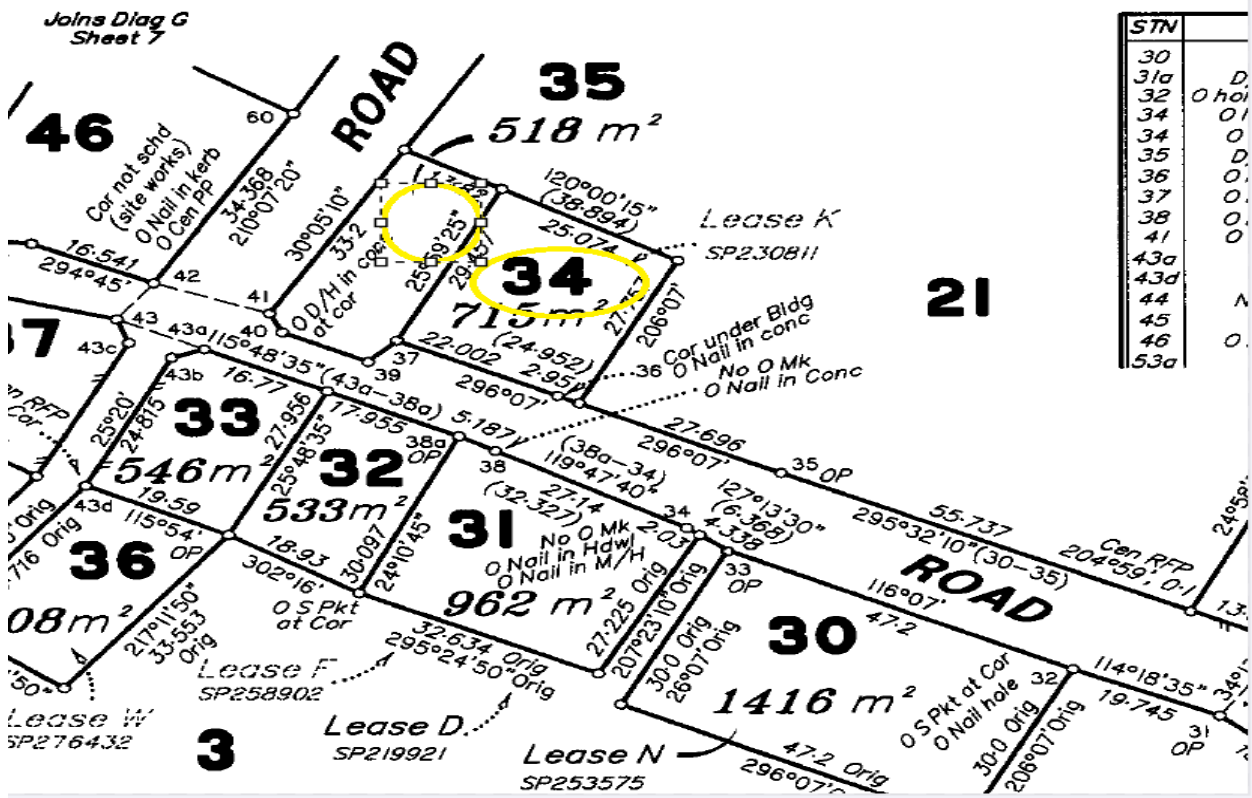
The Saibai Mechanics shed is scheduled to be replaced as part of the W4Q projects. The project is currently out to tender with a proposed construction date of June 2026. A concept design of the new shed is shown at Attachment 1.

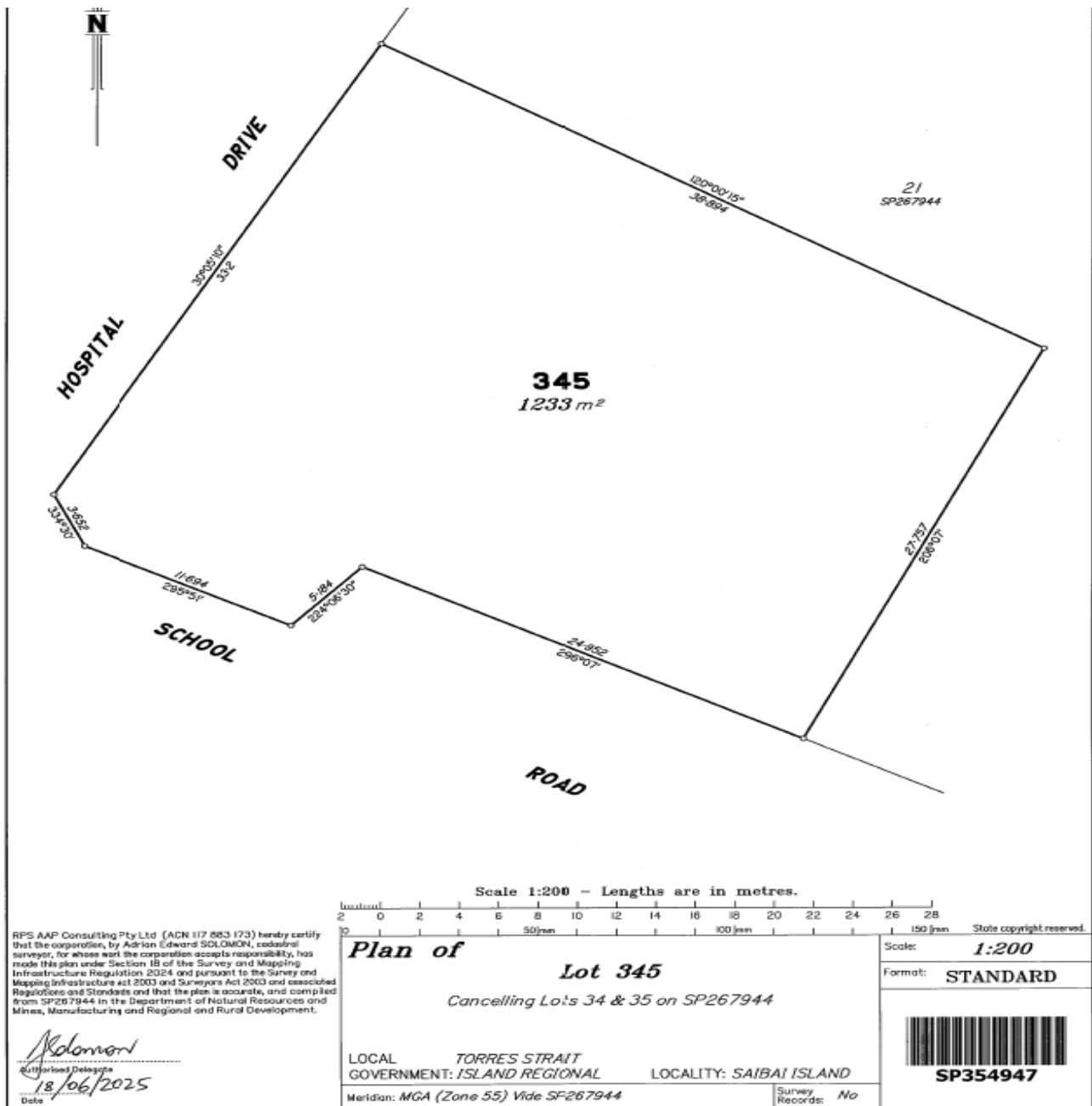
The project includes demolition of the existing sheds and associated infrastructure that are situated within lots 34 and 35 on SP267944 (School Road). The existing buildings are a double shed on lot 34 and a single shed on lot 35.

The new design is one large shed which includes a staff room and amenities, a tool lock-up area, workbenches and a workshop. To suit the new layout and for better placement of the building, it is proposed to amalgamate lots 34 and 35 together to create one lot (lot 345). From a town planning and land tenure perspective, it is best to have the new shed situated within one lot.

Trustee consent to the lot amalgamation and registration of the survey plan is required.

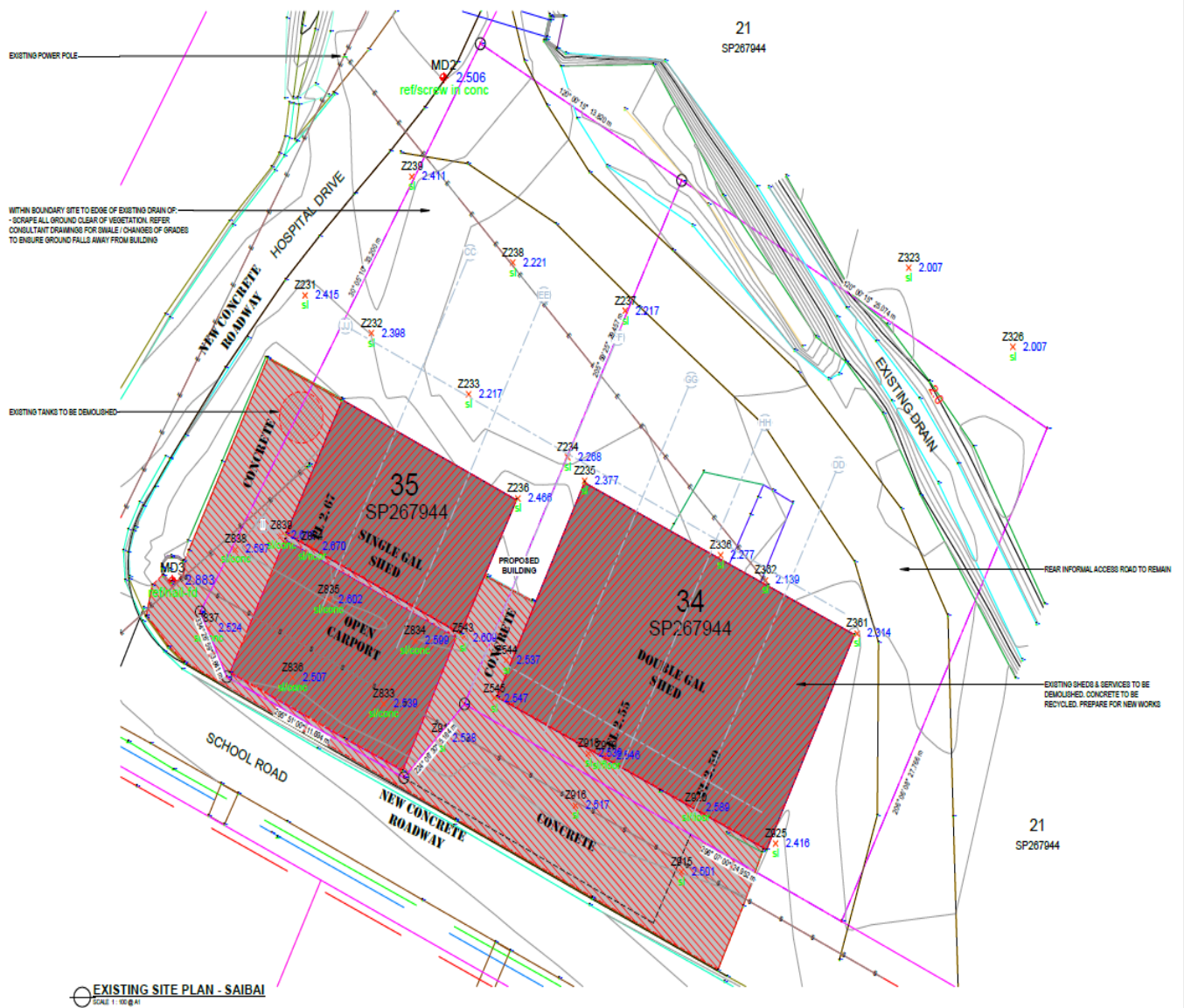
# Existing lots 34 and 35





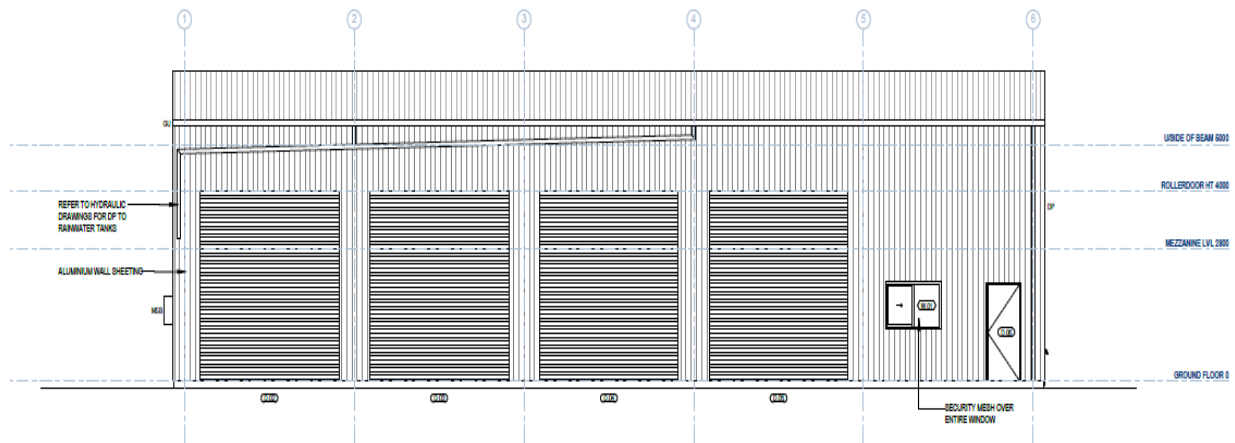


## Existing buildings to be demolished within lot 34 and 35



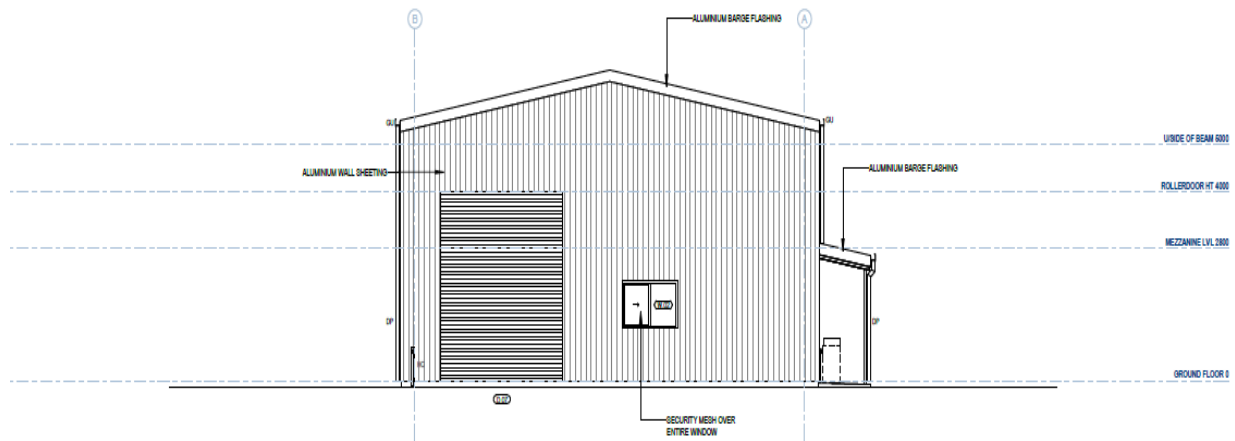
BY	APP		<p>1:100 AT A1, 1:200 AT A3</p>	<p><b>humacgroup</b> DESIGN   MANAGEMENT   CONSULTING CARING   BRISBANE p: 07 4031 7087   f: 07 3435 1532   e: admin@humacgroup.com.au w: www.humacgroup.com.au</p>	<p>THIS DRAWING IS COPYRIGHT AND SHALL REMAIN THE PROPERTY OF HUMAC GROUP. UNAUTHORIZED USE OF THIS DRAWING IS PROHIBITED. DO NOT SCALE DRAWINGS. DIMENSIONS ARE NOMINAL. DIMENSIONS AND SITE CONDITIONS ARE TO BE VERIFIED PRIOR TO COMMENCING WORK. SUBSTITUTION, VARIATION OR MODIFICATION TO THE ORIGINAL DESIGN WILL VOID HUMAC GROUP OF ANY RESPONSIBILITIES TO THE PERFORMANCE OF THE BUILDING.</p>	<p>Project: <b>PROPOSED WORKSHOPS SAIBAI</b></p> <p>Client Name: <b>TSIRC</b></p> <p>Drawing Title: <b>EXISTING &amp; DEMOLITION SITE PLAN - SAIBAI</b></p>	<p>Drawn By: <b>TC</b></p> <p>Checked By:</p> <p>Scale: <b>1:100 AT A1</b></p> <p>Revision: <b>C</b></p> <p>Sheet No.: <b>1957-A-012</b></p>
TC	SR						
TC	SR						
TC	SR						

## Concept design new building within lot 345



**ELEVATION 1**

A1



**ELEVATION 2**

A1

### REVISION

REVISION	BY	APP
REV 1	TC	GR
REV 2	TC	GR



**humacgroup**  
DESIGN | MANAGEMENT | CONSULTING  
CARPENTERS BROS  
p: 07 4311 7097 | p: 07 3438 1532 | e: info@humacgroup.com.au

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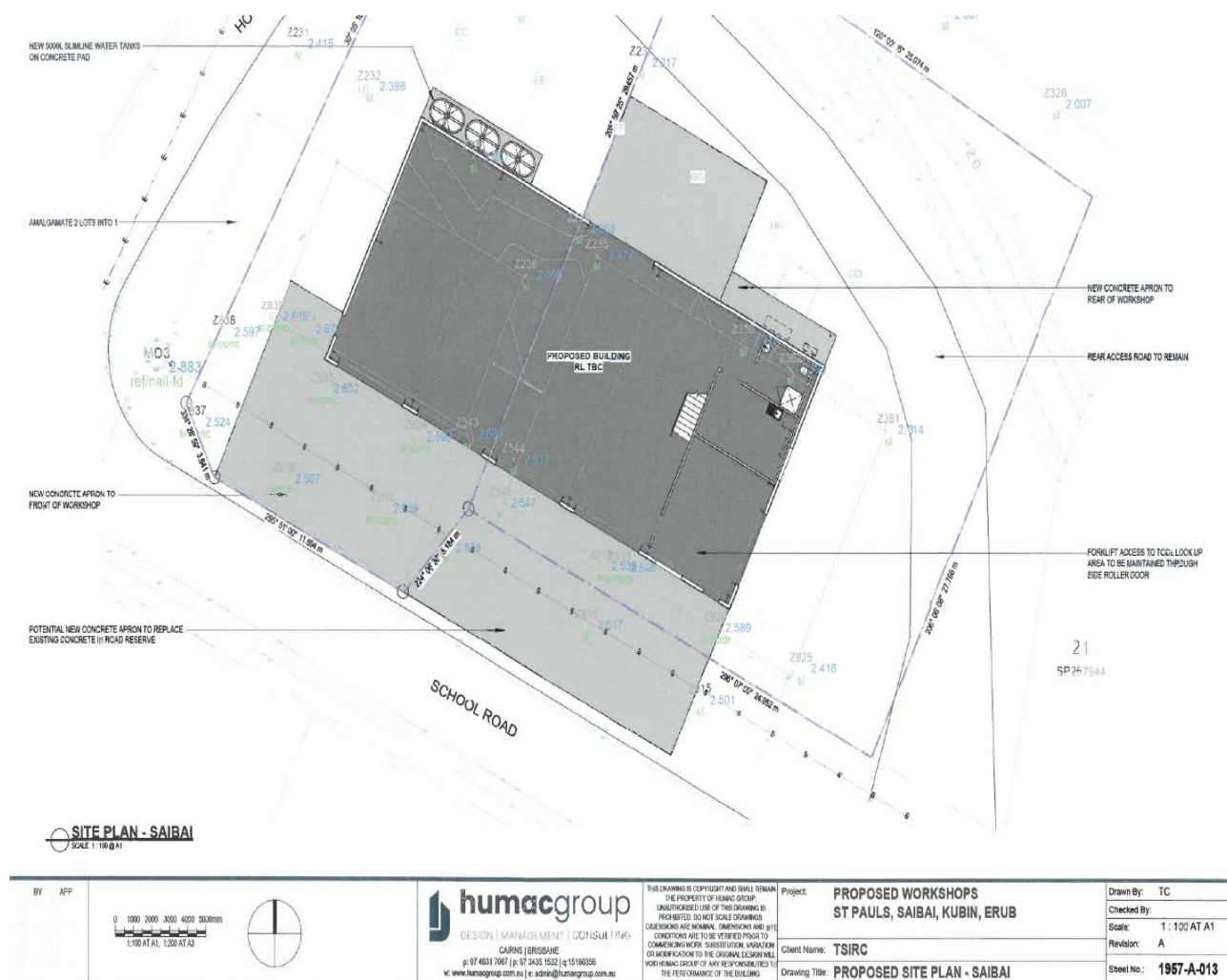
Project: **PROPOSED WORKSHOPS SAIBAI**  
Client Name: **TSIRC**  
Drawing Title: **ELEVATIONS**

Drawn By: **TC**  
Checked By:  
Scale: **1:50 AT A1**  
Revision: **C**  
Sheet No.: **1957-A-200**





## Proposed site plan of lot 345 which demonstrates the need for lot amalgamation



### Additional information.

In accordance with the *Planning Act 2016* and the *Land Title Act 1994*, Planning Body approval from Council in its capacity as Local Government is not required for a plan of amalgamation. The Land Title Act allows the Registrar of Titles to create one indefeasible title for the amalgamated lots, where the lots share a common boundary.

The lot amalgamation does not require Native Title consent, however construction of the new shed does. Therefore, Native Title consent will be sought from the Saibai Mura Buway PBC prior to construction.

### Interested Parties/Consultation:

- Division 3 Saibai-Councillor Chelsea Aniba.
- A/Chief Executive Officer.
- Executive Director Building Services Unit.
- Executive Director Community Services.
- Executive Director Corporate Services
- Governance and Risk Manager.
- Fuel and Fleet Manager.
- DOGIT Transfer, Land Tenure and Native Title Advisor.
- RPS AAP (Town Planning) Consulting Pty Ltd.
- Council's Consultant Project Manager (JSP Consulting).

## Recommendation

It is recommended that the Trustee approves the lot amalgamation by consenting to the registration of survey plan SP354947 which will create lot 345 and cancel lots 34 and 35.

## COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 2009</i></li> <li>• <i>Land Title Act 1994</i></li> <li>• <i>Planning Act 2016</i></li> </ul>
<b>Budgetary:</b>	Funded under W4Q
<b>Policy:</b>	Trustee Policy
<b>Legal:</b>	The Report has been developed by Council's DOGIT Transfer, Native Title and Land Tenure Advisor.
<b>Risk / Risk Mitigation:</b>	N/A
<b>Links to Strategic Plans:</b>	<p>TSIRC Corporate Plan 2025-2030 (<i>Bisnis Plan</i>)</p> <p>Delivery Pillar – <b>A proactive and responsible Council</b></p> <p><b>3.1 Provide good governance and leadership</b></p> <ul style="list-style-type: none"> <li>➤ Ensure responsible land and trustee management by upholding cultural, environmental, and legal obligations.</li> </ul>
<b><i>Malungu Yangu Wakay</i> the Masig Statement:</b>	<p>The delivery of the mechanics is consistent with the aims of the Masig Statement, including:</p> <ul style="list-style-type: none"> <li>• Aim 4 - create partnerships with Key Regional Stakeholders, the Queensland and Australian governments together with other relevant organisations to better equip us to work together to achieve our regional goals and aspirations; and in working together as representatives of the peoples of the Torres Strait, obtain and safeguard our human rights enshrined in international, national and Queensland law</li> </ul>
<b>Advisory Committee Consultation:</b>	N/A
<b>Timelines:</b>	N/A

**Other Comments:**

Nil.

**Recommended:**



Joanne Bryant  
DOGIT Transfer, Land Tenure and Native Title Advisor

**Endorsed:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**



For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

- Attachment 1: Concept design (humacgroup) 1957-A-000 Proposed Workshop TSIRC Saibai
- Attachment 2: Survey plan SP354947
- Attachment 3: Proposed site plan of new workshop (humacgroup) 1957-A-013
- Attachment 4: Titles Form 18A Registered Owner consent to a survey plan

PROPOSED WORKSHOPS

TSIRC SAIBAI

SHEET LIST		
1957-A-000	COVER SHEET	C
1957-A-010	EXISTING & DEMOLITION SITE PLAN - ST PAULS	C
1957-A-011	PROPOSED SITE PLAN - ST PAULS	C
1957-A-012	EXISTING & DEMOLITION SITE PLAN - SAIBAI	C
1957-A-013	PROPOSED SITE PLAN - SAIBAI	C
1957-A-015	EXISTING & DEMOLITION SITE PLAN - ERUB	C
1957-A-016	PROPOSED SITE PLAN - ERUB	C
1957-A-100	GROUND FLOOR PLAN	C
1957-A-101	MEZZANINE PLAN	C
1957-A-111	STRUCTURAL SLAB PLAN	C
1957-A-131	REFLECTED CEILING PLAN	C
1957-A-141	ROOF PLAN	C
1957-A-200	ELEVATIONS	C
1957-A-201	ELEVATIONS	C
1957-A-300	SECTION A	C
1957-A-301	SECTION B	C
1957-A-401	DOOR AND WINDOW SCHEDULE	B
1957-A-501	INTERNAL ELEVATIONS	B

ABBREVIATION LEGEND	
B-2200	2200L WORKSHOP BENCH
BAL	BALUSTRADE
CH	CLOTHES HOOK
COL	COLUMN
COMP	AIR COMPRESSOR - PROVISIONS ONLY
DESK	1800L DESK
DP	DOWNPIPE
DP.S	DOWNPIPE WITH SPREADER
FWG	FLOOR WASTE GULLY
GU	ROOF GUTTER
HC	HOSE COCK
HWU	HOT WATER UNIT
MI	MIRROR
MSB	MAIN SWITCH / METER BOARD
MUL	ROLLER DOOR MULLION
PUMP	WATER PUMP. REFER HYDRAULICS
REF	REFRIDGERATER - PROVISIONS ONLY
RS	COLORBOND ROOF SHEETING
SHL-1	SHELVING UNIT
SHL-2	TYRE RACK
SHR	SHOWER
SK.1	SINK TYPE 1
SK.2	SINK TYPE 2
TC	TYRE CHANGER - PROVISIONS ONLY
TRH	TOILET ROLL HOLDER
VB	VANITY BASIN
WC	WATER CLOSET, TOILET SUITE

GENERAL LEGEND

THE CONTRACT WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE FOLLOWING STANDARDS AND COMPLY WITH ALL REGULATIONS:

- NATIONAL CONSTRUCTION CODE 2022
- NATIONAL CODE OF PRACTICES FOR THE CONSTRUCTION INDUSTRY
- AUSTRALIAN GOVERNMENT GUIDELINES FOR THE NATIONAL CODE OF PRACTICE FOR THE CONSTRUCTION INDUSTRY
- COMPLY WITH QUEENSLAND DEVELOPMENT CODE

THIS PROJECT IS APPLYING FOR NCC VOL 1 PART D4D5 CONCESSION FOR PROVISION OF PWD ACCESS TO AND WITHIN THE BUILDING

⌀	CENTRE LINE
COS	CONFIRM ON SITE
EX.	EXISTING
OMP	OUTER MOST PROJECTION
FFL	FINISHED FLOOR LEVEL
NGL	NATURAL GROUND LEVEL
SSL	STRUCTURAL SLAB LEVEL
U/S	UNDERSIDE
W.O.T	WINDOW MARKER (REFER TO SCHEDULE)
D.O.T	DOOR MARKER (REFER TO SCHEDULE)
W.T.T	WALL MARKER (REFER TO SCHEDULE)
— —	BREAK IN DRAWING
◊	INTERNAL ELEVATION MARKER
LEVEL 0000	SECTION/ELEVATION - FLOOR LEVEL
0	GRID HEAD/GRID LINE
⊕	NORTH POINT
●	FIRE EXTINGUISHER
↑	SETOUT POINT
FALL	FALL TO FLOOR
20mm	SLAB STEP
+RL XXXXX	SPOT REFERENCE LEVEL
+TOW XXXXX	TOP OF WALL REFERENCE LEVEL
ABC 2800	CEILING TYPE ABBREVIATION; and CEILING HEIGHT
15° PITCH	ROOF PITCH SYMBOL

BEFORE YOU DIG AUSTRALIA (BYDA)

CHECK BEFORE YOU DIG AUSTRALIA DOCUMENTATION BEFORE COMMENCEMENT OF CONSTRUCTION.

FOR SOIL INVESTIGATION, REFER TO GEOTECHNICAL REPORT.

SOIL AND WATER MANAGEMENT MEASURES MUST BE INSTALLED/IMPLEMENTED PRIOR TO DISCHARGE OF WATER FROM THE SITE, SUCH THAT NO EXTERNAL STORMWATER FLOW FROM THE SITE ADVERSELY AFFECTS SURROUNDING OR DOWNSTREAM PROPERTIES



SUPPORTING DOCUMENTS

- FINISHES AND SELECTIONS SCHEDULE

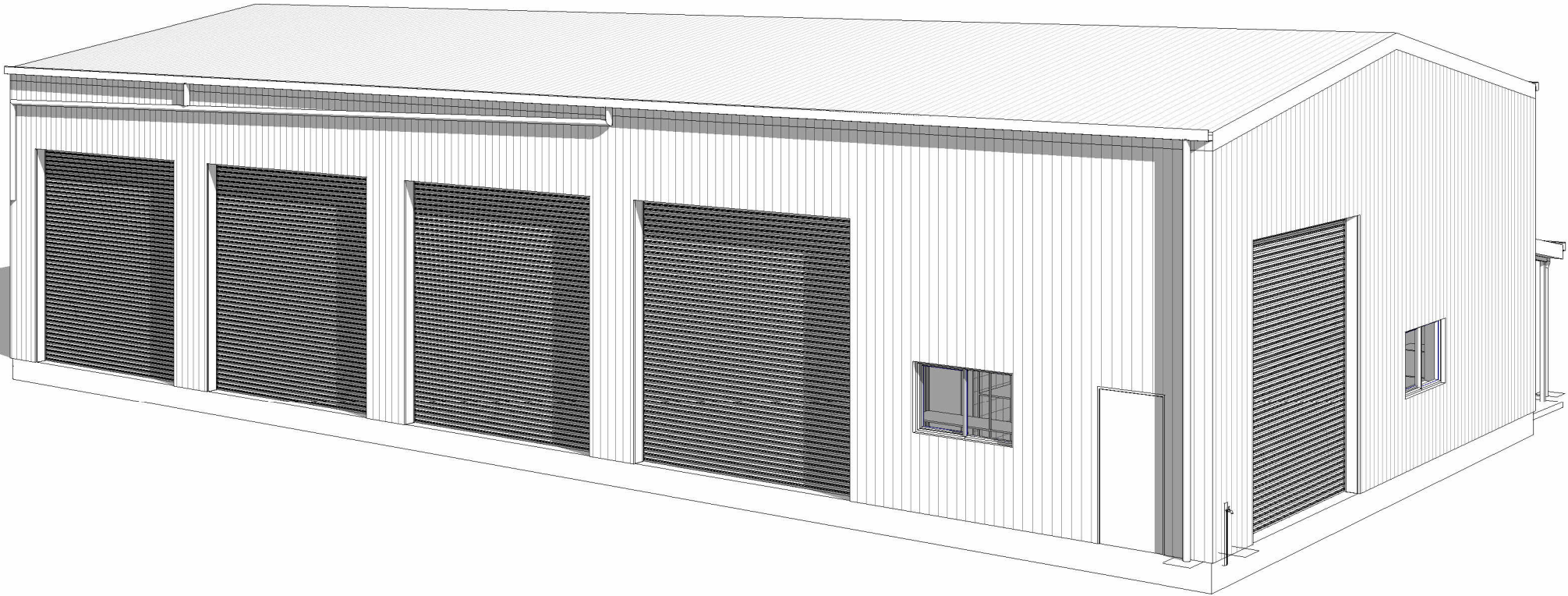
CONSULTANTS

ELECTRICAL ENGINEER  
SEQUAL ELECTRICAL  
P: 0438 867 447

HYDRAULIC CONSULTANT  
GILBOY HYDRAULIC SOLUTIONS  
P: 07 4051 5116

STRUCTURAL ENGINEER  
MAL ENGINEERS  
P: 0400 748 070

CERTIFIER  
ALL CONSTRUCTION APPROVALS (ACA)  
P: 07 4054 4588



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C	2025.05.22	ISSUE FOR 80%	TC	SR



DESIGN | MANAGEMENT | CONSULTING

CAIRNS | BRISBANE  
p: 07 4031 7087 | p: 07 3435 1532 | q:15180356  
w: www.humacgroup.com.au | e: admin@humacgroup.com.au

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Project:	PROPOSED WORKSHOPS SAIBAI
Client Name:	TSIRC
Drawing Title:	COVER SHEET

Drawn By:	TC
Checked By:	
Scale:	As indicated AT A1
Revision:	C
Sheet No.:	1957-A-000



PROPERTY ADDRESS: SCHOOL ROAD, SAIBAI ISLAND

RP DESCRIPTION: LOT 34 & 35 on SP267944

SITE AREA: 1232m<sup>2</sup>

LOCAL AUTHORITY: TSIRC

ZONING: -

PROPOSED: WORKSHOP

BUILDING CLASS: CLASS 8, TYPE C

SITE COVER: 302m<sup>2</sup> (25%)

GROSS FLOOR AREA: 302m<sup>2</sup> (25%)

**EXISTING AREAS**

DEMOLISHED BUILDING FOOTPRINT - 386m

DEMOLISHED CONCRETE - 250m<sup>2</sup>

- DEMOLITION NOTES**
- CARRY OUT ALL DEMOLITION WORKS AS NOTED, OR IF NOT SPECIFICALLY NOTED AS REQUIRED TO COMPLETE THE PROPOSED WORKS AS SHOWN ON THE DRAWINGS, INCLUDING ANY CONSEQUENTIAL AND/OR MINOR WORKS - MAKE GOOD FINISHES AND ADJACENCIES AS NECESSARY TO COMPLETE WORKS
  - REMOVE ALL DEMOLITION MATERIAL FROM THE SITE AND DISPOSE OF SAME IN ACCORDANCE WITH THE AUTHORITIES REQUIREMENTS UNLESS NOTED OTHERWISE
  - CARRY OUT ALL DEMOLITION WORKS IN A SAFE MANNER ENSURING THAT NO PART OF THE STRUCTURE US OVERSTRESSED DURING DEMOLITION OPERATIONS, REFER ANY QUERIES TO THE STRUCTURAL ENGINEER PRIOR TO PROCEEDING WITH THE WORKS.
  - DETERMINE ALL SERVICES AFFECTED BY THE DEMOLITION WORKS AND RENDER THEM SAFE. SERVICES TO BE INCORPORATED INTO THE WORKS TO BE MAINTAINED. TERMINATED SERVICES ARE TO BE CAPPED AND/OR SEALED OR OTHERWISE TERMINATE THE SERVICES IN ACCORDANCE WITH THE AUTHORITIES REQUIREMENTS

**EXISTING/DEMOLITION LEGEND**

**NOTE:**  
EXISTING CONCRETE SLABS TO BE CRUSHED AND RECYCLED / REUSED

DENOTES EXISTING BUILDING TO BE DEMOLISHED

DENOTES EXISTING CONCRETE TO BE DEMOLISHED

EXISTING BUILDING TO REMAIN

EXIST. SEWER

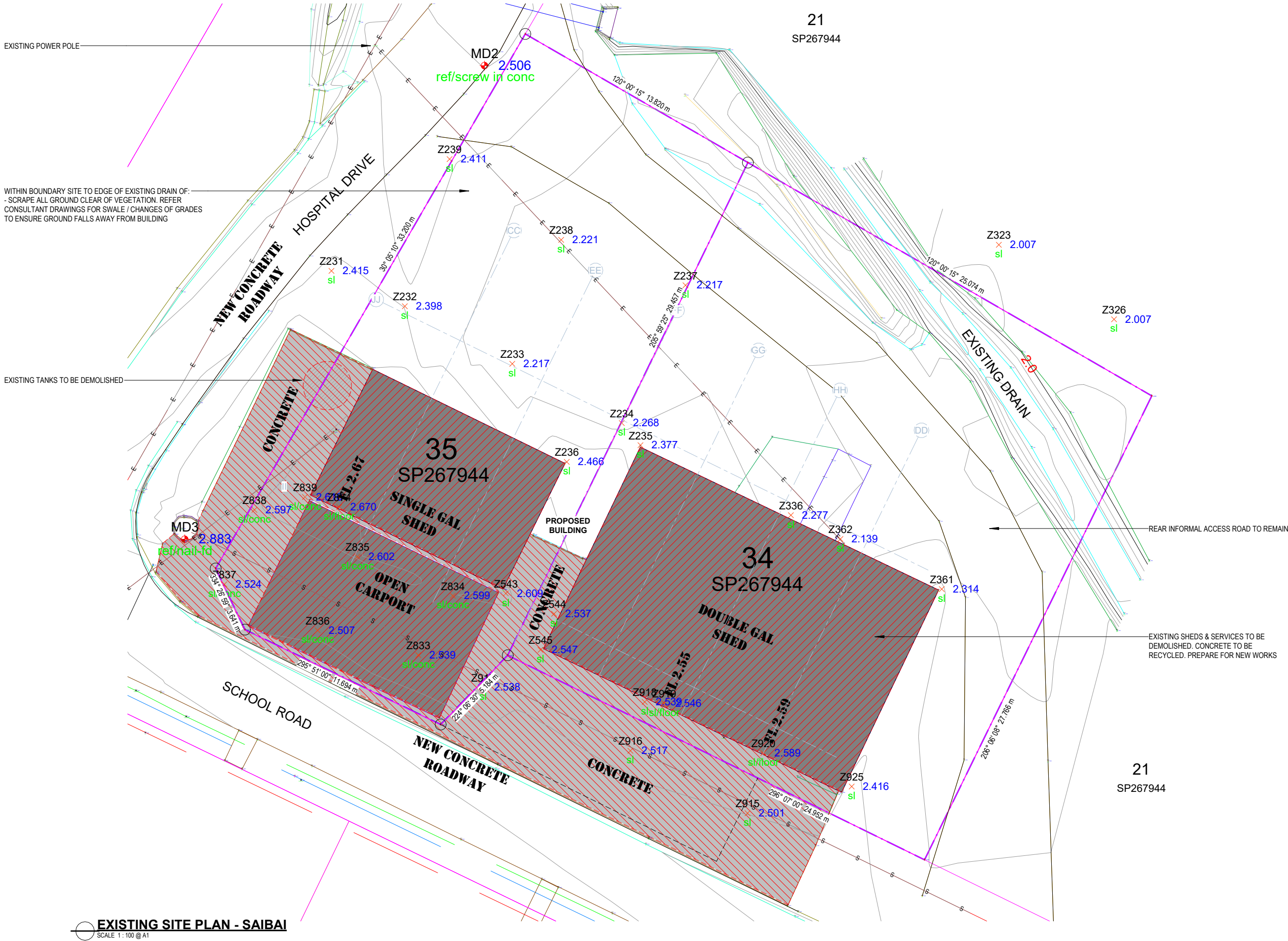
EXIST. STORMWATER

EXIST. POWER LINES

EXIST. WATER

EXIST. ELECTRICAL LINE

EXIST. TELEPHONE LINE

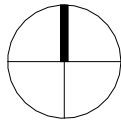


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C	2025.05.22	ISSUE FOR 80%	TC	SR

0 1000 2000 3000 4000 5000mm

1:100 AT A1, 1:200 AT A3



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Project: **PROPOSED WORKSHOPS SAIBAI**

Client Name: **TSIRC**

Drawing Title: **EXISTING & DEMOLITION SITE PLAN - SAIBAI**

Drawn By: TC

Checked By:

Scale: 1 : 100 AT A1

Revision: C

Sheet No.: **1957-A-012**

PROPERTY ADDRESS: SCHOOL ROAD, SAIBAI ISLAND

RP DESCRIPTION: LOT 34 & 35 on SP267944

SITE AREA: 1232m<sup>2</sup>

LOCAL AUTHORITY: TSIRC

ZONING: -

PROPOSED: WORKSHOP

BUILDING CLASS: CLASS 8, TYPE C

SITE COVER: 302m<sup>2</sup> (25%)

GROSS FLOOR AREA: 302m<sup>2</sup> (25%)

AREAS - SAIBAI	
BUILDING FOOTPRINT	300 m <sup>2</sup>
EXTERNAL CONCRETE	286.4 m <sup>2</sup>
	586.4 m <sup>2</sup>

**SITE NOTES**

**SITE WORKS**  
REFER TO CONSULTANT DOCUMENTS

ALL EARTHWORKS TO COMPLY WITH AS 3798-1996 'GUIDELINES ON EARTHWORKS FOR COMMERCIAL & RESIDENTIAL DEVELOPMENTS'.

ALL PLUMBING & DRAINAGE WORK SHALL BE IN ACCORDANCE WITH SEWERAGE AND WATER SUPPLY ACT 1949-1982, ASSOCIATED AMENDMENTS & RELEVANT AUSTRALIAN STANDARDS. REFER HYDRAULIC CONSULTANT DRAWINGS

SURFACE DRAINAGE IS TO DISCHARGE WITHIN THE SITE AND WITHOUT NUISANCE TO ADJOINING PROPERTIES;

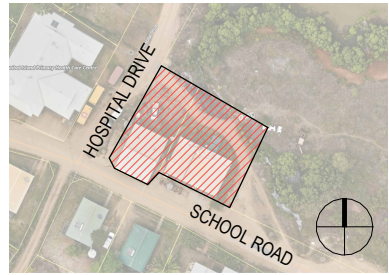
**SITE PREPARATION**  
STRIP SURFACE OF GRASS, TREES AND TOPSOIL;

SITE PREPARATION SHOULD ENCOMPASS PROPOSED BUILDING FOOTPRINT PLUS 2m BEYOND THE BUILDING PERIMETER

FINISHED SURFACE LEVEL TO BE GRADED UNIFORMLY BETWEEN LEVELS SHOWN

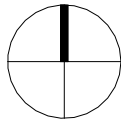
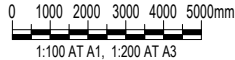
THE CONTRACTOR IS TO ENSURE THAT LANDSCAPING (E.G GARDEN BEDS, MULCH ETC) DOES NO INTERFERE WITH SURFACE GRADES AND OVERLAND FLOW PATHS SHOWN ON THIS DRAWING. FALL BUILDING SURROUNDS AWAY FROM BUILDING

**EXISTING SERVICES**  
THE CONTRACTOR TO LOCATE ALL EXISTING SURFACES IN THE WORKS AREA PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. EXISTING SERVICES ARE PLOTTED FROM THE BEST INFORMATION AVAILABLE. NO RESPONSIBILITY IS TAKEN BY THE PRINCIPLE OR SUPERINTENDENT FOR THE ACCURACY AND COMPLETENESS OF THE INFORMATION SHOWN



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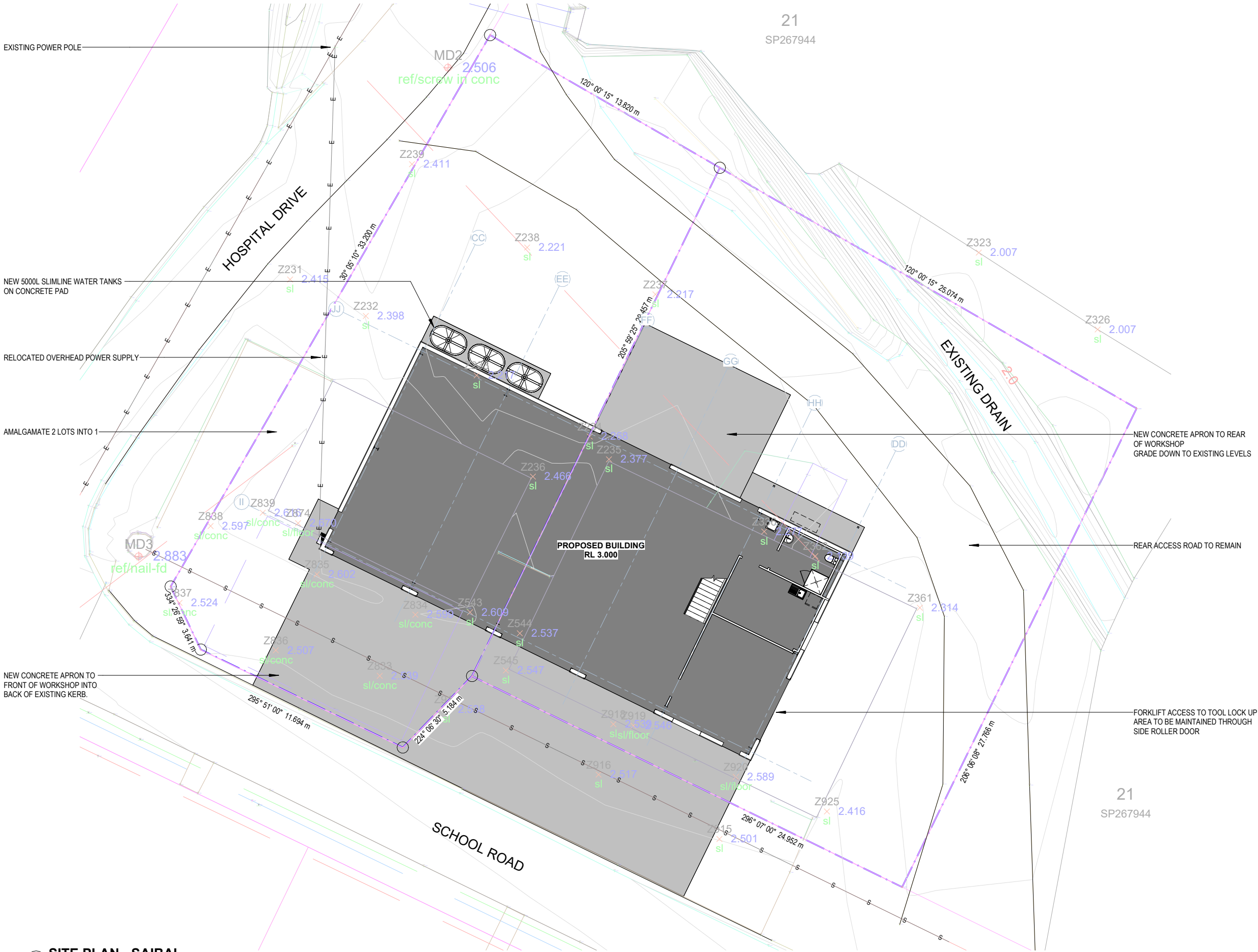


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Project:	<b>PROPOSED WORKSHOPS SAIBAI</b>
Client Name:	<b>TSIRC</b>
Drawing Title:	<b>PROPOSED SITE PLAN - SAIBAI</b>

Drawn By:	TC
Checked By:	
Scale:	1 : 100 AT A1
Revision:	C
Sheet No.:	<b>1957-A-013</b>





**GENERAL NOTES**

THE CONTRACT WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE FOLLOWING STANDARDS AND COMPLY WITH ALL REGULATIONS:

- NATIONAL CONSTRUCTION CODE 2022
- NATIONAL CODE OF PRACTICES FOR THE CONSTRUCTION INDUSTRY
- AUSTRALIAN GOVERNMENT GUIDELINES FOR THE NATIONAL CODE OF PRACTICE FOR THE CONSTRUCTION INDUSTRY
- COMPLY WITH QUEENSLAND DEVELOPMENT CODE

VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF SHOP DRAWINGS, MATERIAL PURCHASING, OFF SITE PRODUCTION AND/OR CONSTRUCTION;

ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF HUMAC GROUP STAFF IMMEDIATELY BEFORE ACTION IS TAKEN;

DO NOT SCALE OFF DRAWINGS.;

FIGURED DIMENSIONS ARE TO BE TAKEN IN PREFERENCE TO DIMENSIONS SCALED OFF DRAWINGS;

SMALL SCALE DETAILS TAKE PRECEDENCE OVER GENERAL ARRANGEMENT PLANS;

DIMENSIONS SHOWN ARE IN MILLIMETRES UNLESS OTHERWISE NOTED;

CROSS REFERENCE ALL DRAWING WITHIN SET;  
PROVIDE ALL MATERIALS AND LABOUR, INCLUDING MAKING GOOD TO AFFECTED AREAS, TO ENSURE COMPLETELY SAFE AND RELIABLE INSTALLATION;

ALL BALUSTRADES / BARRIERS TO BE 1000 MINIMUM ABOVE FINISHED FLOOR LEVEL (i.e. TOP OF TILES, CARPET etc) AND HAVE NO OPENINGS GREATER THAN 124mm, IN ACCORDANCE WITH RELEVANT CODES & STANDARDS. NCC VOL 1 PART D3D17-D3D18

**TERMITE PROTECTION NOTES**

ALL PRIMARY BUILDING ELEMENTS:  
- NOT SUBJECT TO TERMITE ATTACK  
- TREATED TO MIN. H5

**FIRE HAZARD PROPERTIES**

ALL LININGS, COVERINGS & FINISHES  
COMPLY WITH NCC VOL 1, SECTION 3  
SPECIFICATION 7 - FIRE HAZARD PROPERTIES

**FLOOR LEGEND**

**EPOXY** EPOXY FLOORING 1:  
- COMMERCIAL EPOXY FLOORING  
- SLIP RESISTANT, UV STABLE

**CONC.1** CONCRETE FLOORING 1:  
- BROOM FINISH CONCRETE  
- CLEAR SEALER, UV STABLE

**FLOORING NOTES**

- ADHESIVES AND LAYING METHODS SHALL BE AS PER MANUFACTURER'S RECOMMENDATIONS
- PREPARE THE SURFACE IN SUCH A MANNER THAT IF HAS A CLEAN EVEN AND SMOOTH SURFACE TO RECEIVE FLOORING.
- GRIND FLOOR FREE OF IRREGULARITIES OR LEVEL WITH AN APPROVED TROWEL ON FLOOR LEVELLING COMPOUND (ARBIT OR SIMILAR). RAMP LOCALLY TO ENSURE FINISHED LEVELS ARE FLUSH WITH ADJOINING SURFACES.

**WALL LEGEND**

**NOTES:**

- WALL TAGGED SIDE OF WALL NOMINATES ORDER OF CONSTRUCTION
- READ IN-CONJUNCTION WITH INTERNAL ELEVATIONS
- APPLY WA PLASTERBOARD TO ALL WET AREAS OR FIBRE CEMENT.
- INTERNAL NON-LOADBEARING WALLS TO COMPLY WITH AS1170.4

**WATERPROOFING NOTES:**  
WATERPROOFING TO BE IN COMPLIANCE WITH NCC VOL 1 F2D2, NCC SPECIFICATION 28 AND AS 3740  
TYP. PENETRATIONS LIKE TAPS, SHOWER NOZZLES, ETC. ARE TO BE WATERPROOFED BY SEALING WITH PROPRIETARY FLANGE SYSTEM OR SEALANT.

**WT.1** WALL TYPE 1:  
- 0.7 BMT PERMALITE L77 WALL SHEETING  
- ALUMINIUM GIRTS  
- SS SCREW FIXINGS

**WT.2** WALL TYPE 2:  
- 6mm FIBRE CEMENT, PVC H MOULDING  
- 90mm TIMBER STUD WALL

**WT.3** WALL TYPE 3:  
- 6mm FIBRE CEMENT, PVC H MOULDING  
- 90mm TIMBER STUD WALL  
- R 2.0 INSULATION

**WT.4** WALL TYPE 4:  
- 9mm PLY LINING  
- 90mm TIMBER STUD WALL

**EARTHQUAKE:**  
COMPLY WITH AS1170.4 SECTION 8  
ITEMS BELOW NEED TO RESIST HORIZONTAL AND VERTICAL EARTHQUAKE FORCES

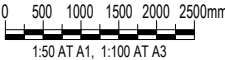
- INTERNAL (NON STRUCTURAL) PARTITIONS
- CEILINGS
- PARAPETS, GABLES, PATIOS, AWNINGS, ROOFING
- MECHANICAL, ELECTRICAL & HYDRAULIC COMPONENTS

\*\*INSTALLERS/ BUILDER TO PROVIDE CERTIFICATION

EARTHQUAKE DESIGN CATEGORY ASSESSMENT	
DESIGN PARAMETER	VALUE
ANNUAL PROBABILITY OF EXCEEDANCE (P)	-
PROBABILITY FACTOR (pf)	-
HAZARD FACTOR (Z)	-
SITE SUB-SOIL CLASS	-
EARTHQUAKE DESIGN CATEGORY (EDC)	-

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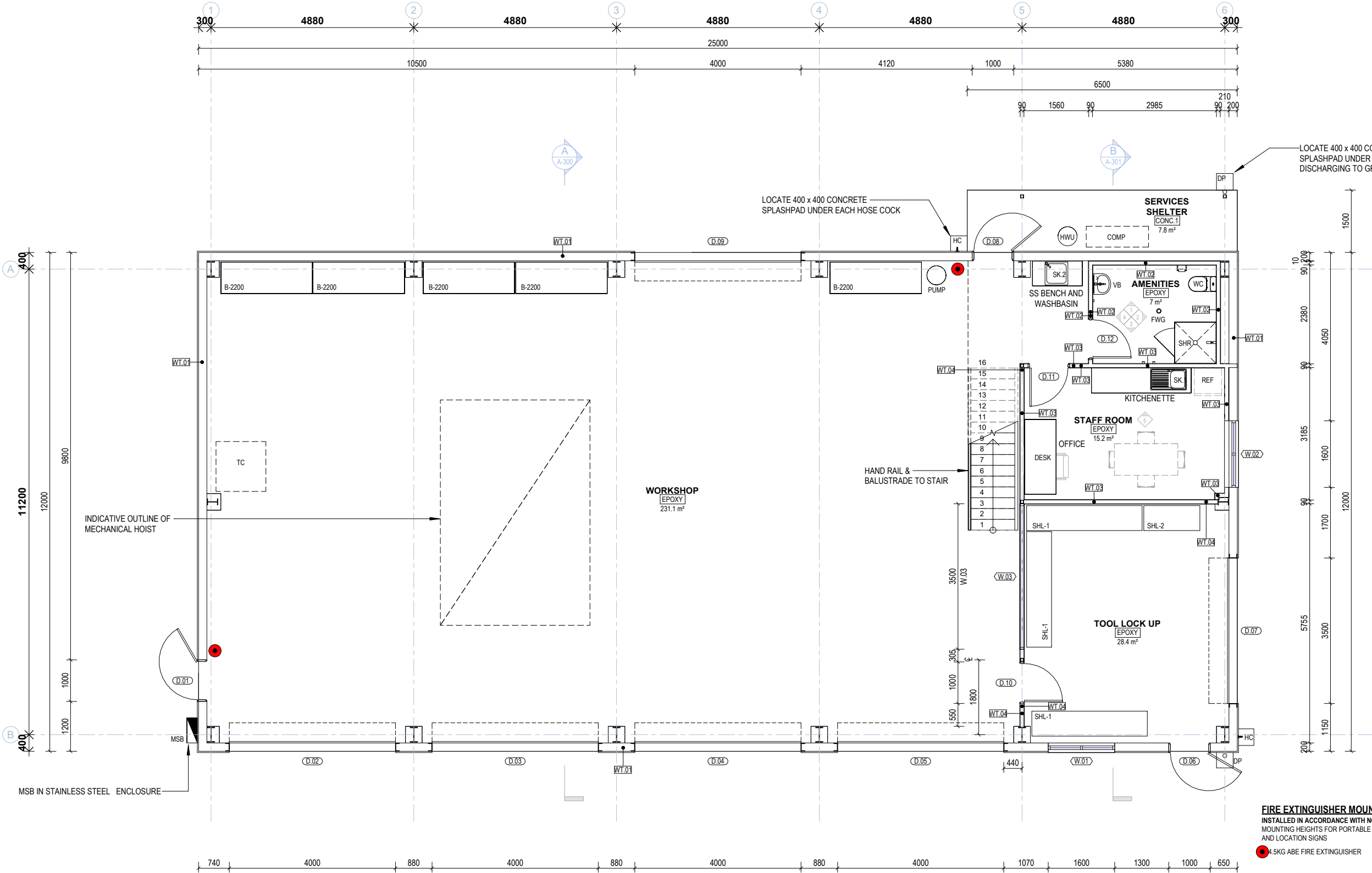
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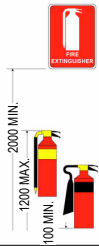
Project: **PROPOSED WORKSHOPS SAIBAI**  
Client Name: **TSIRC**  
Drawing Title: **GROUND FLOOR PLAN**

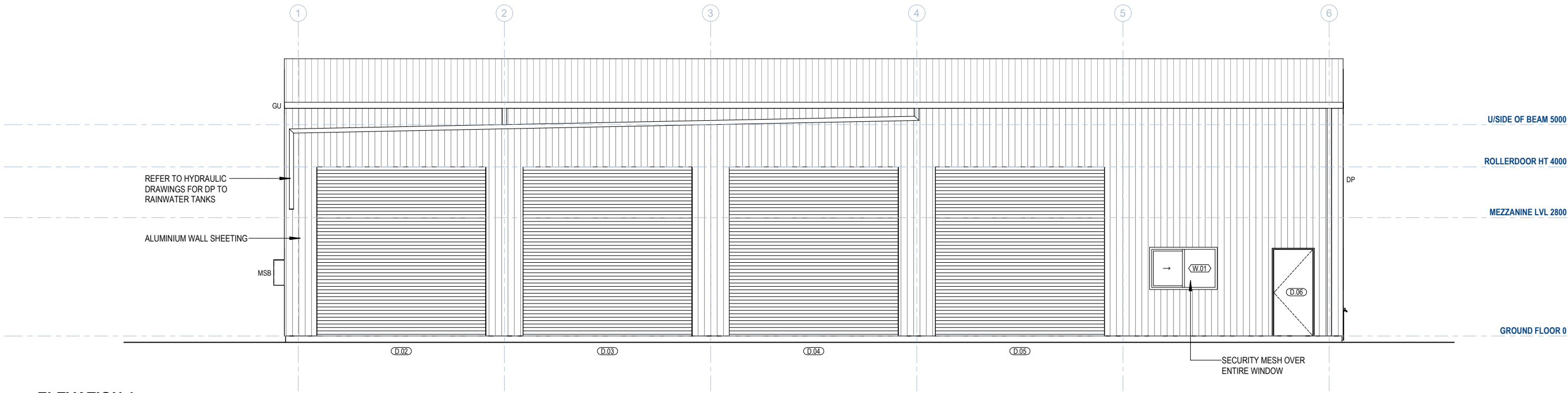
Drawn By: **TC**  
Checked By:  
Scale: **As indicated AT A1**  
Revision: **C**  
Sheet No.: **1957-A-100**



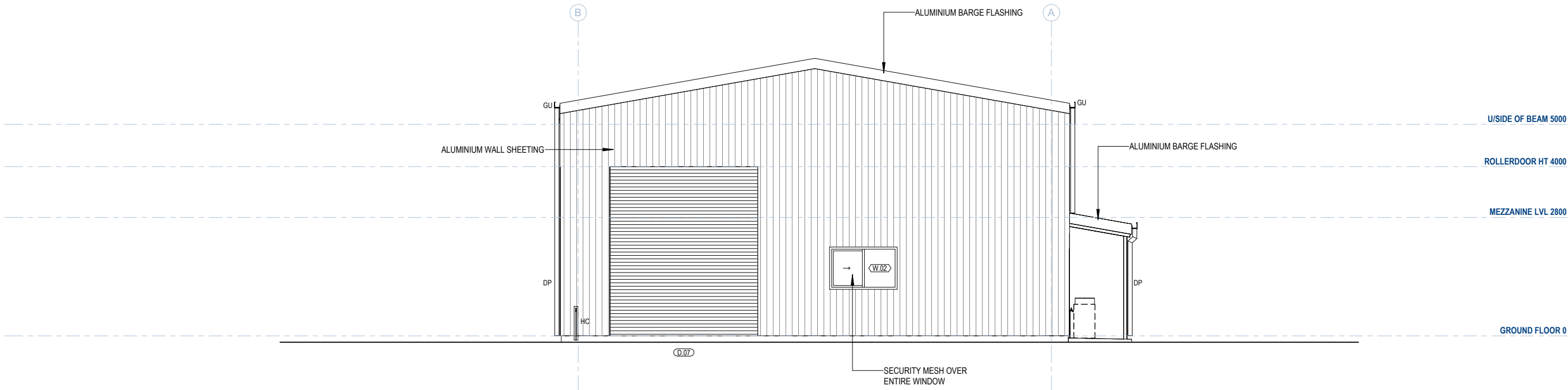
**FIRE EXTINGUISHER MOUNTING DETAIL**  
INSTALLED IN ACCORDANCE WITH NCC E1D14 & AS2244-2000  
MOUNTING HEIGHTS FOR PORTABLE FIRE EXTINGUISHERS AND LOCATION SIGNS

4.5KG ABE FIRE EXTINGUISHER





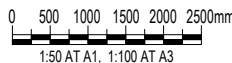
**ELEVATION 1**  
SCALE 1:50 @ A1



**ELEVATION 2**  
SCALE 1:50 @ A1

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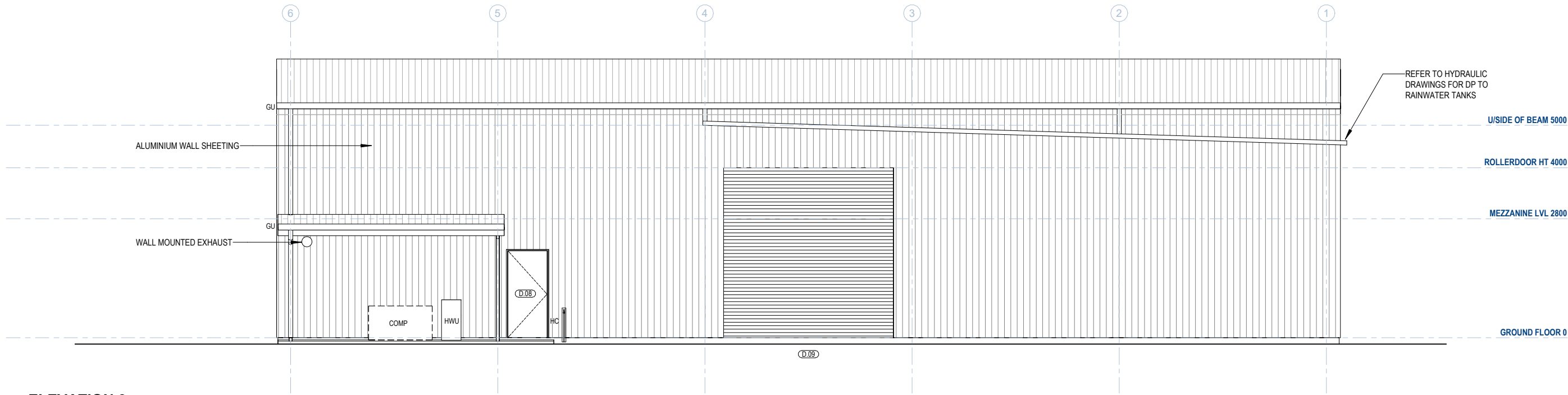
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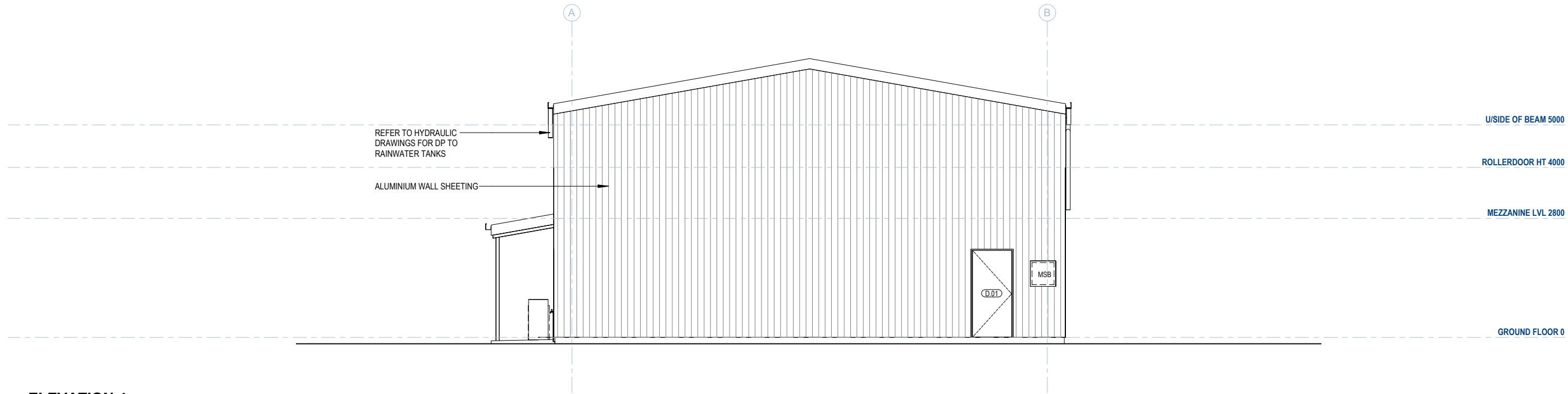
Project:	<b>PROPOSED WORKSHOPS SAIBAI</b>
Client Name:	<b>TSIRC</b>
Drawing Title:	<b>ELEVATIONS</b>

Drawn By:	TC
Checked By:	
Scale:	1 : 50 AT A1
Revision:	C
Sheet No.:	<b>1957-A-200</b>





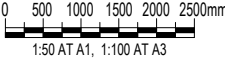
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SCALE 1:50 @ A1



**ELEVATION 4**  
SCALE 1:50 @ A1

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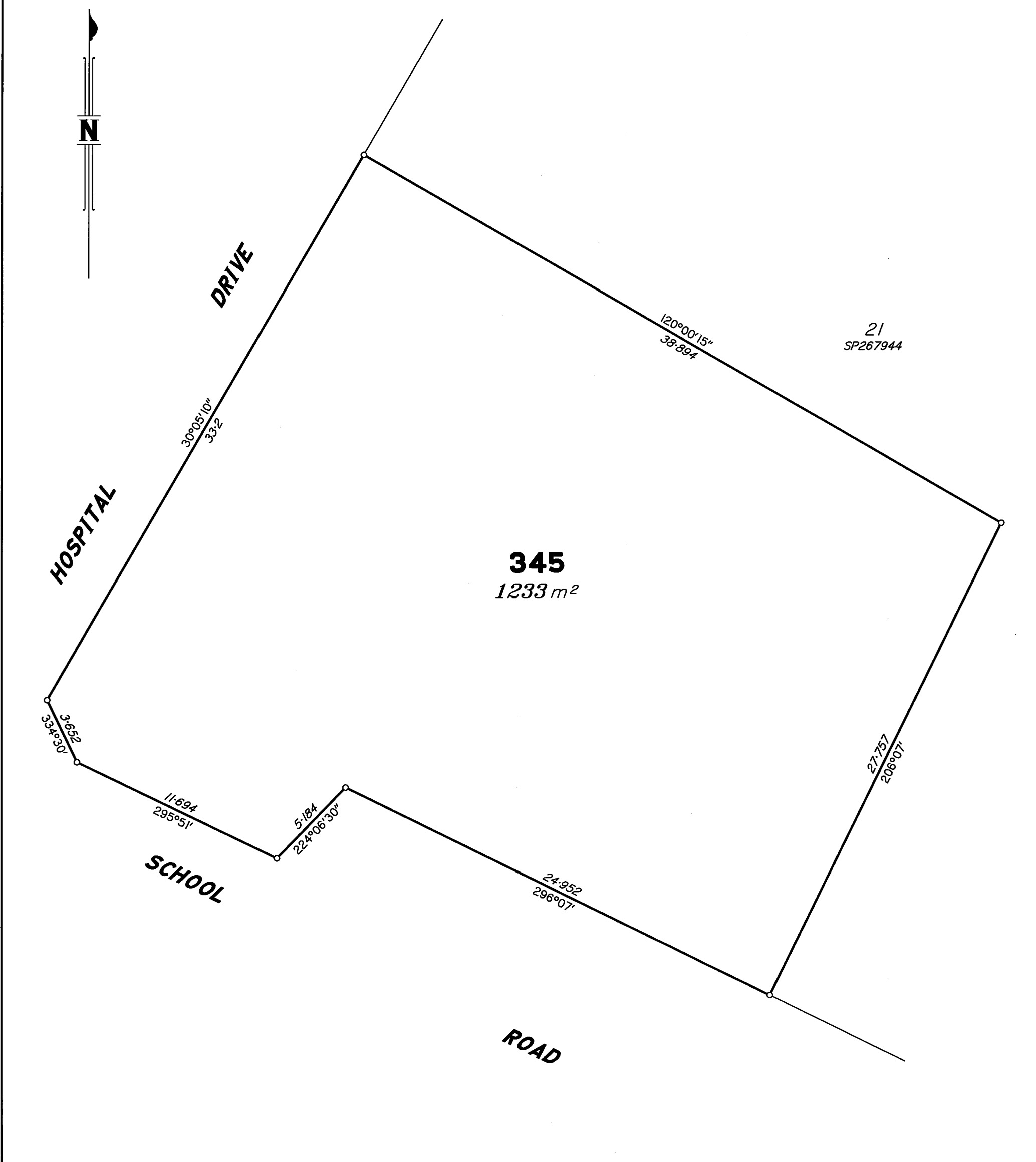
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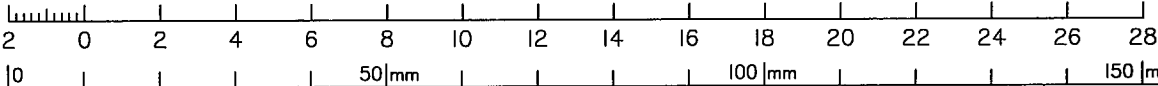
Project:	<b>PROPOSED WORKSHOPS SAIBAI</b>
Client Name:	<b>TSIRC</b>
Drawing Title:	<b>ELEVATIONS</b>

Drawn By:	TC
Checked By:	
Scale:	1 : 50 AT A1
Revision:	C
Sheet No.:	<b>1957-A-201</b>

SURVEY PLAN



Scale 1:200 - Lengths are in metres.



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RPS AAP Consulting Pty Ltd (ACN 117 883 173) hereby certify that the corporation, by Adrian Edward SOLOMON, cadastral surveyor, for whose work the corporation accepts responsibility, has made this plan under Section 18 of the Survey and Mapping Infrastructure Regulation 2024 and pursuant to the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the plan is accurate, and compiled from SP267944 in the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development.

*Adrian Edward Solomon*  
Authorised Delegate  
18/06/2025  
Date

**Plan of**  
**Lot 345**  
*Cancelling Lots 34 & 35 on SP267944*

LOCAL *TORRES STRAIT*  
GOVERNMENT: *ISLAND REGIONAL* LOCALITY: *SAIBAI ISLAND*

Meridian: *MGA (Zone 55) Vide SP267944*

Survey Records: *No*

Scale: **1:200**  
Format: **STANDARD**



**SP354947**

**WARNING : Folded or Mutilated Plans will not be accepted.**  
**Plans may be rolled.**  
**Information may not be placed in the outer margins.**

(Dealing No.)

4. Lodged by

(Include address, phone number, email, reference, and Lodger Code)

I. Existing		Created		
Title Reference	Description	New Lots	Road	Secondary Interests
51134288	Lot 34 on SP267944	345	—	—
51134289	Lot 35 on SP267944	345	—	—

COVENANTS

Covenant	Lots Encumbered
718852834	345

EXISTING ADMINISTRATIVE ADVICE ALLOCATIONS

Administrative Advice	Lots to be Encumbered
713041905	345

345	Lot 3 on CP TS157
Lots	Orig

2. Orig Grant Allocation :

3. References :

Dept File :  
Local Govt :  
Surveyor : TLX406336

5. Passed & Endorsed :

By : RPS AAP CONSULTING PTY LTD  
ACN 117 883 173  
Date : 18/06/2025  
Signed : *Bolemon*  
Designation : Authorised Delegate

6. Building Format Plans only.

I certify that :  
\* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road;  
\* Part of the building shown on this plan encroaches onto adjoining \* lots and road

.....  
Cadastral Surveyor/Director\* Date  
\*delete words not required

7. Lodgement Fees :

Survey Deposit           \$  
Lodgement               \$  
.....New Titles       \$  
Photocopy               \$  
Postage                  \$  
TOTAL                    \$

8. Insert Plan Number  
**SP354947**



PROPERTY ADDRESS: SCHOOL ROAD, SAIBAI ISLAND

RP DESCRIPTION: LOT 34 & 35 on SP267944

SITE AREA: 1232m<sup>2</sup>

LOCAL AUTHORITY: TSIRC

ZONING:

PROPOSED: WORKSHOP

BUILDING CLASS: CLASS 8, TYPE C

SITE COVER: 302m<sup>2</sup> (25%)

GROSS FLOOR AREA: 302m<sup>2</sup> (25%)

EXISTING AREAS

DEMOLISHED BUILDING FOOTPRINT - 306m<sup>2</sup>

DEMOLISHED CONCRETE - 250m<sup>2</sup>

- DEMOLITION NOTES
- CARRY OUT ALL DEMOLITION WORKS AS NOTED, OR IF NOT SPECIFICALLY NOTED AS REQUIRED TO COMPLETE THE PROPOSED WORKS AS SHOWN ON THE DRAWINGS, INCLUDING ANY CONSEQUENTIAL AND/OR MINOR WORKS - MAKE GOOD FINISHES AND ADJACENCIES AS NECESSARY TO COMPLETE WORKS.
  - REMOVE ALL DEMOLITION MATERIAL FROM THE SITE AND DISPOSE OF SAME IN ACCORDANCE WITH THE AUTHORITIES REQUIREMENTS UNLESS NOTED OTHERWISE.
  - CARRY OUT ALL DEMOLITION WORKS IN A SAFE MANNER ENSURING THAT NO PART OF THE STRUCTURE IS OVERSTRESSED DURING DEMOLITION OPERATIONS. REFER ANY QUERIES TO THE STRUCTURAL ENGINEER PRIOR TO PROCEEDING WITH THE WORKS.
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EXISTING/DEMOLITION LEGEND

- EXISTING TANKS TO BE DEMOLISHED
- DEMOTES EXISTING CONCRETE TO BE DEMOLISHED
- EXISTING BUILDING TO REMAIN
- S—S— EXIST SEWER
- SW—SW— EXIST STORMWATER
- PL—PL— EXIST POWER LINES
- W—W— EXIST WATER
- E—E— EXIST ELECTRICAL LINE
- T—T— EXIST TELEPHONE LINE

EXISTING TANKS TO BE DEMOLISHED

DEMOTES EXISTING CONCRETE TO BE DEMOLISHED

EXISTING BUILDING TO REMAIN

- S—S— EXIST SEWER
- SW—SW— EXIST STORMWATER
- PL—PL— EXIST POWER LINES
- W—W— EXIST WATER
- E—E— EXIST ELECTRICAL LINE
- T—T— EXIST TELEPHONE LINE

EXISTING SITE PLAN - SAIBAI

SCALE 1:100 @ A1

PRELIMINARY ONLY

No	DATE	REVISION	BY	APP
A	2025.04.09	PRELIMINARY ISSUE		



**humacgroup**

DESIGN | MANAGEMENT | CONSULTING

CAIRNS | BRISBANE

p: 07 4031 7087 | p: 07 3435 1532 | q:15180356

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THIS DRAWING IS COPYRIGHT AND SHALL REMAIN THE PROPERTY OF HUMAC GROUP. UNAUTHORISED USE OF THIS DRAWING IS PROHIBITED. DO NOT SCALE DRAWINGS. DIMENSIONS ARE NOMINAL. DIMENSIONS AND SITE CONDITIONS ARE TO BE VERIFIED PRIOR TO COMMENCING WORK. SUBSTITUTION, VARIATION OR MODIFICATION TO THE ORIGINAL DESIGN WILL VOID HUMAC GROUP OF ANY RESPONSIBILITIES TO THE PERFORMANCE OF THE BUILDING.

Project: **PROPOSED WORKSHOPS**  
**ST PAULS, SAIBAI, KUBIN, ERUB**

Client Name: **TSIRC**

Drawing Title: **EXISTING & DEMOLITION SITE PLAN - SAIBAI**

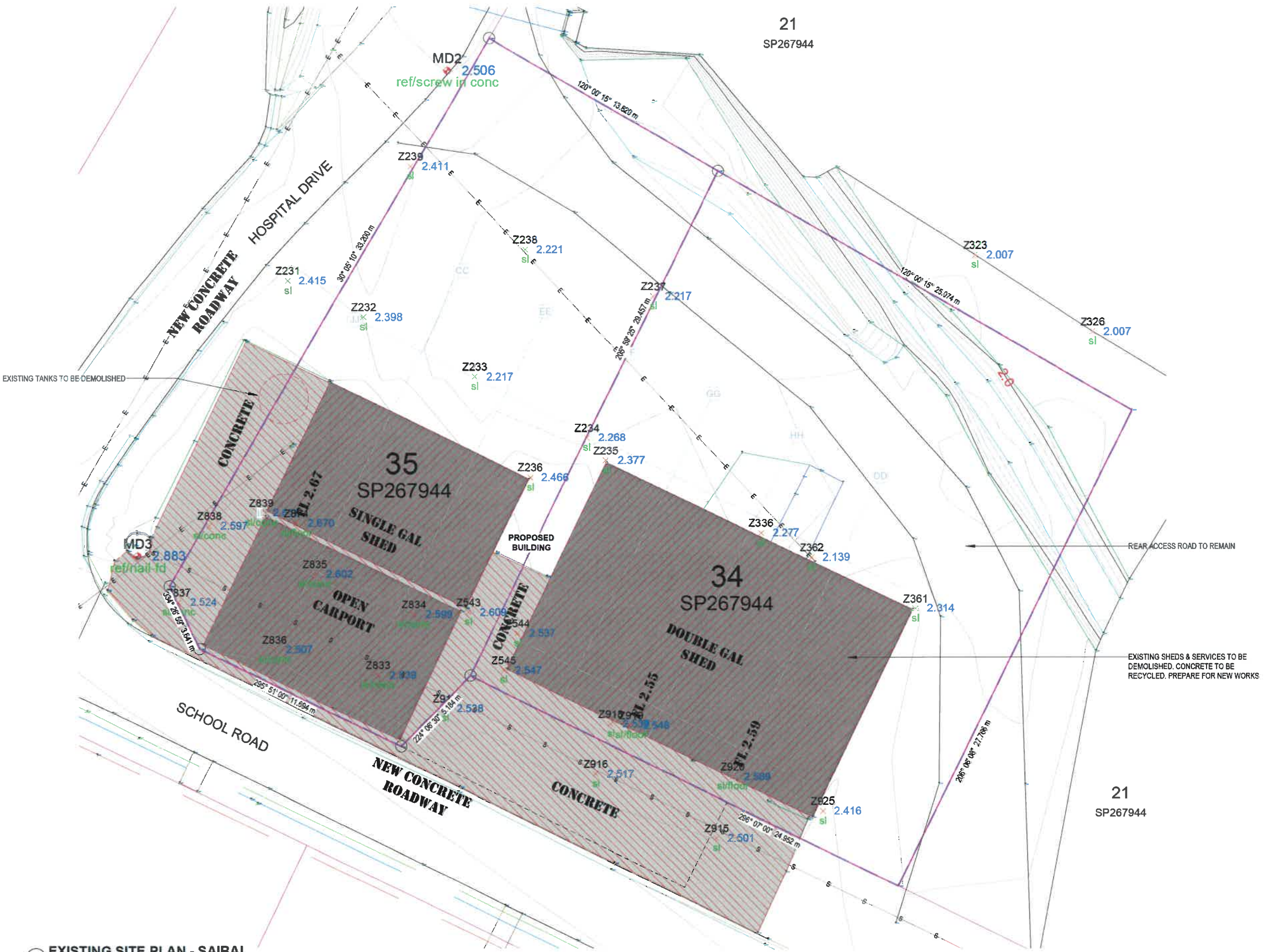
Drawn By: **TC**

Checked By:

Scale: **1:100 AT A1**

Revision: **A**

Sheet No.: **1957-A-012**





PROPERTY ADDRESS: SCHOOL ROAD, SAIBAI ISLAND

RP DESCRIPTION: LOT 34 & 35 on SP267944

SITE AREA: 1232m²

LOCAL AUTHORITY: TSIRC

ZONING: \*

PROPOSED: WORKSHOP

BUILDING CLASS: CLASS 8, TYPE C

SITE COVER: 302m² (25%)

GROSS FLOOR AREA: 302m² (25%)

AREAS - SAIBAI	
BUILDING FOOTPRINT	300 m²
EXTERNAL CONCRETE	296.4 m²
	596.4 m²

**SITE NOTES**

**SITE WORKS**

REFER TO CONSULTANT DOCUMENTS

ALL EARTHWORKS TO COMPLY WITH AS 3798-1996 'GUIDELINES ON EARTHWORKS FOR COMMERCIAL & RESIDENTIAL DEVELOPMENTS'.

ALL PLUMBING & DRAINAGE WORK SHALL BE IN ACCORDANCE WITH SEWERAGE AND WATER SUPPLY ACT 1949-1982, ASSOCIATED AMENDMENTS & RELEVANT AUSTRALIAN STANDARDS. REFER HYDRAULIC CONSULTANT DRAWINGS

SURFACE DRAINAGE IS TO DISCHARGE WITHIN THE SITE AND WITHOUT NUISANCE TO ADJOINING PROPERTIES;

**SITE PREPARATION**

STRIP SURFACE OF GRASS, TREES AND TOPSOIL;

SITE PREPARATION SHOULD ENCOMPASS PROPOSED BUILDING FOOTPRINT PLUS 2m BEYOND THE BUILDING PERIMETER

FINISHED SURFACE LEVEL TO BE GRADED UNIFORMLY BETWEEN LEVELS SHOWN

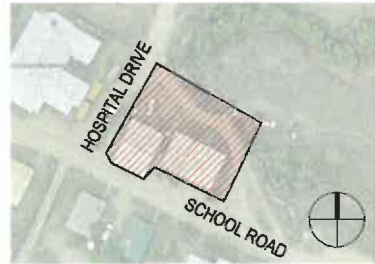
THE CONTRACTOR IS TO ENSURE THAT LANDSCAPING (E.G. GARDEN BEDS, MULCH ETC) DOES NOT INTERFERE WITH SURFACE GRADES AND OVERLAND FLOW PATHS SHOWN ON THIS DRAWING

FALL BUILDING SURROUNDS AWAY FROM BUILDING

**EXISTING SERVICES**

THE CONTRACTOR IS TO LOCATE ALL EXISTING SERVICES IN THE WORKS AREA PRIOR TO THE COMMENCEMENT OF CONSTRUCTION

EXISTING SERVICES ARE PLOTTED FROM THE BEST INFORMATION AVAILABLE. NO RESPONSIBILITY IS TAKEN BY THE PRINCIPLE OR SUPERINTENDENT FOR THE ACCURACY AND COMPLETENESS OF THE INFORMATION SHOWN



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# REGISTERED OWNERS/LESSEES CONSENT TO SURVEY PLAN

QUEENSLAND TITLES REGISTRY  
Land Title Act 1994 and Land Act 1994

FORM 18A Version 1  
Page 1 of 1

## 1. Survey Plan being consented to

Survey Plan Number 354947

Registered Owners/Lessees  
(names in full)

TORRES STRAIT ISLAND REGIONAL COUNCIL DEED OF GRANT IN TRUST  
THE GRANTEE TO HOLD THE SAID LAND IN TRUST FOR THE  
BENEFIT OF ISLANDER INHABITANTS AND FOR NO OTHER PURPOSE

## 2. Consent by Registered Owner/Lessee

\*As registered owner/s of this land, I/we agree to this plan and dedicate the Public Use Land as shown on this plan in accordance with Section 50 of the Land Title Act 1994.

\*As lessee/s of this land, I/we agree to this plan.

\*(rule through whichever is not applicable)

.....  
Registered Owner/Lessee Signature/s

### Privacy Statement

Collection of information from this form is authorised by legislation and is used to maintain publicly searchable records. For more information see the Department's website.



**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

## RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

### **OFFICER RECOMMENDATION:**

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

---

### **EXECUTIVE SUMMARY:**

Section 84 of the *Local Government Act 2009* allows the Trustee Council to close its meeting to the public to discuss business for which public discussion would be likely to:

- (a) prejudice the interests of the trustee council or someone else; or
- (b) enable a person to gain a financial advantage.

For example, a meeting may be closed to the public to allow the trustee council to discuss:

- (a) the appointment, discipline or dismissal of local government employees; or
- (b) industrial matters affecting local government employees; or
- (c) starting or defending legal proceedings; or
- (d) that part of the budget that relates to the trust land; or
- (e) contracts proposed to be made by the trustee council.

Section 84(5) of the *Local Government Act 2009* stipulates that the trustee council must not make a resolution (other than a procedural resolution) in a meeting that is closed to the public.

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

N/A

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

N/A

**COMPLIANCE / CONSIDERATIONS:**

<b>Statutory:</b>	Section 84 of the <i>Local Government Act 2009</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i> applies.
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➤ <i>3.1 Provide good governance &amp; leadership</i>
<b>Malungu Yangu Wakay (The Masig Statement):</b>	<i>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.</i>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Trustee Meeting

**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**


For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

Nil.





## TRUSTEE MEETING

24 SEPTEMBER 2025

Agenda Item

6

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#### OFFICER RECOMMENDATION:

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

#### EXECUTIVE SUMMARY:

Section 84(1) of the *Local Government Act 2009* requires that all meetings relating to trust land must be open to the public.

#### Interested Parties/Consultation:

N/A

#### Background / Previous Council Consideration:

N/A

#### COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	Section 84 of the <i>Local Government Act 2009</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i> applies.
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➤ <a href="#">3.1 Provide good governance &amp; leadership</a>
<b>Malungu Yangu Wakay (The Masig Statement):</b>	<i>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.</i>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Trustee Meeting

**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**



For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

Nil.



## TRUSTEE MEETING

24 SEPTEMBER 2025

Agenda Item

7

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

#### OFFICER RECOMMENDATION:

*For Council (as Trustee) to formally resolve on the matters discussed in its Closed Session.*

#### EXECUTIVE SUMMARY:

Section 84(5) of the *Local Government Act 2009* stipulates that the trustee council must not make a resolution (other than a procedural resolution) in a meeting that is closed to the public.

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

#### Interested Parties/Consultation:

N/A

#### Background / Previous Council Consideration:

N/A

#### COMPLIANCE / CONSIDERATIONS:

<b>Statutory:</b>	Section 84 of the <i>Local Government Act 2009</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i> applies.
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➤ <i>3.1 Provide good governance &amp; leadership</i>
<b>Malungu Yangu Wakay (The Masig Statement):</b>	<i>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.</i>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Trustee Meeting

**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**

A handwritten signature in black ink, appearing to read 'D. Sailor', with a long horizontal flourish extending to the right.

For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

Nil.



## TRUSTEE MEETING

24 SEPTEMBER 2025

Agenda Item

8

**DIRECTORATE:** Corporate Services

**AUTHOR:** Executive Director Corporate Services

### ITEMS ARISING

#### **OFFICER RECOMMENDATION:**

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

---

#### **EXECUTIVE SUMMARY:**

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

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

<b>Statutory:</b>	Section 254D(4) of the <i>Local Government Regulation 2012</i>
<b>Budgetary:</b>	N/A
<b>Policy:</b>	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i> applies.
<b>Legal:</b>	N/A
<b>Risk:</b>	Council breach of its Statutory requirements above.
<b>Links to Strategic Plans:</b>	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council ➤ <i>3.1 Provide good governance &amp; leadership</i>
<b>Malungu Yangu Wakay (The Masig Statement):</b>	<i>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.</i>
<b>Standing Committee Consultation:</b>	N/A
<b>Timelines:</b>	Standard Procedure at each Monthly Council Meeting

**Other Comments:**

Nil.

**Recommended:**

*S. Andres*

Susanne Andres  
Executive Director Corporate Services

**Approved:**


For Dawson Sailor  
Acting Chief Executive Officer

**ATTACHMENTS:**

Nil.