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

Wednesday, 19 November 2025 - Trustee Meeting (9.00am to 10.30am)
- Ordinary Meeting (10.30am to 5.00pm)

Microsoft (TEAMS) Meeting ID: 458 941 718 744 | Passcode: ij7i6hb6

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

James William

Chief Executive Officer

17 November 2025

ORDINARY MEETING
19 NOVEMBER 2025

AGENDA

Time: 10.30am to 5.00pm

Venue: *Microsoft (TEAMS) Meeting ID: 458 941 718 744 | Passcode: ij7i6hb6*

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

1.1. Special Council Meeting (17 October 2025)

1.2. Ordinary Council Meeting (21-22 October 2025)

1.3. Special Council Meeting (31 October 2025)

1.4. SARG Standing Committee Meeting Minutes (8 October 2025)

1.5. Action Items Update

2. MAYORAL REPORTS

2.1. Mayoral Monthly Report *(late report)*

3. CHIEF EXECUTIVE OFFICER REPORTS

3.1. CEO Monthly Report (October 2025)

3.2. TSIRC Representation on Queensland Indigenous Council Leaders Accord

OFFICER REPORTS FOR DECISION

4. BUILDING SERVICES DIRECTORATE

Nil.

5. COMMUNITY SERVICES DIRECTORATE

5.1 Torres Strait Treaty – Suspension of Traditional Visits Over Christmas/New Year Period 2025-26

6. CORPORATE SERVICES DIRECTORATE

6.1 Community Grants Program Allocation (October 2025)
6.2 Funding Acquisition Report (October 2025)
6.3 Policy Update – Fraud and Corruption Prevention Policy
6.4 Cape York Regional Plan Review
6.5 Council Name Change to Zenadth Kes Regional Council

7. ENGINEERING SERVICES DIRECTORATE

Nil.

8. FINANCIAL SERVICES DIRECTORATE

8.1 Financial Dashboard Report (October 2025)

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

10. CHIEF EXECUTIVE OFFICER

Nil.

11. BUILDING SERVICES DIRECTORATE

11.1 Boigu Council Roof Replacement – Award of Contract

[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".]

11.2 Contractual Matter – Tender Evaluation and Award of Contract - Aragun Child Care Centre Refurbishment

[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".]

12. COMMUNITY SERVICES DIRECTORATE

Nil.

13. CORPORATE SERVICES DIRECTORATE

13.1 Nam Zagethaw Yabugud Beneficial Enterprise *(late report)*

[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.]

13.2 Torres Strait & Northern Peninsular Area Regional Organisation of Councils (TS&NPAROC) *(late report)*

[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 Ugar Channel Dredging Funding

[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 – TMR ATSI TIDS Saibai Aerodrome Refuelling Apron Upgrade

[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 Funding Matter – TSIRC.0051.2425L.REC DRFA – Hammond Island

[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".]

	14.4 Funding Matter – TSIRC.0052.2425L.REC DRFA – Badu Island *[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".]* **14.5 Engineering Services On-Call Roster – TSIRC Annual Closedown 2025-26** *[Reason for this matter to be discussed in Closed Business: This is a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.]* **14.6 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 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".]*
	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 (October 2025)** **19.2 COMMUNITY SERVICES - Community Services (October 2025)** **19.3 CORPORATE SERVICES - Corporate Services Information Report (October 2025)** **19.4 ENGINEERING SERVICES – Engineering Operations** **19.5 ENGINEERING SERVICES – Water & Wastewater Information Report**
	20. NEXT MEETING – 10 December 2025 (VC) *– for noting*
5.00pm	**21. CLOSE OF MEETING & PRAYER**

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
1.1

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

CONFIRMATION OF MINUTES – SPECIAL COUNCIL MEETING (17 OCTOBER 2025)

OFFICER RECOMMENDATION:

Council confirms the Minutes of the Special Council Meeting held on 17 October 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:

A Special Council Meeting was held on 17 October 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 of this meeting were cleared by the Deputy Mayor and the Acting Chief Executive Officer at that meeting for input prior to being posted on the Council website.

Following endorsement by Council, the confirmed Minutes will be uploaded onto 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):**	*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:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Draft Minutes of the Special Council Meeting held on 17 October 2025.

SPECIAL COUNCIL MEETING
17 OCTOBER 2025

MINUTES

Time: 3.00pm to 5.40pm

Venue: *Microsoft TEAMS Meeting ID: 481 553 022 506 6 | Passcode: fy2CT3Ju*

PRESENT:

Mayor	Cr Phillemon Mosby *– present only from 3.17pm to 3.40pm only*
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 3 – Saibai	Cr Chelsea Aniba
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 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 4 – Mabuiag	Cr Keith Fell
Division 6 – Kubin	Cr Iona Manas
Division 10 – Warraber	Cr Kabay Tamu

OFFICERS:

Acting Chief Executive Officer	Mr Dawson Sailor
Chief Executive Officer	Mr James William *– present only from 3.50pm to 4.50pm*
TSIRC Secretariat	Mr Darryl Brooks *– present only for set-up & left meeting prior to opening*

GUESTS:

Preston Law	Ms Martine Care

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

- *The Mayor and the Acting Chief Executive Officer (Mr Dawson Sailor) were unable to join the meeting until 3.17pm due to IT connectivity issues.*

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. APOLOGIES

An apology for Cr T. Mosby was noted.

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.
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 noted that the apology from **Cr T. Mosby** was submitted on the basis of a COI (close personal interests), as well as a conflicting pre-arranged community meeting on Masig.

The **Mayor** declared a COI (close personal interests) in relation to Agenda Item 2 and left the meeting at 3.40pm. The Deputy Mayor then assumed the role as Acting Chair for the remainder of the meeting.

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1. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2025-10-S/1

CR MYE / CR ANIBA

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

- *The Acting Chief Executive Officer (Mr Dawson Sailor) and Ms Martine Care were then excused from deliberations and left the meeting at 3.45pm.*
- *The Chief Executive Officer (Mr James William) joined the meeting at 3.50pm and left the meeting at 4.50pm.*
- *The Acting Chief Executive Officer (Mr Dawson Sailor) and Ms Martine Care were then invited to return to the meeting and did so at 5.00pm.*

2. Industrial Matter

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

#C24-28/2025-10-S/2

CR ANIBA / CR HANKIN

AGAINST: CR KAIGEY, CR LEVI & CR MYE

Council resolves to:

1. **Note the process and confidential response from the Chief Executive Officer; and**
2. **To take action as agreed in the meeting regarding the Chief Executive Officer's contract of employment.**

CARRIED

3. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

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

CR PEARSON / CR ELISALA

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

CARRIED UNANIMOUSLY

DRAFT

4. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved on the decisions taken in relation to Agenda Items 2 and 3 above.

Council then also made an additional resolution as follows:

CESSATION OF ACTING CHIEF EXECUTIVE OFFICER ARRANGEMENTS

#C24-28/2025-10-S/4

CR STEPHEN / CR ELISALA

Council rescinds Council Resolution #C24-28/2025-7-S/3 with immediate effect.

CARRIED UNANIMOUSLY

5. CLOSE OF MEETING & PRAYER

The Deputy Mayor formally closed the Special Council Meeting at 5.40pm and **Cr John Levi** delivered the Closing Prayer.

MINUTES CONFIRMED – 19 November 2025

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

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ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
1.2

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

CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING (21—22 OCTOBER 2025)

OFFICER RECOMMENDATION:

Council confirms the Minutes of the Ordinary Council Meeting held on 21-22 October 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:

Council held its monthly Ordinary Council meeting at Dauan on 21-22 October 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 of this meeting have been posted on the Council website.

Following endorsement by Council, the confirmed Minutes will be uploaded onto 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):**	*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:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Draft Minutes of the Ordinary Council Meeting held on 21-22 October 2025.

ORDINARY MEETING
21-22 OCTOBER 2025

MINUTES

Time: 10.45am to 5.55pm

Venue: Tabipa Mau Recreation Centre, Dauan (Torres Strait)

Microsoft TEAMS Meeting ID: 493 850 364 48 | Passcode: ip2Ee2MC

(DAY 1 - Tuesday, 21 October 2025)

PRESENT:

Mayor	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 3 – Saibai	Cr Chelsea Aniba *– by TEAMS*
Division 5 – Badu / **Deputy Mayor**	Cr Ranetta Wosomo
Division 6 – Kubin	Cr Iona Manas
Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante *– by TEAMS*
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 7 – Wug (St. Pauls), Mua Island	Cr John Levi *– Sad news*
Division 10 – Warraber	Cr Kabay Tamu

ABSENT:

Division 4 – Mabuiag	Cr Keith Fell

OFFICERS:

Chief Executive Officer	Mr James William
Executive Director Community Services	Mr Dawson Sailor *– left meeting at 4.55pm for travel commitments*
Executive Director Corporate Services	Ms Vicki Bishop
Executive Director Engineering Services	Mr David Baldwin *– by TEAMS (left meeting after Agenda Item 14.2)*
Executive Director Financial Services	Ms Hollie Faithfull *– left meeting at 4.55pm for travel commitments*
Head of Engineering Services	Mr Adeah Kabai *– by TEAMS (joined meeting from Agenda Item 14.3)*
Manager Governance & Risk	Ms Kim Kerwin
Manager Information Technology	Mr Warren Jenkins
Executive Assistant to the CEO	Ms Amy Orr
TSIRC Travel Officer	Ms Emma William
TSIRC Secretariat	Mr Darryl Brooks

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GUESTS:

Chief Executive Officer LG Services Group	Mr Scott Mason *– by TEAMS for Agenda Item 10.1 only*
Consultant	Mr Anthony Ottaway *– by TEAMS for Agenda Items 15.2 & 15.3 only*

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

At 10.45am, the Mayor welcomed Councillors, Executives and staff and members of the public to the Ordinary Council Meeting for the month of October 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.

B. NOTING OF APOLOGIES

#C24-28/2025-10/B-1

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Div. 7 – Wug (St. Pauls)	Cr John Levi *– Sad News*	CR PEARSON / CR WOSOMO
Div. 10 - Warraber	Cr Kabay Tamu	CR ELISALA / CR MANAS

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.

1. CONFIRMATION OF MINUTES

#C24-28/2025-10/1

1.1. 5 SEPTEMBER 2025, 24 SEPTEMBER 2025 & 30 SEPTEMBER 2025

Council confirms the Minutes of the Special Council Meeting held on 5 September 2025.

MOVED/SECONDED: CR STEPHEN / CR KAIGEY

CARRIED UNANIMOUSLY

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Council confirms the Minutes of the Ordinary Council Meeting held on 24 September 2025 (inquorate).

MOVED/SECONDED: CR PEARSON / CR T. MOSBY

CARRIED UNANIMOUSLY

Council confirms the Minutes of the Ordinary Council Meeting held on 30 September 2025.

MOVED/SECONDED: CR MANAS / CR MYE

CARRIED UNANIMOUSLY

1.2. Action Items Update

The Mayor reiterated comments made during the Trustee Meeting thanking Mr Dawson Sailor for his tenure as Acting Chief Executive Officer during the past two months, as well as acknowledging the support provided to Mr Sailor by the Executive Team during this time. The Mayor also acknowledged the leadership shown by the Deputy Mayor during the past two months as well.

The Mayor then requested that Mr Sailor present the Action Items Update on behalf of the Chief Executive Officer. Items noted as 'completed' during this update will be deleted from future reports.

The update was noted by Council.

1.3. Strategic Action Reference Group (SARG) Standing Committee Meeting Minutes (11 July 2025)

Noted by Council.

2. MAYORAL REPORTS

2.1. Mayoral Monthly Report

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

- *The Mayor suspended the meeting from 12.25pm to 1.30pm for lunch.*

2.2. Advisory Committees – 1ST Quarter Reporting

The Mayor spoke to this item and invited Advisory Committee Chairs to provide a brief verbal update on the status of the work of their respective Committee.

The report and verbal updates provided by Advisory Committee Chairs were noted by Council.

Action Required:

Executive Director Corporate Services to oversee the preparation of a report for the next Council Meeting to update Council on the processes required to enable Council to change its name from TSIRC to Zenadth Kes Regional Council.

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3. CHIEF EXECUTIVE OFFICER REPORTS

3.1. CEO Monthly Report (October 2025)

The Chief Executive Officer (Mr James William) requested that the Executive Director Community Services (Mr Dawson Sailor) speak to this report, as it was prepared for the period when he was Acting Chief Executive Officer.

The report was noted by Council.

3.2. Change of Dates – November 2025 Council Workshop & November 2025 and December 2025 Monthly Council Meetings

#C24-28/2025-10/3.2

CR TOBY / CR MANAS

Council:

(a) **resolves that the November 2025 Council Workshop be held in Cairns from 10–14 November 2025;**

(b) **resolves that the Trustee Council and Ordinary Council Meetings for November 2025 be held virtually on Wednesday, 19 November 2025; and**

(c) **resolves that the December 2025 Trustee Council and Ordinary Council Meetings be held virtually on Wednesday, 10 December 2025.**

CARRIED UNANIMOUSLY

3.3. Indigenous Councils' Accord – *verbal report*

The Executive Director Community Services (Mr Dawson Sailor) spoke to this item, highlighting the following key points:

Objective - The Queensland Indigenous Councils Leaders Accord (Accord), as a sub-agreement to the *Equal Partners in Government Agreement*, consolidates the partnership between Queensland's 17 discrete First Nations local governments and the Queensland Government. The Accord's objective is to improve the liveability and opportunities for discrete Indigenous communities through the delivery of economic, social and cultural infrastructure and services, with a focus on progressing outcomes established in the *National Agreement on Closing the Gap*.

Principles - The Accord's principles are underpinned by a shared commitment to work in partnership to overcome the inequality experienced by Aboriginal and Torres Strait Islander people and achieve life outcomes equal to all Queenslanders.

Membership - The Accord Committee comprises of nominated representatives (or proxies) of:

- the department responsible for local government (Chair)
- mayors of the discrete First Nations local governments
- Local Government Association of Queensland (LGAQ)

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- the department responsible for Aboriginal and Torres Strait Islander partnerships
- agencies responsible for progression of identified priorities (time-limited membership while a relevant issue is under consideration)

Priorities - The mayors of First Nations local governments will identify two priority issues for the Committee which affect their communities and align with Closing the Gap outcomes.

Meetings - The Accord Committee will meet twice a year, on agreed dates coinciding with LGAQ's Indigenous Leaders Forum, to discuss identified priorities.

State Cabinet Meetings - The members of the Accord Committee will meet annually with the full State Cabinet to report back on progress and escalate significant issues, as required.

The update was noted by Council.

Action Required:

Chief Executive Officer to oversee the preparation of a report to the next Council meeting seeking formal endorsement of TSIRC representatives on the Accord Committee.

4. BUILDING SERVICES DIRECTORATE

Nil.

5. COMMUNITY SERVICES DIRECTORATE

Nil.

6. CORPORATE SERVICES DIRECTORATE

6.1. Community Grants Program Allocation (September 2025)

#C24-28/2025-10/6.1

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

- **CG2026-027 PORUMA BEACH DAY CLEAN UP DAY, PORUMA for $152.50 exclusive of GST;**

MOVED/SECONDED: CR MANAS / CR KAIGEY

CARRIED UNANIMOUSLY

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

- **CG2026-028 PORUMA CHRISTMAS LIGHTS COMPETITION, PORUMA for $710.00 exclusive of GST;**

MOVED/SECONDED: CR WOSOMO / CR MANAS

CARRIED UNANIMOUSLY

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3. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-036 – CMF FELLOWSHIP, ST PAULS for $1,500.00, exclusive of GST;**

MOVED/SECONDED: CR MANAS / CR PEARSON

CARRIED UNANIMOUSLY

4. **Council resolves to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:**
   - **CG2026-037 – ALL SAINTS ANGLICAN CHURCH, ERUB for $500.00, exclusive of GST;**

MOVED/SECONDED: CR ELISALA / CR HANKIN

CARRIED UNANIMOUSLY

➢ *Council also noted the following:*

(a) one (1) Community Grant application required divisional contributions;

(b) one (1) Funeral applications were deemed ineligible for processing;

(c) two (2) Community Grant applications were deemed ineligible for processing;

(d) three (3) applications processed for out-of-cycle in September;

(e) two (2) applications were unable to be assessed within the time frame.

6.2. Funding Acquisition Report (September 2025)

The Manager Governance and Risk (Ms Kim Kerwin) spoke to the report. The report was noted and received by Council.

The Mayor expressed his thanks on behalf of Council to the Executive Director Engineering Services (Mr David Baldwin) and his Team for the successful applications in September 2025 which will benefit the communities of Badu, St Pauls, Erub and Boigu.

6.3. Business Continuity Policy Report

#C24-28/2025-10/6.3

CR PEARSON / CR ELISALA

Council resolves to endorse the Business Continuity Policy.

CARRIED UNANIMOUSLY

6.4. Development Application – Operational Works (Prescribed Tidal Works) – Proposed Warraber Coastal Defence Project (Seawalls Stages 2 and 3) – Lots 4, 26 and 907 on SP270859

#C24-28/2025-10/6.4

CR ELISALA / CR MYE

Council resolves to:

1. **Approve the development application for Operational Works (Prescribed Tidal Works including Marine Plant Disturbance) and**

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Material Change of Use (Environmentally Relevant Activity (ERA 16) - (Seawalls Stage 2 and 3), on land described as Lot 4, 26 and 907 on SP270859 located at Esplanade, Warraber (Sue Island), subject to the conditions set out in the Recommendation in this report; and

2. **Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to negotiate, finalise and execute any and all matters associated with or in relation to the development permit.**

CARRIED UNANIMOUSLY

7. ENGINEERING SERVICES DIRECTORATE

Nil.

8. FINANCIAL SERVICES DIRECTORATE

8.1. Financial Dashboard Report (September 2025)

#C24-28/2025-10/8.1

CR MYE / CR MANAS

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 30 September 2025, as required under Section 204 of the *Local Government Regulation 2012.*

CARRIED UNANIMOUSLY

8.2. Audit Committee Meeting Minutes (14 August)

#C24-28/2025-10/8.2

CR T. MOSBY / CR PEARSON

Council receives and notes the confirmed minutes of the Audit Committee meeting held on 14 August 2025.

CARRIED UNANIMOUSLY

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2025-10/9

CR MYE / CR MANAS

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

CARRIED UNANIMOUSLY

10. CHIEF EXECUTIVE OFFICER

10.1. 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".]

DRAFT

Noted by Council.

11. BUILDING SERVICES DIRECTORATE

Nil.

12. COMMUNITY SERVICES DIRECTORATE

Nil.

13. CORPORATE SERVICES DIRECTORATE

Nil.

14. ENGINEERING SERVICES DIRECTORATE

14.1. Contractual Matter – Award Tender TSIRC2023-606 – Warraber Sewer Pump Station Upgrade

[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".]

#C24-28/2025-10/14.1

CR PEARSON / CR TOBY

Council resolves:

1. **Subject to finalisation of additional funding, award contract number TSIRC2023-606 for Warraber Sewer Pump Station (SPS) 1 Upgrade to Koppen Construction Pty Ltd for the lump sum price of $3,350,751.00 excl. GST; and**
2. **Pursuant to section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:**
   - **power to make, amend or discharge the contract; and**
   - **power to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations.**

CARRIED UNANIMOUSLY

14.2. Funding Matter – TSIRC.0050.2425LREC Disaster Recovery Funding Arrangement

#C24-28/2025-10/14.2

CR MANAS / CR ELISALA

Council resolves:

1. **To enter into the proposed funding agreement for Disaster Recovery Funding Arrangement & Reconstruction of Essential Public Assets (REPA), administered by Queensland Reconstruction Authority in relation to Council's submission of TSIRC.0050.2425L.REC for a grant sum of up to $8,026,893.50 (excl. GST); and**
2. **Pursuant to Section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:**

DRAFT

- **power to make, amend or discharge the Funding Agreement; and**
- **power to negotiate, finalise and execute any and all matters associated with or in relation to this project and funding agreement including without limitation any options and/or variations.**

CARRIED UNANIMOUSLY

14.3. Funding Matter – Boigu Aerodrome Airstrip Reseal

#C24-28/2025-10/14.3

CR ELISALA / CR MANAS

Council resolves:

1. **To enter into the proposed funding agreement for Remote Airstrip Upgrade Program – Round 11 administered by the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts in relation to Council's submission of RAUPXI000089 for a grant sum of up to $3,970,850 (excl. GST); and**
2. **Pursuant to Section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:**
   - **power to make, amend or discharge the Funding Agreement; and**
   - **power to negotiate, finalise and execute any and all matters associated with or in relation to this project and funding agreement including without limitation any options and/or variations.**

CARRIED UNANIMOUSLY

14.4. Funding Matter – Warraber Sewer Pump – INF MIOP 02 25-26

#C24-28/2025-10/14.4

CR WOSOMO / CR MANAS

Council resolves to:

1. **Enter into the proposed TSRA Funding Agreement - Warraber Sewerage Pump Station (SPS) 1 Replacement - INF MIOP 20 25-26 for a grant sum amount of up to $2,701,250.00 (excl. GST) administered by Torres Strait Regional Authority; and**
2. **Pursuant to Section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:**
   - **power to make, amend or discharge the Funding Agreement; and**
   - **power to negotiate, finalise and execute any and all matters associated with or in relation to this project and funding agreement including without limitation any options and/or variations.**

CARRIED UNANIMOUSLY

14.5. Contractual Matter – Award Tender TC25072 – Dauan Barge Ramp Upgrade

#C24-28/2025-10/14.5

DRAFT

CR ELISALA / CR T. MOSBY

Council resolves:

1. **To award contract number TC25072 for Dauan Island Barge Ramp Upgrade to T.I. Concrete Works Pty Ltd for the lump sum price of $1,692,200.00 excl. GST, and**
2. **Pursuant to Section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:**
   - **power to make, amend or discharge the contract; and**
   - **power to negotiate, finalise and execute any and all matters associated with or in relation to this project, funding and contract including without limitation any options and/or variations.**

CARRIED UNANIMOUSLY

14.6. 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".]

#C24-28/2025-10/14.6

CR MANAS / CR MYE

Council notes and receives the report.

CARRIED UNANIMOUSLY

15. FINANCIAL SERVICES DIRECTORATE

15.1. Audit Committee Meeting Minutes (20 June 2025)

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

#C24-28/2025-10/15.1

CR MANAS / CR STEPHEN

Council receives and notes the confirmed minutes of the Audit Committee Meeting held on 20 June 2025.

CARRIED UNANIMOUSLY

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".]

#C24-28/2025-10/15.2

CR MANAS / CR PEARSON

Council notes the status update on the renewable energy project as endorsed by the Project Steering Committee on 3 October 2025.

CARRIED UNANIMOUSLY

15.3. Extension of Mirabou Master Agreement

DRAFT

[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".]

#C24-28/2025-10/15.3

CR STEPHEN / CR ELISALA

Council notes the proposed 12-month extension to the Master Agreement for Pilot the Agreement) executed with Mirabou Pty Ltd trading as Mirabou Energy (Mirabou) for delivery of the renewable energy project.

CARRIED UNANIMOUSLY

15.4. 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".]

#C24-28/2025-10/15.4

CR ELISALA / CR HANKIN

Council receives and notes the report.

CARRIED UNANIMOUSLY

16. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2025-10/16

CR STEPHEN / 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

Action Required:

1. Executive Director Community Services to liaise with the Manager Housing to explore options to reduce noise pollution from tenants of public housing, as well as liaison with QPS on Thursday Island for local police to be made aware of growing public nuisance incidents across the communities.
2. Executive Director Community Services to explore options around the introduction of night curfews for youth and/or social supports for families to engage bored youth.

DRAFT

19. INFORMATION REPORTS

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

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

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

19.4. ENGINEERING SERVICES – Engineering Operations

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

19.6. ENGINEERING SERVICES – Kiririri Wastewater

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.

In relation to Agenda Item 19.6 above, **Cr Dorante** requested that the Kiririri Wastewater matter remain a high priority under SIP when this matter is considered at the November 2025 Council Workshop. The **Mayor** responded that more work also needs to be done in partnership with the TSRA to lobby State and Federal Governments for additional funding.

20. NEXT MEETING – 19 NOVEMBER 2025 (VC)

Noted by Council.

21. CLOSE OF MEETING & PRAYER

In closing Day 1, the Mayor thanked Councillors and staff for their contributions and participation. The Mayor formally closed Day 1 of the meeting at 5.55pm.

DRAFT

(DAY 2 - Wednesday, 22 October 2025)

Time: 9.00am to 12.30pm

Venue: Tabipa Mau Recreation Centre, Dauan (Torres Strait)

Microsoft TEAMS Meeting ID: 493 850 364 48 | Passcode: ip2Ee2MC

PRESENT:

Mayor	Cr Phillemon Mosby
Division 1 – Boigu	Cr Dimas Toby
Division 2 – Dauan	Cr Torenzo Elisala
Division 5 – Badu / **Deputy Mayor**	Cr Ranetta Wosomo
Division 6 – Kubin	Cr Iona Manas
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 7 – Wug (St. Pauls), Mua Island	Cr John Levi *– Sad news*
Division 10 – Warraber	Cr Kabay Tamu

ABSENT:

Division 3 – Saibai	Cr Chelsea Aniba
Division 4 – Mabuiag	Cr Keith Fell
Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante

OFFICERS:

Chief Executive Officer	Mr James William
Executive Director Corporate Services	Ms Vicki Bishop
Manager Governance & Risk	Ms Kim Kerwin
Manager Information Technology	Mr Warren Jenkins
Executive Assistant to the CEO	Ms Amy Orr
TSIRC Travel Officer	Ms Emma William
TSIRC Secretariat	Mr Darryl Brooks

GUESTS:

Torres & Cape Hospital and Health Service (TCHHS) Deputation	Ms Marita Sagigi *– by TEAMS for Day 2 only*

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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 October 2025, noting that a quorum of members was present.

The Mayor acknowledged the traditional custodians of Dauan in the beautiful region that Council serves.

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.

Cr Ranetta Wosomo delivered the opening prayer.

B. NOTING OF APOLOGIES

#C24-28/2025-10/B-2

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Div. 7 – Wug (St. Pauls)	Cr John Levi – *Sad News*	CR ELISALA / CR PEARSON
Div. 10 - Warraber	Cr Kabay Tamu	CR MANAS / CR PEARSON

C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor noted that he had not received any COI declarations from Councillors for Day 2 deliberations.

The Mayor also noted that **Cr Aggie Hankin** is an employee of TCHHS, but does not have a pecuniary COI in relation to the deputation and will remain present in the meeting.

D. LIVE STREAM

N/A

DEPUTATION #1: Torres & Cape Hospital and Health Service (TCHHS)

The Mayor welcomed Ms Marita Sagigi (Executive General Manager Northern Sector) to the meeting.

Ms Sagigi thanked Council for the opportunity to meet and then spoke to a presentation which provided data on:

- Adult & Child Health Checks
- Smoking Rates
- Chronic Conditions
- TCHHS Highlights and Progress

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General discussion and feedback between Councillors and Ms Sagigi was undertaken around the following matters:

- importance of whole-of-family screening on communities and households when delivering health care;
- need for adequate levels of quality housing availability for better health outcomes to be a collaborative initiative between Health and Housing agencies;
- need for more on-ground delivery of health services, rather than patients and family supports having to leave community and travel to Thursday Island (or even further) for assessment and treatment;
- repatriation supports for deceased patients back to community (including morgue access);
- improved transit and accommodation for patients (and their families) who travel away from home for specialist health care;
- need for longer hours (more funding) for HLOs in communities;
- more support for mental health, social and emotional and well-being issues, especially for children who are being exposed to drugs (methamphetamines) and it is important to have the appropriate support positions across the region for culturally-appropriate engagement;
- promotion and support from Health agencies to fund and support the reintroduction of community gardens for healthy eating and mental and social wellbeing outcomes;
- support from TCHHS for the 'Deadly For Diabetes' program to be implemented across the region.

Ms Sagigi advised that TCHHS is pushing for improved collaboration on the ground with TCHHS health centre managers and cluster coordinators and local Councils (and Councillors) to better understand each community's individual approach, with the ultimate aim of identifying and addressing any gaps, and to offer outreach to those people who aren't engaging in the health service.

Ms Sagigi advised Council that her Office has reached out to health partners in the region, including people or industries who are delivering health related services (such as IBIS, Torres Health, TSIRC healthy lifestyle program managers, TSRA and DATSIP, etc.) in an effort to collaborate and work better and smarter together to deliver effective health services on-ground in communities.

Ms Sagigi also highlighted TCHHS activities during recent months which included:

- partnering with the Australian Department of Defence (through the ACAP program being delivered) and was able to get the Department to do some physiotherapy services and oral health services on community. Efforts are now being made for the Department of Defence to have access to TCHHS health records so that Defence clinicians are able to provide patient services when in the region or to do some health promotion education programs when in community;
- health equity strategy – community yarns across the Torres Strait and NPA have concluded and a report is currently due to be completed by end of November 2025;
- investments in new staff positions within the Torres Strait and NPA region. Now have a new health worker educator for the Aboriginal and Torres Strait Islander health workforce and a manager of the Aboriginal and Torres Strait Islander health workforce in the north. These positions will work to support the Indigenous workforce with creating pathways for younger practitioners into our health centres and into our health service and then

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upskilling and providing professional development for the health workers who are in the in the health centres already;

- engagement of two Indigenous hospital liaison officers (Bamaga and Thursday Island) to provide support to patients and their families whilst they are at the hospitals and two identified registered nurse positions in the Primary Healthcare Centres on Thursday and Bamaga;
- being mindful of ageing health infrastructure, as well as ageing health workforce, and are exploring ways to retain and attract staff to the region;
- housing shortages for staff remains a serious issue;
- cross-border health demands are placing additional stress on staff and services;
- currently looking at our healthy lifestyle programs to see what funding can be obtained for other positions or practitioners we could bring in to be able to develop those sorts of programs that help encourage and support communities.

The Mayor requested a future meeting with Ms Sagigi and Council to discuss TSIRC concerns in relation to the health investigation report. Ms Sagigi responded by advising that both herself and the TCHHS CEO would be happy to meet with Council on the matter, adding that there were 26 recommendations in the report: 6 of the recommendations are at a systems level and Queensland Health has accepted that more work is required around cultural responsiveness and the cultural approach to service delivery and the other 20 recommendations are for TCHHS to address as an organization.

The Mayor thanked Ms Sagigi for her deputation and leadership in championing our First Nations voice in the health services sector and stated that it is the hope of Council that this conversation is the beginning of a strong partnership between TSIRC and TCHHS to also improve on the capture of health data across the Torres Strait. Improved data will enable all partner organisations (in particular TSIRC) to effectively lobby governments on their responsibilities to deliver greater and improved investments across all social settings in the Torres Strait (such as improving access to quality housing, education and social supports) as these are crucial for improving health equity for all Torres Strait residents.

Ms Sagigi advised Council that she is happy to work with Council to advocate on health issues across the region so that individuals and families can live life healthy in their community.

Action Required:

Executive Director Community Services to provide TCHHS with a copy of the outcomes report/data on the “Deadly For Diabetes” trial in the TSIRC footprint.

CLOSE OF MEETING & PRAYER

The Mayor thanked the Deputy Mayor, Councillors and Staff for their contributions in making this Council Meeting on Dauan possible and made a special acknowledgement to Cr Elisala, the Dauan Community and the Dauan TSIRC staff for their heartfelt welcome and support during Council’s visit.

The Mayor formally closed the October 2025 Ordinary Council meeting at 10.30am and **Cr Rocky Stephen** delivered the Closing Prayer.

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MINUTES CONFIRMED – 19 November 2025

……	……
Cr Phillemon Mosby	James William
Mayor	Chief Executive Officer
Torres Strait Island Regional Council	Torres Strait Island Regional Council

DRAFT

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
1.3

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

CONFIRMATION OF MINUTES – SPECIAL COUNCIL MEETING (31 OCTOBER 2025)

OFFICER RECOMMENDATION:

Council confirms the Minutes of the Special Council Meeting held on 31 October 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:

A Special Council Meeting was held on 31 October 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 of this meeting were cleared by the Deputy Mayor and the Acting Chief Executive Officer at that meeting for input prior to being posted on the Council website.

Following endorsement by Council, the confirmed Minutes will be uploaded onto 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):**	*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:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Draft Minutes of the Special Council Meeting held on 31 October 2025.

SPECIAL COUNCIL MEETING
31 OCTOBER 2025

MINUTES

Time: 10.00am to 11.00am

Venue: *Microsoft (TEAMS) Meeting ID: 487 859 737 073 6 | Passcode: zB6aS2HL*

PRESENT:

Mayor	Cr Phillemon Mosby
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 9 – Iama	Cr Aggie Hankin *– joined meeting at 10.20am*
Division 11 – Poruma	Cr Francis Pearson
Division 12 – Masig	Cr Ted Mosby
Division 13 – Ugar	Cr Rocky Stephen
Division 14 – Erub	Cr Nixon Mye

APOLOGIES:

Division 8 – Kirirri (Hammond Island)	Cr Seriako Dorante *– COI declared*
Division 15 – Mer	Cr Bob Kaigey *– Sad News*

ABSENT:

Division 1 – Boigu	Cr Dimas Toby
Division 6 – Kubin	Cr Iona Manas
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 Vicki Bishop
Manager Governance and Risk	Ms Kim Kerwin
Executive Assistant to the CEO	Ms Amy Orr
Executive Assistant to the Mayor	Ms Trudy Lui
TSIRC Secretariat	Mr Darryl Brooks

DRAFT

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

At 10:05am the Mayor welcomed Councillors, the Chief Executive Officer, Executives and staff to the Special Council Meeting, 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 Sad News/Sorry Business, the collective thoughts, prayers and well wishes of Council during this time.

Cr Keith Fell delivered the opening prayer and this was followed by a Minute of Silence to respect recent bereavements.

B. APOLOGIES

The following apologies were noted and accepted by Council:

Division	Councillor/Reason	Mover/Seconder
Div. 8 – Kirirri (Hammond Island)	Cr Seriako Dorante - *COI*	*Accepted/Noted by Mayor*
Div. 15 - Mer	Cr Bob Kaigey – *Sad News*	CR FELL / CR LEVI

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.

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

The Mayor noted that the apology from **Cr Seriako Dorante** was submitted on the basis of a declared COI and Material Personal Interest in relation to the matter to be considered at the Special Council Meeting.

No other declarations were made by Councillors.

1. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2025-10.2-S/1

CR LEVI / CR STEPHEN

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

2. Sea Swift Maritime Dispute

[Reason for Closed Discussion: pursuant to section 254J(e) and (g) of the Local Government Regulation 2012 (Qld) to allow the Council to discuss items listed on the agenda under Closed Business, as these matters involve:

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- *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; and*
- *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.]*

#C24-28/2025-10.2-S/2

CR FELL / CR STEPHEN

Council resolves:

1. **That pursuant to section 257 of the *Local Government Act 2009*, to delegate power to the Chief Executive Officer to:**
   a. **Pursuant to Sections 236 and 262 of the *Local Government Act 2009*, negotiate, make, and sign a Deed of Release with Sea Swift Pty Ltd ACN 010 889 040 on terms substantially the same as the draft provided with the officer's report; and**
   b. **Pursuant to Sections 236 and 262 of the *Local Government Act 2009*, negotiate, make, and sign a Services Agreement with Sea Swift Pty Ltd ACN 010 889 040 on terms substantially the same as the draft provided with the officer's report.**

CARRIED UNANIMOUSLY

3. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2025-10.2-S/3

CR FELL / CR ANIBA

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

CARRIED UNANIMOUSLY

4. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved on the decisions taken in relation to Agenda Items 2 and 3 above.

5. CLOSE OF MEETING & PRAYER

The Mayor thanked Councillors and staff for their contributions in the lead-up and conduct of this Special Council Meeting and formally closed proceedings at 11.30am.
Cr Francis Pearson delivered the Closing Prayer.

MINUTES CONFIRMED – 19 November 2025

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……	……
Cr Phillemon Mosby	Mr James William
Mayor	Chief Executive Officer
Torres Strait Island Regional Council	Torres Strait Island Regional Council

DRAFT

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
1.4

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

STRATEGIC ACTION REFERENCE GROUP (SARG) STANDING COMMITTEE MEETING MINUTES (8 OCTOBER 2025)

OFFICER RECOMMENDATION:

Council receives and notes the confirmed Minutes of the Strategic Action Reference Group (SARG) Standing Committee Meeting held on 8 October 2025.

EXECUTIVE SUMMARY:

This report provides the confirmed Minutes of Council's Strategic Action Reference Group (SARG) Standing Committee Meeting held on 8 October 2025.

Interested Parties/Consultation:

N/A

Background / Previous Council Consideration:

Council established the SARG Standing Committee in July 2024 under section 264(1)(a) of the *Local Government Regulation 2012*.

The main purpose of SARG is to set the overall strategic direction for Council, as well as advise Council on how it can effectively achieve the outcomes aligned within the four (4) focus areas of Council's Corporate Plan 2025-30.

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254F(4) of the *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	SARG Standing Committee Terms of Reference (TOR) (July 2024)
Legal:	N/A
Risk:	Failure to inform Council of the work of its Standing Committee.
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:	Minutes were confirmed at the SARG Standing Committee meeting held on 7 November 2025.
Timelines:	Only confirmed Minutes are presented to Council.

Other Comments:

The SARG Standing Committee also met on 7 November 2025 and confirmed Minutes for that meeting will be presented to a later Council meeting.

Recommended:	**Approved:**
Vicki Bishop	
Vicki Bishop Executive Director Corporate Services	James William Chief Executive Officer

ATTACHMENTS:

1. Confirmed Minutes of the SARG Standing Committee Meeting (8 October 2025)

STRATEGIC ACTION REFERENCE GROUP (SARG) STANDING COMMITTEE MEETING

8 OCTOBER 2025

MINUTES

Time: 9.00am to 4.00pm

Venue: *Microsoft TEAMS Meeting ID: 462 229 464 486 | Passcode: M3hC2vm3*

PRESENT:

Mayor/Chair	Cr Phillemon Mosby
Deputy Mayor	Cr Ranetta Wosomo
Chair - Economic Growth (EG) Advisory Committee	Cr Rocky Stephen
Chair - Environment & Climate Adaptation (ECCA) Advisory Committee	Cr Kabay Tamu *– joined meeting at 9.30am*
Chair - Housing, Families and Safe & Healthy Communities (HFSHC) Advisory Committee	Cr Keith Fell

ABSENT:

Chair - Culture, Arts, Land & Heritage (CALH) Advisory Committee	Cr Chelsea Aniba
Chair - Governance & Leadership Advisory Committee	Cr Dimas Toby

OFFICERS:

Acting Chief Executive Officer	Mr Dawson Sailor
Executive Director Building Services	Mr Wayne Green
Executive Director Corporate Services	Ms Vicki Bishop
Acting Executive Director Community Services	Mr David Abednego
Executive Director Engineering Services	Mr David Baldwin
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

APOLOGIES:

Nil

GUESTS:

Chief Executive Officer, LG Services Group	Mr Scott Mason

CONFIRMED

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

At 9.05am, the Mayor welcomed Committee Members and to the meeting, noting that a quorum of members was present.

The Mayor made the following acknowledgements:

- Our Great Creator (Papa God) for his wisdom, knowledge, understanding, favour upon our lives, families, the region the Council and the services it provides to our communities; and
- The Traditional Custodians and Elders (past, present and emerging) throughout the length and breadth of Zenadth Kes – from Mer in the East to Boigu in the West and Gimuy Country for the TSIRC Cairns Office.

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

Cr Keith Fell delivered the opening prayer. This was followed by a minute of silence for reflection purposes.

B. NOTING OF APOLOGIES

No formal apologies were tabled.

C. CONFLICT OF INTEREST DECLARATIONS

The Mayor invited attendees to table any prescribed or declarable COI matters. No COI declarations were made. The Mayor requested that Committee Members advise of any COI declarations should they arise throughout discussions.

The Mayor also invited attendees to advise of any legal matters that would prevent members from participation in today's meeting. No matters were declared.

D. LIVE STREAM

Due to technical difficulties, the meeting was not live streamed.

1. CONFIRMATION OF MINUTES (11 JULY 2025)

#SSC24-28/2025-10/1

CR WOSOMO / CR FELL

The Standing Committee confirmed the Minutes of its meeting held on 11 July 2025.

CARRIED UNANIMOUSLY

1.1. ACTION ITEMS FROM PREVIOUS MEETINGS

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

CONFIRMED

- *The Chief Executive Officer of LG Services Group (Mr Scott Mason) joined the meeting at 9.25am.*

2. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#SSC24-28/2025-10/2

CR FELL / CR STEPHEN

The Standing Committee 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

- *The Chief Executive Officer of LG Services Group (Mr Scott Mason) spoke to Agenda Item 3.1 below.*

3. CHIEF EXECUTIVE OFFICER

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

[Reason for this matter to be discussed in Closed Business: This matter contains matters that may directly affect the health and safety of an individual or a group of individuals.]

The update was noted by the Standing Committee.

4. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#SSC24-28/2025-10/4

CR FELL / CR WOSOMO

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

CARRIED UNANIMOUSLY

CONFIRMED

5. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

The Mayor advised that no formal resolutions resulted from the Closed Session discussions.

Action Required:

1. Chief Executive Officer to oversee review of existing MOU between TSRA and TSIRC to match the aspirations around Council's TAP and to discuss this matter at the upcoming TSIRC Deputation to the TSRA November 2025 Board Meeting. The CEO requested SARG Members to consider matters and have these raised at the November 2025 Council Workshop.
2. Chief Executive Officer to provide a copy of existing MOU between TSRA and TSIRC to Mr Scott Mason
3. Chief Executive Officer and Mr Scott Mason to progress formal engagement with the Queensland State Government (particularly at the Ministerial level) to invest in housing funding requirements by Council for TSIRC staff in the context of aspiring to TAP needs.
4. Mayor to raise with the TS&NPAROC the need to ensure that the aspirations of Council's TAP are also pursued with NPARC and TSC in the context of regional governance aspirations for the Torres Strait.
5. Chief Executive Officer to discuss with Australian Maritime Union organisers to ensure that coordination occurs across the region in the lead up to the 90th Anniversary of the Maritime Strike (in 2026) is in sync with regional governance aspirations for the Torres Strait.
6. Chief Executive Officer to distribute to SARG SC members the June 2016 Information Report provided to Council in relation to the location of a TSIRC Head Office in the region to determine the next steps on a way forward.
7. Office of the Mayor to send out information to SARG and the Chief Executive Officer to ensure that TSIRC is represented on the regional working group being established by GBK for the 90th Anniversary of the Maritime Strike (in 2026).

6. MAYORAL ITEMS *(verbal discussion)*

6.1. Advisory Committees – 1st Quarter Reporting (2025-26)

#SSC24-28/2025-10/6.1

CR WOSOMO / CR STEPHEN

The Standing Committee:

1. **notes the Advisory Committee 1st Quarter Reports for the period 1 July 2025 to 30 September 2025; and**
2. **recommends that the reports be submitted for noting by Council.**

CARRIED UNANIMOUSLY

6.2. November 2025 Council Workshop – Date Adjustment

The Standing Committee requested that a report be prepared for the October 2025 Ordinary Council Meeting proposing Council agreement for November 2025 Council Workshop to be convened from 10-14 November 2025 and that the current November 2025 monthly Council Meetings scheduled for 14 November 2025 be changed to either 18 or 19 November 2025 and be conducted by Microsoft TEAMS.

6.3. Torres Strait Treaty – Suspension of Traditional Inhabitant visits over Christmas/New Year Period 2025-26

The Standing Committee requested that the Executive Director Community Services prepare a report for the October 2024 Ordinary Council Meeting seeking endorsement of dates for the suspension of Traditional Inhabitant visits over the Christmas/New Year Period 2025-26.

Action Required:

Executive Director Community Services to work with DFAT Treaty Liaison Officer to:

1. ensure that official forms used for prior approval are standardised across all Divisions as it appears that different forms are being used and therefore different criteria are being used; and
2. reported breaches across all Divisions are not accessed/monitored centrally and that more thorough work be done about ensuring that those who are reported for breaches at correctly identified at the time of the breach.

6.4. Nam Zagethaw Yabugud Pty Ltd | training and employment/economic

The **Mayor** and **Cr Rocky Stephen** sought feedback on the way forward in relation to Nam Zagethaw Yabugud Pty Ltd (the entity established by Council as a beneficial enterprise to deliver services under the Australian Government's Community Development Program), following the organisation's unsuccessful application for the recent Remote Australia Employment Service (RAES) funding Round.

Cr Stephen proposed that a 2-day workshop be held in October 2025 to discuss the matter further. The Acting Chief Executive Officer (**Mr Dawson Sailor**) to follow-up further with Cr Stephen out of session in relation to a proposed 2-day workshop in October 2025 to discuss the matter further.

6.5. Investment (Economic Development)

The Mayor advised that this matter is separate to SIP. The Mayor sought advice on strategic investment into businesses (transport, air transport, fishing business, etc) as a means of financial gain for Council. The Acting Chief Executive Officer (**Mr Dawson Sailor**) will seek advice and provide feedback to the Standing Committee. Cr Kabay Tamu also suggested that the entire Torres Strait region needs to work together for coordinated strategic investment and to ensure that the right organisations are structured to coordinate and deliver these investments for the entire region. **Cr Keith Fell** emphasised that housing supply will be crucial to the success of any long-term strategic investments across the region.

Cr Rocky Stephen reminded the Standing Committee that Phase 2 of Council's Economic Development Strategy will address strategic investment and engagement with key stakeholders. A funding application for Phase 2 has been submitted to the TSRA.

6.6. Safe, Accessible & Affordable Transport (Alternative Freight provider)

The Mayor advised that the TS&NPA ROC is currently discussing opportunities across the regions in relation to safe, accessible and affordable transportation options, including:

- road train from Cairns to Bamaga including a storage facility (with economic benefit for local traditional owners);
- Jardine project (with economic benefit for local traditional owners)
- vessel transport from Bamaga to the outer Islands (with storage facility within the Torres Shire)

These proposals have been flagged with the Member for Cook and the Federal Member for Leichardt and the TS&NPA ROC will be formally writing to the TSRA with this proposal and to seek TSRA agreement to undertake a feasibility study to determine the regional appetite for pursuing this initiative especially in the context of the Australian Government's National Food Security Strategy.

6.7. Climate Alliance (3 x TSIRC, TSC, NPARC)

The Acting Chief Executive Officer (Mr Dawson Sailor) advised the Standing Committee that recruitment is currently underway for the engagement of Climate Resilience Officers. A working committee (TSIRC, GBK and Torres Shire) has been meeting to prepare the way forward regionally for training and cooperation between entities when all Officers are on board.

The LGAQ has provided funding for the establishment of a Climate Alliance Committee. TSIRC has appointed Mirabou to coordinate the best way forward for this particular Committee to operate strategically with other regional entities to avoid duplication and to ensure value for money with initiatives.

6.8. Part B TCHHS Report

The **Mayor** advised that Part B of the TCHHS Report has been made public recently. This looked at the structure of TCHHS and basically the report has indicated that TCHHS is culturally safe for staff and clients (or there was no evidence to prove that it was unsafe).

CONFIRMED

The Mayor has been advocating (unsuccessfully) with his TS&NPA ROC counterparts to issue a joint media response in relation to Part B of this Report. The Mayor sought the Standing Committee's advice on a way forward.

Cr Keith Fell advised that he has been invited to sit as a TSIRC representative on the TCHHS Aboriginal and Torres Strait Islander Cultural Council. The Mayor agreed that Cr Fell should accept the invitation as the TSIRC representative based on his current Standing Committee status.

Action Required:

Chief Executive Officer to oversee drafting of a media release for the Mayor responding to Part B of the TCHHS Report.

CONFIRMED

7. CHIEF EXECUTIVE OFFICER

Nil.

8. BUILDING SERVICES DIRECTORATE

Nil.

9. COMMUNITY SERVICES DIRECTORATE

Nil.

10. CORPORATE SERVICES DIRECTORATE

Nil.

11. ENGINEERING SERVICES DIRECTORATE

Nil.

12. FINANCIAL SERVICES DIRECTORATE

Nil.

13. MATTERS ARISING

Cr Ranetta Wosomo requested an update on progress around the previously reported dog attacks on Badu (November 2024) and a proposed management plan for the region. The Acting Chief Executive Officer (**Mr Dawson Sailor**) advised that no further progress has happened since July 2025 (due to staffing changes) however discussions will be renewed with relevant agencies to engage a consultant to develop a pilot management plan for Badu in the first instance.

14. NEXT MEETING – 7 NOVEMBER 2025 (Cairns)

Noted by the Standing Committee.

15. CLOSE OF MEETING & PRAYER

The Mayor thanked Standing Committee members and officers for their attendance and contributions, commitment and leadership for this meeting. The Mayor formally closed the meeting at 12.30pm and Cr Rocky Stephen delivered the closing prayer.

MINUTES CONFIRMED – 7 November 2025

.....	.....
Cr Phillemon Mosby Mayor Torres Strait Island Regional Council	James William Chief Executive Officer Torres Strait Island Regional Council

CONFIRMED

ORDINARY COUNCIL MEETING ACTION ITEMS

(Updated as at 14 November 2025)

Agenda Item

1.5

Agenda Item	Action Area / Completion Date	Current Status
Oct 2025 Mtg | AI 2.2 | Advisory Committees – 1st Quarter Reporting **Action Required:** Executive Director Corporate Services to oversee the preparation of a report for the next Council Meeting to update Council on the processes required to enable Council to change its name from TSIRC to Zenadth Kes Regional Council.	ED Corporate Services [for Nov 2025 Council Mtg]	Refer AI 6.5 for Nov 2025 Council Meeting. Close item.
Oct 2025 Mtg | AI 3.3 | Indigenous Councils' Accord **Action Required:** Chief Executive Officer to oversee the preparation of a report to the next Council meeting seeking formal endorsement of TSIRC representatives on the Accord Committee.	CEO [for Nov 2025 Council Mtg]	Refer AI 3.2 for Nov 2025 Council Meeting. Close item.
Oct 2025 Mtg | AI 18 | Items Arising **Action Required:** 1. Executive Director Community Services to liaise with the Manager Housing to explore options to reduce noise pollution from tenants of public housing, as well as liaison with QPS on Thursday Island for local police to be made aware of growing public nuisance incidents across the communities. 2. Executive Director Community Services to explore options around the introduction of night curfews for youth and/or social supports for families to engage bored youth.	1. ED Community Services / Manager Housing 2. ED Community Services	

Oct 2025 Mtg | Deputation | Torres & Cape Hospital and Health Service (TCHHS) **Action Required:** Executive Director Community Services to provide TCHHS with a copy of the outcomes report/data on the "Deadly For Diabetes" trial in the TSIRC footprint.	ED Community Services	
Sep 2025 Mtg | AI 2.1 | Mayoral Monthly Report **Action Required:** Council's ECCA Advisory Committee to: 1. explore interest from key stakeholders across the greater Torres Strait region to jointly lobby for greater levels of action and investment in addressing the growing impact of climate change across the greater region; and 2. prepare a report back to Council on a proposed way forward.	ECCA Advisory Committee / ED Engineering Services	The Executive Director Engineering Services advised Council that the ECCA Advisory Committee was due to meet on 16/10/25, however, due to extenuating circumstances that meeting did not proceed. A follow-up meeting will be arranged following consultation with the ECCA Chair.
Sep 2025 Mtg | AI 6.1 | Community Grants Program Allocation (Aug 2025) **Action Required:** CEO to explore a review of the Community Grants Policy to clarify issues in relation to eligibility for funeral grants and funeral travel grants, as well as feedback to community on outcomes following the grant acquittal.	ED Corporate Services / CEO	Ongoing. A/CEO and Executive Corporate Services discussed an approach and agreed to review the Community Grant Program in December, as scheduled.
Sep 2025 Mtg | AI 8.2 | SIP – Outcomes from Articulating the 'So-What' **Action Required:** 1. Mayor, CEO, ED Financial Services and Mr Anthony Ottaway to meet and revisit the Strategic Investment Plan (SIP) – Advocacy Development plan to (a) review prioritisation principles; and discuss way forward in relation to SIP matters in relation for a review at the November 2025 Council Workshop. Further discussion to be held at the upcoming November 2025 SARG Committee Meeting, prior to the Workshop. 2. CEO to organise a summary of Council's SIP to be included as part of the TSIRC presentation to the November 2025 TSRA Board Meeting.	CEO / ED Financial Services	Discussed at Nov 2025 Council Workshop. Close this action.

Apr 2025 Mtg | AI 3.1 | CEO Monthly Report (April 2025) **Action Required:** 1. Chief Executive Officer to seek additional funding for 'Sensors' for communities across the region to access as part of the Deadly for Diabetes Program. 2. Chief Executive Officer to discuss off-line with Cr Fell the matter of STP funding for Mabuiag.	Chief Executive Officer	1. In progress, initial contact has been made with Queensland Health to source funding. No further progress. Propose to close off this action. ED Community Services is following up separately with TCHHS. Refer to action from Oct 2025 meeting with TCHHS deputation. 2. Ongoing.
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	Discussed at CALH September meeting. Further information to be sought from TSIMA. The CALH Committee met in Oct 2025 and will provide an update to the Nov 2025 Council meeting.
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	To be discussed at Nov 2025 Council Workshop with two options: self-fund or pursue external funding.

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).* *August 2025 Meeting: Mayor requested that correspondence be sent to various politicians – Mr David Kempton MP (Member for Cook), Senator the Hon. Nita Green (Federal Assistant Minister for Northern Australia) and Senator the Hon. Malarndirri McCarthy (Minister for Indigenous Australians) outlining the lack of consultation around the project itself, including the impacts on Council's capacity to provide ongoing support with operational and infrastructure requirements the project in our current financial environment.*	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 (NOVEMBER 2025)

OFFICER RECOMMENDATION

Council notes the Chief Executive Officer Report for November 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:

- BSU Workshop late October carried out with all BSU trade staff at Poruma for 3 days. Staff held community dinner and completed some training.
- Mabuiag 3 bedroom house has commenced construction in the Cairns RACC (MMC) , 2 bedrooms to commence in the coming weeks – Mayor and Cr Fell inspected site

Key areas of focus for the month ahead:

- Ongoing Follow up with application for Quickstarts Funding – 14 new houses ($34m) – meeting to be held in Brisbane with Dept of Housing / Cr Fell and ED BSU. "Quick Starts" has been retitled "Securing Our Housing Funding" (SOHF)
- Community and Councillor engagement for the proposed new detached and attached extensions (SHAP 2) On Division meeting planned for early October for Hammond, Mer, Masig and Erub.
- Ongoing Follow up with State Funding Partners regarding release of banked works – this is causing Community frustration

2. Community Services

Highlights:

- Won the First Nations Award for Excellence in Biosecurity with DAFF
- Recruitment of 2 x Snr Climate Resilience Officers
- Senior Housing Officers & Management Workshop to refresh on legislation and Councils Policies and Procedures

Key focus areas for the month ahead:

- In partnership with the HoCS, revisit operational plans and priorities for the department including review processes and effectiveness of the department going forward

3. Corporate Services

Highlights:

- Commencement of engagement with Marsh and JLT Solutions to improve Cyber Security and Response plan
- Commencement of engagement with Queensland Cyber Security Unit and KnowBe4 to improve Cyber Security awareness and training to staff
- Cr Stephen provided an overview of the Economic Development Community Engagement Phase 1 project at a Badu Business and Tourism Workshop.
- **Trustee Policy/Home Ownership leases**-recruitment for the leasing officer is finalised. Community engagement for the decision-making process under the Policy for Hammond was completed on 28/29 October.

Key focus areas for the month ahead:

- Teams Calling project
- Working with Marsh and JLT Risk Solutions on Cyber Security & Response
- Working with KnowBe4 on Cyber-Security training platform
- High-level discussions to inform Council's strategic direction for its Divestment Policy.
- Provision of addition information to TSRA for the 'Phase 2 - Advancing the Torres Strait Community-Led Economic Strategic Action Plan' funding proposal.
- Public release of a 'Economic Development Community Engagement Phase 1' report to key stakeholders and provision of media release after it has been endorsed by Council.
- The revised Cultural Awareness and Visiting Communities module is now before the Cultural, Arts and Heritage Committee for consideration.
- The revised TSIRC new Employee Induction module was finalised for briefing note to the CEO and ELT.
- Recruitment drive to the TSI postponed until after the wet season.
- Continuing to represent TSIRC on the "Prapa Pathway" Roundtable with other key stakeholders in the Torres Strait.
- Working with Finance to progress Fleet Management via Tech One (instead of a Microsoft excel spreadsheet)
- **Trustee Policy/Home Ownership leases** Trustee lease consultation for St Pauls-applications to be sent to Divisional Cllr and PBC as per the Trustee Policy with a community meeting proposed for late November (tbc).
- **SHAP (social housing accelerated program)** -final notices under the Regional ILUA for Masig, Warraber and Moa (for St Pauls) to issue 15 November resulting in native title approval for 1 x extension for Masig, 2 for St Pauls and 2 for Warraber.
- **Iama DOGIT** -meeting with the State and PBC proposed to discuss next steps. Council to submit cost recovery to the State.
- **Social Housing Regional ILUA analysis**-continue to engage with GBK for costings (engagement has been ongoing but costings are yet to be submitted by GBK)
- **Ugar DOGIT**- meeting with the PBC scheduled for 20 November to discuss transfer options.
- **Quickstarts-**stage 2 consultation to nominate specific lots (subject to funding being received from the State)

4. Engineering Services

Highlights:

- Warraber Seawalls construction is progressing with positive feedback on the progress to date from the recent visit from the funding and program management representatives .
- Erub 2025 DRFA Works tender has closed with Council receiving competitive tenders, which are currently under assessment.
- Warraber SPS tender has been awarded.

Key focus areas for the month ahead:

- Entering into further Funding agreements for Transport Related Works.
- Mabuiag Road/Culvert Project completion.
- Water security provisions in action – deployment of mobile desals and intensive daily water stock reviews.

5. Financial Services

Highlights:

- Obtained endorsement of the TSIRC Approved Contractor List
- Finalised new freight contract with Sea Swift
- Delivered procurement training on Saibai, Erub, and Mabuiag
- Presented Budget Review to Council at the November Workshop
- Presented Superannuation options to Council
- Presented Strategic Investment Plan Annual Refresh to Council
- Completed Month-End Reports
- Continued refinement of BSU reporting
- Ongoing handover and training for new staff
- Working on TechOne enhancements

Key focus areas for the month ahead:

- Finalise Contract Security Procedure (bank guarantees and retentions)
- Release tender for the Travel Management contract
- Finalise 2024–2025 Financial Statements with Auditors including Comprehensive Valuation queries
- Progress the Budget Review documentation and resolution
- Progress Council resolutions relating to Superannuation options
- Refine and finalise the Strategic Investment Plan Annual Refresh
- Advance actions from the Sustainability and Organisational Improvement Committee (SOIC)
- Continue recruitment to fill staff vacancies
- Configure payroll system for Certified Agreement implementation
- Continue handover and training for new staff
- Refine and enhance Finance Dashboard report presented to Council

James William
Chief Executive Officer

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
3.2

Office of the CEO
AUTHOR: Chief Executive Officer

TSIRC REPRESENTATION ON QUEENSLAND INDIGENOUS COUNCIL LEADERS ACCORD

OFFICER RECOMMENDATION:

Council resolves to:

(a) endorse Torres Strait Island Regional Council membership on the Queensland Indigenous Council Leaders Accord; and

(b) endorse the Mayor as Council's representative on the Accord and the Deputy Mayor (Cr Ranetta Wosomo) as the Mayor's Proxy on the Accord.

EXECUTIVE SUMMARY:

The Report provides background to the Queensland Indigenous Council Leaders Accord; and seeks formal adoption for Council's representation.

Interested Parties/Consultation:

- Mayor Mosby
- Angus Sutherland, LGAQ
- TSIRC Councillors (October Ordinary Meeting)

Background/ Previous Council Consideration:

Queensland's First Nations council leaders have signed a landmark agreement with the State Government to guarantee local leaders a seat at the policy-making table to secure real outcomes for their communities.

The Queensland Indigenous Council Leaders Accord, which recognises the critical role First Nations Councils play in supporting their communities, is designed to improve the liveability and opportunities for Queensland's discrete Indigenous communities through a formal partnership between the State and Queensland's 17 First Nations councils.

The Accord was signed by Local Government Minister Ann Leahy, Aboriginal and Torres Strait Island Partnerships Minister Fiona Simpson, Local Government Association Queensland (LGAQ) President Matt Burnett and LGAQ Policy Executive members, Lockhart River Aboriginal Shire Mayor Wayne Butcher and Palm Island Aboriginal Shire Mayor Alf Lacey.

It was signed in front of Mayors, councillors and CEOs from councils across Queensland, gathered to witness the historic event.

The Accord, which will form part of the Partners of Government Agreement, commits the Queensland Government to making available the relevant Ministers to attend two meetings during the year, to be held adjacent to the LGAQ Indigenous Leaders Forum.

These meetings will provide the opportunity for councils to highlight challenges facing their communities and present solutions informed by local knowledge and cultural experience.

Key actions recorded at these meetings would form an ongoing work plan aimed at realising measurable change in your communities.

The State Government would also commit to holding an annual Cabinet meeting with the 17 First Nations Mayors, with support from the LGAQ, which would consider the achievements and challenges the Accord has experienced in the 12 months prior.

It is an opportunity to hold the government accountable for progress on key actions toward Closing the Gap outcomes.

COMPLIANCE / CONSIDERATIONS:

Statutory:	• *Local Government Act 2009* • *Local Government Regulation 2012*
Budgetary:	N/A
Policy:	N/A
Legal:	N/A
Risk / Risk Mitigation:	N/A
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council *3.1 Provide good governance & leadership* *3.2 Advocate on behalf of our communities*
***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:	Nil.
Timelines:	N/A

Other Comments: **Nil**

Recommended & Approved:

James William
Chief Executive Officer

ATTACHMENTS:

1. Queensland Indigenous Council Leaders Accord - 2025

Queensland Indigenous Council Leaders Accord

A sub-agreement to the Equal Partners in Government Agreement

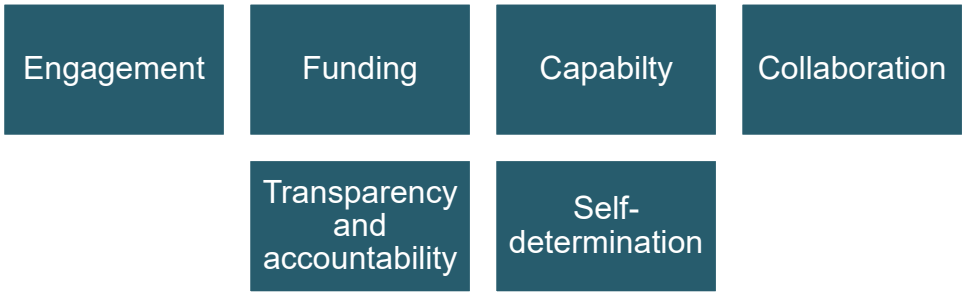
1. Objective

The Queensland Indigenous Councils Leaders Accord (Accord), as a sub-agreement to the *Equal Partners in Government Agreement*, consolidates the partnership between Queensland's 17 discrete First Nations local governments and the Queensland Government.

The Accord's objective is to improve the liveability and opportunities for discrete Indigenous communities through the delivery of economic, social and cultural infrastructure and services, with a focus on progressing outcomes established in the *National Agreement on Closing the Gap*.

2. Principles

The Accord's principles are underpinned by a shared commitment to work in partnership to overcome the inequality experienced by Aboriginal and Torres Strait Islander people and achieve life outcomes equal to all Queenslanders.



3. Governance

3.1 Oversight of the Accord

The department responsible for local government is the lead agency for implementation and operation of the Accord on behalf of the Queensland Government.

3.2 Accord Committee

The Queensland Indigenous Council Leaders Accord Committee (Accord Committee) is established as the primary governance structure for the implementation and operation of the Accord.

3.2.1 Membership

The Accord Committee comprises of nominated representatives (or proxies) of:

- the department responsible for local government (Chair)
- mayors of the discrete First Nations local governments (listed in schedule 1)
- Local Government Association of Queensland (LGAQ)
- the department responsible for Aboriginal and Torres Strait Islander partnerships
- agencies responsible for progression of identified priorities (time-limited membership while a relevant issue is under consideration)

Departmental representative attendance should be at Director-General level.

3.2.2 Priorities

The mayors of First Nations local governments will identify two priority issues for the Committee which affect their communities and align with Closing the Gap outcomes.

3.2.3 Accord Committee Meetings

The Accord Committee will meet twice a year, on agreed dates coinciding with LGAQ's Indigenous Leaders Forum, to discuss identified priorities.

4. State Cabinet meeting

The members of the Accord Committee will meet annually with the full State Cabinet to report back on progress and escalate significant issues, as required.

5. Operation and review

The Accord aligns with the term of the *Equal Partners in Government Agreement*. Meetings to review the operation of the Accord may be held as required at the request of the Queensland Government or the LGAQ. Changes may be made from time to time by mutual agreement.

Schedule 1 – First Nations local governments

1. Aurukun Shire Council
2. Cherbourg Aboriginal Shire Council
3. Doomadgee Aboriginal Shire Council
4. Hope Vale Aboriginal Shire Council
5. Kowanyama Aboriginal Shire Council
6. Lockhart Aboriginal Shire Council
7. Mapoon Aboriginal Shire Council
8. Mornington Shire Council
9. Napranum Aboriginal Shire Council
10. Northern Peninsula Area Regional Council
11. Palm Island Aboriginal Shire Council
12. Pormpuraaw Aboriginal Shire Council
13. Torres Shire Council
14. Torres Strait Island Regional Council
15. Woorabinda Aboriginal Shire Council
16. Wujal Wujal Aboriginal Shire Council
17. Yarrabah Aboriginal Shire Council

Signing Page

Signed by the Honourable Ann Leahy MP, Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers for and on behalf of the Queensland State Government.

……

Signed by the Honourable Fiona Simpson MP, Minister for Women and Women's Economic Security, Minister for Aboriginal and Torres Strait Islander Partnerships and Minister for Multiculturalism on behalf of the Queensland State Government.

……

Signed by LGAQ President, Mayor Matt Burnett, of the LGAQ Ltd, on behalf of First Nations Councils.

……

Signed by LGAQ Policy Executive member, Mayor Wayne Butcher, on behalf of First Nations Councils

……

Signed by LGAQ Policy Executive member, Mayor Alfred Lacey, on behalf of First Nations Councils.

……

this ……day of …… 2025.

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
5.1

DIRECTORATE: *Community Services*
AUTHOR: *Executive Director Community Services*

TORRES STRAIT TREATY – SUSPENSION OF TRADITIONAL VISITS OVER CHRISTMAS/NEW YEAR PERIOD 2025-26

OFFICER RECOMMENDATION:

Council:

(a) Resolves that traditional inhabitant visits between Papua New Guinea and Australia under the *Torres Strait Treaty* will be suspended from close of business on Friday 19 December 2025 and will resume on Monday 2 February 2026; and

(b) Agrees that Councillors (as authorising officers) will strictly adhere to the suspension dates and to ensure that this suspension period is clearly communicated throughout the community.

EXECUTIVE SUMMARY:

A special provision of the *Torres Strait Treaty* allows free movement (without passports or visas) between Australia and Papua New Guinea for traditional activities. This is only for Torres Strait Islanders and for the coastal people from Papua New Guinea who live in and keep the traditions of the region.

Council through the Executive Director Community Services have reached out to Department of Foreign Affairs & Trade, Treaty Liaison Office on Thursday Island to consult on the proposed suspension period.

Following endorsement of the proposed suspension period, the Executive Director Community Services will distribute a notice to all Divisions advising of the suspension dates. A draft Community Notice is attached.

INTERESTED PARTIES/CONSULTATION:

- Executive Director Community Services
- Department of Foreign Affairs and Trade

BACKGROUND:

The Torres Strait Treaty was signed in December 1978 and entered into force in February 1985. It defines the border between Australia and Papua New Guinea and provides a framework for the management of the common border area. Both Australia and Papua New Guinea have liaison officers, based respectively at Thursday Island and Daru, who consult regularly on the implementation of the Treaty at the local level.

In previous years, Council agreed to the following guiding principles for Councillors to observe as authorising officers during this suspension period:

- No new traditional visits into the Torres Strait should be approved to occur between the entire closure period. For example, this year if an event involving traditional visitors is scheduled for 20 January on Boigu, then those traditional visitors must arrive on Boigu prior to close of business on the date of suspension of movement and if their Prior Approval Notice period expires during the suspension period, then they must return to Papua New Guinea on date of expiry. *Visitors must remain only for the stated time on their Prior Approval Notice, then they must return.*
- Councillors are the only 'authorising officer' for Prior Approval Notices. (On previous occasions, some native title holders have asserted that they have the same authority. Council has noted that 'native title' only has domestic jurisdiction, whereas the Torres Strait Treaty has international jurisdiction (i.e. Australia/Papua New Guinea). The Australian Government has already determined who is the authorizing officer in Australia for the Prior Approval Notices and the Government of Papua New Guinea has already determined who is the authorizing officer in Papua New Guinea for the Prior Approval Notices on that side. No other parties can do so.)

Additional compliance requirements for traditional inhabitant visits can be found on the TSIRC website by following this link: Torres Strait Treaty & Border Movements | Torres Strait Island Regional Council (tsirc.qld.gov.au).

COMPLIANCE / CONSIDERATIONS:

Statutory:	Torres Strait Treaty
Budgetary:	N/A. Note that visitors who overstay their Prior Approval Noice period impose on resources available to the local community.
Policy:	DFAT 'Guidelines for Traditional Visitors Travelling under the Torres Strait Treaty'
Legal:	N/A
Risk:	• Council breach of the Statutory requirements outlined above
Links to Strategic Plans:	Corporate Plan 2025-2030 1 Strengthening our Communities 1.4 Celebrate and promote our art, culture and heritage: Take a strategic approach to ensuring that Ailan Kastom and cultural practices are preserved, celebrated, and passed on to future generations.
Masig Statement:	N/A
Standing Committee Consultation:	Housing and Safe and Healthy Communities
Timelines:	Suspension period: cob 19/12/25 to Sunday 01/02/2026

OTHER COMMENTS: Nil

Recommended:

Dawson Sailor
Executive Director Community Services

Approved:

James William
Chief Executive Officer

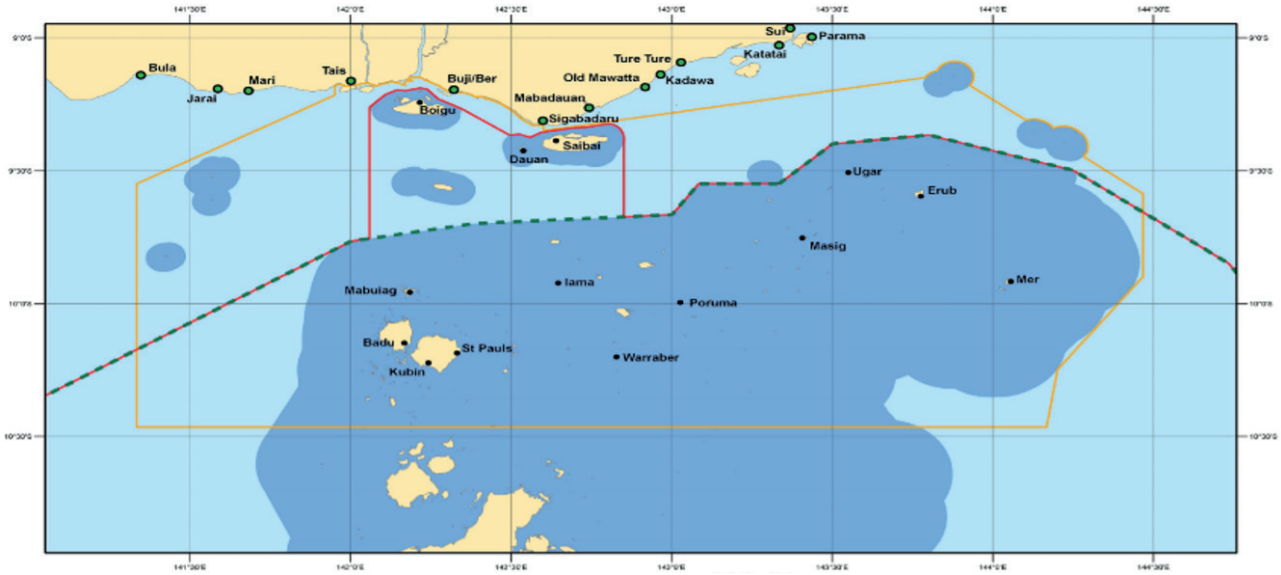
ATTACHMENTS: Draft Community Notice

Torres Strait Island
REGIONAL COUNCIL

COMMUNITY NOTICE

SUSPENSION OF BORDER MOVEMENTS

Movement of Traditional Inhabitants under the Torres Strait Treaty will be suspended on close of business Friday 19th December 2025 and resumes Monday 2nd February 2026



No new movement/s can start after suspension takes effect.
However, the return travel of an existing approved movement can still occur during the suspension period, in accordance with approved permit.

For example, you start/depart Community or Treaty Village before 20th Dec and return 2nd Jan (within suspension period).
This ruling applies to Traditional Inhabitants on either side of the Protected Zone / Border.

Community members are encouraged to plan ahead to ensure compliance and allow time for appropriate approvals.

Enquiries should be directed to your Divisional Councillor or Divisional Manager

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

COMMUNITY GRANTS PROGRAM ALLOCATION (OCTOBER 2025)

OFFICER RECOMMENDATIONS:

1. Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:
    - **CG2026-039 – SAIBAI STAGS U19 FOOTBALL TEAM** for $6,500.00 exclusive of GST;

2. Council **resolves** to allocate Community Grants Program funding to applicants in accordance with the *Community Grants Policy*:
    - **CG2026-041 – BETHALIA ASAI** for $500.00 exclusive of GST; and

3. Council **notes** the following:
    - **a)** No (0) Community Grant applications required divisional contributions;
    - **b)** Two (2) Community Grant application was deemed ineligible for processing;
    - **c)** One (1) Community Grant application was processed for out-of-cycle in October;
    - **d)** One (1) Funeral Grants applications was deemed eligible for processing;
    - **e)** Ten (10) Funeral Travel applications were processed in October;
    - **f)** Two (2) Funeral Donation applications were deemed ineligible for processing;
    - **g)** Three (3) Funeral Travel assistance applications were deemed ineligible for processing.

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, 31/10/2025.

In accordance with Council's *Community Grants Policy*, two (2) 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
CG2026-039 – SAIBAI STAGS U19 FOOTBALL TEAM	$ 6,500.00	Flights, Accommodation and Catering expenses: Participating in the 2026 Survival Knockout Carnival, Cairns. 23/01/2026 – 25/01/2026	$ 6,500.00	Saibai
CG2026-041 – BETHALIA ASAI	$ 500.00	Catering Expenses for the: Annual - Saint Andrews Church Day, 30/11/2025	COI Declared by Cr Pearson. Application was supported by Deputy Mayor for $ 500.00	Poruma

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

Applicant	Amount Requested	Project/Event	Reason for being Ineligible	Division
FT2026 – 007 – FREDDY DAVID	$ 3,314.00	Funeral Travel – Horn Island to Carins for Funeral of the Late Mrs Tina Mari in Cairns, 07/11/2025.	Declined – Funeral is taking place outside of TSIRC's LGA	Poruma
FT2026 – 008 – PATRICIA HARRY	$ 2, 918.00	Funeral Travel – Horn Island to Carins for Funeral of the Late Mrs Tina Mari in Cairns, 07/11/2025.	Declined – Funeral is taking place outside of TSIRC's LGA	Warraber
FT2026 – 009 – ADA PEARSON	$ 1, 704.10	Funeral Travel – Horn Island to Carins for Funeral of the Late Mrs Tina Mari in Cairns, 07/11/2025.	Declined – Funeral is taking place outside of TSIRC's LGA	Hammond

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

Applicant	Amount Requested	Project/Event	Supported by CEO	Division
CG2026-040 – SAIBAI STAGS RLFC	$ 2,000.00	***Catering Expenses: to cater for the NRL player, Hamiso Tabuai-Fidow's visit, 5/11/2025-07/11/2025***	***$ 2,000.00***	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 Two (2) applications meeting eligibility requirements and notes the grant applications processed out-of-cycle and funeral donations provided in October 2025 in accordance with the *Community Grants policy*.

Prepared/Recommended:

Tyisha Lui

Tyisha Lui
Community Grants Officer

Recommended:

Amy Orr
Executive Assistant to the CEO

Endorsed:

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS

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

Attachment 1: 2025-2026 Fund Balances as of 11 *November 2025*

Division	Councillor	Budget	Less Approved Funding	Closing Balance
Boigu	Cr. Toby	$25,000.00	$ 24,900.81	$ 99.19
Hammond	Cr. Dorante	$25,000.00	$ 2,584.00	$ 22,416.00
St Pauls	Cr. Levi	$25,000.00	$ 3,470.00	$ 21,530.00
Ugar	Cr. Stephen	$25,000.00	$ 20,000.00	$ 5,000.00
Badu	Cr. Wosomo	$25,000.00	$ 10,080.00	$ 14,920.00
Dauan	Cr. Elisala	$25,000.00	$ 6,500.00	$ 18,500.00
Erub	Cr. Mye	$25,000.00	$ 10,967.95	$ 14,032.05
Iama	Cr. Hankin	$25,000.00	$ 10,778.00	$ 14,222.00
Kubin	Cr. Manas	$25,000.00	$ 4,620.92	$ 20,379.08
Mabuiag	Cr. Fell	$25,000.00	$ 14,470.00	$ 10,530.00
Mer	Cr. Kaigey	$25,000.00	$ 500.00	$ 24,500.00
Poruma	Cr. Pearson	$25,000.00	$ 7,946.50	$ 17,053.50
Saibai	Cr. Aniba	$25,000.00	$ 20,640.00	$ 4,360.00
Warraber	Cr. Tamu	$25,000.00	$ 14,177.00	$ 10,823.00
Yorke	Cr. Ted Mosby	$25,000.00	$ 10,479.80	$ 14,520.20
Mayor	Mayor Mosby	$25,000.00	$ -	$ 25,000.00
Community Gifts	CEO	$20,000.00	$ 6,000.00	$ 14,000.00
		$ 420,000.00	**$ 168,114.98**	**$ 251,885.02**

Attachment 2: Applications Processed During the Reporting Period for Noting

Application Type	Community Entity Applicants	Amount Requested	Project/Event	Amount Approved	Division
OUT-OF-CYLCE APPLICATIONS	**CG2026-039 – SAIBAI STAGS RLFC (HAMISO TABUAI-FIDOW)**	$ 2,000.00	Catering Expenses: NRL Player, Hamiso Tabuai-Fidow visit.	$ 2,000.00	SAIBAI
FUNERAL DONATION / TRAVEL APPLICATIONS	**FD2026 – 013 – GEORGINA THAIDAY**	$ 1,351.76	Funeral Expenses for the Funeral of the Late Mr Rebes Thaiday on Erub, 31/10/2025	$1,351.76	ERUB
	FT2026-011 – AGREI BILLY	$ 1,080.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 1,080.00	MASIG
	FT2026-012 – ROSELYN BILLY	$1,468.80	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$1,468.80	MASIG
	FT2026-013 – DALASSA BILLY	$ 1,080.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 1,080.00	MASIG
	FT2026-014 – YUNITA NAAWI	$ 300.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 300.00	MASIG
	FT2026-016 – KEVIN ASAI	$ 150.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 150.00	MASIG
	FT2026-017 – KATHLEEN MORRIS	$ 360.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 360.00	MASIG
	FT2026-018 – MCFARLANE WARRIA	$ 1,885.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 1,885.00	MASIG
	FT2026-019 – PETRANELLA SAMUEL	$ 306.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 306.00	MASIG
	FT2026-020 – MONTY NAAWI	$ 2,850.00	Travel Expenses: to attend the Funeral of the Late Mrs Tina Mari, 7/11/2025	$ 2,850.00	MASIG

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

FUNDING ACQUISITION REPORT (OCTOBER 2025)

OFFICER RECOMMENDATION:

Council receives and 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 October 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 2025-26.

In October 2025:

- 1 x funding application was successful for the value of $2,701,250.00
  - TSRA – Warraber Sewer Pump Station (SPS) 1 Replacement Project

- 0 x funding application was submitted.

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

Operational Project Funding 2025-2026

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment	Division
Queensland Reconstruction Authority (QRA) - 0050	$8,026,893.50	DRFA - Central Islands	1-Sep-25		Pending	Pending Council Resolution November COM	Central Cluster
TSRA	$170,000.00	Advancing the Torres Strait Community-Led Economic Strategic Action Plan - Phase 2	15-Sep-25		Pending	Original application was submitted 12/06/25 for $140,000.00, voluntarily resubmitted to request an additional $30,000.00	TS Region
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		TS Region
Queensland Reconstruction Authority (QRA) - 0048	$ 10,660.00	2025-26 Get Ready Queensland (GRQ) Grant Program	4-Jul-25	16-Sep-25	Successful		TS Region
Queensland Reconstruction Authority (QRA) - 0047	$ 135,269.00	Fuel Facilities Emergency Power	30-May-25	16-Sep-25	Successful		Poruma. Dauan, Erub, Boigu, Mabuiag
Queensland Reconstruction Authority (QRA) - 0046	$ 110,462.00	Badu IslandOffice Generator	30-May-25	16-Sep-25	Successful		Badu
LGAQ	$300,000.00	QLD Climate Resilient Councils Program. Climate Risk Profiling for the Region Project & Torres & Nothern Climate Alliance		4-Aug-25	Successful		TS Region
Department of Local Government, Water and Volunteers	$30,363.99	Indigneous Councils Critical Infrastructure Program - Establish Erub Island Water Testing Lab.	6-May-25	15-Jul-25	Successful		Erub
QLD Health	$2,195,642.00	Aboriginal & Torres Strait Islander Public Health Program	27-Jun-25	1-Jul-25	Successful		TS Region
Indigenous Land and Sea Corporation (ILSC) Our Country Our Future Program	$70,000.00	Hammond Island Ferry Service Feasibility Study	23-Jun-25	26-Sep-25	Unsuccessful	The ILSC review panel concluded the project is insufficiently aligned with the ILSC's core purpose.	Hammond
Total of Funding Applied - *Noting funding can span over numerous financial years.	**$ 11,583,083.49**						
Total of Funding Successful	**$ 2,782,396.99**						
Total of Funding Unsuccessful	**$ 70,000.00**						
Total of Funding Pending	**$ 8,800,686.50**						

Capital Project Funding 2025-2026

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**
QLD Police - SES Local Government Subsidy	*$ 26,521.00*	*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 jorizontal 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	$ 33,952,437.52			

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment	Division
Queensland Regional Authority (QRA) - 0051	$2,138,471.26	DRFA - Hammond Roads	5-Sep-25		Pending	Pending Council Resolution November COM.	Hammond
LGAQ - Coastal Hazard Adaptation Program (Qcoast Round 4)	$550,427.00	Ugar Native Village Living Shoreline Protection			Pending	Funding Agreement currently on hold until further discussion.	Ugar
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	Boigu
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 approved- from $2,882,880.00 - increased to $3,160,000.00.	Aragun
TSRA	$ 1,200,000.00	Ugar Fuel Bowser Project. Note: $482,000 secured from previous funding.	8-Nov-23		Pending		Ugar
TSRA	$2,701,250.00	Warraber Sewer Pump Station (SPS) 1 Replacement Project	28-Aug-25	27-Oct-25	Successful	Council Resolution October COM.	Warraber
TSRA	$57,893.00	Water Network Management Projects on Badu, St Pauls and Erub	28-Aug-25	9-Sep-25	Successful	Reallocated unspent funds from Erub Reservoir Refurbishment Grant Project (MIAOP 04 22-23).	Badu, Erub, St Pauls
Queensland Regional Authority (QRA) - 0049	$ 16,965,074.45	DRFA - Erub	5-Aug-25	30-Sep-25	Successful		Erub
Queensland Regional Authority (QRA) - 0045	$ 958,627.00	Boigu Council Office Refurb	30-May-25	16-Sep-25	Successful		Boigu
Queensland Regional Authority (QRA) - 0043	$ 4,700,496.23	Boigu Esplanade Road Upgrade	23-May-25	16-Sep-25	Successful		Boigu
Total of Funding Applied - *Noting funding can span over numerous financial years.	**$ 36,403,088.94**						
Total of Funding Successful	**$ 25,383,340.68**						
Total of Funding Unsuccessful	**$ -**						
Total of Funding Pending	**$ 11,019,748.26**						

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 Corporate 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:
Kim Kerwin
Manager, Governance & Risk

Endorsed:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:
Nil.

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
6.3

DIRECTORATE: Corporate Services
***AUTHOR**: Manager Governance and Risk*

POLICY UPDATE – FRAUD AND CORRUPTION PREVENTION POLICY

OFFICER RECOMMENDATION:

Council resolves to endorse the updated Fraud and Corruption Prevention Policy.

EXECUTIVE SUMMARY:

The Fraud and Corruption Prevention Policy has been reviewed in accordance with Council's Policy Framework. It will replace the previous Fraud and Corruption Prevention Policy adopted in 2016 and reviewed in 2020, 2021 and 2022. The revised policy in Attachment 1 was presented to Council's Standing Committee (SARG) on 11 July 2025 and to Audit and Risk Committee in September 2025.

The current policy (with tracked changes) is at Attachment 2.

Relevant internal departments have reviewed the proposed policy. The Manager Governance and Risk led the review process and ensured alignment with legal obligations and modern governance expectations.

Interested Parties/Consultation:

- Internal Audit and Risk Committee
- Executive Director Corporate Services
- Manager Administration and Communication
- Manager Procurement and Contracts
- Manager Financial Accounting and Assets

Background / Previous Council Consideration:

The Standing Committee (SARG):
1. Reviewed the updated Fraud and Corruption Prevention Policy; and
2. Referred the updated Fraud and Corruption Prevention Policy to the Council's Audit and Risk Committee for review and to Council for adoption.

The Audit and Risk Committee:
Reviewed the updated Fraud and Corruption Prevention Policy and recommended referral of the policy to Council for consideration and adoption.

COMPLIANCE / CONSIDERATIONS:

Statutory:	• *Crime and Corruption Act 2001* (Qld) • *Local Government Act 2009* (Qld) • *Local Government Regulation 2012* (Qld) • *Public Interest Disclosure Act 2010* (Qld) • *Public Sector Ethics Act 1994* (Qld) • *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* (Qld)
Budgetary:	Nil impact
Policy:	The policy was developed under Council's Policy Framework and provides clear guidance on implementation of relevant legislation. The adoption of this policy will replace the current policy.
Legal:	The new policy is compliant with all legislative requirements and reflects best practice local government governance.
Risk / Risk Mitigation:	Failure to adopt the updated policy may result in non-compliance with legislative obligations and expose Council to financial, legal, or reputational risk. Adoption of the proposed updated policy mitigates these risks and strengthens Council's governance, integrity, and accountability practices.
Links to Strategic Plans:	CORPORATE PLAN 2025-2030 Focus Area # 3. A proactive and responsible Council ➢ 3.1 Provide good governance and leadership
Masig Statement:	Assists in equipping Council's goals and aspirations for self determination
Standing Committee Consultation:	SARG Committee Meeting 11 July 2025 reviewed the updated policy and referred to Council's Audit and Risk Committee for review and to Council for adoption.
Timelines:	Policy is due for review.

Other Comments:

Following adoption of the Updated Fraud and Corruption Prevention Policy, a review will be undertaken of the Fraud and Corruption Prevention Procedure.

Recommended:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Attachment 1: *Draft Fraud and Corruption Prevention Policy*

Attachment 2: *Current Fraud and Corruption Prevention Policy (with tracked changes)*

Fraud and Corruption Prevention Policy

1. PURPOSE

The purpose of this policy is to prevent, detect, and respond to fraud and corruption within Torres Strait Island Regional Council (**Council**), ensuring compliance with Queensland legislation and promoting integrity, transparency, and accountability in Council operations.

2. SCOPE

This policy applies to all Council employees, Councillors, contractors, consultants, volunteers, and any individual or entity engaged in business with Council.

3. LINK TO CORPORATE PLAN 2025-2030

- 3. A proactive and responsible Council
    - 3.1Provide good governance and leadership

4. POLICY STATEMENT

Council is committed to:

- A zero-tolerance approach to fraud and corruption.
- Establishing effective prevention, detection, and response mechanisms.
- Complying with legislative requirements and integrity frameworks.
- Encouraging ethical behaviour and transparency within all Council operations.
- Protecting whistleblowers and ensuring confidentiality in reporting suspected fraud or corruption.

5. FRAUD AND CORRUPTION PREVENTION

Council will implement the following measures to prevent and mitigate fraud and corruption risks:

5.1 Governance and Leadership

- The CEO and Executive Leadership Team (**ELT**) are responsible for fostering a culture of integrity.
- Fraud and corruption risk assessments will be conducted periodically.
- A Fraud and Corruption Control Plan will be maintained in accordance with CCC and QAO guidelines.

5.2 Internal Controls

- Council will establish clear financial, procurement, and asset management controls to prevent fraudulent activities.
- Conflict of interest disclosures will be required for all Councillors and employees.
- High-risk transactions will be subject to increased scrutiny.

5.3 Employee Responsibilities

DRAFT

- Employees must report any suspicions of fraud or corruption immediately.
- Mandatory fraud awareness training will be provided to all employees.
- Employees must adhere to the Code of Conduct and Public Sector Ethics Principles.

5.4 Third-Party Engagement

- Contractors and suppliers must comply with Council's fraud and corruption prevention standards.
- Due diligence checks will be conducted before engaging vendors.

6. REPORTING AND INVESTIGATING FRAUD AND CORRUPTION

6.1. Reporting Obligations

- Suspected fraud or corruption must be reported to:
  - CEO (or delegated officer)
  - Crime and Corruption Commission (**CCC**) if the matter involves corrupt conduct
  - Queensland Police Service (**QPS**) for criminal fraud cases
- Reports can be submitted via email, in person, or through the confidential reporting hotline.

6.2. Confidentiality and Whistleblower Protection

- Council will protect individuals who report fraud or corruption in good faith.
- Whistleblower disclosures will be handled under the *Public Interest Disclosure Act 2010* (Qld).

6.3. Investigation Process

- The CEO will initiate an internal review or refer the matter to an external authority.
- Investigations will be conducted impartially and in accordance with legal requirements.
- Disciplinary action will be taken where allegations are substantiated.

7. REPORTING COUNCILLOR INVOLVEMENT

Where suspected fraud or corruption involves a councillor, the matter may constitute misconduct or corrupt conduct under the *Local Government Act 2009 (Qld)*. In such cases, the matter must be referred to the OIA and/or the CCC, as appropriate. Council staff must not investigate such matters internally.

8. MONITORING AND CONTINUOUS IMPROVEMENT

- Fraud and corruption risks will be reviewed annually.
- Policy effectiveness will be assessed against best practice guidelines.
- Updates will be made in response to legislative or operational changes.

9. DEFINITIONS

DRAFT

Fraud: Any dishonest activity causing actual or potential financial loss to Council, including theft, deception, misuse of position, or deliberate misrepresentation.
Corruption: Dishonest or unethical conduct that involves a breach of trust, misuse of power, or an attempt to gain an undue advantage.
Public Official: A person employed by, or associated with, Council who is subject to the *Crime and Corruption Act 2001 (Qld)*.
Corrupt Conduct: Conduct by a person that adversely affects the honest and impartial performance of Council functions, including bribery, extortion, and collusion.
Reasonable Suspicion: A belief based on facts that a fraud or corruption offence may have occurred.
Office of the Independent Assessor (OIA): An independent statutory body responsible for receiving and assessing complaints about the conduct of councillors under the *Local Government Act 2009* (Qld).

10. RELATED DOCUMENTS AND REFERENCES

- *Crime and Corruption Act 2001* (Qld)
- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)
- *Public Interest Disclosure Act 2010* (Qld)
- *Public Sector Ethics Act 1994* (Qld)
- *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* (Qld)
- Queensland Audit Office (QAO) Fraud Management Guidelines
- Crime and Corruption Commission (CCC) Fraud and Corruption Control Best Practice Guide
- Code of Conduct for Employees
- Fraud and Corruption Control Procedure
- Public Interest Disclosure Policy and Management Program
- Conflict of Interest Policy
- Complaint Management Procedure

11. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Corporate Services
Responsible Officer:	Manager Governance and Risk
Authorised on:	xx/xx
Next review date:	June 2028 (This policy will be reviewed every three years or as required by changes in legislation).
Review history:	2016, 2020, 2021, 2022, 2025
Version:	October 2025

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Fraud and Corruption Prevention Policy

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Responsible Manager	Chief Executive Officer
Heads of power	*Local Government Act 2009* (Qld) *Local Government Regulation 2012* (Qld) *Crime and Corruption Act 2001* (Qld) ~~*Criminal Code Act 1899*~~ *Integrity Act 2009* (Qld) *Public Interest Disclosure Act 2010* ~~*P*~~*ublic Sector Ethics Act 1994* (Qld) *Right to Information Act 2009* (Qld) *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* (Qld) ~~*Local Government Act 2009*~~ ~~*Local Government Regulation 2012*~~
Authorised by	Council
Authorised on	~~16 May 2022~~21-22 October 2025
Implemented from	~~May 2022~~17 June 2025
Last reviewed	~~April~~ 16 May 2022
Review history	2016, 2020, 2021, 2022, 2025
To be reviewed on	~~May 2024~~October 2028
Corporate Plan 2025-30	A proactive and responsible Council ➢ 3.1 Provide good governance and leadership~~People, Sustainability and Prosperity~~

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1. Purpose

The purpose of this policy is to prevent, detect, and respond to fraud and corruption within Torres Strait Island Regional Council (**Council**), ensuring compliance with Queensland legislation and promoting integrity, transparency, and accountability in Council operations.

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~~Council is committed to the control and elimination of all forms of fraud and corruption, and to create an ethical environment and culture that discourages and prevents them. Council has zero tolerance to activities related to fraud and corruption, which are commonly associated: fraud is usually regarded as some form of deliberate deception to facilitate or conceal misappropriation, and corruption involving a breach of trust in the performance of official duties.~~

~~All staff are responsible for the prevention and detection of fraud and corruption. There is a mandatory duty of every public officer under Section 38 and 39 of the *Crime and Corruption Act 2001* to notify the Crime and Corruption Commission if s(he) reasonably suspects that a complaint or information or matter involves or may involve corrupt conduct. This mandatory duty is despite any obligation the person has to maintain confidentiality.~~

~~All allegations and suspicions of fraud will receive attention. All substantiated cases will be dealt with appropriately either by criminal, disciplinary or administrative mechanisms suitable to the case (having due regard for the rights of all persons, including any person reporting a fraud and of any alleged perpetrator of fraud).~~

~~As fraud and corruption constitute a significant risk to Council, it is appropriate that a culture of ethical conduct be developed to recognise and avoid fraud and to deal appropriately with any cases of fraud. Torres Strait Island Regional Council is committed to ethical practices and the prevention of fraud and corrupt practices across all levels of operation.~~

~~Council is committed to:~~

- ~~Taking a risk management approach to the prevention, identification and management of fraud and corruption;~~
- ~~Reducing or removing the potential for fraudulent or corrupt conduct on the part of its employees, contractors, clients and suppliers;~~
- ~~Detecting fraudulent or corrupt conduct;~~
- ~~Responding to all instances of suspected fraudulent or corrupt conduct exposed as a result of our detection processes, or as a result of receiving an allegation of fraudulent or corrupt activities;~~
- ~~Managing, disciplining or facilitating the prosecution of those responsible for incidents of fraud and corruption as appropriate;~~
- ~~Minimising the risk of fraud and corruption; and~~
- ~~Ensuring the continuing organisational integrity and transparency of its operations.~~

~~Council will act on any suspicion of illicit conduct on the part of its staff or any party with whom it conducts business.~~

~~Council officers have a responsibility and an obligation to report suspected or known incidents of fraud or corruption.~~

~~Council will take action against anyone who takes reprisal action against a Council officer who reports suspected or known incidents, consistent with Public Interest Disclosure standards.~~

~~Council recognises that fraud and corruption prevention and control are integral components~~

~~of good governance and risk management.~~

~~The *Local Government Act 2009* mandates Councils establish and maintain appropriate systems of internal controls and risk management.~~

2. ~~Application~~Scope

This policy applies to all Council employees, Councillors, contractors, consultants, volunteers, and any individual or entity engaged in business with Council.

~~This policy applies to any fraud or corruption, or suspected fraud or corruption, involving Council employees, Councillors, contractors, consultants, volunteers, suppliers or any other party dealing with Torres Strait Island Regional Council.~~

3. LINK TO CORPORATE PLAN 2025-2030

- 3. A proactive and responsible Council

o 3.1Provide good governance and leadership

~~3. Definitions~~

~~For the purposes of this policy, the following definitions apply:~~

~~3.1 Corruption~~

~~Corruption means dishonest activity in which an employee of an organisation acts contrary to the interest of the organisation, in order to achieve some gain or advantage, or to avoid loss or disadvantage, for the employee or for another person or entity. Corruption can include, but is not limited to, behaviour such as:~~

- ~~Provision of false credentials, references or identification by an applicant to gain a position within Council.~~
- ~~Payment or receipt of secret commissions (bribes), which may be paid in money or in some other form of value to the receiver and may relate to a specific decision or action by the receiver or generally.~~
- ~~Release of confidential information in exchange for financial benefit or some form of non-financial benefit or advantage to the employee releasing the information~~
- ~~Collusive tendering (the act of multiple tenderers for a particular contract colluding in preparation of their bids).~~
- ~~Payment or solicitation of donations for an improper political purpose.~~
- ~~Serious conflict of interest involving an Officer acting in his or her own self-interest rather than the interests of Council.~~
- ~~Manipulation of the procurement process by favouring one tenderer over another for personal reasons or selectively providing information to some tenderers.~~
- ~~Manipulation or avoidance of the recruitment process to appoint staff.~~
- ~~Reprisal against a Public Interest Discloser and subject officers.~~

~~As defined in the *Crime and Corruption Act 2001* S15,~~

~~**Corrupt conduct** - means conduct of a person, regardless of whether the person holds or held an appointment, that—~~

~~(a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—~~

~~(i) a unit of public administration; or~~

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~~(ii) a person holding an appointment; and~~

~~(b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—~~

~~(i) is not honest or is not impartial; or~~

~~(ii) involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or~~

~~(iii) involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment; and~~

~~(c) would, if proved, be—~~

~~(i) a criminal offence; or~~

~~(ii) a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.~~

~~**Corrupt conduct** - also means conduct of a person, regardless of whether the person holds or held an appointment, that—~~

~~(a) impairs, or could impair, public confidence in public administration; and~~

~~(b) involves, or could involve, any of the following—~~

~~(i) collusive tendering;~~

~~(ii) fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described)—~~

~~(A) protecting health or safety of persons;~~

~~(B) protecting the environment;~~

~~(C) protecting or managing the use of the State's natural, cultural, mining or energy resources;~~

~~(iii) dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;~~

~~(iv) evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;~~

~~(v) fraudulently obtaining or retaining an appointment; and~~

~~(c) would, if proved, be—~~

~~(i) a criminal offence; or~~

~~(ii) a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.~~

~~Under the *Crime and Corruption Act 2001* S14, **conduct** includes:~~

~~a) neglect, failure and inaction; and~~

~~b) conspiracy to engage in conduct; and~~

~~c) attempt to engage in conduct.~~

~~3.2 Fraud~~

~~Fraud is where dishonest activity causes actual or potential loss to any person or entity including theft of moneys or other property by employees or persons external to the entity and where deception is used at the time, immediately before or immediately following, the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal purpose or the improper use of information or position for personal benefit.~~

~~Fraud may include but is not limited to:~~

- ~~theft or cash, goods, services or property;~~
- ~~obtaining property, a financial advantage or any other benefit by deception;~~
- ~~causing a loss, avoiding or obtaining a benefit by deception;~~
- ~~knowingly providing false or misleading information to Council, or failing to provide information where there is an obligation to do so;~~
- ~~a breach of trust in the performance of official duties, by which an employee or Councillor acts contrary to the interest of Council in order to achieve some personal gain or advantage for themselves or for another person or entity;~~
- ~~using a forged or falsified documentation for an improper purpose;~~
- ~~deliberate misstatement of accounting information for an improper purpose.~~

~~**Internal Fraud** refers to fraudulent acts undertaken by Councillors or employees. Examples or potential indicators of such fraud include:~~

- ~~falsification of expenses claimed (expense reimbursements) including any claim for reimbursement of expenses that are not made for the exclusive benefit of Council;~~
- ~~forgery or alteration of cheques, invoices, computer records and other documents;~~
- ~~theft of cash and alteration of records to conceal any deficiency;~~
- ~~falsification of invoices for payment;~~
- ~~failure to receipt monies collected;~~
- ~~procurement fraud;~~
- ~~timesheets where ordinary or overtime hours have been inappropriately claimed;~~
- ~~inappropriate use of Council resources (labour/plant) or information for personal gain;~~
- ~~dealing inappropriately with benefit claims of friends or relatives;~~
- ~~unexplained and/or sudden sources of wealth;~~
- ~~excessive secrecy in relation to work;~~
- ~~employees who are aggressive or defensive when challenged, and/or controlling of certain colleagues;~~
- ~~poorly reconciled cash expenses or customer accounts;~~
- ~~employees known to be under financial pressure;~~
- ~~employees who delay providing information, or who provide different answers to different people;~~
- ~~employees under apparent stress without identifiable pressure;~~

- ~~employees making procedural or computer enquiries inconsistent with, or not related to, their normal duties;~~
- ~~managers who avoid using normal procurement processes (e.g. excessive use of credit card or cash to purchase items, outside the procurement framework);~~
- ~~employees who appear to make many mistakes, especially those leading to financial loss;~~
- ~~employees with competing or undeclared external business interests;~~
- ~~managers with too much hands-on control;~~
- ~~employees refusing to take leave;~~
- ~~an unusual number of customer complaints;~~
- ~~customers or suppliers insisting on dealing with just one individual;~~
- ~~any misappropriation of funds, securities, supplies or any other Council property;~~
- ~~any irregularity in the handling or reporting of money transactions;~~
- ~~seeking or accepting anything of material value from suppliers, consultants or contractors doing business with Council;~~
- ~~unauthorised use or misuse of Council property, equipment, materials or records;~~
- ~~any computer related activity involving the alteration, destruction, forgery or manipulation of data for fraudulent purposes or misappropriation of Council owned software;~~
- ~~lodgement of a false claim against Council e.g. workers' compensation or public liability;~~
- ~~running a private business during work hours;~~
- ~~making false statements or altering signatures or other information and materials so as to mislead or misrepresent a position or hide wrongdoing; and/or~~
- ~~destroying or removing records without approval for personal gain or to conceal fraudulent activity.~~

~~In some instances, there can be potential for those in positions of trust within Council to perpetrate fraud against third parties.~~

~~**External Fraud** refers to fraud committed against Council by persons outside Council. Examples of such fraud include:~~

- ~~applications for Council assistance with inconsistent signatures, mismatched fonts or handwriting on different pages of the same document;~~
- ~~invoices which look different to previous invoices issued by the same provider;~~
- ~~lack of supporting evidence, or falsified evidence that eligibility criteria for grant or community funding has been met;~~
- ~~expenditure exceeding approved budgets for grant funding but there is not adequate information to explain the variance;~~
- ~~a high volume of transactions from one service provider (such as a registered training organization) used to support a licence, community or grant funding application, as this may indicate collusion between applicants and the provider; and/or~~
- ~~attempts to obtain sensitive information such as usernames, passwords, and credit card details.~~

~~4. Procedure~~

~~Council's commitment to fraud control will be managed by ensuring that fraudulent or corrupt behaviour is discouraged, conflicts of interest are avoided, and training and auditing systems are in place. This will be achieved with reference to the following procedures:~~

~~1. Fraud and Corruption Control~~
~~2. Gifts~~
~~3. Lost, Stolen and Damaged Property~~
~~4. Complaint Management Procedure.~~

~~Training and awareness of ethical principles and ethical decision-making are essential elements of fraud and corruption prevention. Council is committed to providing staff access to training and awareness programs that build on the Code of Conduct and provide clear understanding of fraud and corrupt conduct, including relevant scenarios that encourage participation and link training to everyday local government work situations:~~

- ~~Council's values, policies, code of conduct and reporting arrangements~~
- ~~Public Interest Disclosures~~
- ~~How to respond to suspicions of fraud and corruption~~
- ~~The risk areas identified in fraud and corruption risk assessments~~
- ~~Case studies and techniques to further develop ethical decision-making skills~~

4. POLICY STATEMENT

Council is committed to:

- A zero-tolerance approach to fraud and corruption.
- Establishing effective prevention, detection, and response mechanisms.
- Complying with legislative requirements and integrity frameworks.
- Encouraging ethical behaviour and transparency within all Council operations.
- Protecting whistleblowers and ensuring confidentiality in reporting suspected fraud or corruption.

5. FRAUD AND CORRUPTION PREVENTION

Council will implement the following measures to prevent and mitigate fraud and corruption risks:

5.1 Governance and Leadership

- The CEO and Executive Leadership Team (**ELT**) are responsible for fostering a culture of integrity.
- Fraud and corruption risk assessments will be conducted periodically.
- A Fraud and Corruption Control Plan will be maintained in accordance with CCC and QAO guidelines.

5.2 Internal Controls

- Council will establish clear financial, procurement, and asset management controls to prevent fraudulent activities.
- Conflict of interest disclosures will be required for all Councillors and employees.
- High-risk transactions will be subject to increased scrutiny.

5.3 Employee Responsibilities

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- Employees must report any suspicions of fraud or corruption immediately.
- Mandatory fraud awareness training will be provided to all employees.
- Employees must adhere to the Code of Conduct and Public Sector Ethics Principles.

5.4 Third-Party Engagement

- Contractors and suppliers must comply with Council's fraud and corruption prevention standards.
- Due diligence checks will be conducted before engaging vendors.

6. REPORTING AND INVESTIGATING FRAUD AND CORRUPTION

6.1. Reporting Obligations

- Suspected fraud or corruption must be reported to:
  - CEO (or delegated officer)
  - Crime and Corruption Commission (**CCC**) if the matter involves corrupt conduct
  - Queensland Police Service (**QPS**) for criminal fraud cases
- Reports can be submitted via email, in person, or through the confidential reporting hotline.

6.2. Confidentiality and Whistleblower Protection

- Council will protect individuals who report fraud or corruption in good faith.
- Whistleblower disclosures will be handled under the *Public Interest Disclosure Act 2010* (Qld).

6.3. Investigation Process

- The CEO will initiate an internal review or refer the matter to an external authority.
- Investigations will be conducted impartially and in accordance with legal requirements.
- Disciplinary action will be taken where allegations are substantiated.

7. REPORTING COUNCILLOR INVOLVEMENT

Where suspected fraud or corruption involves a councillor, the matter may constitute misconduct or corrupt conduct under the *Local Government Act 2009* (Qld). In such cases, the matter must be referred to the OIA and/or the CCC, as appropriate. Council staff must not investigate such matters internally.

8. MONITORING AND CONTINUOUS IMPROVEMENT

- Fraud and corruption risks will be reviewed annually.
- Policy effectiveness will be assessed against best practice guidelines.
- Updates will be made in response to legislative or operational changes.

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~~5. Roles and Responsibilities~~

~~5.1 Mayor and Councillors~~

~~The *Local Government Act 2009* provides the Mayor and Councillors with clear roles and responsibilities. In the context of this policy, the role of the Mayor and Councillors is to ensure that there are appropriate processes in place to reduce the risk of fraud and corruption.~~

~~The Mayor and Councillors are also accountable to the communities they serve. Complaints about the conduct of Elected Members can be made to the Office of the Independent Assessor, Phone 1300 620 722, Email OIAcomplaints@oia.qld.gov.au, or online at www.oai.qld.gov.au .~~

~~5.2 Chief Executive Officer and Executive Management~~

~~The CEO has primary responsibility for the proper management of Council resources and the development and implementation of systems and practices to minimise the risk of fraud and corruption. The CEO and Executive Management will lead by example in a manner consistent with the values and principles detailed in the Employee Code of Conduct.~~

~~The CEO is required to notify the Crime and Corruption Commission if there is reason to suspect corrupt conduct as defined by the Crime and Corruption Act 2001 has occurred. The CEO should refer to the Crime and Corruption Commission - Corruption in Focus guide to dealing with corrupt conduct in the Queensland Public Sector for guidance in any dealings with fraud and corruption matters.~~

~~The CEO and Executive Management will assume responsibility for fraud and corruption prevention to ensure that the fraud and corruption control strategies are implemented effectively across all work areas. Consideration of fraud and corruption issues will form part of both annual and longer term operational and business processes.~~

~~5.3 Manager and Supervisors~~

~~It is the responsibility of managers and supervisors to ensure that the decision-making process is as open and accountable as possible. They must display ethical leadership in the promotion of Council's Fraud and Corruption Control, and visibly conduct themselves in a manner consistent with the values and principles of Council's Code of Conduct. Fraudulent conduct is more likely to occur in an environment where systems, standards and procedures are not clearly defined and may be open to exploitation. Therefore, measures to prevent fraud should be continually monitored, reviewed and developed, particularly as new systems or procedures are being introduced or modified, or where current systems or controls are outdated.~~

~~All managers and supervisors must recognise that fraud and corruption may occur in their area of responsibility. Managers are to critically examine their areas of responsibility and business processes to identify and evaluate potential fraud and corruption risk situations. Managers and supervisors are expected to develop and maintain fraud and corruption resistant work practices.~~

~~Each manager is responsible for managing fraud risk in their Department including:~~

- ~~Identifying and periodically reviewing the risks, including fraud risks;~~
- ~~Establishing controls to manage or mitigate fraud risks;~~
- ~~Monitoring established controls to determine if they are operating as intended;~~
- ~~Identifying fraud prevention training needs of staff;~~
- ~~Implementing (in accordance with policy) disciplinary action concerning staff involved in fraudulent activity; and~~
- ~~Fostering the highest standards of ethical behaviour and culture.~~

~~5.4 All Council Officers~~

~~Staff are encouraged to contribute to the development of improved systems and procedures that will enhance TSIRC's resistance to fraud and corruption. All Council Officers are responsible for the following:~~

- ~~Acting appropriately when using official resources and handling and using public funds, whether they are involved with cash or payment systems, receipts or dealing with suppliers;~~
- ~~Safeguard of any assets under their control;~~
- ~~Indicate any lack or weakness in controls;~~
- ~~Report maladministration;~~
- ~~Clearly understand their obligations with respect to any losses, deficiencies and shortages;~~
- ~~Ensure all personal claims are correct;~~
- ~~Being alert to the possibility that unusual events or transactions could be indicators of fraud or corruption;~~
- ~~Reporting details immediately if they suspect that a fraudulent or corrupt act has been committed;~~
- ~~Reporting any behaviour that is in breach of the Code of Conduct; and~~
- ~~Co-operating fully with whoever is conducting internal checks, reviews or investigations into possible acts of fraud or corruption.~~

~~All Council Officers who have any knowledge of fraudulent or corrupt activities/behaviour within Council have an obligation to report such matters to a manager/supervisor, or the Chief Executive Officer. Incidents may be reported on TSIRC's website under the Complaints process. If the matter involves corruption, this may also be reported to the Crime and Corruption Commission Phone 1800 061 611 Email mailbox@ccc.qld.gov.au or online at www.ccc.qld.gov.au. Matters involving maladministration may be reported to the Office of the Queensland Ombudsman Phone 1800 068 908, Email ombudsman@ombudsman.qld.gov.au, or line at www.ombudsman.qld.gov.au.~~

~~5.5 Audit Committee~~

~~Fraud-related matters will be reported to Council's Audit Committee by the nominated person to ensure that a realistic view of Council's exposure and the maturity of its systems to prevent, detect and respond to fraud are understood.~~

~~5.6 External Audit~~

~~External Auditors certify that Council's accounts represent a true and fair view of the Council's financial position. Senior management and the Audit Committee will undertake discussions with the external auditor in terms of the audit strategy and procedures that will be carried out during the audit that are aimed at detecting material misstatements in Council's financial statements due to fraud or error.~~

~~5.7 Internal Audit~~

~~The Internal Audit program supports Council's efforts to establish an organisational culture that embraces ethics, honesty, and integrity. Internal Audit assists Council with the evaluation of internal controls used to detect or mitigate fraud and evaluates the organisations assessment of fraud risk.~~

~~The responsibility for prevention of irregularities rests with Council and management through the implementation and continued operation of an adequate internal control system. Internal Auditors are responsible for examining and evaluating the adequacy and the effectiveness of actions taken by management to fulfil this obligation.~~

9. DEFINITIONS

Fraud: Any dishonest activity causing actual or potential financial loss to Council, including theft, deception, misuse of position, or deliberate misrepresentation.
Corruption: Dishonest or unethical conduct that involves a breach of trust, misuse of power, or an attempt to gain an undue advantage.
Public Official: A person employed by, or associated with, Council who is subject to the *Crime and Corruption Act 2001* (Qld).
Corrupt Conduct: Conduct by a person that adversely affects the honest and impartial performance of Council functions, including bribery, extortion, and collusion.
Reasonable Suspicion: A belief based on facts that a fraud or corruption offence may have occurred.
Office of the Independent Assessor (OIA): An independent statutory body responsible for receiving and assessing complaints about the conduct of councillors under the *Local Government Act 2009* (Qld).

10. RELATED DOCUMENTS AND REFERENCES

- *Crime and Corruption Act 2001* (Qld)
- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)
- *Public Interest Disclosure Act 2010* (Qld)

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- *Public Sector Ethics Act 1994* (Qld)
- *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* (Qld)
- Queensland Audit Office (QAO) Fraud Management Guidelines
- Crime and Corruption Commission (CCC) Fraud and Corruption Control Best Practice Guide

Code of Conduct for Employees

Fraud and Corruption Control Procedure

Public Interest Disclosure Policy and Management Program

Conflict of Interest Policy

Complaint Management Procedure

11. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Corporate Services
Responsible Officer:	Manager, Governance and Risk
Authorised on:	21-22 October 2025
Next review date:	June 2028 (This policy will be reviewed every three years or as required by changes in legislation).
Review history:	2016, 2020, 2021, 2022, 2025
Version:	October 2025

~~Manager Responsible for Review: Head of Corporate Affairs~~

Adoption: ~~16 May 2022~~
Due for Revision: ~~May 2024~~

James William
Chief Executive Officer

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ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
6.4

DIRECTORATE: Corporate Services
***AUTHOR**: Manager Governance and Risk*

CAPE YORK REGIONAL PLAN REVIEW

OFFICER RECOMMENDATION:

Council resolves to advise the Department of State Development, Infrastructure and Planning that the Torres Strait Island Regional Council agrees to be involved in the regional planning process for the review of the Cape York Regional Plan 2014 for an expanded Cape York and Torres Strait Region and corresponding Cape York and Torres Strait Region Infrastructure Plan.

EXECUTIVE SUMMARY:

The purpose of this paper is for Council to confirm its participation in the review of the Cape York Regional Plan (CYRP) 2014. The State Government has committed to deliver new regional plans, with supporting infrastructure plans, across every region in Queensland within this term of Government. The Queensland Government recently wrote to Council inviting it to be included within an expanded Cape and Torres region plan area boundary for the review of the CYRP (Attachment 1).

Interested Parties/Consultation:

- Mayor and Councillors; Department of State Development, Infrastructure and Planning

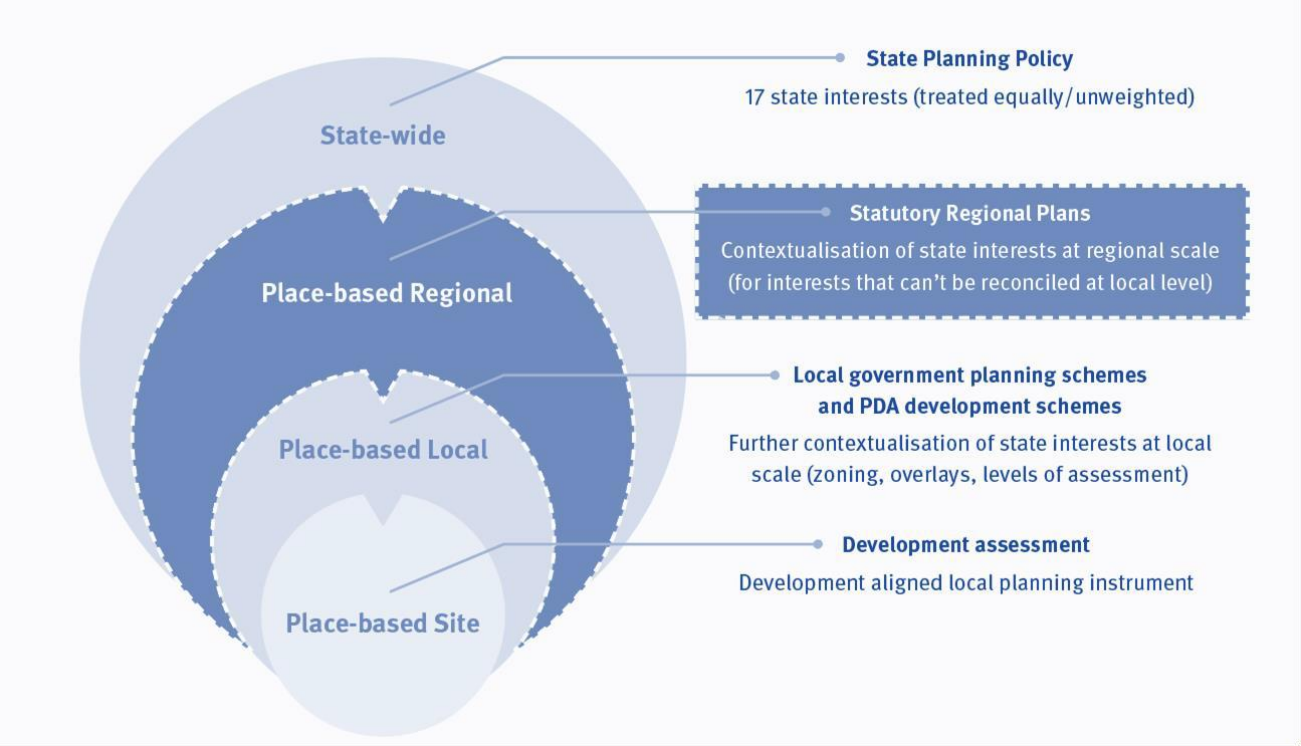
Previous Council Consideration/ Background

Currently Torres Strait Island Regional Council and Torres Shire Council are the only two councils in Queensland not covered by a regional plan under Queensland's planning framework. The CYRP review presents an opportunity for Council to be included within a new expanded Cape and Torres region in a collaborative and coordinated approach designed to achieve optimal outcomes for all regions across the State.

The scope of the new regional plans is to provide direction on the housing and economic State interests, developing a blueprint for the region's growth, housing and infrastructure over the next two decades; specifically housing supply, agriculture, development and construction, mining and extractive resources, and tourism. The regional plan will be backed by a dedicated infrastructure plan aligning housing and growth with the services and investment needed to support it.

The Department of State Development, Infrastructure and Planning is lead agency for delivery of the new regional plans and has advised it has commenced the CYPR review and will be undertaking more detailed scoping which will include confirmation of boundaries working in partnership with councils and communities.

The Department has provided a high-level overview (Attachment 2) of the regional planning program in place across Queensland. It includes the following figure of how regional plans sit within the Queensland planning framework, aligning policy intent from the State policy level to place-based site local decision-making under the Zenadth Kes Planning Scheme. Council is currently not included in the second-tier place-based regional plan level, which impacts the region's alignment with State-wide policy and infrastructure delivery and local government planning scheme and infrastructure plan implementation.



The TSIRC local government area is included within a non-statutory *Torres Strait and Northern Peninsula Area Regional Plan 2009-2029*, which was prepared under a separate policy initiative administered by the Commonwealth Government. The plan was intended as a framework for integrated service delivery and serves a different purpose to the CYRP which is a statutory land use and infrastructure plan under the Queensland planning framework which Council operates within.

COMPLIANCE / CONSIDERATIONS:

Statutory:	*Planning Act 2016 section 4 – the systems to facilitate the achievement of ecological sustainability includes-* *(b) regional plans setting out integrated planning and development assessment policies about matters of State interest for particular regions of the State; and* *(c) planning schemes setting out integrated planning and development assessment policies about matters of State interest for particular regions of the State*
Budgetary:	Participation within approved operational budget
Policy:	Council's statutory land use and infrastructure planning policy is expressed through the Zenadth Kes Planning Scheme which is a comprehensive policy framework designed to guide sustainable development in the Torres Strait Island Regional Council area. The Zenadth Kes Planning Scheme reflects state, regional, and local policies while considering the unique cultural and environmental context of the region.

Legal:	Regional Plans are statutory documents under Queensland's Planning Framework. They include dedicated regional infrastructure plans which align regional investment through a rolling program to support regional housing and economic priorities. The CYPR will ensure State Planning Policy interests are aligned in the Zenadth Kes Planning Scheme which under s25(1)(a) of the *Planning Act 2016* must be reviewed by 2028.
Risk / Risk Mitigation:	Participation in the CYPR review can mitigate misalignment between the housing and economic needs of the TSIRC local government area and the necessary investment by the Qld Government through a statutory planning process.
Links to Strategic Plans:	Corporate Plan 2025-2030 1.Strengthening our communities 1.1 – Provide suitable public housing 2. Maintaining and renewing our infrastructure 2.2 Provide reliable and sustainable infrastructure and assets 2.3 Keep our communities connected by road, sea and air 3. A proactive and responsible Council 3.1 – Provide good governance and leadership 3.2- Advocate on behalf of our communities 3.4 – Support and grow our local economy and employment opportunities. 4. Protecting our natural environment 4.1 Respond to climate change environmental impacts
Malungu Yangu Wakay (Masig Statement):	Aligns with the economic, social and cultural development aims of Malungu Yangu Wakay
Standing Committee Consultation:	N/A
Timelines:	The Department is seeking a response by 30 November 2025

Other Comments:

Nil

Recommended:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Attachment 1: Correspondence from Deputy Director General to Chief Executive Officer
Attachment 2: Regional plans overview

DELIVERING FOR QUEENSLAND | Queensland Government

Department of
State Development, Infrastructure and Planning

Our ref: DEPBN25/953

23 October 2025

Mr James William
Chief Executive Officer
Torres Strait Island Regional Council
ceo@tsirc.qld.gov.au

Dear Mr William

The State Government has committed to deliver new regional plans, with supporting infrastructure plans, across every corner of Queensland within this term of Government. The Department of State Development, Infrastructure and Planning (the Department) has been tasked with leading the development of each new regional plan.

The scope of the new regional plans is to provide direction on the housing and economic State interests, specifically housing supply, agriculture, development and construction, mining and extractive resources, and tourism.

The Torres Shire Council and Torres Strait Island Regional Council Local Government Areas (LGA) are the only areas in Queensland not currently included in a planning region dedicated under Queensland's planning framework. However, it is noted that your LGA is covered by the non-statutory *Torres Strait and Northern Peninsula Area Regional Plan 2009-2029*, which is dated and was prepared under a separate policy initiative administered by the Commonwealth Government.

I am writing to inform you that the review of the *Cape York Regional Plan 2014* (CYRP) (the region which adjoins your LGA) has commenced. Work has also commenced on updating the corresponding infrastructure plan for the Cape York region which does include your LGA.

The CYRP review presents an opportunity for your LGA to be included within a new expanded Cape and Torres region in a collaborative and coordinated approach designed to achieve optimal outcomes for all regions across the State.

The first stage of this work will involve more detailed scoping of the new regional plan including confirmation of its geographic boundaries and the technical parameters of the plan. The Department would like to invite your LGA to be part of the CYRP should you wish. I welcome your response as to your Council's position regarding potential inclusion in an expanded region and involvement in the regional planning process.

1 William Street
Brisbane Queensland 4000
PO Box 15009
City East Queensland 4002
Telephone 13 QGOV (13 74 68)
Website www.statedevelopment.qld.gov.au
ABN 29 230 178 530

We intend to utilise an engagement approach that leverages existing governance groups already operational in the (expanded) region. Should you support the inclusion of the Torres Islands in the Regional Plan, your Council's on-the-ground insights will be instrumental in ensuring the revised plan reflects the aspirations and needs of your communities.

Consequently, we wish to engage with you early in this process to better understand the key issues and opportunities of the region.

Can you please provide confirmation of your Councils' position on the boundary of the Cape York Regional Plan (including whether you wish to be included or not) to planningcorrespondence@dsdip.qld.gov.au by **30 November 2025**.

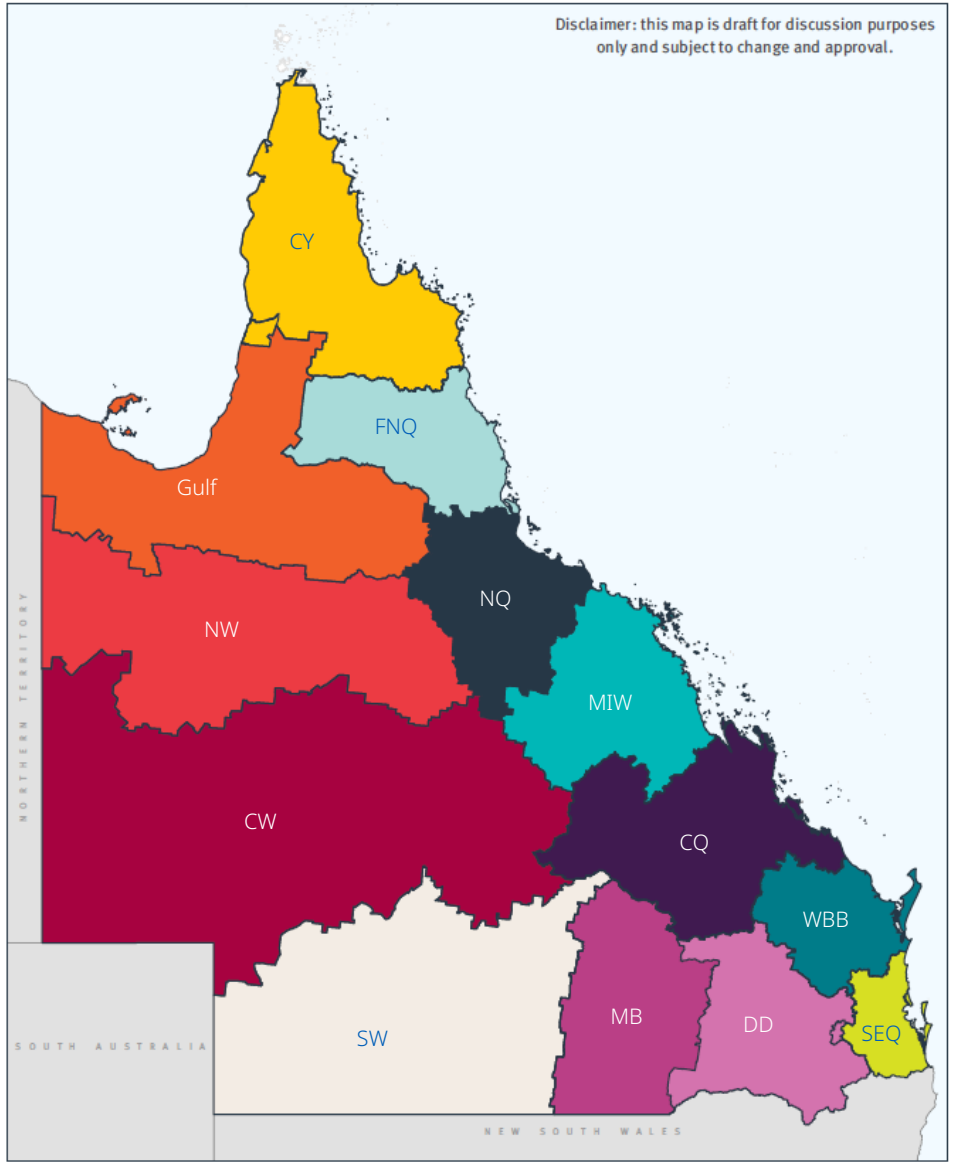
If you require any further information, please contact Ms Michelle Cottrell, Executive Director, Regional and Spatial Planning, Planning Group, in the Department, by telephone on (07) 3452 7723 or by email at michelle.cottrell@dsdip.qld.gov.au, who will be pleased to assist.

Yours sincerely

Peta Harwood
State Planner

Regional plans – overview

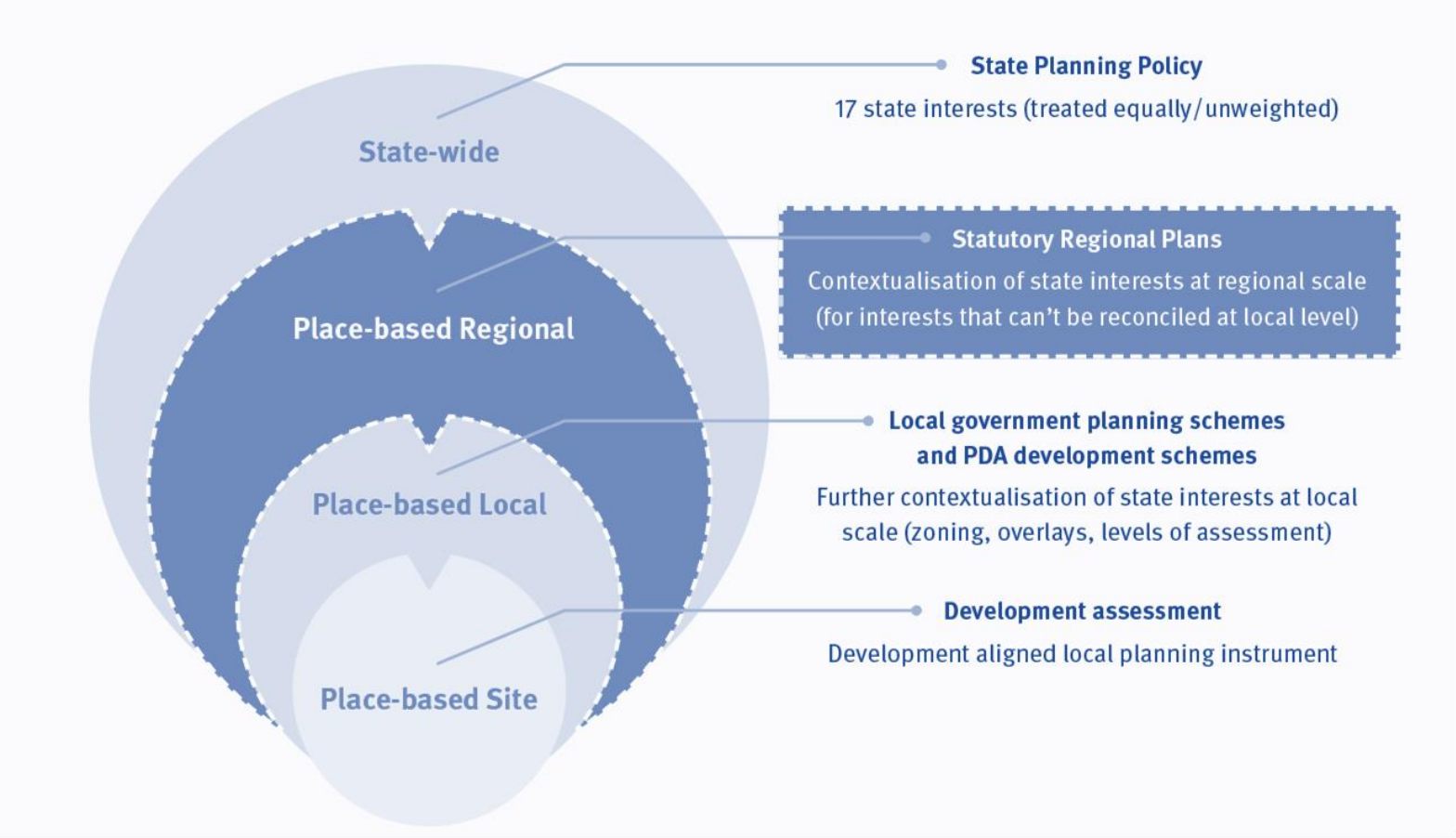
- 13 regional plans across Qld – 12 statutory and 1 non-statutory (Gulf)
- Established mechanism in Queensland's planning framework to strategically identify and help resolve conflicting state interests
- Evidence-based framework to inform decision making and local government plan making



Queensland Government

Regional plans – where do they sit in the planning framework?

DELIVERING FOR QUEENSLAND



Government commitment to regional plan reviews

DELIVERING FOR QUEENSLAND

Government Election Commitment (GEC):

'Deliver new regional plans, with supporting infrastructure plans, covering every corner of Queensland to deliver one million homes by 2044' and to reset the planning partnership with local government.'

Charter letter:

'Lead the work on developing new regional plans which cover every corner of the State, in conjunction with infrastructure plans that protect the lifestyle of our communities and appropriately cater for growth.'

Deputy Premiers Letter to Councils (5/8/2025):

Advising of reforms to regional planning program:

- new scope for regional plans
- complementary infrastructure plans
- resetting planning partnership with local governments

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
6.5

DIRECTORATE: Corporate Services
***AUTHOR**: Manager Governance and Risk*

COUNCIL NAME CHANGE TO ZENADTH KES REGIONAL COUNCIL

OFFICER RECOMMENDATION:

Council resolves:

1. **To reconfirm its decision of 21-22 July 2020 to make a request to the Minister for Local Government, pursuant to the *Local Government Act 2009* (Act) Chapter 2, Part 3, to propose a local government change to change the name of the Torres Strait Island Regional Council to the Zenadth Kes Regional Council; and**

2. **To prepare a submission to accompany the request to the Minister which sets out:**
   a. **the public benefit sought to be achieved through the change;**
   b. **evidence of engagement and support from the community;**
   c. **that the change is consistent with the local government principles set out in section 4 of the *Local Government Act 2009;* and**
   d. **an estimate of potential costs involved to implement the name change.**

EXECUTIVE SUMMARY:

This report seeks to reconfirm the decision of Council on 21-22 July 2020 to write to the Local Government Minister requesting Council's name change from the Torres Strait Island Regional Council to the Zenadth Kes Regional Council.

The *Local Government Act 2009* (Act) Chapter 2, Part 3 sets out provisions for changing a local government area, name or representation.

Under section 18 of the Act only the Minister for Local Government (Minister) may propose a local government change to the Change Commission.

The process is commenced by Council making a request to the Minister detailing in a submission the change sought, the public benefit to be achieved through the change, and evidence of engagement and support from the community. The submission must include any identified potential costs.

Departmental officers then prepare an initial assessment of the change request for the Minister's decision on potential referral to the independent Change Commission.

The Change Commission is responsible for assessing a proposed local government change to determine whether it is in the public interest.

The complexity of a proposal for local government change and the number of stakeholders involved will determine how long the Change Commission requires to undertake its assessment of the proposal and for the State Government to implement the Change Commission's recommendations by regulation. Changing the name of a Council is categorised as a Major Change. A Major Change involves issues that materially impact on the identity of a council.

While Council wrote to the Minister on 7 December 2020 to initiate the change request, the Minister's response on 25 June 2021 (Attachment 1) asked Council to support its request with evidence of community support for the proposed name change and an estimate of potential costs involved to implement the name change.

Community engagement on the proposal was undertaken in 2021 in the form of a flyer and a community meeting/s. However, there is no documented outcome report on the community consultation or response to the Minister's letter. Hence the Minister was unable to make the decision to submit Council's change request to the Change Commission.

A briefing note was tabled on the agenda of the Governance and Leadership Advisory Committee on 18 August 2025 (Attachment 2) outlining the process and timeframe for making the change to the local government area.

Given the time elapsed since the original resolution, the Department has suggested a new application be made which is accompanied by the supporting information required under the Act and detailed in Attachment 3 *(Guide to local government change proposals - State of Queensland, Department of Local Government, Water and Volunteers November 2024).*

The estimated minimum time for submitting a local government change proposal for a review of a change to a council name is at least 18 months prior to a quadrennial local government election which is next scheduled for March 2028.

This should allow sufficient time for the resolution to be actioned and if successful, have the gazetted decision of the Change Commission in place prior to 23 August 2027 being the 90th anniversary of the first Council meeting and the quadrennial local government election the following March.

Interested Parties/Consultation:

- Mayor, Councillors
- Department of Local Government

Background / Previous Council Consideration:

Council passed a resolution at its meeting of 21-22 July 2020 after considering a closed session report on a proposed Council name change to Zenadth Kes Regional Council. The resolution expanded on the report recommendation:

> *That Council resolves to commence the process of changing Council's name from Torres Strait Island Regional Council to Zenadth Kes Regional Council, including:*
>
> *• Commence Community consultation*
>
> *• Write to the Minister for Local Government, Racing and Multicultural Affairs requesting the Council's name be changed to Zenadth Kes Regional Council.*

The Council minutes record the resolution as amended:

> CORPORATE – CB – Council Name Change
>
> RESOLUTION:
>
> Moved: Cr Fell; Second: Cr Elisala
>
> *That Council resolves to;*
>
> *- write to the Minister of Local Government, Racing & Multicultural Affairs requesting Council's name change from the "Torres Strait Island Regional Council" to the "Zenadth Kes Regional Council". and*
>
> *- write to the applicable State Minister(s) requesting that the "Torres Strait" Local Government Area be renamed to "Zenadth Kes". and*
>
> *- write to the applicable Federal Minister(s) requesting that the "Torres Strait" Local Government Area be renamed to "Zenadth Kes".*

A community flyer was developed in 2021 which sought feedback on three (3) issues, including the proposed Council name change:

- Regional Governance
- **Council** and Place **Name Change**s; and
- Local Government Area (LGA) Boundary Review

The minutes of the SARG meeting of 15 June 2021 included a new action item:

ACTION ITEM FROM SARG MEETING – 15 June 2021

15	June	2021	SARG	VC	Strategic Action Item Review	MLS - Provide SARG with an update on where the Name Change process. Cr Lui commented we had already had a deputation with the State	Manager Legal Services	

On 25 June 2021 the Minister for State Development, Infrastructure, Local Government and Planning, the Hon Steven Miles MP wrote to the mayor thanking him for the work Council had done in preparing these change proposals, and noting Council was seeking guidance and support from the department to bring them to fruition (*refer Attachment 3).* The Minister's letter noted that in order to ensure both matters are progressed as quickly as possible, he proposed to consider them separately. The following extracts from the correspondence refer specifically to the proposed name change.

> Similarly, in relation to the proposed name change, I ask that Council provide evidence of community support for the proposed name change and an estimate of potential costs involved to implement the name change.
>
> Once I have received and considered this information, if I support the proposed change the next step will be for me to refer it to the Local Government Change Commission for its review and consideration.

There is no record of the name change documentation being progressed for referral to the Minister, nor the outcome of the community engagement on the name change.

The 2020 resolution by Council remains an outstanding action in Council's Advocacy Action Plan (Priority Area 6 – Regional Governance).

In July 2025, a briefing paper on the process and timeframe for making the name change to the local government area was tabled for consideration by the Governance and Leadership Advisory Committee. The Committee also discussed the potential opportunity for the name change to Zenadth Kes Regional Council to be in place for the 90th anniversary of the first Torres Strait Island Councillors Conference meeting on 23 August 2027.

Statutory process for local government change

The process for local government change proposals involves 4 steps.

- ***Step 1 involves a proponent for change developing their proposal***.

The Minister may receive a request for a proposed local government change from the community, one or more local governments or a proposal suggested by a State Government Department. Only the Minister may propose a local government change to the Change Commission.

A proposal needs to detail the change sought and set out the public benefit sought to be achieved through the change. Most proposals will need to demonstrate support from the community and the affected local governments for the change and consider whether the change is consistent with the 'local government principles' set out in section 4 of the *Local Government Act 2009*.

- ***Step 2 involves assessment by the Department and potential referral to the Change Commission by the Minister for Local Government.***

The Department assesses proposals for a local government change to ensure that they are consistent with legislative requirements and the Government's policy.

The Minister will only propose the same local government change proposal to the Change Commission once in a local government term, except where extraordinary circumstances exist and additional Ministerial views or directions are required to aid the assessment.

- ***Step 3 involves assessment by the independent Change Commission as to whether the proposal is in the public interest.***

The Change Commission undertakes a thorough review of the proposal and may consult with the relevant communities on the impacts of the proposed change.

- ***Step 4 involves implementation of any recommendations from the Change Commission by regulation.***

The Change Commission's decision on the local government change application is published. Council then formally actions the change.

In conclusion, there is a clearly documented process for changing the name of Council. In 2019 Council had successfully applied for a name change to the Torres Strait **Islands** Regional Council. This application was approved and the decision of the Change Commission published in the Government Gazette of 3 July 2019. Council did not action that decision and instead pursued the more significant name change to Zenadth Kes Regional Council.

By reconfirming its decision of 21-22 July 2020 to write to the Local Government Minister requesting Council's name change from the Torres Strait Island Regional Council to the Zenadth Kes Regional Council demonstrates to the Minister that Council's commitment to the name change request is unchanged.

COMPLIANCE / CONSIDERATIONS:

Statutory:	*Local Government Act 2009* *Local Government Regulation 2012*
Budgetary:	Initial submission within approved operational budget; estimate of costs for implementing name change to be prepared for future budget consideration in FY 2026/27
Policy:	Council's commitment to the local government change, being to change its name from Torres Strait Island regional Council to Zenadth Kes Regional Council is reflected in its resolution of 21/22 July 2020; in Advocacy Action Plan 2024-25 Priority Area 6 – Regional Governance – Formal endorsement to change our local government name to Zenadth Kes and place name to Zenadth Kes; and in Governance and Leadership Advisory Committee Action Plan Q3 Action 15 – change name of TSIRC to Zenadth Kes Regional Council.
Legal:	The *Local Government Act 2009* (Act) Chapter 2, Part 3 sets out provisions for changing a local government area, name or representation which Council must comply with.
Risk / Risk Mitigation:	Addresses outstanding Council resolution and community expectations
Links to Strategic Plans:	Corporate Plan 2025-2030 3. A proactive and responsible Council 3.1 – Provide good governance and leadership 3.2- Advocate on behalf of our communities
Malungu Yangu Wakay (The Masig Statement):	Aligns with the economic, social and cultural development aims of Malungu Yangu Wakay.
Standing Committee Consultation:	Governance and Leadership Advisory Committee meeting 19 August 2025 and Committee's report to Council meeting 21/22 October 2025
Timelines:	Indicative timeframe is 18 months from formal commencement of process with request to Minister

Other Comments:
Nil

Recommended:

Vicki Bishop

Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

1. Correspondence from Minister for State Development, Infrastructure, Local Government and Planning, the Hon. Steven Miles MP to Mayor Mosby dated 25 June 2021.
2. Briefing Note to Governance & Leadership Advisory Committee Meeting on 18 August 2025 on Change Name of TSIRC to Zenadth Kes Regional Council.
3. Guide to local government change proposals - State of Queensland, Department of Local Government, Water and Volunteers November 2024.

Queensland Government

Hon Steven Miles MP
Deputy Premier
Minister for State Development, Infrastructure,
Local Government and Planning

1 William Street
Brisbane Queensland 4000
PO Box 15009
City East Queensland 4002
Telephone +61 7 3719 7100
Email deputy.premier@ministerial.qld.gov.au
Website www.dsdilgp.qld.gov.au

ABN 65 959 415 158

Our ref: MC21/1320

25 JUN 2021

Councillor Phillemon Mosby
Mayor
Torres Strait Island Regional Council
mayor@tsirc.qld.gov.au

Dear Councillor Mosby

Thank you for your letter of 11 March 2021 about an external boundary review of the Torres Strait Island Regional Council's (the council) existing local government area and your letter to the Honourable Scott Stewart MP, Minister for Resources about a proposed change of council's name from Torres Strait Island Regional Council to Zenadth Kes Regional Council, which was referred to me to for response.

Thank you for the work you and council have done in preparing both these proposals. I note you are seeking guidance and support from the department to bring them to fruition.

In order to ensure both matters are progress as quickly as possible, I propose to consider them separately.

In relation to the external boundary review, Council will need to provide the following further information:

- details of the proposal, including a map outlining the proposed boundary change/s and the number of properties and electors affected by the proposal
- evidence that the proposal is supported by resolution of the affected local government(s) or, if not supported, reasons why the proposal is still in the public interest
- an analysis of alternative operating options (joint local government arrangements, shared services, resource sharing etc) that could be established instead of the proposed boundary change
- evidence that electors impacted by the proposal from each of those affected local government areas have been consulted and are broadly supportive of the proposal
- a comprehensive analysis of the expected impacts the proposal might have on the sustainability of affected local governments.

Once I have received and considered this information, if I support the proposed change the next step will be for me to refer it to the Local Government Change Commission for its review and consideration.

Similarly, in relation to the proposed name change, I ask that Council provide evidence of community support for the proposed name change and an estimate of potential costs involved to implement the name change.

I have asked for Mr John O'Halloran, Regional Manager, Local Government Division in the Department of State Development, Infrastructure, Local Government and Planning to assist you with any further queries. You may wish to contact Mr O'Halloran on (07) 4037 3412 or by email at john.o'halloran@dsdilgp.qld.gov.au.

Yours sincerely

STEVEN MILES MP
DEPUTY PREMIER
Minister for State Development, Infrastructure, Local Government and Planning

GOVERNANCE AND LEADERSHIP ADVISORY COMMITTEE

Date: 29/07/2025

Subject: Action Plan Q3 Action 15. Change Name of TSIRC to Zenadth Kes Regional Council

To: Advisory Committee Chair, Cr Dimas Toby

From: Manager Governance and Risk, Ms Kim Kerwin

Executive Summary

The *Local Government Act 2009* (Act) Chapter 2, Part 3 sets out provisions for changing a local government area, name or representation.

Under section 18 of the Act only the Minister for Local Government (Minister) may propose a local government change to the Change Commission.

The process is commenced by Council making a request to the Minister detailing in a submission the change sought, the public benefit to be achieved through the change, and evidence of engagement and support from a significant portion of the community. The submission must include any identified potential costs.

Departmental officers then prepare an initial assessment of the change request for the Minister's decision on potential referral to the independent Change Commission.

The Change Commission is responsible for assessing a proposed local government change to determine whether it is in the public interest.

The complexity of a proposal for local government change and the number of stakeholders involved will determine how long the Change Commission requires to undertake its assessment of the proposal and for the State Government to implement the Change Commission's recommendations by regulation. Changing the name of a Council is categorised as a Major Change. A Major Change involves issues that materially impact on the identity of a council.

The estimated minimum time for submitting a local government change proposal for a review of a change to a council name is 18 months prior to a quadrennial local government election. However, this was unable to be confirmed by Departmental officers.

Background

In discussion on Q3 Action Item 15. Change of Name of TSIRC to Zenadth Kes Regional Council, the Manager Governance and Risk was asked to support the Governance and Leadership Advisory Committee by researching the process and timeframe for making the name change to the local government area.

Council passed a resolution at its meeting of 21-22 July 2020 after considering a closed session report on a proposed Council name change to Zenadth Kes Regional Council. The resolution expanded on the report recommendation:

That Council resolves to commence the process of changing Council's name from Torres Strait Island Regional Council to Zenadth Kes Regional Council, including:
• Commence Community consultation
• Write to the Minister for Local Government, Racing and Multicultural Affairs requesting the Council's name be changed to Zenadth Kes Regional Council.

The Council minutes record the resolution as amended:

CORPORATE – CB – Council Name Change

RESOLUTION:
Moved: Cr Fell; Second: Cr Elisala
That Council resolves to;
- write to the Minister of Local Government, Racing & Multicultural Affairs requesting Council's name change from the "Torres Strait Island Regional Council" to the "Zenadth Kes Regional Council".
and
- write to the applicable State Minister(s) requesting that the "Torres Strait" Local Government Area be renamed to "Zenadth Kes".
and
- write to the applicable Federal Minister(s) requesting that the "Torres Strait" Local Government Area be renamed to "Zenadth Kes".

A community flyer was developed in 2021 which sought feedback on three (3) issues, including the proposed Council name change:

- Regional Governance
- Council and Place Name Changes; and
- Local Government Area (LGA) Boundary Review

There was no record of the outcome of the community engagement exercise.

The minutes of the SARG meeting of 15 June 2021 included a new action item:

ACTION ITEM FROM SARG MEETING – 15 June 2021

15	June	2021	SARG	VC	Strategic Action Item Review	MLS - Provide SARG with an update on where the Name Change process. Cr Lui commented we had already had a deputation with the State	Manager Legal Services	

Process for Council Name Change

The *Local Government Act 2009* Chapter 2, Part 3 sets out provisions for changing a local government area, name or representation. Section 17(2) A ***local government change*** is a change of -
…
<u>(d) the name of a local government area;</u> or

The process for local government change proposals involves 4 steps.

Step 1 involves a proponent for change developing their proposal.
The Minister may receive a request for a proposed local government change from the community, one or more local governments or a proposal suggested by a State Government Department. Only the Minister may propose a local government change to the Change Commission.

A proposal needs to detail the change sought and set out the public benefit sought to be achieved through the change. Most proposals will need to demonstrate support from the community and the affected local governments for the change and consider whether the change is consistent with the 'local government principles' set out in section 4 of the *Local Government Act 2009*.

Step 2 involves assessment by the Department and potential referral to the Change Commission by the Minister for Local Government.
The Department assesses proposals for a local government change to ensure that they are consistent with legislative requirements and the Government's policy.

The Minister will only propose the same local government change proposal to the Change Commission once in a local government term, except where extraordinary circumstances exist and additional Ministerial views or directions are required to aid the assessment.

Step 3 involves assessment by the independent Change Commission as to whether the proposal is in the public interest.

The Change Commission undertakes a thorough review of the proposal and may consult with the relevant communities on the impacts of the proposed change.

Step 4 involves implementation of any recommendations from the Change Commission by regulation.

In conclusion, there is a clearly documented process for changing the name of Council. A resolution was adopted on 21/22 July 2020 which included:

That Council resolves to;
- write to the Minister of Local Government, Racing & Multicultural Affairs requesting Council's name change from the "Torres Strait Island Regional Council" to the "Zenadth Kes Regional Council".

Council's decision to change the Council name was made by the previous Council and should be reconfirmed by resolution of the current Council. No documented evidence could be found of the decision having been progressed through the process outlined under the Act, by way of a detailed submission to the Minister.

Council would need to consider a new report which confirms or re-scopes the nature of the local government change/s requested.

Recommendation:

For advice.

Author:
Kim Kerwin
Manager Governance and Risk

Noted:
Susanne Andres
Executive Director, Corporate Services

Noted:
James William
Chief Executive Officer

Attachment 1: Guide to local government change proposals
State of Queensland, Department of Local Government, Water and Volunteers.
November 2024

Qld Government
Guide to Local Gove

Attachment 2: Community Flyer- Regional Governance

Community Flyer -
Regional Governanc

Guide to local government change proposals

The Queensland Government's vision is to create a framework for sustainable, capable and accountable local government enabling thriving local communities.

In some cases, there may be benefits to communities from making changes to their local government arrangements. The *Local Government Act 2009* requires all changes to local government arrangements to be assessed by the independent Local Government Change Commission (Change Commission).

Local Government Change Commission

The Change Commission is an independent body established under the *Local Government Act 2009* responsible for assessing proposed local government changes and making recommendations to the Governor in Council for implementation by regulation. The Change Commission is constituted by the Electoral Commissioner of Queensland and may also include the Deputy Electoral Commissioner and casual change commissioners appointed by the Governor in Council.

For more information on the Change Commission and its processes go to the Electoral Commission of Queensland's website.

To help do this, the Department of Local Government, Water and Volunteers (The Department) has developed this guide to ensure proposals for a local government change result in the best, most financially sustainable, common-sense outcomes for the community without unnecessary costs to the community and outlines the circumstances that may trigger consideration of a local government change proposal by the Government.

The types of local government change proposals include:

- changes to a council's name or classification
- changes to the external shared boundary with a neighbouring council
- changes to the number of councillors serving on council
- whether the council should change from divided to undivided representation (or the reverse)
- changes to the divisional boundaries, names of divisions and the number of councillors per division

This guide applies to councils operating under the *Local Government Act 2009*. The processes for progressing changes to Brisbane City Council differ in some cases. However, this guide can be of

assistance to changes involving Brisbane particularly where the proposals impact on neighbouring councils.

Local government change policy

The Government will only propose changes to the Change Commission for independent review if:

- the proposal is required under legislation;
- the proposal is supported by resolution of the affected local government. If the proposal affects more than one local government then all affected local governments must agree to the proposed change and support it by resolution. If not, the proposal may not be referred to the Change Commission;
- the proposal is supported by a reasonable level of community support and the proposal will not adversely affect the sustainability of the affected local government/s.

The Government does not generally support or commit to the creation of new local government areas unless extraordinary circumstances exist.

Requirements of the legislation

Section 18 of the *Local Government Act 2009* provides that the Minister for Local Government may propose a local government change to the Change Commission. While Brisbane City Council may propose changes to its arrangements under the *City of Brisbane Act 2010*, any external changes impacting on other councils need to be proposed by the Minister.

The Change Commission is responsible for assessing a proposed local government change to determine whether it is in the public interest.

The Governor in Council (acting on advice of the Minister) may implement any recommendations of the Change Commission under a regulation.

Local government change process

The process for local government change proposals involves 4 steps.

Step 1 involves a proponent for change developing their proposal.

The Minister may receive a request for a proposed local government change from the community, one or more local governments or a proposal suggested by a State Government Department. Only the Minister may propose a local government change to the Change Commission.

A proposal needs to detail the change sought and set out the public benefit sought to be achieved through the change. Most proposals will need to demonstrate support from the community and the affected local governments for the change and consider whether the change is consistent with the 'local government principles' set out in section 4 of the *Local Government Act 2009*.

Step 2 involves assessment by the Department and potential referral to the Change Commission by the Minister for Local Government.

The Department assesses proposals for a local government change to ensure that they are consistent with legislative requirements and the Government's policy.

The Minister will only propose the same local government change proposal to the Change Commission once in a local government term, except where extraordinary circumstances exist and additional Ministerial views or directions are required to aid the assessment.

Step 3 involves assessment by the independent Change Commission as to whether the proposal is in the public interest.

The Change Commission undertakes a thorough review of the proposal and may consult with the relevant communities on the impacts of the proposed change.

Step 4 involves implementation of any recommendations from the Change Commission by regulation.

Figure 1.1 Process for local government change proposals

Preparing a local government change proposal

The level of detail required in a proposal for a local government change will depend on the potential impacts associated with the proposed change. The Department classifies the different types of changes as follows.

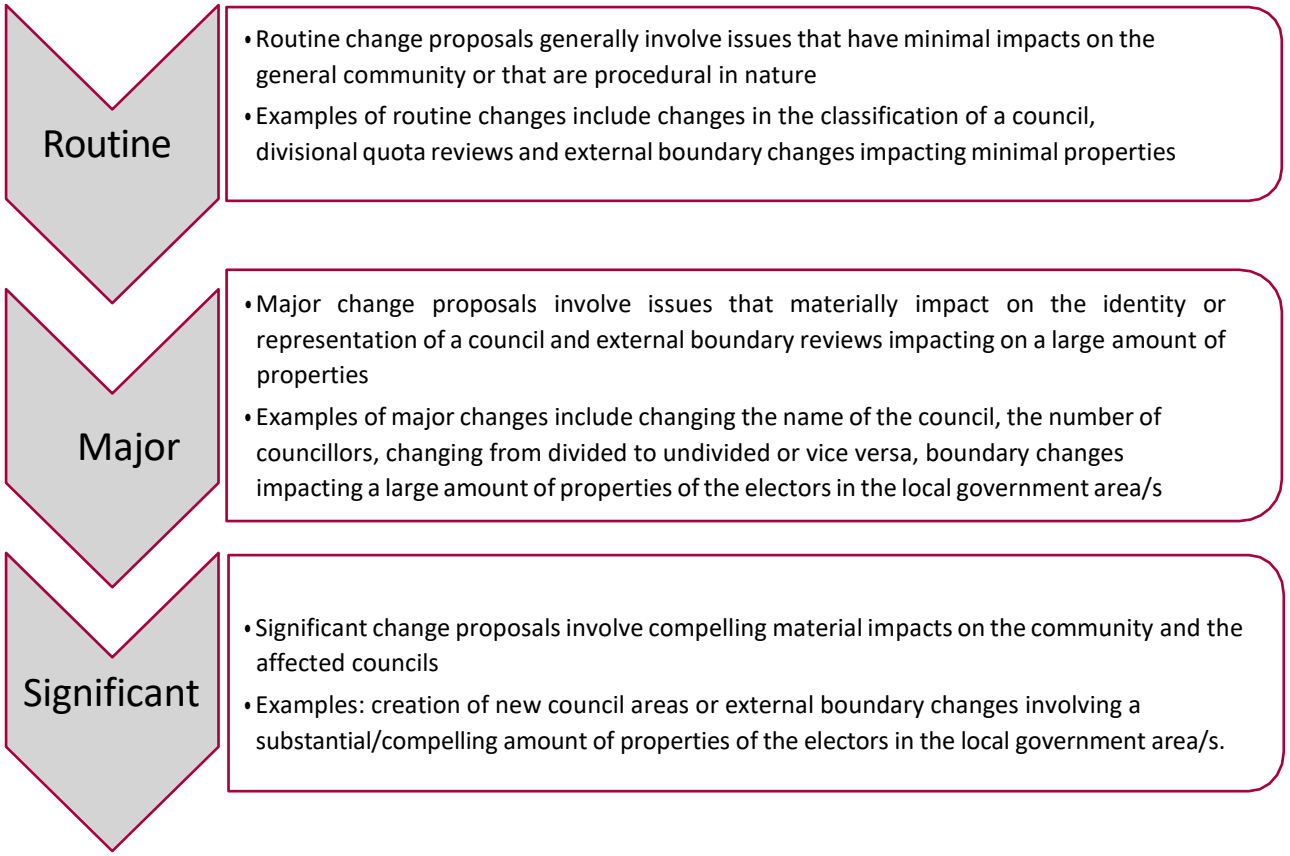


Figure 2.2 Classification of local government change proposals

The proponent council/s for a local government change must clearly set out what is involved in the proposed change and the reasons why the proposed change is in the public interest. The more complex the proposed change, the more detail may need to be included in the proposal submitted to the Minister for Local Government.

For example, a proposal to change an external boundary to unite a single property lot split between two local government areas does not need much detail other than written agreement of each council and the affected landholder. However, a proposal for a major change to the external boundary of a local government would require substantially more detail including written agreement of all affected councils, details of communities of interest underpinning the proposed new boundaries and evidence of community support for the proposal.

Local government change proposals are to improve a local government's arrangements and should be in the public interest. In general, proponents should not be seeking local government changes as an option to address concerns with ordinary local government decisions including perceptions about the level of rates charged or about service standards delivered by councils.

In addition, proponents for significant local government changes are also required to undertake an analysis of alternative operating options (such as joint local government arrangements, shared services agreements, resource sharing etc.) that have been considered instead of the proposed change due to the impacts on the affected community and councils associated with significant change proposals.

Additional information that should be contained in proposals for local government changes are set out below.

Support for the change

The Change Commission undertakes consultation with affected stakeholders as part of its formal assessment of a change proposal dependent on circumstances.

However, as the assessment and implementation of proposed local government changes can involve considerable costs to proponents, affected councils, the Change Commission and the State, major and significant change proposal submissions should demonstrate to the Minister for Local Government a reasonable level of support from community and affected local governments before consideration will be given to proposing a change for a formal assessment.

Proposals for a local government change should be supported by resolution of the affected local governments. If one or more of the affected local governments does not agree to the proposed change, the proposal may not be referred to the Change Commission.

Proponent council/s are not required to undertake formal plebiscites to demonstrate community support for proposed changes. However, any councils proposing a local government change are encouraged to undertake community consultation to demonstrate public support for the proposal. Examples of the types of documented support include petitions, surveys, community meetings and informal polls. Community consultation should be open to all persons directly impacted by the proposed local government change. For example, a proposal impacting on an area might involve a survey sent to all properties in the area.

The level of support that should be demonstrated should at least meet the minimum requirements set out in the following table.

Routine	Major and Significant
• Details of the of the proposal which clearly sets out the affected properties, local government changes, the reasons for the proposal and including: • Updated map showing the proposed local government boundary • Documented support by resolution from affected councils • If not supported, provide reasons why the proposal is still in the public interest • Where individual property lots are concerned, evidence of recent attempts to consult with impacted property owners including the property owners' views and any known contact details • For quota reviews, documented community engagement and support is not required unless council proposes new divisional boundaries as part of its notification to the Minister and Electoral Commissioner	• Evidence of engagement and support from a significant portion of affected community • Documented support by resolution of affected councils • If not supported by all affected councils, the proposal will not be referred.

Figure 3 Support required for local government change proposals

Costs associated with a proposal for change

Local government changes will often involve costs for the local governments impacted and, in some cases, may involve material impacts on the ongoing financial position of the councils involved. Proponents must identify the costs, if any, in their proposal to the Minister for Local Government as part of their submission.

The proponents are responsible for identifying the potential costs associated with the proposed change and for undertaking the financial analysis required for more complex change proposals. Depending on the complexity, the Minister may request that the proponent engage another suitably qualified organisation to conduct the analysis.

The table below sets out the details of costs associated with proposals that proponents are expected to provide.

Routine	Major	Significant
• Generally, will not involve material costs to councils • Where the proposal involves external boundary changes, the proposal should confirm whether any assets or liabilities will need to be transferred • Where the proposal relates to the reclassification of a local government, the proposal should consider costs of rebadging material	• Estimates of any costs or savings anticipated as a result of the change • Examples include changes to councillor remuneration, costs of rebadging material, professional costs • Where the proposal involves external boundary changes, the proposal should confirm whether any assets or liabilities will need to be transferred	• Proponents will be expected to provide a comprehensive analysis of the expected impacts the proposal might have on the financial sustainability of the affected local governments • Where the proposal involves external boundary changes, the proposal should confirm whether any assets or liabilities will need to be transferred

Figure 4.4 Cost analysis required for change proposals

Timing of proposals

The complexity of a proposal for local government change and the number of stakeholders involved will determine how long the Change Commission requires to undertake its assessment of the proposal and for the State Government to implement the Change Commission's recommendations by regulation.

In most cases, the State Government will time the implementation of any change proposals that impact on electoral matters and elected representation of a local government with the next quadrennial local government elections. However, changes that do not impact on elected representation can be implemented earlier in the electoral cycle if appropriate.

In the year prior to the local government quadrennial elections, the Change Commission undertakes divisional boundary reviews to ensure that each division of all divided local governments in Queensland have a reasonable proportion of electors at the forthcoming election.

In addition, the assessment of proposed changes by the Change Commission must be coordinated with other electoral priorities delivered by the Electoral Commission of Queensland, specifically delivery of local government quadrennial and State general elections which are conducted within the same calendar year.

Therefore, proposals for change other than divisional boundary reviews should be submitted to the Minister for consideration at least 18 months prior to a quadrennial local government election, to allow the Change Commission to coordinate or prioritise the assessment in conjunction with the divisional boundary review process. In some circumstances, assessment of a significant or major proposed change may need to be delayed until after the election period.

The table below sets out the minimum timeframes before a quadrennial local government election for submitting different types of local government change proposals.

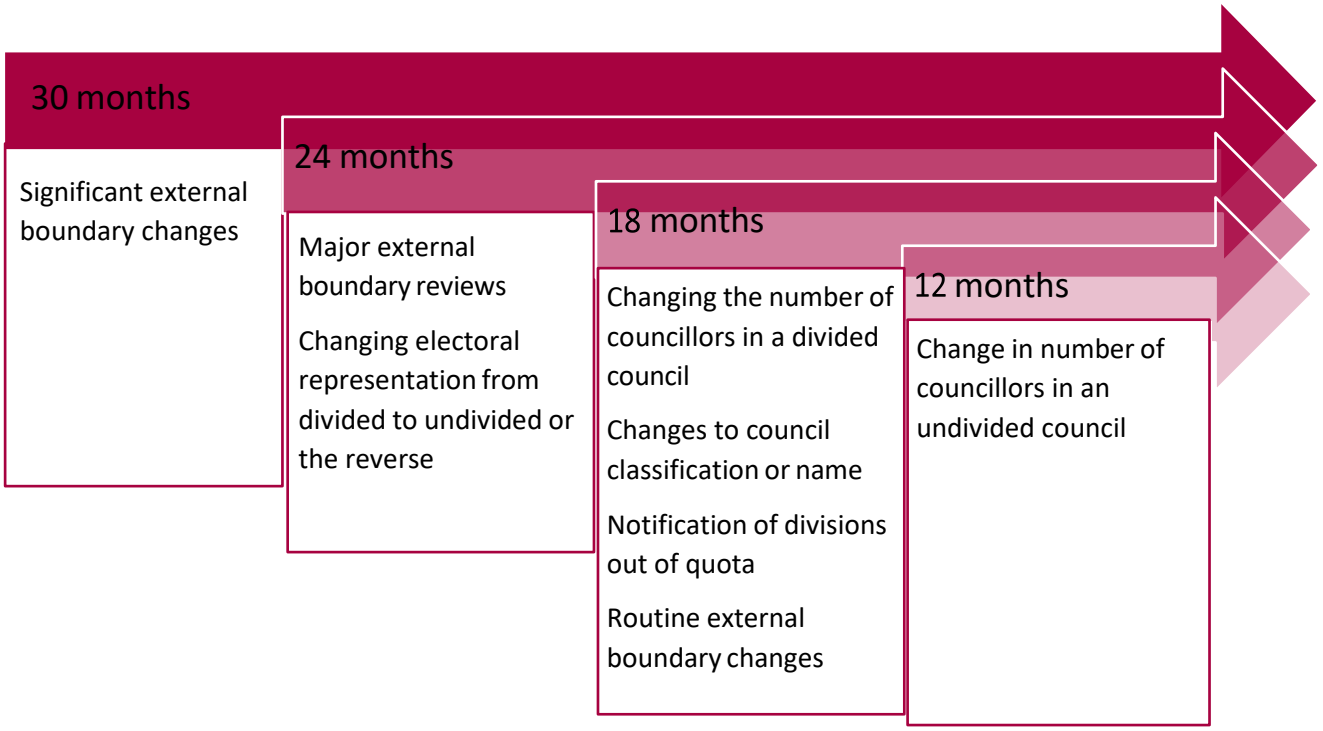


Figure 5 Estimated time for undertaking reviews

These timeframes are estimates only and proponent councils are encouraged to submit their proposals to the Minister for Local Government before these times to increase the likelihood that the process can be completed before the next quadrennial local government elections. However, due to the complexity of the processes involved in reviewing proposals for local government change, the State Government cannot guarantee that a proposal submitted before the timeframes will be completed in time for a quadrennial local government election.

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ORDINARY MEETING
19 November 2025

Agenda Item
8.1

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

FINANCE DASHBOARD REPORT – October 2025

OFFICER RECOMMENDATION:

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 October 2025, as required under Section 204 *Local Government Regulation 2012*.

EXECUTIVE SUMMARY:

This report seeks Council's endorsement of the monthly financial statements for the 2025-26 year to date, for the period ended 31 October 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 October 2025, Council's operating result (before depreciation) shows a surplus of $12.8 million, which is $8.1 million below budget. This variance is primarily due to the timing of the Financial Assistance Grant (FAG), with 50 percent ($8.5 million) received in advance in June 2025, despite the full allocation being budgeted for the 2025–26 financial year. The Department periodically adjusts the timing of these payments, and while this impacts the operating result, it does not affect Council's cashflow position. This timing difference will be adjusted at Budget Review.

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

Key financial results	Annual budget	YTD Original budget	YTD actual	YTD variance $	YTD variance %	Status
Recurrent revenue	76,880,743	47,160,086	38,509,761	(8,650,325)	(18.3%)	
Other income	21,392	173,884	235,512	61,628	35.4%	
Recurrent expenditure (excl. depreciation)	(79,462,000)	(26,440,112)	(25,953,306)	486,806	(1.8%)	
Operating result (excl. depreciation)	**(2,559,865)**	**20,893,858**	**12,791,967**	**(8,101,892)**	**(38.8%)**	
Capital revenue	57,137,151	12,357,840	8,005,997	(4,351,843)	(35.2%)	
Capital expenses	(3,487,000)	(1,162,333)	19,922	1,182,255	101.7%	
Net result (excl. depreciation)	**51,090,286**	**32,089,365**	**20,817,886**	**(11,271,479)**	**(35.1%)**	
Depreciation expense	(65,845,275)	(21,948,425)	(218,511)	21,729,914	99.0%	
Net result	**(14,754,989)**	**10,140,940**	**20,599,375**	**10,458,435**	**103.1%**	

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 – Unfavourable $8.1M variance attributed to:

Revenue $8.6M unfavourable variance:

- Unfavourable variance primarily due to the timing of the Financial Assistance Grant (FAG), with 50 percent ($8.5 million) received in advance in June 2025, despite the full amount being budgeted in 2025–26. This timing difference does not impact Council's cashflow and will be adjusted as part of the Budget Review.
- Building Services (BSU) recoverable works revenue is higher than budget due to a greater volume of works completed; however, this does not translate into increased profitability. In addition, capital works need to be identified and reallocated to capital revenue, which is budgeted at approximately $580k per month.

Expenditure $0.48M favourable variance:

- $725K reduction in employee benefits due to a significant number of vacancies has been offset by increased reliance on temporary staff, contractors, and consultant costs
- $202K higher materials and services costs – most departments (excluding Building Services) have lower materials and services costs attributed to the high vacancy rate, which has impacted project and service delivery and subsequently reduced expenditure, combined with the timing of commencement of projects. This is offset by an increase in BSU expenditure for works completed year-to-date, reflecting the increase in the volume of R&M works.

Net Result to Date $10.4M favourable variance:

- Depreciation has not been recorded year-to-date due to the inability to roll the TechOne assets module to the 2025/26 year until the 2024/25 audit is signed of Queensland Audit Office (QAO) – expected late November 2025.

Liquidity and Financial Sustainability Outlook

While current financial results appear favourable, this outcome is primarily attributable to timing differences in the receipt of external funding and to high vacancy rates that have delayed project delivery. Updated cashflow projections indicate that Council's available cash holdings are expected to fall below the legislated benchmark of four months' unrestricted cash reserves by December. This emerging position highlights several risks:

- Council's capacity to respond to unforeseen events will be diminished;
- heightened monitoring and management of operational cashflows will be required throughout FY2025–26; and
- with a net cash deficit projected for FY2025–26, Council's liquidity position is expected to further decline in the absence of corrective measures, with material cashflow pressures anticipated from July 2026.

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	75,720	(8,178)	(83,898)	(100.0%)
Fees and charges	5,850,440	1,950,188	3,325,289	1,375,101	70.5%
Sales revenue	25,106,693	9,218,899	11,822,470	2,603,571	28.2%
Grants, subsidies, contributions and donations	38,419,949	34,018,078	20,892,665	(13,125,413)	(38.6%)
	71,376,103	45,262,885	36,032,246	(9,230,639)	(20.4%)
Capital revenue					
Grants, subsidies, contributions and donations	57,137,151	12,357,840	8,005,997	(4,351,843)	(35.2%)
	57,137,151	12,357,840	8,005,997	(4,351,843)	(35.2%)
Interest received	899,999	303,287	891,816	588,529	194.1%
Other income	21,392	173,884	235,512	61,628	35.4%
Rental income	4,604,641	1,593,914	1,585,698	(8,216)	(0.5%)
Total income	134,039,285	59,691,810	46,751,270	(12,940,540)	(21.7%)
Expenses					
Recurrent expenses					
Employee benefits	36,893,893	12,249,315	11,523,724	725,591	5.9%
Materials and services	42,008,521	14,004,269	14,206,798	(202,529)	(1.4%)
Finance costs	559,585	186,528	222,784	(36,256)	(19.4%)
Depreciation and amortisation	65,845,275	21,948,425	218,511	21,729,914	99.0%
	145,307,274	48,388,537	26,171,817	22,216,720	45.9%
Capital expenses	3,487,000	1,162,333	(19,922)	(1,182,255)	(101.7%)
Total expenses	148,794,274	49,550,871	26,151,895	(23,398,975)	(47.2%)
Net result	(14,754,989)	10,140,940	20,599,375	10,458,435	103.1%

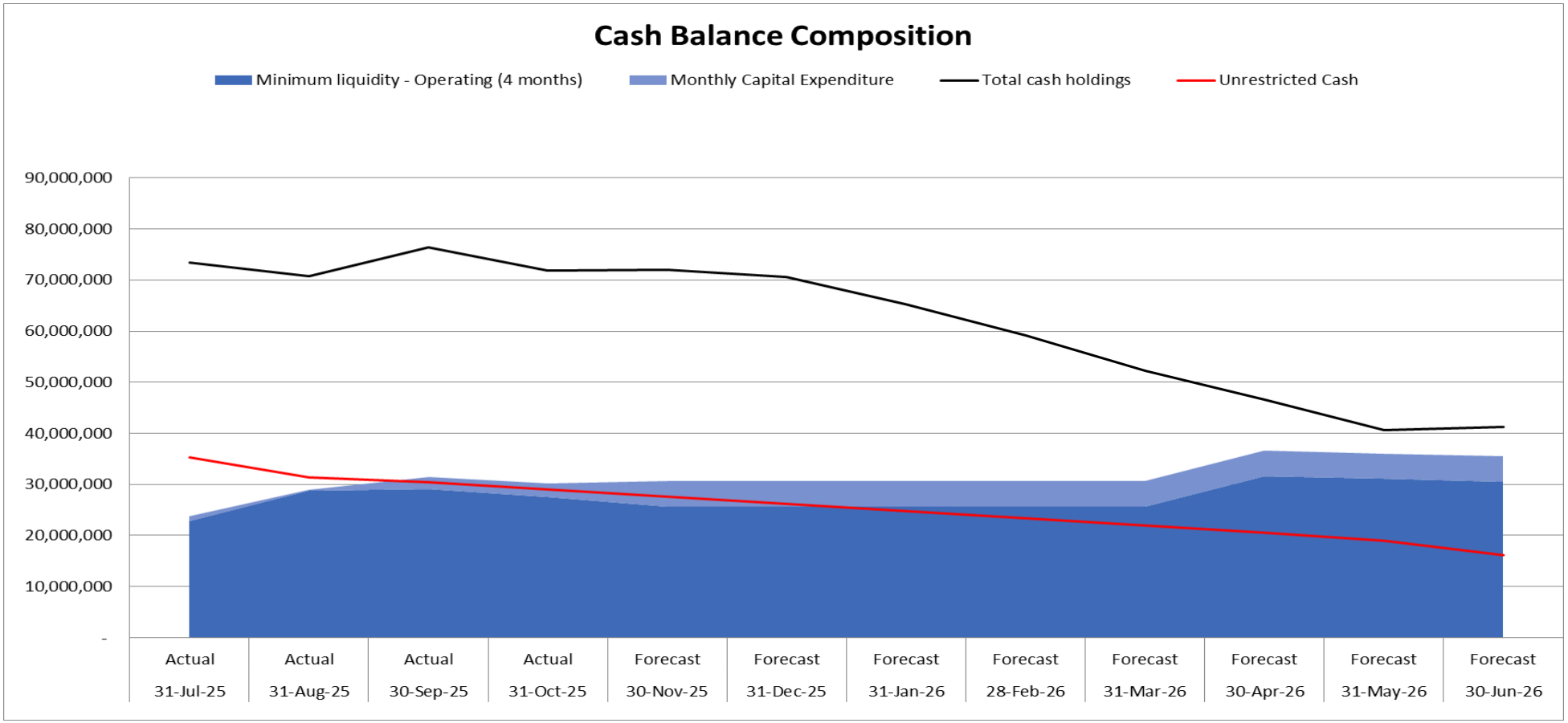
STATEMENT OF FINANCIAL POSITION

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	71,525,305	75,662,782	(4,137,477)	(5.5%)
Short term deposit	72,997	72,997	0	0.0%
Trade and other receivables	10,504,034	10,350,370	153,664	1.5%
Inventories	393,966	393,966	0	0.0%
Contract assets	6,119,427	5,974,520	144,907	2.4%
Lease receivables	513,785	513,785	0	0.0%
Total current assets	89,129,514	92,968,420	(3,838,906)	(4.1%)
Non-current assets				
Lease receivables	10,967,561	10,967,561	0	0.0%
Property, plant and equipment	1,476,288,463	1,473,628,210	2,660,253	0.2%
Right of use assets	2,511,724	2,565,038	(53,314)	(2.1%)
Intangible assets	524,938	524,938	0	0.0%
Total non-current assets	1,490,292,686	1,487,685,747	2,606,939	0.2%
Total assets	1,579,422,200	1,580,654,167	(1,231,967)	0.1%
Current liabilities				
Trade and other payables	8,656,123	7,112,801	(1,543,322)	(21.7%)
Borrowings	-	-	0	
Provisions	4,117,893	4,086,894	(30,999)	(0.8%)
Contract liabilities	41,284,299	42,500,523	1,216,224	2.9%
Lease liabilities	355,284	406,552	51,268	12.6%
Total current liabilities	54,413,599	54,106,770	(306,829)	(0.6%)
Non-current liabilities				
Provisions	28,819,987	29,050,689	230,702	0.8%
Lease liabilities	1,416,966	1,416,966	0	
Total non-current liabilities	30,236,953	30,467,655	230,702	0.8%
Net community assets	1,494,771,647	1,496,079,741	(1,308,094)	(0.1%)
Community Equity				
Asset revaluation surplus	1,212,968,792	1,212,968,792	0	0.0%
Retained surplus/(deficiency)	307,460,654	307,461,966	(1,312)	(0.0%)
Current Year Surplus/(Deficit)	- 25,657,796	- 24,351,015	(1,306,780)	5.4%
	1,494,771,650	1,496,079,742	(1,308,092)	(0.1%)

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 to October figures reflect actual cash balances.



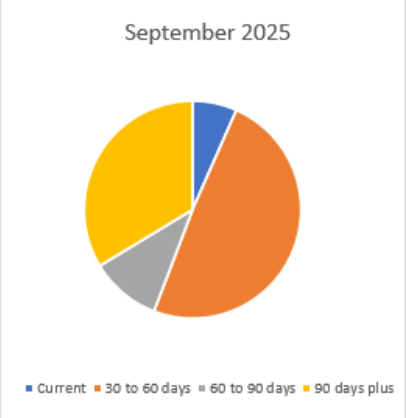
Current balance October 2025 – Overall Cash Balance - $71.8M – Unrestricted Cash - $29.0M

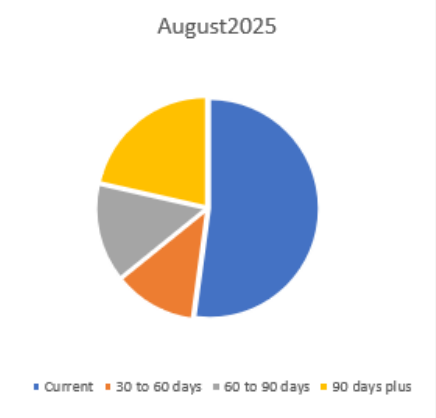
Overall cash balance is $71.8M, with unrestricted cash of $29.0M. The increase in total cash is primarily due to upfront payments for major capital projects (restricted for specific purposes and not available for general operations), along with 50% payment of the 25/26 Financial Assistance Grant in June 25 and early receipt of the ICFP.

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

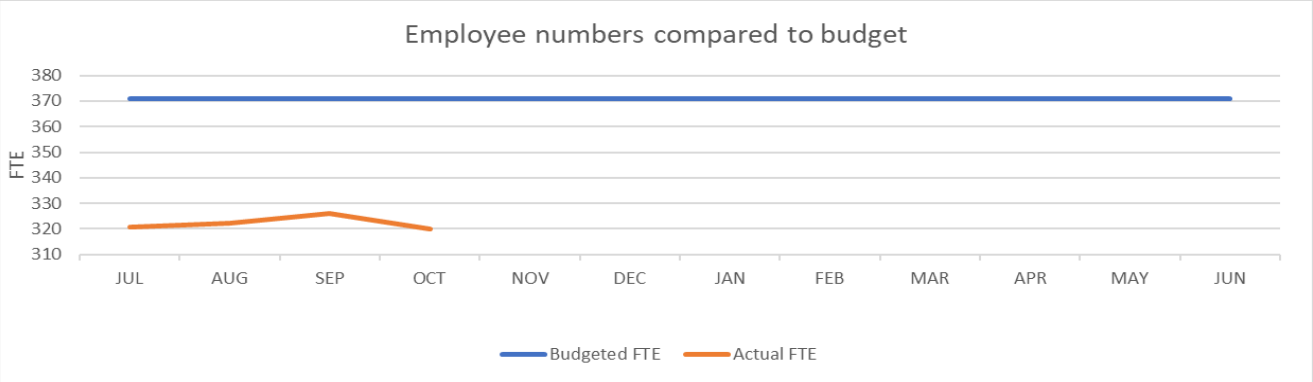
Debtor Analysis

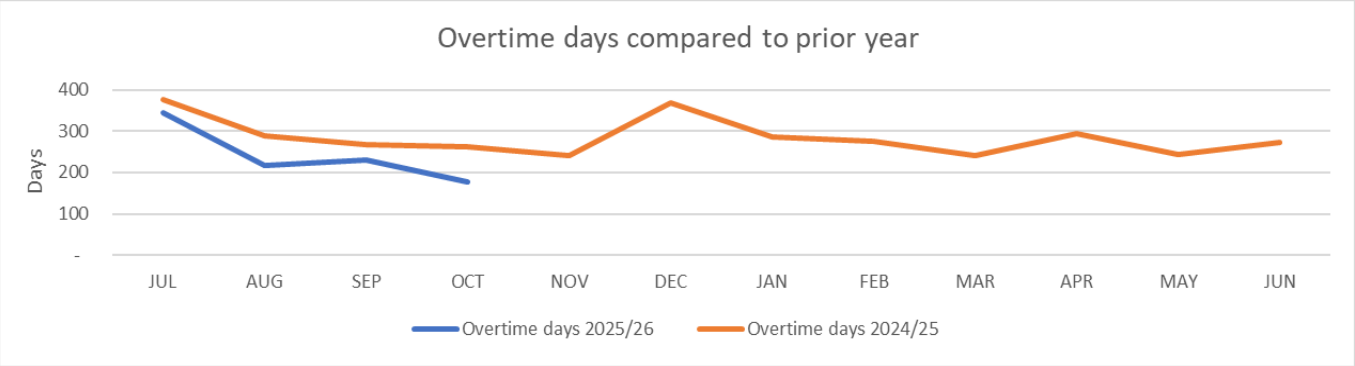
	As at 31 October 2025		As at 30 September 2025		As at 31 August 2025	
	$	%	$	%	$	%
Current	1,920,950	29%	453,957	7%	3,734,335	52%
30 to 60 days	1,905,513	28%	3,371,908	49%	864,620	12%
60 to 90 days	586,875	9%	724,139	11%	1,028,061	14%
90 days plus	2,308,553	34%	2,306,469	34%	1,535,747	21%
Total aged debtors	6,721,891	100%	6,856,473	100%	7,162,764	100%
Housing debtors (Note 1)	12,417,460		12,431,261		12,470,334	
Total Provision	- 13,251,555		- 13,221,529		- 13,191,503	
Net debtors (exc. Unapplied credits)	5,887,796		6,066,205		6,441,595	
Unapplied Credits	- 606,300		- 515,079		- 1,630,364	

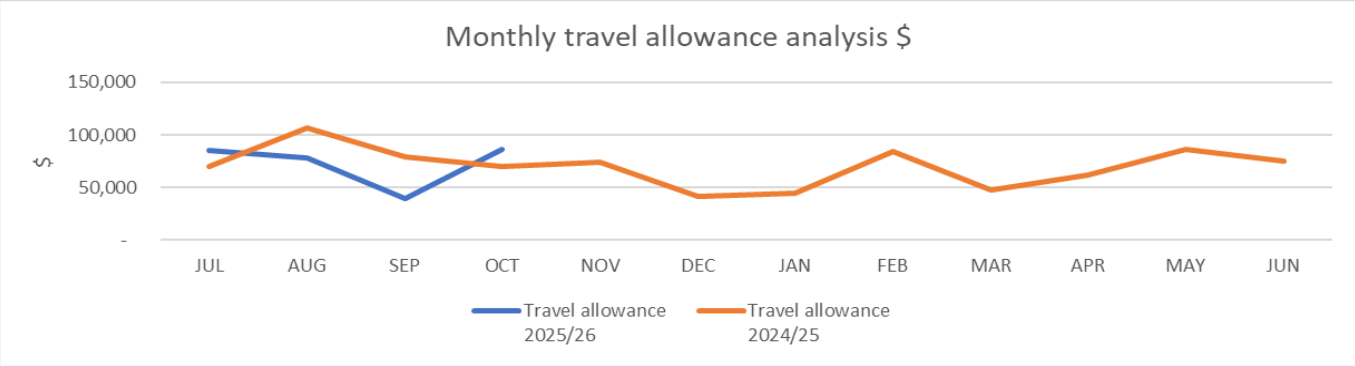




Payroll Analysis







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 partners to</td><td>Negative impact to gross margins and</td></tr>
</table></td></tr>
</table>

				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:	Corporate Plan 2025-30 3 | A proactive and responsible Council 3.1 Provide good governance and leadership
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.

Numerous factors have influenced council operations during the financial year. 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:

Frank Barbieri

Frank Barbieri
Acting Head of Financial Services

Endorsed

Hollie Faithfull
Executive Director, Financial Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

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

APPENDIX A
KEY FINANCIAL RESULTS BY DEPARTMENT

Executive Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	0	0	200,000	200,000	0.0%	
Other income	0	0	0	0	0.0%	
Recurrent expenditure (excl. depreciation)	(4,400,011)	(1,417,921)	(1,227,778)	190,142	13.4%	
Operating surplus (exc. Depreciation)	**(4,400,011)**	**(1,417,921)**	**(1,027,778)**	**390,142**	**27.5%**	
Capital revenue	0	0	0	0	0.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**(4,400,011)**	**(1,417,921)**	**(1,027,778)**	**390,142**	**27.5%**	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**(4,400,011)**	**(1,417,921)**	**(1,027,778)**	**390,142**	**27.5%**	

Favourable Operating/Net Result
Operating surplus (exc. Depreciation) due to additional $200K grant funding for climate alliance and risk project.

Building Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	21,350,000	7,966,668	10,758,760	2,792,092	35.0%	
Other income	0	0	33,313	33,313	0.0%	
Recurrent expenditure (excl. depreciation)	(19,402,239)	(6,455,441)	(9,315,412)	(2,859,971)	-44.3%	
Operating surplus (exc. Depreciation)	**1,947,761**	**1,511,227**	**1,476,660**	**(34,567)**	**-2.3%**	
Capital revenue	1,320,500	440,164	0	(440,164)	-100.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**3,268,261**	**1,951,391**	**1,476,660**	**(474,731)**	**-24.3%**	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**3,268,261**	**1,951,391**	**1,476,660**	**(474,731)**	**-24.3%**	

Comments:
Favourable Operating Result:
Recurrent revenue exceeded budget, driven by increased invoicing and the delivery of high-value projects. Expenditure increased correspondingly, resulting in a reasonable overall position.

Unfavourable Net result:
Capital Revenue - Timing of Building Capitisations, new process to complete monthly capitalisation is in progress.

Corporate Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	5,753	1,918	3,708	1,790	93.3%	
Other income	10,000	3,333	18,088	14,755	442.6%	
Recurrent expenditure (excl. depreciation)	(3,982,670)	(1,363,172)	(617,028)	746,143	54.7%	
Operating surplus (exc. Depreciation)	**(3,966,917)**	**(1,357,921)**	**(595,233)**	**762,688**	**56.2%**	
Capital revenue	0	0	0	0	0.0%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**(3,966,917)**	**(1,357,921)**	**(595,233)**	**762,688**	**56.2%**	
Depreciation Expense	0	0	0	0	0.0%	
Net result	**(3,966,917)**	**(1,357,921)**	**(595,233)**	**762,688**	**56.2%**	

Comments:
Favourable Operating/Net Result
Travel, IT license, and consultant expenses are impacted by timing differences in budget allocation.

Health and Community Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	13,987,493	5,640,434	5,578,110	(62,323)	-1.1%	
Other income	511,392	170,551	171,413	862	0.5%	
Recurrent expenditure (excl. depreciation)	(20,426,051)	(6,903,158)	(6,347,465)	555,693	8.0%	
Operating surplus (exc. Depreciation)	**(5,927,166)**	**(1,092,174)**	**(597,941)**	**494,232**	**45.3%**	
Capital revenue	12,145,574	3,945,191	2,190,730	(1,754,461)	-44.5%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**6,218,408**	**2,853,018**	**1,592,789**	**(1,260,229)**	**-44.2%**	
Depreciation Expense	(35,272,066)	(11,757,355)	0	11,757,355	100.0%	
Net result	**(29,053,659)**	**(8,904,338)**	**1,592,789**	**10,497,127**	**117.9%**	

Comments:
Favourable Operating Result:
Recurrent Revenue - Commercial Property Rent over budget YTD $1.151M due to misalignment of budget vs actuals; Accommodation $118K lower than budgeted, income from hire of vehicles has been impacted due to fewer vehicles available; Grant revenue recognition $1.08M lower than budgeted YTD due to timing difference between receipt and delivery of programs; Recurrent Expenditure - Insurance expense reduced $479K, awaiting finalisation of valuations with high probability of increase in insurance costs; electricity $140K lower than budgeted; reduced expenditure expected due to reduced grant revenue recognition YTD

Favourable Net result:
Capital Revenue - budget to be adjusted to align with receipt of 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	31,105,947	19,218,031	(11,887,916)	-38.2%	
Other income	399,999	303,287	891,816	588,529	194.1%	
Recurrent expenditure (excl. depreciation)	(1,494,698)	(517,072)	(444,716)	72,356	14.0%	
Operating surplus (exc. Depreciation)	**32,030,685**	**30,892,163**	**19,665,131**	**(11,227,031)**	**-36.3%**	
Capital revenue	1,901,271	330,086	803,194	473,108	143.3%	
Capital expenses	(3,500,000)	(1,166,667)	0	1,166,667	100.0%	
Net result (excl. depreciation)	**30,431,956**	**30,055,582**	**20,468,325**	**(9,587,257)**	**-31.9%**	
Depreciation Expense	(1,160,515)	(386,838)	(218,511)	168,328	43.5%	
Net result	**29,271,441**	**29,668,744**	**20,249,814**	**(9,418,929)**	**-31.7%**	

Comments:
Unfavourable Operating Result:
Revenue is showing an unfavourable variance primarily due to the timing of the Financial Assistance Grant (FAG). Council had budgeted to receive $13.5 million in July, consistent with the previous year. However, only $2.1 million was received in August 2025, with $8.5 million paid in advance in June 2025. The budget review will be updated to reflect this revised timing. This variance has been partially offset by higher interest income driven by elevated cash holdings.

Recurrent expenditure is favourable, largely due to timing differences in materials and services. These costs are expected to align with budget in the coming months.

Unfavourable Net result:
Depreciation Expense - not processed YTD due to inability to roll TechOne assets module to the 25/26 year until QAO sign off the 2024-2025 audit

Engineering Services

Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	5,594,114	1,502,499	1,263,199	(239,301)	-15.9%	
Other income	0	0	9,383	9,383	0.0%	
Recurrent expenditure (excl. depreciation)	(27,564,998)	(9,120,548)	(7,630,643)	1,489,905	16.3%	
Operating surplus (exc. Depreciation)	**(21,970,885)**	**(7,618,049)**	**(6,358,061)**	**1,259,987**	**16.5%**	
Capital revenue	41,300,019	7,485,803	4,967,763	(2,518,040)	-33.6%	
Capital expenses	0	0	0	0	0.0%	
Net result (excl. depreciation)	**19,329,134**	**(132,246)**	**(1,390,298)**	**(1,258,052)**	**-951.3%**	
Depreciation Expense	(28,755,174)	(9,585,058)	0	9,585,058	100.0%	
Net result	**(9,426,040)**	**(9,717,304)**	**(1,390,298)**	**8,327,006**	**85.7%**	

Comments:
Favourable Operating result:
Recurrent / Other Revenue -slightly lower recurrent grants & fees and charges revenue lower compared to budgeted.
Recurrent expenditure - overall expenditure is lower then budget due to vacant positions and timing on expenditure.
Favourable Net result:
The timing of capital works has caused capitial revenue to be less than YTD budget.
Depreciation Expense - not processed YTD due to assets module in TechOne being unable to be rolled onto the 25/26 year until QAO sign off the 2024-2025 accounts.

Fuel and Fleet Services

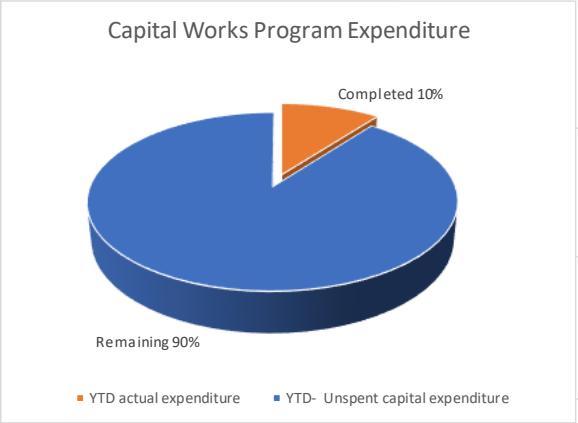
Key Financial Results	Annual Budget $	YTD Budget $	YTD Actual $	YTD Variance $	YTD Variance %	Status
Recurrent revenue	1,918,000	639,333	596,644	(42,690)	-6.7%	
Other income	0	0	3,315	3,315	0.0%	
Recurrent expenditure (excl. depreciation)	(2,191,332)	(662,801)	(293,705)	369,096	55.7%	
Operating surplus (exc. Depreciation)	**(273,332)**	**(23,468)**	**306,254**	**329,722**	**1405.0%**	
Capital revenue	469,787	156,596	44,310	(112,286)	-71.7%	
Capital expenses	13,000	4,333	19,922	15,589	-359.7%	
Net result (excl. depreciation)	**209,455**	**137,461**	**370,486**	**233,025**	**169.5%**	
Depreciation Expense	(657,519)	(219,173)	0	219,173	100.0%	
Net result	**(448,064)**	**(81,712)**	**370,486**	**452,198**	**553.4%**	

Comments:
Favourable Operating/Net Result
Depreciation will be recognised once the depreciation schedule has been approved by auditors.

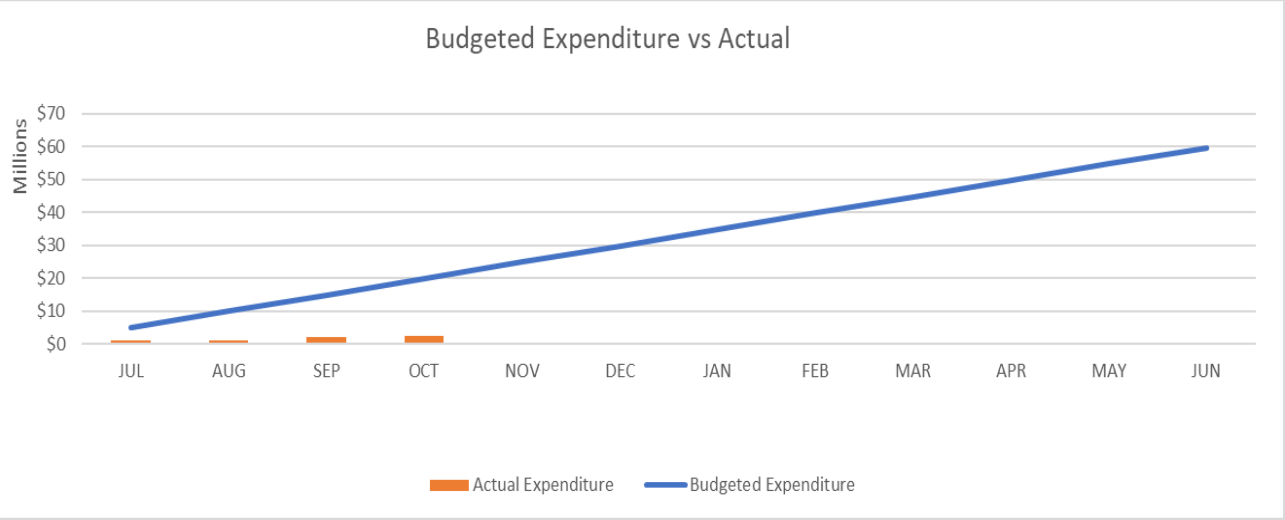
Appendix B

Capital Works Program

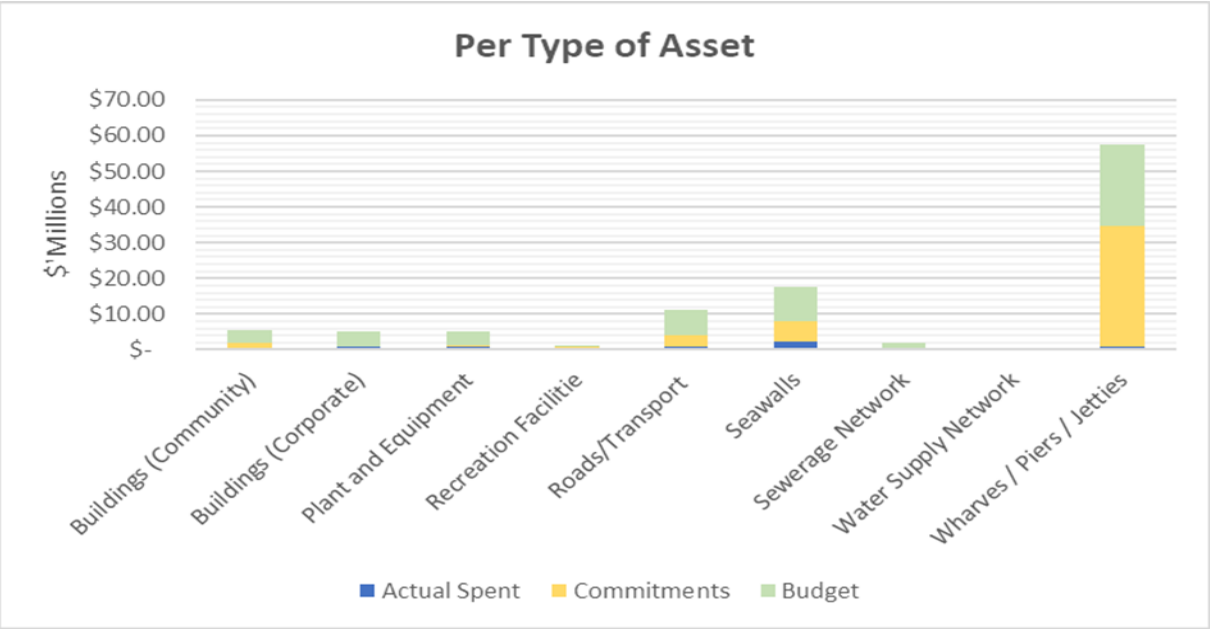
YTD actual expenditure	$	6,180,000
YTD- Unspent capital expenditure	$	53,432,150
Full year Original budget capital expenditure	$	59,612,150



Monthly progress– Capital expenditure



Overall program performance – Per Type of Asset



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:

Vicki Bishop
Vicki Bishop
Executive Director Corporate Services

Approved:

James William
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:	**Approved:**
Vicki Bishop	
Vicki Bishop	James William
Executive Director Corporate Services	Chief Executive Officer

ATTACHMENTS:

Nil.

ORDINARY MEETING
19 NOVEMBER 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:	**Approved:**
Vicki Bishop	
Vicki Bishop	James William
Executive Director Corporate Services	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:

Vicki Bishop
Vicki Bishop
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Nil.

ORDINARY MEETING
19 NOVEMBER 2025

Agenda Item
19.1

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

BUILDING SERVICES REPORT (October 2025)

OFFICER RECOMMENDATION:

Council resolves to note the Building Services Report for October 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 October 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 and are being held to address challenges related to high delivery costs, extended timeframes for project completion, and tender awarding.

Current Status (as of 31st October 2025)

Upgrade and HO Program - Revenue Comparison Oct

2024/2025	2025/2026	Variance
$ 6,037,717.70	$ 5,616,668.15	-$ 421,049.55

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

Priority Upgrade works, in the HWS, Stove replacements, 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 October 2025, there is a backlog of maintenance work comprising 767 tasks with a total value of approximately $1.9 million that has been pending for over 30 days.

Current Status (as of 31st October 2025)

R&M Program - Revenue Comparison Oct

2024/2025	2025/2026	Variance
$ 7,265,319.43	$ 6,824,493.67	-$ 440,825.76

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

Dept of Housing has continued to bank non essential maintenance requests (not releasing to TSIRC) which is impacting work for our contractors and TSIRC trade staff that is based locally within the remote isolated communities. We have continued to follow up with the Dept of Housing with several letters from the CEO to the DDG and with Cr Fell and the ED of BSU meeting face to face with Dept of Housing (16 September) to express and identify the urgency to release this banked maintenance works as it affects employment, community liveability and requests from tenants to reduce rent due to maintenance requests not being addressed.

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 communicate with PBC's to build partnerships and progress through the ILUA/compensated 24 JAA process to deliver program.

Mabuiag ILUA finalised in April 2025 and construction to commence in factory in Cairns in November with a planned hand over date 30 June 2026. Community engagement completed Tuesday 09 September 2025 with a large attendance and some positive conversations planned for the end of August.

Mabuiag 3 bedroom residence has commenced construction in the Cairns MMC and the 2 bedroom will commence in the coming weeks. Cr Fell and Mayor inspected subframe flooring on 12 November 2025.

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 held with tenants (10 September), building designs and siting plans discussed, currently following up with designers and architects regarding these tenants queries..

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:

James William
Chief Executive Officer

ATTACHMENTS:

Nil

ORDINARY MEETING
19 November 2025

Agenda Item
19.2

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

INFORMATION REPORT - COMMUNITY SERVICES (11 OCTOBER 2025 - 15 NOVEMBER 2025

OFFICER RECOMMENDATION:

Council receives and notes this report.

EXECUTIVE SUMMARY:

To provide Council an update on the functional areas within the Community Services department for operational activities undertaken during the period stated above. The officers' comment in this report provides an outline of key strategic and operational activities, including notable and significant works for Community Services during reporting period.

Background / Previous Council Consideration:

From a combination of councils' own-source and external-source funding, the Community Services department delivers a diverse range of programs including:

- Community Care (child, aged and disability)
- 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.

- **Environment and Health matters**
  - Animal Management issues are ongoing in communities. EDCS to prioritise engagement of consultant and development of Divisional plans for the new year
  - Environment & Health Team won the First Nations Award for Excellance in Biosecurity with Dept of Agriculture, Foresty and Fisheries

- **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 increase awareness and engage with all stakeholders to deliver effective tenancy management.

  Team meeting with Senior Housing Officers and Management to reinforce direction and support available during workshop in Cairns
- **Climate Resilience Project**

  Successful appointment of 2 Senior Climate Resilience Offices.

  Next 4th Officer Level Working group meeting in December. EDCS is reaching out to Torres Shire and GBK for pre-discussions / enquire on training collaborations.

  EDCS provided update to Dept of Climate Change

  EDCS met with 2 new Snr CROs to welcome to the dept and discuss expectations

- **Health and Wellbeing**

  Funding advocacy by HoCS

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

- **Housing**
  - Senior Housing Officers and Managers workshop in Cairns with Residential Tenancy Authority Officers; Qstar and internal TSIRC teams on legislation, processes and review policy.
  - Total housing Application increased to 535 (total in region and external to region) representing – Category 1 – 81; Category 2 – 350; Category 3 & 4 107 combined.
  - Rental collection Regional Average is 91% (1% reduction compared to September reporting period).
  - Ongoing housing tenancy issues experienced for abandoned and non-rental payments

- **Engagement**
  - Finalised recruitment of two Senior Climate Resilience Officers. Both commenced on 10th November.
  - Partnership with Finance team to visit various Divisions with compliance tasks and catch ups with

Divisional Admin team on Events processes

- Various events ie R U OK Day

- **Environment and Health**
- Various concerns outlined with landfill burn and burning fire in residential properties. EHWs increasing awareness of threat and fire ban notices
- ATSIPHP annual workshop in Cairns attended by some EHWs
- Vet visited end of October across the region.
- Ongoing Biosecurity management with fruit fly eradication
- Two vacancies in the team (EHW Ugar; EHW Badu) processes to be undertaken with oversight of HoCS

- **Divisional Administration**
- Various recruitment across the region for MSAOs and Cleaners. Short term backfills are filled with Meriba Ged participants or EMG Workforce for Cleaners
- Assistant from Finance team to work on registers for compliance purposes, and as part of financial sustainability exercise.
- Performance matters managed by Management team
- Traditional Visitors within the month of September
    - 17 (PNG to Dauan) ***17 Approved Permits***
    - 08 (Dauan to PNG) ***08 Approved Permits***
    - 29 (PNG to Saibai) ***29 Approved Permits***
    - 01 (Saibai to PNG) ***02 Approved Permits****
    - 01 (Mer to PNG) ***01 Approved Permits*****
    - 01 (Erub) ***01 Non approved Permit***
    - 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.

      *Figures for Saibai to be clarified by Management

      **Two extended visit verbally approved by Cr Kaigey. TV departed 10/10/25

- **Aged Care**
- 33 Consumers of the service
    - 6 Referrals for allied health during reporting period
- Ongoing challenges with recruitment. 12 staff onboard, with 9 vacancies during the reporting period
- Partner with TAFE Qld in preparation for training in 2026 incl RPL recognition
- 9 Staff received annual refresher training in Manual Handling; Fire Safety; First Aide also, understanding Dementia; Aged Care Charter of Rights; Care Planning and Documenting Client Progress, In-house budget training

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:

Dawson Sailor
Executive Director Community Services

Approved:

James William
Chief Executive Officer

Corporate Services Directorate
AUTHOR: *Executive Director Corporate Services*

CORPORATE SERVICES INFORMATION REPORT FOR THE MONTH OF OCTOBER 2025

OFFICER RECOMMENDATION:

Council receives and notes the Corporate Services Information Report for the month of October 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 October 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 have been finalising this year's Christmas Card designs, ensuring both print-ready and digital versions are prepared for distribution. A schedule of all Christmas-themed social media posts and digital display boards has been prepared, aligning messaging with council values and seasonal engagement goals.

Structuring of the 2026 calendar layout has begun and will be finalised on confirmation of Council meeting dates.

A PowerPoint Presentation to support the Dauan Community Session was prepared to support a culturally respectful and informative session incorporating visual aids and key council updates.

Continuation of the drafting of a Cultural Awareness resource for the People and Wellbeing team, embedding Torres Strait Islander principles and practical guidance to support respectful workplace practices.

The team also coordinated the content and layout for the December issue of Strait Talk, ensuring timely contributions, cultural relevance, and alignment with council priorities.

Economic Development

The Economic Development Lead was on leave from 3 October to 2 November. During this period, Cr Stephen provided an overview of the Economic Development Community Engagement Phase 1 project at the Badu Business and Tourism Workshop.

Governance, Risk, Legal, Land Tenure and Native Title

Trustee Policy/Home Ownership leases-recruitment for the leasing officer is finalised. Community engagement for the decision-making process under the Policy for Hammond was completed on 28/29 October.

Trustee Policy/Home Ownership leases - Recruitment for the leasing officer is finalised with the new staff member to commence 10 November. Community engagement for the decision-making process under the Policy for Hammond occurred on 28/29 October with the publication of 28 EOIs proceeding for community feedback. St Pauls community engagement proposed for late November. Mapping of all EOIs is underway to clearly identify where applications apply across the region and engagement with applicants is underway.

Risk Management

The Governance and Risk team, in collaboration with Ian Barton from JLT, conducted a Strategic Risk Workshop with the Executive Leadership Team on 9 October 2025. The workshop made good progress in developing and refining draft strategic risks, aligning them with the new Corporate Plan. A follow-up session was held on 3 November 2025 to complete the review of outstanding risks. The outcomes will be incorporated into the risk register.

Risk Reviews

Quarterly Risk Reviews commenced in late October 2025 and will continue throughout November. Risk Owners and Risk Officer are also starting to identify other potential operational risks as part of the review process.

Disaster Management

Preliminary conversations explored potential opportunities for our team to take on additional responsibilities in this space. No decisions have been made yet.

Business Continuity Framework

Minor updates were made to the Business Continuity Policy and Plan, reflecting staff changes within the Business Continuity Teams.

Legal

Six requests for Torres Strait Flage were received in September, with 43 year to date.

Commercial revenue end of financial year reconciliations work with BSA has continued.

2025/26 licence agreements commercial revenue invoicing progressively issued

The annual review of delegations from Council to the CEO has also continued.

Attended Hammond Island EOI and decision-making process community meeting;

Complaints

Complaint assigned	Beginning of October	New	Closed	End of October
Building Services				
Community Services	15	1	2	14
Corporate Services	2			2
Engineering Services	8	1		8
Total	**25**			**25**

Table 2 – Complaints by directorate

Complaint type	Beginning of October	New	Closed	
Staff	15	1		16
Local Laws (dogs)	3			3
Housing	3			3
Other	4	1	2	3
Total	**25**			**25**

Table 3 – Complaints by type

IT Security:

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.

The Manager, Information Technology Services, is working with Marsh and JLT Risk Solutions in relation to developing a number of cyber security implementations including:

Cyber Risk Training and Awareness
A tailored session designed to build cyber risk awareness and foster a resilient security culture among staff and leadership. This will address the current training resource constraints and logistical challenges, delivering practical, culturally appropriate content.

Incident Response Plan (IRP) Development Workshop

A facilitated workshop to assess Councils' current incident response capabilities and co-develop a customised IRP. This will help establish a clear, actionable plan to manage ransomware and other cyber incidents effectively.

Incident Response Plan Testing (Next Step)

As a follow-up, scenario-based testing can be conducted to validate and enhance the IRP, ensuring Council's readiness and confidence in responding to cyber events.

Collaboration Opportunity

Ian Barton, the dedicated LGMS Risk & Resilience Coordinator (RRC) for Torres Strait Island Regional Council, has planned initiatives with the executive team in October. Building on his work, Marsh have the opportunity to deliver a focused cyber risk workshop that provides a detailed analysis of cyber risks and their management, offering comprehensive support to Council and IT Services.

The Manager, Information Technology Services, is also working with Queensland Government's Cyber Security Unit in conjunction with KnowBe4 to implement a twelve-month funded cyber-security learning platform. Subscription provides access to KnowBe4's Diamond platform which will enable IT Services to provide covert cyber-security exercises to staff to gain a better understanding of staff knowledge with regards to cyber safety.

The platform also provides a unique training exercise by way of an exciting and entertaining movie series about cyber-security that is only available via this platform.

Work is underway to integrate the platform into Council Active Directory to gain accurate reporting.

Microsoft Teams Calling:

The project to move to Microsoft Teams calling is now underway. Hardware has been procured, and migration procedures from Telstra's TIPT telephony numbers to Teams is underway.

The project is expected to take eight weeks to complete.

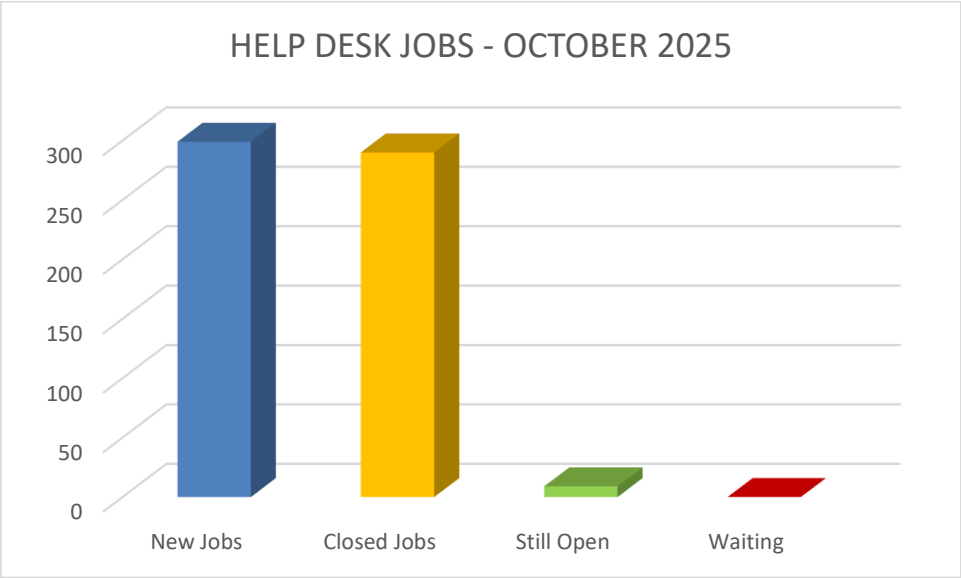
First Nations Grant & Community Wi-Fi Strategy

Still no announcement regarding the TSIRC fund application.

Helpdesk:

During October 2025, 299 new IT Help desk tickets were created. Of these, 260 were closed, 9 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. Also, BAU tasks such as equipment procurement, preparation, distribution and destruction, network administration etc., often do not get attributed to these figures).*



Fuel and Fleet

Strategic Investment (SIP)

$1M budget confirmed. Briefing Note approved by CEO. Initial purchases have been made with vehicles purchased for: BOIGU, YAM, TI, DAUAN, PORUMA and MER. The initial 3 vehicles are in the process of being sent to Roland Graf's Auto Centre for rust proofing and branding. Anthony Ottaway from ADO & Co Consultancy met with team to discuss fuel process.

Planned additional White Fleet and some Yellow Fleet renewals. No Green Fleet purchases for this FY. Initial white fleet purchases to go to Boigu, Yam, Dauan, Poruma, Mer and TI; Current expected delivery date to Division is late November 2025.

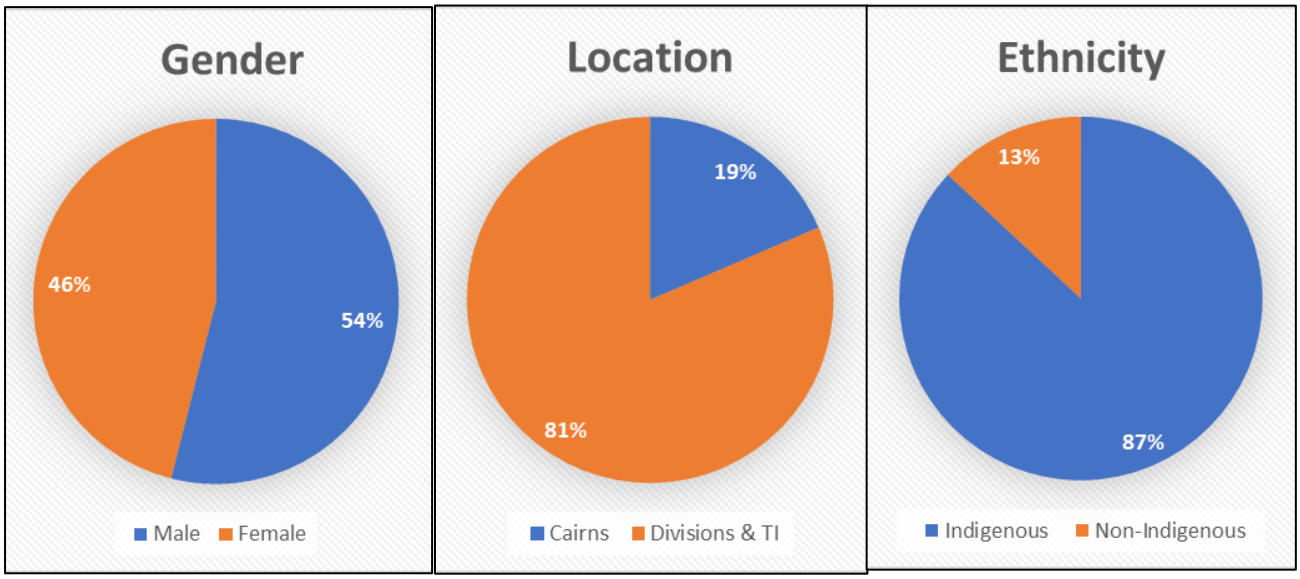
Working with Finance to progress Fleet Management via Tech One (instead of a Microsoft excel spreadsheet)

Currently looking at utilising Mango for vehicle bookings – which will enable condition reports, licence uploads and booking management.

People and Wellbeing

TSIRC Employee Statistics

As of 31 October 2025, Council has a total of 367 staff members, with 319 of them being Indigenous, representing 87% of the workforce. The graph below provides additional insights into key employee statistics within the Council.



Employment statistics can be found in the Recruitment, Safety, Learning and Development Report in *Attachment 3.*

Safety and Wellbeing

System Improvements

- Developing or upgrading the overall WHS management system to align with legislative requirements (e.g., WHS Act 2011).
- Implementing a digital WHS reporting platform.
- Establishing clearer accountability and reporting structures for safety responsibilities.

Policy Development and Review

- Drafting or updating WHS policies such as fatigue management, drug and alcohol, or workplace bullying policies.

Monitoring, Review, and Continuous Improvement

- Conducting regular workplace inspections and safety audits.
- Reviewing incident data and trends to identify priority areas.

Emerging risks / concerns:

- Audiometric Testing-Policy-Procedure- Training- Rollout
- Psychosocial Policy- Procedure- Training- Rollout
- WHSMP Approval from Council and sign off by CEO
- Risk involving workers across TSIRC engaged in High-Risk Work

Next Steps / Priorities

- Have a WHSMP endorsed
- Develop SWMS for High-risk work
- Ongoing to liaise with TSIRC Council, Divisions, RM, ED, workers on developing safety system

Significant Incidents or Risks

- No serious incident or accident lodged

OTHER COMMENTS:

This report is for noting by Council.

Recommended:	**Approved:**
Vicki Bishop	
Vicki Bishop	**James William**
Executive Director Corporate Services	**Chief Executive Officer**

ATTACHMENTS:

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

Facebook: October 1 – 31 2025 (compared previous month)

Top posts > Likes and reactions

🌟 **WE ARE HIRING!** 🌟 New exciting opportunities to work at TSIRC and make an impact in your community: 📌 **Multi Skilled Administration Officer** Base: Kubin 📌 **Multi Skilled Administration Officer** Base: Mer 📌 **Council Cleaner** Base: Wug (St Pauls) Please submit a cover letter and updated resume addressing the core capabilities, skills and experience listed in the position description. 👉 Apply now:

12,828 reach

"Every Torres Strait Islander deserves a safe, healthy and culturally appropriate home." Phillemon Mosby TSIRC Mayor urges all levels of government to take action as the housing shortage continues to impact families across our region. #TSIRC #TorresStrait #ZenadthKes #TorresStraitIslander

8,026 reach

"These are not isolated incidents; they are patterns. Our people have lost confidence and trust in the health care system because of these legacy issues." Phillemon Mosby TSIRC Mayor shares his response to Part B of the Investigation into the Torres and Cape Hospital and Health Service (TCHHS), which looked at the cultural safety of systems and processes for both patients and staff. 👉 Read full

7,632 reach

Posts

23
posts

📉 **11.5%** from **26**

Post engagement rate

7.57%
engagement rate

📈 **54.4%** from **4.9%**

Page followers

11,712
followers

📈 **1%** from **11,591**

Page reach

71,888
people

📈 **4.8%** from **68,615**

Page engagement rate

9.84%
engagement rate

📈 **43.3%** from **6.87%**

Post likes and reactions

651
reactions

📉 **31.8%** from **954**

Posts table > Date

DATE	MESSAGE	REACTIONS	COMMENTS	SHARES
Torres Strait Island Regio... Oct 31, 03:17	**Financial Sustainability and the SIP** Phillemon Mosby TSIRC Mayor provides an update on Council's financial position and Strategic Investment Plan, urging all levels of government to work together to deliver the essential infrastructure our communities need. #TSIRC #TorresStrait #TorresStraitIslander	69	6	11
Torres Strait Island Regio... Oct 20, 00:00	**Help Keep Our Islands Fruit Fly Free!** 🍎 Here are some simple steps you can follow to protect our islands from fruit flies. If you spot any rotten fruit or vegetables that look like the one in the photo, please contact your Environmental Health Worker or Biosecurity Officer immediately!....	8	0	1
Torres Strait Island Regio... Oct 29, 00:21	💧**Keep Your Rainwater Tank in Top Condition!** 💧 Rainwater tanks are a great way to save water, especially in dry seasons, but they need regular maintenance to stay effective. 🔧 **What to Check:** ✅ Ensure gutters, downpipes, and screens are clear of blockages. ✅ Make sure taps an....	35	2	6
Torres Strait Island Regio... Oct 28, 03:25	(Post with no description)	23	1	1
Torres Strait Island Regio... Oct 24, 04:16	🌟 **WE ARE HIRING!** 🌟 New exciting opportunities to work at TSIRC and make an impact in your community: 📌 **Casual Engineering Officer** Base: Hammond 📌 **Multi-Skilled Administration Officer (Part Time)** Base: Erub Please submit a cover letter and updated....	6	4	4
Torres Strait Island Regio... Oct 24, 03:01	"Every Torres Strait Islander deserves a safe, healthy and culturally appropriate home." Phillemon Mosby TSIRC Mayor urges all levels of government to take action as the housing shortage continues to impact families across our region. #TSIRC #TorresStrait #ZenadthKes #TorresStraitIslander	206	6	30
Torres Strait Island Regio... Oct 22, 03:01	(Post with no description)	4	0	2
Torres Strait Island Regio... Oct 21, 23:20	🌱 **Love your garden?** The best time to **water your plants is early morning or late afternoon** – NOT in the middle of the day! ☀️ Watering when the sun is hot = **fast evaporation** 🌑 Watering in cooler hours = **better absorption** For even more water efficiency, **use a timer**...	1	0	2
Torres Strait	**STATEMENT FROM TSIRC** Council would like to address some inaccuracies in recent media coverage and			

Top posts > Likes

Who's proud to call Boigu home? #TSIRC #TorresStrait #TorresStraitIsland #ZenadthKes

1,643 reach

Mayor Mosby provides an update on Council's financial position and Strategic Investment Plan, urging all levels of government to work together to deliver the essential infrastructure our communities need. #TSIRC #TorresStrait #TorresStraitIslander

497 reach

"Every Torres Strait Islander deserves a safe, healthy and culturally appropriate home." Mayor Mosby urges all levels of government to take action as the housing shortage continues to impact families across our region. #TSIRC #TorresStrait #ZenadthKes #TorresStraitIslander

415 reach

Posts

19
posts

54.8% from 42

Post engagement rate

11.15%
engagement rate

3.1% from 10.81%

Followers

708
followers

4.3% from 679

Profile reach

5,505
people

69.5% from 18,039

Page engagement rate

9.65%
engagement rate

18.8% from 8.12%

Post likes

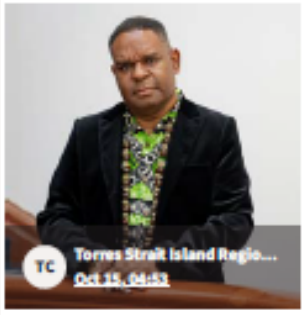
308
likes

76.9% from 1,335

Posts table > Date

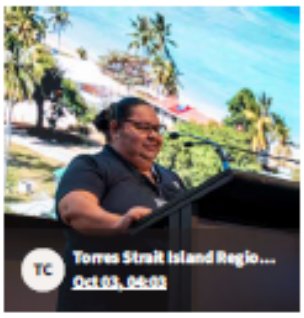
DATE	MESSAGE	LIKES	COMMENTS	REACH	VIEWS
tsirc.council Oct 31, 03:17	Mayor Mosby provides an update on Council's financial position and Strategic Investment Plan, urging all levels of government to work together to deliver the essential infrastructure our communities need. #TSIRC #TorresStrait....	23	0	497	767
tsirc.council Oct 29, 04:47	(No description)	0	0	107	108
tsirc.council Oct 29, 03:23	Who's proud to call Boigu home? #TSIRC #TorresStrait #TorresStraitIsland #ZenadthKes	109	2	1,643	4,416
tsirc.council Oct 24, 02:25	Mayor Mosby talks about how the housing shortage is affecting our communities and urges Federal and State Government to support TSIRC in delivering new homes.	0	0	83	83
tsirc.council Oct 24, 02:00	"Every Torres Strait Islander deserves a safe, healthy and culturally appropriate home." Mayor Mosby urges all levels of government to take action as the housing shortage continues to impact families across our region. #TSIRC #TorresStrait....	45	0	415	767
tsirc.council Oct 22, 06:29	(No description)	0	0	124	127
tsirc.council Oct 22, 06:23	Can you name these two islands?	33	2	281	1,051
tsirc.council Oct 15, 06:03	Read full story:	0	0	124	124
tsirc.council	"These are not isolated incidents; they are patterns. Our people have lost	[illegible]	[illegible]	[illegible]	[illegible]

Top posts



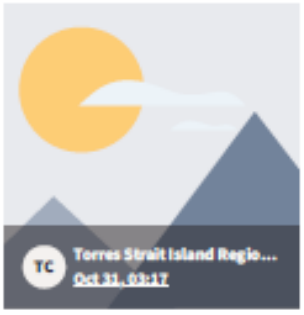
"These are not isolated incidents; they are patterns. Our people have lost confidence and trust in the health care system because of these legacy issues." Mayor Mosby shares his response to Part B of the investigation into the Torres and Cape Hospital and Health Service (TCHHS), which looked at the cultural safety of systems and processes for both patients and staff. Read full story:

2,355 Impressions



Deputy Mayor Wosomo at Commissioners Mayors Summit TSIRC Deputy Mayor, Cr Ranetta Wosomo, joined the 2025 Commissioners Mayors Summit in Cairns this week, alongside Police Commissioners, District Officers and Mayors from across Queensland. Cr Wosomo highlighted the unique challenges of the Torres Strait and called for stronger collaboration between community, government and police to

742 Impressions



Mayor Mosby provides an update on Council's financial position and Strategic Investment Plan, urging all levels of government to work together to deliver the essential infrastructure our communities need. #TSIRC #TorresStrait #TorresStraitIslander

651 Impressions

Posts

3
posts

50% from 6

Post engagement rate

6.32%
engagement rate

10.2% from 5.73%

Followers

2,708
followers

1.7% from 2,662

Page reach

2,219
connections

9.6% from 2,025

Page engagement rate

4.39%
engagement rate

43.3% from 7.75%

Post reactions

92
reactions

58.6% from 58

Posts table > Date

DATE	MESSAGE	REAC...	COM...	SHA...	CLICKS	IMPR...	% ENG...
Torres Strait Island Regio... Oct 31, 03:17	Mayor Mosby provides an update on Council's financial position and Strategic Investment Plan, urging all levels of government to work together to deliver the essential infrastructure our communities nee...	22	0	1	8	651	4.76%
Torres Strait Island Regio... Oct 15, 04:53	**"These are not isolated incidents; they are patterns. Our people have lost confidence and trust in the health care system because of these legacy issues."**...	48	2	8	73	2,355	5.56%
Torres Strait Island Regio... Oct 03, 04:03	**Deputy Mayor Wosomo at Commissioners Mayors Summit** TSIRC Deputy Mayor, Cr Ranetta Wosomo, joined the 2025 Commissioners Mayors Summit in Cairns this week, alongside Police...	22	0	0	42	742	8.63%

Report sources

Analytics

LinkedIn Pages

Missing option

Facebook Pages

Torres Strait Island Regional Council

Instagram Business

tsirc.council

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.

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
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.
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

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
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
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. Considerable cost escalations have been flagged with the funding body for additional grant funding.

Community	Funding Source and Expiry Date	Funding Value	Expenditure to Date	Remaining Funding (Forecast)	Work Completed	Tender History	Tender Value	Status
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 once equipment is on site. Ongoing barging delays due to Seaswift capacity problems. PBC and Town Planning completed.

Attachment 3– Recruitment, Safety, Learning and Development Report

RECRUITMENT

Transition Readiness Rating (TRR) Key:

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

Successful Appointments in October: Total [3]				
TRR	**Position**	**Location**	**Status/Comments**	**Appointment Type**
1	EA to the CEO	Cairns	Successful appointment – 13/10/2025	Internal Temp
1	IKC Coordinator	Division 5, Badu	Successful appointment – 20/10/2025	External
1	Financial Accountant	Cairns	Successful appointment – 20/10/2025	External

Long Term Vacancies – Corporate Services	**Time To Fill**	**Comments**
Manager Administration and Communications	Vacant since March 2025	Shortlisting in progress.

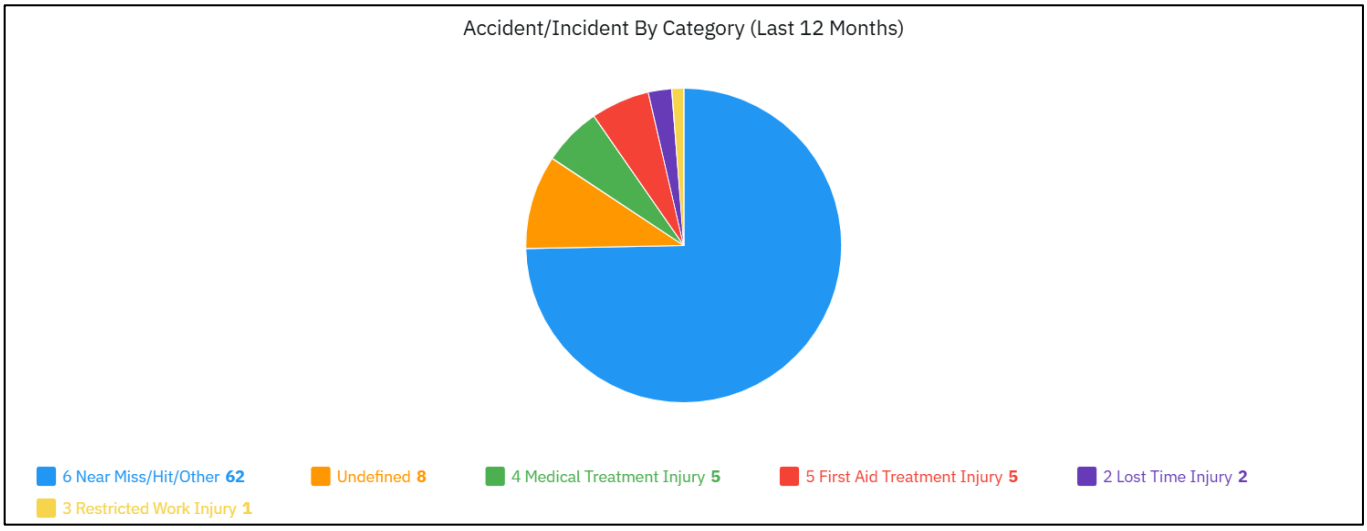
Long Term Vacancies – Financial Services	**Time To Fill**	**Comments**
Administration Officer, Assets	Vacant since September 2024	No further progress
Team Leader, Creditors	Vacant since June 2024	Role advertised interviews completed – no suitable outcomes.
1 x Finance Officer	Vacant since December 2024	Temp Staff in the interim
Creditor's Officer	Vacant since December 2024	Temp Staff in the interim

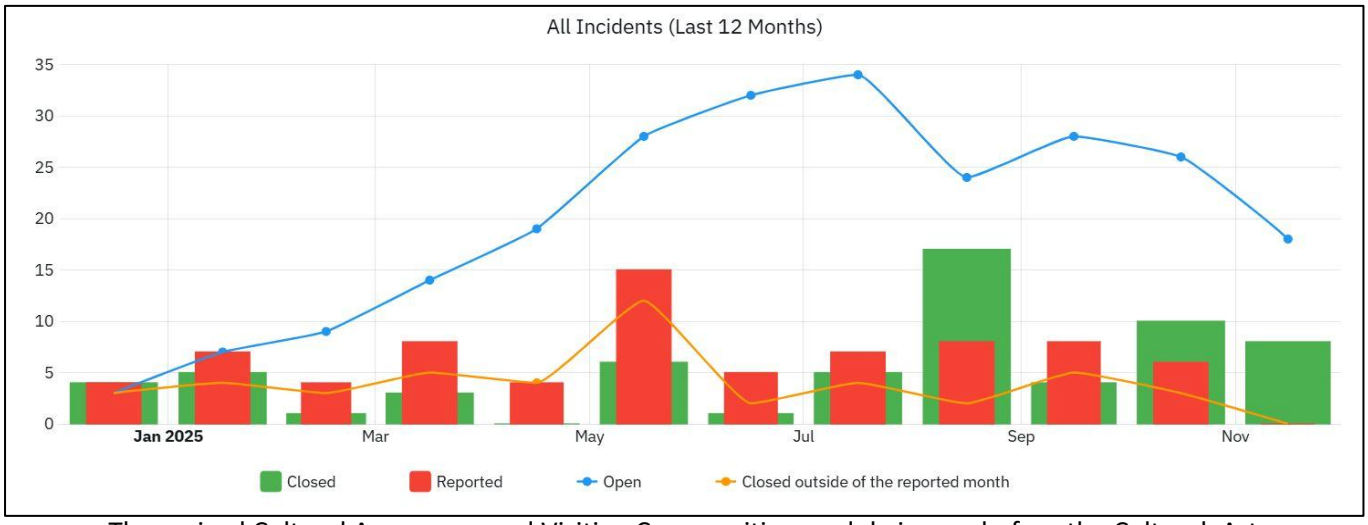
Long Term Vacancies - Building Services	**Time To Fill**	**Comments**
R & M Supervisor	Over 12 months	Temp Staff in the interim
Team Leader – BSU	Over 12 months	Temp Staff in the interim
Project Supervisor Operations x 2	Vacant since July 2024/25	No progress

Long Term Vacancies – Manager Housing	Time To Fill	Comments
Housing Officer – Hammond	Over 12 months	No further progress

Long Term Vacancies – Community Services	Time To Fill	Comments
Aged Care Support Worker – St Paul's	Vacant since September 2024	Recruitment finalised. Recommendation stage.
Casual Aged Care Worker – Mabuiag	Vacant since September 2024	Position re-advertised, closing date 14.11.25.
Childcare – Cleaner/Yardsman – Badu	Vacant since February 2024	No further progress
Childcare Cook	Vacant since 2023	No further progress
Childcare – CSW – Mixed Age – Badu	Vacant since 2023	Recruitment process finalised. Recommendation stage.
Aged Care Support Worker – Masig	Vacant since November 2024	No further progress
Aged Care Support Worker – Hammond	Vacant since December 2024	Position re-advertised. Closing date: 14.11.25. No further progress.
Aged Care Support Worker – Kubin	Vacant since 2022	No further progress
Healthy Lifestyle Officer – Hammond	Vacant since September 2023	No further progress
Healthy Lifestyle Officer – Kubin	Over 12 months	No further progress
Healthy Lifestyle Officer – Saibai	Over 12 months	No further progress
Divisional Manager – Ugar	Over 12 months	No further progress

Long term vacancies – Engineering Services	Time to fill	Comments
1 x Senior Project Engineer	Vacant over 12 months	Recruitment process finalised. Recommendation approved. Commencement date 10.11.2025.
Technical Officer	Vacant since 2023	Recruitment process finalised. Recommendation approved.
Project Engineer – Capital Works	Vacant since February 2024	No further progress
Graduate Engineer – Water & Wastewater	Vacant for 12 months	No further progress
Casual Labourer – Civil Crew	Vacant for 12 months	No further progress
Engineering Officer – Ugar	Vacant since 2024	No further progress





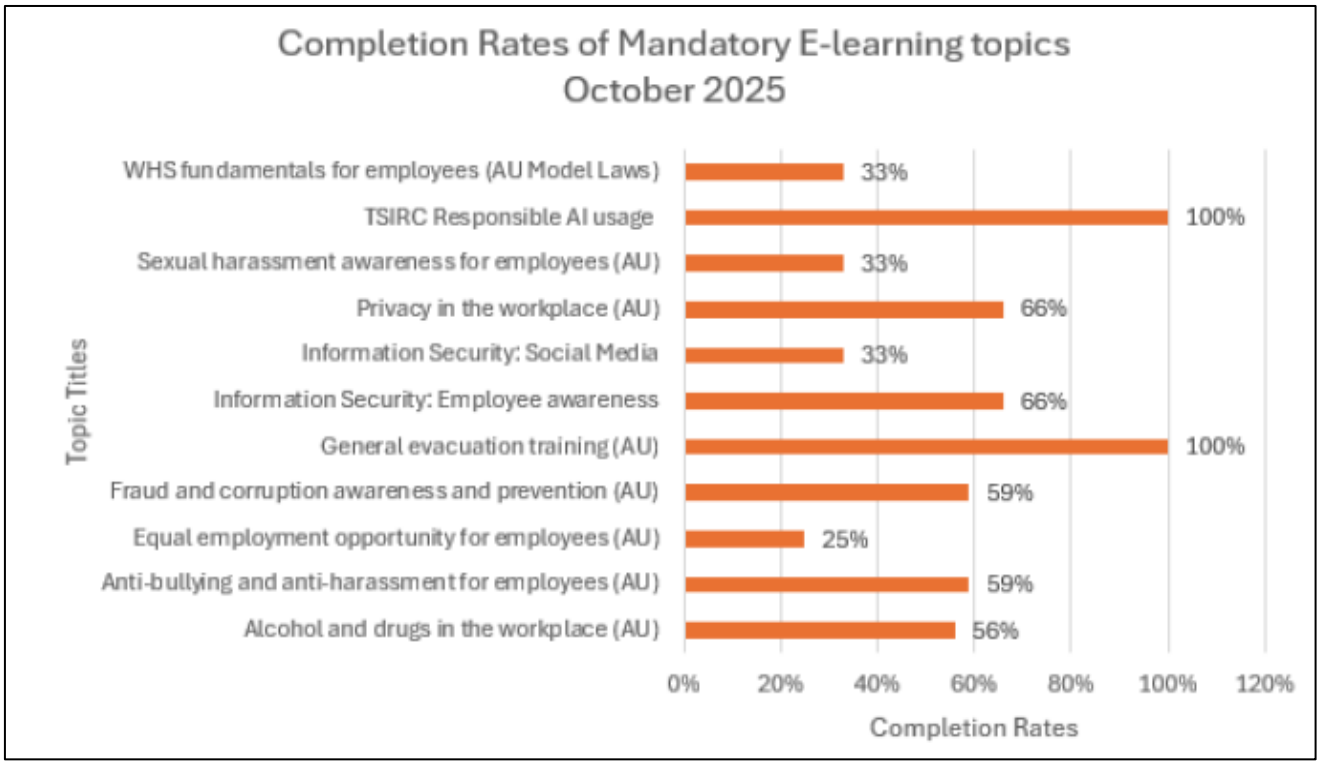
- The revised Cultural Awareness and Visiting Communities module is now before the Cultural, Arts and Heritage Committee for consideration.
- The revised TSIRC new Employee Induction module was finalised for briefing note to the CEO and ELT.
- Recruitment drive to the TSI postponed until after the wet season.
- Continuing to represent TSIRC on the "Prapa Pathway" Roundtable with other key stakeholders in the Torres Strait.

Current Training

Training	Department	Update
No training currently undergoing		

Tribal Habits Online E-Learning

User Data	By Departments
Total Users: 55 Total Staff Enrolments: 367 Recruitment Agency Staff Enrolled: 1 Total Staff Accessing Platform in October: 53	Community Services: 19 users Engineering Services: 7 users Building Services: 7 users Corporate Services: 17 users Financial Services: 5 users



Other Training News

- Working with Housing Manager to source training for Housing Officers on topics including breach processes, conflict resolution, QCAT processes. Have commenced discussions with RTA who have previously delivered this training to TSIRC staff. Proposal to deliver training to staff in November 2025.

- Initiated discussions with Cairns-based hotels regarding potential collaboration to deliver on-site training in the Torres Straits. Purpose of training includes correct cleaning procedures, WHS compliance (particularly chemical handling), and professional accommodation cleaning and presentation standards. Pullman International have indicated they would be willing to investigate this proposal further with the General Manager.

- TSIRC has received funding through the ICB Project. Survey sent to managers calling for EOI's for training requests up to 31 July 2026. Monies received through the extension to the ICB Project will be used for some of this training, pending alignment with Council priorities. At close of the survey only two responses were received.

ENGINEERING OPERATIONS

OFFICER RECOMMENDATION:

Council receives and notes this report.

EXECUTIVE SUMMARY:

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

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

Interested Parties/Consultation:

Executive Director Engineering Services, Manager Engineering Operations, Manager Water & Wastewater, Manager Capital Works, Manager Fuel & Fleet, Divisional Engineering Officers

Background:

Division 1: Boigu

Operations

- Replaced media tank and rectify minor issues on desal unit with assistance from Tech Officers.
- Sewerage and water sample testing completed for this month.
- Attend to few household leaks due to High water restrictions.
- Replaced new solar lights with assistances from contractor.
- Tree removal in progress on RWY end of 09/27.

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

- Roadside grass maintenance completed from Bowser to Eastern Helipad.
- General housekeeping around the barge ramp area.
- Temp fix water tap at water pump station 4.
- Bottom Cemetery grass maintained.
- Detect few water leaks, now fixed and completed.

Disaster Management

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

Division 3: Saibai

Operations

- Maintain grass along Aerodrome fence line.
- Fire break completed around all TSIRC Sites.
- Assist TSRA rangers maintain grass around community garden.
- Maintenance works on Sewer well pumps and baskets.
- Completed roadside grass maintenance from Airport to community hall.

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

- Manhole and STP grass maintained including weed positioning.
- Currently monitoring raising Sewer Main.
- Complete Green waste along roadside and assists Ergon.
- Sewerage sample testing completed for November.
- Landfill maintenance with assistance from T.I concrete Machinery's.

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

- Completed isolation testing on Madubau and Chapman St.
- Pressure clean of boat ramp completed and housekeeping barge area.
- Fire break around works sites completed.
- Maintain grass inside the sewer ponds.
- Grass maintained around all parks completed.

Disaster Management

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

Division 6: Kubin

Operations

- Sewerage sample testing completed for this month.
- Clean up lay down area at barge ramp.
- Repaired water main leak at Sewer Plant.
- Grass cutting o Airport runway strip completed.
- Fire break around Water treatment plant completed.

Disaster Management

- Satellite Phone: Testing Completed – Operational
- HF Radio: Task Not Completed.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 7: St Pauls

Operations

- Water Leak investigation throughout community.
- Water Restriction in place.
- Clean up around sitting area at the ramp and gazebo areas.
- Clean up around community hall and council office.
- Picking up large household rubbish from roadside.

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

- Landfill Maintenance – remove rubbish from fence line.
- Gurney blasting boat ramp completed.
- Clean waiting shed area at ramp.
- Grass maintenance at the cemetery.
- Roadside grass maintenance completed.

Disaster Management

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

Division 9: Iama

Operations

- Sewerage sample testing completed for this month.
- Green waste and white goods collected.
- Water treatment plant maintenance completed.
- Sewer pump stations wash down / cleaning baskets.
- In house water sample testing completed.

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

- Cleaning of lagoon cover completed in pre for wet season.
- Replaced old ferrule cock service line from mains to meter.
- Maintenance at sewer treatment plant (clean screens) - completed
- Green waste and white goods collections completed.
- Grass cutting at Sewer treatment plant and sewer pump stations.
- Maintenance around public area at wharf, park and gazebo completed.

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

- Green waste and white goods collection completed.
- Clear vegetation and old material opposite reservoir in prep for install temporary tank for new reservoir.
- Water Restriction in place- Water turned on and off.
- Clear sand build up on ramp prior to arrival of barge.
- Shelter for fuel bowser install has been completed with assistances from BSU team.

Disaster Management

- Satellite Phone: Testing Completed (Failed to connect)
- HF Radio: Testing Completed - Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 12: Masig

Operations

- Sewer treatment plant maintenance completed.
- Green waste and white good run completed.
- New generator for the 190t desalination plant arrived and pre for installation.
- Airport fence repair carried out.
- Seaport storage area kept well maintained.

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

- Desalination plant maintenance with new membranes.
- Helipad grass cutting in and out of waiting shed
- Office yard maintenance completed.
- Landfill maintenance completed.
- Grass maintenance Bore 1 and 2.

Disaster Management

- Satellite Phone: Not Completed
- HF Radio: Service requires maintenance by Austek
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 14: Erub

Operations

- Repair water leak throughout community.
- Repair Water well pump running and operational.
- Erub currently on Water Restrictions.
- Grass maintenance at aerodrome strip, cones, lights and gables completed.
- Landfill maintenance and compacting completed.

Disaster Management

- Satellite Phone: Testing Completed - Operational
- HF Radio: Service requires maintenance by Austek
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 15: Mer

Operations

- Connect lagoon safety shower.
- Hire trailer to complete emptying of sewer baskets from pump stations due to lack of available vehicles.
- Grass maintenance around sewer treatment plant.
- Complete grass cutting around windsock, gables and cones.
- Prep around water treatment plant fencing for install of new fence- still in progress.

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:	
Standing Committee Consultation:	NIL
Timelines:	

Other Comments: Nil

Authored:
Amanda Pearce
Acting Manager, Engineering Services

Endorsed:
Adeah Kabai
Acting Executive Director, Engineering Serives

Approved:

James William
Chief Executive Officer

Action Officer Contact Details: *Amanda Pearce*
Acting Manager Engineering Operations.
0438 938 808
amanda.pearce@tsirc.qld.gov.au

ATTACHMENTS:

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

SAT PHONE SERVICEABILTY CHECK

		2024				2025									
Island Community	SAT Phone Number	September	October	November	December	January	February	March	April	May	June	July	August	September	October
Boigu	0147 181 217	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	X	✓
Dauan	0147 181 228	✓	X	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Saibai	0147 169 314	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	0147 169 325	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Badu	0147 181 778	✓	X	✓	✓	U/S	✓	U/S	X	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	✓	✓	✓	✓
Erub	0147 168 918	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mer	0147 168 220	✓	✓	✓	✓	✓	✓	U/S	✓	✓	✓	✓	✓	✓	✓
TI Office	0147 168 689	U/S	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
TI Engineering	0147 183 853	✓	X	✓	X	X	X	X	x	x	x	x	x	✓	✓
Cairns	0147 186 884	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

HF RADIO SERVICEABILTY CHECK

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

OFFICER RECOMMENDATION:

Council receives and notes this report.

EXECUTIVE SUMMARY:

To provide Council with a status update of the water and wastewater scheme operations. **This report contains additional details for communities with water security concerns.**

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.

Officer Comments:

In addition to the attached monthly Water & Wastewater Report, additional information has been attached for communities where water security is being closely monitored due to current and forecasted lagoon levels, high usage and network leaks. Also included are communities where there are regular movements between the Torres Strait Islands and Papua New Guinea under the coastal treaty.

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 October 2025.

Author:

Emma Evans
Manager Water and Environmental Engineering

Recommended:

Adeah Kabai
Acting Executive Director of Engineering

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

- Monthly Water & Wastewater Report
- Additional Water Security Forecasting

Torres Strait Island
REGIONAL COUNCIL

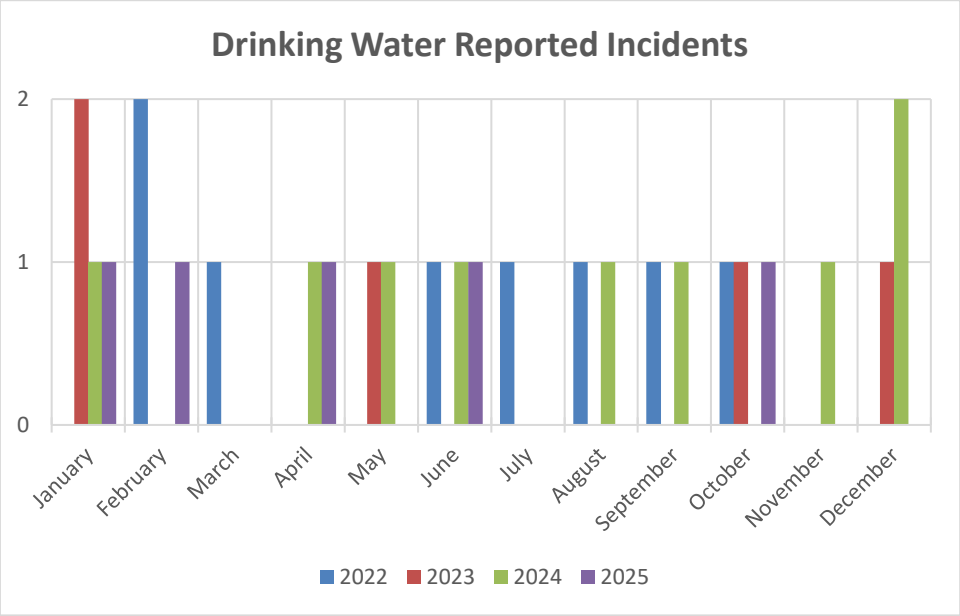
Engineering Services

MONTHLY WATER & WASTEWATER REPORT

October 2025

Author	Reviewer	Revision	Date
Emma Evans	Adeah Kabai	1	13/11/25

Status of Water Alerts

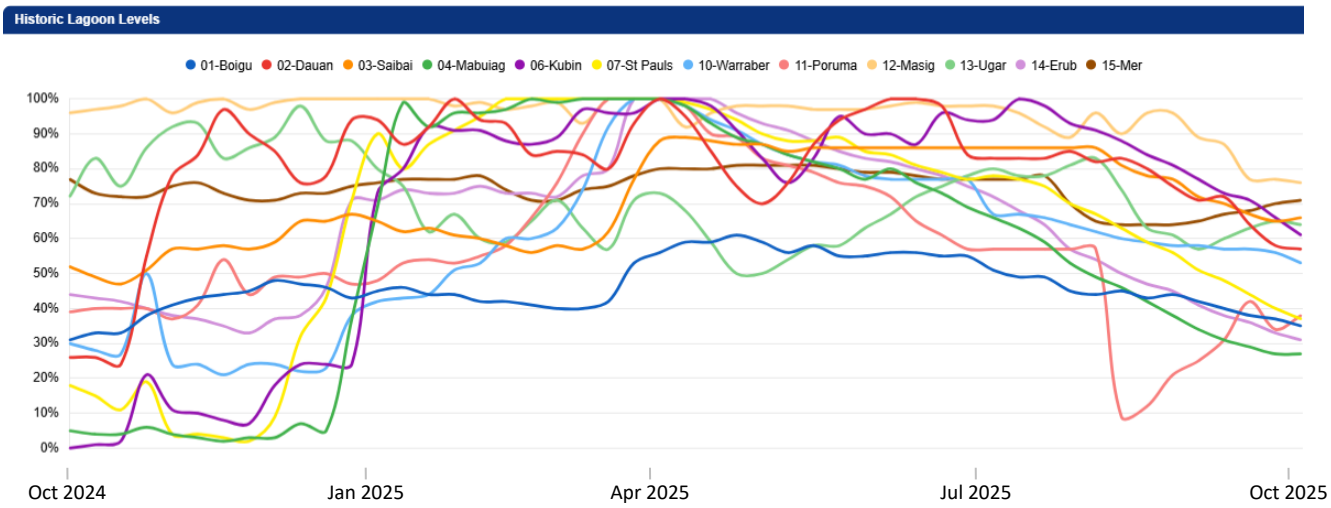


St Pauls

A Boil Water Alert was issued on 27th October 2025. This was a precautionary measure due to equipment failure allowing continuous monitoring of chlorine levels. This BWA will be lifted on the successful completion of In-house E. coli testing and 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 of Friday 7th November 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 4 Water Restrictions – Water available between 07:00-08:30, 12:00-13:00, and 16:00-19:30 only. Repairs to be done on the desalination units to improve lagoon levels.
02 – Dauan	4+ 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	3+ months' supply	Network/property leaks	Level 4 Water Restrictions – Water available between 07:00-08:30, 12:00-13:00, and 16:00-19:30 only. Leaks investigations and emergency desalination unit.
05 – Badu	Groundwater source (assume 6+ months' supply)	High consumption, Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
06 – Kubin	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
07 – St Pauls	3+ months' supply	Network/property leaks	Level 3 Water Restrictions – Water available between 07:00-21:00 only.
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 – water available between 07:00-21:00 only.
10 – Warraber	6+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
11 – Poruma	6+ months' supply	Low lagoon	Level 4 Water Restrictions – Water available between 07:00-08:30, 12:00-13:00, and 16:00-19:30 only.

Community	Water remaining	Primary Issue	Work being done to address security
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.
14 – Erub	4+ months' supply	Network/property leaks	Level 3 Water Restrictions – Water available between 07:00-21:00 only.
15 – Mer	6+ months' supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.

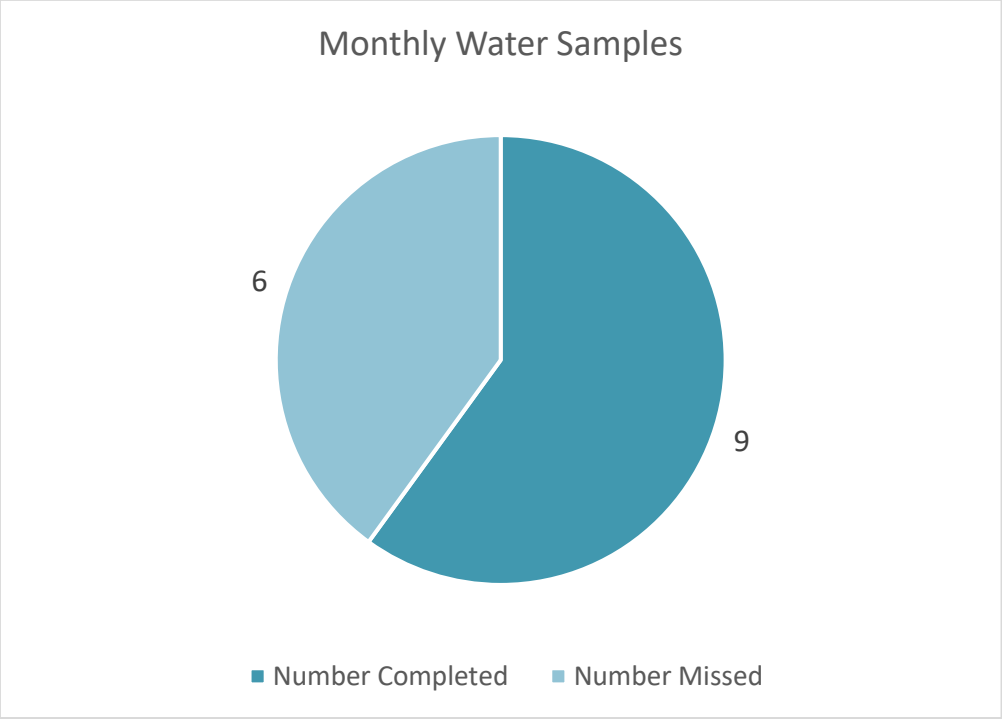
Note: Months of water remaining are calculated on the previous 4 weeks of consumption and production data, and does not include potential rainfall. The months of remaining water can change very quickly if a desalination plant is offline for an extended period of time.

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.

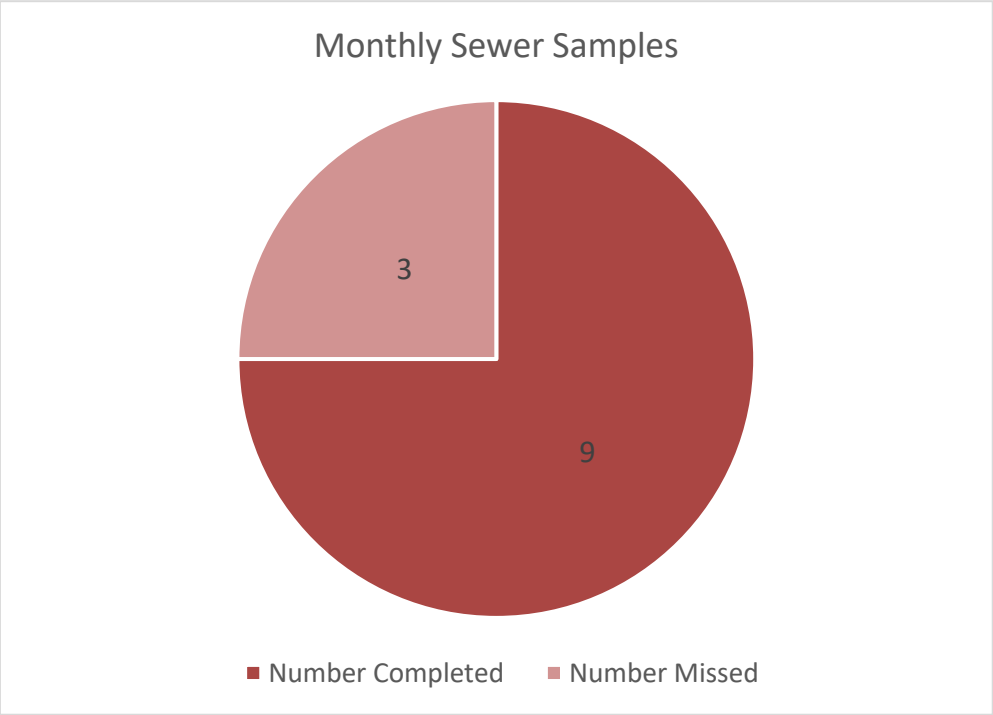
Water and Wastewater Sampling

Water



Monthly Water E Coli samples from 9 communities were completed and all passed.

Sewer

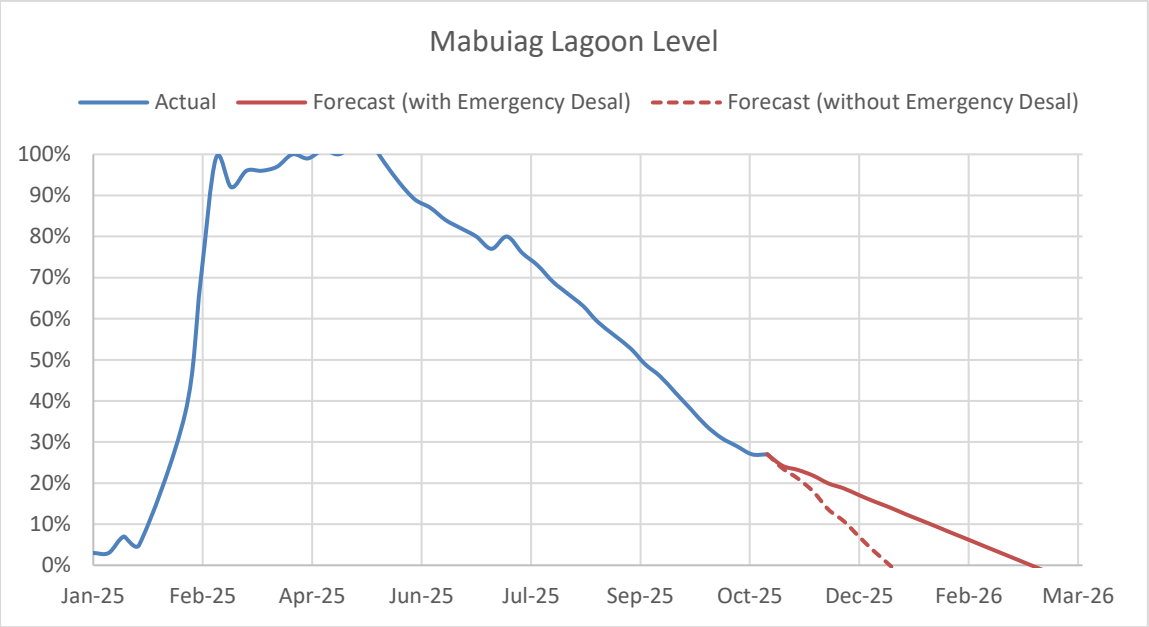


Monthly wastewater samples for September were collected and analysed in the Cairns NATA laboratory from 7 communities and samples from 5 communities were missed.

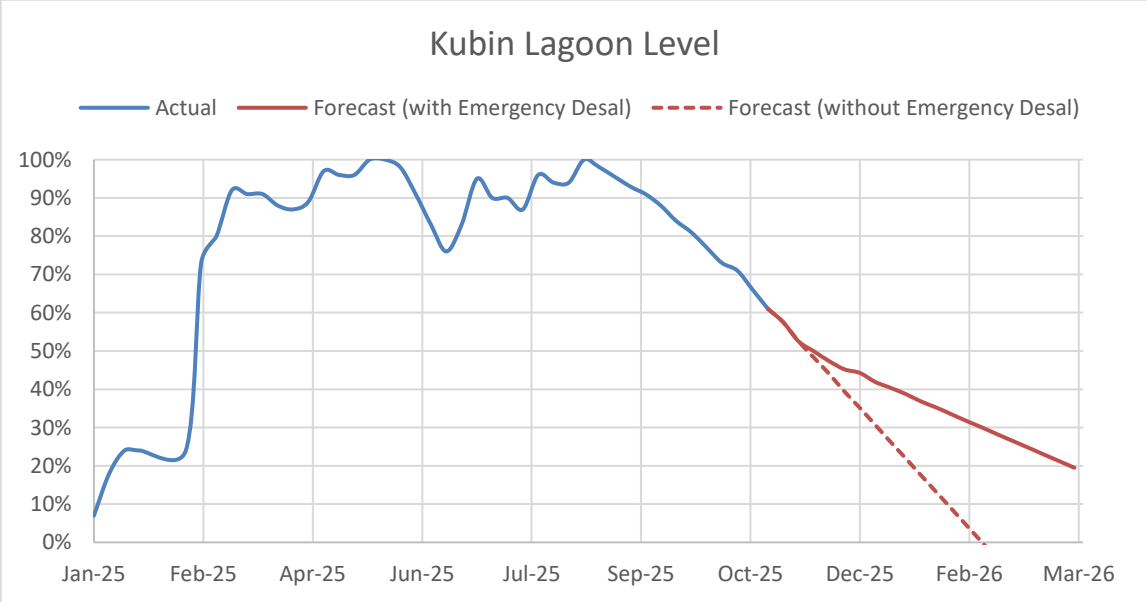
Additional Water Security Forecasting

The following graphs show the current actual water lagoon level followed by forecasted lagoon levels. Forecast lagoon levels are a worst case scenario where:

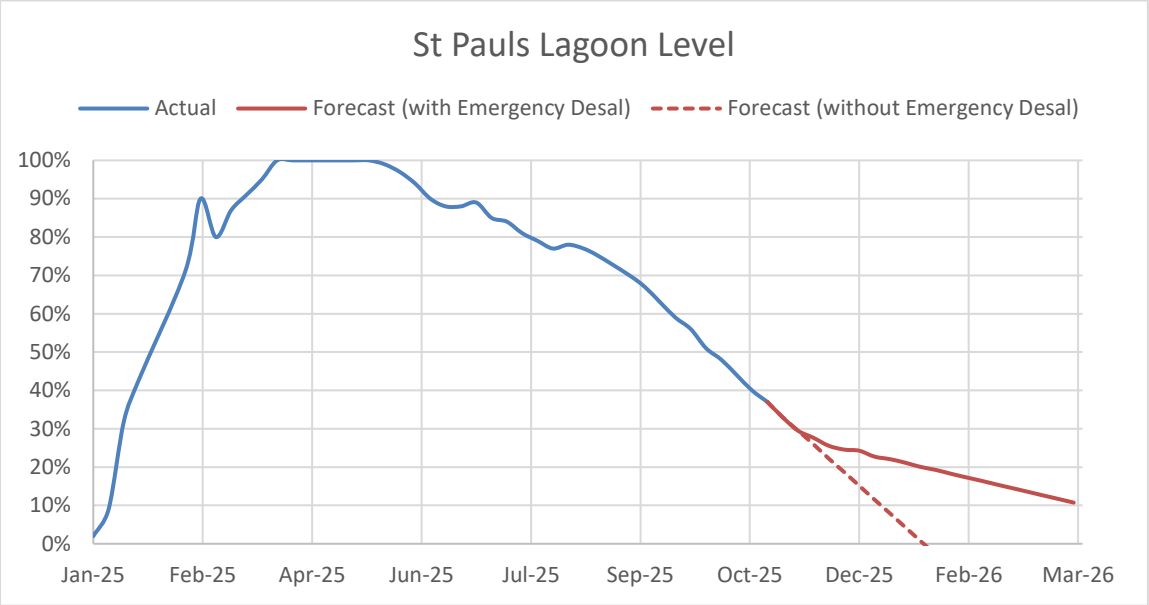
1. There is little or no rain (i.e. a 'late wet season') until March 2026
2. Typical leaks and losses in network
3. Restrictions are in place and reasonably adhered to
4. Emergency desalination is in place to supplement water storage



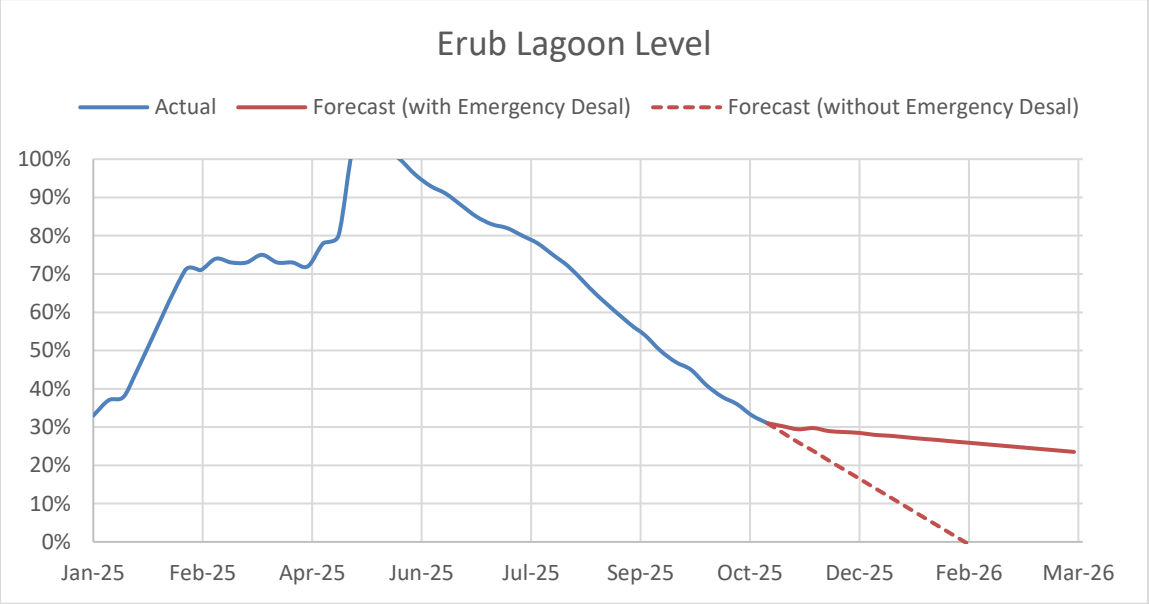
Note: Emergency desalination currently in place



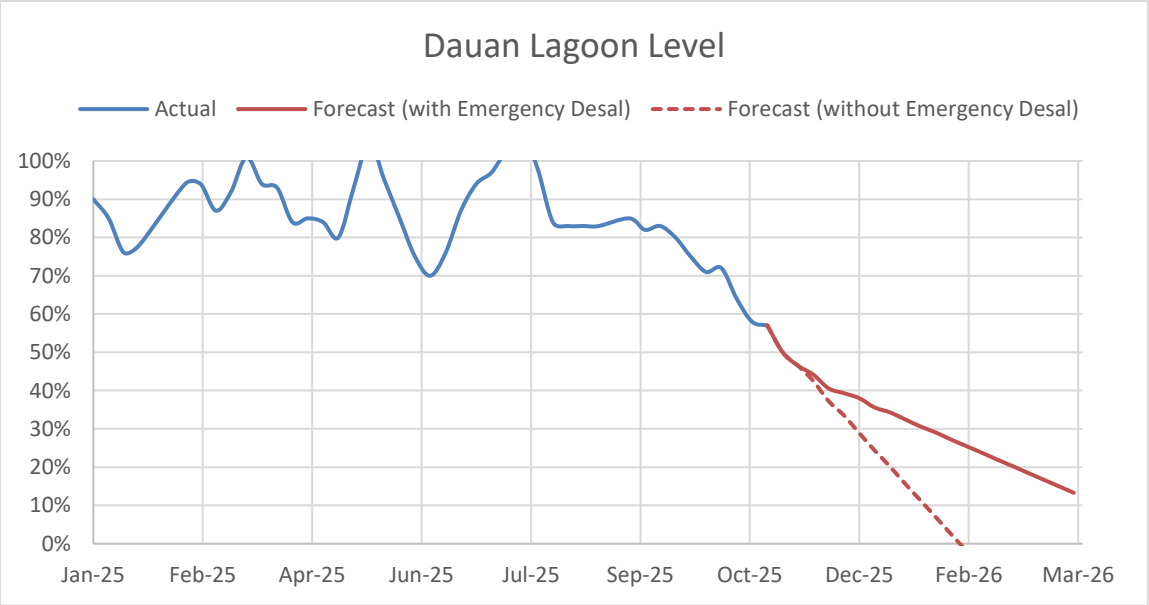
Note: Emergency desalination not currently in place



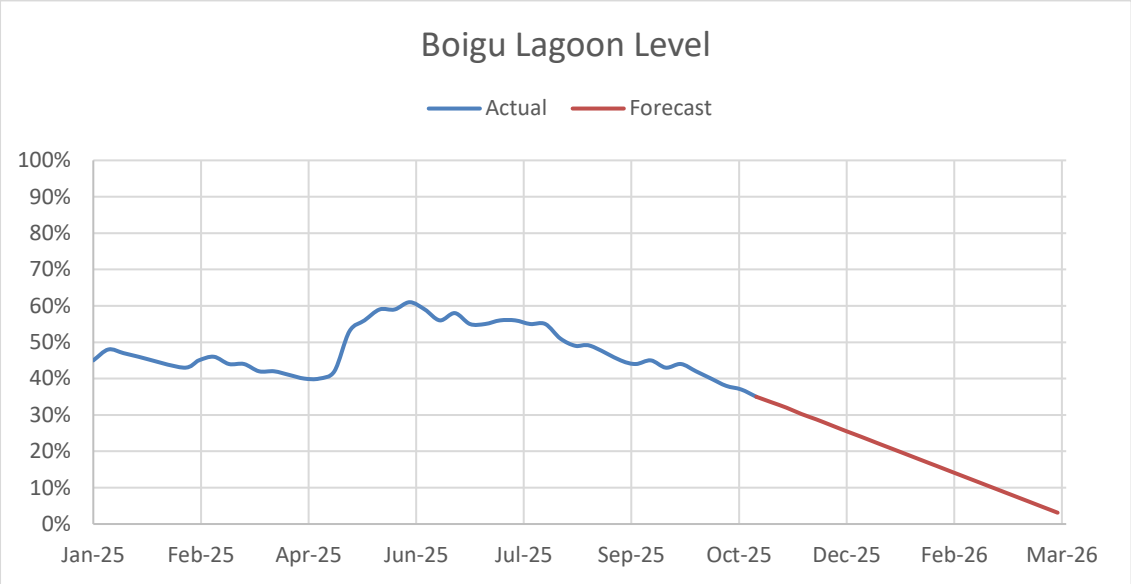
Note: Emergency desalination is planned to be started at the end of November



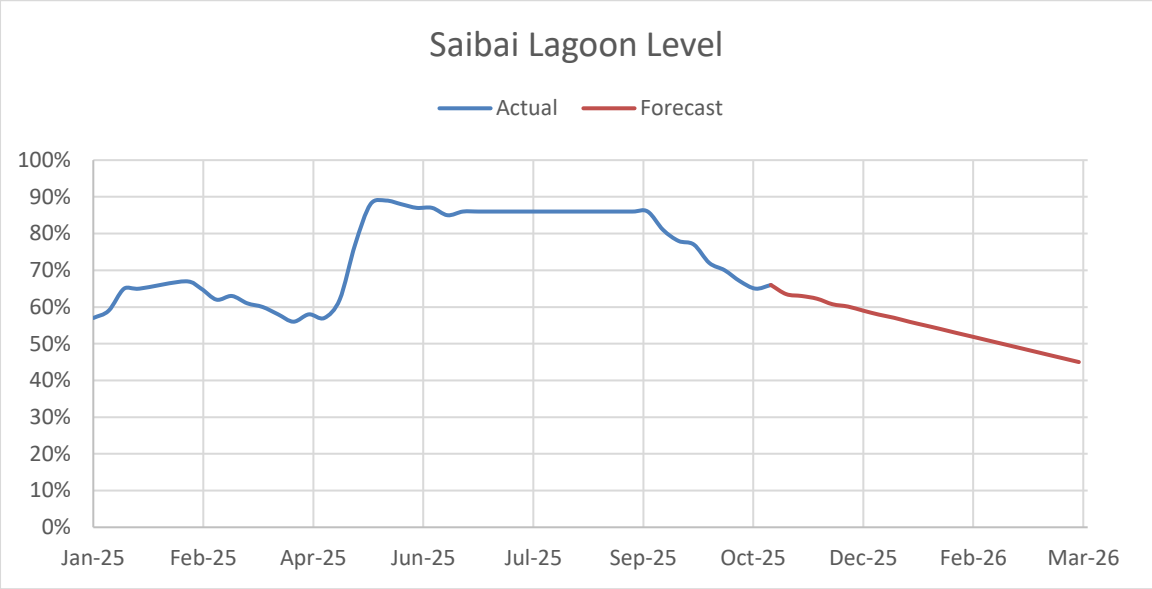
Note: Emergency desalination is planned to be started by mid-November



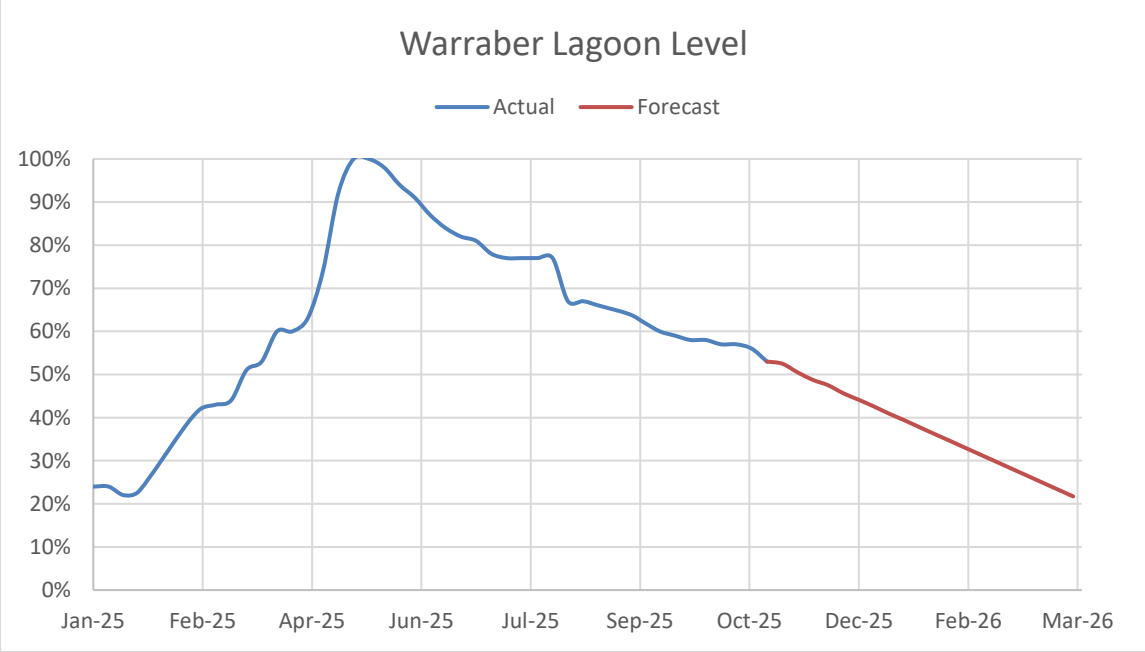
Note: Emergency desalination not currently in place



Note: No emergency desalination planned for Boigu



Note: No emergency desalination planned for Saibai



Note: No emergency desalination planned for Warraber