



NOTICE OF COUNCIL MEETING

In accordance with Section 254C of the *Local Government Regulation 2012* this notice is to advise that the Trustee Council and Ordinary Council Meetings for the month of **JULY 2026** will be held on **Mabuiag (Torres Strait)** and will also be accessible online by Microsoft (TEAMS) as follows:

Tuesday, 21 July 2026

- **Trustee Meeting (9.00am to 10.30am)**
- **Ordinary Meeting (10.30am to 5.00pm)**

Microsoft (TEAMS) Meeting ID: 468 219 212 445 76 | Passcode: 9dF2Uy3F

Wednesday, 22 July 2026

- **Ordinary Meeting (9.00am to 12.30pm)**

Microsoft (TEAMS) Meeting ID: 469 952 982 961 05 | Passcode: qp2gG7KB

The attendance of each Councillor is requested.

Agenda papers for each meeting will also soon be available on Council's website (except for any Closed Business papers) for members of the public and can be accessed by clicking on the link below:

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

Please note that these meetings are 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

16 July 2026





Time: 10.30am to 5.00pm

Venue: Mabuiag (Torres Strait)

Microsoft (TEAMS) Meeting ID: 468 219 212 445 76 | Passcode: 9dF2Uy3F

ORDER OF BUSINESS – DAY 1

(Tuesday, 21 July 2026)

10.30am

- A. WELCOME & QUORUM CONFIRMATION | ACKNOWLEDGEMENTS | OPENING PRAYER | OBSERVANCES
- B. APOLOGIES & LEAVES OF ABSENCE
- C. CONFLICT OF INTEREST DECLARATIONS
- D. LIVE STREAM. [*This meeting is live streamed on Council's YouTube Channel.*](#)

1. CONFIRMATION OF MINUTES (23 June 2026)

- 1.1. Action Items Update**

2. MAYORAL REPORTS

- 2.1. Mayoral Monthly Report**
- 2.2. Mayoral Minute** *(at Mayoral discretion)*

3. CHIEF EXECUTIVE OFFICER REPORTS

- 3.1. CEO Monthly Report (July 2026)**

OPEN Session – Officer Reports

4. BUILDING SERVICES DIRECTORATE

Nil.

4. COMMUNITY SERVICES DIRECTORATE

- 5.1 Policy Updates - Housing Policies**
- 5.2 Agenda Report for Council Approval – Attendance and Travel of Council delegates attending Joint Advisory Council (JAC)**
(late report)

6. CORPORATE SERVICES DIRECTORATE

- 6.1 Community Grants Program Allocation (June 2026)**
- 6.2 Funding Acquisition Report (June 2026)**
- 6.3 TSIRC Special Holidays 2027**
- 6.4 Operational Plan 2025-26 – Q4 Progress Report**

- 6.5 Operational Plan 2026-27
- 6.6 Policy Review – Councillor Remuneration, Expenses Reimbursement and Resources Policy
- 6.7 Council Insurance Renewal 2026-27 - Update
- 7. **ENGINEERING SERVICES DIRECTORATE**
 - 7.1 Legislative and Operational Matter – Disaster Management Arrangements
- 8. **FINANCIAL SERVICES DIRECTORATE**
 - 8.1 Financial Dashboard Report (June 2026)
 - 8.2 2026-2027 Original Budget
 - 8.3 2026-2027 Sewerage Utility Charges
 - 8.4 2026-2027 Waste Management Charges
 - 8.5 2026-2027 Water Utility Charges
 - 8.6 Statement of Estimated Financial Position
 - 8.7 Auditor-General’s Observation Report on the Interim Audit for the Year Ending 30 June 2026
- 9. **RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC**

CLOSED Session – Officer Reports

- # 1 **CHIEF EXECUTIVE OFFICER:** *[Standing Agenda Item]* Update on Current Legal Matters before Council *(verbal update only)*
- # 2 **ENGINEERING SERVICES:** Contractual Matter – Tender Evaluation and Award of Contract TC25161 Boigu Aerodrome Apron Upgrade and Esplanade Road Upgrade Project
- # 3 **ENGINEERING SERVICES:** Contractual Matter – Tender Evaluation and Award of Contract TC25193 Badu 2025 DRFA Works
- # 4 **ENGINEERING SERVICES:** Funding Matter – Closing the Gap Priorities (CTGP) Fund – Erub Island Water Security Project
- # 5 **ENGINEERING SERVICES:** Boigu Jetty: *Indigenous Advancement Strategy*
- # 6 **ENGINEERING SERVICES:** Capital Works – Information Report
- # 7 **FINANCIAL SERVICES:** Contractual Matter – Register of Pre—Qualified Suppliers – Trade Services
- # 8 **FINANCIAL SERVICES:** Contractual Matter – Large Procurement Contracts Awarded Under Delegation
- # 9 **FINANCIAL SERVICES:** Sole Supplier Register & Expenditure
- # 10 **FINANCIAL SERVICES:** Mirabou Energy – Renewable Energy Project Status Update
- # 11 **BUILDING SERVICES:** Works for Queensland (W4Q) 24-27 Project Recommendations

5.00pm

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10. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION
 11. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION
 12. ITEMS ARISING
 13. INFORMATION REPORTS
 - 13.1 BUILDING SERVICES (June 2026)
 - 13.2 COMMUNITY SERVICES (June 2026)
 - 13.3 CORPORATE SERVICES (June 2026)
 - 13.4 ENGINEERING SERVICES - Engineering Operations
 - 13.5 ENGINEERING SERVICES - Water & Wastewater (June 2026)
 14. NEXT MEETING – **19 August 2026** (VC)
 15. CLOSE OF MEETING & PRAYER
-



Time: 9.00am to 12.30pm

Venue: Mabuiag (Torres Strait)

ORDER OF BUSINESS – DAY 2

(Wednesday, 22 July 2026)

MABUIAG COMMUNITY PROGRAM

Wednesday, 22 July 2026		
<i>Time</i>	<i>Description of event</i>	<i>Venue / Speaker</i>
10:00am	Blessing and Official Opening of the New Houses and Roadworks	New Village
12pm	Community Lunch (Everyone Welcome)	Community Hall
6:00pm	Community Dinner (Everyone Welcome)	Community Hall
7:00pm	Market Stalls and Entertainment (Live Band)	Community Square



COUNCILLOR WORKSHOP
WITH **DFAT**
23 JULY 2026

AGENDA

Time: 9.00am to 12.30pm
Venue: Mabuiag (Torres Strait)

ORDER OF BUSINESS – DAY 3

(Thursday, 23 July 2026)

COUNCILLOR WORKSHOP

Thursday, 23 July 2026

<i>Time</i>	<i>Description of event</i>	<i>Venue / Speaker</i>
10:00am	Cairns-based staff depart Mabuiag	
9am –	Councillors Meeting with DFAT	Community Hall
12pm		Community Hall



ORDINARY MEETING 21-22 JULY 2026

Agenda Item

1

DIRECTORATE: Corporate Services

AUTHOR: Executive Director Corporate Services

CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING (23 JUNE 2026)

OFFICER RECOMMENDATION:

Council confirms the Minutes of the Ordinary Council Meeting held on 23 June 2026.

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:

- Chief Executive Officer & Executive Directors

Background / Previous Council Consideration:

The previous monthly Ordinary Council meeting was held online on 23 June 2026.

Section 254(6) of the *Local Government Regulation 2012* requires that a copy of the minutes of each local government meeting must be made publicly available by 5pm on the tenth day after the meeting is held. To meet these compliance requirements, a copy of the draft Minutes from the last Trustee Council meeting has been posted on the Council website.

The confirmed Minutes will then replace the draft copy currently on the Council website.

COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254F(4) of the <i>Local Government Regulation 2012</i>
Budgetary:	N/A
Policy:	N/A
Legal:	Legislative requirement.
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
<i>Malungu Yangu Wakay Mirkok Ikya Malunhumun</i> (The Masig Statement)	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples (in exercising our right to self-determination) we have the right to autonomy or self-governance on our own matters.</i>
Standing Committee Consultation:	N/A
Timelines:	Section 254F(7) of the <i>Local Government Regulation 2012</i> states that confirmed minutes of a local government meeting be publicly available as soon as practicable after the meeting at which the minutes are confirmed is held.

Other Comments:

Nil.

Recommended:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

Draft Minutes of the Ordinary Council Meeting held on 23 June 2026.



ORDINARY MEETING

23 JUNE 2026

MINUTES

Time: 10.30am to 5.00pm

Venue: *Microsoft (TEAMS) Meeting ID: 468 207 238 961 58 | Passcode: Yf3RA6ZB*

PRESENT:

Mayor

Division 1 – Boigu
Division 3 – Saibai
Division 5 – Badu / **Deputy Mayor**
Division 6 – Kubin
Division 7 – Wug (St. Pauls), Mua Island
Division 8 – Kirirri (Hammond Island)
Division 10 – Warraber
Division 11 – Poruma
Division 12 – Masig
Division 13 – Ugar
Division 14 – Erub
Division 15 – Mer

Cr Phillemon Mosby
Cr Dimas Toby – *left meeting at 5.15pm*
Cr Chelsea Aniba – *left meeting at 4.55pm*
Cr Ranetta Wosomo
Cr Iona Manas – *left meeting at 3.30pm*
Cr John Levi
Cr Seriako Dorante
Cr Kabay Tamu – *left meeting at 4.50pm*
Cr Francis Pearson
Cr Ted Mosby
Cr Rocky Stephen
Cr Nixon Mye
Cr Bob Kaigey

APOLOGIES:

Division 2 – Dauan
Division 4 – Mabuiag

Cr Torenzo Elisala – *prior intrastate commitment*
Cr Keith Fell – *prior intrastate commitment*

ABSENT:

Division 9 – Iama

Cr Aggie Hankin

OFFICERS:

Chief Executive Officer

Executive Director Building Services
Executive Director Community Services
Executive Director Corporate Services
Executive Director Engineering Services
Executive Director Financial Services
Acting Manager Governance & Risk
Economic Development & Strategic
Project Advisor
Executive Assistant to the CEO
TSIRC Secretariat

Mr James William
Mr Wayne Green
Mr Dawson Sailor
Ms Michelle Webster
Mr David Baldwin
Ms Hollie Faithfull
Ms Belinda Down

Ms Susanne Lutz
Ms Amy Orr
Mr Darryl Brooks

GUESTS:

Consultant (Culturev8)

Ms Julia Mauro – *agenda item 6.3 only*

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

At 1.15pm, the Mayor welcomed Councillors, Executives and staff to the Ordinary Council meeting for the month of June 2026, noting that a quorum of members was present.

The Mayor expressed his gratitude and thanks to the Deputy Mayor (**Cr Ranetta Wosomo**) for her leadership during his temporary absence (due to medical reasons) and also expressed his gratitude and thanks to all Councillors and the Chief Executive Officer for the support provided to the Deputy Mayor during this period.

The Mayor also thanked members of Council's Strategic Action Reference Group (SARG) Standing Committee for their leadership across various portfolio responsibilities and activities during the past two months.

The Mayor made the following acknowledgements:

- Traditional Owners throughout the length and breadth of our beautiful home - Zenadth Kes - including where the TSIRC footprint is in Gimuy.
- Traditional Owners Walubara Yidinji and Djabugay.
- Our Elders and Leaders – past, present and emerging - across the region and across our homelands.

The Mayor acknowledged and conveyed to those members of the Torres Strait Islander community throughout the homelands and on the Australian mainland who may currently be experiencing Sad News/Sorry Business, the collective thoughts and prayers of Council throughout their bereavement.

B. APOLOGIES & LEAVE OF ABSENCE

The Mayor advised, following on from a discussion held separately with the Chief Executive Officer (**Mr James William**), that Council will now introduce a new process to be followed relating to apologies and the granting of leave of absence for Councillors (including the Mayor). This matter arose as a result of the Mayor's enquiries with the Local Government Department in relation to his own absences from Council meetings during the recent months.

The Chief Executive Officer advised Councillors that the *Local Government Act 2009* provides that a Councillor's office becomes vacant if the councillor is absent without leave being approved by the local government, from two (2) or more consecutive ordinary meetings of the local government.

Granting leave of absence by resolution protects the Councillor's position and ensures Council's compliance with its obligations under the Act. Council may grant leave of absence by resolution at an ordinary council meeting.

For the protection of those Councillors whose tabled apologies for the May 2026 Ordinary Council Meeting were supported (this includes the Mayor and Crs Toby, Mye and Kaigey), the Chief Executive Officer recommended that Council consider retrospective approval to grant leave of absence for those apologies.

The Chief Executive Officer then advised that he has received the following written apologies from Councillors for the June 2026 monthly meeting:

Division 2 – Dauan	Cr Torenzo Elisala – <i>intrastate for prior NAIDOC commitment with Dauan Community</i>
Division 4 – Mabuiag	Cr Keith Fell – <i>intrastate in his capacity as Vice President of Zenadth Kes Juniors Sports Club for prior sporting commitment for the annual Laurie Spina Carnival</i>

The Chief Executive Officer then tabled the following resolution, which was endorsed as follows by Council:

APOLOGIES & LEAVE OF ABSENCE

CR WOSOMO / CR T. MOSBY

#C24-28/2026-6/B

Council:

- (a) **notes the following apologies were accepted for the May 2026 Ordinary Council Meeting:**

Division	Councillor/Reason
Mayor	Cr Phillemon Mosby – <i>medical appointment</i>
Division 1 – Boigu	Cr Dimas Toby
Division 14 – Erub	Cr Nixon Mye – <i>long standing prior commitment</i>
Division 15 – Mer	Cr Bob Kaigey – <i>prior commitment</i>

- (b) **grants retrospective leave of absence for each of the apologies listed in (a) above;**

- (c) **notes the following written apologies from Councillors for the June 2026 Ordinary Council Meeting:**

Division	Councillor/Reason
Division 2 – Dauan	Cr Torenzo Elisala – <i>intrastate for prior NAIDOC commitment with Dauan Community</i>
Division 4 – Mabuiag	Cr Keith Fell – <i>intrastate in his capacity as Vice President of Zenadth Kes Juniors Sports Club for prior sporting commitment for the annual Laurie Spina Carnival</i>

- (d) **grants a leave of absence for each of the apologies listed in (c) above.**

CARRIED UNANIMOUSLY

Action Required:

1. Chief Executive Officer and Mayor to discuss refresher training for Councillors at October 2026 Council Workshop covering roles and responsibilities, obligations, and meeting procedures (Standing Orders).
2. Chief Executive Officer, Mayor and Deputy Mayor to discuss arrangements to support the Deputy Mayor (including delegations) during the Mayor's return to work on light duties.
3. * Mayor and Chief Executive Officer to discuss options for a two—day Strategic Action Reference Group (SARG) Standing Committee workshop in Cairns to discuss a mid-term review for Council to reflect on progress to date and to focus on its immediate

to long—term strategic direction for the remaining two years of this term of Council.

** action arising from Council's Trustee Meeting.*

C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor advised that no written COI notifications were provided by Councillors in relation to the Ordinary Council Meeting for June 2026 and invited Councillors to make any declarations before today's proceedings commence any further.

The Mayor reminded Councillors of their responsibility for informing Council of any prescribed or declarable conflict of interest on matters to be discussed and that Councillors are required to provide COI in writing prior to the meeting being held. If in doubt, declare your conflict of interest and Council will advise a way forward.

The Mayor added that if throughout the course of the discussion that any Councillors become aware of a potential conflict of interest, could that Councillor please immediately let the meeting know.

D. LIVE STREAM

The Mayor advised that this meeting is being LIVE STREAMED on Council's YouTube Channel and welcomed members of the general public who may be viewing proceedings. The Mayor added that this livestreaming service offers transparency and allows members of the general public and organisational partners across the TSIRC footprint to be informed of Council's deliberations and decisions which impact on the region. The Mayor also advised that Draft and Confirmed Minutes of Council Meetings are uploaded onto the TSIRC website following each Council Meeting for the benefit of constituents.

1. MINUTES OF PREVIOUS MEETING (20 MAY 2026)

#C24-28/2026-6/1

CR PEARSON / CR STEPHEN

Council confirms the Minutes of the Ordinary Council Meeting held on 20 May 2026.

CARRIED UNANIMOUSLY

1.1. Action Items Update

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

Action Required:

Chief Executive Officer to review the Action Items Register to provide clearer and more detailed status updates.

2. MAYORAL REPORTS

2.1. Mayoral Monthly Report

The Mayor provided a verbal update on his restricted activities over recent months:

- May 2026** – attended the Global Sustainable Islands Summit 2026 (GSIS 26) held in Gran Canaria, Spain. The Summit convened island leaders, practitioners, investors, researchers, and solution providers around a shared challenge: how to accelerate implementation of sustainable development solutions in island contexts. Co-hosted with the Cabildo de Gran Canaria and organised by Island Innovation, the summit brought together stakeholders from across regions to address interconnected priorities, including energy transition, climate resilience, water security, sustainable finance, circular economy, and blue economy development. Across three days, GSIS 2026 focused not only on exchanging ideas but on bridging the gap between ambition and delivery. Discussions centred on practical pathways for implementation, from climate finance mechanisms and resilient infrastructure to island energy systems and innovation partnerships. A recurring theme throughout the summit was the importance of cross-sector collaboration and Island-to-Island exchange in adapting solutions to the realities of island territories.
- 3 June 2026** – Presented the James Cook University (JCU) 2026 Eddie Koiki Mabo Lecture in Cairns. Details soon to be uploaded onto the JCU website.
- 9 June 2026** – met with the Governor of Queensland (Her Excellency The Hon. Dr Jeannette Young AC PSM) in Cairns during her transit to Poruma. The Mayor was able to canvass with her the strategic objectives and vision of TSIRC and our region, raising issues around national security, the Torres Strait Treaty, Council's long-term financial sustainability, the need for greater Federal/State Government joint whole-of-government policy and long-term (5-year) strategic investment for the region. Acknowledging the Governor's neutrality in relation to political matters, the Mayor did however stress to her our desire that any form of legislation requiring Royal Assent is culturally safe and is an enabler and does not erode or hinder in any way Council's capacity to deliver for our region.

The Mayor expressed his admiration to Cr Kabay Tamu (representing the Mayor) and Cr Francis Pearson (host Division) for their leadership and engagement on Poruma throughout the Governor's visit in order to ensure it was a successful visit for both the Poruma Community and the Governor herself.
- 12 June 2026** – attended the Ocean Business Leaders' Summit in Cairns which brought together business, finance, research, science, community, and government leaders to foster high-level dialogue and collaboration on the sustainable ocean economy and to explore the complex and evolving Blue Economy, identify strategic opportunities, and drive action.

The Mayor concluded his update by thanking the Chief Executive Officer and the Communications and Administration Team for providing supporting materials and assistance throughout these key events.

Cr Francis Pearson also thanked **Cr Kabay Tamu** for his attendance and leadership as the Mayor's representative during the Governor's visit to Poruma. **Cr Pearson** advised that he stressed to the Governor the need for Government

Ministers to travel out and into the Islands throughout the region. **Cr Tamu** congratulated the Poruma Community in relation to their welcome and hosting of the Governor throughout her visit and advised that he used the opportunity to convey to the Governor the real-life costs to Council to deliver basic services throughout the region (using jetty upgrades/replacement costs as a practical example) and also spoke of the regional aspirations advocated through The Masig Statement (*Malungu Yangu Wakay | Mirkok | Ikya Malunhumun*). Cr Tamu thanked the Mayor for the opportunity to represent at this event and also thanked Cr Pearson for his leadership throughout the visit as well.

The update and additional comments by Councillors were noted by Council.

2.2. Mayoral Minute

Nil.

3. CHIEF EXECUTIVE OFFICER REPORTS

3.1. CEO Monthly Report (June 2026)

The Chief Executive Officer (**Mr James William**) spoke to his report, adding the following additional comments:

- **10 June 2026** - travelled to Townsville to speak at a public hearing being held by the Federal Government's House of Representatives Standing Committee on Regional Development, Infrastructure and Transport in response to Council's submission to the Inquiry. The Inquiry is looking at some very important policy issues in relation to regional development, infrastructure and transport in the areas of local government funding and fiscal sustainability. I spoke to the matters raised in Council's submission to the Inquiry and advocated for long-term investment into our Council and for our community (i.e. five-year investments, as opposed to a one-year allocation). I also informed the Standing Committee of the costs to Council of delivering services and infrastructure in our region and used as an example the NPARIH allocation of \$14m in 2022 (for 10 houses) and the reality that if the funding back then was released in a timely manner, those 10 homes could have been realised. However, in 2026, Council's reality is that if that same amount was released in a timely manner, Council would only be able to realise about 3 homes due to current costs and the behavioural costs in our region.
- **18 June 2026** – travelled to the Torres Strait (Boigu and Mer) with the Deputy CEO Operations and Delivery of the Australian Government's National Indigenous Affairs Agency (NIAA), the NIAA Regional Manager and the TSRA CEO. Unfortunately, due to weather conditions we were unable to get to Mer. The NIAA representatives were genuinely engaged when informed of Council's challenges in relation to water assets, Sewerage Treatment Plants, seawall maintenance, ramps, jetties and building infrastructure and maintenance issues. With the support of the TSRA CEO we emphasised that these issues are currently faced across all of Council's 15 Divisions. I did present the NIAA Deputy CEO with a copy of Council's SIP to understand the context when Council is seeking federal funding and support from the Australian Government.

- An All Staff Survey was recently undertaken and the Executive Leadership Team are now working to utilise the feedback from the survey to enhance and build the capacity of Council to improve the performance of the organisation.
- Two homes on Mabuiag are currently nearing completion (80% completion).

The verbal update was noted by Council.

Action Required:

1. Chief Executive Officer to prioritise building the capacity of all Councillors (particularly the Deputy Mayor) to be at the forefront of advocating Council's Strategic Investment Plan (SIP) aspirations to Council's partners and with State and Australian Government Ministers.
2. Future Chief Executive Officer reports to capture stakeholder engagement including strategic and political engagements/activities undertaken.

Having concluded his monthly report, the Chief Executive Officer then sought approval from Council for an additional report to be considered by Council which was not listed on the published June 2026 Ordinary Council Meeting agenda:

1. **TSIRC Local Resilience Action Plan (LRAP):** a report to be considered in Closed Business as the report covers 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.

Council agreed to the request submitted by the Chief Executive Officer.

4. BUILDING SERVICES DIRECTORATE

Nil.

5. COMMUNITY SERVICES DIRECTORATE

Nil.

6. CORPORATE SERVICES DIRECTORATE

6.1. Community Grants Program Allocation (May 2026)

#C24-28/2026-6/6.1

In accordance with Sections 194 and 195 of the *Local Government Regulation 2012* and Council's Community Grants Policy, Council resolves:

1. to allocate Community Grants Program funding to the following applicants:
 - CG2026-076 – CHURCH OF THE LIVING GOD, MER for \$2,500.00;

MOVED/SECONDED: CR PEARSON / CR WOSOMO

CARRIED UNANIMOUSLY

- **CG2026-098 – ST PAULS ANGLICAN CHURCH, ST PAULS** for \$6,000.00;

MOVED/SECONDED: CR MANAS / CR PEARSON
CARRIED UNANIMOUSLY

- **CG2026-103 – MAGUN WARRIORS, IAMA** for \$1,700.00;

MOVED/SECONDED: CR PEARSON / CR ANIBA
CARRIED UNANIMOUSLY

- **CG2026-107 – BADU ISLAND WOMEN'S SOCIAL GROUP** for 4,200.00;

MOVED/SECONDED: CR WOSOMO / CR MANAS
CARRIED UNANIMOUSLY

Council also noted the overall officer's report.

In reference to application **CG2026-098 – ST PAULS ANGLICAN CHURCH, ST PAULS**, the **Mayor** advised that given the significance of the role of the St. Paul's Anglican Church in the spiritual and political history of the Torres Strait region, he will also approve an additional \$1,000 from the Mayoral Community Grant Fund budget as a contribution by Council to this milestone event. The Mayor also offered, on behalf of Council and the people of the Torres Strait region, congratulations and well wishes to the St Paul's Anglican Church, the St. Paul's Community and its Elders (past and present) on the occasion of the Church's 100th Anniversary.

Action Required:

Community Grants Officer to coordinate arrangements for the approval of an allocation of \$1,000 from the Mayoral Community Grants Fund as a contribution by Council for the 100th Anniversary celebrations for the St. Paul's Anglican Church (refer application **CG2026-098 – ST PAULS ANGLICAN CHURCH, ST PAULS**).

6.2. Funding Acquisition Report (May 2026)

The Executive Director Corporate Services (Ms Michelle Webster) spoke to the report.

The Executive Director Engineering Services (**Mr David Baldwin**) advised that there was an error in the officer's report pertaining to the TMR TIDS project for the Dauan Island Barge Ramp Upgrade.

The report was noted by Council.

The **Mayor** raised the necessity for Council to explore options for greater strategic engagement with key funding bodies (such as consideration of individualised Service Agreements/MOUs with Australian Government agencies such as NIAA

and relevant State Government agencies) to ensure that those funding bodies are fully informed and aware of the essential, urgent and real funding costs and pressures placed on Council to deliver basic local government services, Council's ageing infrastructure, etc. right across the TSIRC footprint.

The **Mayor** also acknowledged and thanked all officers who work behind the scenes to facilitate the significant investment coming into the region and whilst this is greatly appreciated by Council, it is important for Council and Councillors, staff and individual Communities to continue to work together in full partnership to ensure that projects are completed in a timely and cost-effective way which will reassure our funding bodies that their investment has tangible outcomes and is valued and respected by our Communities.

Action Required:

The Chief Executive Officer to explore options for greater strategic engagement with key funding bodies (such as consideration of such as consideration of individualised Service Agreements/MOUs with Australian Government agencies such as NIAA and relevant State Government agencies) to ensure that when Council requests assistance, those funding bodies have been fully informed beforehand.

6.3. Updating Statutory Delegations

#C24-28/2026-6/6.3

CR ANIBA / CR WOSOMO

Council resolves to delegate to the Chief Executive Officer the exercise of Council powers under the following statutory instruments and these powers must be exercised subject to the Conditions Imposed on All Delegations and any further limitations contained in the 2026 Register of Delegations, as presented:

1. **Aboriginal Cultural Heritage Act 2003**
2. **Acquisition of Land Act 1967**
3. **Aged Care Act 2024**
4. **Aged Care (Consequential and Transitional Provisions) Rules 2025**
5. **Animal Care & Protection Act 2001**
6. **Animal Care and Protection Regulation 2023**
7. **Animal Management (Cats and Dogs) Act 2008**
8. **Biosecurity Act 2014**
9. **Biosecurity Regulation 2016**
10. **Building Act 1975**
11. **Building Regulation 2021**
12. **Building Fire Safety Regulation 2008**
13. **Coastal Protection and Management Act 1995**
14. **Coexistence Queensland Act 2013**
15. **Disaster Management Act 2003**
16. **Disaster Management Regulation 2014**
17. **Economic Development Act 2012**
18. **Electrical Safety Act 2002**

19. Electrical Safety Regulation 2013
20. Electricity Act 1994
21. Electricity Regulation 2006
22. Environmental Offsets Act 2014
23. Environmental Offsets Regulation 2014
24. Environmental Protection Act 1994
25. Environmental Protection Regulation 2019
26. Fire Services Act 1990
27. Food Act 2006
28. Food Production (Safety) Act 2000
29. Heavy Vehicle (Mass, Dimension and Loading) National Regulation
30. Heavy Vehicle National Law (Queensland) Act 2012
31. Housing Act 2003
32. Housing Regulation 2015
33. Human Rights Act 2019
34. Industrial Relations Act 2016
35. Industrial Relations Regulation 2018
36. Information Privacy Act 2009
37. Justices Act 1886
38. Labour Hire Licensing Act 2017
39. Land Access Ombudsman Act 2017
40. Land Act 1994
41. Land Regulation 2020
42. Land Title Act 1994
43. Land Valuation Act 2010
44. Libraries Act 1988
45. Liquor Act 1992
46. Local Government Act 2009
47. Local Government Electoral Act 2011
48. Local Government Regulation 2012
49. Medicines and Poisons Act 2019
50. Medicines and Poisons (Poisons and Prohibited Substances) Regulation 2021
51. Medicines and Poisons (Pest Management Activities) Regulation 2021
52. Mineral and Energy Resources (Common Provisions) Act 2014
53. Mineral Resources Act 1989
54. Mining and Quarrying Safety and Health Act 1999
55. Mining and Quarrying Safety and Health Regulation 2017
56. Nature Conservation (Animals) Regulation 2020
57. Nature Conservation (Plants) Regulation 2020
58. Nature Conservation Act 1992
59. Ombudsman Act 2001
60. Peaceful Assembly Act 1992
61. Petroleum and Gas (Production and Safety) Act 2004
62. Petroleum and Gas (Safety) Regulation 2018
63. Planning Act 2016

64. Development Assessment Rules
65. Planning and Environment Court Act 2016
66. Planning Regulation 2017
67. Plumbing and Drainage Act 2018
68. Plumbing and Drainage Regulation 2019
69. Property Law Act 2023
70. Public Health Act 2005
71. Public Health Regulation 2018
72. Public Health (Infection Control for Personal Appearance Services) Act 2003
73. Public Interest Disclosure Act 2010
74. Public Records Act 2002
75. Queensland Competition Authority Act 1997
76. Queensland Heritage Act 1992
77. Queensland Productivity Commission Act 2025
78. Queensland Reconstruction Authority Act 2011
79. Regional Planning Interests Act 2014
80. Residential Services (Accreditation) Act 2002
81. Residential Tenancies and Rooming Accommodation Act 2008
82. Residential Tenancies and Rooming Accommodation Regulation 2025
83. Retail Shop Leases Act 1994
84. Retail Shop Leases Regulation 2016
85. Right to Information Act 2009
86. Safety in Recreational Water Activities Act 2011
87. Security of Critical Infrastructure Act 2018 (Cth)
88. Soil Conservation Act 1986
89. State Emergency Service Act 2024
90. State Penalties Enforcement Act 1999
91. State Penalties Enforcement Regulation 2014
92. Statutory Bodies Financial Arrangements Act 1982
93. Strong and Sustainable Resource Communities Act 2017
94. Summary Offences Act 2005
95. Summary Offences Regulation 2016
96. Survey and Mapping Infrastructure Act 2003
97. Tobacco and Other Smoking Products Act 1998
98. Torres Strait Islander Cultural Heritage Act 2003
99. Transport Infrastructure Act 1994
100. Transport Operations (Marine Pollution) Act 1995
101. Transport Operations (Marine Safety) Act 1994
102. Transport Operations (Marine Safety) Regulation 2016
103. Transport Operations (Road Use Management) Act 1995
104. Transport Operations (Road Use Management—Accreditation and Other Provisions) Regulation 2015
105. Transport Operations (Road Use Management—Road Rules) Regulation 2009
106. Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021

107. Transport Operations (Road Use Management—Vehicle Standards and Safety) Regulation 2021
108. Waste Reduction and Recycling Act 2011
109. Waste Reduction and Recycling Regulation 2023
110. Water Act 2000
111. Water Fluoridation Act 2008
112. Water Fluoridation Regulation 2020
113. Water Regulation 2016
114. Water Supply (Safety and Reliability) Act 2008
115. Work Health and Safety Act 2011
116. Work Health and Safety Regulation 2011
117. Workers' Compensation and Rehabilitation Act 2003
118. Workers' Compensation and Rehabilitation Regulation 2025

CARRIED UNANIMOUSLY

Action Required:

The Chief Executive Officer to oversee the preparation of a report back to Council detailing the risks/costs to Council in relation to administering on-ground services and support under the Torres Strait Treaty, as well as options for Council to pursue with the Australian Government to financially compensate Council for its work on ground (i.e. Service Funding Agreement/MOU).

6.4. Advancing the Torres Strait Community-Led Economic Strategic Action Plan Phase Two

#C24-28/2026-6/6.4

CR LEVI / CR T. MOSBY

Council:

1. Endorses the delivery of Phase 2 of the Advancing the Torres Strait Community-led Economic Strategic Action Plan, funded by the Torres Strait Regional Authority (TSRA) and supported by TSIRC co-funding; and
2. Endorses the Phase 2 Draft Project Plan, including the role of the Economic Growth Advisory Committee Chair and Divisional Councillors in coordinating, facilitating and leading community engagement within their respective divisions (including convening key stakeholders, supporting on-island workshops, and validating outcomes in line with the project schedule).

CARRIED UNANIMOUSLY

The Mayor acknowledged the leadership of the Economic Growth Advisory Committee Chairperson (**Cr Rocky Stephen**) in maintaining the momentum on progressing the Advancing the Torres Strait Community-Led Economic Strategic Action Plan in an environment experiencing recent key staff movements.

6.5. Analysis of Social Housing Insurance Obligation Under the Indigenous Housing Programs Assistance Agreement - Update

#C24-28/2026-6/6.5

CR WOSOMO / CR PEARSON

Council:

1. notes that, pursuant to the Housing Programs Assistance Agreement, Council has undertaken a thorough investigation and was unable to acquire insurance covering all events specified in the Agreement at a reasonable rate;
2. notes that, consistent with the terms of the Agreement and as confirmed by legal advice, Council is not obligated to acquire the insurance where full coverage at a reasonable rate cannot be obtained;
3. authorises the Mayor and/or the Deputy Mayor and the Chief Executive Officer to advocate this position to the Queensland Government and report back to Council on the outcome, including corresponding and meeting with various Ministers mentioned in the Audit Committee report; and
4. Council removes Social Housing from the Industrial Special Risk insurance policy, conditional upon receipt of written asset-replacement guarantees from the Queensland Government.

CARRIED UNANIMOUSLY

7. ENGINEERING SERVICES DIRECTORATE

Nil.

8. FINANCIAL SERVICES DIRECTORATE

8.1. Financial Dashboard Report (May 2026)

#C24-28/2026-6/8.1

CR WOSOMO / CR PEARSON

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 May 2026, as required under Section 204 of the *Local Government Regulation 2012*.

CARRIED UNANIMOUSLY

8.2. Revenue Policy

#C24-28/2026-6/8.2

CR LEVI / CR T. MOSBY

Council resolves to:

- (i) amend and adopt the Torres Strait Island Regional Council's Revenue Policy previously adopted by Council, in the terms presented to Council at today's Ordinary Meeting; and
- (ii) Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the amended and endorsed policy, including the power to make any further minor administrative amendments to the policy as they arise.

CARRIED UNANIMOUSLY

8.3. Financial Policies Review

#C24-28/2026-6/8.3

CR STEPHEN / CR ANIBA

Council resolves to:

1. Amend and adopt the Torres Strait Island Regional Council's Debt Policy and Fiscal Governance Policy previously adopted by Council, in the terms presented to Council at today's Ordinary Meeting; and
2. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the amended and endorsed policy, including the power to make any further minor administrative amendments to the policies as they arise.

CARRIED UNANIMOUSLY

8.4. Policy Matter – Procurement and Ethical Sourcing Policy

#C24-28/2026-6/8.4

CR PEARSON / CR STEPHEN

Council resolves to endorse the amended Procurement and Ethical Sourcing Policy appended to the officer's report.

CARRIED UNANIMOUSLY

Action Required:

1. Executive Director Financial Services to provide a report to Council detailing the real impact of Council's financial policies on the community and how Council measures the benefit realisation of these financial policies on community.
2. Economic Growth Advisory Committee to review Council's existing Procurement Policy in the context of the aspirations of the Torres Strait Community-Led Economic Strategic Action Plan and then provide advice to the SARG Standing Committee and Council.

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2026-6/9

CR PEARSON / CR WOSOMO

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 those items listed in the officer's report.

CARRIED UNANIMOUSLY

➤ Council held Closed Discussions from 4.55pm to 5.20pm to discuss the following matters:

- ❖ *[Standing Agenda Item] Update on Current Legal Matters before Council (verbal update)*
[s.254J(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]
- ❖ *Hall & Willcox for QBE Dauan Pontoon Failure – Draft Subrogation Agreement*
[s.254J(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]
- ❖ *Contractual Matter – Tender Evaluation and Award of Contract TC26007 Ugar Island Ned Road Landslip Remediation*
[s.254J(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]
- ❖ *Capital Works – Information Report*
[s.254J(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]
- ❖ *Contractual Matter – Tender Evaluation and Award of Contract for Travel Management Services*
[s.254J(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]
- ❖ *[LATE REPORT ENDORSED IN-COUNCIL FOR CONSIDERATION]: TSIRC Local Resilience Action Plan (LRAP)*
[s.254J(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]

10. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2026-6/10

CR LEVI / CR T. MOSBY

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

CARRIED UNANIMOUSLY

11. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved as follows:

11.1. *[Standing Agenda Item]* Update on Current Legal Matters before Council *(verbal update)*

Executive Summary

Verbal update provided by the Chief Executive Officer on the status of any current legal matters before Council.

Discussion only. The verbal update provided by the Chief Executive Officer (Mr James William) was noted by Council.

11.2. Hall & Willcox for QBE Dauan Pontoon Failure – Draft Subrogation Agreement

Executive Summary

Council (TSIRC) was brought into an insurance subrogation claim by QBE Lawyers Hall & Wilcox in 2023 in relation to the pontoon failure on Dauan Island.

This report is to provide a way forward for Council in relation to this matter.

#C24-28/2026-6/11.2

CR PEARSON / CR T. MOSBY

Council resolves:

- a) To not pursue any uninsured losses, as part of the subrogation claim initiated by QBE and QBE's Lawyers Hall & Willcox, as advised by Council's legal advisor; and
- b) To Delegate to Chief Executive Officer to respond to QBE with correspondence giving effect to the resolution that Council will not pursue this claim and advise QBE of any conditions and parameters Council wishes to engage on this matter going forward.

CARRIED UNANIMOUSLY

11.3. Contractual Matter – Tender Evaluation and Award of Contract TC26007 Ugar Island Ned Road Landslip Remediation

Executive Summary

Tenders were invited via public advertisement for Contract TC26007 Ugar Island Ned Road Landslip Remediation and assessed by an evaluation panel to determine best value. A scored evaluation was conducted in accordance with the pre-determined evaluation plan and the applicable policy and procedures.

#C24-28/2026-6/11.3

CR T. MOSBY / CR DORANTE

Council resolves:

1. To award contract number TC26007 for Ugar Island, Ned Road Landslip Remediation to T.I. Concrete Works Pty Ltd for the lump sum price of \$1,996,800.00 ex GST;
2. Pursuant to section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:
 - (a) power to make, amend or discharge the contract; and
 - (b) 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

11.4. Capital Works – Information Report

Executive Summary

This information report provides a status update on some of Council's key capital projects managed by the Engineering Services Capital Works Team. Key projects include QRA DRFA roads projects, Marine Infrastructure Upgrades on Dauan and Saibai, seawall projects at Warraber and Masig and the Saibai Aerodrome Project.

Discussion only. Mr David Baldwin (Executive Director Building Services) spoke to a confidential information report. Council noted the update.

11.5. Contractual Matter – Tender Evaluation and Award of Contract for Travel Management Services

Executive Summary

Tenders were invited via public advertisement for contract TC26038 for Travel Management Services and assessed by an evaluation panel to determine best value. A scored evaluation was conducted in accordance

with the pre-determined evaluation plan and the applicable policy and procedures.

#C24-28/2026-6/11.5

CR PEARSON / CR T. MOSBY

Council resolves:

1. To award contract number TC26038 for Travel Management Services to Flight Centre Business Travel (Flight Centre Travel Group) for the tendered schedule of rates (as attached to the officer's report) for a term from 1 July 2026 to 30 May 2029 with extension options to 30 June 2031, and
2. Pursuant to section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:
 - a. power to make, amend or discharge the contract; and
 - b. 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

11.6. [LATE REPORT ENDORSED IN-COUNCIL FOR CONSIDERATION]: TSIRC Local Resilience Action Plan (LRAP)

Executive Summary

The Local Resilience Action Plan ("LRAP") has been developed by the Queensland Reconstruction Authority (QRA) to provide visibility of council's priority projects to help them develop funding opportunities. Inclusion in the LRAP is a requirement for a project to be short-listed for certain funding opportunities, such as Disaster Relief Fund (DRF) and Queensland Resilience and Risk Reduction Program (QRRRP). The LRAP has been developed through collaboration of the Engineering and Building Services Departments and includes prioritisation of 60 projects across Council's 15 divisions. The finalised plan has been presented for Council's endorsement, following which it will be submitted to QRA by 30 June 2026.

#C24-28/2026-6/11.6

CR WOSOMO / CR T. MOSBY

Council resolves to:

1. Endorse the project listing presented as Council's Local Resilience Action Plan (LRAP) to be submitted to QRA; and
2. Pursuant to section 257 of the *Local Government Act 2009*, to delegate to the Chief Executive Officer:
 - a. Power to make, amend or discharge the LRAP; and
 - b. Power to negotiate, finalise and execute any and all matters associated with or in relation to this the LRAP including without limitation any options and/or variations.

CARRIED UNANIMOUSLY

12. ITEMS ARISING

(a) Basketball Court Matters – Hammond Island

Cr Seriako Dorante to discuss with the Chief Executive Officer off-line issues in relation to the demolition/replacement of the Hammond Island basketball court.

(b) Australian/State Government Ministerial and other National/International Dignitary Visits to the TSIRC Footprint

Cr Ranetta Wosomo requested that Council's Chief Executive Officer or a delegated Executive Director be on-ground with the host Division Councillor, and that the Division Councillor be appropriately briefed prior to the visit.

(c) Representation at Key On-Ground Project Events

The **Mayor** requested that **Councillors** take on a leadership role in ensuring that the Mayor and Chief Executive Officer are advised well in advance of key on-ground project events (such as project commencements/completions, invitations to openings/blessings) and that project funding representatives are also given formal invitations to participate at these events as well.

The **Chief Executive Officer** advised that this onus similarly also sits on TSIRC's administrative arm to ensure that the Mayor and Councillors are likewise kept up-to-date with the status of these projects.

Action Required:

1. Chief Executive Officer to ensure that, for future ministerial and government dignitary visits to the region, the relevant Executive Director is delegated attend in the CEO's absence where appropriate.
2. Councillors take on a leadership role in ensuring that the Mayor and Chief Executive Officer are advised well in advance of key on-ground project events (such as project commencements/completions, invitations to openings/blessings) and that project funding representatives are also given formal invitations to participate at these events as well.

(d) Acknowledgement – Indigenous Summit Forum

Cr John Levi congratulated Cr Rocky Stephen on his presentation at the recent Indigenous Summit Forum in Brisbane advocating for advancing The Masig Statement and economic development. Reviews and feedback from others present at the Forum has been very positive. **Cr Stephen** also thanked the Chief Executive Officer and staff for supporting him with supporting materials and assistance for the event.

(e) Department of Foreign Affairs and Trade (DFAT) Workshop on Mabuia

Cr Rocky Stephen reiterated his support for an appropriate length of workshop time on Mabuiag in July 2026 for Councillors to workshop with DFAT on the matters which arose from the recent Traditional Inhabitants' Meeting in May 2026 in relation to the Torres Strait Treaty. The Chief Executive Officer (**Mr James William**) indicated that both himself and the Executive Director Community Services (**Mr Dawson Sailor**) will follow up off-line with **Crs Stephen and T. Mosby** to determine the most strategic and effective way to convene a successful Workshop.

(f) Regional Governance/Regional Assembly Update

The **Mayor** advised that the TSRA is working on developing a policy in-house to address how it will support progressing the implementation of the Transition Action Plan. The TSRA currently is planning the establishment of an advisory committee to the TSRA, which will most likely consist of the three mayors and the TSRA chair (and possibly the involvement of other key regional stakeholders). The TSRA is currently developing a Terms of Reference for the advisory committee. The TSRA Chair has informed the Mayor that the process is expected to be finalised before December 2026, but the TSRA Chair's wish is for it to be finalised even earlier than that timeline. Further consultation will be undertaken between the three Council Mayors and the TSRA Chair regarding input into the Terms of Reference for the TSRA advisory committee and how to progress regional issues going forward. The Mayor advised Council that **Cr Dimas Toby** is also across this issue (in his capacity as a TSRA Member and Chair of TSIRC's Governance and Leadership Advisory Committee) and, in the Mayor's absence, Councillors can seek further updates through Cr Toby.

13. INFORMATION REPORTS

- 13.1. **BUILDING SERVICES – Building Services Report (April 2026)**
- 13.2. **COMMUNITY SERVICES – Community Services (April 2026)**
- 13.3. **CORPORATE SERVICES - Corporate Services Information Report (April 2026)**
- 13.4. **ENGINEERING SERVICES – Engineering Operations**
- 13.5. **ENGINEERING SERVICES – Information Report - Water and Wastewater (April 2026)**

Council receives and notes the information reports. *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.*

14. NEXT MEETING – 21-22 JULY 2026 (Mabuiag)

Noted by Council.

15. CLOSE OF MEETING & PRAYER

The Mayor thanked Councillors and Officers for their participation and constructive engagement throughout the meeting. The Mayor acknowledged and thanked members of the public for their interest in Council's work and aspirations for the community. Members of the public are encouraged by the Mayor to show their support by extending to their own

networks an awareness of Council's situation in an effort to garner support from those networks for Council.

The Mayor concluded by saying that all TSIRC staff (frontline workforce and administrative staff) carry the respect and support of the Mayor and Councillors and have Council's gratitude, confidence and trust at all times. The Mayor said that all of us have an important role in progressing and moving the region forward in making improvements in the liveability within our communities.

The Mayor formally closed the meeting at 5.50pm and **Cr John Levi** delivered the closing prayer.

MINUTES CONFIRMED – 21 July 2026

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

.....
James William
Chief Executive Officer
Torres Strait Island Regional Council



ORDINARY COUNCIL MEETING ACTION ITEMS

(Updated @ 16 July 2026)

Agenda Item

1.1

Agenda Item	Expected Completion Date	Action Area	Current Status
June 2026 Mtg B Apologies & Leave of Absence Action Required: 1. Chief Executive Officer and Mayor to discuss refresher training for Councillors at October 2026 Council Workshop covering roles and responsibilities, obligations, and meeting procedures (Standing Orders). 2. Chief Executive Officer, Mayor and Deputy Mayor to discuss arrangements to support the Deputy Mayor (including delegations) during the Mayor's return to work on light duties. 3. Mayor and Chief Executive Officer to discuss options for a two—day Strategic Action Reference Group (SARG) Standing Committee workshop in Cairns to discuss a mid-term review for Council to reflect on progress to date and to focus on its immediate to long—term strategic direction for the remaining two years of this term of Council.	Sept 2026 ASAP 3-7 Aug 2026 (TBC)	CEO CEO CEO	
June 2026 Mtg AI 1.1 Action Items Update Action Required: Chief Executive Officer to review the Action Items Register to provide clearer and more detailed status updates.	ASAP	CEO & EDs	

June 2026 Mtg AI 3.1 CEO Monthly Report (June 2026) Action Required: 1. Chief Executive Officer to prioritise building the capacity of all Councillors (particularly the Deputy Mayor) to be at the forefront of advocating Council's Strategic Investment Plan (SIP) aspirations to Council's partners and with State and Australian Government Ministers. 2. Future Chief Executive Officer reports to capture stakeholder engagement including strategic and political engagements/activities undertaken.	ASAP July 2026	CEO / Deputy Mayor CEO	
June 2026 Mtg AI 6.1 Community Grants Program Allocation (May 2026) Action Required: Community Grants Officer to coordinate arrangements for the approval of an allocation of \$1,000 from the Mayoral Community Grants Fund as a contribution by Council for the 100th Anniversary celebrations for the St. Paul's Anglican Church (refer application CG2026-098 – ST PAULS ANGLICAN CHURCH, ST PAULS).	30 June 2026	ED Corporate Services	
June 2026 Mtg AI 6.2 Funding Acquisition Report (May 2026) Action Required: The Chief Executive Officer to explore options for greater strategic engagement with key funding bodies (such as consideration of such as consideration of individualised Service Agreements/MOUs with Australian Government agencies such as NIAA and relevant State Government agencies) to ensure that when Council requests assistance, those funding bodies have been fully informed beforehand.		CEO	

June 2026 Mtg AI 6.3 Updating Statutory Delegations Action Required: The Chief Executive Officer to oversee the preparation of a report back to Council detailing the risks/costs to Council in relation to administering on—ground services and support under the Torres Strait Treaty, as well as options for Council to pursue with the Australian Government to financially compensate Council for its work on ground (i.e. Service Funding Agreement/MOU).		CEO	
June 2026 Mtg AI 8.4 Policy Matter – Procurement and Ethical Sourcing Policy Action Required: - Executive Director Financial Services to provide a report to Council detailing the real impact of Council's financial policies on the community and how Council measures the benefit realisation of these financial policies on community. - Economic Growth Advisory Committee to review Council's existing Procurement Policy in the context of the aspirations of the Torres Strait Community-Led Economic Strategic Action Plan and then provide advice to the SARG Standing Committee and Council.		ED Financial Services EG Advisory Committee / ED Corporate Services	Finance is preparing a report for presentation to the August ordinary meeting of Council regarding the relative contribution to the local economy by TSIRC procurement activity. For all capital works contracts valued over \$200K ex GST awarded in FY 25/26, the report will outline: - The locality of the successful tenderers per region (TSI, FNQ, QLD & Other), and - The cumulative value of contracts awarded per region.

June 2026 Mtg AI 12 Items Arising Australian/State Government Ministerial and other National/International Dignitary Visits to the TSIRC Footprint & Representation at Key On-Ground Project Events Action Required: 1. Chief Executive Officer to ensure that, for future ministerial and government dignitary visits to the region, the relevant Executive Director is delegated attend in the CEO's absence where appropriate. 2. Councillors take on a leadership role in ensuring that the Mayor and Chief Executive Officer are advised well in advance of key on—ground project events (such as project commencements/completions, invitations to openings/blessings) and that project funding representatives are also given formal invitations to participate at these events as well.	ASAP ASAP	CEO All Councillors	
May 2026 Mtg AI 15A DFAT Matter Action Required: Chief Executive Officer to explore options around the convening of a two—day workshop with DFAT's Treaty Liaison Officer on Mabuiag immediately following the July 2026 Trustee and Ordinary Council meetings to discuss Torres Strait Treaty matters.	June 2026 Ordinary Council Meeting	CEO	Update 23 June 2026: DFAT has advised that a 3-hour discussion will suffice. CEO will discuss options out-of-session with Cr Stephen and the ED Community Services to discuss requirements in relation to the workshop with DFAT.
Mar 2026 Mtg AI 13.1 Contractual Matter – Tender Evaluation and Award of Contract TC25192 – Central Islands 2025 DRFA Works Action Required: Mayor to raise with TCICA a joint submission with other Councils for funding to upgrade/improve roads across the region.		Mayor	

Mar 2026 Mtg AI 13.2 Funding Matter – 2026-27 ATSI TIDS Iama Barge Ramp Upgrade Action Required: Mayor to raise at Torres Strait Leaders' Forum the need for a joint media release on urgent marine infrastructure requirements across the region, including the TSIRC footprint.		Mayor	
Mar 2026 Mtg AI 13.5 Capital Works – Information Report Action Required: The Hammond Island STP to be raised as a priority matter for Council.		ED Engineering Services	Hammond STP included in prior MIP7 listing, SIP presented to Council at September 2025 OM. TSIRC currently engaging consultant to look at possible staged construction approach.
Jan 2026 Mtg AI 3.1 CEO Monthly Report Action Required: Chief Executive Officer to coordinate the preparation of a report to Council in relation to ready-to-activate contingency planning for major weather events which impact on communications, food security and other community operational capacities.	Mar 2026	CEO	In progress. Update provided to the SARG meeting on 4 Feb 2026. SARG will oversight the development of a plan and will recommend a report to a future Council meeting.

Dec 2025 Mtg AI 19 Information Reports Action Required: 1. Chief Executive Officer to report back to a future Council meeting options available to Council to address ongoing housing repair and maintenance issues (including the establishment of a Torres Strait Housing Authority). 2. Chief Executive Officer/Executive Director Community Services to lobby the State Government to convene a Torres Strait Regional Housing Summit as soon as possible.		1. CEO 2. CEO / ED Community Services	1. In progress. Internal discussions commenced to determine best approach. 2. To be raised with visiting Deputy Director-General Housing in February 2026.
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	1. Ongoing collaboration with QPS and TSIPLOs. In addition, plan to raise awareness through Community consultation of Housing Policies in 2026 and Community information sessions. 2. Ongoing.
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	In Progress. Follow-up on formal correspondence from CEO to TCHHS advocating for financial support for the continuation of this successful program.

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 2025. Update 15/4/2026: Community Grants Officer has commenced a review of the Community Grants policy. Update 16/6/2026: Feedback from the Councillor workshop in May 2026 being incorporated into Policy, as well as, considerations on process and language.
Apr 2025 Mtg AI 3.1 CEO Monthly Report (April 2025) Action Required: Chief Executive Officer to discuss off-line with Cr Fell the matter of STP funding for Mabuia.		Chief Executive Officer	Ongoing. On 14/4/2026 SARG authorized the CEO and ED Engineering Services to urgently progress this matter formally with State and Federal agencies.

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	Update 15/4/2026: ED Corporate Services to meet with CALH Chair to progress this matter. Update 16/6/26: Matter to be further discussed at next CAHL meeting scheduled for 30/6/26
Jan 2025 Mtg AI 17(e) Matters Arising Fuel Bowser and Desalination Plant (Erub) – connection to electricity grid. Action Required: Executive Director Engineering Services to follow-up with Ergon.		ED Engineering Services	In progress. Ergon engaged to undertake design and costing.

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. <i>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).</i> August 2025 Meeting: <i>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.</i> <i>November 2025 Meeting: CEO to provide 3-4 or more examples where State/Federal Government departments and agencies have failed to consult with TSIRC on projects which require Council resources (water, sewerage, infrastructure support, etc.) and these examples will be used to lobby the State/Federal Governments on the importance of working with TSIRC as these new builds/projects do impact on Council's currently stretched capacity to maintain and provide basic local government services to the community.</i>		CEO / Executive Director Community Services / Cr Wosomo <i>Matter raised directly with Minister for Health by Mayor, Deputy Mayor and CEO during a meeting on 18 Feb 2025.</i>	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. Update (Nov 25 OM): Cr Wosomo has tried outreach several times to the Badu traditional custodians on this matter with no response to date seeking support in relation to an alternative site. Update (Feb 26 OM): Dumbarra provided a recent update on the project, advising they have engaged a surveyor to assess whether the site is technically and practically feasible, enabling the PBC (as Trustee) and project partners to make an informed decision before additional sites are considered. They will engage a town planning consultant and progress consultation with Queensland Health once project scope, site feasibility and service model are defined. Council has advised that a pre-lodgment meeting should be held to discuss planning requirements for existing or new sites.
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Torres Strait Island Regional Council

Mayor's Report – July 2026

Reporting Period: Wednesday, 24 June 2026 – Tuesday, 21 July 2026

This report summarises the Mayor's official activities, meetings, engagements and strategic priorities during the reporting period for the information of Councillors.

International Diplomatic Engagement

Wednesday, 24 June 2026

Chief Executive Officer Mr James William and I met with the Hon. Amanda Mosono, MHR, Minister for Public Service in the Autonomous Bougainville Government, Papua New Guinea.

The meeting discussed mutual priorities including marine resource management, climate change adaptation, resilience initiatives and regional governance.

The discussion reinforced the importance of strong relationships with our nearest international neighbour and shared approaches to common regional challenges.

Internal Council Engagement

Monday, 29 June 2026

I met with Executive Director Engineering Services Mr David Baldwin and Capital Works Manager Mr Peter Price to discuss current capital works, infrastructure priorities and funding opportunities.

Tuesday, 30 June 2026

I met with Chief Executive Officer Mr James William to review operational matters, organisational priorities and strategic issues impacting Council.

These regular meetings support alignment between Council's strategic direction and operational delivery.

Coming of the Light (1 July) Celebration

Sunday, 5 July 2026

Deputy Mayor Cr Renetta Wosomo and I attended the 155th Anniversary Coming of the Light celebrations at Royals Church, Cairns.

The event enabled engagement with Torres Strait Islander leaders, families and community members in Cairns and celebrated the continuing significance of Christianity and cultural identity.

Mayor and Deputy Mayor Strategic Planning

Monday, 6 July – Thursday, 9 July 2026

Deputy Mayor Cr Renetta Wosomo and I undertook strategic planning in Cairns, focusing on Deputy Mayor delegations, upcoming representation, stakeholder engagement, diplomatic opportunities, Councillor support and CEO performance priorities.



NAIDOC Week Address

Tuesday, 7 July 2026

Deputy Mayor Cr Renetta Wosomo, Cr Aggie Hankin and I attended the Queensland Building and Construction Commission (QBCC) NAIDOC Week Celebration, where I was honoured to be invited as guest speaker.

The 2026 NAIDOC theme, *"50 Years of NAIDOC – The Next Generation: Strength, Vision and Legacy"*, provided an opportunity to reflect on the achievements of Aboriginal and Torres Strait Islander peoples while recognising future leadership.

During my address, I shared my lived experience growing up in the Torres Strait and my journey as a First Nations leader. I spoke about truth-telling, strong leadership and genuine partnerships between governments and First Nations communities.

Drawing on the *Malungu Yangu Wakay* Statement, I highlighted the importance of governments adopting a "Look, Listen and Adapt" approach and referenced Council's modular housing initiative as a practical example of partnership with local communities.

The event also provided an important opportunity to promote Torres Strait leadership and advocate for more effective government engagement with First Nations peoples.

Torres Cape Indigenous Council Alliance (TCICA)

Wednesday, 8 July 2026

Deputy Mayor Cr Renetta Wosomo and I attended the Torres Cape Indigenous Council Alliance (TCICA) meeting at the Benson Hotel in Cairns.

The meeting brought together Indigenous Mayors and Council leaders from Cape York and the Torres Strait to discuss regional priorities and opportunities for collective advocacy with State and Federal Governments.

Meeting with Minister Fiona Simpson MP

Wednesday, 8 July 2026

Following the TCICA meeting, I attended a dinner hosted by TCICA Chair Mayor Terita Dick and Deputy Chair Mayor Elsie Seriat with the Honourable Fiona Simpson MP.

I raised Council's concerns regarding the Queensland Government's delay in matching the Federal Government's funding commitment announced more than fourteen months ago.

I sought clarification on the State Government's position and advocated for a timely resolution to provide certainty for Council and communities.

Audit Committee Meeting

Thursday, 9 July 2026

Deputy Mayor Cr Renetta Wosomo and I attended Council's Audit Committee meeting in Cairns. The meeting provided insight into Council's governance, financial management, risk and compliance responsibilities, with constructive advice from the independent Chair and Deputy Chair.

ABC Far North Radio

Thursday, 9 July 2026

I met with ABC Radio Far North to discuss the current connectivity blackout affecting the Torres Strait region.

During the interview, I called on the Australian Government to invest in reliable connectivity infrastructure, robust backup systems and greater competition among providers to improve reliability and productivity.

I highlighted that reliable connectivity is essential for daily activities, public safety, emergency response, regional security and border operations.

Cairns Indigenous Art Fair (CIAF) 2026 Opening

Thursday Evening, 9 July 2026

Deputy Mayor Cr Renetta Wosomo and I attended the opening night of the 2026 Cairns Indigenous Art Fair (CIAF) at Tanks Arts Centre.

This year's theme, "**Reclamation and Re-generations**," celebrated the continuation and renewal of Indigenous cultures through art and storytelling.

The event provided an opportunity to engage with Torres Strait artists, First Nations creatives, government representatives, diplomatic guests and stakeholders while promoting the cultural richness of our region.

Minister Steven Miles MP

Wednesday, 15 July 2026

The Mayor and CEO met with the Hon. Steven Miles MP to discuss several key priorities for Council and the region's long-term sustainability.

Key matters discussed included financial sustainability, strategic investment, seawall projects, MIP7, DOGIT transfer matters and the 10-year social housing strategy.

A key focus was Council's long-term financial sustainability, including current financial pressures, funding framework challenges and recommendations to strengthen service delivery across the Torres Strait.

The meeting reinforced Council's advocacy priorities and the need for Queensland Government support for critical infrastructure, housing and financial reform.

2026-27 budget adopted

Thursday, 16 July 2026

I met with the TSIRC Communications Team to record a video message announcing the adoption of the Torres Strait Island Regional Council's 2026–27 Budget. The purpose of the video was to keep our Region informed about Council's financial position, key investment priorities, and our commitment to delivering essential services across the Torres Strait.

In the video, I announced that Council has adopted a balanced budget with operating revenue of



\$111.2 million, operating expenditure of \$111.0 million, and a modest operating surplus of approximately \$238,000. I also highlighted Council's \$85 million Capital Works Program, which includes major investments in jetty infrastructure, housing initiatives, airport upgrades, and other projects that will strengthen our communities and support regional economic development. I also acknowledged the unique challenges of delivering services across our remote island communities and reaffirmed Council's commitment to responsible financial management, long-term financial sustainability, and continued advocacy for government support to ensure we can meet the needs of our communities now and into the future.

Queensland Police Service (QPS) Mayor's Working Group

Thursday, 16 July 2026

I attended the Queensland Police Service (QPS) Mayor's Working Group meeting via Microsoft Teams. The original meeting, scheduled for 25 June 2026, was rescheduled due to the ALGA Conference.

The meeting focused on planning for the QPS Mayor's Summit on 22–23 October 2026 in Cairns and allowed Mayors to raise regional concerns with senior QPS representatives.

The working group also received updates on youth justice, Alcohol Management Plans, Magistrates Court outcomes, bail and parole, sentencing concerns, youth crime and policing responses.

These discussions support advocacy for improved community safety outcomes across remote Queensland.

Closing Remarks

The reporting period reflected Council's commitment to strategic leadership, regional advocacy and partnerships across all levels of government, Indigenous organisations and international neighbors.

Key priorities included governance, infrastructure and housing advocacy, genuine partnerships with First Nations communities, and ensuring the Torres Strait continues to have a strong voice in regional, state, national and international forums.

Mina Koeyma Eso.

Cr Pillemon Mosby

Mayor | Torres Strait Island Regional Council

Office of the Chief Executive Officer

AUTHOR: Chief Executive Officer

CHIEF EXECUTIVE OFFICER MONTHLY REPORT

OFFICER RECOMMENDATION

That Council receive and note the Chief Executive Officer's Monthly Report for the period 23 June – 22 July 2026

EXECUTIVE SUMMARY

During the reporting period, the Chief Executive Officer focused on external engagement, governance oversight and organisational performance. Key activities included engagements with Minister Mosono, Mabuiag PBC, the Department of Housing, EMG, organisational culture survey follow-up and the RDATN Regional Fuel Roundtable. The CEO also attended regular SOIC, ELT and Audit Committee meetings to support executive coordination, governance monitoring and risk oversight.

CEO ENGAGEMENTS

Date	Organisation	Purpose
24/6/26	Dinner with Minister Mosono - Minister for Fisheries, Marine Resources and Climate Change of the Autonomous Bougainville Government (ABG)	Relationship building
24/6/26	Mabuiag PBC	Land Matters
25/6/26	Combined TSIRC/Dept Housing stand up meeting	Regular meeting regarding housing matters
3/7/26	Strategic Planning with EMG	Review of ongoing projects
14/7/26	Organisational Culture Survey– Anthony Ottoway	Planning for next steps with culture survey results
16/7/26	RDATN Regional Fuel Roundtable	Virtual roundtable to discuss temporary fuel excise reduction

ORGANISATIONAL PERFORMANCE

Building Services

Highlights

- 2x Mabuiag Houses ready for handover (with minor defects identified)
- Joint visit to 6 Communities with Senior reps from Dept of Housing & Public Works – So they can better understand logistics around delivery of maintenance and construction services
- BSU Supervisor workshop held in TI on 16 July – development of key tasks and challenges for 26/27 F/Y

Key Priorities

- Advocacy for increased Capital works funding – now that the Mabuiag houses are completed (better understanding of budget)
- Further improve BSU service delivery on ground

Community Services

- No update this month

Corporate Services

Highlights

- Appointed Eve Gordon as Manager People & Wellbeing and progressed key WHS policies, including psychosocial risk, high-rise evacuation and sexual harassment prevention.
- Commenced Phase 2 of the Torres Strait community-led economic strategic action plan, with the first community session held on Hammond Island.
- Reported to the Audit Committee on TSIRC's reinsurance program and improved the insurance renewal position through asset data cleansing.
- Delivered an ELT cyber resilience session to strengthen organisational awareness and preparedness.

Key Priorities

- Continue the TSIRC policy review, prioritising overdue policies and legislative alignment.
- Progress key governance reporting, including the Councillor Remuneration Policy report and CAHL Advisory Committee meeting.
- Advance WHS resourcing through recruitment of the Safety Coordinator and Safety Officer roles.
- Continue review of the Strategic Risk Framework.

Risks & Mitigation

- Progress WHS policy development, including noise management, fatigue management, drug and alcohol, and workplace bullying.
- Implement Mango electronic safety system training to improve risk and incident recording and management.

- Continue safety capability training, including First Aid, HSR refresher and five-day training, and Aerodrome Reporting Officer training.
- Complete the 2026 LGM Risk Self-Assessment to identify improvements and support ongoing risk and liability management.

Engineering Services

- No update this month

Financial Services

Highlights

- Finalised 2026/27 Budget Papers, secured funding confirmations and completed the TechnologyOne EOFY rollover to support budget adoption and financial continuity.
- Strengthened governance and compliance through audit progress, FBT completion and endorsement of the Procurement and Ethical Sourcing Policy.
- Advanced procurement and asset management through key initiatives, asset data cleansing and CBRE asset management training.

Key Priorities

- Finalise and implement the 2026/27 Budget, begin the Budget Review, and progress financial sustainability initiatives.
- Progress EOFY processes, reconciliations, statutory reporting and asset capitalisation for accurate financial reporting.
- Build Financial Services capability through recruitment, onboarding, finance training, CBRE asset management training and leadership development.
- Deliver governance and system improvements, including Locality Allowance changes,

Risks & Mitigation

- Resource constraints and the vacant senior role may affect EOFY, audit and Budget Review deliverables; mitigation includes planning, monitoring, escalation and recruitment.
- Locality Allowance implementation carries payroll and HR risks; mitigation includes data validation, TechnologyOne testing and pre-go-live checks.
- Divisional catering needs stronger governance to manage food safety, reputational and cost risks, supported by procedures, approved suppliers and compliance monitoring.
- Orders raised after invoices create procurement, budget and audit risks; mitigation includes compliance reporting, executive accountability and prior purchase order approval.



James William

Chief Executive Officer



ORDINARY MEETING

21-22 JULY 2026

Agenda Item

5.1

DIRECTORATE: Community Services

AUTHOR: David Abednego, Head of Community Services

POLICY UPDATE – HOUSING POLICIES

OFFICER RECOMMENDATION:

Council resolves to endorse the following updated Housing Policies:

1. Social Housing Policy
2. Social Housing Application Policy
3. Termination of Tenancy Policy
4. Rent Policy
5. Home Visit Policy
6. Rental Debt Policy
7. Appeals Policy
8. Tenancy Breach Policy
9. Housing Complaint Management Policy
10. Rent Review Policy
11. Tenant Absence Policy
12. Abandoned Properties Policy
13. Allocation of Housing Policy
14. Property Inspection Policy

EXECUTIVE SUMMARY:

Council's Housing Policies have been reviewed in accordance with Council's Policy Framework and revised policies (Attachments 1 to 14) are now submitted to Council for endorsement.

Interested Parties/Consultation:

- Executive Director Community Services
- Head of Community Services
- Manager Housing
- A/g Manager, Governance and Risk
- Communications Lead, Corporate Services
- Moray & Agnew Lawyers
- Housing, Families and Safe and Healthy Communities Advisory Committee
- All Communities across in the TSIRC Local Govt Area

Background / Previous Council Consideration:

The policies contained in this report required a review and update to reflect legislation changes and to remain current with housing tenancy services. This review was essential to ensure that Council is compliant legally, and for alignment with internal procedures and guidelines.

Housing Policies were last reviewed in 2024. Since then, there has been changes to the *Residential Tenancy Authority and Residential and Rooming Act 2008* which directly impacts tenancy services carried out across the Torres Strait Region.

To ensure that Council continues to deliver high-quality services, all policies have been thoroughly redrafted. These draft policies have now been put forward to Council for review and endorsement prior to implementation.

All policies and procedures were consulted with Community members, and the outcomes were presented on two occasions to Council Workshops; Committee meeting and legal representatives both internal and external to Council.

All Policies and Procedures were consulted with relevant parties such as Community; Councillors; RTA Representatives and independent lawyers.

Following Councils adoption of the policies, Housing Manager will be consulting with Councillors to coordinate availability for consultations in each Divisions.

Future reviews will be undertaken in accordance with Councils Policy Framework.

COMPLIANCE / CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i> • <i>Housing Act 2003</i> • <i>Residential Tenancy Authority and Residential and Rooming Act 2008</i>
Budgetary:	N/A
Policy:	These policies were developed under Council's Policy Framework and provides clear guidance on implementation of relevant legislation. The adoption of these policies will replace the existing policies.
Legal:	N/A The new policy is compliant with all legislative requirements and reflects best practice local government governance.
Risk:	• Day-to-day risk is considered low however closely monitored and mitigated by the application of adherence to policy and procedures. • If council fails to endorse redrafted policies, the Housing department will not be compliant with legislative changes therefore placing TSIRC at risk of litigation, in the event a tenant challenges processes.
Links to Strategic Plans:	TSIRC Corporate Plan 2025-2030 Focus Area 1: Strengthening Our Communities ➤ 1.1 Provide suitable public housing

Malungu Yangu Wakay Mirkok Ikya Malunhumun (The Masig Statement)	Assists in equipping Council's goals and aspirations for self determination
Standing Committee Consultation:	N/A
Timelines:	Policies are due for review.

Other Comments: Nil.

Recommended:



David Abednego
Head of Community Services

Endorsed:



Dawson Sailor
Executive Director Community Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS

1. Social Housing Policy *(includes current policy with tracked changes)*
2. Social Housing Application Policy *(includes current policy with tracked changes)*
3. Termination of Tenancy Policy *(includes current policy with tracked changes)*
4. Rent Policy *(includes current policy with tracked changes)*
5. Home Visit Policy *(includes current policy with tracked changes)*
6. Rental Debt Policy *(includes current policy with tracked changes)*
7. Appeals Policy *(includes current policy with tracked changes)*
8. Tenancy Breach Policy *(includes current policy with tracked changes)*
9. Housing Complaint Management Policy *(includes current policy with tracked changes)*
10. Rent Review Policy *(includes current policy with tracked changes)*
11. Tenant Absence Policy *(includes current policy with tracked changes)*
12. Abandoned Properties Policy *(includes current policy with tracked changes)*
13. Allocation of Housing Policy *(includes current policy with tracked changes)*
14. Property Inspection Policy *(includes current policy with tracked changes)*

Social Housing Policy

1. PURPOSE

The purpose of this policy is to guide the effective and equitable delivery of social housing services by Torres Strait Island Regional Council (Council). It outlines Council's commitment to providing safe, affordable, and culturally appropriate housing to eligible community members, in line with its responsibilities as a Registered Housing Provider under the *Housing Act 2003*. This policy ensures housing services are delivered with fairness, accountability, and in accordance with legislative requirements and local government principles.

2. SCOPE

This policy applies to all Council social housing tenants (including occupants), employees, Councillors, contractors, volunteers, and agents of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

Council is committed to upholding its responsibilities as a Registered Housing Provider under the *Housing Act 2003* and aim to ensure we:

- a) Provide appropriate, affordable and value for money housing.
- b) Deliver professional customer service to clients who require or reside in Council social housing.
- c) Manage rent collection and rent arrears repayments; and
- d) Continue in its capacity as Registered Housing Provider.

5. REPORTING

Nil.

6. DEFINITIONS

- **Arrears payment plan:** A formal agreement between Council and a tenant or former tenant to repay outstanding rental debt in scheduled instalments.
- **Arrears:** Unpaid rent or other tenancy-related debts owed to Council by a tenant or former tenant.
- **Council:** Torres Strait Island Regional Council (TSIRC), the local government authority responsible for managing social housing across its communities.
- **Eligibility criteria:** The minimum requirements that an applicant must meet to be considered for social housing. These may include residency, income, citizenship, and housing need.
- **General Tenancy Agreement:** A legally binding agreement under the Residential Tenancies and Rooming Accommodation Act 2008 (Qld) that outlines the terms and conditions of a social housing tenancy.
- **Registered Housing Provider:** An organisation registered under the *Housing Act 2003* to deliver social housing services in Queensland.
- **Social Housing:** Affordable rental accommodation provided by Council to eligible individuals or families based on assessed need and subject to ongoing eligibility requirements.
- **Tenancy Management:** All activities related to the administration and support of social housing tenancies, including allocation, maintenance, rent collection, inspections, and tenant engagement.
- **Tenant:** A person who holds a general tenancy agreement with Council for a social housing property.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026

Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2018, 2019, 2021, 2022, 2026
Version:	1

DRAFT

Social Housing Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Legislation 2024</i></u>
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2024 <u>January 2025</u>
Last reviewed	2021 <u>2023, 2025</u>
Review history	2021, <u>2023</u>
To be reviewed on	January 202 <u>7</u> 6
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Social Housing Policy.

1.1. Overview

Council is committed to upholding its responsibilities as a Registered Housing Provider under the *Housing Act 2003* and aim to ensure we:

- a) Provide appropriate, affordable and value for money housing.
- b) Deliver professional customer service to clients who require or reside in Council social housing.
- c) Manage rent collection and rent arrears repayments; and
- d) Continue in its capacity as Registered Housing Provider.

2. Application

This policy applies to all Council social housing tenants [\(including occupants\)](#), ~~being~~ employees, Councillors, contractors, volunteers, and agents of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in:

- a) *Housing Act 2003*
- b) *Housing Regulation 2003*
- c) *Residential Tenancies and Rooming Accommodation Act 2008*

Manager Responsible for Review:

Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025

Due for Revision: 22 January 2027~~6~~

James William
Chief Executive Officer

Social Housing Application Policy

1. PURPOSE

The purpose of this policy is to establish a consistent and transparent framework for assessing applications for social housing managed by Torres Strait Island Regional Council (Council).

The policy ensures that housing is allocated fairly and equitably to eligible individuals and families based on demonstrated need, in accordance with relevant legislation, cultural context and Council priorities. It also supports the responsible use of rental subsidies by ensuring housing is provided to those most in need, for the duration of their need.

2. SCOPE

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

4.1 Eligibility Criteria

To be eligible for long term social housing, applicants must meet all eligibility criteria. Applicants must have:

- (a) Australian citizenship or permanent residency.
- (b) Torres Strait Islander or Aboriginal descent – descent is understood as:

“Membership of the Indigenous people depends on biological descent from the Indigenous people and on mutual recognition of a particular person’s membership

by that person and by the elders or other persons enjoying traditional authority among those people”.

Source: Leading Judgment in Mabo v Queensland No2

Exception: where a non-Indigenous applicant is the registered primary care giver of Aboriginal or Torres Strait Islander children, that person may be eligible for social housing, to ensure that Aboriginal and/or Torres Strait Islander children are not disadvantaged through homelessness.

(c) Queensland residency.

Exception: the Queensland residency requirement may be waived on a case-by-case basis where interstate applicants can provide evidence of a definite need to move to the Torres Strait.

(d) Evidence of Independent income.

Social housing will not be provided to applicants who cannot demonstrate income. This is to ensure that applicants are able to meet rent payments once they become tenants.

(e) Current and valid proof of identity;

(f) Not own or be in the process of purchasing property; and

Exception: The Housing Manager and Head of Community Services has discretion in allocating where there is a home ownership interest, to facilitate home ownership in the Torres Strait.

(g) Applicants with current or ex-tenancy debts will only be eligible once they have entered into and sustained, and unbroken Arrears Payment Plan for a minimum of three months.

4.2 Eligibility Criteria for non Indigenous applicants

To be eligible for long term social housing or alternative funded housing, applicants must meet all eligibility criteria.

Existing non-Indigenous tenants

If the tenant had been provided with a general tenancy agreement, that tenancy is valid and the principles of all tenancy management policies and procedures will apply until such time as the application ceases.

Non-Indigenous applicants are NOT eligible for social housing within the TSIRC local government area. However, applications are accepted and registered separately on Council's Housing Waitlist and prioritised in accordance with relevant policies and procedures, until such time as alternative funding becomes available.

Non-Indigenous residents with Torres Strait Islander or Aboriginal children

When it is proven that a non-Torres Strait Islander or Aboriginal person applying for housing is the primary carer of Torres Strait Islander or Aboriginal children, whether by birth or traditional adoption, the applicant is eligible to apply for social housing if sufficient evidence is provided as per the guidelines.

4.3 Other Provisions

When employees are applicants, Councillors and employees will follow Council processes for managing conflict of interest situations.

Eligible applicants shall be prioritised in order of their level of need and placed on Council's Register of Need.

All matters related to applications and other tenancy-related decisions can be reviewed and appealed through Council appeal processes.

5. REPORTING

Nil.

6. DEFINITIONS

- **Applicant:** An individual or household who applies for social housing through Council's application process.
- **Arrears payment plan:** A formal agreement between Council and a tenant or former tenant to repay outstanding rental debt in scheduled instalments.
- **Conflict of Interest:** A situation in which a Council officer, employee, or Councillor involved in housing matters has a personal interest that could improperly influence their professional duties or decisions.
- **Council:** Torres Strait Island Regional Council (TSIRC), the local government authority responsible for managing social housing across its communities.
- **Eligibility criteria:** The minimum requirements that an applicant must meet to be considered for social housing. These may include residency, income, citizenship, and housing need.
- **General Tenancy Agreement:** A legally binding agreement under the Residential Tenancies and Rooming Accommodation Act 2008 (Qld) that outlines the terms and conditions of a social housing tenancy.
- **Implied tenancy:** A tenancy arrangement where an individual resides in a property and assumes tenant responsibilities without having signed a formal tenancy agreement, as determined by Council.
- **Level of need:** An assessment category used to prioritise housing applications, based on the applicant's living conditions, vulnerabilities, and urgency of housing support.
- **Primary caregiver:** An individual who is the main provider of care for a child or children, including biological parents and those recognised under traditional or cultural arrangements.

Social Housing Application Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Residential Tenancies and Rooming Accommodation Act 2008 (Qld)</i> <i>RTA Regulations 2024</i> <i>-Department of Housing and Public Works' Community Housing Rent Policy for Indigenous Councils</i> <i>Social Housing Policy</i> <i>Housing Act 2003</i>
Authorised by	Council
Authorised on	1022 December 2024 5
Implemented from	February 2024 10 January 2025
Last reviewed	2021 <u>2025</u>
Review history	202 51
To be reviewed on	January 202 7 <u>6</u>
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Social Housing Application Policy.

1.1. Overview

Torres Strait Island Regional Council provides affordable housing for low to moderate income families and individuals throughout 14 of its 15 Divisions. Social housing is allocated to eligible applicants for the duration of their demonstrated need. Eligibility assessments are applied to ensure that the rental subsidies and housing assistance are provided to clients who meet the social housing criteria ~~Social housing is provided to eligible applicants for the duration of their need. Our aim is to ensure:~~

- a) ~~Council uses eligibility criteria for social housing to ensure the rental subsidy is provided to people in need of rental assistance.~~

2. Application

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the relevant legislation of Social Housing Application Procedure and Social Housing Policy.

4. Eligibility Criteria

To be eligible for long term social housing, applicants must meet all eligibility criteria. Applicants must have:

- a) Australian citizenship or permanent residency.
- b) Torres Strait Islander or Aboriginal descent – descent is understood as:

“Membership of the Indigenous people depends on biological descent from the Indigenous people and on mutual recognition of a particular person’s membership by that person and by the elders or other persons enjoying traditional authority among those people”.

Source: Leading Judgment in Mabo v Queensland No2

Exception: where a non-indigenous applicant is the registered primary care giver of Aboriginal or Torres Strait Islander children, that person may be eligible for social housing, to ensure that Aboriginal and/or Torres Strait Islander children are not disadvantaged through homelessness.

- c) Queensland residency.

Exception: the Queensland residency requirement may be waived on a case-by-case basis where interstate applicants can provide evidence of a definite need to move to the Torres Strait.

- d) Evidence of Independent income.

is to ensure that applicants are able to meet rent payments once they become tenants.

- e) Current and valid proof of identity; and
- f) Not own or be in the process of purchasing property;

Exception: The Housing Manager and Head of Community Services has discretion in allocating where there is a home ownership interest, to facilitate home ownership in the Torres Strait.

- g) Applicants with current or ex-tenancy debts will only be eligible once they have entered into and sustained, and unbroken Arrears Payment Plan for a minimum of three months.

5. Eligibility Criteria for ~~Papua New Guinea (PNG) Nationals~~ non Indigenous applicants

5. To be eligible for long term social housing or alternative funded housing, applicants must meet all eligibility criteria.

- a) Existing tenants of ~~PNG descent~~ non-indigenous tenants

If the tenant had been provided with a general tenancy agreement, that tenancy is valid and the principles of all tenancy management policies and procedures will apply until such time as the application ceases.

- ~~b) Applicants for housing of PNG descent; and~~

- b) Applicants of PNG descent and/or nationality are NOT eligible ~~to apply~~ for ~~all~~ social housing within TSIRC Government area. However, applications are accepted and registered separately on Councils Housing Waitlist and prioritised in accordance with relevant policies and procedures, until such time as alternative funding becomes available.

- c) PNG residents with Torres Strait or Aboriginal children.

When it is proven that a non-Torres Strait or Aboriginal person applying for housing is the primary carer of Indigenous children, whether by birth or traditional adoption, applicant is eligible to apply for social housing if sufficient evidence is provided. As per guidelines

6. Provisions

When employees are applicants, Councillors and employees will follow Council processes for managing conflict of interest situations.

Eligible applicants shall be prioritised in order of their level of need and placed on Council's Register of Need.

All matters related to applications and other tenancy-related decisions can be reviewed and appealed through Council appeal processes.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025

Due for Revision: 22 January 2027~~6~~

James William
Chief Executive Officer

Termination of Tenancy Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Termination of Tenancy Policy.

2. SCOPE

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

This policy sets out the principles to be followed when Termination of Social Housing Tenancy is deemed appropriate. Our aim is to ensure:

- (a) Lawful termination in accordance with the *Residential Tenancies and Rooming Accommodation Act 2008*; RTA Regulations 2024.
- (b) terminated in a timely manner so that tenants are not disadvantaged financially;
- (c) terminated with Council's debtor system to ensure efficient financial practice of all rental accounts; and
- (d) records kept to satisfy the Indigenous Housing Programs Assistance Agreement.

5. REPORTING

Nil.

6. DEFINITIONS

Refer legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulation 2024*
- Residential Tenancy Authority Social Housing Policy

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2017, 2021, 2026
Version:	1

Termination of Tenancy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Regulation 2024</i></u> -Residential Tenancy Authority Social Housing Policy
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2024 <u>January 2026</u>
Last reviewed	May 2021 <u>November 2025</u>
Review history	2017,2021, <u>2025</u>
To be reviewed on	January 202 <u>7</u> 6
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Termination of Tenancy Policy.

1.1. Overview

This policy sets out the principles to be followed when Termination of Social Housing Tenancy is deemed appropriate. Our aim is to ensure:

- a) ~~Lawful termination~~legally terminated in accordance with the *Residential Tenancies and Rooming Accommodation Act 2008*; RTA Regulations 2024.
- b) terminated in a timely manner so that tenants are not disadvantaged financially;
- c) terminated with Council's debtor system to ensure efficient financial practice of all rental accounts; and
- d) records kept to satisfy the Indigenous Housing Programs Assistance Agreement.

2. Application

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003 and Residential Tenancies and Rooming Act 2008*. This policy works in conjunction with Council's Termination of Tenancy Procedure.

~~Manager Responsible for Review:~~ _____ ~~Manager, Housing~~

Adoption: ~~22 January 2024~~10 December 2025

Due for Revision: ~~22 January 2027~~6

James William
Chief Executive Officer

Rent Policy

1. PURPOSE

Council is strongly committed to ensuring that the local government principles are reflected in the Rent Policy.

As a registered provider under the *Housing Act 2003*, Council shall implement a rent policy and procedures complying with the *Housing Regulation 2003*, and its Assistance Agreement with the Department of Housing and Public Works that will:

- (a) Explain rent calculations to tenants;
- (b) Deal with tenant queries or concerns about rent;
- (c) Give tenants a choice of rent payment methods;
- (d) Prevent serious rent arrears;
- (e) Implement the rent policy consistently and fairly; and
- (f) Keep record of rent calculations for each tenancy agreement.

2. SCOPE

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

Council's rent procedures state the criteria and processes relating to rent under tenancy agreements including:

- (a) Setting the amount of rent;
- (b) Calculating rent payments;
- (c) Collecting rent; and
- (d) Managing rent arrears.

Council is committed to delivering an effective tenancy management process that ensures tenants are able to meet their obligations. Social housing will not be provided to applicants who cannot demonstrate independent income. This is to ensure that applicants are able to meet rent payments once they become tenants.

Rent for all Council properties will be calculated at 25% of the total assessable household income unless this amount exceeds the maximum rent payable, in which case the maximum rent will be charged.

The maximum rent payable is the market rent for the property. Market rent is based on the rent charged for social housing properties with the same number of bedrooms and similar access to services in other remote communities.

Market rent is set by the Department of Housing and Public Works in accordance with the terms of the Assistance Agreement.

Council will, in approved circumstances only, apply a discount to rent upon tenant's application.

Tenants are expected to be at least two weeks in advance in their rent.

Council will receipt rent payments to the tenant/s only as signatory of the General Tenancy Agreement (GTA).

Reimbursement of rent credit above two weeks rent advance will be transferred to tenant's past account if in arrears. Otherwise, to tenant's nominated bank account if no debt exists on Council's record.

5. ROLES AND RESPONSIBILITIES

Nil.

6. DEFINITIONS

Refer to legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012 Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulations 2024*
- *Department of Housing and Public Works' Community Housing Rent Policy for Indigenous Councils*
- *Social Housing Policy*

This policy works in conjunction with Council's Rent Procedure and Rent Arrears Management Procedure.

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2021, 2023, 2026
Version:	1

Rent Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Regulations 2024</i></u> <i>Department of Housing and Public Works' Community Housing Rent Policy for Indigenous Councils</i> <i>Social Housing Policy</i>
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2023 <u>January 2026</u>
Last reviewed	2021, <u>2025</u>
Review history	2021, <u>2023</u>
To be reviewed on	Janaury 202 <u>7</u> ⁶
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Rent Policy.

1.1. Overview

As a registered provider under the *Housing Act 2003*, Council shall implement a rent policy and procedures complying with the *Housing Regulation 2003*, and its Assistance Agreement with the Department of Housing and Public Works that will:

- a) Explain rent calculations to tenants;
- b) Deal with tenant queries or concerns about rent;
- c) Give tenants a choice of rent payment methods;
- d) Prevent serious rent arrears;
- e) Implement the rent policy consistently and fairly; and
- f) Keep record of rent calculations for each tenancy agreement.

2. Application

This policy applies to all Council social housing tenants, including employees. Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the relevant legislation of *Residential Tenancies and Rooming Accommodation Act 2008*, *RTA Regulations 2024* and *Community Housing Rent Policy for Indigenous Councils*. This policy works in conjunction with Council's Rent Procedure and Rent Arrears Management Procedure.

4. Provisions

Council's rent procedures state the criteria and processes relating to rent under tenancy agreements including:

- a) Setting the amount of rent;
- b) Calculating rent payments;
- c) Collecting rent; and
- d) Managing rent arrears.

Council is committed to ~~providing-delivering an effective~~ tenancy management ~~system~~ process that ensures tenants are able to can meetsustain their ~~tenancy~~ obligations. Social housing will not be provided to applicants who cannot demonstrate independent income. This is to ensure that applicants are able to meet rent payments once they become tenants.

Rent for all Council properties will be calculated at 25% of the total assessable household income unless this amount exceeds the maximum rent payable, in which case the maximum rent will be charged.

The maximum rent payable is the market rent for the property. Market rent is based on the rent charged for social housing properties with the same number of bedrooms and similar access to services in other remote communities.

Market rent is set by the Department of Housing and Public Works in accordance with the terms of the Assistance Agreement.

Council will, in approved circumstances only, apply a discount to rent upon tenant's application.

Tenants are expected to be at least two weeks in advance in their rent.

Council will receipt rent payments to the tenant/s only as signatory of the General Tenancy Agreement (GTA).

Reimbursement of rent credit above two weeks rent advance will be transferred to tenant's past account if in arrears. Otherwise, to tenant's nominated bank account if no debt exists on Council's record.

~~Council will use rent revenue for housing-related purposes to improve the standard, supply, and delivery of community housing in its local Government area.~~

Manager Responsible for Review:

Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025

Due for Revision: 22 January 2027~~6~~

James William
Chief Executive Officer

Home Visit Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Home Visit Policy.

This policy sets out the principles to be followed when conducting home visit to properties in communities

2. SCOPE

This policy applies to all Council employees, Councillors, contractors, volunteers, agents and assigns of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

- (a) Council is committed to building sustainable relationships with Council social housing tenants. Council will use home visits to identify and respond in a timely manner to tenants' needs, with the aim of improving the way Council manages social housing tenancies.
- (b) As the Lessor, Council (or an external representative) will from time to time, visit its social housing properties. Council will not visit tenants whose tenancy is managed by the Department of Housing and Public Works or other agencies in the Torres Strait, unless authorised to do so in exceptional circumstances.
- (c) When completing home visits, Council Officers will ensure that cultural, professional, and legislative protocols are observed.
- (d) Council is committed to the health and safety of its staff and will ensure that all home visits are conducted in a manner that does not place anyone at risk of injury.

5. REPORTING

Nil.

6. DEFINITIONS

Refer to legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Policy*
- *Residential Tenancies and Rooming Act 2008*
- *RTA Regulation 2024*
- *Housing Act 2004*
- *Residential Tenancy Authority*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2021, 2023, 2026
Version:	1

Home Visit Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Policy</i> <i>Residential Tenancies and Rooming Act 2008</i> <i><u>RTA Regulation 2024</u></i> <i>Housing Act 2004</i> Residential Tenancy Authority
Authorised by	Council
Authorised on	102 December 202 53
Implemented from	January 2024 15
Last reviewed	2023, <u>2025</u>
Review history	2021, <u>2025</u>
To be reviewed on	December 2025 <u>January 2027</u>
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Home Visit Policy.

1.1. Overview

This policy sets out the principles to be followed when conducting home visit to properties in communities. Our aim is to ensure:

- a) Council is committed to building sustainable relationships with Council social housing tenants. Council will use home visits to identify and respond in a timely manner to tenants' needs, with the aim of improving the way Council manages social housing tenancies.
- b) As the Lessor, Council (or an external representative) will from time to time, visit its social housing properties. Council may visit all its social tenants. Council ~~will~~may not visit tenants whose tenancy is managed by the Department of Housing and Public Works or other agencies in the Torres Strait, unless authorised to do so in exceptional circumstances.
- c) When completing home visits, Council Officers will ensure that cultural, professional, and legislative protocols are observed.
- d) Council is committed to the health and safety of its staff and will ensure that all home visits are conducted in a manner that does not place ~~staff or tenants~~ anyone at risk of injury.

2. Application

This policy applies to all Council employees, Councillors, contractors, volunteers, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*. This policy is to be applied in conjunction with Home Visit Procedure.

~~Manager Responsible for Review:~~ _____ ~~Manager, Housing~~

Adoption: ~~22~~ January 2024

Due for Revision: ~~22~~ January 202~~7~~6

James William
Chief Executive Officer

Rental Debt Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Rental Debt Policy.

2. SCOPE

This policy applies to all tenants, Council Officers, contractors, agents and assigns of Council.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

This Policy is to be applied in conjunction with Debt Recovery Procedure and Rental Debt Management Procedure.

- 4.1 Debts from a former tenancy cannot be transferred to a tenant's current or pending rental agreement as the debt has no bearing on the current tenancy. Council shall deal with the debts separately.
- 4.2 Council shall not allocate new housing to a tenant in debt until the tenant repays the whole of the debt.
- 4.3 If an applicant for new housing is assessed as being of a very high or high level of need, Council shall not delay the allocation because of the debt. The new tenant must sign a rent and arrears payment plan as part of their new general tenancy agreement. If the new tenant declines to sign a rent and arrears payment plan, applications may be approved but the allocation will be deferred until tenant has paid the debt in full.
- 4.4 If the applicant is assessed as being of a moderate to low level of need, Council will not proceed with the new allocation of housing until the new tenant has paid

off the debt in full. Council will not proceed with the new allocation of housing for that tenant.

- 4.5 Council's Chief Executive Officer may waive statute-barred debts relating to housing, in accordance with financial delegation under the Fiscal Governance Policy.
- 4.6 Multiple tenants who signed a general tenancy agreement are jointly and severally responsible for debts incurred under that agreement.
- 4.7 Tenants who are deemed by the delegated officer to have an implied tenancy will be responsible for any debt accrued while they have resided in a Council housing property.

5. REPORTING

Nil.

6. DEFINITIONS

- **Arrears payment plan:** A formal agreement between Council and a tenant/former tenant outlining scheduled repayments to reduce outstanding rental debt over time.
- **Council:** Torres Strait Island Regional Council (TSIRC)
- **Former tenant:** An individual who previously held a tenancy agreement with Council and no longer resides in a Council-managed property.
- **General Tenancy Agreement:** A legal agreement under the Residential Tenancies and Rooming Accommodation Act 2008 (Qld) that outlines the responsibilities of both tenant and Council in a rental arrangement.
- **Implied tenancy:** A situation where a person resides in a Council property and assumes the rights and responsibilities of a tenant, even without a formal signed agreement, as determined by a delegated Council officer.
- **Joint and several liability:** A legal principle where all tenants who sign a tenancy agreement are equally responsible for the full amount of any debt incurred under that agreement, regardless of individual contribution.
- **Level of need:** A housing assessment category (e.g. very high, high, moderate, or low) used to prioritise housing allocations based on the applicant's circumstances and urgency of need.
- **Rental debt:** Any outstanding rent or related charges owed to Council by a current or former tenant as a result of a tenancy agreement.
- **Statute-barred debt:** A debt that can no longer be legally recovered through court due to the expiration of a legally defined time period under the *Limitations of Actions Act 1974* (Qld).

- **Tenant:** A person who holds or has held a tenancy agreement with Council for a social housing property, including those assessed for housing or in debt due to past agreements.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulations 2024*
- *Housing Act 2003*
- *Department of Housing and Public Works Community Housing Rent Policy for Indigenous Councils*
- *Social Housing Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2023, 2026
Version:	1

Rental Debt Policy

Responsible Manager	Manager, Housing
Head of power	<i>Residential Tenancies and Rooming Accommodation Act 2008</i> <i><u>RTA Regulations 2024</u></i> <i>Housing Act 2003</i> Department of Housing and Public Works Community Housing Rent Policy for Indigenous Councils Social Housing Policy
Authorised by	Council
Authorised on	12 December 2023 <u>10 December 2025</u>
Implemented from	January 202 5 <u>4</u>
Last reviewed	202 5 <u>1</u>
Review history	202 5 <u>1</u>
To be reviewed on	January 202 7 <u>6</u>
Corporate Plan	People, Sustainability and Prosperity

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1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Rental Debt Policy.

1.1. Overview

This policy sets out the principles to be followed in Rental Debt Recovery. Our aim is to ensure:

- a) Torres Strait Island Regional Council actively pursues outstanding debts from both current and former tenants.

2. Application

This policy applies to all tenants, Council Officers, contractors, agents and assigns of Council

3. Legislation/Policies

This Policy is established with reference to obligations specified in the *Housing Act 2003*. This Policy is to be applied in conjunction with Debt Recovery Procedure and Rental Debt Management Procedure.

4. Provisions

- 4.1. Debts from a former tenancy cannot be transferred to a tenant's current or pending rental agreement as the debt has no bearing on the current tenancy. Council shall deal with the debts separately.
- 4.2. Council shall not allocate new housing ~~to~~ a tenant in debt until:
 - a) tenant repays the whole of the debt; ~~or~~
 - b) ~~tenant has made an agreement with Council and has progressed repaying the debt through an arrear's payment plan, and maintains consistent payment for up to 3 months.~~
- 4.3. If an applicant for new housing is assessed as being of a very high or high level of need, Council shall not delay the allocation because of the debt. The new tenant must sign a rent and arrears payment plan as part of their new general tenancy agreement. If the new tenant declines to sign a rent and arrears payment plan, applications may be approved but the allocation will be deferred until tenant has paid the debt in full, made payments towards their debt.
- 4.4. If the applicant is assessed as being of a moderate to low level of need, Council will not proceed with the new allocation of housing until the new tenant has paid off the debt in full. ~~entered into a rent and arrears payment plan as part of their new general tenancy agreement. If the new tenant declines to sign a rent and arrears payment plan,~~ Council will not proceed with the new allocation of housing for that tenant.
- 4.5. Council's Chief Executive Officer or Executive Director of Community Services ~~ies and Building Services~~ may~~has power to~~ waive statute-barred debts relating to housing, in accordance with financial delegation and relevant financial policy.

- 4.6. Multiple tenants who signed a general tenancy agreement are jointly and severally responsible for debts incurred under that agreement.
- 4.7. Tenants who are deemed by the delegated officer to have an implied tenancy will be responsible for any debt accrued while they have resided in a Council housing property.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22-10~~ December 202~~5~~4

Due for Revision: ~~22-10~~ December 202~~7~~6

James William
Chief Executive Officer

Appeals Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Appeals Policy.

2. SCOPE

This policy applies to all tenants, staff, Councillors, contractors, agents and assigns of Council.

This policy sets out the principles to be followed when an appeal is received. The *Residential Tenancies and Rooming Accommodation Act 2008* sets out the rights for tenants to appeal reviewable decisions by Council's Housing Unit regarding:

- (a) a person's eligibility to be offered social housing assistance;
- (b) the type of social housing to be offered to an applicant;
- (c) the area where social housing is to be offered to an applicant.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

This policy is to be applied in conjunction with Housing Complaint Management Policy.

- (a) Council will, in the first instance, encourage negotiation with the tenant with the aim to resolve the issue, before tenants consider the appeals process.
- (b) Council supports the right to appeal, based on Council's commitment to:
 - (i) Accessibility: all social housing tenants have the right to challenge decisions relating to the provision of housing services they believe are incorrect;

- (ii) addressing and responding to matters quickly and fairly;
- (iii) Redressing: reassessing decisions if policy is not applied correctly;
- (iv) Accountability: all decisions must be documented clearly and openly to ensure integrity in the process.
- (c) The appeals process provides Council with the opportunity to review policy and procedure effectiveness.
- (d) Council is committed to delivering quality client service, mutual respect and support to staff and tenants.

5. REPORTING

Nil.

6. DEFINITIONS

Refer to legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulations 2024*
- *Housing Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2021, 2023, 2026
Version:	1

Appeals Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Regulations 2024</i></u> Housing Policy
Authorised by	Council
Authorised on	102 December 202 53
Implemented from	January 202 64
Last reviewed	2023, <u>2025</u>
Review history	2021
To be reviewed on	December 2025 <u>January 2027</u>
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Appeals Policy.

1.1 Overview

This policy sets out the principles to be followed when an appeal is received. The *Residential Tenancies and Rooming Accommodation Act 2008* sets out the rights for tenants to appeal reviewable decisions by Council's Housing Unit regarding:

- a) a person's eligibility to be offered social housing assistance;
- b) the type of social housing to be offered to an applicant;
- c) the area where social housing is to be offered to an applicant.

2. Application

This policy applies to all tenants, staff, Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*. This policy is to be applied in conjunction with *Housing Complaint Management Policy*.

4. Provisions

- a) Council will in the first instance encourage negotiation with the tenant with the aim to resolve the issue, before tenants consider the appeals process.
- b) Council supports the right to appeal, based on Council's commitment to:
 - i) **Accessibility**: all social housing tenants have the right to challenge decisions relating to the provision of housing services they believe are incorrect;
 - ii) addressing and responding to matters quickly and fairly;
 - iii) **Redressing**: reassessing decisions if policy is not applied correctly;
 - iv) **Accountability**: all decisions must be documented clearly and openly to ensure integrity in the process.
- c) The appeals process provides Council with the opportunity to review policy and procedure effectiveness.
- d) Council is committed to delivering quality client service, mutual respect and support to staff and tenants.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025
Due for Revision: ~~22 January 2026~~ 2027

James William
Chief Executive Officer

Tenancy Breach Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Tenancy Breach Policy. Council has an obligation to ensure tenants respect the properties and communities they live in by fulfilling obligations under their tenancy agreement.

2. SCOPE

This policy applies to all tenants, Council Officers, and applicants of Council's Social Housing Register.

This policy sets out the principles to be followed when a breach is to be issued to a tenant, household member or a housing client within reason. Our aim is to ensure:

- (a) Council's policies and procedures provide the means for tenancies to be managed in a pro-active manner, which aims to work with and educate tenants on how to ensure compliance with the Acts and sustain their tenancy.
- (b) If a tenant is in breach of their responsibilities, Council will take reasonable steps to assist tenants remedy the breach.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

This Policy is to be applied in conjunction with Tenancy Breach Procedure.

The General Tenancy Agreement (GTA), *Residential Tenancies and Rooming Accommodation Act 2008*, the *Residential Tenancies and Rooming Accommodation Regulations 2024* and the *Housing Act 2003* set out the rights and responsibilities of both tenants and Council.

Council's policies and procedures provide the means for tenancies to be managed in a pro-active manner, which aims to work with and educate tenants on how to ensure compliance with the Acts and sustain their tenancy.

When either party breaches the terms of these acts either party has the right to seek remedy of the breach.

Notices to remedy a breach may be issued when:

- (a) All options locally have been exhausted, including seeking direction by the respective elected Divisional Councillor and/or, Prescribed Body Corporate of that Division where the rent payable under a tenancy agreement has remained unpaid for at least seven days after Council's last attempt to contact tenant; or
- (b) the tenant has breached another term of the agreement, such as:
 - (i) used the premises or any property adjoining the premises for an illegal activity; or
 - (ii) intentionally or recklessly destroyed or seriously damaged a part of the premises; or
 - (iii) interfered significantly with the reasonable peace, comfort or privacy of other tenants or other tenants' use of their premises.

Council must exhaust all options locally, including seeking direction and support of the respective elected Divisional Councillor and/or, Prescribed Body Corporate of that Division prior to issuing the tenant a Notice to remedy breach within the allowed remedy period in accordance with the Acts.

In seeking remedy for a breach by a tenant, Council staff must ensure that they fulfil the requirements of the Acts and the GTA.

If the tenant fails to remedy the breach within the allowed remedy period Council may make an application for Dispute Resolution with the Residential Tenancies Authority.

If a breach is not resolved, Council may issue a Notice to Leave, requesting that the tenant vacates the premises.

If a tenant fails to vacate a property after the prescribed handover date on the Notice to Leave, Council may apply to the Queensland Civil Administrative Tribunal for a Termination Order to effectively end the tenancy.

Tenants can access Council's complaint process if they are dissatisfied with a decision made by Council.

5. REPORTING

Nil.

6. DEFINITIONS

Refer to legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulations 2024*
- *Social Housing Policy Complaints Management Procedure*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2023, 2026
Version:	1

Tenancy Breach Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u>RTA Regulations 2024</u> Social Housing Policy
Authorised by	Council
Authorised on	22 January <u>10 December</u> 202 <u>5</u> ⁴
Implemented from	February 2024 <u>January 2026</u>
Last reviewed	2021 <u>2023, 2025</u>
Review history	2021
To be reviewed on	January 202 <u>7</u> ⁶
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Tenancy Breach Policy. Council has an obligation to ensure tenants respect the properties and communities they live in by fulfilling obligations under their tenancy agreement.

1.1. Overview

This policy sets out the principles to be followed when a breach is to be issued to a tenant, household member or a housing client within reason. Our aim is to ensure:

- a) Council's policies and procedures provide the means for tenancies to be managed in a pro-active manner, which aims to work with and educate tenants on how to ensure compliance with the Acts and sustain their tenancy.
- b) If a tenant is in breach, tenant is in breach of their responsibilities, Council will take reasonable steps to assist tenants remedy the breach.

~~b)c)~~

2. Application

This policy applies to all tenants, Council Officers, and applicants of Council's Social Housing Register.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*. This Policy is to be applied in conjunction with Tenancy Breach Procedure.

4. Provisions

The General Tenancy Agreement (GTA), *Residential Tenancies and Rooming Accommodation Act 2008* and *Residential Tenancies and Rooming Accommodation Regulations 2024*—the *Housing Act 2003* set out the rights and responsibilities of both tenants and Council.

Council's policies and procedures provide the means for tenancies to be managed in a pro-active manner, which aims to work with and educate tenants on how to ensure compliance with the Acts and sustain their tenancy.

When either party breaches the terms of these acts either party has the right to seek remedy of the breach.

Notices to remedy a breach may be issued when:

- a) All options locally have been exhausted, including seeking direction by the respective elected Divisional Councillor and/or, Prescribed Body Corporate of that Division where the rent payable under a tenancy agreement has remained unpaid for at least seven days after Council's last attempt to contact tenant; or
- b) the tenant has breached another term of the agreement, such as:
 - i) used the premises or any property adjoining the premises for an illegal activity; or
 - ii) intentionally or recklessly destroyed or seriously damaged a part of the premises; or
 - iii) interfered significantly with the reasonable peace, comfort or privacy of other

tenants or other tenants' use of their premises.

Council ~~must~~ must exhaust all options locally, including seeking direction and support of the respective elected Divisional Councillor and/or, Prescribed Body Corporate of that Division prior to issuing give the tenant a Notice to remedy breach within the allowed remedy period in accordance with the Acts.

In seeking remedy for a breach by a tenant, Council staff must ensure that they fulfil the requirements of the Acts and the GTA.

If the tenant fails to remedy the breach within the allowed remedy period Council may make an application for Dispute Resolution with the Residential Tenancies Authority.

If a breach is not resolved, Council may issue a Notice to Leave, requesting that the tenant vacates the premises.

If a tenant fails to vacate a property after the prescribed handover date on the Notice to Leave, Council may apply to the Queensland Civil Administrative Tribunal for a Termination Order to effectively end the tenancy.

Tenants can access Council's complaint process if they are dissatisfied with a decision made by Council.

~~Manager Responsible for Review:~~ _____ ~~Manager, Housing~~

Adoption: ~~22 January 2024~~ 10 December 2025

Due for Revision: ~~22 January 2026~~ 2027

James William
Chief Executive Officer

Housing Complaint Management Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Housing Complaint Management Policy.

2. SCOPE

This policy applies to all tenants, Council Officers, and applicants of Council Social Housing Register.

This policy sets out the principles of how to manage a complaint when received. Our aim is to ensure:

- (a) Clients who are not satisfied with tenancy management services are able to access Council's housing complaint process.
- (b) Effective handling of client complaints through a promptly, professional, and transparent process.
- (c) Clients trust the complaints management process will improve the quality of tenancy services provided as well as resolving disputes with respect and cultural sensitivity as appropriate.

This policy covers complaints lodged regarding the following Tenancy Management actions:

- (a) Application for Social Housing process;
- (b) Allocation of Housing process;
- (c) Change of Tenancy process; and
- (d) Rent Assessment process.

All other complaints shall be dealt with under Council's Complaint Management Policy.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the

Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

4.1 Tenant Complaint Levels

- (a) **Level one:** Complaints are straightforward and have minimal impact on Council tenancy management; they require minimum investigation and shall be dealt with at the point of service.
- (b) **Level two:** Complaints are of a more serious nature and have potential to impact negatively on Council's tenancy management standards. This level of complaint requiring substantial investigation shall be dealt with by the Manager Housing.
- (c) **Level three:** Complaints are generally complex and significant and have potential to cause lasting detriment; they usually require comprehensive assessment and shall be dealt with by the Executive Director Community Services.

4.2 Failure to abide by Council Principles

If a Council employee, Councillor, contractor, or agent does not conduct themselves strictly in accordance with the Local Government and Ethics Principles, they shall be thoroughly investigated by appropriate personnel. If proven guilty, appropriate disciplinary actions in accordance with Council policies apply.

5. REPORTING

Nil.

6. DEFINITIONS

- **Administrative Action Complaint:** A complaint about an administrative action of Council, including a decision, failure to make a decision, or the formulation of a policy.
- **Complainant:** A person or entity making a complaint.
- **Complaint:** An expression of dissatisfaction about Council's service, action, or decision, where a response or resolution is expected.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*

- *RTA Regulation 2024*
- *Social Housing Policy*
- *Social Housing Application Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2021, 2023, 2026
Version:	1

Housing Complaint Management Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Regulation 2024</i></u> Social Housing Policy Social Housing Application Policy
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2024 <u>January 2026</u>
Last reviewed	November 202 <u>5</u> 3
Review history	May 2021, <u>2023</u>
To be reviewed on	January 202 <u>7</u> 6
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Housing Complaint Management Policy.

1.1. Overview

This policy sets out the principles of how to manage a complaint when received. Our aim is to ensure:

- a) Clients who are not satisfied with tenancy management services are able to access Council's housing complaint process.
- b) Effective handling of client complaints through a promptly, professional, and transparent process.
- c) Clients trust the complaints management process will improve the quality of tenancy services provided as well as resolving disputes with respect and cultural sensitivity as appropriate.

This policy covers complaints lodged regarding the following Tenancy Management actions:

- a) Application for Social Housing process;
- b) Allocation of Housing process;
- c) Change of Tenancy process; and
- d) Rent Assessment process.

All other complaints shall be dealt with under Council's Complaint Management.

2. Application

This policy applies to all tenants, Council Officers, and applicants of Council Social Housing Register.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*.

4. Provisions

4.1. Tenant Complaint Levels

- a) **Level one:** Complaints are straightforward and have minimal impact on Council tenancy management; they require minimum investigation and shall be dealt with at the point of service.
- b) **Level two:** Complaints are of a more serious nature and have potential to impact negatively on Council's tenancy management standards. This level of complaint requiring substantial investigation shall be dealt with by the Manager Housing.
- c) **Level three:** Complaints are generally complex and significant and have potential to cause lasting detriment; they usually require comprehensive assessment and shall be dealt with by the Executive [Director Community Services](#) ~~Manager Housing Services~~.

4.2. Failure to abide by Council Principles

If a Council employee, Councillor, contractor, or agent does not conduct themselves strictly in accordance with the Local Government and Ethics Principles, they shall be thoroughly investigated by appropriate personnel. If proven guilty, appropriate disciplinary actions in accordance with Council policies apply.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025
Due for Revision: ~~22 January 2026~~ 10 December 2027

James William
Chief Executive Officer

Rent Review Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Rent Review Policy.

2. SCOPE

This policy applies to all tenants, Council Officers, Councillors, contractors, agents and assigns of Council.

This policy sets out the principles to be followed when a rent review is to be conducted. Council will conduct rent reviews on an annual basis, in compliance with the *Housing Regulation 2015* and the Assistance Agreement with the Department of Housing and Public Works.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

4.1 Provision

- (a) Council will generally set the date of review on the anniversary of the start date of a tenancy.
- (b) Tenants may request a re-assessment of their rent at any time because of a decrease of income or a change in household circumstances. Tenants must advise Council of the changes within 28 days of the changes occurring.
- (c) Tenants must provide written evidence of any change in household circumstances, using Council forms.
- (d) If the tenant provides the necessary evidence within 28 days of the document request, the rent is backdated to the date the change occurred.

- (e) If the tenant provides the necessary evidence after the expiry of the 28 days period, the effective date of the reviewed rent (if deemed reviewable) shall be from the date the evidence is provided.
- (f) Each rent assessment shall be electronically recorded, as an audit requirement.
- (g) If the rent payable increases as the result of a rent review, 4 weeks written notice to tenants will be provided. Rent shall not be increased between rent reviews.

Rent cannot be increased during a fixed term agreement unless it is stated in the tenancy agreement along with the amount.

4.2 Minimum rent

- (a) Tenants are required to pay the full amount of rent assessed. The exception being when Council charges the tenant minimum rent or a reduced rent during the review when:
 - (i) tenant is in severe economic difficulty;
 - (ii) tenant is in a temporary absence due to incarceration, domestic violence, hospitalisation or rehabilitation. Evidence is required.
- (b) The minimum rent is based on 10% of the dependent rate of Youth Allowance and is payable for sole tenants only with no other household members.
- (c) Minimum rent can only be used for existing tenants and should not be used to allocate public housing to applicants with no income.

4.3 Guaranteed rent period

- (a) To encourage household members in receipt of a Centrelink income to enter the workforce and minimise associated costs, household members can apply for a guaranteed rent period.
- (b) A guaranteed rent period is a guaranteed period of six months where rent will not increase due to a household member having an increase in their income due to commencing work.
- (c) A guaranteed rent period is not an entitlement but a benefit; therefore, household members should apply within 28 days of the household member commencing work.

5. REPORTING

Nil.

6. DEFINITIONS

- **Tenant:** A **tenant** is the person to whom the right to occupy residential premises under a residential tenancy agreement is given.

Note:

Under the *Acts Interpretation Act 1954*, section 35A, a reference in an Act to a person as lessee includes a reference to the person's personal representatives, successors and assigns. Under schedule 1 of that Act, a lessee includes a tenant.

A **tenant** also includes—

- (a) the person to whom the right to occupy residential premises is to be given under a proposed residential tenancy agreement; and
- (b) the subtenant of a tenant.

As defined under the *Residential Tenancies and Rooming Accommodation Act 2008*

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *Community Housing Rent Policy for Indigenous Councils*
- *Rent Policy*
- *Social Housing Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2021, 2023, 2026
Version:	1

Rent Review Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> Community Housing Rent Policy for Indigenous Councils Rent Policy Social Housing Policy
Authorised by	Council
Authorised on	30 June 2021
Implemented from	July 2021
Last reviewed	2021
Review history	2017, 2018
To be reviewed on	June 2023
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the *Rent Review policy*.

1.1. Overview

This policy sets out the principles to be followed when a rent review is to be conducted. Council will conduct rent reviews on an annual basis, in compliance with the *Housing Regulation 2015* and the Assistance Agreement with the Department of Housing and Public Works.

2. Application

This policy applies to all tenants, Council Officers, Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003* and *Housing and Rooming Accommodation Act 2008*. This policy is to be applied in conjunction with Rent Review Procedure.

4. Provision

- a) Council will generally set the date of review on the anniversary of the start date of a tenancy.
- b) Tenants may request a re-assessment of their rent at any time because of a decrease of income or a change in household circumstances. Tenants must advise Council of the changes within 28 days of the changes occurring.
- c) Tenants must provide written evidence of any change in household circumstances, using Council forms.
- d) If the tenant provides the necessary evidence within 28 days of the document request, the rent is backdated to the date the change occurred.
- e) If the tenant provides the necessary evidence after the expiry of the 28 days period, the effective date of the reviewed rent (if deemed reviewable) shall be from the date the evidence is provided.
- f) Each rent assessment shall be electronically recorded, as an audit requirement.
- g) If the rent payable increases as the result of a rent review, 4 weeks written notice to tenants will be provided. Rent shall not be increased between rent reviews.
- h) Rent cannot be increased during a fixed term agreement unless it is stated in the tenancy agreement along with the amount.

Minimum rent

- a) Tenants are required to pay the full amount of rent assessed. The exception being when Council charges the tenant minimum rent or a reduced rent during the review when:
 - i. tenant is in severe economic difficulty;
 - ii. tenant is in a temporary absence due to incarceration, domestic violence, hospitalisation or rehabilitation. Evidence is required.
- b) The minimum rent is based on 10% of the dependent rate of Youth Allowance and is payable for sole tenants only with no other household members.
- c) Minimum rent can only be used for existing tenants and should not be used to allocate public housing to applicants with no income.

Guaranteed rent period

- a) To encourage household members in receipt of a Centrelink income to enter the workforce and minimise associated costs, household members can apply for a *guaranteed rent period*.
- b) A guaranteed rent period is a guaranteed period of six months where rent will not increase due to a household member having an increase in their income due to commencing work.
- c) A guaranteed rent period is not an entitlement but a benefit; therefore, household members should apply within 28 days of the household member commencing work.

Manager Responsible for Review:

Adoption: 30 June 2021

Due for Revision: 30 June 2023

Manager, Housing



Hollie Faithfull
A/Chief Executive Officer

Tenant Absence Policy

1. PURPOSE

This policy sets out the principles to be followed when a tenant is absent from property for extended periods of time. As a social housing provider under the Residential Tenancies and *Rooming Accommodation Act 2008*, Torres Strait Island Regional Council aims to ensure:

- a) Supportive tenancy management services to successfully sustain long-term tenancies;
- b) Compliance with relevant Residential Tenancy Authority (RTA) regulations; and
- c) Tenant situations are considered and not disadvantaged through council's decision making.

2. SCOPE

This policy applies to all tenants, staff, Councillors, contractors, agents and assigns of Council.

This policy must be read in conjunction with Council's Abandoned Properties Policy.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

4.1 Incarceration

Where a tenant is incarcerated, tenant must:

- (a) Continue to comply by GTA responsibilities;
- (b) Ensure there are arrangements for yard maintenance; and
- (c) Ensure Council is aware of period of absence to avoid any suspect of abandonment.

If the tenant is incarcerated for six months and over, the tenancy will be terminated immediately. Consultation will be had with appropriate Councillor and PBC if needed,

to identify appropriate household member to succeed the tenancy or appropriate applicant from Council's register of needs to become tenant.

If the tenant is incarcerated for less than six months, a tenant absence application will be required for completion with incarceration advice attached. The Councillor for the appropriate division is to be notified. Evidence must be provided to confirm.

4.2 Provisions

- (a) Tenant can be away from their property for up to eight weeks without obtaining approval.
- (b) During any period of absence, tenants are required to keep paying their rent.
- (c) Absences eight weeks or more (maximum of six months), tenants must seek prior approval from Council's Housing Unit and provide evidence to support their requests, regardless of the reason of absence.
- (d) Each request will be assessed on a case-by-case basis and tenants will be required to provide evidence to substantiate the need for absence.
- (e) Tenant Absence requests are based on individual circumstances and may be declined provided the decision is justified and documented.
- (f) Council will reassess the tenant's need for ongoing housing assistance where the tenant is absent from property for unreasonable periods (beyond approved absent period / more than three months or in total a six-month period).
- (g) It is the tenant's responsibility to notify Council if a caretaker is appointed. A caretaker is not automatically entitled to live in the house. Tenants must receive written approval from Council for a caretaker to live in the house.
- (h) Tenants must provide interim contact details and caretaker details should any damage to property is reported, or abandonment is suspected.
- (i) A temporary absence of longer than six (6) months will not be approved unless in exceptional circumstances, on a case-by-case basis, and at Council's discretion.
- (j) If Council receives no information from tenant, the house may be deemed abandoned and Council will commence the abandonment process in accordance with the Abandoned Properties Policy.
- (k) In some cases, Council will consider applying reduced rent or minimum rent.
- (l) A fixed term agreement can be granted to the caretaker during the absence of the head tenant.

5. REPORTING

Nil.

6. DEFINITIONS

- **Abandonment:** When a property is vacated by the tenant without notice and with no clear intention to return, as defined under the Residential Tenancies and *Rooming Accommodation Act 2008 (Qld)*.

- **Caretaker:** An individual nominated by the tenant to oversee the property during their absence. A caretaker is not automatically entitled to reside in the property and must be approved in writing by Council.
- **Council:** Torres Strait Island Regional Council (Council), the local government authority responsible for managing social housing across its communities.
- **Exceptional circumstances:** Situations beyond the tenant's control (e.g. medical treatment, cultural responsibilities, family crises) that may justify a prolonged absence, to be assessed at Council's discretion.
- **General Tenancy Agreement (GTA):** A legal agreement between Council and a tenant that outlines the terms and conditions of tenancy under the Residential Tenancies and *Rooming Accommodation Act 2008 (Qld)*.
- **Incarceration:** A situation where the tenant is held in custody or imprisoned for any period of time.
- **Social Housing:** Affordable rental accommodation provided by Council to eligible individuals or families based on assessed need and subject to ongoing eligibility requirements.
- **Register of need:** Council's official housing waitlist used to assess and prioritise applications for social housing based on eligibility and level of need.
- **Temporary Absence:** A period during which the tenant is away from the property but intends to return, typically up to six (6) months and subject to Council approval.
- **Tenant:** A person who holds a general tenancy agreement with Council for a social housing property.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012 (Qld)*
- *Housing Act 2003 (Qld)*
- *Housing Regulation 2003 (Qld)*
- *Residential Tenancies and Rooming Accommodation Act 2008 (Qld)*
- *RTA Regulations 2024*
- *Social Housing Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2018, 2021, 2023, 2026

Version:

1

DRAFT



Tenant Absence Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009 (Qld)</i> <i>Local Government Regulation 2012 (Qld)</i> <i>Housing Act 2003 (Qld)</i> <i>Housing Regulation 2003 (Qld)</i> <i>Residential Tenancies and Rooming Accommodation Act 2008 (Qld)</i> <i><u>RTA Regulation 2024</u> Social Housing Policy</i>
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2024 <u>January 2025</u>
Last reviewed	2021 <u>2025</u>
Review history	2018, 2021, <u>2023</u>
To be reviewed on	January 202 <u>7</u> 6
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Tenant Absence Policy.

1.1 Overview

This policy sets out the principles to be followed when a tenant is absent from property for extended periods of time. As a social housing provider under the *Residential Tenancies and Rooming Accommodation Act 2008*, Torres Strait Island Regional Council aims to ensure:

- a) Supportive tenancy management services to successfully sustain long-term tenancies;
- b) Compliance with relevant [Residential Tenancy Authority \(RTA\)](#) regulations [2024](#); and
- c) Tenant situations are considered and not disadvantaged through council's decision making.

2. Application

This policy applies to all tenants, staff, Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*. This policy is to be applied in conjunction with Abandoned Properties Policy.

4. Incarceration

Where a tenant is incarcerated, tenant must:

- a) Continue to comply by GTA responsibilities;
- b) Ensure there are arrangements for yard maintenance; and
- c) Ensure Council is aware of period of absence to avoid any suspect of abandonment.

If the tenant is incarcerated for six months and over, the tenancy will be terminated immediately. Consultation will be had with appropriate Councillor and PBC if needed, to identify appropriate household member to succeed the tenancy or appropriate applicant from Council needs register to become tenant.

If the tenant is incarcerated for less than six months, a tenant absence application will be required for completion with incarceration advice attached. Councillors of appropriate division isare to be notified. Evidence must be provided to confirm.

5. Provisions

- a) Tenant can be away from their property for up to eight weeks without obtaining approval.
- b) During any period of absence, tenants are required to keep paying their rent.
- c) Absences eight weeks or more (maximum of six months), tenants must seek prior approval from Council's Housing Unit and provide evidence to support their requests, regardless of the reason of absence.
- d) Each request will be assessed on a case-by-case basis and tenants will be required to provide evidence to substantiate the need for absence.

Commented [DS1]: How are we notified of these details to make a determination?

Commented [CT2R1]: HO proceed under the provisions of Abandonment.

- e) Tenant Absence requests are based on individual circumstances and may be declined provided the decision is justified and documented.
- f) Council will reassess the tenants need for ongoing housing assistance where the tenant is absent from property for unreasonable periods (beyond approved absent period / more than three months or in total a six-month period).
- g) ~~It is the tenants responsibility to notify Council if a caretaker is appointed. can appoint a caretaker in tenant's absence.~~ A caretaker is not automatically entitled to live in the house. Tenants must receive written approval from Council for a caretaker to live in the house.
- h) Tenants ~~are encouraged to~~ must provide interim contact details ~~and/or~~ caretaker details ~~to ensure Council is aware of tenant whereabouts~~ should any damage to property is reported, or abandonment is suspected.
- i) A temporary absence of longer than 6 months will not be approved unless ~~for~~ in exceptional circumstances, on a case by case basis, and at Councils discretion.
- j) If Council ~~has still not heard~~ receives no information from tenant, the house ~~may~~ will be deemed abandoned and Council will commence the abandonment process in accordance with the ~~refer~~ Abandoned Properties Policy.
- k) In some cases, Council will consider applying reduced rent or minimum rent.
- k) A fixed term agreement can be granted to the caretaker during the absence of the head tenant

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025
Due for Revision: ~~22 January 2027~~ 16

James William
 Chief Executive Officer

Abandoned Properties Policy

1. PURPOSE

The purpose of this policy is to provide a clear, consistent and transparent framework for ensuring that the local government principles are reflected in the Abandoned Properties Policy.

2. SCOPE

This policy applies to all tenants, Council Officers, Councillors, contractors, agents and assigns of Council.

This policy sets out the principles to be followed when a property is deemed abandoned. As a social housing provider under the *Residential Tenancies and Rooming Accommodation Act 2008*, Torres Strait Island Regional Council is committed to providing a supportive tenancy management service to assist tenants to successfully sustain their tenancies. Our aim is to ensure Council is pro-active in its responses to tenancy management to support tenants but also to ensure compliance with the RTA regulations.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

- (a) When a property is suspected of being abandoned, Council will exhaust all options in an attempt to contact the tenant to determine if the tenant:
 - (i) is absent; or
 - (ii) requests a temporary absence; or
 - (iii) A fixed term agreement can be granted to the caretaker during the absence of the head tenant.
 - (iv) requests the tenancy to be terminated.
- (b) If the tenant does not provide Council with any information as to their future plan for the tenancy or is unable to be contacted, Council will follow the abandonment

process as prescribed by the Residential Tenancies Authority (RTA):

- (i) issue an Entry notice (Form 9) and affix the notice to the house; and
 - (ii) if the tenant has a forwarding address, send the document to tenant; and
 - (iii) 48 hours after entry notice is served, Council assesses whether abandonment has occurred; and
 - (iv) If abandonment has occurred, issue an Abandonment Termination Notice (Form 15) and affix the Notice to the house;
 - (v) If the tenant has a forwarding address, send the document to tenant; and
 - (vi) Housing Officers must explore all options to make contact with tenant before terminating the tenancy.
- (c) If the tenant does not contact Council within seven days of the notice, the tenant is assumed to have abandoned the property and the tenancy agreement automatically terminates. Once the tenancy is terminated Council will cease rent charges.
- (d) If the tenant disputes the abandonment notice, the tenant can lodge an application to the Queensland Civil and Administrative Tribunal.
- (e) In circumstances where there is good left behind in the property, Council will manage the disposal of goods as prescribed by the RTA.
- (f) Following termination of the tenancy, Council will allocate a new tenant in accordance with Allocation of Housing Policy.

5. REPORTING

Nil.

6. DEFINITIONS

Refer to legislation definitions.

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulation 2024*
- *Social Housing Policy*

8. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026

Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2017, 2026
Version:	1

DRAFT

Abandoned Properties Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <u><i>RTA Regulation 2024</i></u> Social Housing Policy
Authorised by	Council
Authorised on	30 June 2021 <u>10 December</u>
Implemented from	July 2021 <u>January 2026</u>
Last reviewed	202 <u>5</u> 1
Review history	2017, <u>2025</u>
To be reviewed on	June 2023 <u>January 2027</u>
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Abandoned Properties Policy.

1.1 Overview

This policy sets out the principles to be followed when a property is deemed abandoned. As a social housing provider under the *Residential Tenancies and Rooming Accommodation Act 2008*, Torres Strait Island Regional Council is committed to providing a supportive tenancy management service to assist tenants to successfully sustain their tenancies. Our aim is to ensure Council is pro-active in its responses to tenancy management to support tenants but also to ensure compliance with the RTA regulations.

2. Application

This policy applies to all tenants, Council Officers, Councillors, contractors, agents and assigns of Council.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003*. This policy is to be applied in conjunction with Appeals Policy.

4. Provisions

- a) When a property is suspected of being abandoned, Council will [exhaust all options in an attempt to contact the tenant to determine if the tenant:](#)
 - i) is absent; or
 - ii) requests a temporary absence; or
 - ~~ii)iii)~~ [A fixed term agreement can be granted to the caretaker during the absence of the head tenant.](#)
 - ~~iii)iv)~~ requests the tenancy to be terminated.
- b) If the tenant does not provide Council with any information as to their future plan for the tenancy or is unable to be contacted, Council will follow the abandonment process as prescribed by the Residential Tenancies Authority (RTA):
 - i) issue an Entry notice (Form 9) and affix the notice to the house; and
 - ii) if the tenant has a forwarding address, send the document to tenant; and
 - iii) [24 48](#) hours after entry notice is served, Council assesses whether abandonment has occurred; and
 - iv) If abandonment has occurred, issue an ~~an~~ Abandonment termination notice (Form 15) and affix the notice to the house; and
 - v) If the tenant has a forwarding address, send the document to tenant.
 - vi) [. Housing Officers must explore all options to make contact with tenant before terminating the tenancy.](#)
- c) If the tenant does not contact Council within seven days of the notice, the tenant is assumed to have abandoned the property and the tenancy agreement automatically terminates. Once the tenancy is terminated Council will cease rent charges.

- d) If the tenant disputes the abandonment notice, the tenant can lodge an application to the Queensland Civil and Administrative Tribunal.
- e) In circumstances where there is good left behind in the property, Council will manage the disposal of goods as prescribed by the RTA.
- f) Following termination of the tenancy, Council will allocate a new tenant in accordance with Allocation of Housing Policy.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January~~ December 2024 2025
Due for Revision: ~~22 January~~ January 2024 2027

James William
Chief Executive Officer

Allocation of Housing Policy

1. PURPOSE

This policy outlines the principles that guide the allocation of social housing properties to eligible applicants. Torres Strait Island Regional Council is committed to a fair, transparent, and accountable allocation process, ensuring decisions are made without favouritism or bias. The individual needs and circumstances of prospective tenants and their households are carefully considered in all allocation decisions.

2. SCOPE

This policy applies to all tenants, Council Officers, and applicants of Council's Social Housing Register.

3. LINK TO CORPORATE PLAN 2025-2030

TSIRC [Corporate Plan 2025-2030](#)

Outcome 1: Strengthening Our Communities

1.1 Provide Suitable Public Housing

- Work with the State and Federal Governments and community to ensure that all Torres Strait Island communities have access to safe, secure and culturally appropriate housing.

Outcome 2: A Proactive and Responsible Council

3.1 Provide Good Governance and Leadership

- Ensure responsible financial management and sustainability.
- Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.

4. POLICY STATEMENT

4.1 Councillors and staff must:

- (a) Declare any conflict between their personal interests and the interests of Council, pursuant to Council's Code of Conduct; and
- (b) Not disclose any confidential information about an applicant or tenant, their waitlist status, or any financial information to any external party.

4.2 Council must use eligibility criteria:

- (a) Has no outstanding debts with council
- (b) For long term social housing when allocating to prospective tenants; and
- (c) For all applicants who are seeking long term social housing through TSIRC as depicted in Social Housing Application Policy.

(d) Eligibility Categories:

1. **Very high need** - applicants who are experiencing
 - i) homelessness
 - ii) child safety issues

- iii) disability or medical needs
- iv) domestic violence

Note 1: where a tenant of a dwelling immediately impacted by a Katter Lease or entitlement is not the applicant or the beneficiary of that Lease or entitlement and relocation is required, the tenant shall be allocated a very high need prioritisation.

Note 2: Tenant holding a fixed-term GTA will remain on the register of needs as Category One (Very High Need).

- 2. **High need** - applicants living within the community whose current housing situation is overcrowded.
- 3. **Moderate need** - applicants living outside of the community without adequate housing who are applying to relocate to the community.
- 4. **Lower need** - applicants living outside of the community with adequate housing who are applying to relocate to the community.

Note: applicants living outside of the community who are requesting to move to an island and are experiencing homelessness in their current situation shall be rated as having a very high need.

- 4.3 Where a vacant property has disability modifications, it will be offered to the first applicant on the Register of Need whose needs are best met by the modifications. If there are no applicants listed on the Register that require disability modifications the property will be allocated in order of need.
- 4.4 Where a vacant property has no disability modifications, it is to be offered to applicants in the following order:
 - i) transfers initiated by Council
 - ii) very high need applicants in order of date of application
 - iii) high need applicants in order of date of application
 - iv) moderate need applicants in order of date of application
 - v) lower need applicants in order of date of application
- 4.5 Allocation is based on:
 - (a) Must be residing in community for 12 months before applicant can be tenanted (special circumstances in consultation with Councillor)
 - (b) Priority classification [level of housing need];
 - (c) bedroom entitlement;
 - (d) Social housing design that best meets the need of applicant; and
 - (e) Consideration of cultural connection to land and traditional ties to family, and where appropriate, can be verified in consultation with respective Prescribed Body Corporate (PBC) group.

5. AUTHORISATION OF PROPERTY ALLOCATION

The responsibility for allocating all social housing dwelling to eligible applicants is as follows:

- (a) For existing housing
 - (i) Allocation decision shall be made in consultation with the Division Councillor.

- (ii) Councillor may seek advice from the Prescribed Body Corporate [PBC] to confirm an applicant's connection to the land, family ties and suitability to live in the Division.
- (b) For new housing under a funded Federal Government building scheme
 - (i) Applicants shall provide Council with a proof of their cultural or traditional connection to the vacant land upon which housing is to be built, prior to Council commencing the allocation process on a given Division.
 - (ii) ILUA must be in place or 24JAA
 - (iii) Council shall use a consultative process with relevant stakeholders to determine allocation of new housing in each Division, considering Council's housing needs and Ailan Kastom.

Should no allocation decision be reached for existing and/or new housing through a consultation process within the allocated timeframe, the Manager Housing shall intervene to resolve the issue.

6. REPORTING

Nil.

7. DEFINITIONS

- **Applicant:** An individual or household who has submitted an application for social housing with Torres Strait Island Regional Council.
- **Council:** Torres Strait Island Regional Council (Council).
- **Cultural/Traditional connection:** The applicant's recognised and verifiable link to a specific Division or land through traditional ownership, family ties, or recognition by a Prescribed Body Corporate (PBC).
- **Division councillor:** The elected representative for a geographic Division within the TSIRC local government area.
- **ILUA:** Indigenous Land Use Agreement — a voluntary agreement between a native title group and others about the use of land and waters.
- **Prescribed Body Corporate (PBC):** An organisation representing native title holders for a specific area, consulted by Council to verify traditional connections or land ties.
- **Priority classification:** The category assigned to an applicant based on the level of housing need — including Very High, High, Moderate, and Lower need — as outlined in this policy.
- **Register of need:** A list maintained by Council that ranks eligible applicants according to their priority classification and application date.
- **Social Housing:** Affordable rental accommodation provided by Council to eligible individuals or families based on assessed need and subject to ongoing eligibility requirements.

- **Tenant:** A person who holds a general tenancy agreement with Council for a social housing property.

8. RELATED DOCUMENTS AND REFERENCES

This policy is established with reference to obligations specified in the Housing Act 2003 and *Residential Tenancies and Rooming Act 2008*. This Policy is to be applied in conjunction with Allocation of Housing Procedure.

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Housing Act 2003*
- *Housing Regulation 2003*
- *Residential Tenancies and Rooming Accommodation Act 2008*
- *RTA Regulations 2024*
- *Social Housing Policy*
- *Social Housing Application Policy*

9. REVIEW

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	18 February 2026
Next review date:	February 2028 (This policy will be reviewed every two years or as required by changes in legislation).
Review history:	2017, 2021, 2023, 2026
Version:	1



Allocation of Housing Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> <i><u>RTA Regulations 2024</u></i> <i>Social Housing Policy</i> <i>Social Housing Application Policy</i>
Authorised by	Council
Authorised on	<u><i>22 January 2024</i></u> <u><i>10 December 2025</i></u>
Implemented from	<u><i>February 2024</i></u> <u><i>January 2026</i></u>
Last reviewed	2021, <u><i>2025</i></u>
Review history	2017, 2021 <u><i>2023</i></u>
To be reviewed on	January 202 <u><i>7</i></u> 6
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Allocation of Housing Policy. All properties will be allocated in accordance with regulatory guidelines for Queensland.

1.1. Overview

This policy sets out the principles to be followed when allocating Social Housing properties to eligible applicants. Our aim is to ensure:

- a) Torres Strait Island Regional Council processes for the allocation of social housing ~~be~~ is transparent and decisions ~~be are~~ made without ~~favouritism~~ favoritism or bias; and
- b) The needs of prospective tenants and household is taken into consideration.

2. Application

This policy applies to all tenants, Council Officers, and applicants of Council's Social Housing Register.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003* and *Residential Tenancies and Rooming Act 2008* and RTA Regulations 2024. This Policy is to be applied in conjunction with Allocation of Housing Procedure.

4. Provisions

4.1. Councillors and staff must:

- a) Declare any conflict between their personal interests and the interests of Council, pursuant to Council's Code of Conduct; and
- b) Not disclose any confidential information about an applicant or tenant, their waitlist status, or any financial information to any external party.

4.2. Council must use eligibility criteria:

- a) Has no outstanding debts with council
- a)b) For long term social housing when allocating to prospective tenants; and
- b)c) For all applicants who are seeking long term social housing through TSIRC as depicted in *Social Housing Application Policy*.

Allocation Principles

Allocation of social housing is made to applicants based on needs. Applicants assessed as having the highest needs [i.e in the very high or high need categories] will be offered assistance ahead of applicants with lower housing needs [i.e moderate need or lower need categories] irrespective of how much longer the lower need applications have been waiting for assistance. Ailan Kastom considerations may impact on offers of housing.

Applications within each category have equal priority and are listed in order of application date.

The allocation process will commence once a property becomes vacant to ensure that properties are tenanted within the shortest possible timeframe.

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a) Offers of housing are made from the following four categories:

1. **Very high need** - applicants who are experiencing
 - i) homelessness
 - ii) child safety issues
 - iii) disability or medical needs
 - iv) domestic violence

Note: where a tenant of a dwelling immediately impacted by a Katter Lease or entitlement is not the applicant or the beneficiary of that Lease or entitlement and relocation is required, the tenant shall be allocated a very high need prioritization.

~~Note: Tenant holding a fixed-term GTA will remain on the register of needs as Category One (Very High Need).~~

Note: Tenant holding a fixed-term GTA will remain on the register of needs as Category One (Very High Need). Question if council agrees or not ?

2. **High need** - applicants living within the community whose current housing situation is overcrowded.
3. **Moderate need** - applicants living outside of the community without adequate housing who are applying to relocate to the community.
4. **Lower need** - applicants living outside of the community with adequate housing who are applying to relocate to the community.

Note: applicants living outside of the community who are requesting to move to an island and are experiencing homelessness in their current situation shall be rated as having a very high need.

- b) Where a vacant property has disability modifications, it will be offered to the first applicant on the Register of Need whose needs are best met by the modifications. If there are no applicants listed on the Register that require disability modifications the property will be allocated in order of need.
- e) Where a vacant property has no disability modifications, it is to be offered to applicants in the following order:
 - i) transfers initiated by Council
 - ii) very high need applicants in order of date of application
 - iii) high need applicants in order of date of application
 - iv) moderate need applicants in order of date of application
 - v) lower need applicants in order of date of application

4.3. Allocation is based on:

- a) Must be residing in community for 12 months before applicant can be tenanted (special circumstances in consultation with Councillor)
- a) Must be residing in community for 12 months before applicant can be tenanted (special circumstances in consultation with Councillor)
- b) Priority classification [level of housing need];
- c) bedroom entitlement;
- d) Social housing design that best meets the need of applicant; and

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- e) Consideration of cultural connection to land and traditional ties to family, and where appropriate, can be verified in consultation with respective Prescribed Body

Commented [CT1]: Add new section 4.3

a) Must be residing in community for 12 months before applicant can be tenanted (special circumstances in consultation with Councillor)

Corporate (PBC) group.

5. Authorisation of Property Allocation

The responsibility for allocating all social housing dwelling to eligible applicants.

5.1. For existing housing

- a) Allocation decision shall be made in consultation with the Division Councillor.
- b) Councillor may seek advice from the Prescribed Body Corporate [PBC] to confirm an applicant's connection to the land, family ties and suitability to live in the Division.

5.2. For new housing under a funded Federal Government building scheme

- a) Applicants shall provide Council with a proof of their cultural or traditional connection to the vacant land upon which housing is to be built, prior to Council commencing the allocation process on a given Division.
- ~~b) ILUA must be in place or 24JAA.~~
- ~~b) ILUA must be in place or 24JAA.~~
- c) Council shall use a consultative process with relevant stakeholders to determine allocation of new housing in each Division, considering Council's housing needs and Ailan Kastom.

Should no allocation decision be reached for existing and/or new housing through a consultation process within the allocated timeframe, the Manager Housing shall intervene to resolve the issue.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ _____

10 December 2025

James William

Due for Revision: ~~22 January 2027~~ 6

Chief Executive Officer

Commented [CT2]: Add new section 5.1 b)
ILUA must be in place or 24JAA

Property Inspection Policy

1. PURPOSE

The purpose of this policy is to outline Torres Strait Island Regional Council's (Council) approach to conducting routine inspections of social housing properties. Regular inspections ensure compliance with tenancy legislation, support the early identification of maintenance needs, and help preserve the condition and longevity of Council's housing assets.

This policy also ensures that inspections are carried out respectfully, lawfully and in accordance with Council's obligations under the *Residential Tenancies and Rooming Accommodation Act 2008 (Qld)* and the National Regulatory System for Community Housing (NRSCH).

2. SCOPE

This policy applies to all Council housing tenants, including employees, Councillors, contractors, agents and assigns of Council.

This policy is to be applied in conjunction with Council's Property Inspection Procedure.

3. LINK TO CORPORATE PLAN 2025-2030

- Strengthening our communities
 - *Provide suitable public housing*
- A proactive and responsible Council
 - 3.1 *Provide good governance and leadership*

4. POLICY STATEMENT

- 4.1. Council is pro-active in its management of housing assets to ensure the lifespan of all social housing dwellings is maximised and to meet compliance with its registration as a social housing provider under the National Regulatory System for Community Housing [NRSCH].
- 4.2. Council will carry out a routine inspection of every tenanted property once every six (6) months. Entry will be by providing tenants with an Entry notice as prescribed by the Residential Tenancies Authority [RTA].

- 4.3. The routine inspection will assist Council in maintaining the condition of its social housing assets through the early identification and reporting of repairs or maintenance at the time of inspection.
- 4.4. Whenever possible the Housing Officer will request the Environmental Health Worker to assist during the routine inspection in each division of Council.
- 4.5. If a tenant does not provide Council access to their rented home for the purpose of a yearly inspection, Council will follow the breach of tenancy process as prescribed by the RTA.

5. DEFINITIONS

- **Breach of Tenancy:** A failure by the tenant to comply with the terms of their tenancy agreement or relevant legislation, which may result in enforcement actions in line with the Residential Tenancies and Rooming Accommodation Act 2008 (Qld).
- **Entry Notice:** A formal written notice issued to the tenant in accordance with the Residential Tenancies and Rooming Accommodation Act 2008 (Qld), advising of Council's intent to enter the property for inspection.
- **Environmental Health Worker:** A Council officer who may accompany the Housing Officer during inspections to assess environmental health and hygiene-related matters within the dwelling.
- **Housing Officer:** A Council employee responsible for managing tenancy matters, including coordinating inspections, issuing notices, and liaising with tenants.
- **Routine Inspection:** An inspection conducted at regular intervals (typically every six months) to assess the general condition of the property and identify any repair or maintenance needs.

6. RELATED DOCUMENTS AND REFERENCES

This policy is established with reference to obligations specified in *Residential Tenancies and Rooming Act 2008*. This Policy is to be applied in conjunction with Property Inspection Procedure.

7. REVIEW

This Policy should be reviewed every three (3) years, or if legislation changes, or at the discretion of the Chief Executive Officer.

Policy type:	☒ Council ☐ Administrative
Directorate:	Community Services
Responsible Officer:	Manager, Housing
Authorised on:	January 2026
Next review date:	January 2027
Review history:	2017, 2021, 2023, 2025
Version:	06/25-V2



Property Inspection Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Housing Act 2003</i> <i>Housing Regulation 2003</i> <i>Social Housing Policy</i> <i>Residential Tenancies and Rooming Accommodation Act 2008</i> (Qld) <i>RTA Regulation 2024</i>
Authorised by	Council
Authorised on	22 January 2024 <u>10 December 2025</u>
Implemented from	February 2024 <u>January 2025</u>
Last reviewed	2021, <u>2025</u>
Review history	2017, 2021, <u>2023</u>
To be reviewed on	22 January 2027 <u>26</u>
Corporate Plan	People, Sustainability and Prosperity

POL_CS_2022_#187163_v2

1. POLICY STATEMENT

- a) Council is pro-active in its management of housing assets to ensure the lifespan of all social housing dwellings is maximised and to meet compliance with its registration as a social housing provider under the National Regulatory System for Community Housing [NRSCH].
- b) ~~Council will carry out a routine inspection of every tenanted property once every 6 months. Entry will be by providing tenants with an Entry notice as prescribed by the Residential Tenancies Authority [RTA]. Council will carry out a routine inspection of every tenanted property once every 6 months. Entry will be by providing tenants with an Entry notice as prescribed by the Residential Tenancies Authority [RTA].~~
- b) _____
- c) The routine inspection will assist Council in maintaining the condition of its social housing assets through the early identification and reporting of repairs or maintenance at the time of inspection.
- d) Whenever possible the Housing Officer will request the Environmental Health Worker to assist during the routine inspection in each division of Council.
- e) If a tenant does not provide Council access to their rented home for the purpose of a yearly inspection, Council will follow the breach of tenancy process as prescribed by the RTA.

2. SCOPE

This policy applies to all Council housing tenants, including employees, Councillors, contractors, agents and assigns of Council.

This policy is to be applied in conjunction with Property Inspection Procedure SPO28-PR1

3. AUTHORISATION

This policy was duly authorised by Council as Torres Strait Island Regional Council Property Inspection Policy on 22 January 2024 and shall hereby supersede any previous policies of the same intent.

Manager Responsible for Review: _____ Manager, Housing

Adoption: ~~22 January 2024~~ 10 December 2025
Due for Revision: ~~22 January 2027~~ 16

James William
Chief Executive Officer

Commented [CT1]: 1. b)

Council will carry out a routine inspection of every tenanted property once every 12 months. Entry will be by providing tenants with an Entry notice as prescribed by the Residential Tenancies Authority [RTA].



ORDINARY MEETING

21-22 JULY 2026

Agenda Item

6.1

DIRECTORATE: Corporate Services

AUTHOR: Community Grants Officer

COMMUNITY GRANTS PROGRAM ALLOCATION (JUNE 2026)

OFFICER RECOMMENDATION:

In accordance with Sections 194 and 195 of the *Local Government Regulation 2012* and Council's Community Grants Policy, Council resolves:

1. to allocate Community Grants Program funding (subject to 2026-2027 budget adoption) to the following applicants:
 - CG2027-001 – TUVIYAH TAMWOY, MABUIAG for \$2,500.00;
 - CG2027-003 – RENNAER BENJAMIN, KIRIRRI for \$2,500.00;
 - CG2027-004 – KULKA BALAS RUGBY LEAGUE TEAM, PORUMA for \$3,724.00;
 - CG2027-005 – WHITE DOVE MINISTRY, SAIBAI for \$2,000.00, and
2. to note the information in this report.

EXECUTIVE SUMMARY:

Four (4) applications were received before the monthly deadline of 5pm, 26/06/2026 which require resolution at this monthly Council meeting.

Additional details in relation to the Community Grants Program are provided in the following attachments to this report:

Attachment 1 - Details on Community Grant applications requiring Council resolution at this monthly meeting.

Attachment 2 - Overview of the 2026-27 Fund Balances as of 10 July 2026 (subject to 2026 - 2027 budget adoption).

Attachment 3 - Details on Eligible Funeral Grant Applications Processed During the Reporting Period.

Attachment 4 - Details on Grant Applications Processed During the Reporting Period.

Attachment 5 - Details on Grant Applications that required Divisional Contribution During the Reporting Period.

Attachment 6 - Acquittals from Previous Applications.

INTERESTED PARTIES/CONSULTATION:

- Councillors
- Chief Executive Officer
- Executive Directors
- Divisional Managers
- Community Grants Officer

BACKGROUND:

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

Community Grants applications 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:	<i>Local Government Regulation 2012</i>
Budgetary:	Approved allocation of funds for Community Grants as per TSIRC 2026-2027 budget (subject to 2026–27 budget adoption).
Policy:	<i>Community Grants Policy</i>
Legal:	N/A
Risk:	No financial risk identified as the allocation is within existing Community Grants budget (subject to 2026–27 budget adoption).
Links to Strategic Plans:	TSIRC Corporate Plan 2025-30 Focus Area 1 – Strengthening Our Communities ➤ <i>Supporting healthy lifestyles, engaged communities, and celebrating cultural heritage.</i>
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.

Prepared/Recommended:



Katherine Epseg
Community Grants Officer

Recommended:



Amy Orr
Executive Assistant to the CEO

Endorsed:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS

Attachment 1: Community Grant applications requiring Council resolution at this monthly meeting

Attachment 2: 2026-2027 Fund Balances on 10 July 2026

Attachment 3: Eligible Funeral Grant Applications Processed During the Reporting Period

Attachment 4: Grant Applications Processed During the Reporting Period.

Attachment 5: Grant Applications that required Divisional Contribution During the Reporting Period.

Attachment 6: Acquittal from Previous Applications.

Attachment 1: Community Grant applications requiring Council resolution

Applicant	Amount Requested	Project/Event	Contribution Amount	Division
CG2027-001 – TUVIYAH TAMWOY	\$2,500.00	BUILDING REPAIR EXPENSES: For the Church of The Living God on Mer Island, in preparation for their Spring Church Conference, 23-27/09/2026.	\$2,500.00	MABUIAG
CG2027-003 – RENNER BENJAMIN	\$2,500.00	CATERING EXPENSES: For the St Paul's Anglican Church's 100 Years celebration, 17-18/07/2026.	\$2,500.00	KIRIRRI
CG2027-004 – KULKA BALAS RUGBY LEAGUE TEAM	\$3,724.00	TRAVEL & ACCOMMODATION EXPENSES: For the Magun Warriors to participate in the 2026 Grassroots Rugby League Carnival in Cairns, 17-19/07/2026.	\$3,724.00	PORUMA
CG2027-005 – WHITE DOVE MINISTRY	\$3,220.54	GOODS & SUPPLIES: For the Women's social group monthly meetings and activities, 17/07/2026 – onwards.	\$2,000.00	SAIBAI

Attachment 2: 2026-2027 Fund Balances on 10 July 2026 (subject to budget adoption)

Division	Councillor	Budget	Less Approved Funding	Closing Balance
Boigu	Cr. Toby	\$ 25,000.00	\$0.00	\$25,000.00
Hammond	Cr. Dorante	\$ 25,000.00	\$500.00	\$24,500.00
St Pauls	Cr. Levi	\$ 25,000.00	\$0.00	\$25,000.00
Ugar	Cr. Stephen	\$ 25,000.00	\$0.00	\$25,000.00
Badu	Cr. Wosomo	\$ 25,000.00	\$2,000.00	\$23,000.00
Dauan	Cr. Elisala	\$ 25,000.00	\$0.00	\$25,000.00
Erub	Cr. Mye	\$ 25,000.00	\$0.00	\$25,000.00
Iama	Cr. Hankin	\$ 25,000.00	\$0.00	\$25,000.00
Kubin	Cr. Manas	\$ 25,000.00	\$0.00	\$25,000.00
Mabuiag	Cr. Fell	\$ 25,000.00	\$0.00	\$25,000.00
Mer	Cr. Kaigey	\$ 25,000.00	\$0.00	\$25,000.00
Poruma	Cr. Pearson	\$ 25,000.00	\$0.00	\$25,000.00
Saibai	Cr. Aniba	\$ 25,000.00	\$2,000.00	\$23,000.00
Warraber	Cr. Tamu	\$ 25,000.00	\$0.00	\$25,000.00
Yorke	Cr. Ted Mosby	\$ 25,000.00	\$0.00	\$25,000.00
Mayor	Mayor Mosby	\$ 25,000.00	\$0.00	\$25,000.00
CEO Donations	CEO	\$ 20,000.00	\$0.00	\$20,00.00
		\$ 420,000.00	\$ 4,500.00	\$ 415,500.00

Attachment 3: Eligible Funeral Grant Applications for processing During the Reporting Period

Funeral Donation/Travel Applications	Applicant	Amount Requested	Project/Event	Contribution Amount	Division
	FD2027-001 – NANSELLA BOWIE	\$6,500.00	FUNERAL EXPENSES: For the funeral of the Late Mr Robert Mauga on Warraber Island, Funeral date to be advised.	\$5,000.00	WARRABER
	FT2027-001 – MAGAN MATTHEW	\$6,510.00	TRAVEL EXPENSES: From Boigu Island to Horn Island to attend the funeral of the Late Mr Peter Marama in Cairns, 22/07/2026.	\$1,500.00	BOIGU

Attachment 4: Grant Applications Processed During the Reporting Period

Out-of-Cycle Community Grant Applications	Applicant	Amount Requested	Project/Event	Contribution Amount	Division
	CG2027-006 – LAURIANA BAIRA	\$2,500.00	TRAVEL EXPENSES: To support her daughter, Keithaliyah Baira participate in the U13-14 Girls Rugby League Championships in Gold Coast, 20-23/08/2027.	\$2,500.00	BADU
	CG2027-007 – CECILIAH WARUSAM	\$4,000.00	EDUCATIONAL FEES: To support Ceciliah Warusam's Certificate IV in Leadership & Management course at Cairns TAFE, 31/07/2026.	\$2,000.00	SAIBAI

Funeral Donation/Travel Applications	Applicant	Amount Requested	Project/Event	Contribution Amount	Division
	FT2026-054 – PAMAI DAU	\$2,150.00	TRAVEL EXPENSES: To attend the funeral of the Late Mr Lashane Sailor- Mosby on Warraber Island, 03/07/2026.	\$2,067.42	BOIGU
	FT2026-055 – SAMANTHA KRIS	\$4,476.00	TRAVEL EXPENSES: To attend the funeral of the Late Mr Lahsade Sailor- Mosby on Warraber Island, 03/07/2026.	\$4,476.00	WUG

Attachment 5: Grant Applications that required Divisional Contributions During the Reporting Period

	Applicant	Amount Requested	Project/Event	Contribution Amount	Division
Funeral Donation/Travel Applications (2025/2026)	FT2026-054 – PAMAI DAU	\$2,150.00	TRAVEL EXPENSES: To attend the funeral of the Late Mr Lahsade Sailor-Mosby on Warraber Island, 03/07/2026.	\$1,067.42	BOIGU
				\$500.00	PORUMA
				\$500.00	DAUAN
	FT2026-055 – SAMANTHA KRIS	\$4,476.00	TRAVEL EXPENSES: To attend the funeral of the Late Mr Lahsade Sailor-Mosby on Warraber Island, 03/07/2026.	\$1,984.28	WUG
				\$1,000.00	SAIBAI
				\$1,000.00	KUBIN
				\$491.72	DAUAN

	Applicant	Amount Requested	Project/Event	Contribution Amount	Division
Out-of-Cycle Community Grant Application	CG2027-006 – LAURIANA BAIRA	\$2,500.00	TRAVEL EXPENSES: To support her daughter, Keithaliyah Baira participate in the U13-14 Girls Rugby League Championships in Gold Coast, 20-23/08/2027.	\$2,000.00	BADU
				\$500.00	KIRIRRI

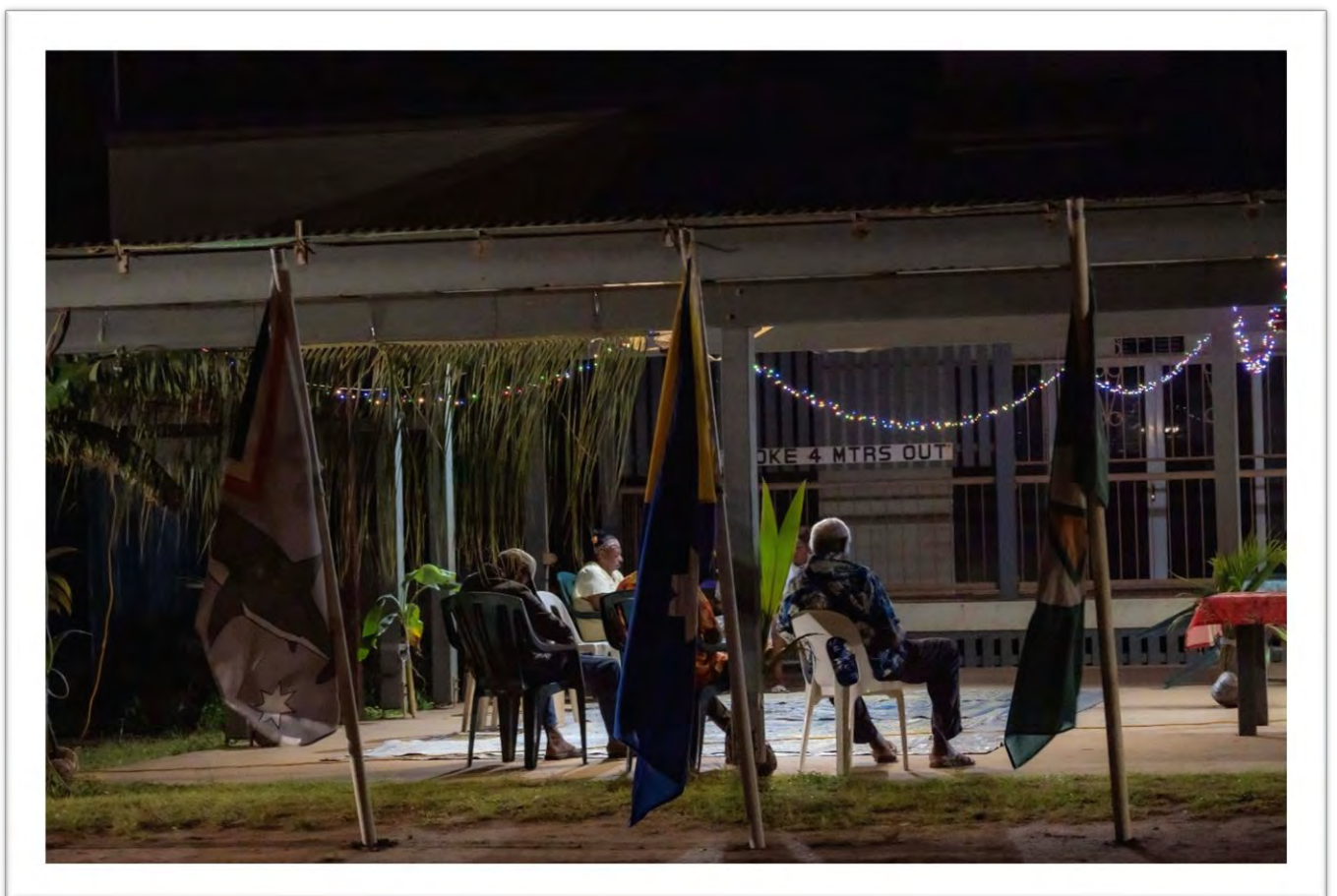
	Applicant	Amount Required	Project/Event	CEO Approval for 2025/2026 Fund Contribution	Division
Community Grant Application (2025-2026)	CG2026-103 – Magun Warriors	\$5,727.00	ACCOMMODATION EXPENSES: To participate on the 2026 Grassroots Rugby league Carnival in Cairns, 17-19/07/2026.	\$1,700.00 <i>*Supported at June OM.</i>	IAMA
				\$50.00	KIRIRRI
				\$1,500.00	UGAR
				\$1,500.00	DAUAN
				\$509.65	MER

Attachment 6: Acquittals From Previous Applications

1. IK2026-020 – SENPOL WOMEN'S GROUP – 2025 NAIDOC DAY CELEBRATION.



2. CG2026-009 – SAIBAI URAPUN WAKU FESTIVAL – AUGUST WAN 2025





ORDINARY MEETING JULY 2026

Agenda Item

6.2

DIRECTORATE: Corporate Services

AUTHOR: Grants Revenue Officer

FUNDING ACQUISITION REPORT (JUNE 2026)

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 June 2026 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 2026-27.

The report also outlines Council's continued effort to attract additional funding from both government and non-government sources.

In June 2026:

- 2 x funding submissions were successful for the value of \$375,000.00
 - Scheme Supply Fund (SSF) – 2024-26 Pathway 1 Allocation \$100,000.00
 - QLD Health – Quit Connector Program \$275,000.00
- 0 x funding application were 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 2026-2027

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment	Division
TSRA	\$ 290,000.00	Dauan and Ugar Helicopter Subsidy Scheme		1-Jul-26	Successful	Letter of Variation executed to extend services from 1 July to 31 Dec 2026. \$145,000 per Division.	Dauan & Ugar
TSRA	\$65,000.00	Hammond Island Ferry Subsidy Service		1-Jul-26	Successful	Letter of Variation executed to extend services effective 1 July 2026 to 31 Dec 2026. Additional funding was allocated for period 1 July to 30 Dec 2026.	Hammond
QLD Health	\$2,279,296.00	Aboriginal & Torres Strait Islander Environmental Health Program	27-Jun-25	1-Jul-26	Successful	DoV fully executed commencing 1 July 2026 to 30 June 2033. Qld Health will fund TSIRC \$2,279,296 per annum until 31/06/2033.	TS Region
Total of Funding Applied -	\$ 2,634,296.00						
Total of Funding Successful	\$ 2,634,296.00						
Total of Funding Unsuccessful	\$ -						
Total of Funding Pending	\$ -						

Capital Project Funding 2026-2027

Funding Stream	Total	Project Details	Date of Application	Date of Outcome	Outcome	Comment	Division
Secure Communities Partnerships Program (SCPP)- Rnd 2 Local Council Small Business Grant	\$ 268,500.00	Erub Island Security Upgrade	30-Mar-26		Pending		Erub
Secure Communities Partnerships Program (SCPP)- Rnd 2 Local Council Small Business Grant	\$384,000.00	Top Western Cluster Security Upgrade	30-Mar-26		Pending		Top Western Cluster
Dept of Sport & Recreation - Field of Play & Partnership Fund	\$ 829,029.00	Badu Oval Amenities Upgrade Project	3-Feb-26		Pending		Badu
Dept of Sport & Recreation - Field of Play & Partnership Fund	\$ 718,300.00	Mabuiag Sport Court Upgrade Project	3-Feb-26		Pending		Mabuiag
Total of Funding Applied - *Noting funding can span over numerous financial	\$ 2,199,829.00						
Total of Funding Successful	\$ -						
Total of Funding Unsuccessful	\$ -						
Total of Funding Pending	\$ 2,199,829.00						

Annual Local Government Funding 2026-2027

The table below highlights the Annual Local Government Funding that Council was allocated for 2026/27. 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	26/27 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 horizontal fiscal equalisation, enabling them to function by reasonable effort to an average standard.	Annual Allocation	50% paid upfront for current financial year 25/26. Balance to be paid in equal proportions every quarter.
Financial Assistance – Local Roads	\$ 337,801.40	Financial Assistance Local Roads is an annual allocation-based program to assist local governments with roads expenditure and to preserve its roads assets	Annual Allocation	50% paid upfront for current financial year 25/26. Balance to be paid in equal proportions every quarter.
Total Allocation for 25/26	\$ 33,952,437.52			

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 Administration and Communications team internally.

EXTERNAL FUNDING UPDATE:

Queensland Health funded Council to support Healthy Lifestyle Officers to undertake evidence-based health promotion activities to reduce tobacco smoking and vaping. The program commenced 1 June 2026 ending 30 November 2027.

Torres Strait Regional Authority (TSRA) signed a Funding Agreement for \$164,330 with Council in support of facilitating long term (10 year) Community-led Economic Development Strategic Action Plan for the Torres Island Region in partnership with stakeholders.

TSRA extended the duration of the contract effective 1 July 2026, ending 31 December 2026 with an additional funding of \$65,000 for the duration of the period.

TSRA also extended the Dauan and Ugar Helicopter Subsidies for a further six months effective 1 July 2026 to 31 December 2026. Additional grant of \$55,000.00 is added to the original amount of \$90,000 per division, the total amount per community is \$145,000 ending 31 December 2026.

TSRA offered variation to the terms and agreement for Warraber Sewer Pump Station (SPS) 1 Replacement project. The duration of the project was extended to be completed 11 February 2027.

Queensland Health also proposed a Deed of Variation to add Funding Schedule 2 for ATSI Environment Health Program 2025-2033, commencing 1 July 2026 for total funding of \$15,955,072.00. Funding per annum would be \$2,279,296.00. This program aims to facilitate employment of local LG environmental health workforce to build local capacity to support positive health outcomes, supported by Queensland Health.

Scheme Supply Fund 2024-26 – Pathway 1 Allocation funding will facilitate improvements to local government planning schemes to remove regulatory barriers and assist with unlocking additional land supply for housing. The project will support implementation of priority actions under Council’s Torres Strait Island Regional Council Social Housing Strategy.

The Closing the Gap Program grant for Torres Strait & Northern Peninsular Area Regional Organisation of Councils (TSNPAROC) was funded 23/09/2024 to support the operation and build governance, capacity and capability of TS&NPAROC. However, there is no expenditure to date, the Performance Reports for period 01/04/2025 to 31/10/2025 and 01/10/2025 to 31/03/2026 is outstanding. The department accepts combined reports rather than two separate reports for the reporting periods. Reports are to be completed by CEO’s Executive Assistant and currently in progress.

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. Communications and Administration team 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:	TSIRC Corporate Plan 2025-30 Focus Area 3– A Proactive & Responsible Council <i>3.2 Proactively advocate on behalf of our people for vital Federal and State Government funding consistent with community needs and Council priorities.</i>
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:

Belinda Down
Acting Manager Governance & Risk

Endorsed:

Michelle Webster
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS: Nil



ORDINARY MEETING

22-23 JULY 2026

Agenda Item

6.3

DIRECTORATE: Corporate Services

AUTHOR: Executive Director Corporate Services

TSIRC SPECIAL HOLIDAYS 2027

OFFICER RECOMMENDATION:

Council:

- (a) Endorses the nominated 2027 Special Holidays listed in the attachment to the officer's report; and
- (b) Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to submit the final list for 2027 Special Holidays to the Queensland Government Office of Industrial Relations.

EXECUTIVE SUMMARY:

This paper seeks Council endorsement of the nominated 2027 Special Holidays to be submitted to the Queensland Government Office of Industrial Relations.

Division 7 (**St Pauls**) has proposed the reinstatement of a previously gazetted holiday:

- 18 April – Kozan Outreach Church Day.

Division 12 (**Masig**) has proposed a new holiday:

- 5 July - Indigenous Protected Area (IPA) Celebration

The Torres Shire Council has nominated **Friday 17 September 2027** as its Show Day public holiday. In previous years, Council similarly adopts the same date, as this Torres Shire public holiday usually coincides with the dates for the biennial Winds of Zenadth Cultural Festival. As resolved at Council's Ordinary Meeting in July 2025, this *Torres Shire Council public holiday* is also incorporated into TSIRC's list of Special Holidays as 'Torres Strait Islands Show Day'. This public holiday will apply only to Council's Divisional Offices, as the Cairns Office observes a local council public holiday for the Cairns Show Day in July.

In accordance with the Council decision taken at the September 2023 meeting on Saibai, Special Holidays that fall on a weekend will not have a week-day public holiday in lieu. Region-wide Special Holidays that fall on a weekend, will continue to have a week-day public holiday (Monday) in lieu.

Interested Parties/Consultation:

- Mayor & Councillors (*no confirmation received from Boigu, Iama, Warraber & Mer prior to approval of this report*)
- Executive Director Community Services
- Head of Community Services
- Division Managers
- Torres Shire Council in relation to their nominated annual Show Day (which usually coincides with the biennial Winds of Zenadth Cultural Festival).

Background / Previous Council Consideration:

In accordance with the *Holidays Act 1983*, each year Queensland Local Government entities are invited to request special holidays to be observed during the following year for districts in their area.

Special Holidays are subject to approval of the Minister for Industrial Relations. The closing date for the 2027 nominations is Friday, 7 August 2026. Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette.

Under federal industrial relations legislation, employees are entitled to be absent from work or may refuse to work in reasonable circumstances on a public holiday, without loss of ordinary pay. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement. Under a directive of the *Public Sector Act 2022*, a special holiday is a holiday for public service employees unless otherwise determined by a chief executive.

COMPLIANCE / CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i> • <i>Holidays Act 1983</i> • <i>Public Sector Act 2022</i>
Budgetary:	Special public holidays are paid days for TSIRC staff.
Policy:	N/A
Legal:	N/A
Risk:	<i>Risk Management:</i> TSIRC employees are paid at standard rates for gazetted holidays.
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 Mirkok Ikya Malunhumun (The Masig Statement)	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples, in exercising our right to self-determination, we have the right to autonomy or self-government in matters relating to our internal and local affairs, as well as ways and means for financing their autonomous functions.</i>
Standing Committee Consultation:	N/A
Timelines:	Closing Date for submissions to the Queensland Government Office of Industrial Regionals is Friday, 7 August 2026 .

Other Comments: Nil.

Recommended:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

Proposed TSIRC Special Holidays for 2027

Torres Strait Island Regional Council Special holidays for 2027 calendar year

Region Wide

Region	Description/Historical Date	Proposed date for 2027
All TSIRC	Torres Strait Flag Day <i>(29 May)</i>	Mon, 31-May-27
All TSIRC	Mabo Day <i>(3 June)</i>	Thu, 3-Jun-27
All TSIRC	Coming of the Light <i>(1 July)</i>	Thu, 1-Jul-27
All TSIRC	First Councillors' Meeting Anniversary <i>(23 August 1937)</i>	Mon, 23-Aug-27
All TSIRC (except Cairns)	Torres Strait Islands Show Day	Fri, 17-Sep-27

Specific Division Holidays

Region	Description	Proposed date for 2027
Badu	Badu DOGIT Handover Anniversary <i>(2 February)</i>	Tue, 2-Feb-27
Badu	St. Marks Church Day <i>(25 April)</i>	Sun, 25-Apr-27
Badu	Coming of the Light to Badu <i>(30 October)</i>	Sat, 30-Oct-27
Badu	Native Title Determination Day <i>(14 December)</i>	Tue, 14-Dec-27
Boigu	United Pentecostal Church Day (Church of Rock) <i>(28 February)</i>	Sun, 28-Feb-27
Boigu	St Saviour Church Day - Torres Strait Church <i>(19 June)</i>	Sat, 19-Jun-27
Boigu	Coming of the Light <i>(8 July)</i>	Thu, 8-Jul-27
Boigu	August Festival <i>(7 August)</i>	Sat, 7-Aug-27
Boigu	Blood Covenant Church Dedication Day <i>(26 September)</i>	Sun, 26-Sep-27
Boigu	Native Title Determination Day <i>(10 December)</i>	Fri 10-Dec-27
Dauan	Ascension Day (Church Day of Parish of Ascension) <i>(8 May)</i>	Sat, 8-May-27
Dauan	Coming of the Light and Native Title Determination Day <i>(6 July)</i>	Tue, 6-Jul-27
Dauan	Church of the Holy Cross Day <i>(14 September)</i>	Tue, 14-Sep-27
Erub	Coming of the Light <i>(2 July)</i>	Fri, 2-Jul-27
Erub	The Ark of Transfiguration <i>(6 August)</i>	Fri, 6-Aug-27
Erub	All Saints Church Day <i>(1 November)</i>	Mon, 1-Nov-27
Erub	Native Title Determination Day <i>(8 December)</i>	Wed, 8-Dec-27
Hammond	Patron St Joseph Day <i>(2 May)</i>	Sun, 2-May-27
Hammond	Hammond Church Opening Day <i>(15 September)</i>	Wed, 15-Sep-27
Iama	Zaranguai Day <i>(8 January)</i>	Fri, 8-Jan-27
Iama	St John Divine Church Day <i>(19 June)</i>	Sat, 19-Jun-27

Torres Strait Island Regional Council

Special holidays for 2027 calendar year

Region	Description	Proposed date for 2027
Iama	Turan Tabernacle Church Day Iama (14 September)	Tue, 14-Sep-27
Iama	Native Title Determination Day (13 December)	Mon, 13-Dec-27
Kubin	Mualgal Native Title Determination Day (12 February)	Fri, 12-Feb-27
Kubin	St Peter's Church Day (29 June)	Tue, 29-Jun-27
Mabuiag	St. Mary's Church Day (2 February)	Tue, 2-Feb-27
Mabuaig	Wagadagam Tribal Chief Initiation Day (29 June)	Tue, 29-Jun-27
Mabuiag	Native Title Determination Day (6 July)	Tue, 6-Jul-27
Mabuiag	St. Mary's Church Dedication Day (1 August)	Sun, 1-Aug-27
Mabuiag	Coming of the Light (3 September)	Fri, 3-Sep-27
Masig	Coming of the Light (3 July)	Sat, 3-Jul-27
Masig	(new) Masigilgal Indigenous Protected Area (IPA) Celebration (5 July)	Mon, 5-Jul-27
Masig	Masig Native Title Determination Day (7 July)	Wed, 7-Jul-27
Masig	St John the Evangelist Church Day (27 December)	Mon, 27-Dec-27
Mer	Dauar Waier Observation Festival (14 June)	Mon, 14-Jun-27
Mer	Coming of the Light (2 July)	Fri, 2-Jul-27
Mer	St. James Anglican Church Day (25 July)	Sun, 25-Jul-27
Mer	Cease Fire Day (15 August)	Sun, 15-Aug-27
Poruma	Zaranguai Day (8 January)	Fri, 8-Jan-27
Poruma	Native Title Determination (7 July)	Wed, 7-Jul-27
Poruma	Indigenous Protected Area (IPA) Celebration (18 July)	Sun, 18-Jul-27
Poruma	St Andrews Church Day (30 November)	Tue, 30-Nov-27
Saibai	Native Title Determination Day (12 February)	Fri, 12-Feb-27
Saibai	Holy Trinity Church Day (First Trinity Sunday in the calendar year)	Sun, 23-May-27
Saibai	Annexure Day (1 August)	Sun, 1-Aug-27
Saibai	Church Dedication Day (4 December)	Sat, 4-Dec-27
St Pauls	St Pauls Anglican Church Day (25 January)	Mon, 25-Jan-27
St Pauls	Mualgal Native Title Determination Day (12 February)	Fri, 12-Feb-27
St Pauls	(new) Kozan Outreach Church Day (18 April)	Sun, 18-Apr-27
St Pauls	Florence Buchanan Day (Coming of the Light) (19 May)	Wed, 19-May-27
Ugar	Coming of the Light Celebrations (2 July)	Fri, 2-Jul-27

Torres Strait Island Regional Council

Special holidays for 2027 calendar year

Region	Description	Proposed date for 2027
Ugar	The Ark of Transfiguration Church Day <i>(6 August)</i>	Fri, 6-Aug-27
Ugar	The Ark of Transfiguration Church Dedication Day <i>(17 October)</i>	Sun, 17-Oct-27
Ugar	All Saints Church Day <i>(1 November)</i>	Mon, 1-Nov-27
Ugar	Native Title Determination Day <i>(9 December)</i>	Thu, 9-Dec-27
Warraber	Zaranguai Day <i>(8 January)</i>	Fri, 8-Jan-27
Warraber	St Peter's Church Day <i>(29 June)</i>	Tue, 29-Jun-27
Warraber	Coming of the Light <i>(10 July)</i>	Sat, 10-Jul-27
Warraber	Native Title Determination <i>(24 July)</i>	Sat, 24-Jul-27



DIRECTORATE: Corporate Services

AUTHOR: Acting Manager, Governance & Risk

OPERATIONAL PLAN 2025-26 – Q4 PROGRESS REPORT

OFFICER RECOMMENDATION:

Council receives and notes the progress report on the implementation of the 2025-2026 Operational Plan for the period April to June 2026 (Q4).

EXECUTIVE SUMMARY:

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

The Fourth quarter (Q4) report reflects the progress in implementing the 2025-2026 Operational Plan, a critical framework designed to enhance the well-being and quality of life across the 15 communities.

Complete

In progress

On hold

Not started

11

40

0

1

INTERESTED PARTIES/CONSULTATION:

Chief Executive Officer, Executive Directors and Managers of Financial Services, Community Services, Engineering Services, Building Services and Corporate Services.

BACKGROUND:

The Operational Plan 2025-2026 was adopted by Council on 17 June 2025. Under legislation, Council is required to report on the progress of the Operational Plan on a regular basis.

Pursuant to both the *Local Government Act 2009*, and the *Local Government Regulation 2012*, Council has prepared an annual Operational Plan in alignment with the Corporate Plan 2025-2030.

The annual Operational Plan outlines how Council plans to progress the implementation of the 5-year Corporate Plan during the financial year 2025-2026. Performance and progress against the objectives set forth in the Operational Plan is reported quarterly by the relevant Directorates of Council. The results for Q4 2025-2026 are contained in attachment 1. The report outlines achievements and comments.

Please note that 40 existing objectives will rollover into the new 2026-27 Operational plan.

COMPLIANCE / CONSIDERATIONS:

Statutory:	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
Budgetary:	The Operational Plan has been developed in conjunction with the development of the annual budget to ensure activities recorded in the plan have been appropriately funded where required.
Policy:	N/A
Legal:	It is a statutory requirement that Council reports quarterly on its annual Operational Plan.
Risk:	Deliverability may be impacted by funding timing and staff resourcing
Links to Strategic Plans:	Aligns with the Corporate Plan 2025-2030
<i>Malungu Yangu Wakay</i> (The Masig Statement):	Aligns with the social and cultural aspirations of <i>Malungu Yangu Wakay</i> .
Standing Committee Consultation:	N/A
Timelines:	Quarterly report

Prepared:



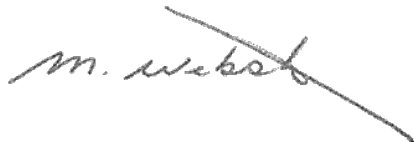
Belinda Down
Corporate Planning Lead

Recommended:



Belinda Down
Acting Manager Governance and Risk

Endorsed:



Michelle Webster
Acting Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS

Attachment 1: Operational Plan 2025-26 Quarter 4 Report

Operational Plan 2025-2026: Q4 Progress Report

Office of the CEO

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
1	Advancing the MASIG statement is now Advancing the Malungu Yangu Wakay statement	3.A proactive and responsible Council	Office of the CEO	In progress – to be rolled over into new 2026- 27 Plan	Action Plan progressed Advocacy Plan progressed Successful community engagement	Plan has progressed through Governance and Leadership including updating the consistency in language across all platforms. It is still a priority of Council. The new wording is now reflected in the objective.
2	Transition Action Plan (TAP)	3.A proactive and responsible Council	Office of the CEO	In progress - to be rolled over into new 2026- 27 Plan	60% of Cairns Footprint to be transitioned back to the region by 2028 Closure of Grafton Street Office during 2028 Robust advocacy and lobbying from 1 July 2025 to 30 June 2028	Progress regularly reported to Strategic Action Reference Group (SARG) and Council
3	Financial Sustainability	3.A proactive and responsible Council	Office of the CEO	In progress - to be rolled over into new 2026- 27 Plan	Implementation of initiatives	Progress regularly reported to SARG and Council
4	Refresh organisation's values	3.A proactive and responsible Council	Office of the CEO	In progress - to be rolled over into new 2026- 27 Plan	Engagement with Council staff and elected members to review the organisation's values	Culture survey of organisation undertaken with results reported and workshopped with to Executive Leadership Team. The results are still to be reported to council

Financial Services

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
5	Enhancement of Human Resources and Payroll (HRP) modules to maximise the benefit from the use of Technology One including the automation of repetitive tasks to create more capability to focus on value added tasks	3.A proactive and responsible Council	Financial Services	In progress - to be rolled over into new 2026- 27 Plan	Phase 2 of HRP enhancement project which focuses on the roll-out of employee self-services including leave and time-sheet entry and updating personal data External review of HRP module to provide recommendations on process improvements including removal of redundant tasks and automation of repetitive tasks	Work continues in collaboration with TechnologyOne and ADO Pty Ltd. Ongoing resource constraints within TechnologyOne have impacted project timelines, and although ADO Pty Ltd is actively engaging with TechnologyOne, a final completion date has yet to be confirmed. The project will therefore extend into the 2026/27 Operational Plan.
6	Conduct desktop asset valuation for all asset classes required under Australian Accounting Standards.	3.A proactive and responsible Council	Financial Services	In progress - to be rolled over into new 2026- 27 Plan	External Audit signoff, of Desktop valuation.	Desktop asset valuations for all relevant asset classes were completed within the established timeframes and provided to the external auditors for review. Any auditor queries and feedback are being addressed as part of the audit process to support compliance with Australian Accounting Standards.
7	Develop a Procurement Strategy that prioritises contract management capability enhancement.	3.A proactive and responsible Council	Financial Services	Complete	Adoption of Strategy by Council	Draft Strategy is now complete and with Executive Director for final review pending presentation to Council for adoption. Expected to go to Council August 2026.
8	Address recommendations made in the Asset Management gap analysis report specified in the short and medium term	2.Maintaining and renewing our Infrastructure	Financial Services	Not started - to be rolled over into new 2026- 27 Plan	Implementation of all recommendations in the short to medium term	Due to resource constraints and competing priorities, this project has not commenced and will be carried forward into the 2026/27 Operational Plan. However, substantial progress has been achieved in the Asset Management area, including the completion of the annual

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
						Strategic Investment Plan (SIP) refresh and the desktop asset valuation review, supporting ongoing compliance and improved asset management outcomes.
9	Annual refresh of Council's Strategic Investment Plan	2.Maintaining and renewing our Infrastructure	Financial Services	Complete	Adoption of updated Strategic Investment Plan by Council	Adopted in February 2026 Council meeting.

Engineering Services

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
10	Mabuiag Road and Culvert Upgrade	2.Maintaining and renewing our Infrastructure	Engineering Services	Complete	The access road and culvert connecting the community to the cemetery and landfill is upgraded. The culvert and section of road is always now accessible including monsoon tides.	The project reached Practical Completion in December 2025 and is currently within the Defects Liability Period.
11	Erub Road Kemus Road and Culvert Works (TSIRC and Australian Defence Force (ADF) Contributed Project)	2.Maintaining and renewing our Infrastructure	Engineering Services	Complete	The culvert crossing on Kemus road is successfully upgraded purpose design/built culvert and provide all weather accessing connecting the community to the historical "Coming of the Light" site.	The project reached Practical Completion prior to 30 June 2026 and is now in the Defects Liability Period.
12	Warraber Road Paving Works (TSIRC and ADF Contributed Project)	2.Maintaining and renewing our Infrastructure	Engineering Services	Complete		All works have been completed.
13	Ugar Coastal Erosion defence and restoration works	4.Protecting our natural environment	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Funding successfully obtained, and engineered coastal defence works and site restoration works are underway.	This project is currently under preliminary design and environmental approval phase. At this stage, public tender is now expected for April 2027.

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
14	Hammond and Erub Disaster Recovery Funding Arrangements (DRFA) Road Restoration Works	2.Maintaining and renewing our Infrastructure	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Road restoration works completed.	The Hammond DRFA Works reached Practical Completion in July 2026 and have now entered the Defects Liability Period. The Erub DRFA Works are progressing well and remain on track to achieve Practical Completion before December 2026.
15	Boigu Aerodrome Apron Upgrade and Drainage Works	2.Maintaining and renewing our Infrastructure	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Apron upgraded to purpose design/built concrete and appropriate drainage systems installed. Aerodrome accessible all weather.	The project is currently in the tender and procurement phase. Subject to Council approval, the contract is expected to be awarded at the July 2026 Ordinary Council Meeting.
16	Dauan Barge Ramp Renewal Works	2.Maintaining and renewing our Infrastructure	Engineering Services	Complete	Barge ramp renewal works completed and barge ramp now accessible at all tides.	The project reached Practical Completion in January 2026 and is currently within the Defects Liability Period.
17	Aerodrome Obstacle Clearing - Saibai, Boigu and Masig	2.Maintaining and renewing our Infrastructure	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Mangrove and vegetation clearing completed at identified aerodromes. Any obstacles and vegetation infringing aerodrome safe operations cleared.	The Saibai and Masig aerodrome vegetation clearing works have been completed. Approximately 75% of the Boigu scope has been completed, with the contractor scheduled to remobilise to site in July 2026 to complete the remaining works.
18	Various eligible Islands of DRFA Works Program - Road reconstruction works.	2.Maintaining and renewing our Infrastructure	Engineering Services	Complete	Contract awarded and works underway and nearing completion.	Project reached practical completion in March 2025.
19	Marine Infrastructure Project - Dauan, Saibai and Boigu Jetties	2.Maintaining and renewing our Infrastructure	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Tender and procurement completed with jetty upgrade works underway. Existing jetties at two communities deconstructed and disposed.	The Saibai and Dauan Jetty Replacement Project is progressing on schedule and remains on track for completion by December 2026. The existing jetties at both sites have been successfully deconstructed, with

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
						construction of the new infrastructure well underway.
20	Delivery of Coastal Defence works at Iama, Warraber and Masig	4.Protecting our natural environment	Engineering Services	In progress - to be rolled over into new 2026- 27 Plan	Warraber Seawalls Contract awarded and construction near completion (stage 1 completed). Masig Seawalls Over 50% seawalls constructed Iama Seawalls Final completion certificate issued upon successful completion of end the Defect & Liability Period.	The Warraber Seawalls Stage 1 works have been completed, with Stage 2 on track for completion by the end of July 2026. The Masig Seawalls Project is progressing on schedule and remains on track for completion by December 2026. The North West (NW) seawall section is expected to be completed by the end of July 2026, with construction of the North East (NE) section of the island scheduled to commence in August 2026.

Building Services

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
21	Integrate and improve service delivery across Maintenance, Upgrades and Home Ownerships	2.Maintaining and renewing our Infrastructure	Building Services	In progress - to be rolled over into new 2026- 27 Plan	Reduction in aged works and reduction in backlog invoicing	Process improvements continue to be implemented across the service, contributing to a reduction in aged and current tasks, improved reconciliation of resources, and improved reporting to internal and external stakeholders.
22	Partner with stakeholders to deliver well designed housing solutions through planning and building	1.Strengthening our communities	Building Services	In progress -to be rolled over into new 2026- 27 Plan	New households delivered to create sustainability and ease of living in a risk adverse geographical remote location	Mabuiag houses have landed on site and are on schedule for practical completion in July 2026.

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
23	Improve WPH&S standards through empowering employees	3.A proactive and responsible Council	Building Services	In progress - to be rolled over into new 2026- 27 Plan	Promote and support service delivery in a healthy and safe manner	Staff continue to utilise the MANGO safety app to complete daily safety tasks such as pre-start meetings, Take 5's risk assessments, vehicle checks and Safe work method statements.
24	Improve project reporting and integrate into one IT system	3.A proactive and responsible Council	Building Services	In progress - to be rolled over into new 2026- 27 Plan	Improved streamline delivery with timely invoice which supports reconciliation.	Technology One, Enterprise Asset Management System enhancement approved and development is currently in progress with a project timeframe for completion by October 2026.

Community Services

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
25	Implement outreach Indigenous Knowledge Centres (IKC) First 5 Forever in 10 IKC communities	1.Strengthening our communities	Health & Wellbeing	In Progress - to be rolled over into new 2026- 27 Plan	Implement 4 mobile library boxes in 4 communities	Implementation of the 4 mobile Library boxes is a work in progress. Completion date for implementation is 30 September 2026.
26	Retention of workforce and Reducing barriers to participation in physical activities.	1.Strengthening our communities	Health & Wellbeing	In Progress - to be rolled over into new 2026- 27 Plan	No of FTE No of Participants	Council has successfully met its 2025-26 operation requirement for workforce retention and delivery of physical activities. Council will continue to implement these requirements through the 2026-27 Operational Plan

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
27	Development of Community Action Plan focus on Food security	1.Strengthening our communities	Health & Wellbeing	Complete	Number of successful Community Action Plans.	Endorsement of plan July 2026.
28	Plan, Develop and Implement Digital Inclusion	1.Strengthening our communities	Health & Wellbeing	Complete	Implement 10 connectivity sites	Digital Inclusion Programs were successfully delivered across the 10 IKC sites. The Digital Inclusion Program, delivered in partnership with State Library Queensland, ceased on 30 June 2026
29	Enhance Visitor Management system - QR Code	1.Strengthening our communities	Engagement	In Progress - to be rolled over into new 2026- 27 Plan	Implement improved system to better capture of data	Implementation of the Enhance Visitor Management System will be trialled at Mabuiag during the 2026-27 financial year.
30	Delivery of Biosecurity compliance program	4.Protecting our natural environment	Environment and Health	In Progress - to be rolled over into new 2026- 27 Plan	Complete surveillance and reporting of Fruit fly blocking program	Contract Renewal with Department of Primary Industries to continue implementing Fruit Fly Blocking Program in 2026-27 FY
31	Deliver illegal dumping program	4.Protecting our natural environment	Environment and Health	In Progress - to be rolled over into new 2026- 27 Plan	Employment of 1.5FTE and full implementation of program	The Illegal Dumping Program will continue in 2026-27, following advice received from the Department of Environment, Science, Tourism and Innovation.
32	Pest Management Program	4.Protecting our natural environment	Environment and Health	In Progress - to be rolled over into new 2026- 27 Plan	Implement mosquito management plan. "Program & applicable plan (s) implemented. Inspection, education, control activities	The Pest Management Plan has been developed, and its implementation will be undertaken during the 2026-27 financial year.
33	Development of co-designed community environmental health plans	1.Strengthening our communities	Environment and Health	In Progress - to be rolled over into new 2026- 27 Plan	Council's endorsement on Community Environmental Health Plans	Consultation with the Cairns Public Health Services regarding the development of the Community Environmental Health Plan is ongoing. Once the plan is finalised, community consultation will be undertaken, followed by Council endorsement

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
						during the 2026-27 financial year.
34	Delivery in accordance with funding guidelines (Aged Care)	1.Strengthening our communities	Aged Care	In Progress - to be rolled over into new 2026- 27 Plan	Achieve delivery of quality care; upskill and retention of workforce; financial sustainability and client satisfaction	Continue working in partnership with TAFE Queensland to deliver the identified training requirement. Opportunities to secure funding to support the implementation of management software will continue to be explored, with the aim of service delivery and operational efficiency. Work will progress into 2026-27.
35	Delivery of effective childcare and afterschool care services	1.Strengthening our communities	Childcare	In Progress - to be rolled over into new 2026- 27 Plan	Achieve objectives of funding agreement to: Increase enrolment; develop workforce; ensure safe and nurturing environment; improve access; promote cultural inclusivity; deliver improved reporting mechanisms and; promote community engagement	Capital Works project at Aragon Childcare is progressing as planned. Opportunities to work in partnership with TAFE Queensland to deliver identified professional development and training requirements are being explored. This work will continue into 2026-27 FY to support ongoing service improvement and workforce capability.

Corporate Services

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
36	Review of external/advocacy grants function	3.A proactive and responsible Council	Administration and Communications	In Progress – to be rolled over into new 2026-27 Plan	Completed by 30 June 2026	Review not finalised
37	Advance and improve digital communications	1.Strengthening our communities	Administration and Communications	Complete	Migrate Strait Talk to e-newsletter by October 2025. Increase staff EDM communications by 10% year on year. Increase website visitation by 10% by June 2026. Increase social following across all platforms (3) by 10% by June 2026.	Transition of Strait Talk to e-newsletter completed in June 2026, with the first digital only newsletter due to go out in July 2026. In the 2025-26 financial year, Facebook grew by 31.4%, Instagram by 309% and LinkedIn by 22.3%. For website visitation, from 2024-25 to 2025-2026, active users increased by 168.9% (70,000), new users by 165.2% (69,000), and sessions increased by 114.9% (108,000)
38	Mature risk management through improved controls	3.A proactive and responsible Council	Governance and Risk	In Progress – to be rolled over into new 2026-27 Plan	Improve Liability Risk Score from Level 2 - Evolving Risk Score towards Level 3 - Embedding Risk Score	Actions identified through LGM Risk Self-Assessments have been incorporated into the LGM Liability Risk Improvement Action Register to track progress and support continuous improvement. The register includes actions to strengthen risk controls and management practices, including asset management training planned for September/October 2026. The 2026 LGM Risk Self-Assessment is currently being completed by relevant business areas.
39	Establish a development assessment capability framework	3.A proactive and responsible Council	Governance and Risk	In Progress – to be rolled over into new 2026-27 Plan	Tools and resources developed which support land use planning and development and environmental management decision making	To be considered in Planning Scheme Review 2026-27

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
40	Develop an Economic Development Strategy, Action Plan and M&E framework	3.A proactive and responsible Council	Economic Development	In Progress – to be rolled over into new 2026-27 Plan	Establish a reference group to guide the development of the strategy. Completion of Strategy, Action Plan and M&E framework by 31 July 2026.	Phase Two of the project is underway, with stakeholder consultation currently being conducted across Council divisions. These discussions are helping to inform project priorities, identify opportunities, and guide the development of strategic actions.
41	Develop business plans for management of Dauan and Ugar vessels and Hammond ferry	3.A proactive and responsible Council	Economic Development	In Progress – to be rolled over into new 2026-27 Plan	Dauan, Ugar community endorsed business plans by 31 July 2026. Hammond ferry subsidy resolved with continuing service delivery for community	TSRA has agreed to continue funding the Hammond Island ferry service for a further six months, maintaining ongoing service delivery for the community. Council requested TSRA support for a feasibility study into future ferry service arrangements, however TSRA has indicated it will not fund the study.
42	Progression of the expressions of interest for home ownership and commercial leases	1.Strengthening our communities	DOGIT Transfer, Land Tenure and Native Title	In Progress – to be rolled over into new 2026-27 Plan	Trustee consideration of 50% of EOIs in 24 months	Total achievement by 30 June 2026 = 21.7% Trustee decision for 23 (out of 106) EOIs. Hammond - 17 (11 Home Ownership and 3 Australian Maritime Safety Authority). Erub - 1 Defence Housing Australia St Pauls - 2 Government Employment Housing Poruma - 1 Defence Housing Australia Dauan - 1 Defence Housing Australia Kubin - 1 Defence Housing Australia .

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
43	Engage with Prescribed Body Corporates and Gur A Baradharaw Kod (GBK) to establish individual Memorandums of Understanding	3.A proactive and responsible Council	Corporate Services	In Progress - to be rolled over into new 2026-27 Plan	50% of MoUs are approved and signed by 30 June 2026	MOUs progressed for Erub, Boigu, Mer, Saibai and Dauan. Councillor engagement with Prescribed Body Corporates to commence.
44	Review Enterprise Resource Planning System (ERP - TechOne) suitability and alternative solutions, including review of required system upgrades	3.A proactive and responsible Council	Corporate Services	Complete	Project Plan for a) system upgrade and implementation across organisation; or b) alternative system solutions	Council has signed on to keep TechOne for another 4 years to maximise the benefit from the use of Technology One including the automation of repetitive tasks to create more capability to focus on value added tasks.
45	Progress Divisional Training Plan to support TAP	3.A proactive and responsible Council	People and Wellbeing	In Progress - to be rolled over into new 2026-27 Plan	Min 15 divisional staff undertake higher level education	Due to change in management the proposal to enrol identified staff into higher education has stalled. If this project is to continue a review will be needed.
46	Establish internal staff training program resources	3.A proactive and responsible Council	People and Wellbeing	In Progress - to be rolled over into new 2026-27 Plan	Staff training resources established that reflect local needs including Cultural Awareness training.	The revised "TSIRC Cultural Awareness and Visiting Communities Protocols" training resource requires further revisions. Due to the size of the document, additional content review is underway. The outcome is progressing with: • Reduced content for the contractor/visitor version (PDF); and • Restructuring of content for the online e-learning module. The document is currently under consultation with the Communications team prior to being submitted to the CAHL

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
						Advisory Committee for final review. An update will be provided once the review and restructuring process is complete and the resource has progressed through the Advisory Committee to the Executive Leadership Team.
47	Establish Trainees and Apprentices in areas of need in the Torres Strait	3.A proactive and responsible Council	People and Wellbeing	In Progress - to be rolled over into new 2026-27 Plan	2 Apprentices.	Success Measure 1 - Apprentice Plumber training plan has been transferred to TSIRC and is continuing their apprenticeship under TSIRC supervision. Training has been completed in a number of training programs. Success Measure 2 – 2025 saw two Tagai students undertake a week of work placement in the Cairns office. One student from Toowoomba Grammar school completed a week's work experience with the BSU team on Saibai.
48	Define and implement a mobile asset replacement program	2.Maintaining and renewing our Infrastructure	Fuel and Fleet	In Progress - to be rolled over into new 2026-27 Plan	Finalizing an agreed-upon approach (potentially a leasing model) for the yellow and white fleet, alongside a 10-year capital plan for the green fleet.	This project is ongoing. There are no updates from Q3. Strategic Investment Plan finalised, white fleet renewal program near completion for 25/26FY
49	Create and define Service Level Agreements (SLA) for mobile assets	2.Maintaining and renewing our Infrastructure	Fuel and Fleet	In Progress - to be rolled over into new 2026-27 Plan	Complete SLA for every mobile asset (internal leases)	KPIs for fleet maintenance and review of operational service for all fleet assets to be reviewed every Quarter.
50	Procure a fleet management system to support all fleet operations	2.Maintaining and renewing our Infrastructure	Fuel and Fleet	In Progress - to be rolled over into new 2026-27 Plan	Complete a digital Asset Management system with all history data where available	Ongoing project - nil updates anticipated for remainder of 2026/27 financial year

No.	Objective	Link to Corporate plan	Lead Department	Status	Success Measure	Comments
51	Create new Fleet Asset Management Plan (AMP)	2.Maintaining and renewing our Infrastructure	Fuel and Fleet	In Progress - to be rolled over into new 2026-27 Plan	Council has an accurate fuel and fleet Asset Management Plan	2-year Asset Management Plan finalised pending budget approval
52	Provision of free Community WiFi throughout all divisions and for community members and IKCs	1.Strengthening our communities	IT Services	In Progress - to be rolled over into new 2026-27 Plan	All divisions have free community WiFi and high-speed connectivity for IKCs to assist with the digital inclusions program	NBNCo has advised they have more provision of community WIFI happening. Progress is slow and difficult to get progress reports out of NBN. Land tenure issues will also slow the process of putting down the equipment



ORDINARY MEETING 21-22 JULY 2026

Agenda Item

6.5

DIRECTORATE: Corporate Services

AUTHOR: Acting Manager Governance & Risk

OPERATIONAL PLAN 2026-2027

OFFICER RECOMMENDATION:

Council resolves to:

1. endorse the Operational Plan for the 2026-2027 financial year, in accordance with Section 174 of the *Local Government Regulation 2012*; and
 2. delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to make any further minor administrative amendments to the Operational Plan as they arise.
-

EXECUTIVE SUMMARY:

Pursuant to both the *Local Government Act 2009*, and the *Local Government Regulation 2012*, Council has prepared an annual Operational Plan in alignment with the Corporate Plan 2025-2030.

The annual Operational Plan outlines how Council plans to progress the implementation of the 5-year Corporate Plan during the financial year 2026-2027. Performance and progress against the objectives set forth in the Operational Plan will be reported quarterly by the relevant Department of Council.

Council to note that there are 40 Operational Plan objectives from the 2025-2026 Plan to be rolled over into the new 2026-2027 Plan.

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

Interested Parties/Consultation:

- Elected Council
- Chief Executive Officer
- Executive Directors
- All Council Departments

Background:

This will be Council's second Operational Plan to align with the new Corporate Plan 2025-2030 which was adopted in May 2025.

Preparation of the Operational Plan started in late April 2026 with Executive Directors and Managers.

The draft action Plan was endorsed by the Executive Leaders Team at its May Budget meeting and subsequently presented to Council for discussion at the Councillor's May 2026 workshop.

The Operational Plan is structured around Council's corporate structure which was endorsed by Council in June 2023.

COMPLIANCE / CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i>
Budgetary:	The Operational Plan has been developed in conjunction with the development of the annual budget to ensure activities recorded in the plan have been appropriately funded where required.
Policy:	Corporate Plan 2025-2030
Legal:	It is a statutory requirement that Council adopts an annual Operational Plan.
Risk:	Financial risk if budget is unavailable for operational plan projects. Reputational risk if organisation is unable to deliver on operational plan.
Links to Strategic Plans:	Aligns with the Corporate Plan 2025-2030: • Strengthening our Communities • Maintaining and renewing our infrastructure • A proactive and responsible Council • Protecting our natural environment
Masig Statement:	Advancing the Malungu Yangu Wakay statement is the first objective of the Operational Plan 2026-2027 (Office of the CEO)
Standing Committee Consultation:	Strategic Action Refence Group Standing Committee and all advisory committees
Timelines:	Quarterly reporting

Other Comments: Nil.

Prepared:



Belinda Down
Acting Manager Governance and Risk

Recommended:



Michelle Webster
Acting Executive Director, Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

Operational Plan 2026-2027



Torres Strait Island
REGIONAL COUNCIL



OPERATIONAL PLAN

2026-2027

Acknowledgement

Torres Strait Island Regional Council acknowledges the Traditional Owners of Zenadth Kes. These include the Kemer Kemer Meriam Nation of the Eastern Islands, the Kulkalgal Nation of the Central Islands, the Kaiwalagal Kaurereg Aboriginal Nation of the Inner Islands, the Malulilgal Nation of the Western Islands, and the Gudaw Malulgal Nation of the Top Western Islands.

We recognise our First Peoples continuing connection to land and sea, whether they are in Zenadth Kes or on the Australian mainland. And we pay our respects to Elders past, present and emerging.

Disclaimer :

This publication may contain images of people who are no longer with us. We respect the right of families and communities to ask us to remove any image or name of a person from our publications that may cause them distress.



Youmpla vision

To be autonomous, prosperous and sustainable



Youmpla mission

To improve our communities' liveability



Youmpla values

One. Respect. Accountability. Courage. Resilience



Youmpla Values



ONE

One

We are one team who achieves together



RESPECT

Respect

We have respect for each other and the other communities we serve



ACCOUNTABILITY

Accountability

We are accountable and responsive to our communities



COURAGE

Courage

We are courageous leaders who think innovatively



RESILIENCE

Resilience

We are builders of a sustainable and resilient region

About the plan

The Torres Strait Island Regional Council's 2026-27 Operational Plan outlines our priorities for the next 12 months. This is how we will deliver Council's operations under the CEO's direction, across our five business units. And it is how we will progress our 2025-30 Corporate Plan over the next year.

Consistent with Queensland's Local Government Act 2009, this Operational Plan:

- is consistent with our 2026-2027 budget
- states how we will monitor and manage risk in our organisation
- outlines our performance plan for each TSIRC department

Council will monitor, measure and report each quarter on the progress of this plan at Council meetings. Over the coming year, each quarterly report will:

- provide status updates for projects
- monitor our performance against set targets
- assess our delivery of services



Strategic framework

Council's strategic planning framework is an overview of how different TSIRC plans and priorities fit together. The entire approach to strategic and operational planning sits under three key statements: Malangu Yangu Wakay, our Vision statement, and our Mission statement.

Malangu Yangu Wakay, or the Masig Statement, focuses on regional autonomy and self-determination. It provides a philosophical foundation for TSIRC's strategic direction under our Vision and Mission statements.

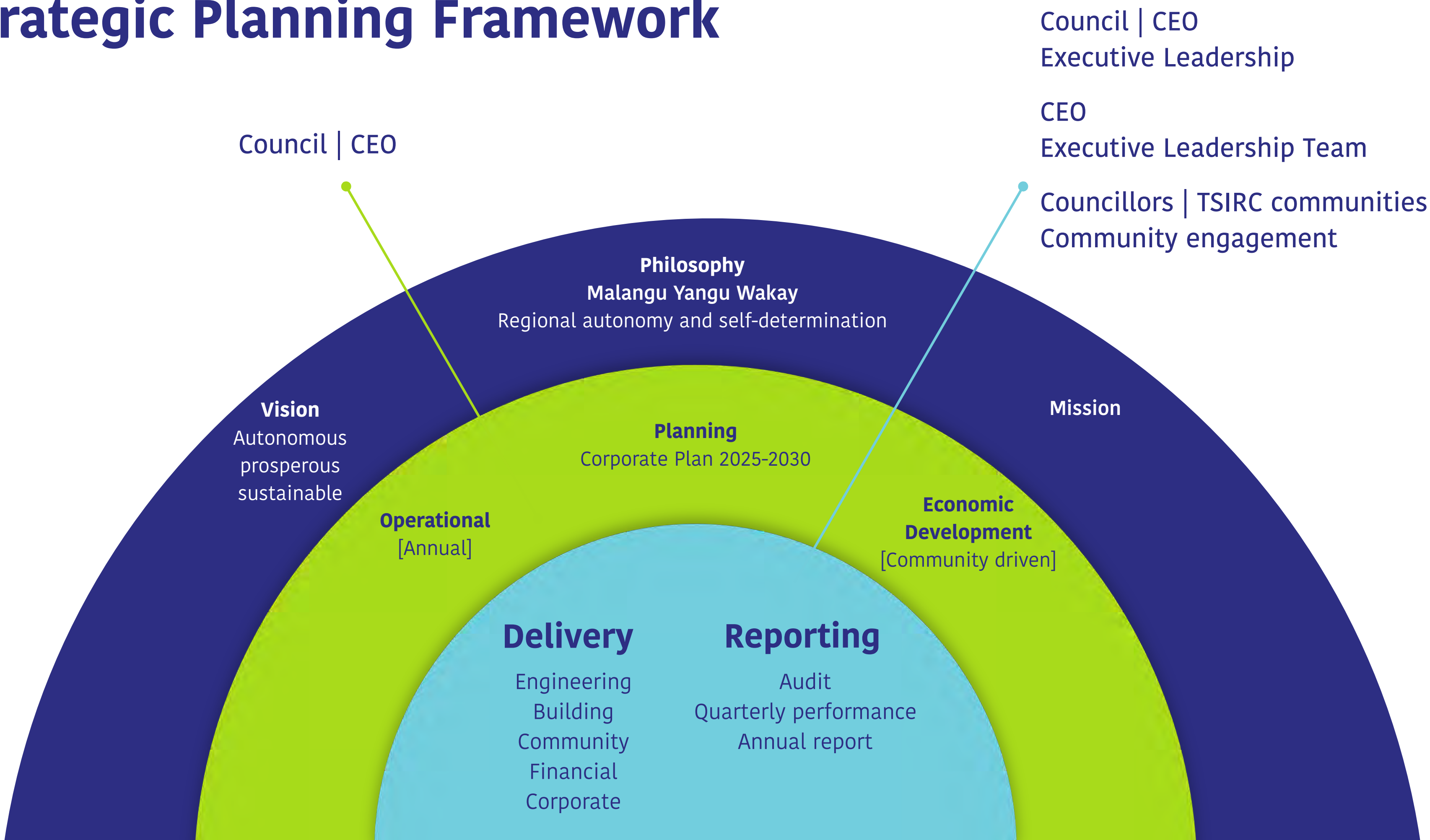
In turn, our Vision and Mission provide the strategic goals for our annual operational planning and implementation. The operational plan advances the four focus areas of our five-year Corporate Plan. These four focus areas are:

- Strengthening our communities
- Maintaining and renewing our infrastructure
- A proactive and responsible council
- Protecting our natural environment

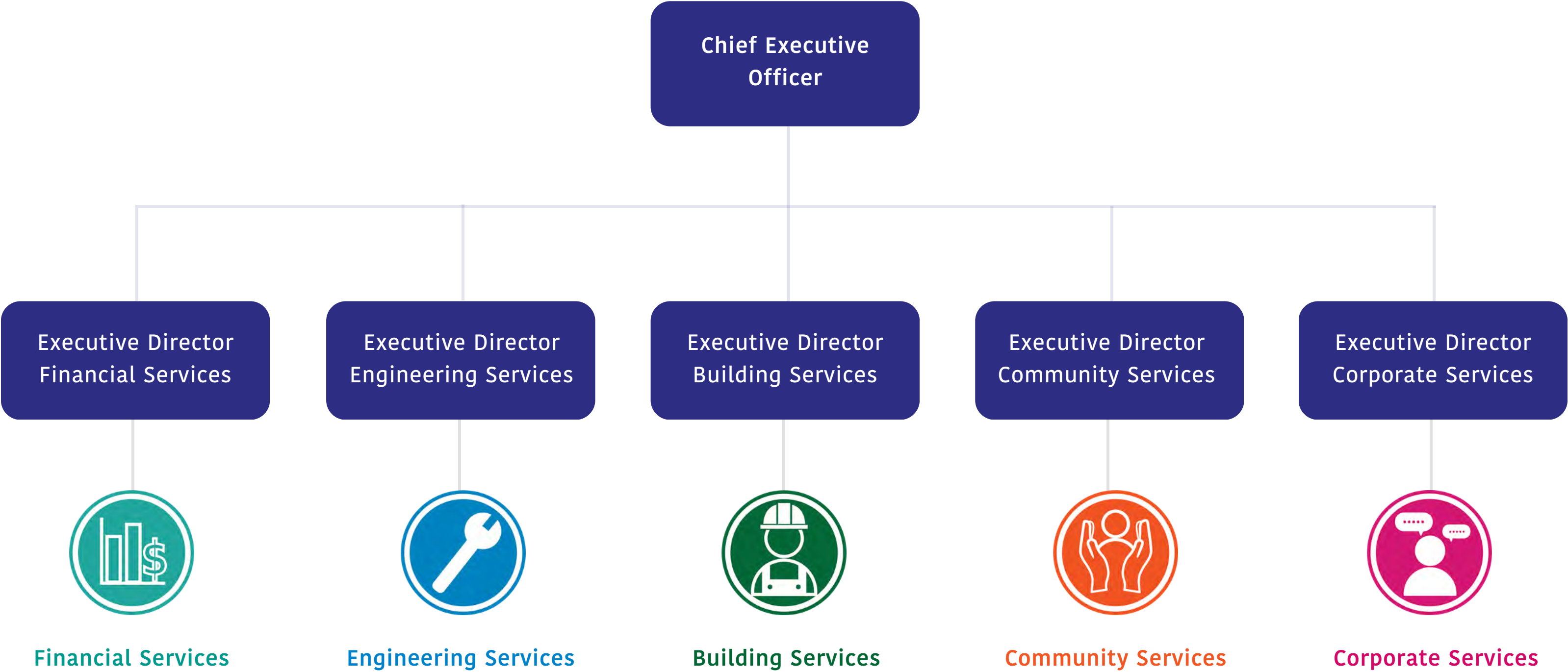
Any risk associated with implementing our operational plan is managed through our risk management framework. The following diagram outlines Council's approach to strategic planning and implementation.



Strategic Planning Framework



Our business units



Risk management

At TSIRC, risk management is a responsibility we share across the organisation. We take a proactive and structured approach that's guided by the ISO 31000:2018 Risk Management principles.

As local government, it's important that we use a standard that supports TSIRC to comply with Queensland Government audit requirements. The ISO standard identifies, analyses, evaluates, monitors, and communicates any risk across organisations.

Our Enterprise Risk Management (ERM) Framework allows us to identify, assess and manage risks. These include any strategic, operational, or project risks that may affect service delivery, our reputation, or whether we achieve our objectives.

We use our risk framework to support good governance, effective planning, and day-to-day operations. Council's systems all support how we manage risk at TSIRC.

These include:

- disaster management
- workplace health and safety (WH&S)
- business continuity planning.

A robust risk management system helps us address uncertainty more effectively, and respond to challenges and opportunities that emerge.



OUR FOCUS AREAS

Our vision for our Community and Council to be Autonomous, Prosperous and Sustainable and our Mission to improve our community's liveability in all we do, provide a robust framework for consulting with our communities about this plan.



Strengthening our communities

Supporting healthy lifestyles, engaged communities and celebrating cultural heritage



Maintaining and renewing our infrastructure

Building reliable infrastructure, connected communities and responsible asset management



A proactive and responsible council

A community focussed council, committed to accountability, transparency and ethical decision making



Protecting our natural environment

Creating a sustainable future for generations to come

Executive office

The core functions of Executive Services include management of the Office of the Mayor and Office of the CEO, facilitation of Council and Committee meetings, execution of strategy, executive administration and internal audit.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
1	Advancing the Masig Statement is now Advancing the Malungu Yangu Wakay statement	• Action Plan progressed • Advocacy Plan progressed • Successful community engagement	Office of CEO	
2	Transition Action Plan (TAP)	• 60% of Cairns footprint to be transitioned back to the region by 2028 • Closure of Grafton Street office during 2028 • Robust advocacy and lobbying from 1 July 2025 to 30 June 2028	Office of CEO	
3	Financial Sustainability	Implementation of initiatives	Office of CEO	
4	Refresh organisation's values	Engagement with Council staff and elected members to review the organisation's values	Office of CEO	

Financial Services

Financial Services provides professional financial management and advisory services to Council. The core functions include financial accounting, management accounting, procurement and strategic asset management services.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
5	Enhancement of Human Resources and Payroll (HRP) modules to maximise the benefit from the use of Technology One including the automation of repetitive tasks to create more capability to focus on value added tasks	- Phase 2 of HRP enhancement project which focuses on the rollout of employee self services including leave and timesheet entry and updating personal data - External review of HRP module to provide recommendations on process improvements including removal of redundant tasks and automation of repetitive tasks	Financial Services	
6	Conduct desktop asset valuation for all asset classes required under Australian Accounting Standards	External Audit sign-off of desktop evaluation	Financial Services	
7	Address recommendations made in the Asset Management gap analysis report specified in the short and medium term	Implementation of all recommendations in the short to medium term	Financial Services	
8	Annual refresh of Council's Strategic Investment Plan (SIP)	Adoption of updated Strategic Investment Plan by Council	Financial Services	

Engineering Services

Engineering Services provides a high level of services in integrated infrastructure management which ensures environmental protection and meets community expectations. The outcomes achieved by Engineering Services are linked with Council's commitment to public health, transport, water and wastewater infrastructure. The core functions include water services, wastewater services, civil works services and waste services and disaster management.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
9	Ugar Coastal Erosion defence and restoration works	Funding successfully obtained, and engineered coastal defence works and site restoration works are underway	Engineering Services	
10	Hammond and Erub Disaster Recovery Funding Arrangements(DRFA) Road Restoration Works	Road restoration works completed	Engineering Services	
11	Boigu Aerodrome Apron Upgrade and Drainage Works	Apron upgraded to purpose design/built concrete and appropriate drainage systems installed. Aerodrome accessible all weather	Engineering Services	
12	Aerodrome Obstacle Clearing - Saibai, Boigu and Masig	Mangrove and vegetation clearing completed at identified aerodromes. Any obstacles and vegetation infringing aerodrome safe operations cleared	Engineering Services	
13	Marine Infrastructure Project - Dauan, Saibai and Boigu Jetties	Tender and procurement completed with jetty upgrade works underway. Existing jetties at two communities deconstructed and disposed	Engineering Services	

Engineering Services

Engineering Services provides a high level of services in integrated infrastructure management which ensures environmental protection and meets community expectations. The outcomes achieved by Engineering Services are linked with Council's commitment to public health, transport, water and wastewater infrastructure. The core functions include water services, wastewater services, civil works services and waste services and disaster management.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
14	4-yearly Drinking Water Quality Management Plan (DWQMP) Audit	Submission of certified Audit Report to the Queensland Water Supply Regulator	Engineering Services	
15	Delivery of Coastal Defence works at Iama, Warraber and Masig	Warraber Seawalls - Contract awarded and construction near completion (stage 1 completed) Masig Seawalls - Over 50% seawalls constructed Iama Seawalls - Final completion certificate issued upon successful completion of end the Defect and Liability Period	Engineering Services	
16	Seek funding under Major Infrastructure Program to enhance and maintain water and wastewater assets	Funding received for priority projects	Engineering Services	
17	Central Islands DRFA Works	Roads are remediated to before event condition and provides safe community access	Engineering Services	

Engineering Services

Engineering Services provides a high level of services in integrated infrastructure management which ensures environmental protection and meets community expectations. The outcomes achieved by Engineering Services are linked with Council's commitment to public health, transport, water and wastewater infrastructure. The core functions include water services, wastewater services, civil works services and waste services and disaster management.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
18	Top Western DRFA Works	Roads are remediated to before event condition and provides safe community access	Engineering Services	
19	Western DRFA Works	Roads are remediated to before event condition and provides safe community access	Engineering Services	
20	Badu DRFA Works	Roads are remediated to before event condition and provides safe community access	Engineering Services	
21	Boigu Esplanade Road Upgrade	The road is returned to a better state before the weather event to provide all year all weather access	Engineering Services	
22	Boigu Airstrip Reseal	The airstrip is resealed to original condition for improved aerodrome safety	Engineering Services	

Engineering Services

Engineering Services provides a high level of services in integrated infrastructure management which ensures environmental protection and meets community expectations. The outcomes achieved by Engineering Services are linked with Council's commitment to public health, transport, water and wastewater infrastructure. The core functions include water services, wastewater services, civil works services and waste services and disaster management.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
23	Erub Roads DRFA	Roads are remediated to before event condition and provides safe community access	Engineering Services	
24	Erub Landslip	Roads are remediated to before event condition and provides safe community access	Engineering Services	
25	Iama Barge Ramp Upgrade Project	Barge ramp renewal works completed and barge ramp now accessible at all tides	Engineering Services	
26	Masig Island Seawall	Provides coastal erosion protection	Engineering Services	
27	Ugar DRFA Works Landslip	Embankment is remediated to before event condition and provides safe community access and little to no impact on adjoining road	Engineering Services	

Engineering Services

Engineering Services provides a high level of services in integrated infrastructure management which ensures environmental protection and meets community expectations. The outcomes achieved by Engineering Services are linked with Council's commitment to public health, transport, water and wastewater infrastructure. The core functions include water services, wastewater services, civil works services and waste services and disaster management.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
28	Warraber Island Seawall	Provides coastal erosion protection	Engineering Services	
29	Warraber SPS1 Replacement	Remediated sewer pump station to provide sewer treatment for the Warraber community	Engineering Services	
30	Iama Desal Plant Renewal	Maintain water quality for Iama community	Engineering Services	
31	Kubin Jetty Upgrade Project	Renewal works to maintain Kubin jetty to maintain access for St Pauls community	Engineering Services	
32	St Pauls Jetty Upgrade	Renewal works to maintain St Pauls jetty to maintain access for St Pauls community	Engineering Services	

Building Services

The objective of the Building Services function is to provide repairs and maintenance on social housing and new construction on behalf of the State and Federal Government.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
33	Integrate and improve service delivery across maintenance, upgrades and home ownerships	Embankment is remediated to before event condition and provides safe community access and little to no impact on adjoining road	Building Services	
34	Partner with stakeholders to deliver well designed housing solutions through planning and building	New households delivered to create sustainability and ease of living in a risk adverse geographical remote location	Building Services	
35	Improve Workplace Health and Safety standards through empowering employees	Promote and support service delivery in a healthy and safe manner	Building Services	
36	Improve project reporting and integrate into one IT system	Improved streamline delivery with timely invoice which supports reconciliation	Building Services	

Community Services

The objective of the Community Services function is to develop, manage and deliver community and public health services that meet the needs of all sectors of the community. The core functions include community services, housing services, environmental health services, health and wellbeing services and divisional administrative services.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
37	Implement outreach Indigenous Knowledge Centres (IKC) First 5 Forever in 10 IKC communities	- Through monthly reporting on the number of First 5 Forever Program delivered in 10 IKCs - Implementation of 4 Digital Hubs (IKCs)	Community Services (Health and Wellbeing)	
38	Retention of workforce and reducing barriers to participation in physical activities	- Number of FTE - Number of participants	Community Services (Health and Wellbeing)	
39	Achieve Council's endorsement and implement Community Health Action Plans activities	Successful implementation of activities in the Community Health Action Plans for each Division	Community Services (Health and Wellbeing)	
40	Enhance Visitor Management system - QR Code	Implement improved system to better capture of data	Community Services (Engagement)	
41	Delivery of Biosecurity Compliance Program	Ongoing surveillance and reporting of fruit fly blocking program in communities	Community Services (Environment and Health)	

Community Services

The objective of the Community Services function is to develop, manage and deliver community and public health services that meet the needs of all sectors of the community. The core functions include community services, housing services, environmental health services, health and wellbeing services and divisional administrative services.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
42	Deliver illegal dumping program	Explore further funding opportunities for capacity building of staff, to reduce illegal dumping activities in communities	Community Services (Environment and Health)	
43	Pest Management Program	Develop and implement mosquito management plan. Program and applicable plan(s) implemented. Inspection, education, control activities	Community Services (Environment and Health)	
44	Development of co-designed community environmental health plans	Community engagement and consultation for the development of community environmental health plans	Community Services (Environment and Health)	
45	Strengthen the climate resilience of remote Torres Strait Island communities by integrating traditional knowledge with practical adaptation strategies to reduce vulnerability to sea-level rise, extreme weather, and environmental change	Demonstrate increase in community resilience, evidenced by improved preparedness, reduced climate-related disruptions, and stronger local systems over the project timeframe	Community Services (Environment and Health)	

Community Services

The objective of the Community Services function is to develop, manage and deliver community and public health services that meet the needs of all sectors of the community. The core functions include community services, housing services, environmental health services, health and wellbeing services and divisional administrative services.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
46	Animal Management Program	Develop and implement Animal Management Program - Badu Island	Community Services (Environment and Health)	
47	Deliver culturally safe and quality in-home support services to eligible Elders.			
	Support Elders to remain living independently in their homes and communities	• Eligible Elders receive timely, safe, and culturally appropriate in-home support services. Improved client independence, wellbeing, and ability to remain living at home	Community Services (Aged Care)	
48	Maintain compliance with the Commonwealth Home Support Program (CHSP) funding agreement, Aged Care legislation, and strengthened Aged Care Quality Standards	• Compliance maintained with CHSP funding requirements, Aged Care legislation, and strengthened quality standards		
	Enhance delivery of tenancy management services	• Increase rental collection rate • Reduce aged debt • Achieve 100% active Guaranteed Tenant Acquisition (GTA) for occupied properties	Community Services (Housing)	

Community Services

The objective of the Community Services function is to develop, manage and deliver community and public health services that meet the needs of all sectors of the community. The core functions include community services, housing services, environmental health services, health and wellbeing services and divisional administrative services.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
49	Region-wide consultation of approved Housing Policies and Procedures	• Adoption of all housing policies and procedures • Complete community consultation in all communities	Community Services (Housing)	
50	Deliver safe, compliant, and culturally appropriate Early Childhood Education and Care services. Support children's learning, wellbeing, development, and school readiness Maintain compliance with the National Quality Framework, Education and Care Services Law, Regulations, and Child Safety requirements	• Services operate in compliance with legislative, regulatory, and funding requirements • Children demonstrate positive participation, wellbeing, and school readiness outcomes	Community Services (Child Care)	

Corporate Services

Corporate Services is responsible for the provision of Council-wide services. The core functions include legal services, governance, strategic (corporate) planning, human resources, WH&S, information technology services, corporate risk and insurance, fuel and fleet, media, engagement and advocacy and administration of community grants.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
51	Review of external/advocacy grants function	Completed by 31 December 2026. Role design and definition to be considered in the Transition Action Plan	Corporate Services (Communications)	
52	Advance and improve digital communications	Strait Talk newsletter migrated to digital only in July 2026. From 2024-25 to 2025-26, Facebook grew by 31.4%, Instagram by 309%, and LinkedIn by 22.3%. Website active users increased by 168.9% (70.000). These figures exceeded the 10% growth target set	Corporate Services (Communications)	
53	Mature risk management through improved controls	Improve Liability Risk Score from Level 2 - Evolving Risk Score towards Level 3 - Embedding Risk Score	Corporate Services (Governance and Risk)	
54	Establish a development assessment capability framework	Tools and resources developed which support land use planning and development and environmental management decision making	Corporate Services (Governance and Risk)	
55	Develop an Economic Development Strategy, Action Plan and Monitoring and Evaluation (M&E) framework	Completion of phase 2 Advancing the Torres Strait Community led economic strategic action plan	Corporate Services (Economic Development)	

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No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
56	Develop business plans for management of Dauan and Ugar vessels and Hammond ferry	Following completion of studies, documents to be prepared to assist advocacy for ongoing funding for ferry services	Corporate Services (Economic Development)	
57	Progression of the expressions of interest for home ownership and commercial leases	Trustee consideration of 50% of EOIs in 12 months	Corporate Services (Land Tenure)	
58	Engage with Prescribed Bodies Corporate and Gut A Baradharaw Kod (GBK) to establish individual Memorandums of Understanding	50% of MoUs are approved and signed by 30 June 2027	Corporate Services (Land Tenure)	
59	Progress Divisional Training plan to support the Transition Action Plan	Develop a skills training matrix and associated training plans	Corporate Services (People and Wellbeing)	
60	Establish internal staff training program resources	Staff training resources established that reflect local needs including cultural awareness training	Corporate Services (People and Wellbeing)	

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Corporate Services is responsible for the provision of Council-wide services. The core functions include legal services, governance, strategic (corporate) planning, human resources, WH&S, information technology services, corporate risk and insurance, fuel and fleet, media, engagement and advocacy and administration of community grants.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
61	Review online training and induction portal	Relaunch of tribal habits training and review existing training modules	Corporate Services (People and Wellbeing)	
62	Establish trainees and apprentices in areas of need in the Torres Strait	Two apprentices and two trainees	Corporate Services (People and Wellbeing)	
63	Host work experience and vocation work placement students	Five placements	Corporate Services (People and Wellbeing)	
64	Define and implement a mobile asset replacement program	Finalise 5-Year asset plan based on Council's Strategic Investment Plan and Council's operational requirements. Investigate feasibility of transition of passenger white fleet vehicles to a leasing model	Corporate Services (Fuel and Fleet)	
65	Create and define Service Level Agreements (SLA) for mobile assets	Complete SLA for every mobile asset (internal leases)	Corporate Services (Fuel and Fleet)	

Corporate Services

Corporate Services is responsible for the provision of Council-wide services. The core functions include legal services, governance, strategic (corporate) planning, human resources, WH&S, information technology services, corporate risk and insurance, fuel and fleet, media, engagement and advocacy and administration of community grants.

No.	OBJECTIVE	SUCCESS MEASURE	LEAD DEPARTMENT	CORPORATE LINK
66	Improve fleet management system to support all fleet operations	Implement a fuel management system through technology to enhance inventory control for fuel	Corporate Services (Fuel and Fleet)	
67	Create new fleet Asset Management Plan (AMP)	Council has an accurate fuel and fleet AMP	Corporate Services (Fuel and Fleet)	
68	Provision of free community WiFi throughout all divisions and for community members and IKCs	All divisions have free community WiFi and high-speed connectivity for IKCs to assist with the digital inclusions program	Corporate Services (IT services)	
69	Provide communities with telecommunications and internet access during times of outages brought on by severe weather impacts	Successfully achieved funding to procure and install emergency communications stations at each Division	Corporate Services (IT services)	
70	Review of Technology One existing licences	Better application of licences to improve business efficiency	Corporate Services (IT services)	



General Enquiries

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Strategic framework



Strategic framework





DIRECTORATE: Corporate Services

AUTHOR: Acting Manager Governance & Risk

POLICY REVIEW - COUNCILLOR REMUNERATION, EXPENSES REIMBURSEMENT AND RESOURCES POLICY

OFFICER RECOMMENDATION:

Council resolves:

1. To amend and adopt the Torres Strait Island Regional Council's Councillor Remuneration, Expenses Reimbursement and Resources Policy which is in line with the updated remuneration amounts set by the Local Government Remuneration Commission for 2026/27; and
2. To apply the remuneration increase retrospectively from 1 July 2026 as per legal advice.

EXECUTIVE SUMMARY:

In accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012* the listed policy has been updated to include all legislative requirements and to provide an overview to Councillors, Council officers, and the community of the particulars regarding Councillor remuneration and the reimbursement of work-related expenses.

This report reflects the updated remuneration amounts set by the Local Government Remuneration Commission's Annual Report 2025 to commence on 1 July 2026.

The report also reflects the new legislation *Local Government (Empowering Councils) and Other Legislation Amendment Act 2026* which inserts new section 160B into the Local Government Act to provide that a councillor is entitled to remuneration from the date of the start of their term, or from the date of their appointment, until the day on which the councillor's term ends.

This provides certainty to councillors on when they are entitled to begin and end receiving remuneration following election/appointment.

The Act amends section 247 of the Local Government Regulations to clarify that a local government cannot resolve to reduce or remove the remuneration of a councillor for a period of time the councillor is absent from meetings of the local government, even if the councillor has not been granted leave.

This provides certainty to councillors by clarifying that a councillor is entitled to their remuneration when absent from council, including during leaves of absence.

The new section 247(6) of the Local Government Regulation also provides that the amount of remuneration decided under section 247(3) for each other councillor including Mayor or Deputy Mayor must be the same proportion of the maximum amount of remuneration payable to that other councillors under the remuneration schedule. ***In other words, it provides certainty to Mayors and Deputy Mayors that their remuneration can only be decreased, by resolution, by the same proportion as all other councillors.***

INTERESTED PARTIES/CONSULTATION:

- Executive Director Financial Services
- Executive Director Corporate Services

BACKGROUND:

The Councillor Remuneration, Expenses Reimbursement and Resources Policy is a statutory policy that is mandated under the *Local Government Regulation 2012*.

This statutory policy was previously endorsed by Council, with an annual review date of June 2025.

Policy	Changes
Councillor Remuneration, Expenses Reimbursement and Resources Policy	• Minor grammatical / formatting / year changes • Remuneration amounts updated to reflect commission from July 2026 • Legislative updates from Local Government (Empowering Councils) and Other Legislation Amendment Act 2026

COMPLIANCE/CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i> • <i>Public Service Act 2008</i> • <i>Public Sector Ethics Act 1994</i> • <i>Statutory Bodies Financial Arrangements Act 1982</i> • <i>Statutory Bodies Financial Arrangements Regulation 2007</i> • <i>Taxation Administration Act 1953 (Cth)</i> • <i>Local Government (Empowering Councils) and Other Legislation Amendment Act 2026</i>
Budgetary:	N/A
Policy:	Councillor Remuneration, Expenses Reimbursement and Resources Policy
Legal:	This Policy is based on the Annual Report 2025 by the Local Government Remuneration Commission. Legal advice has been obtained in regard to the retrospective payment from 1 July 2026
Risk:	This policy must be updated annually. The policy must be adopted from July 2026 to ensure Councillors are remunerated.
Links to Strategic Plans:	Proactive and Responsible Council • <i>Prioritise and manage risks effectively</i> • <i>Ensure compliance with legislative requirements and regulations, uphold the Council's legal obligations, and make ethical decisions in the best interest of the community.</i>
Masig Statement:	N/A
Standing Committee Consultation:	N/A
Timelines:	To be reviewed and endorsed before 30 June 2026. The recommendation includes a retrospective payment from 1 July 2026 in view that the report was not presented to the Council meeting on 23 June 2026.

OTHER COMMENTS:

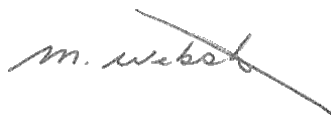
That Council resolves to adopt the listed policy.

Prepared/Recommended:



Belinda Down
Acting Manager Governance and Risk

Endorsed:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

- Attachment 1: Councillor Remuneration, Expenses Reimbursement and Resources Policy [July 2026]
(final for endorsement)
- Attachment 2: Councillor Remuneration, Expenses Reimbursement and Resources Policy [June 2025]
(previous policy – amendments in tracked changes)
- Attachment 3: Local Government Remuneration Commission Annual Report 2025

Councillor Remuneration, Expenses Reimbursement and Resources Policy

1. PURPOSE

To clarify the extent of remuneration, expense reimbursement and support provided to Torres Strait Island Regional Council Councillors.

2. SCOPE

This policy applies to all duly elected representatives of Torres Strait Island Regional Council.

In accordance with section 250 of the *Local Government Regulation 2012* (Qld) (**Regulation**) Council must prepare an Expenses Reimbursement Policy and adopt this by resolution. The discussion and resolution of this policy must be conducted in open session.

This policy provides for:

- Payment of reasonable expenses incurred, or to be incurred, by Councillors discharging their duties and responsibilities as Councillors; and
- Provision of facilities to the councillors for the purpose of discharging their duties and responsibilities as councillors.

3. LINK TO CORPORATE PLAN —

A proactive and responsible Council

- Provide good governance and leadership

4. POLICY STATEMENT

4.1. Councillor Remuneration

Pursuant to section 247 of the *Local Government Act 2009* (Qld), a local government must pay remuneration to each Councillor.

In accordance with section 177 of the *Local Government Act 2009* (Qld), the Local Government Remuneration Commission is responsible for deciding the maximum amount of remuneration that is payable to Councillors.

The Commission must annually decide and publish the maximum amount of remuneration payable from 1 July of the following year to a Mayor, Deputy Mayor or a Councillor of a local government.

Pursuant to section 246 of the *Regulation* the Local Government Remuneration Commission have prepared a remuneration schedule for the 2026/27 Financial Year as follows:

Position	Remuneration amounts effective 1 July 2026
Mayor	\$129,744
Deputy Mayor	\$74,852
Councillor	\$64,872

The remuneration fixed above is all inclusive and no additional remuneration is payable for sick leave, annual leave, or any other benefits otherwise applicable to employees other than superannuation. Remuneration payments are made in fortnightly instalments.

The Mayor, Deputy Mayor and Councillors shall be paid the maximum amount of remuneration as set by the Local Government Remuneration Commission for the 2026/27 Financial Year.

Under the new ***Local Government (Empowering Councils) and Other Legislation Amendment Act 2026*** section 160B provides that a councillor is entitled to remuneration from the date of the start of their term, or from the date of their appointment until the day on which the councillor's term ends.

Section 247 of the Local Government Regulation is amended to clarify that a local government cannot resolve to reduce or remove the remuneration of a councillor for a period of time the councillor is absent from meetings of the local government, even if the councillor has not been granted leave. ***This provides certainty to councillors by clarifying that a councillor is entitled to their remuneration when absent from council, including during leaves of absence.***

The new section 247(6) of the Local Government regulation also provides that the amount of remuneration decided under section 247(3) for each other councillor including Mayor or Deputy Mayor must be the same proportion of the maximum amount of remuneration payable to that other councillor under the remuneration schedule. ***In other words, it provides certainty to Mayors and Deputy Mayors that their remuneration can only be decreased, by resolution, by same proportion as all other councillors.***

4.2. **Advance Payment**

In this section:

Advance Payment means a payment of a Councillor's base salary in advance of when it is due to be paid.

This section applies to Advance Payments and the circumstances in which an advance payment may be paid to a Councillor on approval from the Chief Executive Officer. Any requests by Councillors which do not meet the requirements of this Policy will need to go to a Council meeting.

Upon a request being received from a Councillor, the Chief Executive Officer (CEO) may approve for payment to a Councillor an advance payment if:

1. The CEO is satisfied that the Advance Payment is for:
 - financial hardship;
 - emergency relief; or
 - for another genuine reason
2. a Councillor has made the request in writing and has provided the information required to complete the advance payment repayment form demonstrating how it is intended to be repaid (attached as *Appendix A* to this Policy);
3. the payment of an advance payment is not requested to be made within the first two months of the Councillor's term;
4. the payment of an advance payment is not requested to be made within the last six months of the Councillor's term;
5. the total of advance payment/s made to any one Councillor does not exceed one fortnight's base salary.

All advance payments are to be repaid to Council by the Councillor within the following fortnightly pay period for the Councillor.

The Chief Executive Officer, at their discretion, may request a Councillor to produce material to substantiate their application for an advance payment which the Chief Executive Officer considers relevant to their assessment.

The Chief Executive Officer, at their discretion, can refuse any application by a Councillor for an advance payment whatsoever. Any approval given by the Chief Executive Officer must be in writing.

This section only applies to an advance payment, relating to a Councillor's base salary component, and does not cover or permit any other advance. To avoid any doubt, a Councillor's meeting fee component cannot be paid in advance.

Before any advance payment is made a signed copy of the Advance Payment Repayment Form must be provided.

4.3. **Tax**

At the beginning of each financial year, Councillors must nominate a tax withholding amount to be applied by Council unless Council at a future stage elects to become an eligible local government body. In that case, Councillor remuneration payments become subject to PAYG and FBT provisions.

4.4. **Superannuation**

Council may, by unanimous Council resolution, elect to be an “eligible local governing body”. This empowers the withholding of Councillors’ income tax and automatic payment of the superannuation contribution (*Taxation Administration Act* 1953, div. 446).

4.5. **Provision of Facilities and Support**

Certain equipment separately identified in this policy is provided to the Councillor once and will remain the property of the Councillor upon the completion of their term.

All other equipment and facilities not separately identified shall remain the property of Council and must be returned to Council when a Councillor’s term expires.

4.5.1. Private use of Council owned facilities

Based on the principle that no private benefit is to be gained, the facilities provided to Councillor’s by Council owned facilities are to be used only for Council business unless prior approval has been granted by resolution of Council.

4.5.2. Office facilities

Councillors will be provided with the following facilities and support:

- Mayor: Separate office accommodation on home island, Thursday Island and in Cairns Office with Secretarial and Executive Assistant Support
- Deputy Mayor and Councillors: Office accommodation and administrative support in accordance with the established staff structure and Council’s Communications Guidelines (Acceptable Request Guidelines) on the Councillor’s home island.

Councillors are provided with access to shared facsimile, scanner, printer, photocopier and paper shredder for business use.

Use of Council landline telephones and internet access in Council offices for Council business.

4.5.3. Uniform provision

The Council will provide Councillors with a Council uniform allocation, aligned to the general employee uniform allowance.

4.5.4. Motor vehicles

On the choice of the Mayor or Councillor, Council will provide a 2WD dual cab utility or similar vehicle dependent upon availability on a full private use basis, that being, any member of the Councillor's family with a current driver's licence can drive this vehicle and transport passengers.

The Councillor will pay \$25 a week as hire and provide all fuel.

The Council will be responsible for the routine maintenance and insurance of the vehicle and all fair wear and tear repairs. Where repairs are required other than because of fair wear and tear, the Councillor will pay the full cost (including any freight costs) of rectification or, if the vehicle cannot be repaired, replacement of the vehicle. Repair or replacement must be carried out in a timely manner– within two months of damage being identified, or as soon as reasonably practicable.

Vehicle hire may be suspended for a period of time where the vehicle is taken out of operation for repairs and maintenance and an alternative vehicle is not available. Motor vehicles will not be allocated to Councillors with outstanding unpaid charges for maintenance and unfair wear and tear repairs from previous hire arrangements through Council.

Council shall retain ownership of the vehicle. At the end of the Councillor's term the vehicle shall be returned to Council in the same condition as when the vehicle was provided, subject to fair wear and tear.

A Councillor will not be entitled to access any other Council vehicle, for Council business or private use.

4.5.5. Computers and telecommunication

Council will provide one mobile phone handset and one piece of portable IT hardware equipment (i.e. laptop/tablet) to a Councillor at the start of their term of office.

At the conclusion of the term these items will become the property of the Councillor. A standard suite of Council software will be provided with each piece of portable IT hardware equipment issued to the Councillor. Any additional software provision and/or installation will be at the discretion of the Chief Executive Officer and must comply with licencing and ICT Standard Operating Environment Procedure. This software licence will be removed at the end of the Councillor's term.

Support for the Council supplied IT hardware will be provided through the Information Services Helpdesk (within standard business hours). If rectification requires more than phone support the Council provided IT hardware must be returned to the Cairns office by the Councillor.

Any lost, damaged, stolen or superseded devices will be repaired or replaced by Council at the sole discretion of the Chief Executive Officer, who shall consider the reasonableness of the request.

Use of IT equipment provided by Council must comply with IT Policy and Procedures, and particularly the ICT Acceptable Use Procedure.

A voice and data plan will be paid for by Council for business use only during the term of the Councillor.

4.5.6. General legal advice

General legal advice is available to Councillors on matters relating to their role with Council or obligations as councillors under the *Local Government Act 2009* (Qld). Legal advice is provided by Council's Legal Services Team.

4.6. Reimbursement of Expenses

4.6.1. Representing Council

Where Council resolves, or the Mayor and Chief Executive Officer consider relevant, that Councillors are required to attend study tours, conferences or workshops to either deliver a paper, to receive knowledge or as a delegate of Council; Council will pay for or reimburse expenses, associated with attending the event since participation is part of the business of Council.

Each Councillor who attends an event on behalf of Council must provide a written report to the whole Council at the second ordinary meeting after the event and a verbal report upon request.

4.6.2. Mandatory professional development

Where Council resolves or the Mayor and Chief Executive Officer consider that all Councillors are to attend training courses or workshops for skills development related to a Councillor's role, the Council will pay for or reimburse expenses, being the total cost of the course plus directly associated expenses.

4.6.3. Discretionary professional development

Where a Councillor identifies a need to attend a conference, workshop or training to improve skills, other than mandatory training, Council will pay for or reimburse expenses to a maximum of \$5,000 per financial year. The professional development must be related to the skill development of the Councillor in their capacity as Councillor.

4.7. Travel as required to represent Council

A local government may pay for or reimburse local, interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:

- A Councillor is an official representative of Council; and
- The activity/event and travel have been endorsed by resolution of Council; or
- The Mayor and Chief Executive Officer consider necessary to incur the travel on behalf of Council

Council will pay for reasonable expenses incurred for overnight accommodation. All travel expenses will be paid in advance of travel with any unused allowance recovered from future claims.

If a Councillor travels using their private vehicle, a log is to be kept of the kilometres travelled and the reimbursement will be on a cents-per-kilometre method in accordance with the Australian Taxation Office rulings for the engine capacity of the vehicle used. Claim can only be made to a maximum of 5,000 business kilometres per year per vehicle.

If a Councillor travels using a private vessel, reimbursement will be based on actual costs incurred (such as fuel costs). A log is to be kept and receipts provided to substantiate reimbursement of expenses. The claim must not exceed the cost of the same travel using economy flights plus taxi transfers.

4.7.1. Travel bookings

All Councillor approved air travel will be booked and paid for by Council. For the purpose of travelling for Council (not as a result of a third-party request and payment) economy class is to be used, however for journeys of two (2) hours or more, business class may be used where available.

Class of travel for third-party travel requests such as attendance at board or other meetings of the third party will be at the discretion of the Chief Executive Officer.

Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. They cannot be used to offset other unapproved expenses. (e.g. cost of partner or spouse accompanying the Councillor.)

4.7.2. Travel transfer costs

Any travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed. For example: trains, taxis, buses and ferry fares as well as possible hire cars.

Cab charge fast cards may also be used where Councillors are required to undertake duties relating to the business of Council. Cab charge statements are reviewed monthly by Councils Senior Executive Assistant to the Mayor and Chief Executive Officer against approved Council travel dates.

On the mainland only, for travel periods of longer than three (3) days, the Councillor has an option of obtaining a hire car. The hire car will be the equivalent of the Avis car classes being either full size or standard class vehicle. This is to be arranged by Council. All fuel costs and non-direct hire costs (e.g. cleaning) associated with the hire car will be borne by the Councillor.

If the Chief Executive Officer considers it an operational advantage or that savings can be achieved by hiring a car, this is at the Chief Executive Officer's discretion.

In exceptional circumstances where there is no Council vehicle or taxi service reasonably available, a hire car may be approved, for travel periods of less than 3 days, at the Chief Executive Officer discretion.

Travel costs including car-hire, parking costs and fuel, when attending conferences, will be considered by the Chief Executive Officer on a case-by-case basis. For example: hire car including fuel and parking to attend a conference or other official Council business requiring road-based travel from the nearest airport.

NOTE: Any fines incurred while travelling in Council-owned vehicles or Council arranged hire vehicles when attending to Council business, will be the responsibility of the Councillor incurring the fine.

Costs listed on invoices to Council which are not covered by the Council hire arrangement including fines, fees, refuelling, vehicle repairs and cleaning will be recovered by Council from the next payment made to the Councillor. A copy of the invoice will be forwarded to the Councillor to support the deduction made for the cost recoveries.

4.7.3. Accommodation

Council will pay for the most economical deal available. Where possible, the minimum and maximum standard for Councillors' accommodation will be four (4) star rating. Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

For Cairns events Council has a list of pre-qualified suppliers who offer accommodation services, Councillors will be able to make a choice from these suppliers subject to availability.

Where a Councillor prefers to organise their own accommodation, an accommodation allowance will be paid as per the Australian Taxation Office Tax Determination for accommodation expenses current at the date of travel. This arrangement must be pre-approved by the Chief Executive Officer.

Tax withholding rate for non-commercial accommodation allowance is a minimum of 20%. If Councillor's ordinary withholding rate is higher than 20%, the tax withholding rate will be at the Councillor's ordinary rate.

4.7.4. Meals

Council will provide an allowance for meals, in accordance with the Australian Taxation Office ruling on travel expenses current at the date of travel, for a Councillor when a meal is not provided:

- Within the registration costs of the approved activity/event

- During an approved flight
- Any time Councillor is on Council Business

No alcohol will be paid for by Council. If the Councillor is away from home or commences their travel before 8am or concludes after 9 am a breakfast entitlement is provided. If the Councillor is away from home or commences travel before 12 noon or concludes after 1pm a lunch entitlement is provided. If the Councillor is away from home or commences travel before 6 pm or concludes after 7pm a dinner entitlement is provided.

4.7.5. Incidental allowance

Payment will be made for any overnight travel only; the calculation is to pay on the first day of travel, on the last day of travel and for any day in between. In effect the minimum payment will be two days entitlement.

4.7.6. Reimbursement of travel costs

If a Councillor is absent without approved leave, from a workshop, training or any organised Council business event for which travel costs have been incurred and/or travel allowance paid, the Councillor will be liable for reimbursement of travel costs and/or travel allowance paid.

4.8. Legal Representation for Councillors

Councillors can seek legal representation by written request to the Chief Executive Officer in relation to a matter that arises from the Councillor's performance of his or her functions. Former Councillors may also request legal representation.

There are four major criteria for determining whether Council will pay the legal representation costs of a Councillor.

These are:

1. the legal representation costs must relate to a matter that arises from the performance, by the Councillor, of his or her functions;
2. the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;
3. in performing his or her functions, to which the legal representation relates, the Councillor must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
4. the legal representation costs do not relate to a matter that is of a personal or private nature.

If the above four (4) criteria are satisfied, Council may approve the payment of legal representation costs:

- where proceedings are brought against a Councillor in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Councillor; or
- to enable proceedings to be commenced and/or maintained by a Councillor to

- permit the Councillor to carry out his or her functions – for example, where a Councillor seeks to take action to obtain a restraining order against a person using threatening behaviour to the Councillor; or
- where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in Council by publicly making adverse personal comments about Councillors.

Council shall only approve the payment of legal representation costs if the Councillor has signed a written statement confirming that the Councillor:

- has acted in good faith, and has not acted unlawfully or in a way that constitutes corrupt conduct or misconduct, in relation to the matter to which the request for legal representation relates;
- has read, and understands, the terms of this Policy relating to legal assistance and associated costs;
- acknowledges that any approval of legal representation costs is conditional on the repayment provisions below and any other conditions to which the approval is subject; and
- undertakes to repay to Council any legal representation costs in accordance with the repayment provisions below. Council will not provide or fund legal advice or representation for Councillors in relation to personal or private matters.

Council will not, unless under exceptional circumstances decided by resolution of Council, provide or fund legal advice or representation for a defamation action or a negligence action instituted by a Councillor.

Council will not, unless under exceptional circumstances decided by resolution of Council, pay for legal advice or representation obtained by a Councillor where the Councillor has not obtained prior written approval from the Chief Executive Officer.

In assessing a request, Council may have regard to any insurance benefits that may be available to the Councillor under Council's insurance policies.

Council may:

- refuse;
- grant; or
- grant subject to conditions a Councillor's request for payment of legal representation costs.

Conditions may include, but are not restricted to:

- Council specifying who will provide the legal services (e.g. Council's Legal Services Directorate or an external law firm or legal services provider);
- a financial limit;
- a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation

costs; and/or

- an obligation on the Councillor to act reasonably and to disclose to Council anything that could affect representation.

If Council approves a request for payment of legal representation costs, Council: shall confirm the scope of the approved legal representation;

- shall take advice on the estimated costs of the matter and set a limit on the costs to be paid by Council;
- shall require full and detailed accounts from the lawyer providing the legal representation to ensure that the representation complies with the scope of Council's approval;
- may make payment of approved legal representation costs either by a direct payment to the approved lawyer (or the relevant firm), or a reimbursement to the Councillor upon confirmation of payment by them; and
- shall not make payment for any legal services that are outside the scope of Council's approval.

A Councillor may make a further request to Council in respect of the same matter.

Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

4.8.1. Repayment provisions

Council may, subject to below, determine that a Councillor whose request for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved –

- not acted in good faith, or has acted unlawfully or in a way that constitutes corrupt conduct or misconduct; or
- given false or misleading information in respect of the request.

A determination under the above may be made by Council only based on, and consistent with, the findings of a court, tribunal or inquiry. Where Council decides under the above, the legal representation costs paid by Council are to be repaid by the Councillor:

- all or part of those costs – in accordance with a determination by Council as per above;
- as much of those costs as are available to be paid by way of set-off – where the Councillor receives monies paid for costs, damages or settlement in respect of the matter for which Council paid the legal representation costs.

Council may take action in a court of competent jurisdiction to recover any monies due to it under this policy.

4.9. Insurance cover

Councillors will be covered under relevant Council insurance policies while discharging civic duties. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillors liability and personal accident.

5. REPORTING

No additional reporting.

6. DEFINITIONS

Council business will include attendance at any official meeting of the Council, including the meetings of any Committee appointed by the Council under the relevant section of the *Local Government Regulation 2012*, Councillor forums and workshops and meetings of any external agency, committee, board or organisation on which Council input or representation is desirable and to which a Councillor has been appointed by formal resolution of the Council.

Council business also includes attendance at meetings and functions of community groups and organisations which Councillors have been formally requested or appointed to attend in an official capacity.

It should be noted, however, that Council business should result in a benefit being achieved either for the local government and/or the local government area.

Community business is performing civic ceremony duties such as opening a community event, attending or participating in a community group event or being a representative on a board not associated with Council

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)
- *Acceptable Request Guidelines*
- *Information Technology Policy*
- *ICT Acceptable Use Procedure*
- *ICT Standard Operating Environment Procedure*
- *Taxation Administration Act 1953* (Cth)
- *Local Government Electoral Act 2011*
- *Local Government (Empowering Councils) and Other Legislation Amendment Act 2026*

8. REVIEW

This policy is to be reviewed annually, or if legislation changes, or at the direction of the Chief Executive Officer.

Policy type:	☒ Council ☐ Administrative
Directorate:	Corporate Services
Responsible Officer	Executive Director Corporate Services
Authorised on:	21 July 2026 <i>(to apply retrospectively to 1 July 2026)</i>
Effective date:	1 July 2026
Next review date:	June 2027
Review history:	2020, 2021, 2022, 2023, 2024, 2025, 2026



Councillor Remuneration, Expenses Reimbursement and Resources Policy

1. PURPOSE

To clarify the extent of remuneration, expense reimbursement and support provided to Torres Strait Island Regional Council Councillors.

2. SCOPE

This policy applies to all duly elected representatives of Torres Strait Island Regional Council.

In accordance with section 250 of the *Local Government Regulation 2012 (Qld)* (**Regulation**) Council must prepare an Expenses Reimbursement Policy and adopt this by resolution. The discussion and resolution of this policy must be conducted in open session.

This policy provides for:

- Payment of reasonable expenses incurred, or to be incurred, by Councillors discharging their duties and responsibilities as Councillors; and
- Provision of facilities to the councillors for the purpose of discharging their duties and responsibilities as councillors.

3. LINK TO CORPORATE PLAN —

A proactive and responsible Council

- Provide good governance and leadership

4. POLICY STATEMENT

4.1. Councillor Remuneration

Pursuant to section 247 of the *Local Government Act 2009 (Qld)*, a local government must pay remuneration to each Councillor.

In accordance with section 177 of the *Local Government Act 2009 (Qld)*, the Local Government Remuneration Commission is responsible for deciding the maximum amount of remuneration that is payable to Councillors.

The Commission must annually decide and publish the maximum amount of remuneration payable from 1 July of the following year to a Mayor, Deputy Mayor or a Councillor of a local government.

Pursuant to section 246 of the *Regulation* the Local Government Remuneration Commission have prepared a remuneration schedule for the 2026/27 2025/26- Financial Year as follows:

Position	Remuneration amounts effective 1 July <u>20252026</u>
Mayor	<u>\$129,744\$124,157</u>
Deputy Mayor	<u>\$74,852\$71,629</u>
Councillor	<u>\$64,872\$62,078</u>

The remuneration fixed above is all inclusive and no additional remuneration is payable for sick leave, annual leave, or any other benefits otherwise applicable to employees other than superannuation. Remuneration payments are made in fortnightly instalments.

Councillors who serve only part of a given financial year, shall receive remuneration pro-rata only.

The Mayor, Deputy Mayor and Councillors shall be paid the maximum amount of remuneration as set by the Local Government Remuneration Commission for the 2026/27 2025/26- Financial Year.

Under the new **Local Government (Empowering Councils) and Other Legislation Amendment Act 2026** section 160B provides that a councillor is entitled to remuneration from the date of the start of their term, or from the date of their appointment until the day on which the councillor's term ends.

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Section 247 of the Local Government Regulation is amended to clarify that a local government cannot resolve to reduce or remove the remuneration of a councillor for a period of time the councillor is absent from meetings of the local government, even if the councillor has not been granted leave. **This provides certainty to councillors by clarifying that a councillor is entitled to their remuneration when absent from council, including during leaves of absence.**

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The new section 247(6) of the Local Government regulation also provides that the amount of remuneration decided under section 247(3) for each other councillor including Mayor or Deputy Mayor must be the same proportion of the maximum amount of remuneration payable to that other councillor under the remuneration schedule. **In other words it provides certainty to Mayors and Deputy Mayors that their remuneration can only be decreased, by resolution, by same proportion as all other councillors.**

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4.2. Advance Payment

In this section:

Advance Payment means a payment of a Councillor's base salary in advance of when it is due to be paid.

This section applies to Advance Payments and the circumstances in which an advance payment may be paid to a Councillor on approval from the Chief Executive Officer. Any requests by Councillors which do not meet the requirements of this Policy will need to go to a Council meeting.

Upon a request being received from a Councillor, the Chief Executive Officer (CEO) may approve for payment to a Councillor an advance payment if:

1. The CEO is satisfied that the Advance Payment is for:

- financial hardship;
- emergency relief; or
- for another genuine reason

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2. a Councillor has made the request in writing and has provided the information required to complete the advance payment repayment form demonstrating how it is intended to be repaid (attached as *Appendix A* to this Policy);
3. the payment of an advance payment is not requested to be made within the first two months of the Councillor's term;
4. the payment of an advance payment is not requested to be made within the last six months of the Councillor's term;
5. the total of advance payment/s made to any one Councillor does not exceed one fortnight's base salary.

All advance payments are to be repaid to Council by the Councillor within the following fortnightly pay period for the Councillor.

The Chief Executive Officer, at their discretion, may request a Councillor to produce material to substantiate their application for an advance payment which the Chief Executive Officer considers relevant to their assessment.

The Chief Executive Officer, at their discretion, can refuse any application by a Councillor for an advance payment whatsoever. Any approval given by the Chief Executive Officer must be in writing.

This section only applies to an advance payment, relating to a Councillor's base salary component, and does not cover or permit any other advance. To avoid any doubt, a Councillor's meeting fee component cannot be paid in advance.

Before any advance payment is made a signed copy of the Advance Payment Repayment Form must be provided.

4.3. Tax

At the beginning of each financial year, Councillors must nominate a tax withholding amount to be applied by Council unless Council at a future stage elects to become an eligible local government body. In that case, Councillor remuneration payments become subject to PAYG and FBT provisions.

4.4. Superannuation

Council may, by unanimous Council resolution, elect to be an "eligible local governing body". This empowers the withholding of Councillors' income tax and automatic payment of the superannuation contribution (*Taxation Administration Act 1953*, div. 446).

4.5. Provision of Facilities and Support

Certain equipment separately identified in this policy is provided to the Councillor once and will remain the property of the Councillor upon the completion of their term.

All other equipment and facilities not separately identified shall remain the property of Council and must be returned to Council when a Councillor's term expires.

4.5.1. Private use of Council owned facilities

Based on the principle that no private benefit is to be gained, the facilities provided to Councillor's by Council owned facilities are to be used only for Council business unless prior approval has been granted by resolution of Council.

4.5.2. Office facilities

Councillors will be provided with the following facilities and support:

- Mayor: Separate office accommodation on home island, Thursday Island and in Cairns Office with Secretarial and Executive Assistant Support
- Deputy Mayor and Councillors: Office accommodation and administrative support in accordance with the established staff structure and Council's Communications Guidelines (Acceptable Request Guidelines) on the Councillor's home island.

Councillors are provided with access to shared facsimile, scanner, printer, photocopier and paper shredder for business use.

Use of Council landline telephones and internet access in Council offices for Council business.

4.5.3. Uniform provision

The Council will provide Councillors with a Council uniform allocation, aligned to the general employee uniform allowance.

4.5.4. Motor vehicles

On the choice of the Mayor or Councillor, Council will provide a 2WD dual cab utility or similar vehicle dependent upon availability on a full private use basis, that being, any member of the Councillor's family with a current driver's licence can drive this vehicle and transport passengers.

The Councillor will pay \$25 a week as hire and provide all fuel.

The Council will be responsible for the routine maintenance and insurance of the vehicle and all fair wear and tear repairs. Where repairs are required other than ~~as a result of~~because of fair wear and tear, the Councillor will pay the full cost (including any freight costs) of rectification or, if the vehicle cannot be repaired, replacement of the vehicle. Repair or replacement must be carried out in a timely manner– within two months of damage being identified, or as soon as reasonably practicable.

Vehicle hire may be suspended for a period of time where the vehicle is taken out of operation for repairs and maintenance and an alternative vehicle is not available.

Motor vehicles will not be allocated to Councillors with outstanding unpaid charges for maintenance and unfair wear and tear repairs from previous hire arrangements through Council.

Council shall retain ownership of the vehicle. At the end of the Councillor's term the vehicle shall be returned to Council in the same condition as when the vehicle was provided, subject to fair wear and tear.

A Councillor will not be entitled to access any other Council vehicle, for Council business or private use.

4.5.5. Computers and telecommunication

Council will provide one mobile phone handset and one piece of portable IT hardware equipment (i.e. laptop/tablet) to a Councillor at the start of their term of office.

At the conclusion of the term these items will become the property of the Councillor. A standard suite of Council software will be provided with each piece of portable IT hardware equipment issued to the Councillor. Any additional software provision and/or installation will be at the discretion of the Chief Executive Officer and must comply with licencing and ICT Standard Operating Environment Procedure. This software licence will be removed at the end of the Councillor's term.

Support for the Council supplied IT hardware will be provided through the Information Services Helpdesk (within standard business hours). If rectification requires more than phone support the Council provided IT hardware must be returned to the Cairns office by the Councillor.

Any lost, damaged, stolen or superseded devices will be repaired or replaced by Council at the sole discretion of the Chief Executive Officer, who shall consider the reasonableness of the request.

Use of IT equipment provided by Council must comply with IT Policy and Procedures, and particularly the ICT Acceptable Use Procedure.

A voice and data plan will be paid for by Council for business use only during the term of the Councillor.

4.5.6. General legal advice

General legal advice is available to Councillors on matters relating to their role with Council or obligations as councillors under the *Local Government Act 2009* (Qld). Legal advice is provided by Council's Legal Services Team.

4.6. Reimbursement of Expenses

4.6.1. Representing Council

Where Council resolves, or the Mayor and Chief Executive Officer consider relevant, that Councillors are required to attend study tours, conferences or workshops to either deliver a paper, to receive knowledge or as a delegate of Council; Council will pay for or reimburse expenses, associated with attending the event since participation is part of the business of Council.

Each Councillor who attends an event on behalf of Council must provide a written report to the whole Council at the second ordinary meeting after the event and a verbal report upon request.

4.6.2. Mandatory professional development

Where Council resolves or the Mayor and Chief Executive Officer consider that all Councillors are to attend training courses or workshops for skills development related to a Councillor's role, the Council will pay for or reimburse expenses, being the total cost of the course plus directly associated expenses.

4.6.3. Discretionary professional development

Where a Councillor identifies a need to attend a conference, workshop or training to improve skills, other than mandatory training, Council will pay for or reimburse expenses to a maximum of \$5,000 per financial year. The professional development must be related to the skill development of the Councillor in their capacity as Councillor.

4.7. Travel as required to represent Council

A local government may pay for or reimburse local, interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:

- A Councillor is an official representative of Council; and
- The activity/event and travel have been endorsed by resolution of Council; or
- The Mayor and Chief Executive Officer consider necessary to incur the travel on behalf of Council

Council will pay for reasonable expenses incurred for overnight accommodation. All travel expenses will be paid in advance of travel with any unused allowance recovered from future claims.

If a Councillor travels using their private vehicle, a log is to be kept of the kilometres travelled and the reimbursement will be on a cents-per-kilometre method in accordance with the Australian Taxation Office rulings for the engine capacity of the vehicle used. Claim can only be made to a maximum of 5,000 business kilometres per year per vehicle.

If a Councillor travels using a private vessel, reimbursement will be based on actual costs incurred (such as fuel costs). A log is to be kept and receipts provided to substantiate reimbursement of expenses. The claim must not exceed the cost of the same travel using economy flights plus taxi transfers.

4.7.1. Travel bookings

All Councillor approved air travel will be booked and paid for by Council. For the purpose of travelling for Council (not as a result of a third-party request and payment) economy class is to be used, however for journeys of two (2) hours or more, business class may be used where available.

Class of travel for third-party travel requests such as attendance at board or other meetings of the third party will be at the discretion of the Chief Executive Officer.

Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. They cannot be used to offset other unapproved expenses. (e.g. cost of partner or spouse accompanying the Councillor.)

4.7.2. Travel transfer costs

Any travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed. For example: trains, taxis, buses and ferry fares as well as possible hire cars.

Cab charge fast cards may also be used where Councillors are required to undertake duties relating to the business of Council. Cab charge statements are reviewed monthly by Councils Senior Executive Assistant to the Mayor and Chief Executive Officer against approved Council travel dates.

On the mainland only, for travel periods of longer than three (3) days, the Councillor has an option of obtaining a hire car. The hire car will be the equivalent of the Avis car classes being either full size or standard class vehicle. This is to be arranged by Council. All fuel costs and non-direct hire costs (e.g. cleaning) associated with the hire car will be borne by the Councillor.

If the Chief Executive Officer considers it an operational advantage or that savings can be achieved by hiring a car, this is at the Chief Executive Officer's discretion.

In exceptional circumstances where there is no Council vehicle or taxi service reasonably available, a hire car may be approved, for travel periods of less than 3 days, at the Chief Executive Officer discretion.

Travel costs including car-hire, parking costs and fuel, when attending conferences, will be considered by the Chief Executive Officer on a case-by-case basis. For example: hire car including fuel and parking to attend a conference or other official Council business requiring road-based travel from the nearest airport.

NOTE: Any fines incurred while travelling in Council-owned vehicles or Council arranged hire vehicles when attending to Council business, will be the responsibility of the Councillor incurring the fine.

Costs listed on invoices to Council which are not covered by the Council hire arrangement including fines, fees, refuelling, vehicle repairs and cleaning will be recovered by Council from the next payment made to the Councillor. A copy of the invoice will be forwarded to the Councillor to support the deduction made for the cost recoveries.

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Council will pay for the most economical deal available. Where possible, the minimum and maximum standard for Councillors' accommodation will be four (4) star rating. Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

For Cairns events Council has a list of pre-qualified suppliers who offer accommodation services, Councillors will be able to make a choice from these suppliers subject to availability.

Where a Councillor prefers to organise their own accommodation, an accommodation allowance will be paid as per the Australian Taxation Office Tax Determination for accommodation expenses current at the date of travel. This arrangement must be pre-approved by the Chief Executive Officer.

Tax withholding rate for non-commercial accommodation allowance is a minimum of 20%. If Councillor's ordinary withholding rate is higher than 20%, the tax withholding rate will be at the Councillor's ordinary rate.

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Council will provide an allowance for meals, in accordance with the Australian Taxation Office ruling on travel expenses current at the date of travel, for a Councillor when a meal is not provided:

- Within the registration costs of the approved activity/event
- During an approved flight
- Any time Councillor is on Council Business

No alcohol will be paid for by Council. If the Councillor is away from home or commences their travel before 8am or concludes after 9 am a breakfast entitlement is provided. If the Councillor is away from home or commences travel before 12 noon or concludes after 1pm a lunch entitlement is provided. If the Councillor is away from home or commences travel before 6 pm or concludes after 7pm a dinner entitlement is provided.

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Payment will be made for any overnight travel only; the calculation is to pay on the first day of travel, on the last day of travel and for any day in between. In effect the minimum payment will be two days entitlement.

4.7.6. *Reimbursement of travel costs*

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There are four major criteria for determining whether Council will pay the legal representation costs of a Councillor.

These are:

1. the legal representation costs must relate to a matter that arises from the performance, by the Councillor, of his or her functions;
2. the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;
3. in performing his or her functions, to which the legal representation relates, the Councillor must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
4. the legal representation costs do not relate to a matter that is of a personal or private nature.

If the above four (4) criteria are satisfied, Council may approve the payment of legal representation costs:

- where proceedings are brought against a Councillor in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Councillor; or
- to enable proceedings to be commenced and/or maintained by a Councillor to permit the Councillor to carry out his or her functions – for example, where a Councillor seeks to take action to obtain a restraining order against a person using threatening behaviour to the Councillor; or
- where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in Council by publicly making adverse personal comments about Councillors.

Council shall only approve the payment of legal representation costs if the Councillor has signed a written statement confirming that the Councillor:

- has acted in good faith, and has not acted unlawfully or in a way that constitutes corrupt conduct or misconduct, in relation to the matter to which the request for legal representation relates;
- has read, and understands, the terms of this Policy relating to legal assistance and associated costs;
- acknowledges that any approval of legal representation costs is conditional on the repayment provisions below and any other conditions to which the approval is subject; and
- undertakes to repay to Council any legal representation costs in accordance with the repayment provisions below. Council will not provide or fund legal advice or representation for Councillors in relation to personal or private matters.

Council will not, unless under exceptional circumstances decided by resolution of Council, provide or fund legal advice or representation for a defamation action or a negligence action instituted by a Councillor.

Council will not, unless under exceptional circumstances decided by resolution of Council, pay for legal advice or representation obtained by a Councillor where the Councillor has not obtained prior written approval from the Chief Executive Officer.

In assessing a request, Council may have regard to any insurance benefits that may be available to the Councillor under Council's insurance policies.

Council may:

- refuse;
- grant; or
- grant subject to conditions a Councillor's request for payment of legal representation costs.

Conditions may include, but are not restricted to:

- Council specifying who will provide the legal services (e.g. Council's Legal Services Directorate or an external law firm or legal services provider);
- a financial limit;
- a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs; and/or
- an obligation on the Councillor to act reasonably and to disclose to Council anything that could affect representation.

If Council approves a request for payment of legal representation costs, Council:

- shall confirm the scope of the approved legal representation;

- shall take advice on the estimated costs of the matter and set a limit on the costs to be paid by Council;
- shall require full and detailed accounts from the lawyer providing the legal representation to ensure that the representation complies with the scope of Council's approval;
- may make payment of approved legal representation costs either by a direct payment to the approved lawyer (or the relevant firm), or a reimbursement to the Councillor upon confirmation of payment by them; and
- shall not make payment for any legal services that are outside the scope of Council's approval.

A Councillor may make a further request to Council in respect of the same matter.

Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

4.8.1. Repayment provisions

Council may, subject to below, determine that a Councillor whose request for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved –

- not acted in good faith, or has acted unlawfully or in a way that constitutes corrupt conduct or misconduct; or
- given false or misleading information in respect of the request.

A determination under the above may be made by Council only ~~on the basis of~~based on, and consistent with, the findings of a court, tribunal or inquiry. Where Council ~~makes a determination~~decides under the above, the legal representation costs paid by Council are to be repaid by the Councillor:

- all or part of those costs – in accordance with a determination by Council as per above;
- as much of those costs as are available to be paid by way of set-off – where the Councillor receives monies paid for costs, damages or settlement in respect of the matter for which Council paid the legal representation costs.

Council may take action in a court of competent jurisdiction to recover any monies due to it under this policy.

4.9. Insurance cover

Councillors will be covered under relevant Council insurance policies while discharging civic duties. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillors liability and personal accident.

5. REPORTING

No additional reporting.

6. DEFINITIONS

Council business will include attendance at any official meeting of the Council, including the meetings of any Committee appointed by the Council under the relevant section of the *Local Government Regulation 2012*, Councillor forums and workshops and meetings of any external agency, committee, board or organisation on which Council input or representation is desirable and to which a Councillor has been appointed by formal resolution of the Council.

Council business also includes attendance at meetings and functions of community groups and organisations which Councillors have been formally requested or appointed to attend in an official capacity.

It should be noted, however, that Council business should result in a benefit being achieved either for the local government and/or the local government area.

Community business is performing civic ceremony duties such as opening a community event, attending or participating in a community group event or being a representative on a board not associated with Council

7. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)
- *Acceptable Request Guidelines*
- *Information Technology Policy*
- *ICT Acceptable Use Procedure*
- *ICT Standard Operating Environment Procedure*
- *Taxation Administration Act 1953* (Cth)
- *Local Government Electoral Act 2011*
- *Local Government (Empowering Councils) and Other Legislation Amendment Act 2026*

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8. REVIEW

This policy is to be reviewed annually, or if legislation changes, or at the direction of the Chief Executive Officer.

Policy type:	☒ Council ☐ Administrative
Directorate:	Corporate Services
Responsible Officer	Executive Director Corporate Services
Authorised on:	17 June 2025 <u>2026</u>
Effective date:	1 July 2025 <u>2026</u>
Next review date:	June 2026 <u>2027</u>
Review history:	2020, 2021, 2022, 2023, 2024, <u>2025, 2026</u>

Local Government
Remuneration Commission
ANNUAL REPORT 2025

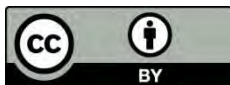
Acknowledgement of Country

The Department of Local Government, Water and Volunteers respectfully acknowledges the Traditional Custodians of Country. We recognise the ongoing spiritual and cultural connection Aboriginal Peoples and Torres Strait Islander Peoples have with land, water, sea and sky. We pay our deep respects to their Elders past and present, support future leaders and acknowledge First Nations People's right to self-determination.

This publication has been compiled by the Secretariat of the Queensland Local Government Remuneration Commission, within the Department of Local Government, Water and Volunteers.

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12 December 2025

The Honourable Ann Leahy MP
Minister for Local Government and Water and
Minister for Fire, Disaster Recovery and Volunteers
1 William Street
Brisbane QLD 4000

Dear Minister

On 28 November 2025, the Local Government Remuneration Commission (the Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012* (the Regulation).

Our determinations on these matters, together with the Remuneration Schedule to apply from 1 July 2026 are included in the enclosed Report, which we commend to you.

Yours sincerely



Robert (Bob) Abbot OAM
Chairperson



Andrea Ranson
Commissioner



Reimen Hii
Commissioner

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1. 2025 Report key determinations

Determination of maximum remuneration levels

The Commission has decided to increase the maximum remuneration levels for mayors, deputy mayors and councillors as follows:

Council Categories A1, A2, A3 and B1	Increase by 4.5% from 1 July 2026
Council Categories B2, B3, C1, C2, C3, D2, D3, E2 and F2	Increase by 3.25% from 1 July 2026

In making its determination of maximum remuneration levels applicable for 2025-26, the Commission considered the following:

- The outcomes of the Commission's 2023 remuneration category methodology.
- Remuneration and wages indexation applied for other public sector entities.
- The importance of maintaining financially sustainable and fiscally responsible wage growth, taking into consideration:
 - the recently challenging and unstable inflationary environment and measures taken by other government authorities to manage the impacts of inflation.
 - the challenges faced by local governments and their communities in relation to climate change and environmental, social and corporate governance (ESG) reporting, and the additional resources required in relation to sustainability and resilience strategies.
 - the realistic affordability and sustainability impacts for councils and their communities of wage increases for elected members.
 - the potential differential impact of Consumer Price Index (CPI) changes across various parts of Queensland, including rural and remote regions.
 - the appropriateness or otherwise of CPI as a potential measure in significant inflationary periods of time and the relative volatility of annual CPI since the COVID-19 pandemic.
 - existing remuneration disparity in dollar terms between the remuneration paid to mayors and councillors in smaller, rural, regional and remote parts of Queensland when compared to mayors and councillors in larger, metropolitan locations.
 - anecdotal evidence of the desire to attract and retain high quality candidates to these roles, particularly in regional and remote areas.
 - the continuing significant disparity in remuneration between Mayors and Councillors from smaller rural, regional, and remote communities compared to those in larger metropolitan areas, as highlighted in written and oral depositions to the Commission over the last five years.
 - the gap in real wage terms between Mayors and Councillors in Categories A1 to B1 and those in Categories B2 to F2, despite the equally important work undertaken by local governments in all categories.
 - the Commission remains committed to addressing this gap through its annual remuneration schedule and category reviews and has applied a higher percentage increase for A1, A2, A3 and B1 councils.

The Commission further took into consideration the following data:

Increase in CPI¹:

	Dec Qtr 2024	Mar Qtr 2025	June Qtr 2025	Sep Qtr 2025
All Groups CPI inflation change (quarter)				
Brisbane	0.6%	1.9%	0.8%	1.3%
Australia*	0.2%	0.9%	0.7%	1.3%
All Groups CPI inflation change (annual)				
Brisbane	1.8%	2.7%	2.5%	4.7%
Australia	2.4%	2.4%	2.1%	3.2%

* Australia* refers to weighted average of eight capital cities

Increases in the Wage Price Index (WPI)²:

For the financial year ended 30 June 2025 as compared to the financial year ending 30 June 2024¹:

Total hourly rates of pay excluding bonuses			
		Quarterly change (%) Mar 2025 to Jun 2025	Annual change (%) Jun 2024 to Jun 2025
Seasonally Adjusted	Australia	0.8	3.4
	Private sector	0.8	3.4
	Public sector	1.0	3.7
Original	Australia	0.6	3.4
	Private sector	0.6	3.3
	Public sector	0.8	3.7

Total hourly rates of pay excluding bonuses (original) Annual and quarterly movement - states and territories		
	Annual Change (%)	Quarterly Change (%)
NSW	3.2	0.5
VIC	3.4	0.6
QLD	3.6	0.6
SA	3.4	0.5
WA	3.7	0.8
TAS	3.1	0.6
NT	3.3	0.3
ACT	3.6	1.2
Australia	3.4	0.6

¹ Australian Bureau of Statistics
<https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/consumer-price-index-australia/latest-release>

² Australian Bureau of Statistics
<https://www.abs.gov.au/statistics/economy/price-indexes-and-inflation/wage-price-index-australia/jun-2025>

Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT)³:

- The Commission has considered the Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT) determination as a potentially relevant factor.
- The Tribunal has determined that the base rate for a BCC Councillor should be increased by 2.5% on 1 June 2022 with effect on and from 1 September 2022.
- Note: Councillors remuneration is reviewed every 4 years.

The Office of Industrial Relations (OIR):

The State Government Entities Certified Agreement 2023 (2023 Core Agreement) wage increase arrangements:

- 4% effective 1 July 2023 + COLA⁴ payment of max 3% base wages
- 4% effective 1 July 2024 + max 3% COLA if applicable
- 3% effective 1 July 2025 + max 3% COLA if applicable.

New South Wales⁵

The New South Wales Local Government Remuneration Tribunal has determined an increase of 3.0% to mayoral and councillor fees for the 2025-26 financial year, with effect from 1 July 2025, circulated on 21 May 2025.

Victoria⁶

On 30 June 2025, the Victorian Independent Remuneration Tribunal (VIRT) made the allowance payable to mayors, deputy mayors, and councillors (Victoria) Annual Adjustment Determination 2025.

The VIRT determined a 3.0% increase to the values of the base allowances payable to mayors, deputy mayors, and councillors, effective from 1 July 2025. A 3.0% increase has also been applied to the base allowance values which take effect on 18 December 2025.

³ Brisbane City Council's Independent Councillor Remuneration Tribunal
<https://www.brisbane.qld.gov.au/about-council/governance-and-strategy/councillors-and-wards>

⁴ COLA refers to the Cost-of-Living Adjustment paid if CPI is higher than the base wage increases e.g. in a year where base increase is 4% and CPI is 7% the COLA paid will be 3%. If base increase is 4% and CPI is 6%, the COLA paid will be 2%
<https://www.qirc.qld.gov.au/agreements/public-service-agreements>

⁵ <https://www.olg.nsw.gov.au/https-www-olg-nsw-gov-au-category-https-www-olg-nsw-gov-au-category-council-circulars/governance/council-circular-2025-26-determination-of-the-local-government-remuneration-tribunal/>

⁶ <https://www.remunerationtribunal.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors-annual-adjustment>

Western Australia⁷

- In a determination published on 4 April 2025, the Western Australian Salaries and Allowances Tribunal, resolved that attendance fees and annual allowance ranges for Elected Members would be increased by 3.5%, with the adjustment to taking effect from 1 July 2025.
- In Western Australia a local government or regional local government can elect to pay council members an attendance or an annual fee to all council members who attend council, committee, or prescribed meetings. There is also provision for reimbursement of expenses.

Tasmania⁸

In Tasmania, the remuneration for local government councillors is automatically increased under the provisions of the Local Government (General) Regulations 2015.

Allowances are adjusted from 1 November each year by multiplying the allowances for the previous year by the inflationary factor for the current year.

Individual allowances payable to elected members from 1 November 2025 will be rounded to the nearest dollar using the inflationary factor, which is 3.09% for 2025-26.

Northern Territory⁹

The Northern Territory Remuneration Tribunal has increased all base allowances paid to Mayors and Councillors on 10 December 2024 by 4% in recognition of movements in earnings within Australia as well as the Territory, effective from 1 July 2025.

Determination of remuneration policy for A1, A2 and A3 Councils

The Commission resolved to discontinue the meeting-based remuneration requirement for councillors in A1, A2, and A3 category councils, effective from the 2026–2027 determination period.

Prior to making this determination, the Commission consulted with councils from these categories, as well as more broadly across the sector, to ascertain industry support for removing the meeting-based remuneration model. Overwhelming positive support was received during consultations, with many councils expressing favour in ensuring there is parity in the remuneration policies for all councillors in Queensland and in taking steps to remove unnecessary administrative burden on category A1, A2 and A3 councils.

This amendment to the remuneration policy seeks to:

⁷ <https://www.wa.gov.au/government/publications/local-government-chief-executive-officers-and-elected-council-members-determination-no-1-of-2025#determination-of-the-salaries-and-allowances-tribunal-for-local-government-chief-executive-officers-and-elected-council-members>

⁸ https://www.dpac.tas.gov.au/divisions/local_government/councillor_resources/councillor_allowances

⁹ <https://cmc.nt.gov.au/supporting-government/boards-and-committees/reports-determinations>

1. **Promote Equity:** Ensure that all councillors across Queensland's 77 local governments remuneration process is administered on a similar basis, reflecting the value of their contributions irrespective of council size or classification.
2. **Reduce Administrative Burden:** Simplify remuneration processes by eliminating the need for monthly certification, consistent with the Queensland Government's commitment to reducing red tape for local governments.
3. **Support Financial Sustainability:** Enable councils to allocate their operating budgets with greater consistency and predictability

Councillor advisors

The Commission was not approached to make recommendations relating to councillor advisors in the period between 1 December 2024 to 30 November 2025.

2. The Commission

Formation and composition

The Local Government Remuneration Commission (the Commission) is an independent entity established under the *Local Government Act 2009* (the Act). On 1 October 2019, the Governor in Council, approved the current Commission for a term of four years.

The Chair and Commissioners were reappointed by the Governor in Council for a second four-year term on 1 October 2023.

This is the seventh report of the Commission, and the 19th report about Queensland councillor remuneration, including the reports of the former Local Government Remuneration and Discipline Tribunal and the Local Government Remuneration Tribunal.

The Chair and Commissioners of the Commission are:

Mr Robert (Bob) Abbot OAM

Chairperson

Mr Abbot has extensive experience in the local government sector with 32 years as an elected councillor and mayor. Mr Abbot has experience working at state and national local government organisations and has held board and panel positions, including Deputy Chair of the South-East Queensland Council of Mayors, Director of the Local Government Association of Queensland (LGAQ), and Director of the Australian Local Government Association. Mr Abbot has been a mentor for newly elected mayors on behalf of the LGAQ, with a particular focus on mentoring Queensland Indigenous mayors.

In the 2021 Australia Day Honours List, Mr Abbot was the recipient of an Order of Australia (OAM) for his service to local government and to the communities of Noosa and the Sunshine Coast.

Ms Andrea Ranson

Commissioner

Ms Ranson is a practising commercial and dispute resolution lawyer with experience in both public and private sectors of business and governance. She holds a Master of Laws (LLM), Bachelor of Laws (Hons) and Bachelor of Arts from Monash University, Victoria. She is additionally a Graduate of the Australian Institute of Directors (AICD) and a Fellow of the Governance Institute of Australia (FGIA).

Ms Ranson was a director appointed to North Queensland Bulk Ports Corporation, a government owned corporation, holding the role of Chair of the Corporate Governance and Planning Committee, and the role of Member of the Audit & Financial Risk Management Committee of that Board from 2018 to 2025. Ms Ranson was appointed on 1 October 2024, as a Member of the Mackay Health & Hospital Service, a board upon which she currently serves, and is a Member of the Finance Committee, a Member of the Quality, Safety and Health Committee and a Member of the Sustainability and Capital Works Committee of that Board. Her experience includes business and commercial law, employment and industrial relations, diversity, justice, and ethics. Ms Ranson lives regionally and is passionate about regional development. Ms Ranson is a Nationally Accredited Mediator presently working with QCAT, the QSBC, and is a member of the QLD Department of Justice & Attorney-General Dispute Resolution Panel.

Mr Reimen Hii

Commissioner

Mr Hii is a barrister and Nationally Accredited Mediator. He holds the degrees of Bachelor of Laws and Bachelor of Arts. He is a practicing lawyer with extensive knowledge in public administration and community affairs, and a particular interest in civil and commercial law. Mr Hii is experienced in professional discipline matters, including investigations, public administration, corporate and public governance, public sector ethics and finance.

Mr Hii has a culturally and linguistically diverse background and experience collaborating with diverse communities. Mr Hii has previously been recognised as Australian Young Lawyer of the Year by the Law Council of Australia, in recognition of his significant contribution to access to justice and diversity advocacy. Mr Hii provides a deep understanding of diversity and brings well respected analytic skill, together with legal and business acumen to the role.

Commission Responsibilities

Chapter 6, Part 3 of the *Local Government Act 2009* (the Act) established the Local Government Remuneration Commission to assume the remuneration functions of the former Local Government Remuneration and Discipline Tribunal which ceased to exist on 3 December 2018.

Section 177 of the Act provides the functions of the Commission are:

- to establish the categories of local governments, and
- to decide the category to which each local government belongs, and
- to decide the maximum amount of remuneration payable to the councillors in each of the categories, and
- to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
 - (i) whether or not to prescribe a local government under section 197D(1)(a)
 - (ii) the number of councillor advisors each councillor of a local government may appoint
 - (iii) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
- another function related to the remuneration of councillors if directed, in writing, by the Minister.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the processes of the Commission in deciding the remuneration that is payable to mayors and councillors.

The Regulation requires the Commission to review the categories of local governments once every four years, to determine whether the categories and the assignment of local governments to those categories require amendment.

After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors, and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Commission to vary the remuneration for a councillor, or councillors, where the local government considers there are exceptional circumstance and seeks payment of an amount *higher than the maximum amount* stated in the Remuneration schedule. The Commission may, but is not required to, consider any such submission. If the Commission is satisfied that exceptional circumstances exist, the Commission may approve payment of an amount higher than the maximum amount of remuneration scheduled.

Section 248 of the Regulation does not address whether a council can pay a councillor whilst temporarily acting in higher duties, such as moving from Councillor to Deputy Mayor or from Deputy Mayor to Mayor. The determination to compensate for higher duties during any relieving period—provided the payment amount does not exceed the maximum established by the commission for the respective role—resides exclusively with each individual council. The Commission strongly encourages all councils to establish thorough human resources policies that guide decision-making protocols concerning the assignment of higher duties, minimum relieving periods (eg.4 weeks), the disbursement of allowances, superannuation payments, and any other related procedures.

3. Remuneration determination

Remuneration determination for councillors

As required by section 246 of the Regulation the Commission has prepared a Remuneration Schedule (the Schedule) for the 2026-27 financial year, applicable from 1 July 2026, which appears below.

Arrangements have been made to publish the Schedule in the Queensland Government Gazette and for this report to be presented to the Minister for Local Government.

Methodology

The Commission had regard to the matters in section 244 and 247 (2) and (5) of the Regulation in determining the Schedule. The Commission also noted and had regard to the matters listed throughout this report to determine the appropriate maximum remuneration in each category of local government.

Pro rata payment

Should an elected representative hold a councillor position for only part of a financial year, they are only entitled to remuneration to reflect the portion of the year served. It is out of the scope of the Commission's powers to determine otherwise.

Remuneration schedule to apply from 1 July 2026

Remuneration determined from 1 July 2026 (\$ per annum; see Note 1)

Category	Local Governments assigned to categories	Mayor	Deputy Mayor	Councillor
A1 *Note 1	Barcaldine Regional Council	\$128,509	\$74,139	\$64,253
	Barcoo Shire Council			
	Bulloo Shire Council			
	Croydon Shire Council			
	Doomadgee Aboriginal Shire Council			
	Kowanyama Aboriginal Shire Council			
	Mapoon Aboriginal Shire Council			
	McKinlay Shire Council			
	Richmond Shire Council			
	Torres Shire Council			
	Woorabinda Aboriginal Shire Council			
	Wujal Wujal Aboriginal Shire Council			
A2 *Note 1	Aurukun Shire Council	\$128,509	\$74,139	\$64,253
	Blackall-Tambo Regional Council			
	Boulia Shire Council			
	Burke Shire Council			
	Cherbourg Aboriginal Shire Council			
	Cloncurry Shire Council			
	Diamantina Shire Council			
	Etheridge Shire Council			
	Hinchinbrook Shire Council			
	Hope Vale Aboriginal Shire Council			
	Lockhart River Aboriginal Shire Council			
	Mornington Shire Council			
	Murweh Shire Council			
	Napranum Aboriginal Shire Council			
	North Burnett Regional Council			
	Palm Island Aboriginal Shire Council			
	Paroo Shire Council			

Category	Local Governments assigned to categories	Mayor	Deputy Mayor	Councillor
	Pormpuraaw Aboriginal Shire Council			
	Quilpie Shire Council			
	Winton Shire Council			
	Yarrabah Aboriginal Shire Council			
A3 * Note 1	Longreach Regional Council	\$129,744	\$74,852	\$64,872
	Balonne Shire Council			
	Douglas Shire Council			
	Flinders Shire Council			
	Goondiwindi Regional Council			
	Northern Peninsula Area Regional Council			
B1	Banana Shire Council	\$129,744	\$74,852	\$64,872
	Carpentaria Shire Council			
	Burdekin Shire Council			
	Cook Shire Council			
	Torres Strait Island Regional Council			
B2	Maranoa Regional Council	\$154,767	\$96,729	\$82,218
	Cassowary Coast Regional Council			
	Charters Towers Regional Council			
	Gympie Regional Council			
	Livingstone Shire Council			
	Mareeba Shire Council			
	Mount Isa City Council			
	Scenic Rim Regional Council			
	Somerset Regional Council			
	South Burnett Regional Council			
	Southern Downs Regional Council			
	Tablelands Regional Council			
B3	Isaac Regional Council	\$155,141	\$96,963	\$82,417
	Noosa Shire Council			
	Whitsunday Regional Council			

Category	Local Governments assigned to categories	Mayor	Deputy Mayor	Councillor
	Lockyer Valley Regional Council			
C1	Central Highlands Regional Council	\$157,010	\$98,130	\$83,409
	Western Downs Regional Council			
C2	Gladstone Regional Council	\$181,137	\$119,170	\$104,868
	Rockhampton Regional Council			
C3	Bundaberg Regional Council	\$182,895	\$120,327	\$105,886
	Fraser Coast Regional Council			
D2	Cairns Regional Council	\$209,739	\$143,002	\$123,938
	Mackay Regional Council			
	Redland City Council			
	Toowoomba Regional Council			
D3	Townsville City Council	\$238,338	\$162,076	\$143,002
	Ipswich City Council			
E2	Logan City Council	\$266,942	\$184,952	\$162,072
	Moreton Bay City Council			
	Sunshine Coast Regional Council			
F2	Gold Coast City Council	\$295,542	\$208,148	\$176,371

Notes to the Remuneration schedule

The 2014 annual report by the former Local Government Remuneration and Discipline Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

The monetary amounts shown are the per annum figures to apply from 1 July 2026. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are only entitled to a pro rata payment to reflect the portion of the year served.

***Note 1: The meeting-based remuneration requirement for A1, A2 and A3 Councils has been removed in 2026-27.**

Previously, councillors in A1, A2, and A3 category councils were remunerated through a hybrid model comprising a base payment (constituting two-thirds of the annual remuneration) and a meeting attendance payment (constituting one-third of the annual remuneration). This meeting attendance payment was contingent upon certification by the mayor or chief executive officer of the council. In contrast, mayors and deputy mayors in these categories received their total annual remuneration without this attendance-based condition.

The Commission resolved to discontinue the meeting-based remuneration requirement for councillors in A1, A2, and A3 category councils, effective from the 2026–2027 determination period.

4. Matters raised with the Commission

Meetings and deputations

Local governments were invited to engage with the Commission during the Annual Conference of the Local Government Association of Queensland (LGAQ), held in Brisbane from 20 to 23 October 2025. As part of this engagement, the Commission conducted face-to-face deputations with representatives from eight councils, including:

- Barcoo Shire Council
- Cassowary Coast Regional Council
- Cherbourg Aboriginal Shire Council
- Gladstone Regional Council
- Isaac Regional Council
- Redlands City Council
- Townsville City Council
- Whitsunday Regional Council

In addition to oral deputations, local governments were also encouraged to provide written submissions to the Commission. A total of seven written submissions were received and carefully considered.

Overall, the submissions highlighted the need for increased remuneration to better reflect the growing complexities and demands faced by mayors and councillors in modern local government. Several councils also proposed changes to their individual categorisation. However, the Commission has decided to defer any decisions regarding category changes until the next scheduled review.

In reaching its maximum determination decision for 2026-27, the Commission considered the submissions received, as well as the broader notions outlined in this report.

Key themes raised during the 2025 deputations, and the previous twelve-month review period reflected issues/topics consistently highlighted by councils in previous years as accounting for increasing the complexity and workload for elected members. These included:

- **Remuneration and Talent:** The need for competitive salaries to attract diverse and skilled candidates, particularly in regional areas, and to retain high-quality elected representatives.
- **Innovation Recognition:** Suggestions to explore mechanisms for incentivising and rewarding innovative council initiatives that foster community growth, resourcefulness, and development.
- **Inflationary Impact:** Concerns about the disproportionate effects of rising inflation and cost escalation on local governments and their communities, especially those with lower-income populations and in rural areas.
- **Community Sustainability:** A greater emphasis on ensuring the long-term viability and prosperity of communities, particularly in the context of the global transition to renewable energy and the associated need for significant infrastructure changes.
- **Leadership in Crisis and Recovery:** Acknowledging the heightened responsibilities, physical and emotional burden faced by councillors during natural disasters and other

significant events, including leading their communities through immediate response efforts and long-term recovery processes.

This feedback will continue to inform the Commission's future deliberations and decisions.

A summary table of written submissions made to the Commission during the previous 12 months is provided below:

Table – Summary of 2025 written submissions

1. Date received	10 October 2025
Received from	Gladstone Regional Council Mayor, Cr Matt Burnett
Summary of submission	Gladstone Regional Council proposed the introduction of a transition allowance for councillors who are not re-elected. This allowance would recognize the long-term service of elected officials and support their reintegration into the workforce, aligning local government entitlements with those of other public and private sector roles. The proposal suggests a base of 12 weeks' salary, with an additional two weeks for each consecutive term served.
Determination	The Commission acknowledges the submission and the significance of this proposal and will consider it during the next category review.
2. Date received	24 September 2025
Received from	Hope Vale Aboriginal Shire Council CEO, Lew Rojahn
Summary of submission	Hope Vale Aboriginal Shire Council advocated for a 20% increase in councillor salaries for remote Queensland communities, particularly for category A2 councils. The submission highlighted the unique demands placed on councillors in small communities, including their deep involvement in daily community life and responsibilities that extend beyond formal duties (e.g. attend funerals, resolve disputes, respond to emergencies within community). Key factors cited include cost of living differentials, workload intensity, recruitment and retention challenges, and the need for equity with urban counterparts.
Determination	The Commission acknowledges the submission. Given the nature of the issue seeking a substantial increase to base councillor remuneration rates, the Commission will consider this proposal at the next category review.
3. Date received	4 November 2025
Received from	Northern Peninsula Area Regional Council CEO, Dalassa Yorkston
Summary of submission	The Northern Peninsula Area Regional Council requested that the Commission take into account the unique cultural and community challenges faced by councillors in their region as part of the 2028

	council categorisation review. Councils' submission provided a comprehensive statistical overview, comparing the Northern Peninsula Area to Queensland averages on several key indicators, including the proportion of Indigenous residents, population mobility, homelessness rates, developmental vulnerability in children, educational attainment, and socio-economic disadvantage. The Council emphasised that these factors significantly increase the complexity and demands of the councillor role in their community. Additionally, the submission proposed the introduction of new classifications to distinguish between divisional and regional councils, reflecting the distinct governance and service delivery challenges in remote areas. Council has sought that its proposal and issues are considered as part of the next category review. The proposal and issues will be taken into consideration in the next category review. Determination The Commission acknowledges Councils submission and the importance of these issues and confirms that they will be considered in the next category review.
4. Date received Received from Summary of submission Determination	7 November 2025 Winton Shire Council Mayor, Cr Cathy White Winton Shire Council expressed support for the current framework in which remuneration levels are independently set by the Local Government Remuneration Commission. In its submission, the Council has requested the removal of the requirement for council resolution to formally accept or not the Commission's maximum remuneration determination. Council is seeking that once the Commission makes the determination that it should automatically apply to all councils within the relevant category. Council has also proposed that remuneration levels be set for the full four-year term, incorporating an annual adjustment applying indexation by the Consumer Price Index. The Commission acknowledges Winton Shire Council's submission and confirms that, once the Commission makes its annual maximum remuneration determination, it is automatically applied to all councils within the relevant category for the forthcoming financial year. A council resolution is only required if a council resolution is only required if a council wishes to provide a lesser remuneration amount. The Commission will consider the suggestion to implement fixed four-year remuneration terms with annual CPI indexation as part of its next category review.
5. Date received Received from Summary of submission	6 November 2025 Toowoomba Regional Council CEO, Sal Petrocchio OAM Toowoomba Regional Council requested a reclassification from category D2 to D3 to ensure parity with comparable councils. The submission provided comparative statistical and financial data, as well as details of significant capital infrastructure projects required to address regional growth.

Determination	The Commission noted that the new methodology allows for category review based on factors such as population and will consider this request in the next review cycle.
6. Date received	10 October 2025
Received from	Isaac Regional Council Councillor Jane Pickels CEO, Cale Dendle
Summary of submission	Isaac Regional Council has formally requested a reclassification of its remuneration category from B3 to C1 for 2026. The submission highlights that the Council's 2025/26 budget operating revenue is \$154 million, aligning the Council to category C1 based on the primary criterion under the new categorisation framework which the Commissioners have previously advised is the principal determinant applied. Council concludes its alignment to the C1 classification is further justified when service population, geography, forecast growth, and SEIFA indices are considered. The submission also noted that Isaac has long advocated for reclassification alongside Central Highlands and Western Downs Councils, which were recently reclassified to C1. While the financial difference in remuneration is minimal, the Council seeks recognition of its councillors' roles in comparison to similar resource and agriculture-based councils.
Determination	The Commission acknowledges the submission from Isaac Regional Council and will review the request in 2026, taking into account the Council's audited financial statement and other relevant data.
7. Date received	20 October 2025
Received from	Western Downs Regional Council CEO, Jodie Taylor
Summary of submission	Council has requested consideration of a category change from C1 to C2. Council has identified previous submissions made to the Commission that identify factors in the Western Downs Regional Council Area impacting upon councillors' time, workload and responsibilities. In this new submission the Council also refers to the increasingly high level of activity in the clean energy sector in the region.
Determination	The Commission notes the submission and will consider category change as part of the next category review.

5. Other activities

Exceptional circumstances submissions (matters raised under Local Government Regulation 2012, section 248):

Nil.

6. Future priorities

The Commission will continue to consider enhancements to the framework for council remuneration categorisation including an equitable method to consider industry impacts on councils and matters relating to transitioning communities and improving sustainability.

The Commission will continue to invite submissions from all Councils as part of its general review of categories and maximum determination of remuneration, as well as make themselves available for deputations at the annual LGAQ conference.

The Commission intends to travel during 2026 to engage with local governments.

Further information about the Commission can be located at

<https://www.localgovernment.qld.gov.au/for-councils/governance/local-government-remuneration-commission>

Local Government Remuneration Commission

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Website: <https://www.localgovernment.qld.gov.au/for-councils/governance/local-government-remuneration-commission>

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DELIVERING
FOR QUEENSLAND



Queensland
Government



ORDINARY MEETING 21-22 July 2026

Agenda Item

6.7

DIRECTORATE: *Corporate Services*

AUTHOR: *Executive Director Corporate Services*

COUNCIL INSURANCE RENEWAL 2026-27 - Update

OFFICER RECOMMENDATION:

Council:

1. ratifies the actions in renewing Council insurance through the Tender consideration plan process as stated in this Council Insurance Renewal 2026—27 Report;
2. resolves to award the insurance contracts for Industrial Special Risk and other insurance as stated in this Council Insurance Renewal Report 2026-27; and
3. notes that the Audit and Risk Committee received and noted this Council Insurance Renewal 2026-27 Report on 9 July 2026.

EXECUTIVE SUMMARY:

Council's renewal insurance is undertaken annually through the **Queensland Local Government Mutual (LGM)** and now **Our Ark Mutual**.

The following report is an overview of Council's Insurance Tender Consideration Plan and a comparison with last year's insurance costs to current. Corporate services will advise Council to roll over **LGM Workcare, LGM Liability** and **LGM assets mutual covers** and the updated **Industrial Special Risks** with **Our Ark Mutual**.

The Insurance report has been considered and noted by the Audit and Risk Committee at its meeting held on 9 July 2026.

INTERESTED PARTIES/CONSULTATION:

- Local Government Mutual (LGM)
- Arthur J. Gallagher & Co. (Insurance Broker)
- Shave and Brett Pty Ltd
- Chief Executive Officer
- TSIRC Asset Management team Engineering Services
- TSIRC Building Services
- TSIRC Information Technology Services
- TSIRC People & Wellbeing Team
- TSIRC Governance and Risk
- TSIRC Financial Services

Background

Most of Council's insurances are through the **Queensland Local Government Mutual (LGM)**. As stated in previous reports, LGM's sole purpose is providing Queensland Councils with comprehensive insurance cover, avoiding direct dependence on the traditional market. Specifically, the Council's annual contribution to LGM Liability is a member contribution to a discretionary trust held for its benefit.

In April 2025, Council resolved to look at alternative offers and sourced industrial special risk insurance under **Our Ark Mutual**. A mutual is a public company limited by guarantee and is collectively owned by its members. It has a board of directors and is a non-for-profit organisation. Council accepted this insurance for 2025-26.

Council resolved in again in March 2026 to adopt a Tender Consideration Plan (TCP) TC26036 under section 230 of the Local Government Regulation 2012 to guide the procurement of its insurance coverage, including the 2026/27 renewal.

Industrial Special Risk Cover

In accordance with that plan, Council approached both Local Government Mutual Services (LGMS) and Our Ark Mutual (ARK), via brokers Arthur J. Gallagher & Co (Gallaghers) previously IIB, for the 2026/27 Industrial Special Risk (ISR) renewal.

Quotes requested:

- LGMS declined to quote despite being invited to do so.
- Gallaghers Recommendation Report quote, issued 18 June 2026, accordingly, presents options sourced from Our Ark Mutual only.

This table summarizes the contribution costs based on Gallaghers recommended protection program for Council in the period from 30/06/2026 to 30/06/2027

Contribution and Total Cost Summary Class of Insurance	Prior Year EX GST but inc broker fee	Base Contribution	Premium GST	Broker Fee	Broker Fee GST	Total Cost
OPTION 1 – Full ISR Including Cyclone	\$3,809,452.03	\$4,878,698.80	\$487,869.88	\$175,000.00	\$17,500.00	\$5,559,068.68
OPTION 2 – Full ISR Excluding Cyclone ***	\$3,809,452.03	\$3,912,698.80	\$391,269.88	\$175,000.00	\$17,500.00	\$4,496,468.68
OPTION 3 – ISR Excluding all residential housing. Excluding Cyclone	\$3,809,452.03	\$2,262,796.75	\$226,279.68	\$175,000.00	\$17,500.00	\$2,681,576.43

Gallaghers has recommended Option 2 - Full ISR Excluding Cyclone from their report, as the renewal basis, consistent with the level of cover Council held in 2025/26. The total cost for 2026/27 is \$4,087,698.80 (ex GST and inc broker fee), up from \$3,809,452.03 in 2025/26, an increase of \$278,246.77 (7.30%).

Please be aware the figures in table below reflect the addition of base contribution amount plus the broker fee but NO GST.

	2025/26	2026/27	Change
Insured asset value	\$1,517,070,832.00	\$1,945,596,056.00	+28.25%
Premium inc Brokerage (ex-GST)	\$3,809,452.03	\$4,087,698.80	+7.30%
Cost to insure, per \$1 of asset value	0.2511¢	0.2101¢	-16.32%

The cost of insurance relative to the value being insured has actually decreased, moving from 0.2511 cents to 0.2101 cents per dollar of asset value. The increase in the total premium is therefore explained by growth in asset values, not by Council paying more to insure the same level of risk.

A data-cleansing exercise by Shave & Brett adjusted the list of insured assets during the year which provided a more accurate position for insurance to be assessed.

Gallagher's Recommendation Report quote was issued on 18 June 2026, after the cut-off for inclusion in Council's June Ordinary Meeting business papers. As Council's 2025/26 ISR policy was due to expire on 30 June 2026 at 4:00 pm, and a lapse in cover was not an acceptable risk position, Council confirmed to Gallagher on 25 June 2026 that it would renew on a rollover basis with the incumbent provider, Our Ark Mutual, on the terms of Option 2, ***pending formal ratification by Council***. No alternative quotation was available from LGMS for consideration as part of that interim decision.

The increase in the recommended (Option 2) total cost from \$3,809,452.03 in 2025/26 to \$4,087,698.80 (ex GST) in 2026/27, an increase of \$278,246.77, or 7.3%, is principally attributable to growth in the declared gross replacement cost of Council's insured building stock following the comprehensive asset revaluation at 30 June 2026.

Measure	2025/26	2026/27
Declared building value (insured asset base)	\$1,517,070,832.00	\$1,945,596,056.00

This represents an increase of \$428,525,224 (28.2%) in the declared asset base, driven by the post-revaluation gross replacement cost of Council's property, plant and infrastructure assets, consistent with the outcomes of Council's 30 June 2026 asset revaluation programme.

This movement in declared value also reflects a data-cleansing exercise undertaken by Shave & Brett as part of preparing the asset schedule for the 2026/27 renewal, summarised below:

Adjustment	Asset Count	Value
Assets removed (Transport, Waste Management, Wastewater, Water - not appropriately classified for ISR cover)	1,558	(\$751,034,228.10)
Assets added (Fuel Depots, Recreation Facilities, Sewerage, Water Treatment Assets, 1 small Building not previously captured)	38	\$4,282,706.51
Net effect of data-cleansing adjustments		(\$746,751,521.59)

Assets removed are not insurable and reliance therefore for any replacement due to Natural Disaster would be required by National Disaster Relief Funds via the Queensland Recovery Authority.

As an estimate only, had the data-cleansing exercise not been undertaken, Council's declared asset base for 2026/27 would have been approximately \$746.75 million higher. Applying the same premium rate used this would have resulted in an estimated additional premium cost of approximately \$1.65 million, bringing the total estimated cost to approximately \$6.15 million rather than the \$4.50 million payable.

Council Social Housing assets

The Council is reminded that at the Council Ordinary meeting in June, Council resolved to advocate its position (via the Mayor and Chief Executive Officer) to the Queensland Government, that Council is not obligated to acquire the insurance in relation to Social Housing where full coverage at a reasonable rate cannot be obtained.

Council also resolved to remove Social Housing from the Industrial Special Risk insurance policy, **conditional** upon receipt of written asset-replacement guarantees from the Queensland Government.

Corporate Services acknowledges that this process could take some time, therefore it informs the committee, the current Industrial Risk Insurance cover through Ark Mutual has been rolled over until such time as the social housing component may be removed, on possible Queensland Government asset replacement guarantees.

All other insurances - LGM Assets (Mutual) Covers, LGM Liability Covers, LGM Workcare

These insurance policies are being retained by the council on the basis that LGM Insurance represents the most financially competitive option available for these lines of coverage. These are all listed with the Industrial Special Risk Cover in the table below.

Council is presently covered for:

- LGM Assets Mutual Covers: Crime, Motor Vehicle, Group Personal Accident, Voluntary Workers Personal accident, Marine Hull Commercial and Marina Operators Liability, and Travel.
- LGM Liability Covers: Liability Group cover including Public Liability, Products Liability, Professional Indemnity, Councillor and Officers.
- Liability including Employment practices
- Liability for Cyber events and issues.
- LGW Workcare: Workers Compensation (*still awaiting final cost at the end of July 2026 – Council has insurance coverage – just not final cost*)

Council has deemed it prudent to take **Marine Hull Insurance**, which will cover various types of damage (including weather) to Hammond Pontoon and repairs if design was faulty. Council has also taken out **Marina Operators liability**, which protects the pontoon from third party claims, for example, if the pontoon causes damage to a third party. This insurance also covers the cost of the removal of the pontoon if it is destroyed. The overall yearly cost ex GST is \$19,721.24.

Overall, the insurances of Industrial Special Risk and Asset Mutual Covers have only increased by 8.16% and Liability cover is up 6.79%.

As Council is still awaiting Workcare Cover, it cannot do final calculations until invoices will be issued late July 2026.

Insurance Renewal 2026-27

Contribution incl. Stamp Duty (excl. GST)					
	2025-26	2026-27	Change [\$] 2026-27	Change [%] 2026-27	Previous % 2025-26
OUR ARK MUTUAL - (A)					
Industrial Special Risks including Social Housing, Fuel Depots and all other assets	\$3,809,452.03	\$4,087,698.80	\$278,246.77	7.3%	-27%
LGM ASSETS (MUTUAL) COVERS - (B)					
Motor Vehicle	\$109,849.26	\$105,547.19	\$-4302.07	-3.9%	7.38%
Crime	\$22,848.26	\$28,560.33	\$5712.07	25%	100%
Group Personal Accident	\$2,417.80	\$2417.80	0	0	0
Voluntary Workers Personal Accident	\$659.40	\$659.40	0	0	0
Travel inc Charter Flights	\$111,653.65	\$143,502.70	\$31,849.05	28.5%	96%
Marine Hull Commercial (new)	new	\$15874.74	\$15874.74	100%	0
Marina Operators Liability (new)	new	\$3846.50	\$3846.50	100%	0
Total	\$247,428.37	\$300,408.66	\$52,980.29	22.20%	125%
Total =(A+B) =(C)	\$4,056,880.40	\$4,388,107.46	\$331,227.06	8.16%	-24.17
Liability Group Cover (D)					
Liability Group Cover					
• Public Liability					
• Products Liability					
• Professional Indemnity					
• Councillors & Officers Liability					
• Employment Practices Liability					
• Cyber Liability					
Total	\$214,539.99	\$229,126.54	\$14,586.55	6.79%	3.9%
LGW Workcare (D)					
Workers Compensation	\$279,037.23	TBC			
Total (D)	\$493,577.22	TBC			
Overall Total (C +D) = (E)	\$4,550,457.62	TBC			
Overall Total = (E)					
	\$4,550,457.62	TBC			

COMPLIANCE/CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i>
Budgetary:	Operational budget 2026/27 to be approved by Council in July 2026; increased insurance cost to be reflected in the adopted budget. Please note that Workcare Cover costs will not be available until end of July.
Policy:	• Asset Management Policy • Procurement and Ethical Sourcing Policy
Legal:	Section 230(1) of the Local Government Regulation 2012
Risk:	The recommended option (Option 2) maintains Council's existing risk position relative to 2025/26 and ensures continuity of ISR cover; the absence of an LGMS quotation has been addressed in accordance with the risk analysis set out in the Tender Consideration Plan.
Links to Strategic Plans:	Corporate Plan 2025-2030 (Bisnis Plan) 3 - A proactive and responsible Council 3.1 – Provide good governance and leadership -Ensure responsible financial management and sustainability -Prioritize and manage risks effectively 8.1 – delivery of strategic plans, operational plans, budget and associated performance management
Malungu Yangu Wakay (The Masig Statement):	The current insurance policies support the purpose of the Masig Statement which is to preserve the Torres Strait and Northern Peninsula Area people's principles in preserving their material and economic relationship with the lands, territories, waters, coastal seas and other resources.
Committee Consultation:	Audit and Risk Committee
Timelines:	Insurance renewals come into effect on 1 July each year Gallagher Recommendation Report issued 18 June 2026; acceptance requested by 25 June 2026; interim rollover confirmed to provider 25 June 2026; 2025/26 policy expired 30 June 2026 at 4:00 pm; 2026/27 cover effective from 30 June 2026 at 4:00 pm.

OTHER COMMENTS:

Nil

Recommendation:


Belinda Down
Acting Governance & Risk Manager

Endorsed:


Michelle Webster
Corporate Services Executive Director

Approved


James William
Chief Executive Officer



Legislative and Operational Matter – Disaster Management Arrangements

Recommendation:

Council resolves:

- in consultation with the Torres Shire Council (TSC), to seek to dissolve the current combined TSC and TSIRC Torres Strait Local Disaster Management Group (TSLDMG);
 - to seek to form a separate and stand-alone TSIRC Local Disaster Management Group (LDMG); and
 - delegate to the Chief Executive Officer powers to progress and execute administrative and legislative matters relating to the proposed dissolving of the joint TSLDMG and the formation of a TSIRC LDMG.
-

Executive Summary:

This report recommends the formation of a stand-alone TSIRC LDMG. This would see the extinguishing of the current combined TSC and TSIRC TSLDMG which has been in place since 2013.

A formation of a standalone TSIRC LDMG will provide administrative efficiencies and a TSIRC specific focus on the unique nature and risks associated with disaster related matters that are specific to TSIRC's LGA geography, people, culture and environment.

The remoteness and lack of interagency incident response and resourcing present or readily available on the 15 divisions, along with experienced and predicted increase in climate induced elevated risks impacting on TSIRC's LGA are also cause for TSIRC to adopt a localised and specific Disaster Management approach.

Purpose of Report:

The purpose of this report is to brief Council on the current status of the LDMG, past proposals to form a 'stand-alone' LDMG, and to recommend that Council pursue formalising a standalone TSIRC LDMG.

Background:

Early History – Combined LDMG

In December 2012, Torres Strait Island Regional Council requested approval from the Minister for Police, Corrective Services, and Emergency Services for the combined Local Disaster Management Group with Torres Shire Council.

On 11 February 2013, the District Disaster Coordinator of the Cairns District Disaster Management advised the Chairs of the TSIRC and TSC LDMGs that, subject to Ministerial approval, the formation of one LDMG was approved. Subsequent approval was given on 2 April 2013 by the then Minister for Police and Community Safety (the Hon. Jack Dempsey MP) for the combining of TSC and TSIRC for the purpose of establishing a Local Disaster Management Group in accordance with Section 31 of the *Disaster Management Act 2003*.

Below is a copy of s31 of the *Disaster Management Act 2003*.

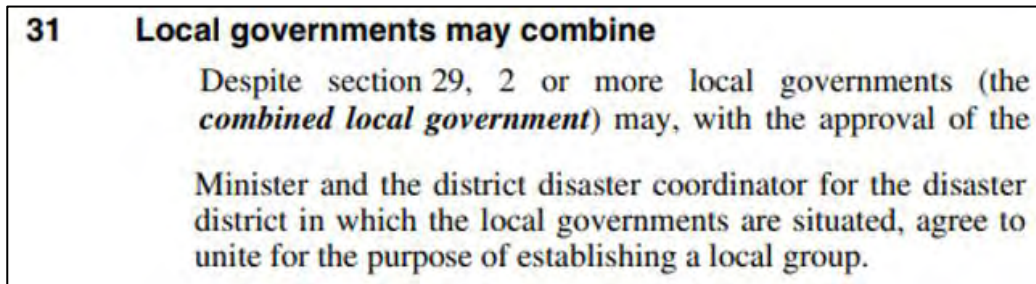


Figure 1 - Extract of s31 of the *Disaster Management Act 2003*.

Recent History - 2020 LDMG Separation Proposal

At its Ordinary Meeting in May 2020, Council resolved to commence the conversations with the Mayor and Chief Executive Officer of Torres Shire Council regarding separation of the current combined Disaster Management Plan and to commence the conversations led by the Mayor and Chief Executive Officer with the applicable State Government agencies regarding the endorsement of the proposed separation of the existing combined arrangement.

Extraction of the Council resolution from the May 2020 Council Ordinary Meeting is attached below.



Figure 2 - Council Resolution from the May 2021

In January 2021, an Information Report was presented at the January Council Ordinary Meeting which outlined the main steps and considerations that are required to be considered and addressed for the establishment of a standalone LDMG. These steps and considerations were broadly categorised as being:

- Membership and Stakeholders.
- Administration and Plans
- Legislative Requirements
- Local Disaster Coordination Centre

The report noted that to address the above items, the following task grouping is required:

- Engagement (with key stakeholders)
- Administration (revision of plans, reporting, governance arrangements)
- Infrastructure (equipment, technology, control centre, etc)

A report was issued at the March 2021 Ordinary Meeting which provided further detail in the form of a project timeline and project plan/task listing.

Council at the April 2021 Ordinary meeting resolved to engage with identified stakeholders and advisors of the proposed TSIRC LDMG and delegate the CEO to undertake engagement with the proposed TSIRC LDMG members and advisors.

21.

3:34pm – 4:03pm

ENGINEERING – LDMG Membership

The Chief of Engineer spoke to this Report and provided an update of the current LDMG Membership and the proposed changes. Cr. Fell requested this Agenda item be added to the Housing and Safe and Healthy Communities Committee as a Standing Agenda Item.

RESOLUTION:
Moved: Cr Aven Noah; *Second:* Cr Keith Fell
Council Resolves to:
Subject to the commencement of engagement by TSIRC Mayor and CEO with TSC in relation to the proposed disestablishment to the TSLDMG, as per resolution made at the May 2020 Ordinary Meeting.
• Engage with identified stakeholders to seek the formation of membership and advisors of the proposed TSIRC LDMG as outlined in this report.
and
• Delegate the CEO to undertake engagement with proposed members and advisors to the proposed TSIRC LDMG, and undertake other administrative matters relating to the formation of a stand-alone TSIRC LDMG.

MOTION CARRIED

Figure 3 - Council Resolution

In April 2021 and as an outcome of the Council Resolution from May 2020, TSIRC Mayor and Deputy Mayor made a deputation to Torres Shire Council Counterparts during a TSC OM which included the proposed separation of the Torres Strait Local Disaster Management Group as part of the deputation. Below is an extract from the deputation.

3. Separation of the Torres Strait Local Disaster Management Group.

The current COVID-19 (Coronavirus) pandemic and associated disaster management activities have highlighted the specific and acutely separate requirements of Council's 15 communities, particularly that of the 14 outer island communities, and the top western communities closest to the international border. This has resulted in varying mitigation strategies, and differing of opinions to disaster management approaches, which could cause confusion with regional stakeholders and constituents.

It is therefore proposed that the two Council's operated operate under individual Disaster Management Plans.

Should individual plans come into effect, both groups would have an understanding to work collaboratively, should and when the situation requires it, as evident in the current arrangement with the Northern Peninsula Area (NPA) Local Disaster Management Group. This mutual understanding could be formalised at a later stage via a Memorandum of Understanding (MOU) or similar arrangement.

Figure 4 - Extraction of TSIRC's deputation at TSC Council

On 9th July 2021, TSIRC's Acting Chief Executive Officer and Acting Chief Engineer met with Torres Shire Council's counterparts on Thursday Island to discuss Torres Shire's position on separation of the Torres Strait LDMG. Discussions were held around administrative requirements for separation of the group, that separation appears at odds with the pursuit of regional governance, and concerns raised regarding COVID unknowns and ongoing response. TSC stated that the prior raising of the proposed separation during the April TSC OM was very brief and resulted in little discussion and have requested further consultation from TSIRC Mayor to TSC.

TSC also presented legal opinion which stated that the relevant State Minister would be required to be consulted and for approving the separation of the current LDMG arrangements, due to the principles of Administrative Law (i.e. to reverse what was pre-approved at Ministerial level). TSIRC's own legal advice is in-line with the administrative law argument.

This is an important issue, as not only does it mean there is an approval process, it also can be interpreted that unless both TSIRC and TSC are supportive of the separation and that the administrative processes and risk management are robust, then the Minister may express concerns relating to approving the proposal.

In late December 2020 and through 2021 correspondence was made between TSIRC and the State in relation to a proposed LDMG separation. These included letters issued in June and December of 2021 under Mayor Mosby's hand to the (then) Minister for Police and Correctional Services advising of the intention and seeking Ministerial support to enact this.

At the time there was a significant focus nationally on the COVID pandemic and post recovery. TSIRC received little high-level response from the State in relation to its LDMG proposal, and after some time TSIRC did not actively pursue the matter further.

2026 Proposal – LDMG TSIRC 'Stand-alone' Group

In July 2025 there was scheduled to be a changeover of the Chair of the combined LDMG. Mayor Mosby (current LDMG Chair) and TSIRC CEO (current LDMG LDC) were to 'hand over' the roles to the reciprocal TSC representatives (scheduled to occur on a 2 yearly cycle). This has not occurred and at the time it was agreed it would occur shortly after July and once a smooth transition was likely.

The LDMG normally meets five times per year in the months February, April, July, September, and November. However, it must meet at least once every six months. Meetings will be at a time and place decided by the Chair.

Despite several attempts over the past 12 months to coordinate an ordinary meeting and for progression to handover the chair and LDC roles, there has been no successful scheduling of any meeting.

This poses a risk to both Councils from a legislative perspective and more so from a practical perspective in relation to disaster preparedness and management.

In June 2026 TSIRC CEO advised TSIRC EDES that Mayor Mosby requested TSIRC pursue a standalone LDMG. This approach is supported by the TSIRC administration arm that leads the DM function, being Engineering Services, and was proposed by TSIRC's EDES as an option earlier in 2026.

Benefits of a 'Stand-alone' TSIRC LDMG

Benefits of a 'Stand-alone' TSIRC LDMG include items such as the following:

- TSIRC has unique climate change and related risks that are typically best managed locally. These include coastal, water security and fire.
- The status of water security for most of TSIRC divisions is very regularly at a high or extreme risk level. Likewise, coastal inundation and erosion impacts are regularly significant, and are disproportionate compared to most other Councils in QLD.
- Supply of goods and travel throughout the TSIRC LGA is very regularly disrupted due to infrastructure and climate conditions.
- Communications and power outages are common in TSIRC LGA, especially during weather events.
- There is a significant lack of 'response' agencies that can easily attend to outages or other risks, such as fires, power, fuel shortages, transport related incidents, and telecommunications.
- TSIRC has unique security and biological risks due to sharing of an international boarder.
- Essentially, TSIRC has identified that there are quite unique risks that are relatively at an extreme likelihood and consequence to TSIRC's operations and to residents, service providers, and visitors of the LGA.
- A TSIRC LDMG will provide an opportunity for greater focus and advocate on these unique risks and manage them accordingly.
- At an administrative level, a TSIRC LDMG will be significantly more manageable in relation to setting meetings, having quorum, undertaking disaster related exercises, and building local specific capacity.

Possible Negatives of a Stand-alone TSIRC LDMG

There are several possible negatives that have been identified. These being:

- Horn Island Airport and Harbour are a vital link between the rest of Australia and the TSIRC LGA. Thus, a disaster or similar incident that affects this link will possibly have less ability for TSIRC to manage and influence should it form a separate LDMG.
- Similarly to the above, during the COVID Pandemic, significant liaison between both Councils as part of a joint LDMG was undertaken to navigate the significant changing and complex border and zoning travel bans that impacted both Councils.

Noting however there was an opinion from TSIRC that its own LGA and COVID measures (vaccine rollout, PNG border, etc) were not considered appropriately by other levels of Government, and that representation of these issues were somewhat 'lost' in the combined LDMG geographical footprint and narrative.

- A combined united voice of two Councils under the same LDMG should command greater attention when advocating for the Region in relation to disaster preparedness, recovery and general disaster management.

Considerations

Reputational:

One of Council's values is accountability, which is achieved by being transparent, honest, and ethical to the benefit of the community. A reputational risk exists should Council not deliver on what is expected of both the department and community. By ensuring inclusiveness through consultation that will maintain trust amongst stakeholders and the community.

Consultation:

- TSIRC Mayor
- CEO
- Manager Engineering Operations
- Head of Engineering

Links to Strategic Plans:

- Outcome 6: Our Communities remain resilient to the effects of climate change and natural disasters.

Financial:

There will be costs relating to salaried staff and likely legal costs associated with administering a change to the LDMG.

In addition, there will be tele-communications and infrastructure costs relating to setting up a TSIRC specific Disaster Control Centre/Office.

The exact requirements and effort have not been fully calculated. Based on the earlier 2021 planning and costings it is likely to amount to approximately \$100,000 in staff wages and other expenses.

Statutory Requirements:

- *Disaster Management Act 2003 (QLD)*
- *Disaster Management Regulation 2014 (QLD)*
- Torres Strait Local Disaster Management Plan

Conclusion:

In the past 12 months the combined TSC/TSIRC LDMG has not met in an official capacity. Despite both Council's good disaster management systems and policies in place and proved ability to 'stand up' when there is a disaster related incident, the lack of engagement presents risks to both Councils both legislatively and in practice.

TSIRC in 2020 proposed the formation of a standalone TSIRC LDMG to provide administrative efficiencies and a TSIRC specific focus on the unique nature and risks associated with disaster related matters that are specific to TSIRC's LGA geography, people, culture and environment.

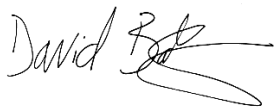
TSIRC's remoteness and lack of interagency incident response and resourcing present or readily available on the 15 divisions, along with experienced and predicted increase in climate induced elevated risks impacting on TSIRC's LGA, are also cause for TSIRC to adopt a localised and specific Disaster Management approach.

In 2020 the COVID pandemic and it's long felt impacts to the region and the nation more broadly slowed any progress to action the proposed standalone TSIRC LDMG. TSIRC for the reasons outlined above is now seeking to revisit and progress with this proposal.

Recommendation:

To improve administrative efficiencies and a focus on TSIRC's unique disaster related risks and disaster management, that TSIRC seeks to form of a stand-alone TSIRC LDMG. This would see the extinguishing of the current combined TSC and TSIRC which has been in place since 2013.

This should be done in a consultative approach with the TSC and with other LDMG members.



Author:
David Baldwin
Executive Director Engineering Services



Approved:
James William
Chief Executive Officer



ORDINARY MEETING

21-22 July 2026

Agenda Item

8.1

DIRECTORATE: Financial Services

AUTHOR: Acting Head of Financial Services

FINANCE DASHBOARD REPORT – June 2026

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 30 June 2026, 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 30 June 2026.

The June 2026 financial report indicates a favourable operating variance of \$8.6 million against budget, primarily driven by lower employee benefit costs arising from workforce vacancies and the early receipt of Financial Assistance Grant funding. However, these favourable outcomes are partially offset by delays in grant-funded program delivery, increasing contractor and materials costs, and margin pressures within the Recoverable Works program. Council continues to face longer-term financial sustainability challenges, with unrestricted cash reserves remaining under pressure and forecast to remain below the State's four-month liquidity benchmark. Final year-end results remain subject to significant audit and end-of-financial-year adjustments, including capitalisation reviews, depreciation adjustments and revenue recognition changes. This report provides Council with an update on financial performance against the adopted budget as at 30 June 2026.

Disclaimer: The final 2025-26 financial statements will differ from the report presented to Council due to end-of-year and audit adjustments. Significant changes will include reclassification of revenue and expenses from operational to capital, additional expenditure accruals, revaluation adjustments, final depreciation expense, and other balance sheet adjustments.

Background:

The 2025–26 Budget Review was adopted at the January 2026 Ordinary Council Meeting and incorporates consideration of anticipated challenges for the year ahead. These include, but are not limited to, labour shortages arising from changing 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 risks and pressures, ensuring the organisation remains financially resilient while continuing to deliver essential community services.

In accordance with legislative requirements, this financial report outlines progress against the adopted 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 performance against budget.

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

Resource implications:

The favourable variance is primarily attributable to lower employee benefit costs associated with workforce vacancies, together with the early receipt of Financial Assistance Grant funding and other grant revenue timing differences. These favourable movements have been partially offset by increased contractor and consultant costs, materials and services expenditure, Recoverable Works margin pressures and delays in grant-funded program delivery.

Workforce vacancies have contributed to lower employee costs in the short term; however, these savings have been partially offset by an increased reliance on temporary staff, contractors and consultants to maintain service delivery. While necessary to support operational continuity, this approach may place pressure on cost efficiency, organisational knowledge retention and service consistency over time.

Given the projected long-term decline in unrestricted cash reserves and emerging liquidity pressures, Council will need to carefully prioritise available financial and workforce resources toward core service delivery, critical infrastructure investment and statutory obligations. As a result, Council's capacity to progress discretionary initiatives or introduce new programs may be constrained in the short to medium term.

FINANCIAL PERFORMANCE AT A GLANCE – Year to Date (YTD) 30 June 2026

Key financial results	Annual Budget Review	YTD Budget Review	YTD actual	YTD variance \$	YTD variance %	Status
Recurrent revenue	90,463,305	90,463,305	93,891,318	3,428,014	3.8%	●
Other income	21,392	21,392	639,166	617,774	2887.9%	●
Recurrent expenditure (excl. depreciation)	(90,354,179)	(90,354,179)	(85,789,276)	4,564,904	5.1%	●
Operating result (excl. depreciation)	130,517	130,517	8,741,209	8,610,691	6597.3%	●
Capital revenue	69,466,695	69,466,695	37,684,734	(31,781,961)	(45.8%)	●
Capital expenses	(3,487,000)	(3,487,000)	(1,283,108)	2,203,892	63.2%	●
Net result (excl. depreciation)	66,110,212	66,110,212	45,142,835	(20,967,377)	(31.7%)	●
Depreciation expense	(86,074,812)	(86,074,812)	(86,809,009)	(734,197)	(0.9%)	●
Net result	(19,964,599)	(19,964,599)	(41,666,174)	(21,701,575)	(108.7%)	●

Key:

Act Vs Bud Var % is <= -10%

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

Act Vs Bud Var % is > -5%



**** Note Overall results are subject to change due to end of financial year adjustments**

Operating Result to Date – Favourable \$8.6M variance attributed to:

Revenue \$4M favourable variance:

- **Building Services:** Recoverable Works revenue is \$3.67 million above budget; however, expenditure has increased at a greater rate than revenue, resulting in margin pressure and a forecast operating deficit at year end. Furthermore, a review is underway to identify eligible capital works for capitalisation. The transfer of associated revenue and expenditure from operating activities to capital works will further reduce operating revenue and adversely impact the reported operating result, although it will have no effect on Council's overall cash position.
- **Financial Services:** Revenue is \$6.99M above budget, mainly due to interest earned on restricted capital funds received in advance and the receipt of 80% upfront payment of the Financial Assistance Grant (FAG). This reflects higher-than-projected restricted capital grant balances resulting from slower-than-anticipated project delivery.
- **Community Services:** Revenue is \$1.28M below budget, primarily due to the timing of grant receipts, delays in program delivery and commercial property rental income being below budget.
- **Engineering Services:** Revenue is \$6.46M below budget, primarily due to the timing of grant funding receipts, with several programs tracking behind budgeted schedule.

While operating revenue is above budget in several areas, a significant component relates to the timing of grant receipts and restricted funding received in advance. These revenue variances do not necessarily represent improved operating performance and are not fully available to support unrestricted operational activities. In addition, increases in contractor, consultant and materials costs continue to place pressure on operating margins across a number of business areas.

Expenditure is \$4.56M below budget, primarily reflecting the following key movements:

- Employee benefits are \$4.98M below budget due to sustained workforce vacancies. This favourable variance is offset by increased reliance on temporary staff, contractors and consultants to support service continuity.
- Materials and services expenditure is \$344k above budget. While most departments are reporting below-budget due to vacancies, delayed project commencement and reduced delivery activity, overall expenditure has been impacted by higher spending in specific areas. The reduced activity has also contributed to lower grant-funded expenditure with program delivery tracking behind in budgeted deliverables.

Net Result to Date \$21.7M unfavourable variance:

- Capital revenue is below budget, primarily due to the timing of grant funding receipts associated with capital works delivery.
- Depreciation expense is above budget, primarily due to increased asset replacement costs following completion of the asset valuation.

Liquidity and Financial Sustainability Outlook

This outcome is primarily attributable to high vacancy rates and delayed project delivery, which have impacted the timing of grant-funded works. These pressures have been further compounded by increased materials and services expenditure arising from greater reliance on temporary staff and external contractors, with cost increases outpacing available grant funding and placing additional pressure on Council's operating position.

Updated cash flow projections indicate that Council's unrestricted cash position is below the Department's sustainability benchmark of four months' operating cashflows. This emerging position presents several material risks, including:

- Council's capacity to respond to unforeseen events will be diminished;
- Heightened monitoring and management of operational cashflows will be required throughout FY2026–27; and
- The CEO, in conjunction with Financial Services, is advancing advocacy initiatives. The next phase will focus on a comprehensive review of service delivery costs.

While the early receipt of Financial Assistance Grant funding and lower employee costs have supported short-term financial outcomes, these factors do not resolve the underlying structural challenges facing Council. Rising service delivery costs, inflationary pressures, contractor dependency, limited own-source revenue growth and increasing infrastructure renewal demands continue to place pressure on long-term financial sustainability. Management will continue to progress advocacy initiatives, service reviews and expenditure management strategies to improve Council's financial position.

STATEMENT OF FINANCIAL PERFORMANCE

	Annual Budget Review	YTD Budget Review	YTD actual	YTD variance \$	YTD variance %
Income					
Recurrent revenue					
Community levies, rates and charges	1,959,020	1,959,020	1,924,458	(34,562)	(100.0%)
Fees and charges	5,895,030	5,895,030	5,818,989	(76,041)	(1.3%)
Sales revenue	25,106,693	25,106,693	28,800,165	3,693,472	14.7%
Grants, subsidies, contributions and donations	51,997,922	51,997,922	51,079,597	(918,325)	(1.8%)
	84,958,665	84,958,665	87,623,208	2,664,543	3.1%
Capital revenue					
Grants, subsidies, contributions and donations	69,466,695	69,466,695	37,684,734	(31,781,961)	(45.8%)
	69,466,695	69,466,695	37,684,734	(31,781,961)	(45.8%)
Interest received	899,999	899,999	1,678,984	778,985	86.6%
Other income	21,392	21,392	639,166	617,774	2887.9%
Rental income	4,604,641	4,604,641	4,589,127	(15,514)	(0.3%)
Total income	159,951,392	159,951,392	132,215,219	(27,736,173)	(17.3%)
Expenses					
Recurrent expenses					
Employee benefits	38,147,651	38,147,651	33,166,683	4,980,968	13.1%
Materials and services	51,646,943	51,646,943	51,991,091	(344,148)	(0.7%)
Finance costs	559,585	559,585	631,502	(71,917)	(12.9%)
Depreciation and amortisation	86,074,812	86,074,812	86,809,009	(734,197)	(0.9%)
	176,428,991	176,428,991	172,598,285	3,830,706	2.2%
Capital expenses	3,487,000	3,487,000	1,283,108	(2,203,892)	(63.2%)
Total expenses	179,915,991	179,915,991	173,881,393	(6,034,598)	(3.4%)
Net result	(19,964,599)	(19,964,599)	(41,666,174)	(21,701,575)	108.7%

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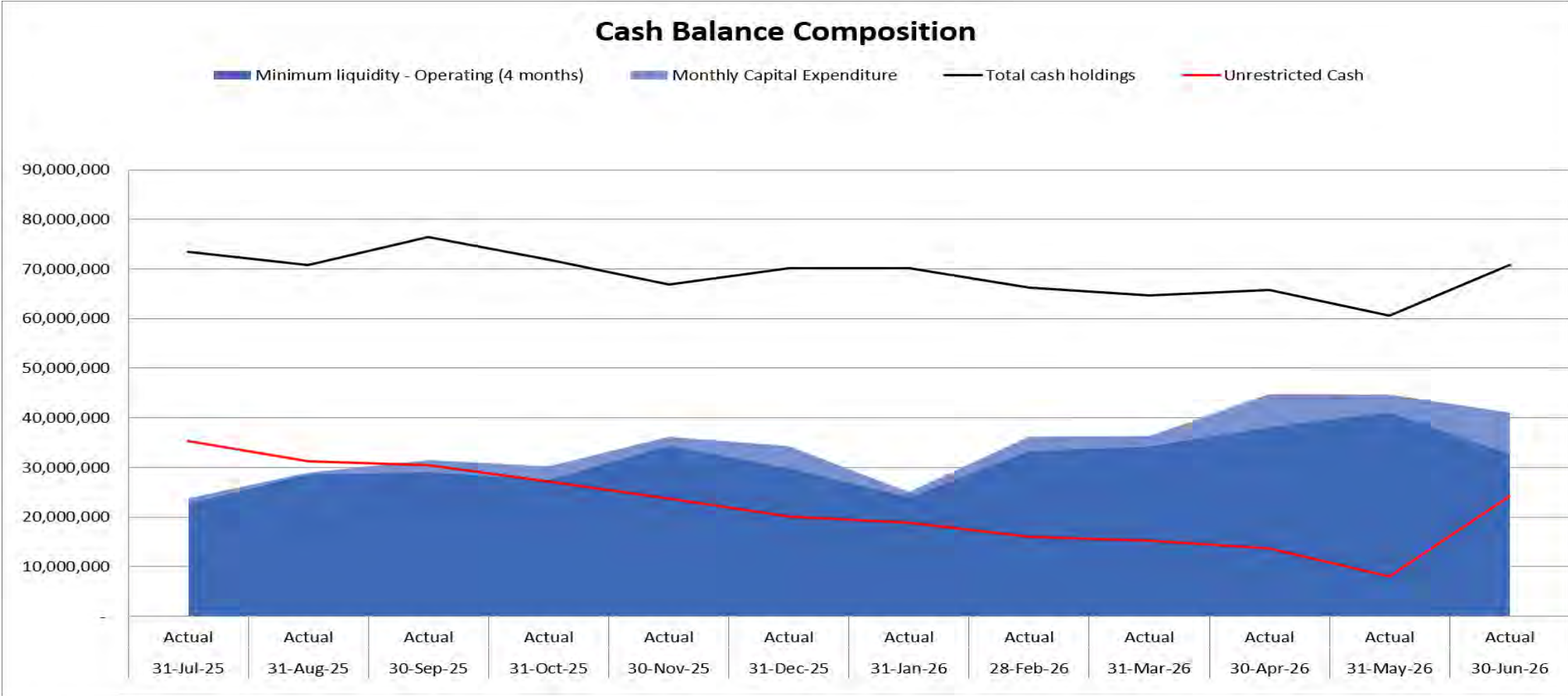
STATEMENT OF FINANCIAL POSITION

	Current Month	Prior Month	variance \$	variance %
Current assets				
Cash and cash equivalents	70,385,480	60,277,015	10,108,465	16.8%
Short term deposit	75,917	75,917	0	0.0%
Trade and other receivables	7,884,522	7,966,006	(81,484)	(1.0%)
Inventories	393,966	393,966	0	0.0%
Contract assets	4,915,734	3,366,028	1,549,706	46.0%
Lease receivables	-	-	0	
Total current assets	83,655,619	72,078,932	11,576,687	16.1%
Non-current assets	-			
Lease receivables	10,967,562	10,967,562	(0)	(0.0%)
Property, plant and equipment	1,421,658,643	1,420,101,666	1,556,977	0.1%
Right of use assets	2,085,215	2,138,528	(53,313)	(2.5%)
Intangible assets	484,764	488,066	(3,302)	(0.7%)
Total non-current assets	1,435,196,184	1,433,695,822	1,500,362	0.1%
Total assets	1,518,851,803	1,505,774,754	13,077,049	0.1%
Current liabilities				
Trade and other payables	5,477,306	3,519,624	(1,957,682)	(55.6%)
Borrowings	-	-	0	
Provisions	5,410,244	5,358,061	(52,183)	(1.0%)
Contract liabilities	46,525,462	52,664,634	6,139,172	11.7%
Lease liabilities	- 2,334	- 66,549	(64,215)	96.5%
Total current liabilities	57,410,678	61,475,770	4,065,092	6.6%
Non-current liabilities				
Provisions	27,742,647	27,674,179	(68,467)	(0.2%)
Lease liabilities	1,416,966	1,416,966	0	
Total non-current liabilities	29,159,613	29,091,146	(68,467)	(0.2%)
Net community assets	1,432,281,511	1,415,207,838	17,073,674	1.2%
Community Equity	-			
Asset revaluation surplus	1,212,968,792	1,212,968,792	0	0.0%
Retained surplus/(deficiency)	260,978,893	260,978,893	0	0.0%
Current Year Surplus/(Deficit)	- 41,666,174	- 58,739,847	17,073,673	(29.1%)
	1,432,281,511	1,415,207,839	17,073,673	1.2%

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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 Budget Review projections. Grant revenue has been forecasted based on the expected timing of funds receipt as per funding agreements. July to June figures reflect actual cash balances.

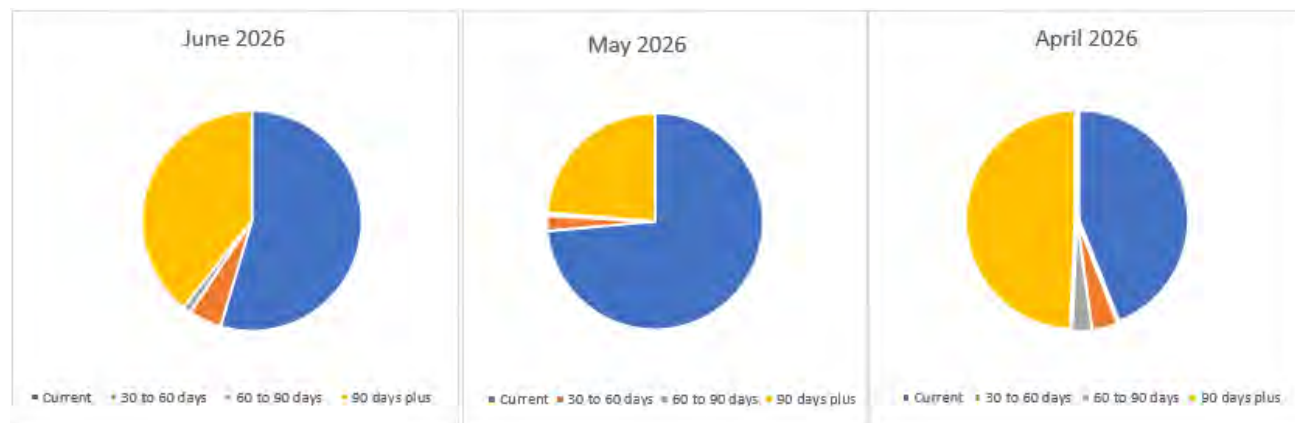


Current balance June 2026 – Overall Cash Balance - \$70.7M – Unrestricted Cash - \$24.1M

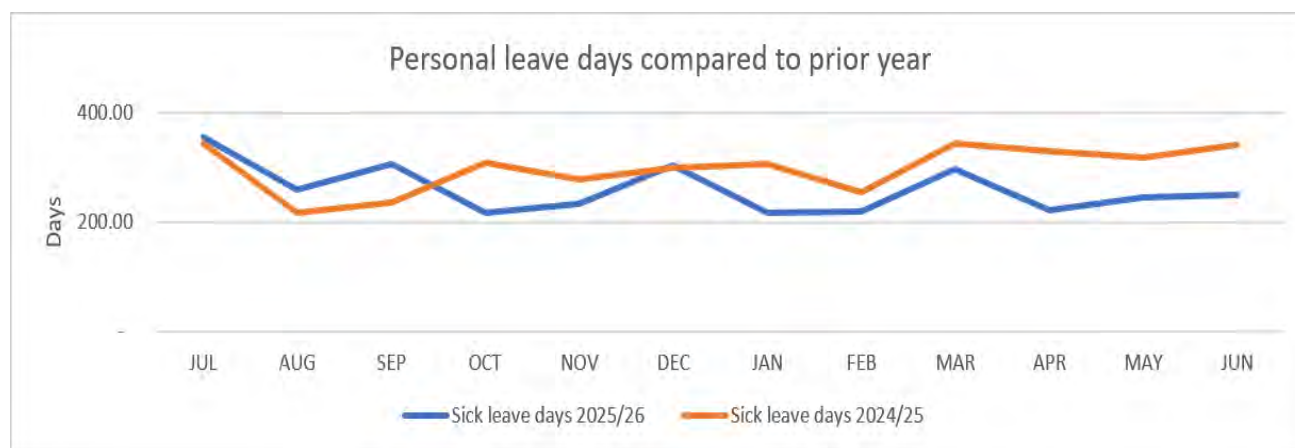
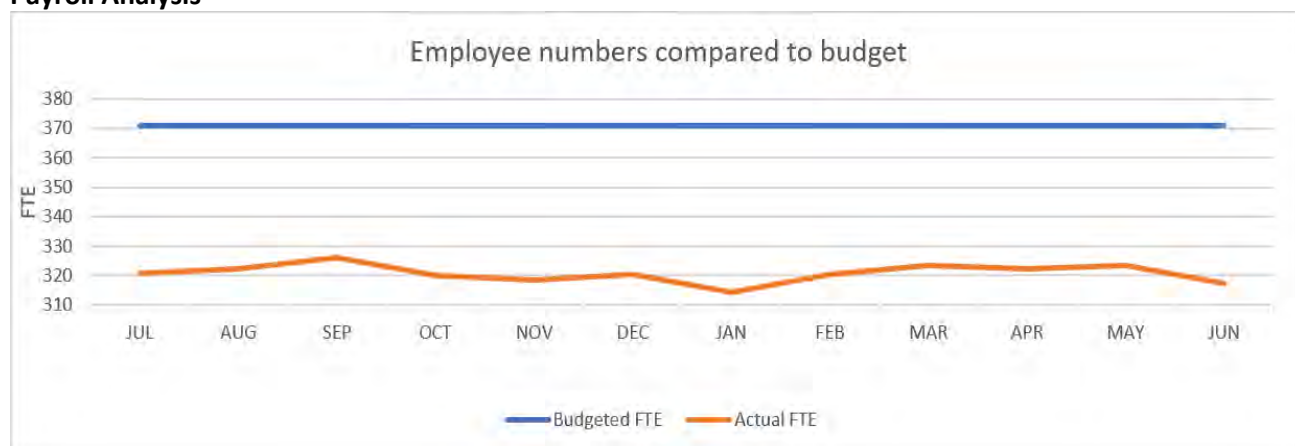
Although total cash balances remain strong at \$70.7 million, a substantial proportion relates to restricted grant funding received in advance for specific capital projects. These balances are not available to support general operating activities and therefore do not fully reflect Council's underlying unrestricted liquidity position (\$24.1M). If current trends continue, Council's financial flexibility to respond to emerging operational, infrastructure and community service requirements may become increasingly constrained.

Debtor Analysis

	As at 30 June 2026		As at 31 May 2026		As at 30 April 2026	
	\$	%	\$	%	\$	%
Current	3,027,477	55%	7,665,085	74%	1,900,284	44%
30 to 60 days	269,076	5%	232,916	2%	164,122	4%
60 to 90 days	68,898	1%	47,518	0%	124,155	3%
90 days plus	2,179,272	39%	2,472,559	24%	2,127,846	49%
Total aged debtors	5,544,723	100%	10,418,078	100%	4,316,408	100%
Housing debtors (Note 1)	12,414,296		12,457,827		12,297,961	
Total Provision	- 13,368,869		- 13,338,843		- 13,308,817	
Net debtors (exc. Unapplied credits)	4,590,151		9,537,063		3,305,553	
Unapplied Credits	- 691,358		- 804,060		- 1,165,531	



Payroll Analysis





Grant Analysis:

Refer to the 'Funding Acquisition Report' by Corporate Services.

Capital Works Program:

Capital works expenditure remains significantly below budget, reflecting delays in program delivery, workforce constraints and contractor availability. Continued delays may impact future grant acquittal milestones, project completion timelines and the timing of associated capital grant revenue recognition. While funding remains available for a number of projects, delivery capacity continues to constrain expenditure performance against budget. Management continues to prioritise delivery of funded projects and monitor resource capacity to minimise grant acquittal risks and improve capital program performance.

Refer to Appendix B for Monthly progress and overall program performance - per type of asset.

Consultation and communication:

Senior Executive Team
 Department Heads / Managers
 Finance Department

COMPLIANCE / CONSIDERATIONS:

Statutory:	Local Government Act 2009 Local Government Regulation 2012																								
Budgetary:	There are no direct financial implications that arise from this recommendation.																								
Policy:	N/A																								
Legal:	N/A																								
Risk:	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 account for material increases</td><td>Negative impact to gross margins and ultimately net profits</td></tr><tr><td>Poor weather conditions</td><td>Low</td><td>Delay in operational and capital works resulting in reduced community service delivery</td><td>Consider works schedule</td><td>Negative impact to net profits and service delivery</td></tr><tr><td>Lack of available resources</td><td>High</td><td>Delays and inability to complete contract and recoverable works and capital programs</td><td>Consider methods for engaging skilled resources</td><td>Negative impact on gross margins and risk of returning grant funds if not able to deliver works</td></tr></table>					Risk	Likelihood	Consequence	Treatment	Financial Impact	Increase in material prices	High	Increased cost to deliver contract and recoverable works	Consider revising service agreements with funding partners to account for material increases	Negative impact to gross margins and 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
Risk	Likelihood	Consequence	Treatment	Financial Impact																					
Increase in material prices	High	Increased cost to deliver contract and recoverable works	Consider revising service agreements with funding partners to account for material increases	Negative impact to gross margins and ultimately net profits																					
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Lack of available resources	High	Delays and inability to complete contract and recoverable works and capital programs	Consider methods for engaging skilled resources	Negative impact on gross margins and risk of returning grant funds if not able to deliver works																					
Links to Strategic Plans:	Aligns with the Corporate Plan 2025-2030																								
Masig Statement:	N/A																								
Standing Committee Consultation:	N/A																								
Timelines:	At a meeting of the local government once a month.																								

Other Comments:

Inflationary pressures continue to impact a range of Council cost drivers, with fuel price volatility remaining a key area of concern. These pressures are contributing to increased service delivery costs, including supplier price increases and growing losses within Council's fuel delivery operations.

In response, Council is progressing advocacy with government regarding the financial sustainability of current funding arrangements. Management has presented a range of advocacy options for Council's consideration, with the next phase focused on progressing these options to support improved funding outcomes.

Given the ongoing cost pressures and service delivery requirements, Council will need to review service delivery levels, prioritise core activities and identify cost containment measures.

Recommended:

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	300,000	300,000	1,248,397	948,397	316.1%	●
Other income	0	0	0	0	0.0%	●
Recurrent expenditure (excl. depreciation)	(4,891,726)	(4,891,726)	(4,643,058)	248,668	5.1%	●
Operating surplus (exc. Depreciation)	(4,591,726)	(4,591,726)	(3,394,661)	1,197,065	26.1%	●
Capital revenue	0	0	0	0	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	(4,591,726)	(4,591,726)	(3,394,661)	1,197,065	26.1%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	(4,591,726)	(4,591,726)	(3,394,661)	1,197,065	26.1%	●

Comments:

Favourable Operating/Net Result :

Ahead of budget primarily due to the receipt of Climate Risk and Alliance and Economic Development grant funding that has not yet been expended.

Building Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	21,350,000	21,350,000	25,020,525	3,670,525	17.2%	●
Other income	0	0	33,313	33,313	0.0%	●
Recurrent expenditure (excl. depreciation)	(19,402,239)	(19,402,239)	(27,564,332)	(8,162,093)	-42.1%	●
Operating surplus (exc. Depreciation)	1,947,761	1,947,761	(2,510,494)	(4,458,255)	-228.9%	●
Capital revenue	1,320,500	1,320,500	2,951,469	1,630,969	123.5%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	3,268,261	3,268,261	440,975	(2,827,286)	-86.5%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	3,268,261	3,268,261	440,975	(2,827,286)	-86.5%	●

Comments:

Unfavourable Operating Result:

Unfavourable results for the period are mainly driven by higher R&M contractor costs.

This is due to two factors: lower volumes of recoverable work from QBuild and increased internal, non-recoverable R&M activity, reducing revenue recovery against costs.

In addition, pre-billing reconciliation requirements have delayed invoicing, creating a backlog of completed but unbilled jobs in Tech1, while contractor costs continue to be recognised. A review of internal and non-recoverable R&M works was undertaken and operational improvements and cost recovery plans have been put in place for next FY and an external review of revenue accruals is also being undertaken to ensure they appropriately support monthly R&M expenditure.

Unfavourable Net Result:

The unfavourable net result is driven by higher-than-budgeted expenditure across periods.

Corporate Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	5,753	5,753	28,454	22,701	394.6%	●
Other income	10,000	10,000	21,506	11,506	115.1%	●
Recurrent expenditure (excl. depreciation)	(4,065,184)	(4,065,184)	(2,481,440)	1,583,744	39.0%	●
Operating surplus (exc. Depreciation)	(4,049,431)	(4,049,431)	(2,431,480)	1,617,951	40.0%	●
Capital revenue	0	0	0	0	0.0%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	(4,049,431)	(4,049,431)	(2,431,480)	1,617,951	40.0%	●
Depreciation Expense	0	0	0	0	0.0%	●
Net result	(4,049,431)	(4,049,431)	(2,431,480)	1,617,951	40.0%	●

Comments:

Favourable Operating/Net result:

Recurrent Expenditure: Favourable operating expenses are the result of lower employee benefit costs due to a number of vacancies, reduced consultant and contractor expenses, and decreased travel costs associated with those vacancies.

Health and Community Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	15,814,624	15,814,624	14,483,275	(1,331,349)	-8.4%	●
Other income	511,392	511,392	557,364	45,973	9.0%	●
Recurrent expenditure (excl. depreciation)	(21,096,673)	(21,096,673)	(19,624,223)	1,472,450	7.0%	●
Operating surplus (exc. Depreciation)	(4,770,657)	(4,770,657)	(4,583,583)	187,073	3.9%	●
Capital revenue	14,473,748	14,473,748	6,775,327	(7,698,421)	-53.2%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	9,703,091	9,703,091	2,191,744	(7,511,347)	-77.4%	●
Depreciation Expense	(41,342,108)	(41,342,108)	(41,638,787)	(296,679)	-0.7%	●
Net result	(31,639,017)	(31,639,017)	(39,447,043)	(7,808,027)	-24.7%	●

Comments:

Favourable Operating Result:

Recurrent Revenue - grant revenue recognition is \$1.01M below budget due to delays in program delivery. Accommodation income is \$98K below budget, primarily due to higher one-off contractor bookings in FY2025 that inflated the original budget estimate. Commercial Property Rent revenue is \$233K below budget due to timing of invoicing. Fleet hire revenue is also \$70K below budget as a result of limited vehicle availability for external hire.

Recurrent Expenditure - the reduced expenditure across both Council funded and grant funded areas aligns with the reduced grant revenue recognised during the year.

Unfavourable Net result:

Capital Revenue - is below budget due to the timing of capital works delivery and associated revenue recognition.

Depreciation Expense - \$297K higher than budgeted

Financial Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	34,137,686	34,137,686	39,850,791	5,713,105	16.7%	●
Other income	399,999	399,999	1,678,984	1,278,985	319.7%	●
Recurrent expenditure (excl. depreciation)	(1,604,735)	(1,604,735)	(998,320)	606,415	37.8%	●
Operating surplus (exc. Depreciation)	32,932,950	32,932,950	40,531,454 ✓	7,598,505	23.1%	●
Capital revenue	3,037,323	3,037,323	2,087,059	(950,264)	-31.3%	●
Capital expenses	(3,500,000)	(3,500,000)	(1,291,166)	2,208,834	63.1%	●
Net result (excl. depreciation)	32,470,273	32,470,273	41,327,347 ✓	8,857,075	27.3%	●
Depreciation Expense	(1,328,454)	(1,328,454)	(1,364,290)	(35,836)	2.7%	●
Net result	31,141,819	31,141,819	39,963,058	8,821,239	28.3%	●

Comments:

Favourable Operating/Net Result :

Revenue is higher than budget due to increased interest income resulting from higher-than-forecast cash balances and prepayment of 80% 2026/27 financial assistance grant

The timing of capital works has caused capital revenue to be less than YTD budget.
Depreciation Expense - slightly higher than forecast in BR 25/26

Engineering Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	16,037,243	16,037,243	9,550,184	(6,487,059)	-40.4%	●
Other income	0	0	19,060	19,060	0.0%	●
Recurrent expenditure (excl. depreciation)	(37,102,134)	(37,102,134)	(28,512,850)	8,589,284	23.2%	●
Operating surplus (exc. Depreciation)	(21,064,891)	(21,064,891)	(18,943,605) ✓	2,121,286	10.1%	●
Capital revenue	50,034,868	50,034,868	25,701,469	(24,333,399)	-48.6%	●
Capital expenses	0	0	0	0	0.0%	●
Net result (excl. depreciation)	28,969,977	28,969,977	6,757,864 ✓	(22,212,114)	-76.7%	●
Depreciation Expense	(42,571,126)	(42,571,126)	(43,114,493)	(543,367)	-1.3%	●
Net result	(13,601,149)	(13,601,149)	(36,356,630)	(22,755,481)	-167.3%	●

Comments:

Favourable Operating result:

Recurrent / Other Revenue -Lower recurrent grants compared to budget.
Recurrent expenditure - overall expenditure is lower then budget due to vacant positions and timing on grant funded expenditure.

Un-favourable Net result:

The timing of capital works has caused capital revenue recognition to be less than YTD budget.
Depreciation Expense - higher than forecast in BR 25/26

Fuel and Fleet Services

Key Financial Results	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	YTD Variance %	Status
Recurrent revenue	1,918,000	1,918,000	2,030,708	112,708	5.9%	●
Other income	0	0	7,923	7,923	0.0%	●
Recurrent expenditure (excl. depreciation)	(2,191,488)	(2,191,488)	(1,943,535)	247,953	11.3%	●
Operating surplus (exc. Depreciation)	(273,488)	(273,488)	95,096 ✓	368,585	134.8%	●
Capital revenue	600,256	600,256	169,410	(430,846)	-71.8%	●
Capital expenses	13,000	13,000	8,058	(4,942)	38.0%	●
Net result (excl. depreciation)	339,768	339,768	272,564 ✓	(67,203)	-19.8%	●
Depreciation Expense	(833,123)	(833,123)	(691,438)	141,685	17.0%	●
Net result	(493,356)	(493,356)	(418,874)	74,482	-15.1%	●

Comments:

Favourable Operating Result

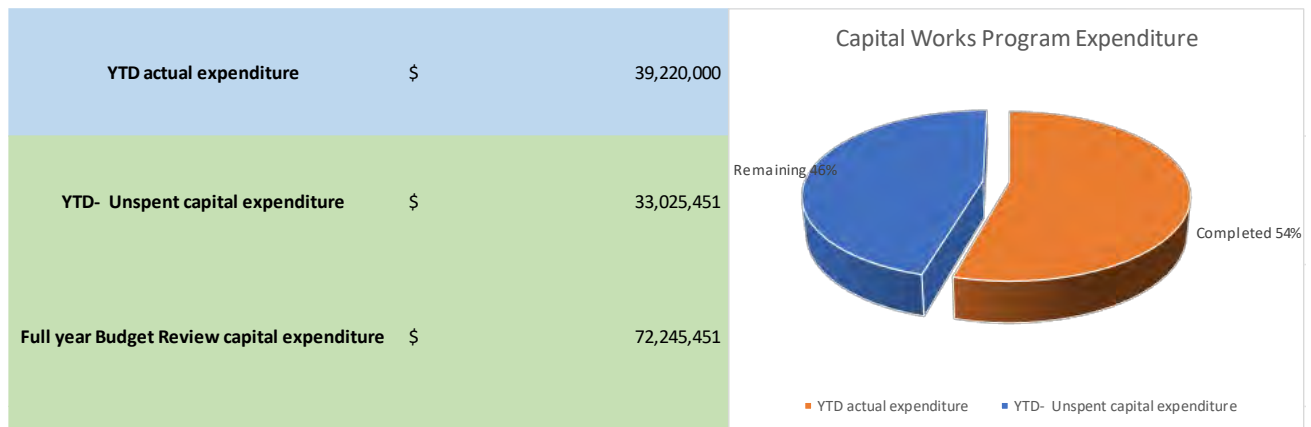
Recurrent revenue - Higher sale of fuel and gas and Plant and equipment hire.
Recurrent expenditure - Lower than expected expenditure for consultants, freight and repairs and maintenance.

Unfavourable Net Result

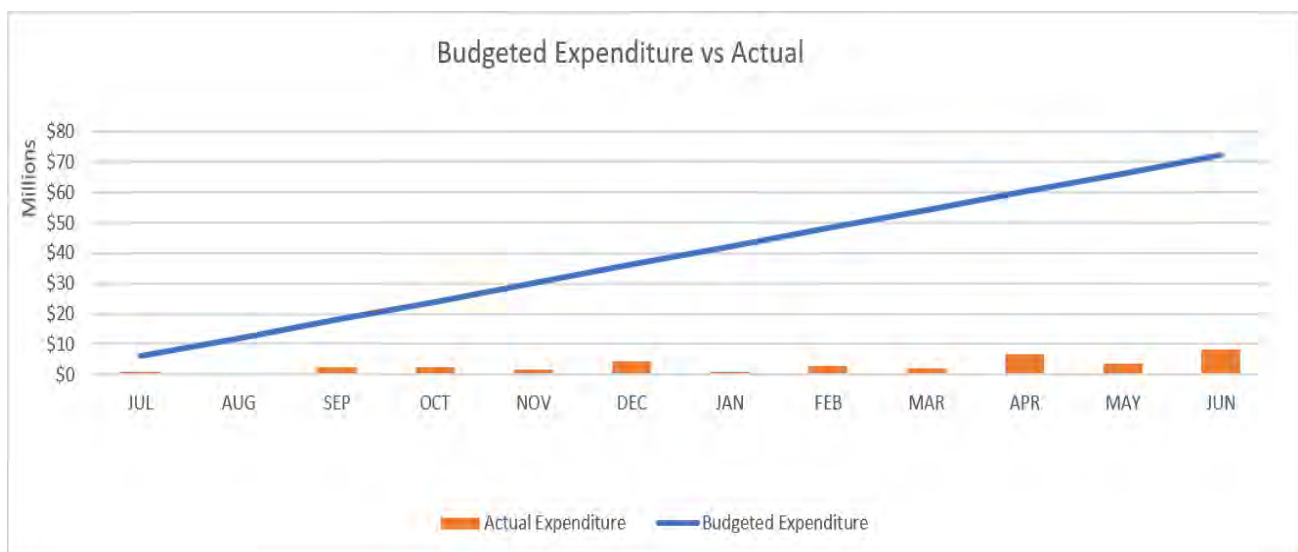
Capital revenue is below budget due to the timing of capital works delivery and associated revenue recognition.
Depreciation expense is \$141k lower than budgeted.

Appendix B

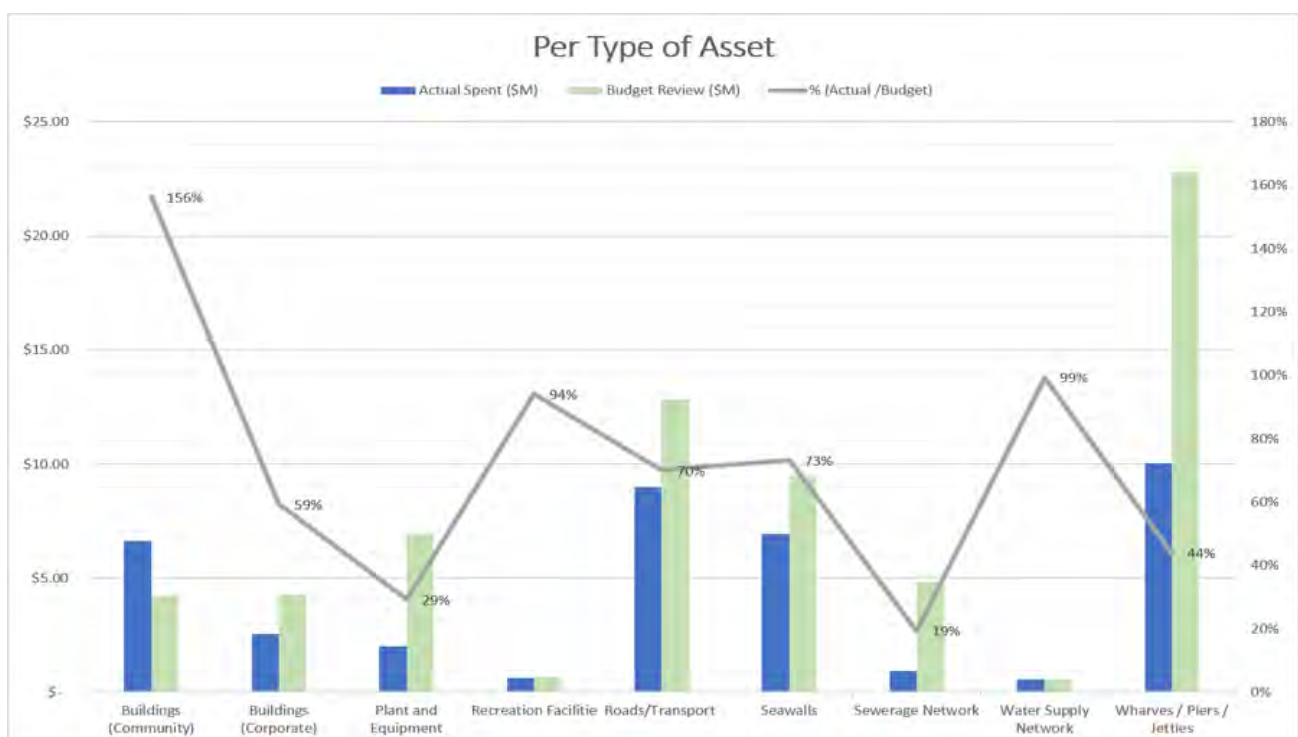
Capital Works Program



Monthly progress– Capital expenditure



Overall program performance – Per Type of Asset





ORDINARY MEETING

21-22 July 2026

Agenda Item

8.2

DIRECTORATE: *Financial Services*

AUTHOR: *Acting Head of Financial Services*

2026/2027 ORIGINAL BUDGET

OFFICER RECOMMENDATIONS

That Council:

1. *Adopts in accordance with s169 and s170 of the Local Government Regulation 2012, Council's Original Budget for the 2026-2027 Financial Year as presented, incorporating:*
 - (i) *The statements of financial position;*
 - (ii) *The statements of cashflow;*
 - (iii) *The statements of income and expenditure;*
 - (iv) *The statements of changes in equity;*
 - (v) *The long-term financial forecast;*
 - (vi) *The revenue statement;*
 - (vii) *The revenue policy (Adopted 23 June 2026);*
 - (viii) *The relevant measures of financial sustainability; and*
 - (ix) *The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget; and*
 - (x) *Capital budget; and*
2. *Notes the projected cash deficit position and ongoing financial sustainability challenges identified within the 2026-2027 Original Budget, including the need to improve Council's unrestricted cash position; and*
3. *Directs the Chief Executive Officer to undertake a review of expenditure reduction, efficiency improvement and revenue raising opportunities and present a report to the October 2026 Council Workshop outlining recommended initiatives, estimated financial impacts and service delivery implications, with the objective of reducing the forecast cash deficit,*

improving Council's unrestricted cash position and strengthening long-term financial sustainability.

EXECUTIVE SUMMARY

The 2026–2027 Original Budget is presented for Council's consideration and adoption in accordance with the requirements of the Local Government Act 2009 and the Local Government Regulation 2012. It has been developed to support the continued delivery of essential services, capital works and community outcomes across Council's communities, while recognising the financial constraints and operating pressures facing Council.

Council is also expected to deliver services beyond the traditional role of local government. This includes operating in an environment where market failure limits private sector service delivery, providing essential community support services, and playing a key role in maintaining community connectivity and essential operations across Council's communities.

The Original Budget forecasts an operating surplus before depreciation of \$237,737 and a capital works program totalling \$84,477,394. This represents a material improvement from the \$6.823 million operating deficit presented at the May budget workshop, primarily due to confirmed and expected funding increases, extension of short-term funding support and a review of existing expenditure.

The budget remains heavily influenced by external funding arrangements, including grants, subsidies, contributions, contracts and recoverable works. These funding sources are critical to service delivery and infrastructure investment; however, they also create budget risk where funding is short-term, tied to specific programs, paid in arrears, subject to external approval, or dependent on delivery milestones.

While the Queensland Government has confirmed additional Indigenous Councils Funding Program (ICFP) funding for Indigenous councils, the specific allocation to TSIRC has not yet been confirmed. For budgeting purposes, Council has included an estimated allocation based on historical apportionment. The additional ICFP uplift is expected to reduce to 50% in 2027–2028 and cease in 2028–2029. As a result, these temporary funding measures provide short-term support but do not resolve the underlying structural challenges affecting Council's operating performance, liquidity and long-term financial sustainability.

Ongoing financial risks remain, including uncertainty over future grant allocations, reliance on short-term and external funding, timing delays in grant receipts, limited own-source revenue capacity, rising service delivery costs, increasing community expectations, workforce and contractor constraints, ageing infrastructure, and the cashflow impact of delivering a significant capital works program. These risks are amplified by Council's remote operating environment and its role in delivering essential services where alternative providers may not be available.

To improve Council's financial sustainability, continued advocacy for additional funding, disciplined expenditure management, identification of efficiency savings and revenue raising opportunities, and ongoing prioritisation of core service delivery and capital investment will be required to strengthen liquidity, reduce forecast cash deficits and address Council's underlying structural financial challenges.

BACKGROUND

Budget Financial Statements

Section 170 of the *Local Government Regulation 2012* requires Council to adopt, by resolution, a budget for each financial year. Section 169 of the *Local Government Regulation 2012* requires that the budget include the following:

- Financial statements for the financial year for which the budget is prepared and the next two financial years; and
- A long-term financial forecast, revenue statement and revenue policy; and
- Measures of financial sustainability for the financial year for which the budget is prepared and the next nine financial years; and
- The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.

Section 169 of the *Local Government Regulation 2012* stipulates that the budget be consistent with the following Council documents:

- Five Year Corporate Plan
- Annual Operational Plan

COMMENT

Budget Overview and Financial Outlook

- The 2026–2027 Budget is being impacted by a range of financial pressures that continue to place strain on Council's operating position and

long-term financial sustainability. These pressures include rising operational costs, ongoing inflationary impacts, uncertain revenue growth, and increasing community expectations for Council to continue delivering both core and non-core services.

- A key issue impacting the development of the 2026–2027 Original Budget was the level of uncertainty associated with future Indigenous Councils Funding Program (ICFP) allocations. At the time of the May 2026 Budget Workshop, no confirmation had been received regarding the continuation of this funding. Subsequent to the workshop, the Queensland Government confirmed that Indigenous councils will collectively receive an additional \$40.5 million over two years to support financial and operational capacity, comprising \$27 million in 2026–2027 and \$13.5 million in 2027–2028. However, the Department has not yet confirmed the specific allocation to be provided to TSIRC. For budgeting purposes, Council has adopted an estimated allocation based on the average proportion received over the previous three years, being approximately 22.5%. On this basis, the budget includes additional ICFP funding of approximately \$6.0 million in 2026–2027 and \$3.0 million in 2027–2028. While this funding provides temporary support to Council's operating position, the additional ICFP uplift is expected to reduce to 50% in 2027–2028 and cease in 2028–2029. This reinforces the need for continued advocacy for sustainable recurrent funding, together with ongoing expenditure reviews, efficiency improvements and revenue enhancement opportunities to address Council's underlying structural financial challenges.
- In addition, the Financial Assistance Grant (FAG) allocation has improved from the assumptions presented to Council at the May 2026 Budget Workshop. At that time, the budget forecast was based on an estimated increase of 2.5%. Subsequent advice confirmed that the actual increase would be 5%, resulting in additional operating revenue of approximately \$537,165. This increase has strengthened Council's 2026–2027 operating position and partially offsets some of the financial pressures facing Council. However, as with the additional ICFP funding, this improvement provides short-term relief only and does not resolve the underlying structural challenges affecting Council's operating performance, liquidity and long-term financial sustainability.
- While every effort has been made to minimise the impact on service delivery, the budget reflects the significant cost of maintaining essential services, infrastructure and community outcomes across Council's remote communities. This includes balancing statutory and core service obligations with broader community expectations, within the limits of available funding and cashflow capacity.

- From a financial sustainability perspective, the 2026–2027 Original Budget provides short-term support to Council’s operating position through additional ICFP and Financial Assistance Grant funding; however, it does not resolve the underlying structural challenges affecting Council’s long-term financial performance, liquidity and cashflow position. Continued focus will be required on recurrent funding advocacy, disciplined expenditure management, timely grant acquittals and claims, active cashflow management, efficiency improvements, revenue enhancement opportunities, and the prioritisation of core services and capital investment to reduce forecast cash deficits and strengthen Council’s long-term financial sustainability.

2026/2027 ORIGINAL BUDGET AT A GLANCE

Additional significant funding and expenditure reductions have materially improved Council’s operating position from the \$6.823 million deficit presented at the May workshop to a forecast operating surplus before depreciation of \$237,737 for the 2026–2027 Original Budget.

Statement of Income and Expenditure		\$
Operating Revenue		111,223,677
Operating Expenses(Excl Depn)		110,985,940
Net Operating Result(exc Depn)		237,737
Depreciation		86,035,109
Capital Revenue		82,667,215
Capital Expenses		3,500,000
Net Result		(6,630,158)
Capital Expenditure		\$
Capital Works Program		84,477,394

Key financial risks arising from the 2026–27 Budget include:

- **Funding certainty risk** – while the Queensland Government has confirmed additional Indigenous Councils Funding Program (ICFP) funding for Indigenous councils, the specific allocation to TSIRC has not yet been confirmed. Council's budget assumptions are therefore based on an estimated allocation, creating a risk that actual funding may differ from forecast. The additional ICFP uplift is also expected to reduce in 2027–2028 and cease in 2028–2029.

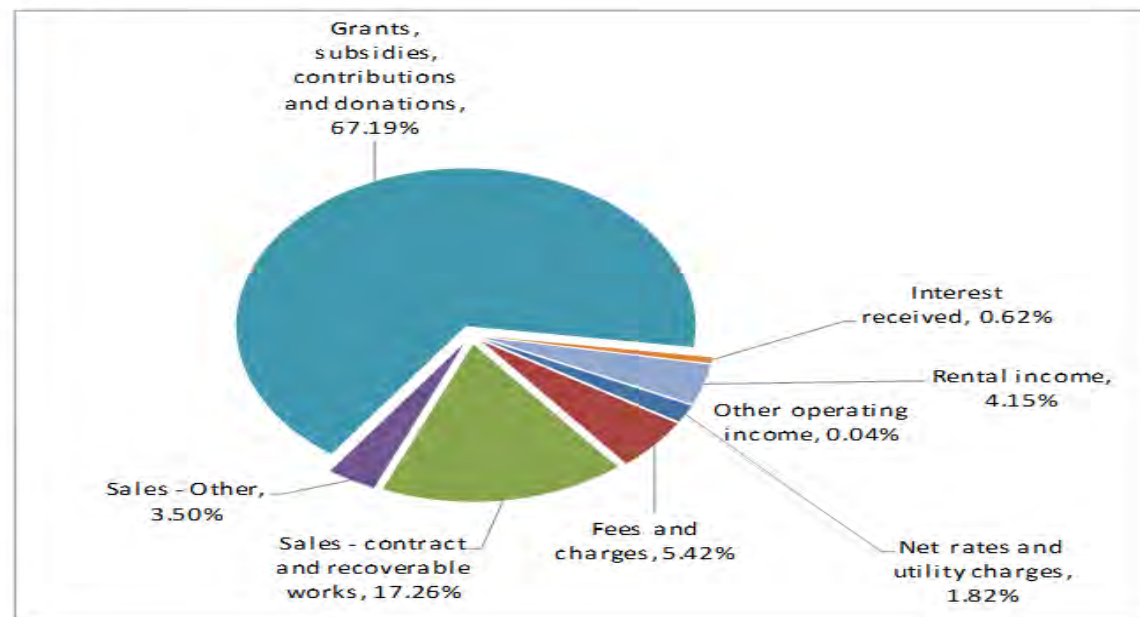
- **Structural sustainability risk** – temporary revenue improvements, including the additional ICFP funding and increased Financial Assistance Grant allocation, improve Council's short-term operating position but do not address the underlying structural cost pressures affecting long-term financial sustainability.
- **Liquidity and working capital risk** – Council's ability to maintain service delivery and progress capital works remains exposed to the timing of grant receipts, reimbursements and cashflow availability.
- **Own-source revenue risk** – Council's ability to materially increase own-source revenue remains limited by existing policy settings, affordability considerations and the broader economic context of Council's communities.
- **Service delivery risk** – rising operating costs, workforce constraints, contractor availability, freight, materials and supply chain pressures may affect Council's capacity to maintain current service levels.
- **Capital delivery risk** – Council's large capital program and ageing asset base may place further pressure on cashflow, particularly where projects require upfront expenditure before grant funding is received.

CONSOLIDATED PERFORMANCE

Operating Revenue

OPERATING REVENUE CATEGORIES 2026/27 Original Budget

Category	Budget \$'000
Net rates and utility charges	2,022
Fees and charges	6,029
Sales - contract & recoverable works	19,200
Sales - Other	3,893
Grants, subsidies, contributions and donations	74,736
Interest received	686
Rental income	4,614
Other operating income	45
Total Operating Revenue	111,224

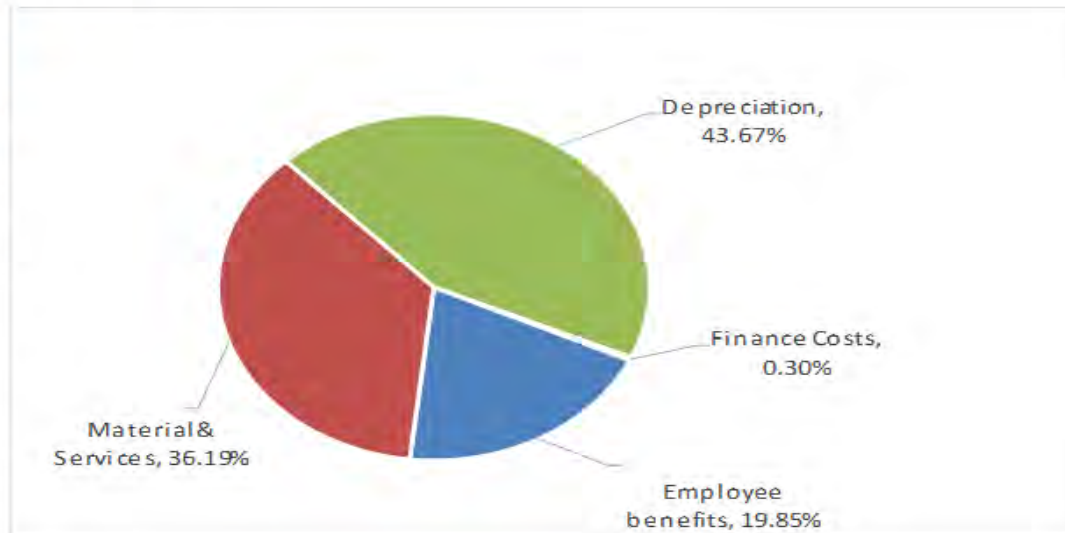


Contracts and recoverable works, together with grants, subsidies, contributions and donations, remain Council's primary sources of operating revenue, representing 17.26% and 67.19% of total operating revenue respectively. This reliance on external funding is fundamental to the delivery of Council services and infrastructure; however, it also creates financial risk where funding is short-term, program-specific, subject to external approval, paid in arrears, or insufficient to fully recover the cost of service delivery. Council's capacity to materially increase own-source revenue remains constrained by legislative and policy settings, community affordability considerations, service obligations and the broader economic circumstances of Council's communities. These factors reinforce the importance of strong revenue governance, ongoing review of cost recovery and revenue enhancement opportunities, and continued advocacy for sustainable long-term funding to support Council's financial sustainability.

Operating Expenditure

OPERATING EXPENSES CATEGORIES 2026/27 Original Budget

Category	Budget \$'000
Employee benefits	39,101
Material & Services	71,299
Depreciation	86,035
Finance Costs	585
Total Operating Expenses	197,021



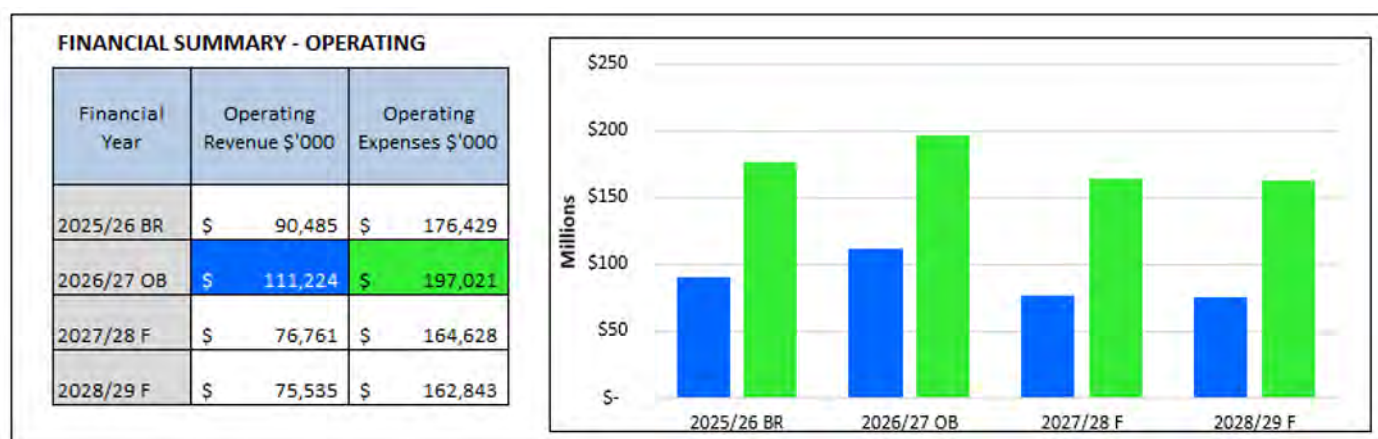
Materials, services and employee benefits represent 56.04% of Council's projected operating expenditure and are required to deliver essential services, maintain infrastructure and support community outcomes across Council's communities. Depreciation represents a further 43.67% of expenditure, reflecting the scale, age and ongoing renewal of Council's infrastructure assets.

Operating Capability

Council's budgeted Operating Capability (before depreciation) for the 2026–2027 financial year reflects a surplus of \$237,737.

Depreciation expense for the 2026–2027 Original Budget is forecast at \$86,035,109. After accounting for depreciation and before capital items, Council's Operating Capability reflects a consolidated budgeted deficit of \$85,797,373.

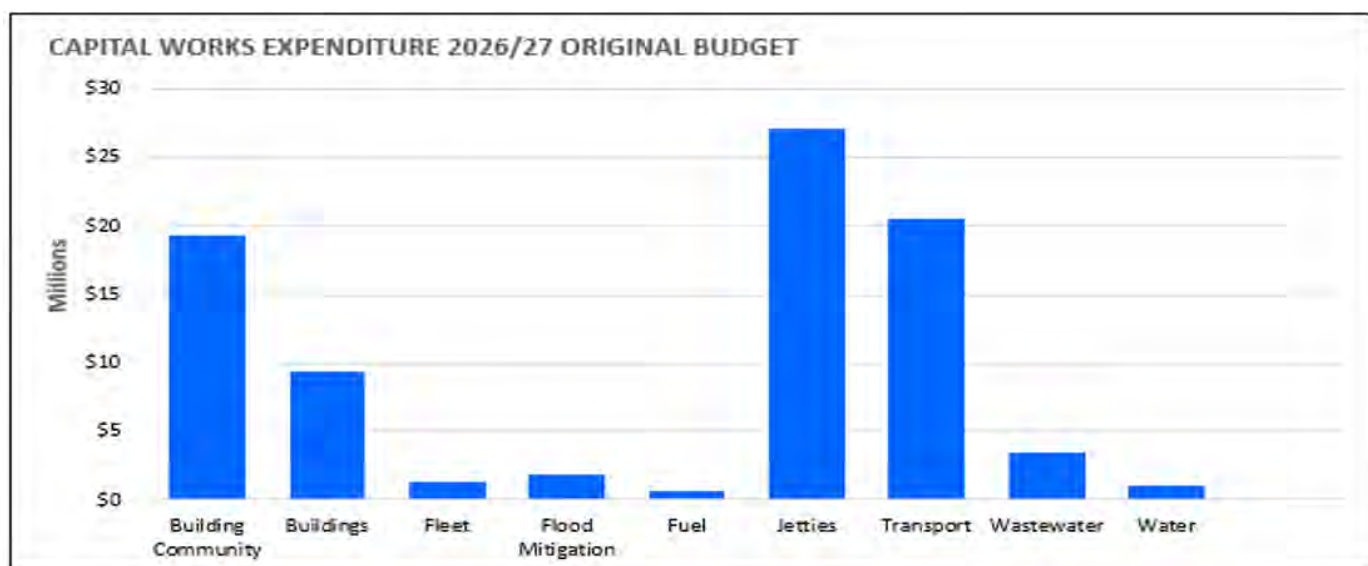
The graph below provides a summary of estimated operating revenue and expenditure (including depreciation) for the previous budget year and the next three financial years



Capital Budget

The Capital Expenditure Budget for the 2026–2027 financial year totals \$84,477,394. Council will fund this capital program through a combination of operational revenue, capital grants, and capital contributions.

The table below provides a breakdown of the proposed capital works for 2026–2027, categorised by asset type.



Council capital revenue for the 2026–2027 Original Budget is budgeted to be \$82,667,215.

LINKS WITH STRATEGIC PLANS

The Original budget has been developed in accordance with Council's Operational and Corporate Plans.

STATUTORY REQUIREMENTS

The ***Local Government Regulation 2012*** requires:

S. 169 Preparation and content of budget

- (1) *A local government's budget for each financial year must—*
 - (a) *be prepared on an accrual basis; and*
 - (b) *include statements of the following for the financial year for which it is prepared and the next 2 financial years—*
 - (i) *financial position;*
 - (ii) *cash flow;*
 - (iii) *income and expenditure;*
 - (iv) *changes in equity.*
- (2) *The budget must also include—*
 - (a) *a long-term financial forecast; and*
 - (b) *a revenue statement; and*
 - (c) *a revenue policy.*
- (3) *The statement of income and expenditure must state each of the following—*
 - (a) *rates and utility charges excluding discounts and rebates;*
 - (b) *contributions from developers;*
 - (c) *fees and charges;*
 - (d) *interest;*
 - (e) *grants and subsidies;*
 - (f) *depreciation;*
 - (g) *finance costs;*
 - (h) *net result;*
 - (i) *the estimated costs of—*
 - (i) *the local government's significant business activities carried on using a full cost pricing basis; and*
 - (ii) *the activities of the local government's commercial business units; and*
 - (iii) *the local government's significant business activities.*

- (4) *The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years.*
- (5) *The **relevant measures of financial sustainability** are the following measures as described in the financial management (sustainability) guideline—*
 - (a) *council controlled revenue ratio;*
 - (b) *Population growth ratio;*
 - (c) *operating surplus ratio;*
 - (d) *operating cash ratio;*
 - (e) *unrestricted cash expense cover ratio;*
 - (f) *asset sustainability ratio;*
 - (g) *asset consumption ratio;*
 - (h) *asset renewal funding ratio;*
 - (i) *leverage ratio;*
- (6) *The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.*
- (7) *For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.*
- (8) *The budget must be consistent with the following documents of the local government—*
 - (a) *its 5-year corporate plan;*
 - (b) *its annual operational plan.*
- (9) *In this section—**financial management (sustainability) guideline** means the document called ‘Financial Management (Sustainability) Guideline 2024’, version 1, made by the department.*

S.170 Adoption and amendment of budget

- (1) *A local government must adopt its budget for a financial year—*
 - (a) *after 31 May in the year before the financial year; but*
 - (b) *before—*
 - (i) *1 August in the financial year; or*
 - (ii) *a later day decided by the Minister.*
- (2) *If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.*
- (3) *The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.*

- (4) *If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—*
- (a) *section 169;*
 - (b) *the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.*

CONSULTATION

The 2026–2027 Original Budget was developed through consultation with Councillors, the Executive Leadership Team, Managers and relevant officers, supported by engagement with government departments and funding agencies regarding funding assumptions, opportunities and advocacy priorities. The draft budget was reviewed by the Audit Committee in June 2026, with updated results provided in July 2026 following funding confirmations, expenditure reviews and budget refinements. This process enabled Council to test key assumptions, assess financial risks and funding dependencies, and ensure the budget reflects the most current financial information available.

CONCLUSION

The 2026–2027 Original Budget has been developed in accordance with the applicable requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* and is presented for Council's consideration and adoption. The budget reflects the latest available funding confirmations, cost reviews and financial assumptions, while recognising the ongoing financial pressures and sustainability risks impacting Council's operating position, liquidity and long-term financial outlook. Further review of expenditure reduction, efficiency improvement and revenue raising opportunities will be undertaken and reported to the October 2026 Council Workshop to support continued action on Council's forecast cash deficit and long-term financial sustainability.

Recommended



Hollie Faithfull
Executive Director, Financial Services

Approved



James William
Chief Executive Officer

ATTACHMENTS:

Attached for Council adoption:

Model – Same Service Level– Confirmed sources of capital funding only.

- *Statement of Financial Position;*
- *Statement of Cash Flow;*
- *Statement of Income and Expenditure;*
- *Statement of Changes in Equity;*
- *Long Term Financial Forecast;*
- *Revenue Statement*
- *Revenue Policy (Adopted 23 June 2026)*
- *The relevant measures of financial sustainability;*
- *The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget;*
- *Capital Budget.*

Torres Strait Island Regional Council

Statement of Financial Position

For the period July 2026 to June 2029

Model - Same Service Level - Confirmed sources of capital funding.
Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)
ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000
Current assets				
Cash assets and cash equivalents	53,711	19,644	13,607	6,679
Inventories	394	394	394	394
Receivables	7,053	8,762	5,949	5,866
Prepayments	300	300	300	300
Other current assets	4,991	4,991	4,991	4,991
Total current assets	66,448	34,090	25,240	18,230
Non-current assets				
Property, plant and equipment	1,452,771	1,447,724	1,373,142	1,298,696
Intangible assets	-	-	-	-
Capital works in progress	-	-	-	-
Other non-current assets	14,217	14,217	14,217	14,217
Total non-current assets	1,466,988	1,461,942	1,387,359	1,312,913
Total assets	1,533,436	1,496,031	1,412,600	1,331,143
Current liabilities				
Overdraft	-	-	-	-
Trade and other payables	2,790	2,791	1,556	1,596
Borrowings	-	-	-	-
Other current liabilities	35,776	4,989	1,318	1,318
Provisions	-	-	-	-
Total current liabilities	38,566	7,780	2,874	2,914
Non-current liabilities				
Loans	-	-	-	-
Other non-current liabilities	1,417	1,417	1,417	1,417
Provisions	17,776	17,776	17,776	17,776
Total non-current liabilities	19,193	19,193	19,193	19,193
Total liabilities	57,759	26,973	22,068	22,107
Net community assets	1,475,677	1,469,058	1,390,532	1,309,035
Community equity				
Asset revaluation reserve	1,234,437	1,234,449	1,234,449	1,234,449
Retained surplus (deficiency)	241,240	234,609	156,083	74,587
Total community equity	1,475,677	1,469,058	1,390,532	1,309,035

Torres Strait Island Regional Council

Statement of Cashflow

For the period July 2026 to June 2029

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000
Cash flows from operating activities:				
Receipts from customers	34,405	31,412	33,152	34,077
Receipt from rental income	4,727	4,540	4,721	4,837
Payment to suppliers and employees	(93,953)	(110,985)	(81,567)	(82,199)
	(54,821)	(75,033)	(43,694)	(43,285)
Interest received	900	686	132	-
Non-capital grants and contributions	53,383	73,538	42,246	37,398
Finance costs	-	-	-	-
Net cash inflow (outflow) from operating activities	(538)	(810)	(1,317)	(5,888)
Cash flows from investing activities:				
Payments for property, plant and equipment	(72,245)	(84,477)	(9,713)	(6,158)
Payments for intangible assets	-	-	-	-
Proceeds from sale of property, plant and equipment	13	-	-	-
Subsidies, donations and contributions for new capital expenditure	69,467	82,667	9,341	5,812
Other	(2,361)	(30,787)	(3,671)	-
Net cash inflow (outflow) from investing activities	(5,127)	(32,597)	(4,043)	(346)
Cash flows from financing activities				
Repayment of borrowings	-	-	-	-
Repayments made on leases	(645)	(661)	(677)	(694)
Net cash inflow (outflow) from financing activities	(645)	(661)	(677)	(694)
Net increase (decrease) in cash held	(6,309)	(34,067)	(6,037)	(6,927)
Cash at beginning of reporting period	60,020	53,711	19,644	13,607
Cash at end of reporting period	53,711	19,644	13,607	6,679
- Restricted Cash	34,457	3,671	-	-
- Unrestricted Cash	19,254	15,973	13,607	6,679
Legislated working capital (4 months) - (Includes restricted/unrestricted)	30,118	36,995	26,777	27,413
Cash Position Gap **	23,593	(17,352)	(13,170)	(20,734)

** Does not include Asset Management Plans

Torres Strait Island Regional Council

Statement of Income and Expenditure

For the period July 2026 to June 2029

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000
Revenue				
Recurrent revenue:				
Net rates and utility charges	1,959	2,022	2,122	2,228
Fees and charges	5,895	6,029	5,972	6,121
Sales - contract and recoverable works	21,350	19,200	20,430	20,941
Sales - other	3,757	3,893	3,990	4,090
Grants, subsidies, contributions and donations	51,998	74,736	39,326	37,234
Interest received	900	686	132	-
Rental income	4,605	4,614	4,729	4,848
Other recurrent income	21	45	59	73
Total recurrent revenue	90,485	111,224	76,761	75,535
Capital revenue:				
Government subsidies and grants	69,467	82,667	9,341	5,812
Capital contribution	-	-	-	-
Developer contributions	-	-	-	-
Total capital revenue	69,467	82,667	9,341	5,812
Total income	159,951	193,891	86,101	81,347
Expenses				
Recurrent expenses:				
Employee benefits	38,148	39,101	40,676	41,602
Materials and services	51,647	71,299	39,067	40,044
Depreciation and amortisation	86,075	86,035	84,296	80,604
Finance costs	560	585	589	593
Total recurrent expenses	176,429	197,021	164,628	162,843
Capital expenses:				
Other capital expenses	3,487	3,500	-	-
Total capital expenses	3,487	3,500	-	-
Total expenses	179,916	200,521	164,628	162,843
Net operating surplus/(deficit) exc capital and depreciation	131	238	(3,571)	(6,704)
Net operating surplus/(deficit) inc depreciation	(85,944)	(85,797)	(87,867)	(87,309)
Net result attributable to Council	(19,965)	(6,630)	(78,526)	(81,497)

Torres Strait Island Regional Council

Statement of Changes in Equity

For the period July 2026 to June 2029

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Total \$'000	Retained surplus \$'000	Asset revaluation reserve \$'000	Other reserves \$'000
Budget Review 30 June 2026	1,475,677	241,240	1,234,437	-
Net result for the period	(6,630)	(6,630)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	12	-	12	-
		-	-	-
Balance at 30 Jun 2027 Budget Original	1,469,058	234,609	1,234,449	-
Net result for the period	(78,526)	(78,526)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2028 Forecast	1,390,532	156,083	1,234,449	-
Net result for the period	(81,497)	(81,497)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2029 Forecast	1,309,035	74,587	1,234,449	-

Torres Strait Island Regional Council

Statement of Cashflow

For the period July 2026 to June 2036

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000	Forecast 30 June 2030 \$'000	Forecast 30 June 2031 \$'000	Forecast 30 June 2032 \$'000	Forecast 30 June 2033 \$'000	Forecast 30 June 2034 \$'000	Forecast 30 June 2035 \$'000	Forecast 30 June 2036 \$'000
Cash flows from operating activities:											
Receipts from customers	34,405	31,412	33,152	34,077	35,004	35,950	36,929	37,915	38,950	40,007	41,102
Receipt from rental income	4,727	4,540	4,721	4,837	4,959	5,083	5,211	5,339	5,474	5,610	5,752
Payment to suppliers and employees	(93,953)	(110,985)	(81,567)	(82,199)	(84,156)	(86,157)	(88,211)	(90,605)	(92,617)	(94,824)	(97,244)
	(54,821)	(75,033)	(43,694)	(43,285)	(44,194)	(45,125)	(46,070)	(47,351)	(48,194)	(49,207)	(50,390)
Interest received	900	686	132	-	(1)	(20)	(173)	(573)	(1,027)	(1,501)	(2,003)
Non-capital grants and contributions	53,383	73,538	42,246	37,398	38,089	39,041	40,026	41,008	42,043	43,094	44,181
Finance costs	-	-	-	-	-	-	-	-	-	-	-
Net cash inflow (outflow) from operating activities	(538)	(810)	(1,317)	(5,888)	(6,106)	(6,104)	(6,218)	(6,915)	(7,178)	(7,613)	(8,212)
Cash flows from investing activities:											
Payments for property, plant and equipment	(72,245)	(84,477)	(9,713)	(6,158)	(6,275)	(6,396)	(6,520)	(6,646)	(6,776)	(6,910)	(7,046)
Payments for intangible assets	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, plant and equipment	13	-	-	-	-	-	-	-	-	-	-
Subsidies, donations and contributions for new capital expenditure	69,467	82,667	9,341	5,812	5,957	6,106	6,259	6,415	6,576	6,740	6,909
Other	(2,361)	(30,787)	(3,671)	-	-	-	-	-	-	-	-
Net cash inflow (outflow) from investing activities	(5,127)	(32,597)	(4,043)	(346)	(318)	(290)	(261)	(231)	(201)	(169)	(137)
Cash flows from financing activities											
Repayment of borrowings	-	-	-	-	-	-	-	-	-	-	-
Repayments made on leases	(645)	(661)	(677)	(694)	(711)	(729)	(747)	(766)	(785)	(805)	(825)
Net cash inflow (outflow) from financing activities	(645)	(661)	(677)	(694)	(711)	(729)	(747)	(766)	(785)	(805)	(825)
Net increase (decrease) in cash held	(6,309)	(34,067)	(6,037)	(6,927)	(7,136)	(7,123)	(7,226)	(7,912)	(8,164)	(8,588)	(9,174)
Cash at beginning of reporting period	60,020	53,711	19,644	13,607	6,679	(456)	(7,579)	(14,805)	(22,717)	(30,881)	(39,469)
Cash at end of reporting period(Split below - Un/Restricted)*	53,711	19,644	13,607	6,679	(456)	(7,579)	(14,805)	(22,717)	(30,881)	(39,469)	(48,643)
- Restricted Cash	34,457	3,671	-	-	-	-	-	-	-	-	-
- Unrestricted Cash *	19,254	15,973	13,607	6,679	(456)	(7,579)	(14,805)	(22,717)	(30,881)	(39,469)	(48,643)
Legislated working capital (4 months) - (Includes restricted/unrestricted)	30,118	36,995	26,777	27,413	28,065	28,738	29,473	30,407	31,228	32,122	33,094
Cash Position Gap **	(10,864)	(21,022)	(13,170)	(20,734)	(28,521)	(36,317)	(44,278)	(53,124)	(62,109)	(71,591)	(81,737)

* Forecasted Amount
** Does not include Asset Management Plans

Torres Strait Island Regional Council

Statement of Financial Position

For the period July 2025 to June 2035

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000	Forecast 30 June 2030 \$'000	Forecast 30 June 2031 \$'000	Forecast 30 June 2032 \$'000	Forecast 30 June 2033 \$'000	Forecast 30 June 2034 \$'000	Forecast 30 June 2035 \$'000	Forecast 30 June 2036 \$'000
Current assets											
Cash assets and cash equivalents	53,711	19,644	13,607	6,679	-	-	-	-	-	-	-
Inventories	394	394	394	394	394	394	394	394	394	394	394
Receivables	7,053	8,762	5,949	5,866	6,017	6,173	6,315	6,496	6,664	6,836	6,994
Prepayments	300	300	300	300	300	300	300	300	300	300	300
Other current assets	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991
Total current assets	66,448	34,090	25,240	18,230	11,702	11,857	11,999	12,180	12,348	12,520	12,678
Non-current assets											
Property, plant and equipment	1,452,771	1,447,724	1,373,142	1,298,696	1,227,975	1,160,784	1,100,835	1,040,026	982,219	927,254	874,979
Intangible assets	-	-	-	-	-	-	-	-	-	-	-
Capital works in progress	-	-	-	-	-	-	-	-	-	-	-
Other non-current assets	14,217	14,217	14,217	14,217	14,217	14,217	14,217	14,217	14,217	14,217	14,217
Total non-current assets	1,466,988	1,461,942	1,387,359	1,312,913	1,242,192	1,175,001	1,115,052	1,054,243	996,436	941,471	889,197
Total assets	1,533,436	1,496,031	1,412,600	1,331,143	1,253,894	1,186,858	1,127,051	1,066,423	1,008,784	953,991	901,875
Current liabilities											
Overdraft	-	-	-	-	456	7,579	14,805	22,717	30,881	39,469	48,643
Trade and other payables	2,790	2,791	1,556	1,596	1,632	1,669	1,703	1,746	1,786	1,827	1,864
Borrowings	-	-	-	-	-	-	-	-	-	-	-
Other current liabilities	35,776	4,989	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318
Provisions	-	-	-	-	-	-	-	-	-	-	-
Total current liabilities	38,566	7,780	2,874	2,914	3,407	10,567	17,826	25,782	33,986	42,614	51,825
Non-current liabilities											
Loans	-	-	-	-	-	-	-	-	-	-	-
Other non-current liabilities	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417
Provisions	17,776	17,776	17,776	17,776	17,776	17,776	17,776	17,776	17,776	17,776	17,776
Total non-current liabilities	19,193	19,193	19,193	19,193	19,193	19,193	19,193	19,193	19,193	19,193	19,193
Total liabilities	57,759.13	26,973	22,068	22,107	22,600	29,760	37,020	44,976	53,179	61,808	71,018
Net community assets	1,475,677	1,469,058	1,390,532	1,309,035	1,231,294	1,157,098	1,090,031	1,021,448	955,605	892,184	830,856
Community equity											
Asset revaluation reserve	1,234,437	1,234,449	1,234,449	1,234,449	1,234,449	1,234,449	1,238,345	1,238,345	1,238,345	1,238,345	1,238,345
Retained surplus (deficiency)	241,240	234,609	156,083	74,587 -	3,155 -	77,350 -	148,313 -	216,897 -	282,740 -	346,161 -	407,489
Total community equity	1,475,677	1,469,058	1,390,532	1,309,035	1,231,294	1,157,098	1,090,031	1,021,448	955,605	892,184	830,856

Torres Strait Island Regional Council

Statement of Income and Expenditure

For the period July 2026 to June 2036

Model - Same Service Level - Confirmed sources of capital funding.

Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)

ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000	Forecast 30 June 2030 \$'000	Forecast 30 June 2031 \$'000	Forecast 30 June 2032 \$'000	Forecast 30 June 2033 \$'000	Forecast 30 June 2034 \$'000	Forecast 30 June 2035 \$'000	Forecast 30 June 2036 \$'000
Revenue											
Recurrent revenue:											
Net rates and utility charges	1,959	2,022	2,122	2,228	2,340	2,457	2,579	2,708	2,844	2,986	3,135
Fees and charges	5,895	6,029	5,972	6,121	6,274	6,431	6,592	6,757	6,926	7,099	7,276
Sales - contract and recoverable works	21,350	19,200	20,430	20,941	21,465	22,001	22,551	23,115	23,693	24,285	24,892
Sales - other	3,757	3,893	3,990	4,090	4,192	4,297	4,404	4,514	4,627	4,743	4,861
Grants, subsidies, contributions and donations	51,998	74,736	39,326	37,234	38,165	39,119	40,097	41,100	42,127	43,181	44,260
Interest received	900	686	132	-	-	-	-	-	-	-	-
Rental income	4,605	4,614	4,729	4,848	4,969	5,093	5,220	5,351	5,485	5,622	5,762
Other recurrent income	21	45	59	73	87	102	117	132	148	164	181
Total recurrent revenue	90,485	111,224	76,761	75,535	77,491	79,500	81,561	83,677	85,849	88,079	90,368
Capital revenue:											
Government subsidies and grants	69,467	82,667	9,341	5,812	5,957	6,106	6,259	6,415	6,576	6,740	6,909
Capital contribution	-	-	-	-	-	-	-	-	-	-	-
Developer contributions	-	-	-	-	-	-	-	-	-	-	-
Total capital revenue	69,467	82,667	9,341	5,812	5,957	6,106	6,259	6,415	6,576	6,740	6,909
Total income	159,951	193,891	86,101	81,347	83,449	85,606	87,820	90,092	92,425	94,819	97,277
Expenses											
Recurrent expenses:											
Employee benefits	38,148	39,101	40,676	41,602	42,551	43,522	44,516	45,534	46,575	47,642	48,733
Materials and services	51,647	71,299	39,067	40,044	41,045	42,071	43,122	44,504	45,467	46,604	47,923
Depreciation and amortisation	86,075	86,035	84,296	80,604	76,996	73,587	70,365	67,455	64,584	61,875	59,320
Finance costs	560	585	589	593	598	621	779	1,183	1,642	2,120	2,628
Total recurrent expenses	176,429	197,021	164,628	162,843	161,190	159,801	158,783	158,676	158,268	158,240	158,604
Capital expenses:											
Other capital expenses	3,487	3,500	-	-	-	-	-	-	-	-	-
Total capital expenses	3,487	3,500	-	-	-	-	-	-	-	-	-
Total expenses	179,916	200,521	164,628	162,843	161,190	159,801	158,783	158,676	158,268	158,240	158,604
Net operating surplus/(deficit) exc capital and depreciation	131	238	(3,571)	(6,704)	(6,703)	(6,715)	(6,857)	(7,544)	(7,835)	(8,287)	(8,915)
Net operating surplus/(deficit) inc depreciation	(85,944)	(85,797)	(87,867)	(87,309)	(83,699)	(80,302)	(77,222)	(74,999)	(72,419)	(70,162)	(68,236)
Net result attributable to Council	(19,965)	(6,630)	(78,526)	(81,497)	(77,742)	(74,195)	(70,963)	(68,584)	(65,843)	(63,421)	(61,327)

Torres Strait Island Regional Council

Statement of Changes in Equity

For the period July 2026 to June 2036

Model- Same Service Level - Confirmed sources of capital funding.
Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)
ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Total \$'000	Retained surplus \$'000	Asset revaluation reserve \$'000	Other reserves \$'000
Budget Review 30 June 2026	1,475,677	241,240	1,234,437	-
Net result for the period	(6,630)	(6,630)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	12	-	12	-
Balance at 30 Jun 2027 Budget Original	1,469,058	234,609	1,234,449	-
Net result for the period	(78,526)	(78,526)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2028 Forecast	1,390,532	156,083	1,234,449	-
Net result for the period	(81,497)	(81,497)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2029 Forecast	1,309,035	74,587	1,234,449	-
Net result for the period	(77,742)	(77,742)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2030 Forecast	1,231,294	(3,155)	1,234,449	-
Net result for the period	(74,195)	(74,195)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2031 Forecast	1,157,098	(77,350)	1,234,449	-
Net result for the period	(70,963)	(70,963)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	3,896	-	3,896	-
Balance at 30 Jun 2032 Forecast	1,090,031	(148,313)	1,238,345	-
Net result for the period	(68,584)	(68,584)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2033 Forecast	1,021,448	(216,897)	1,238,345	-
Net result for the period	(65,843)	(65,843)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2034 Forecast	955,605	(282,740)	1,238,345	-
Net result for the period	(63,421)	(63,421)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2035 Forecast	892,184	(346,161)	1,238,345	-
Net result for the period	(61,327)	(61,327)	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	-	-	-
Asset revaluation adjustment	-	-	-	-
Balance at 30 Jun 2036 Forecast	830,856	(407,489)	1,238,345	-



Torres Strait Island
REGIONAL COUNCIL

Revenue Statement for the 2026/2027 Financial Year

Introduction

This Revenue Statement is prepared in accordance with section 104(5)(a)(iv) of the *Local Government Act 2009 (LGA)* and sections 169(2)(b) and 172 of the *Local Government Regulation 2012 (LGR)* and outlines the measures adopted by Council for raising revenue for the 2026/2027 financial year.

Differential General Rates – Section 172(1)(a) of the LGR

Council will not levy a general rate during the 2026/27 financial year.

Special rates or charges for joint government activity – Section 172(1)(b) of the LGR

Council does not levy special rates or charges for a joint government activity.

Council has leased the properties listed below to the Queensland State Government for a period of 40 years for the operation of State Government facilities. Council receives an annual contractual payment for each dwelling or site subject to the lease arrangements in lieu of charging special rates or charges:

- 51 properties on Moa Island (Kubin)
- 9 properties on Saibai Island
- 7 properties on Mabuiag Island
- 10 properties on Boigu Island
- 8 properties on Warraber Island
- 5 properties on Poruma Island
- 21 properties on Hammond Island
- 10 properties on Mer Island
- 19 properties on Badu Island
- 25 properties on Moa Island (St Paul's)
- 7 properties on Erub Island
- 10 properties on Masig Island
- 6 properties on Iama Island
- 2 properties on Ugar Island
- 3 properties on Dauan Island

Council will not levy any other special rates or charges during the 2026/27 financial year.

Cost-recovery fees – Section 172(1)(c) of the LGR

Cost-recovery fees are fixed to cover the costs, including allocated administrative costs, of each cost-recovery process. These fees will not be set at more than the cost to Council for providing the service or taking the action for which, the fee is charged.

The user-pays principle is to be applied in setting the fees unless the imposition of the fee is contrary to its express social, economic, environmental, and other corporate goals of Council. This is considered the most equitable and effective revenue approach and is founded on the basis that the region's rating base cannot subsidise specific users or clients of Council's regulatory products and services.

All cost-recovery fees set by Council are included in the Fees and Charges Register which is open for inspection at Council offices or on its website. Council business activities – Section

172(1)(d) of the LGR

Business activity fees are charged where Council conducts business activities on a commercial basis. As they are commercial in application, they are usually subject to Goods and Services Tax (GST). The criteria Council uses to determine business activity fees is a combination of cost to provide the service plus an appropriate mark up, and the current market for the type of goods or services.

Business activity fees include, but are not limited to, rent, plant hire, private works, and facility hire and are listed in the Register of Fees & Charges.

Council may decide to provide subsidised services to specific / defined groups in certain circumstances. Decisions to subsidise groups will specify both the categories of the groups to be subsidised and the level of subsidy to be provided.

Outline and explanation of measures adopted by Council for raising revenue – Section 172(2)(a)(i) of the LGR

Utility Charges – Overview

Section 94(1)(b)(ii) of the LGA and section 99 of the LGR provides Council with the power to levy utility charges. Utility charges are service fees related to the provision of water, sewerage, and waste management services. For the avoidance of doubt, utility charges are not levied on vacant land. The service charges for water, sewerage, and waste as detailed below, are differentiated based on whether they fall under the service charge category of residential, mixed-use, or commercial as defined in the table below.

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

SERVICE CATEGORY	CHARGE	DESCRIPTION
------------------	--------	-------------

- | | | |
|--|--|--|
| | | <ul style="list-style-type: none"> • guest houses, hotels, motels; • shops, tourist facilities, arts and culture activities; • land used by government or utility providers (telecommunications, electricity); • providers aiding in the delivery of commercial and/or government services. i.e., Education, Health, Customs, etc. |
|--|--|--|

This category also includes all other land that does not fall within the service charge categories of "Residential" or "Mixed-Use".

Exemptions

Churches are exempt from utility charges. There are no other exemptions from utility charges.

Water Charges

All properties receiving water from a reticulated Council supplied water scheme shall be levied the following charges:

- A Water Access Charge per building (noting there may be more than one Building on each property), to be levied annually or equal half-yearly
- A Volumetric Water Charge for water usage received by the property to be levied annually and worked out on the basis of the water used as measured by a water meter.

Water Charges	Service	Water Access Charge per year	Basis of Water Access Charge	Volumetric Water Charge	Basis of Volumetric Water Charge
Residential		\$265.10	Per Building (noting there may be more than one Building on each property)	\$0.00KI	Per Property as measured by a water meter
Mixed-Use		\$1,325.60	Per Building (noting there may be more than one Building on each property)	\$1.83KI	Per Property as measured by a water meter
Commercial		\$2,651.80	Per Building (noting there may be more than one Building on each property)	\$3.65KI	Per Property as measured by a water meter

Sewerage Charges

All properties receiving sewerage services from a Council supplied network shall be levied a Sewerage Access Charge to be levied in annual or equal half-yearly instalments as set out below.

Sewerage Service Charges	Sewerage Access Charge per year	Basis of Charge
Residential	\$317.30	Per Building (noting there may be more than one Building on each property)
Mixed-Use	\$1,586.60	Per Water Closet (WC). WC is equivalent to: • A single pedestal; or • 1.3 meters of urinal (or part thereof); or • One (1) to Three (3) wall hung urinals
Commercial	\$3,172.60	Per Water Closet (WC). One WC is equivalent to: • A single pedestal; or • 1.3 meters of urinal (or part thereof); or • One (1) to Three (3) wall hung urinals

Waste Management Charges

All properties receiving waste management services from Council shall be levied a Waste Management Service Charge per property to be levied in annual or equal half-yearly instalments as set out below.

Waste Management Service Charges	Waste Management Service Charge per year	Basis of Charge
Residential	\$176.40	Per Building (noting there may be more than one Building on each property)
Mixed-Use	\$881.50	Per Building (noting there may be more than one Building on each property)
Commercial	\$1,762.40	Per Building (noting there may be more than one Building on each property)

Concessions – Section 172(2)(a)(ii) of the LGR

Chapter 4, Part 10 of the LGR enables Council to grant concessions for rates or charges at its discretion. An application may be made to Council on one or more of the following grounds:

1. the land is owned or occupied by a pensioner;
2. the land is owned by:
 - a. an entity whose objective does not include making a profit; or
 - b. an entity that provides assistance or encouragement for arts or cultural development;
3. the payment of the rates or charges will cause hardship to the land owner;
4. the concession will encourage the economic development of all or part of the local government area;
5. the concession will encourage land that is of cultural, environmental, historic, heritage or scientific significance to the local government area to be preserved, restored or maintained;
6. the land is used exclusively for the purpose of a single dwelling house or farming and could be used for another lawful purpose, such as commercial or industrial purpose;
7. the land is subject to a greenhouse gas tenure, mining tenement or petroleum tenure; or
8. the land is part of a parcel of land (a parcel) that has been subdivided and:
 - a. the person who subdivided the parcel is the owner of the land; and
 - b. the land is not developed land.

To be considered for a concession, eligible individuals/organisations are required to submit an Application for Concession form, available on Council's website. Applicants must provide all information and supporting documentation reasonably required by Council to determine eligibility.

Concessions are granted at Council's discretion, by way of Council resolution, once Council is satisfied of the individual's/organisation's eligibility. Any concession granted by Council may be subject to conditions imposed by Council at its discretion.

Pensioners

Eligible pensioners may be able to receive a subsidy from the Queensland State Government of 20 per cent (up to a maximum amount of \$200 each year) of the gross rates and charges levied by Council.

Further information may be obtained from the Queensland State Government website at <https://www.qld.gov.au/community/cost-of-living-support/rates-subsidy>.

Where the State Government subsidy applies, the Council will, upon proof of eligibility, deduct the appropriate amount from the rate notice and claim reimbursement from the State Government.

Limitation on Increases in Service Charges – Section 172(2)(b) of the LGR

Council has not made a resolution limiting an increase of rates and charges for the 2026/2027 financial year.

Other Matters

Issue of rate notices

Council intends to issue rate notices as follows:

- Rate notices for Water Access, Sewerage Access and Waste Management Service Charges will be issued in equal half-yearly instalments in the 2nd and 4th quarter of the financial year; and
- Rate notices relating to Water Usage Notices will be issued annually in the 3rd quarter of the financial year.

Note that the timeframes for issuing rate notices are indicative only and may be subject to change without notice in line with Council's operational requirements.

The due date for payment is thirty-one (31) days from the date of issue of the rate notice.

Manager Responsible for Review:

Hollie Faithfull
Executive Director, Financial Services

James William
Chief Executive Officer

Adoption: 21 July 2026

Revenue Policy

1. PURPOSE

The purpose of this policy is to provide details of the principles applied by Torres Strait Island Regional Council in relation to:

- a) The levying of rates and charges;
- b) Granting concessions for rates and charges;
- c) The purpose of concessions;
- d) Recovering overdue rates and charges;
- e) Cost recovery methods; and
- f) Infrastructure charges for new developments.

2. SCOPE

This policy applies to Council and associated enterprises (if any).

3. LINK TO CORPORATE PLAN

- A proactive and responsible Council

4. POLICY STATEMENT

Making and Levying rates and charges – Section 193(1)(a)(i) of the LGR

In levying rates and charges the following principles will be applied:

- Consider the level of revenue that can be achieved from direct user charges, grants and subsidies, contributions, and other sources;
- Consider the cost of maintaining existing facilities and essential services, and the need for additional facilities and services;
- Clearly define the responsibilities of Council and ratepayers;
- Time the levying of rates and charges to ensure sustainable cash flow for Council operations and to spread the burden on ratepayers across the financial year;
- Support equity by offering flexible payment arrangements for ratepayers with a determined lower capacity to pay;
- Ensure transparency in the making of rates and charges;
- Ensure the system for paying rates and charges is simple and cost-effective to administer;

- Promote equity by recognising different capacities to pay across the local community;
- Allow flexibility to accommodate changes in the local economy;
- Consider National Competition Policy when determining utility charges; and
- Consider levying special and separate rates and charges, where appropriate, to recover costs associated with a particular service, project, or facility that provides a direct or additional benefit to individual ratepayers or a definable class of ratepayers.

Granting Concessions for rates and charges – Section 193(1)(a)(ii) of the LGR

In considering the application of concessions, Council will comply with Chapter 4, Part 10 of the LGR and be guided by the following principles:

- Equity, by acknowledging the different levels of capacity to pay;
- Consistency and fairness, by ensuring ratepayers in similar circumstances are treated consistently;
- Transparency, by clearly outlining the requirements necessary to receive concessions; and
- Flexibility, to allow Council to respond to unforeseen local economic issues.

The purpose of concessions – Section 193(1)(b) of the LGR

Council will support community objectives through the application of concessions to:

- Reduce the financial burden of rates and charges on pensioners;
- Support the community activities and economic development of not-for-profit organisations
- Provide temporary relief (e.g., interest deferral) for ratepayers affected by declared natural disasters;
- Assist ratepayers experiencing genuine financial hardship; and
- Encourage economic development within all or part of the local government area.

Recovering overdue rates and charges – Section 193(1)(a)(iii) of the LGR

Council will exercise its recovery powers to reduce the overall burden on ratepayers and will be guided by the following principles:

- Transparency, by clearly outlining the obligations of ratepayers and the processes used by Council in assisting them in meeting their financial

- obligations;
- Clarity, ensuring the processes used to recover outstanding rates and charges are clear, simple to administer, and cost effective;
- Capacity to pay, considering ratepayers' ability to pay when determining appropriate arrangements for different sectors of the community;
- Equity, ensuring ratepayers in similar circumstances are treated the same;
- Flexibility, to allow Council to respond to local economic issues;
- Cost, Council may charge interest on overdue rates and charges;
- Debt Recovery Policy, which outlines the processes for recovering outstanding rates and charges.

Cost recovery methods – Section 193(1)(a)(iv) of the LGR

Section 97(1) of the LGA allows Council to set cost-recovery fees. Cost-recovery fees are fixed to cover the full cost of providing the goods or services, including allocated administrative costs. Fees will not be set at more than the actual cost to Council for providing the service or taking the action for which the fee is charged. The user-pays principle is applied in setting fees, except where such application would be inconsistent with Council's expressly stated social, economic, environmental, or other corporate objectives.

This approach is considered the most equitable and effective means of revenue generation, based on the principle that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

All cost-recovery fees set by Council are listed in the Fees and Charges Register which is open for inspection at Council offices or on its website.

Infrastructure charges for a new development – Section 193(1)(c) of the LGR

Council does not currently impose charges for new developments. If charges for developments are imposed, it is expected that developers will contribute significantly to the physical and social infrastructure costs associated with the new development through the payment of infrastructure charges.

5. REPORTING

NIL

6. DEFINITIONS

This policy is established with reference to obligations specified in section 104(5)(c)(iii) of the *Local Government Act 2009* (LGA) and sections 193(3) and 169(2)(c) of the *Local Government Regulation 2012* (LGR).

7. RELATED DOCUMENTS AND REFERENCES

Does the policy relate to any related documents, policies or legislation?

8. REVIEW

When does the policy need to be reviewed?

Policy type:	☒ Council ☐ Administrative
Directorate:	Financial Services
Responsible Officer:	Executive Director Financial Services
Authorised on:	23/06/2026
Next review date:	June 2027
Review history:	2012,2013,2014,2015,2016,2017,2018,2019,2020,2021,2022,2023,2024, 2025, 2026
Version:	1.0

Torres Strait Island Regional Council

Measures of Financial Sustainability

For the period July 2026 to June 2036

Model - Same Service Level - Confirmed sources of capital funding.
Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)
ICFP - \$6M FYE 26/27, \$3M FYE 27/28

Type	Measure	Rational	Target	Budget Review 30 June 2026 \$'000	Budget Origibal 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000	Forecast 30 June 2030 \$'000	Forecast 30 June 2031 \$'000	Forecast 30 June 2032 \$'000	Forecast 30 June 2033 \$'000	Forecast 30 June 2034 \$'000	Forecast 30 June 2035 \$'000	Forecast 30 June 2036 \$'000
Financial Capacity	Council controlled revenue ratio	Capacity to generate revenue internally	Contextual	8.7%	7.2%	10.5%	11.1%	11.1%	11.2%	11.2%	11.3%	11.4%	11.4%	11.5%
	Population growth ratio *	Population growth/decline pressures	Contextual	0.2%	-0.9%									
Operating Performance	Operating surplus ratio	Holistic overview of operating performance	Contextual	-95%	-77%	-114%	-116%	-108%	-101%	-95%	-90%	-84%	-80%	-76%
	Operating cash ratio	Cash operating performance (less depreciation and other non-cash items)	Greater than 0%	-1.0%	0.2%	-4.7%	-8.9%	-8.6%	-8.4%	-8.4%	-9.0%	-9.1%	-9.4%	-9.9%
Liquidity	Unrestricted cash expense cover ratio ***	Unconstrained liquidity available to council	Greater than 4 months	2	2	N/A for long-term sustainability statement								
Asset Management	Asset sustainability ratio	Capital renewals program performance	Greater than 90%	39.5%	66.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Asset consumption ratio	Extent to which assets are being consumed	Greater than 60%	46.8%	45.5%	42.1%	38.8%	35.8%	33.0%	30.5%	28.1%	25.9%	23.8%	21.9%
	Asset renewal funding ratio **	Asset replacement program performance	Contextual	N/A	The transistion period for TSIRC to commence reporting on this ratio is 2027-28.									
Debt Servicing Capacity	Leverage Ratio	Ability to repay existing debt	0 - 3 times	Not Required - TSIRC does not currently have any external debt										

TSIRC is classified as a Tier 8 Group and relevant targets will apply.
Measures 1,2, 3 and 8 are contextual measures and not subject to audit
* Council has used the compound Annual Growth Rate method for calculating this ratio. This method calculates the average annual growth rate for over a 10 year period based on the Queensland Government Statistician's Office population projections for the Torres Strait Island area for the period 2026 to 2036.
** The transistion period for TSIRC to commence reporting on this ratio is 2027-28. TSIRC will continue to review and refine it's asset management plans and long term capital plans to meet this timeframe.
*** Estimated cash balance at budget. Figures values will change with actual end of financial year balance.

Torres Strait Island Regional Council

Rates and Utility charges

For the period July 2026 to June 2029

Model - Same Service Level - Confirmed sources of capital funding.
Locality Allowance - \$589k(50%) FYE 26/27 - \$1.18M FYE 27/28 (100%)
ICFP - \$6M FYE 26/27, \$3M FYE 27/28

	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Forecast 30 June 2028 \$'000	Forecast 30 June 2029 \$'000
Rates and utility charges				
General rates	-	-	-	-
Separate rates	-	-	-	-
Levies	76	86	91	95
Water	431	452	475	498
Sewerage	1,186	1,210	1,271	1,334
Waste management	267	274	287	302
Other rates and utilities revenue	-			
Total rates and utility charge revenue	1,959	2,022	2,123	2,230
	Budget Review 30 June 2026 \$'000	Budget Original 30 June 2027 \$'000	Variance \$'000	Variance %
Rates and utility charges - value of change				
Gross rates and utility charges	1,959	2,022	63	3%

CAPITAL BUDGET 26/27

	Forecast Capital Spend FYE 26/27	Forecast Capital Spend FYE 27/28	Grant Funded FYE 26/27	Council Own Funds FYE 26/27
Departments				
Assets (BSU)				
W4Q.R5 24-27 - Mechanics Shed	4,380,000	0	4,380,000	-
Boigu Council Office Refurb QRA 0045	900,000	0	900,000	-
Badu Office Generator - QRA 0046	106,779	0	106,779	-
Building Corporate Leased & Licensed Blds 26/27	200,000			200,000
WHS Initiatives 26/27	300,000			300,000
Aragun Childcare (Badu) major funding \$3.61M	3,459,860	0	3,459,860	-
	9,346,639	0	8,846,639	500,000
BSU Revenue 26/27				
BSU Revenue 26/27	-	0	1,368,000	-
	-	-	1,368,000	-
Engineering				
Seawalls project	1,240,575	0	1,240,575	-
TSRA Marine Infra. Incentives (bal \$3.72M)	571,049	0	571,049	-
Warraber SPS (Joint BOR TSRA)	247,759	0	247,759	-
Jetties - DITRDCA \$40M project	27,052,970	0	27,052,970	-
QRA Erub Rds Betterment 0032	-	-	-	-
Roads to Recovery 24- 29 - 5 yr period (spend all in 26/27, may become operational)	1,709,000	0	1,709,000	-
QRA 0044 Boigu Airport Apron Upgrade	7,486,710	0	7,486,710	-
TMR TIDS 26/27 IAMA Barge Ramp Upgrade	2,560,000		2,560,000	-
QRA 0043 - Boigu Esplanade Road Upgrade	4,680,496	0	4,680,496	-
Warraber SPS (Joint BOR TSRA)	2,970,000	0	2,970,000	-
Emergent Transport 26/27	100,000			100,000
Emergent Wastewater 26/27	150,000			150,000
Emergent Water 26/27	200,000			200,000
RAUP Boigu Airstrip Reseal	3,920,850		3,920,850	0
Media Filters WTP Boigu & Warraber	80,000	0		80,000
IAMA STP Johnson Screens	90,000	0		90,000
IAMA Desal Stage 1 (26/27)	722,179	0		722,179
IAMA Desal Stage 2 (27/28)	-	328,939	-	-
Warraber Lagoon Switchboards	66,000	0		66,000
	53,847,588	328,939	52,439,409	1,408,179
Fleet & Fuel				
26/27 Fleet - Pooled	1,270,000		-	1,270,000
Ugar Fuel Bowser	564,177	0	564,177	0
Fuel Facilities Emer Power-QRA 0047	80,169	0	80,169	
	1,914,346	0	644,346	1,270,000
Housing				
Forward Remote Capital Program- DCHDE	6,536,239	0	6,536,239	-
SHAP 1 Social Housing Accelerated Program	3,644,507	0	3,644,507	-
SHAP 2 Social Housing Accelerated Program	3,356,075	3,341,575	3,356,075	-
BSU Capitalisations Jul 26- Jun27	5,832,000	0	5,832,000	-
	19,368,821	3,341,575	19,368,821	0
Total Budget	84,477,394	3,670,514	82,667,215	3,178,179



DIRECTORATE: *Financial Services*

AUTHOR: *Manager Management Accounting*

2026/2027 SEWERAGE UTILITY CHARGES

OFFICER RECOMMENDATION:

Council resolves to:

1. Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council makes and levies sewerage utility charges for the supply of sewerage services by the Council for the 2026/2027 financial year, in accordance with the following Service Category Definitions:

Service Category Definitions

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

This category also includes all other land that does not fall within the service charge categories of “Residential” or “Mixed-Use”.

Residential:

- (a) An annual access charge of \$317.30 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Residential.”

Mixed-Use:

- (b) An annual access charge of \$1,586.60 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof), or 1-3 wall-hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Mixed-Use.”

Commercial:

- (c) An annual access charge of \$3,172.60 per water closet (being a single pedestal, 1.3 meters of urinal (or part thereof), or 1-3 wall-hung urinals) shall be applied and levied in equal half-yearly instalments to land that falls within the Service Charge Category of “Commercial”.

Executive Summary:

This report provides details of the sewerage utility charges that will be levied for the 2026/2027 financial year. A 5% increase has been applied as part of the formulation of the 2026/2027 original budget.

Comment:

Each year, as part of adopting the Annual Budget, Council is required to adopt the sewerage utility charges with the differential rating categories under which those rates and charges will be levied for the financial year.

Consultation:

Key personnel from internal functions and external organisations:

- Financial Services;
- Engineering Services
- Executive Leadership Team
- Elected Members; and
- MacDonnell Law

Risk Management:

There are no specific risk management issues to consider when adopting the sewerage utility charges.

Council Finances

The 2026-2027 budget, rating resolutions and related policies provide financial resources for the Council for the coming financial year.

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

Adoption of utility charges is in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*.

Frank Barbieri

Recommended:

Frank Barbieri
Acting Head of Financial Services

Hollie Faithfull

Endorsed:

Hollie Faithfull
Executive Director Financial Services

James William

Approved:

James William
Chief Executive Officer



ORDINARY MEETING

21 July 2026

Agenda Item

8.4

DIRECTORATE: *Financial Services*

AUTHOR: *Manager Management Accounting*

2026/2027 WASTE MANAGEMENT UTILITY CHARGES

OFFICER RECOMMENDATION:

Council resolves to:

1. Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council makes and levies waste management utility charges for the supply of waste management services by the Council for the 2026/2027 financial year, in accordance with the following Service Category Definitions:

Service Category Definitions

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

Residential:

- (a) An annual access charge of \$176.40 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Residential.”

Mixed-Use:

- (b) An annual access charge of \$881.50 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Mixed-Use.”

Commercial:

- (c) An annual access charge of \$1,762.40 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Commercial.”

Executive Summary:

This report provides details of the waste management utility charges that will be levied for the 2026/27 financial year. A 5% increase has been applied as part of the formulation of the 2026/2027 original budget.

Comment:

Each year, as part of adopting the Annual Budget, Council is required to adopt the waste management utility charges with the differential rating categories under which those rates and charges will be levied for the financial year.

Consultation:

Key personnel from internal functions and external organisations:

- Financial Services;
- Engineering Services
- Executive Leadership Team
- Elected Members; and
- MacDonnell Law

Risk Management:

There are no specific risk management issues to consider when adopting the waste management utility charges.

Council Finances

The 2026-2027 budget, rating resolutions and related policies provide financial resources for the Council for the coming financial year.

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

Adoption of waste management utility charges is in accordance with section 94 of the *Local Government Act 2009* and Chapter 4, Part 7 of the *Local Government Regulation 2012*.

Frank Barbieri

Recommended:

Frank Barbieri
Acting Head of Financial Services

Hollie Faithfull

Endorsed:

Hollie Faithfull
Executive Director Financial Services

James William

Approved:

James William
Chief Executive Officer



ORDINARY MEETING

21-22 July 2026

Agenda Item

8.5

DIRECTORATE: *Financial Services*

AUTHOR: *Acting Head of Financial Services*

2026/2027 WATER UTILITY CHARGES

OFFICER RECOMMENDATION:

That Council resolves to:

1. Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council makes and levies water utility charges for the supply of water services by Council for the 2026/2027 financial year, in accordance with the following Service Category Definitions:

Service Category Definitions

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

This category also includes all other land that does not fall within the service charge categories of “Residential” or “Mixed-Use”.

Residential:

- (a) An annual access charge of \$265.10 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Residential.”

Mixed Use:

- (b) An annual access charge of \$1,325.60 per building (noting that there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Mixed-Use.”
- (c) In respect of all properties and/or premises that fall within the service charge category of “Mixed-Use,” at which a water meter is installed on the water service connection to such property and/or premises, water usage shall be charged at the rate of \$1.83 per kilolitre for all water passing through the water meter.

Commercial:

- (d) An annual access charge of \$2,651.80 per building (noting there may be more than one building on each property) shall be applied and levied in equal half-yearly instalments to land that falls within the service charge category of “Commercial.”
- (e) In respect of all such properties and/or premises that fall within the service charge category of “Commercial,” at which a water meter is installed on the water service connection to such property and/or premises, water usage shall be charged at the rate of \$3.65 per kilolitre for all water passing through the water meter.

And:

2. Council resolves, pursuant to section 102 of the *Local Government Regulation 2012*, that a water meter will be taken to be read on a particular day (the nominated day) if the water meter is read at any time within two weeks before or two weeks after the nominated day.

Executive Summary:

This report provides details of the water utility access and usage charges for the 2026/2027 financial year. A 5% increase has been applied as part of the formulation of the 2026/2027 original budget.

Comment:

Each year, as part of the adoption of the Annual Budget, Council is required to adopt the water utility charges with the differential rating categories under which rates and charges will be levied for the financial year.

Consultation:

Key personnel from internal functions and external organisations:

- Financial Services;
- Engineering Services
- Executive Leadership Team
- Elected Members; and
- MacDonnell Law

Risk Management:

There are no specific risk management issues to consider when adopting the water utility charges.

Council Finances

The 2026-2027 budget, rating resolutions and related policies provide financial resources for Council for the coming financial year.

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

Adoption of utility charges are in accordance with section 94 of the *Local Government Act 2009* and Chapter 4, Part 7 of the *Local Government Regulation 2012*.

**Recommended:**

Frank Barbieri
Acting Head of Financial Services

**Endorsed:**

Hollie Faithfull
Executive Director Financial Services

**Approved:**

James William
Chief Executive Officer



ORDINARY MEETING

21-22 July 2026

Agenda Item

8.6

DIRECTORATE: *Financial Services*

AUTHOR: *Head of Financial Services*

2025/2026 ESTIMATED STATEMENT OF FINANCIAL POSITION

OFFICER RECOMMENDATION:

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

Executive Summary:

This report compares the Statement of Financial Operations and Financial Position between the 2025/2026 budget adopted in January 2026 and the 2025/2026 forecast.

Background:

Pursuant to section 205 of the *Local Government Regulation 2012*;

- (1) The chief executive officer must present the local government's annual budget meeting with a statement of estimated financial position.
- (2) A statement of estimated financial position is a document stating the financial operations, and financial position, of the local government for the previous financial year.

Officer Comment:

The Estimated Statement of Financial Position has been prepared based on Council's actual financial results for the period 1 July 2025 to 30 June 2026 and incorporates estimated year-end transactions and adjustments expected to be processed prior to finalisation of the financial statements and submission for audit.

Council is forecasting a net operating deficit of \$38.1 million for 2025–26, compared to the budgeted deficit of \$19.9 million. The primary driver of this variance is the deferral of capital works projects to future financial years, resulting in a corresponding delay in the recognition of associated grant funding revenue. This unfavourable variance has been partially offset by lower than budgeted expenditure on employee benefits and materials and services during the year.

Numerous factors have impacted Council operations during the financial year, including inflationary pressures, rising energy and transport costs, global supply chain disruptions, and labour shortages. These factors have increased the cost of delivering services and placed additional pressure on operating budgets. Despite these challenges, Council achieved savings in employee benefits and materials and services expenditure through vacancies, recruitment challenges, and expenditure management initiatives implemented throughout the year.

Council's forecast cash and cash equivalents balance at 30 June 2026 is significantly higher than budget. This is primarily due to the Commonwealth's advance payment of 80% of the 2026–27 Financial Assistance Grant allocation in June 2026, compared to the 50% advance payment assumed

in the budget. In addition, the deferral of capital works projects has resulted in Council retaining grant funding received in advance for these projects pending delivery. As a result, a significant portion of the increased cash balance is restricted for future expenditure and is reflected in the higher contract liability balance at year end.

Council receives a comprehensive financial report at each Ordinary Council Meeting which includes year-to-date actual results compared to budget at both consolidated and departmental levels. The report provides detailed commentary on material variances and supports ongoing monitoring of Council's financial performance and position.

Consultation:

Financial Services Department

Links to Strategic Plans:

Aligns with the Corporate Plan 2025-2030

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Recommendation:

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



Recommended:

Frank Barbieri
Acting Head of Financial Services



Endorsed:

Hollie Faithfull
Executive Director, Financial Services



Approved:

James William
Chief Executive Officer

Attachments:

1. Estimated Statement of Financial Position



Torres Strait Island Regional Council
Estimated Statement of Financial Position
For the year ended 30 June 2026

Torres Strait Island Regional Council

Statement of Financial Operations

For the period July 2025 to June 2026

	Budget Review 30 June 2026 \$'000	Estimated 30 June 2026 \$'000	Variance \$'000	Variance %
Revenue				
Recurrent revenue:				
Net rates and utility charges	1,959	1,924	(35)	-1.76%
Fees and charges	5,895	5,819	(76)	-1.29%
Sales - contract and recoverable works	21,350	18,721	(2,629)	-12.32%
Sales - other	3,757	3,780	23	0.61%
Grants, subsidies, contributions and donations	51,998	51,080	(918)	-1.77%
Interest received	900	1,679	779	86.55%
Rental income	4,605	4,589	(16)	-0.34%
Other recurrent income	21	139	118	550.56%
F Total recurrent revenue	90,485	87,730	(2,754)	-3.04%
Capital revenue:				
Government subsidies and grants	69,467	43,985	(25,482)	-36.68%
Total capital revenue	69,467	43,985	- 25,482	-36.68%
Total income	159,951	131,715	- 28,236	-17.65%
Expenses				
Recurrent expenses:				
Employee benefits	38,148	33,167	4,981	13.06%
Materials and services	51,647	45,825	5,822	11.27%
Depreciation and amortisation	86,075	86,809	(734)	-0.85%
Finance costs	560	632	(72)	-12.85%
Total recurrent expenses	176,429	166,432	9,997	5.67%
Capital expenses:				
Other capital expenses	3,487	3,473	14	0.41%
Total capital expenses	3,487	3,473	14	0.41%
Total expenses	179,916	169,905	10,011	5.56%
Net operating surplus/(deficit) exc capital and depreciation	131	8,107	7,977	-6111.72%
Net operating surplus/(deficit) inc depreciation	(85,944)	(78,702)	7,243	8.43%
Net result attributable to Council	(19,965)	(38,190)	(18,225)	-91.29%

Torres Strait Island Regional Council
Statement of Financial Position

For the period July 2025 to June 2026

	Budget Review 30 June 2026 \$'000	Estimated 30 June 2026 \$'000	Variance \$'000	Variance %
Current assets				
Cash assets and cash equivalents	32,256	70,461	38,205	118.44%
Inventories	394	394	(0)	-0.01%
Receivables	7,053	7,571	518	7.34%
Prepayments	300	314	14	4.67%
Other current assets	4,991	4,916	(75)	-1.51%
Total current assets	44,994	83,656	38,662	85.93%
Non-current assets				
Property, plant and equipment	1,452,771	1,467,152	14,381	0.99%
Other non-current assets	14,217	13,538	(679)	-4.78%
Total non-current assets	1,466,988	1,480,689	13,701	-3.79%
Total assets	1,511,982	1,564,345	52,363	82.14%
For the year ended 30 June 2025				
Current liabilities				
Trade and other payables	2,790	5,477	2,687	96.32%
Other current liabilities	20,776	46,523	25,747	123.93%
Provisions	-	5,410	5,410	0.00%
Total current liabilities	23,566	57,411	33,845	220.25%
Non-current liabilities				
Other non-current liabilities	1,417	1,417 -	0	0.00%
Provisions	32,776	27,743	(5,033)	-15.36%
Total non-current liabilities	34,193	29,160	(5,033)	-15.36%
Total liabilities	57,759	86,570	28,811	204.89%
Net community assets	1,454,223	1,477,775	23,552	-122.75%
Community equity				
Asset revaluation reserve	1,212,982	1,254,985	42,003	3.46%
Retained surplus (deficiency)	241,240	222,789	(18,451)	-7.65%
Total community equity	1,454,222	1,477,775	23,553	-4.19%



ORDINARY MEETING 21-22 JULY 2026

Agenda Item

8.7

DIRECTORATE: *Financial Services*

AUTHOR: *Executive Director Financial Services*

AUDITOR GENERAL'S OBSERVATION REPORT ON THE INTERIM AUDIT FOR THE YEAR ENDING 30 JUNE 2026

OFFICER RECOMMENDATION:

Council notes the Auditor-General's Observation Report on the interim audit for the year ending 30 June 2026.

EXECUTIVE SUMMARY:

The Auditor-General's Interim Report provides observations and recommendations arising from the Queensland Audit Office's interim audit of Council's financial statements for the year ending 30 June 2026. In accordance with section 213 of the *Local Government Regulation 2012*, the Mayor is required to present a copy of the report to the next Ordinary Meeting of Council following its receipt. The report identified one new significant deficiency relating to bank reconciliation processes and one new other matter concerning duplicate supplier accounts. Management has already implemented corrective actions to address both issues, and formal management responses have been provided to QAO. The report also notes several matters from prior years that remain in progress and continue to be actively addressed by management. The proposed management actions and responses have been considered and supported by the Audit Committee.

BACKGROUND:

Each financial year, Council is required to prepare financial statements that are audited in accordance with section 212 of the *Local Government Regulation 2012*. The purpose of the audit is to enable the auditor to express an independent opinion on Council's financial statements and current year sustainability statement.

Section 54 of the *Auditor-General Act 2009* provides the Queensland Audit Office (QAO) with the authority to prepare a report containing observations and recommendations arising from the audit. In accordance with section 213 of the *Local Government Regulation 2012*, the Mayor must present a copy of the report to the next Ordinary Meeting of Council following its receipt. The 2026 Interim Report was received from QAO on 8 July 2026 and provides an update on the progress of the external audit, including matters identified during interim testing and the status of previously reported audit issues.

Interested Parties/Consultation:

- External Audit
- Audit Committee Members
- Executive Team

COMPLIANCE / CONSIDERATIONS:

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

Recommended:

Hollie Faithfull
Executive Director Financial Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Auditor-General's Observation Report – 2026 Interim Report



2026 INTERIM REPORT

Torres Strait Island Regional Council

8 July 2026

Cr Phillemon Mosby
Mayor
Torres Strait Island Regional Council

Dear Cr Mosby

2026 Interim report for Torres Strait Island Regional Council

The purpose of this report is to update you on the progress of the Queensland Audit Office's (QAO) external audit on your financial statements for the financial year ending 30 June 2026.

We completed our first phase of testing, which focused on gaining assurance over your Council's key financial processes up to 31 May 2026. These procedures focused on confirming if key controls operate effectively, transactions are accurate, and accounting estimates are appropriately treated. We also consulted management on significant or emerging matters affecting the financial statements.

The audit is progressing in line with the original external audit plan and timelines, with no delays or changes to the scope of our audit or cost.

Key observations arising from our audit

In this phase, we identified one significant deficiency. These are matters that require prompt management attention. If not addressed quickly, weaknesses could result in material errors in the financial statements or lead to the inappropriate use of public resources. Your management's responses and their proposed time frames for rectifying the issues are detailed in section 2 of this report. If these actions are completed on time, the associated risks will be reduced.

We identified the following significant deficiency:

- Weakness in internal control environment – weakness identified in bank reconciliation process, with multiple historical reconciling items included within the reconciliation. This reduces the effectiveness of the reconciliation process and increases the risk of errors, irregularities or the potential for fraud.

This significant deficiency has impacted our audit by requiring us to perform additional substantive procedures due to the weakness identified in the control environment.

Other emerging matters

During this phase, no new matters or difficulties have arisen that require management's attention. The audit is progressing as planned, and there are currently no new issues that are expected to affect the financial statements or our overall audit approach.

Next steps

We have discussed this report with your Executive Director – Financial Services. In addition, we will present the report to the audit committee on 9 July 2026, providing an overview of our findings, recommendations, and any emerging matters identified during our work to date.

During the next phase of our audit in September 2026, we will follow up with your management on the status of corrective actions in response to the audit issues identified. Our work will also include review of asset valuations and additional testing of controls and transactions relating to revenue, expenses and payroll.

Please note, as per section 213 of the Local Government Regulation 2012, you must present a copy of this report at your Council's next ordinary meeting.

I thank your team for their positive engagement over our interim testing. If you have any questions or would like to discuss this report, please contact me on 4046 0051.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Margaret Dewhurst'.

Margaret Dewhurst
Partner

Enc.

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

1. Areas of audit focus

In our external audit plan, we identified those items and areas with highest risk of material misstatement, based on both likelihood and financial impact. The table below outlines these areas of audit focus and our progress in addressing these risks.

Risk short description	Inherent risk	Control reliance	Audit progress
Valuation of non-current assets Valuations contain significant judgements and assumptions. Desktop valuations will be completed on all asset classes in the 2026 financial year.	Significant	N	The 2026 asset valuations have been finalised and provided for audit. We will review the valuations and provide a response to management in line with our timetable.
Contract assets and liabilities Council has various grant funded projects; a number of these are not completed in the same financial year as the funding is received. Judgements are applied in determining the timing and amount of revenue to be recognised. Audit differences identified in prior year.	Significant	N	Contract assets and contract liabilities will be tested at the final audit visit, as their recognition and measurement rely on balances, judgements, and assessments that are only complete at year end.
Occurrence and validity of expenditure Council has material expenditure and payroll costs. In recent years the cost of providing Council services has significantly increased. Council has a large number of contracts for procurement of goods and services. Significant deficiencies were identified in relation to procurement.	Significant	Y	We have performed walkthroughs of payroll and expenditure processes and related controls. Detailed testing of expenditure commenced during our interim audit visit and will be finalised at our final audit visit. During our next visit, we will commence our review of contract management arrangements and assess compliance with other relevant legislative requirements.
Valuation of landfill provisions for restoration Council has a significant number of Council-controlled landfills which require capping and aftercare. The net present value of future costs involves significant estimates and judgement.	Elevated	N	The 2026 landfill provisions have been finalised and provided for audit. We will review the calculations and provide a response to management in line with our timetable.

Public sector audit objectives

The *Auditor-General Act 2009* and *Auditor-General Auditing Standards* provide the overarching public sector audit objectives we apply to our financial audits. While our audit focus may change year-to-year, we assess the broader public sector objectives of probity, propriety, and compliance, to give parliament assurance that there is appropriate stewardship over public sector entities.

The areas we will test include:

- Procurement – compliance with policies and delegated authority, prescribed legislation, and value for money considerations
- Contract management – monitoring of deliverables, extensions, and variations, awarding of contracts and disclosure of high value contracts
- Grants and funding – assessment, approval, and monitoring against program guidelines.

2. Status of audit issues

Internal control issues



The following table identifies the number of deficiencies in internal controls, and other matters we have identified. For more information and detail on our rating definitions, please see the webpage here: www.gao.qld.gov.au/information-internal-controls or scan the QR code.

Ratings	Significant deficiencies S	Deficiencies D	Other matters* O
Description	A serious internal control issue that requires immediate action by management due to risk of material misstatement, financial loss, or non-compliance.	An internal control weakness that management is expected to address promptly to prevent misstatements or non-compliance.	A recommendation to improve internal control efficiency or effectiveness, with implementation at management's discretion.
New issues raised in this report	1	-	1
Matters previously reported – work in progress or resolved pending audit clearance	3	7	1
Matters previously reported – resolved in this report	-	-	-

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

The following section details control deficiencies identified as at 31 May 2026. It includes a response from management.



26IR-1 Bank reconciliations do not reconcile to general ledger and include significant reconciling items

Issue category Governance and risk management

Observation

We reviewed the bank reconciliation for Account 10001 as at 31 December 2025 and noted the following matters:

- The general ledger balance per the bank reconciliation of \$3,096,637 did not agree to the general ledger balance of \$2,920,029, resulting in an unexplained variance of \$176,609.
- Reconciling items totalling \$1,390,960 were included to reconcile the general ledger balance per the bank reconciliation to the bank statement balance. The oldest reconciling item was dated 12 September 2025 and related to a payment of \$150, while the largest reconciling item was dated 5 December 2025 and related to a receipt of \$1,191,255.
- Management advised that reconciling items arise where Operational Departments have not yet advised the correct general ledger coding of receipts and payments. As a result, transactions are not recorded in the general ledger until coding is confirmed and may remain unallocated for extended periods.
- In addition, the reconciliation included unrepresented deposits dated January 2026 which appear to have been entered in the incorrect accounting period.

These matters indicate that controls over the preparation and review of the bank reconciliation are not operating effectively.



26IR-1 Bank reconciliations do not reconcile to general ledger and include significant reconciling items

We subsequently reviewed the April and May 2026 bank reconciliations for Account 10001 and noted that although the volume of reconciling items had decreased, there still existed reconciling items totalling \$91,349 and \$3,775 respectively. The decreasing volume of reconciling items indicates an improvement since the December 2025 bank reconciliation.

Implication

Reconciliations that do not agree to the general ledger increase the risk that Council's financial information is incomplete or inaccurate, which can impair governance oversight and decision-making and indicates a weakness in the design or operation of key financial controls.

The accumulation of variances and historically unreconciled items erodes the reconciliation's effectiveness as a detective control. As outstanding items and legacy variances build up, it becomes more difficult to distinguish genuine errors or irregularities from routine timing differences, increasing the risk of fraud as issues remain undetected and that management reporting is not supported by a reliable control process.

QAO recommendation

Council should ensure that bank reconciliations for all bank accounts are completed at least monthly, more frequently for accounts with high transaction volumes, to ensure the bank statement balance agrees to the general ledger.

All reconciling items should be promptly investigated and resolved, and transactions should be recorded in the general ledger on a timely basis.

Bank reconciliation should be independently reviewed. The reviewer should confirm that the reconciliation is complete, agree the closing bank balance to the bank statement, agree the closing book balance to the general ledger and review all key reconciling items by sighting supporting documentation to confirm appropriate treatment.

In the short term, Council should clear any backlog of aged reconciling items and review the process for coding of transactions. All staff involved in the reconciliation process should be reminded of the importance of timely and accurate recording of transactions.

Management response

Management acknowledges the importance of timely and accurate bank reconciliation processes as a key financial control. Management has already strengthened reconciliation processes following the issue being raised by QAO during the audit planning visit, resulting in a significant reduction in outstanding reconciling items throughout April, May and June 2026. Staff involved in the reconciliation process have been reminded of the importance of timely reconciliations, prompt resolution of reconciling items, and escalation of unresolved matters to senior management where required information is not provided within agreed timeframes. Existing preparer and reviewer sign-off controls remain in place, and officers responsible for the review process have been reminded of their obligations to undertake a thorough review of reconciliations, including verification of bank and general ledger balances, assessment of reconciling items, and timely escalation of unresolved matters. Effective July 2026, management will implement twice-monthly reconciliations for Council's primary operating bank account to better manage transaction volumes, facilitate earlier identification and resolution of reconciling items, and reduce the risk of reconciliation backlogs.

Responsible Officer: Executive Director Financial Services

Status: Work in Progress

Target Completion Date: 31 July 2026



26IR-2 Multiple accounts for same supplier

Issue category Expense controls and expense management

Observation

We performed a test to identify duplicate payments made to the same supplier for the same invoice. We identified eleven instances where the same invoice was processed twice for the same supplier. In all instances these errors were identified, and either a credit note was processed, or the original payment and invoices were reversed via a suspense account. and a payment was only processed once. The reason that the same invoices were processed more than once was because the supplier had two active supplier accounts set up in Tech One. We performed a review of active supplier accounts and noted 14 instances where the same supplier had more than one active account. The 14 accounts were investigated and there were legitimate reasons why seven of these accounts had two supplier accounts.

Implication

The existence of multiple supplier accounts for the same supplier increases the risk of:

- Duplicate payments remaining undetected leading to financial loss
- Inefficient accounts payable processing and reconciliation
- Reduced effectiveness of system-based duplicate invoice controls
- Increased risk of error or potential fraud remaining undetected.

QAO recommendation

We recommend that controls over supplier masterfile data are strengthened, including:

- Conduct a review of all active suppliers and identifying and merging duplicate records
- Restricting access to supplier master file creation and amendments
- Implementing procedures to ensure suppliers are only set up one and conducting periodic reviews to identify and merge duplicate supplier records.

Management response

Access to Supplier master file creation and amendments is already restricted by user profile to only the necessary members of Financial Services. The identified duplicates have been made inactive as at 7 July 2026. The issue with duplicates supplier accounts was isolated to how refunds are processed. That process is currently being reviewed and the outcome will be incorporated into the Credit Account Management Procedure to ensure consistency and prevent duplicates in future.

A creditor review and supplier data cleanse project was already scheduled for late 2026. This will be prioritised and performed in the current quarter instead. The outcome will also include a schedule for regular review and deactivation of creditors with which there haven't been transactions in the preceding 2 years. This creditor rationalisation will increase efficiency of accounts payable processing and reconciliation and help maximise the effectiveness of council's financial controls.

Responsible Officer: Executive Director Financial Services

Status: Work in Progress

Target Completion Date: 30 September 2026

Matters previously reported

This section provides an update on the status of matters previously reported on internal controls and financial reporting issues.

Ref.	Rating	Issue	Status
25CR-1		Credit card expenditure – high instance of entertainments costs Category: Expense controls and expense management Council is not complying with their policy in relation to entertainment expenditure.	Work in progress Significant reduction in entertainment costs noted – testing to continue through final visit. Responsible officer: Chief Executive Officer Action date: 30 June 2026
24CR-1		Lack of quality assurance over information provided for audit purposes Inadequate review of information provided for audit: - Variance noted between asset register and PPE note totalling \$889k - Inaccuracies between applicable accounting standard noted and revenue recognition - WIP register not reviewed to ensure that all applicable projects have been capitalised - Assets are not disposed of in a timely manner.	Work in progress From our review of WIP register at 30 April 2026, 2025 upgrade accruals remain on the WIP register and only plant and equipment additions and water additions totalling \$42,037 have been capitalised during the year. Responsible officer: Chief Executive Officer Action date: 30 March 2025 Revised action date: 30 September 2026
24IR-1		IT user control environment We noted that there have been several instances of employees and contractor accounts remaining active and failing to be terminated in a timely manner.	Work in progress Interim testing identified further instances of employee and contractors not being terminated on a timely basis. Responsible officer: Executive Director Corporate Services Original action date: 31 July 2024 Revised action date: 30 September 2026
25CR-2		Preparation and management review over asset revaluation process Category: Other Issues identified in relation to the valuation process: - Additions and disposals not up to date - No support available for unit rates - Inadequate review of calculations in valuation workpapers.	Work in progress Management is in the process of implementing improved processes in Consultation with Engineering Services. Responsible officer: Executive Director Financial Services Action date: 30 September 2026
25CR-3		Councillor interest registers not updated Category: Governance and risk management We noted an instance whereby a Councillor's form was not up to date, and therefore not in compliance with Section 201C of the LGA.	Work in progress Management will implement enhanced control measures and provide further guidance to Councillors. Responsible officer: Executive Director Corporate Services Action date: 30 June 2026

Ref.	Rating	Issue	Status
24CR-3	D	Lack of a travel policy A number of transactions for attendance at interstate conferences were identified which were approved by the Executive Director; however, there is no documented Council travel policy providing guidelines of what are considered to be reasonable expenses when travelling on official Council business.	Resolved pending auditor verification A travel policy and procedure were approved by the CEO on 22 April 2025 and uploaded to staff intranet on 10 July 2025. Staff communication is due to be completed in July 2025 regarding updates to policies and procedures. We will test compliance with the policy at our final visit for the 2026 audit.
22CR-1	D	Non-compliance with procurement policy and local government regulations Various examples of non-compliance with Council's own procurement policies which are based on the requirements in the Local Government Regulation, paragraphs 224 to 237 were identified.	Work in progress Based on testing, we identified purchase orders created after invoice dates. In addition, we note Local Buy Suppliers are engaged without obtaining further quotes to demonstrate how value for money has been achieved. We note that a new framework has been adopted, and mandatory training has been provided to staff. We are continuing testing of procurement at our final audit visit Responsible officer: Executive Director Financial Services Original action date: 31 December 2022 Revised action date: 30 September 2026
22CR-6	D	Register of interest declarations for executives not obtained in a timely manner Declarations not being completed in a timely manner for newly employed executives or employees acting in executive roles for a temporary period. <i>Update: Noted an instance where a register was not provided for an executive who has since left the Council. Discussed, ensuring exit interview procedure includes consideration of whether all required disclosures have been made.</i>	Work in progress Management working on a suitable control for exit procedures to include a review of any necessary declarations. Responsible officer: Executive Director Corporate Services Original action date: 31 December 2022 Revised action date: 30 September 2026
23CR-1	D	Excessive leave balances There were 32 staff members with over 300 hours of unused annual leave, including five staff with over 500 hours.	Work in progress Staff with excessive leave have only increased from those previously identified. Steps are being taken to implement leave management plans with these employees. Responsible officer: Executive Director Corporate Services Original action date: 31 October 2023 Revised action date: 30 September 2026
23CR-2	D	Business services unit capitalisations – Capital upgrades community buildings Capital work performed on Council community buildings identified as being incorrectly expensed rather than capitalised for varying reasons. <i>Update: We identified various issues with the treatment of BSU capital works. There is no regular process to identify capital works until year-end in an accrual which is capitalised in the following year.</i>	Work in progress Based on review at interim visit, prior year capital works remained on WIP register. Responsible officer: Executive Director Financial Services Original action date: 30 November 2023 Revised action date: 30 September 2026

Ref.	Rating	Issue	Status
24IR-4		Outdated policies on Council website A number of policies on the website appeared to be out of date and passed their date of review. These included the Employee Code of Conduct, Fitness for Work Policy, and People and Wellbeing Policy. <i>Update: A draft register is being developed internally to track all existing policies and their review dates in order to facilitate timely completion of reviews.</i>	Work in progress Outdated policies noted on website - Fraud and Corruption Prevention Policy (review date May 2024), Termination of Tenancy Policy (review date June 2023) and Investment Policy (review date May 2025). Responsible officer: Executive Director Corporate Services Original action date: 31 December 2023 Revised action date: 30 September 2026

3. Key financial audit milestones

The following table details the current status of milestones for key financial reporting and audit deliverables.

We enjoyed working on-site with your team during our planning visit and we have agreed to work on-site with your finance team for our interim visit. Working together in-person helps us ensure an efficient and timely audit process.

Planning	Agreed date	Completed date
QAO planning visit	16 - 20 February 2026	16 - 20 February 2026
QAO issues external audit plan to client	30 March 2026	30 March 2026
Interim		
QAO interim testing visit	8 June – 19 June 2026	8 June – 19 June 2026
QAO issues draft interim report outlining preliminary audit findings to client	3 July 2026	Draft 30 June 2026 Final Attached
TSIRC issues proforma financial statements to audit	15 June 2026	12 June 2026
QAO issues feedback on proforma financial statements to client	22 June 2026	25 June 2026-
TSIRC issues asset valuations to audit	15 June 2026	15 June 2026
QAO audit reviews asset valuations	16 July 2026	-
TSIRC issues other position papers (as detailed in External Audit Plan) to audit	15 June 2026	15 June 2026
QAO issues feedback on position papers to client	16 July 2026	-
Final		
QAO provide schedule request list to client detailing requirements for audit visit	30 June 2026	1 July 2026
TSIRC provides Final reconciled trial balance and supporting workpapers including disclosures for grants and property, plant and equipment	21 August 2026	-
QAO year-end visit	24 – 28 August & 7 – 11 September 2026	-
TSIRC complete draft financial statements to audit	7 September 2026	-
QAO issues feedback on draft financial statements to client	25 September	-
QAO issues closing report summarising the audit findings to client	9 October 2026	-
Audit committee clearance	19 October 2026	-
TSIRC's management signs financial statements	19 October 2026	-
QAO issues audit report including our audit opinion to client	20 October 2026	-
QAO issues final management report outlining the final audit findings to client	20 October 2026	-
TSIRC provides complete annual report to audit	10 November 2026	-
QAO provides feedback on annual report	13 November 2026	-

Key: Deliverables prepared by Torres Strait Island Regional Council's management.

If there are any issues/concerns in meeting these time frames, which were agreed at the planning phase, please discuss this with me and engagement manager, Shannon Williamson.



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ORDINARY MEETING 21-22 JULY 2026

Agenda Item

9

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 those items listed in the attachment to the officer's report.

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 <i>Local Government Regulation 2012</i>
Budgetary:	N/A
Policy:	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i>
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 ➤ <i>3.1 Provide good governance & leadership</i>
<i>Malungu Yangu Wakay Mirkok Ikya Malunhumun</i> (The Masig Statement)	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples (in exercising our right to self-determination) we have the right to autonomy or self-governance on our own matters.</i>
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

Michelle Webster
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

Confidential items listed for discussion by Council

JULY 2026 **ORDINARY** COUNCIL MEETING

ITEMS TO BE CONSIDERED IN CLOSED SESSION:

Reports	Directorate	Item	LGR Section & Reason	Executive Summary
# 1	Chief Executive Officer	<i>[Standing Agenda Item]</i> Update on Current Legal Matters before Council (<i>verbal update only</i>)	s.254J(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	Verbal update provided by the Chief Executive Officer on the status of any current legal matters before Council.
# 2	Engineering Services	Contractual Matter – Tender Evaluation and Award of Contract TC25161 Boigu Aerodrome Apron Upgrade and Esplanade Road Upgrade Project	s.254J(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	Tenders were invited via public advertisement for this contract and assessed by an evaluation panel to determine best value. A scored evaluation was conducted in accordance with the pre—determined evaluation plan and the applicable policy and procedures.
# 3	Engineering Services	Contractual Matter – Tender Evaluation and Award of Contract TC25193 Badu 2025 DRFA Works	s.254J(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	Tenders were invited via public advertisement for this contract and assessed by an evaluation panel to determine best value. A scored evaluation was conducted in accordance with the pre—determined evaluation plan and the applicable policy and procedures.

# 4	Engineering Services	Funding Matter – Closing the Gap Priorities (CTGP) Fund – Erub Island Water Security Project	s.254J(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	This funding is in relation to the nomination of projects by Council for the CTGP Fund. The purpose of the CTGP Fund is to support the Queensland Government's commitment to lifting living standards in remote Aboriginal and Torres Strait Islander communities by strengthening essential services in ways that reflect local needs and priorities. Council has been approved funding of \$2,650,000 for the Erub Island Water Security Project.
# 5	Engineering Services	Boigu Jetty Funding Arrangement	s.254J(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	To provide Council with a recommendation to approve entering into a proposed funding agreement with TSRA to provide 'top-up' co-funding of an existing separate Commonwealth Grant to enable funding for the replacement of the Boigu Jetty.
# 6	Engineering Services	Capital Works – Information Report	s.254J(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	This information report provides a status update on some of Council's key capital projects managed by the Engineering Services Capital Works Team. Key projects include QRA DRFA roads projects, Marine Infrastructure Upgrades on Dauan and Saibai, seawall projects at Warraber and Masig and the Saibai Aerodrome Project.
# 7	Financial Services	Contractual Matter – Register of Pre—Qualified Suppliers – Trade Services	s.254J(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	Tenders were invited via public advertisement for the above arrangement and assessed by an evaluation panel to determine suitability and best value. A scored evaluation was conducted in accordance with the pre-determined evaluation plan and the applicable policy and procedures. 39 submissions were received and the evaluation panel recommends appointment of 38 tenderers to the panel.

# 8	Financial Services	Contractual Matter – Large Procurement Contracts Awarded Under Delegation	s.254J(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	At its meeting in June 2024, Council resolved to direct the CEO to provide a quarterly report to Council on all contracts valued at or above \$200K that were entered into under delegation. This quarterly report relates to the period from 1 April 2026 to 30 June 2026.
# 9	Financial Services	Sole Supplier Register & Expenditure	s.254J(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	Exceptions exist in law and policy for the procurement of goods and services without first inviting written quotes or tenders. These include an exception where Council resolves there is only one supplier reasonably available, or the services are of a specialised or confidential nature. Council resolved to adopt a Sole Supplier Register for that purpose. In accordance with the <i>Procurement and Ethical Sourcing Policy</i>, the Procurement Team is required to bi-annually review the Sole Supplier Register and report on expenditure to the suppliers. The Sole Supplier Register has recently been reviewed and updated and a new version is now proposed for adoption.
# 10	Financial Services	Mirabou Energy – Renewable Energy Project Status Update	s.254J(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	The last update was provided to Council at its May 2026 meeting. While Council has continued to engage positively with Mirabou and support information requests, there has been limited progression on the project since that update, as Council is awaiting the outcome of the ARENA funding application.

# 11	Building Services	Works for Queensland (W4Q) 24-27 Project Recommendations	s.254J(c) the local government's budget s.254J(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	Council previously endorsed the Works for Queensland 2024–2027 program allocation towards the delivery of Mechanics Shed projects across Saibai, Erub, St Pauls and Kubin, with a total W4Q funding allocation of \$4,580,000 for the 2024–2027 round. The original project forecast included \$1,000,000 each for the Saibai, Erub, St Pauls and Kubin Mechanics Sheds, with \$580,000 allocated to contingency and shed fit-outs. Following further project review, cost planning and funding eligibility considerations, it is recommended that Council vary the current W4Q scope and reallocate the funding to high priority refurbishment works for existing Council-owned assets.
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ORDINARY MEETING

21-22 JULY 2026

Agenda Item

10

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

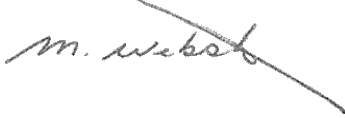
COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254I of the <i>Local Government Regulation 2012</i>
Budgetary:	N/A
Policy:	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i>
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 ➤ <i>3.1 Provide good governance & leadership</i>
Malungu Yangu Wakay Mirkok Ikya Malunhumun (The Masig Statement)	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples (in exercising our right to self-determination) we have the right to autonomy or self-governance on our own matters.</i>
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:

A handwritten signature in black ink, appearing to read "m. webster", with a long horizontal line extending from the end of the signature.

Michelle Webster
Executive Director Corporate Services

Approved:

A handwritten signature in black ink, appearing to be a stylized "JW", enclosed within a circular loop.

James William
Chief Executive Officer

ATTACHMENTS:

Nil.



ORDINARY MEETING 21-22 JULY 2026

Agenda Item

11

DIRECTORATE: Corporate Services

AUTHOR: Executive Director Corporate Services

CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

OFFICER RECOMMENDATION:

For Council to formally resolve on those 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:

Matters were discussed by Council in Closed Session

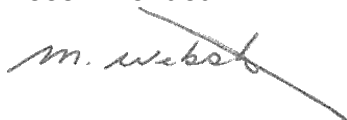
COMPLIANCE / CONSIDERATIONS:

Statutory:	Section 254J(6) of the <i>Local Government Regulation 2012</i>
Budgetary:	N/A
Policy:	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i>
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 ➤ <i>3.1 Provide good governance & leadership</i>
<i>Malungu Yangu Wakay Mirkok Ikya Malunhumun (The Masig Statement)</i>	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples (in exercising our right to self-determination) we have the right to autonomy or self-governance on our own matters.</i>
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

Nil.



ORDINARY MEETING 21-22 JULY 2026

Agenda Item

12

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 <i>Local Government Regulation 2012</i>
Budgetary:	N/A
Policy:	<i>TSIRC Standing Orders (Meeting Procedures) Policy – August 2024</i> 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 ➤ <i>3.1 Provide good governance & leadership</i>
<i>Malungu Yangu Wakay Mirkok Ikya Malunhumun</i> (The Masig Statement)	<i>In keeping with Article 4 of the United Nations Declaration on the Rights of Indigenous Peoples (in exercising our right to self-determination) we have the right to autonomy or self-governance on our own matters.</i>
Standing Committee Consultation:	N/A
Timelines:	Standard Procedure at each Monthly Council Meeting

Other Comments:

Nil.

Recommended:



Michelle Webster
Executive Director Corporate Services

Approved:



James William
Chief Executive Officer

ATTACHMENTS:

Nil.



DIRECTORATE: Building Services

AUTHOR: Executive Director Building Services

BUILDING SERVICES REPORT (June 2026)

OFFICER RECOMMENDATION:

Council receives and notes the Building Services Report for June 2026.

EXECUTIVE SUMMARY:

This report provides an overview of the ongoing activities carried out by the Building Services Unit (BSU) during the reporting period of June 2026.

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 30 June 2026)

Upgrade and HO Program - Revenue Comparison June

2024/2025	2025/2026	Variance
\$ 16,727,195.86	\$ 12,858,052.73	-\$ 3,869,143.13

The above figures are based upon actual invoices and do not include accruals. (without capitalisation)

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:

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

Currently TSIRC BSU continue to meet with funding partners to discuss the delivery of services and upgrades and the slow transitioning of approvals which impacts workloads and increases costs both by contractor and BSU staff – no resolution to date.

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 29 May 2026, there is a backlog of maintenance work comprising of approx. 637 tasks with a total value of approximately \$1.1 million that has been pending for over 30 days.

Current Status (as of 30 June 2026)

R&M Program - Revenue Comparison June				
2024/2025		2025/2026		Variance
\$	20,175,364.91	\$	16,412,942.86	-\$ 3,762,422.05
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 and Communities, meeting face to face with Dept of Housing (3 February 2026) 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.

Our social housing infrastructure is becoming aged and therefore requires increased maintenance/upgrades to maintain to a liveable and safe standard – TSIRC has expressed concerns to Dept of Housing and the need to work in partnership to develop communication protocols to our 15 divisions to address community frustration. To date Dept of Housing continue to work in silo!

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, Mabuig, 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.

Both Mabuiag residences were delivered to Mabuiag on 19 May 2026 with installations, site works etc on going and due to be completed approx 30 July 2026

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.

Costs have increased significantly with the proposed new Modern Methods of Construction (MMC), BSU has reached out to several private MMC's contractors to build partnership and explore options to reduce costs.

TSIRC has also raised with Dept of Housing the need to partner together to develop a rolling program and ensure a Economy of Scale approach to ensure we are getting value for money and not what is currently happening with the small release of funds to deliver two social housing assets than further funding released.

Mabuiag Lot 64 (2 Bedroom)



Mabuiag Lot 89 (3 Bedroom)



Business Relationships:

Meetings between BSU and key stakeholders (QBuild) 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 TSIRC.

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

COMPLIANCE / CONSIDERATIONS:

Statutory:	• <i>Local Government Act 2009</i> • <i>Local Government Regulation 2012</i> • <i>National Construction Code Building Act 1975</i> • <i>Building Regulation 2006</i> • <i>Queensland Building and Construction Commission Act 1991</i> • <i>Queensland Building and Construction Commission Regulation 2018</i>
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 2025-2030 • Maintaining and Renewing our Infrastructure
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 July 2026

Agenda Item

13.2

DIRECTORATE: Community Services

AUTHOR: David Abednego, Head of Community Services

ORDINARY MEETING: July 2026

DATE: 21 July 2026

ITEM: Information Report for Noting only

SUBJECT: Information Report – 10 June 2026 – 09 July 2026

AUTHOR: David Abednego, Head of Community Services

OFFICER RECOMMENDATION:

That Council notes this report.

EXECUTIVE SUMMARY:

To provide Council an update on the functional areas within the Community Services department for activities undertaken between 10 June to 9 July 2026. 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**

- Work in progress - scoping for engagement of consultant to develop animal management plan for Badu community and audit of Councils Animal Management Program.
- Consultation on the Community Environmental Health Plans will commence at the beginning of 2026-27 Financial Year.
- Council was successful with continued funding for the Environmental Health Program – 2026-2033

- **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.
 - Housing Policies have been completed, and further amendments to Council Housing Policies is required to align with the Department of Housing – Policy Review in 2026. However, current draft amended housing policies will be tabled for endorsement at July OM.
 - Head of Community Services and Manager Housing to coordinate travel and visits to all divisions, to deliver housing information sessions with tenants in 2026-27 FY.

- **Health and Wellbeing | IKC**

- Draft Food Security and Implementation Plans have been completed, will be tabled for endorsement, once MHWB and HOCS discuss the plans further
- Ongoing rollout of Digital Inclusion Program at 10 IKC sites – the Digital Inclusion programs will come to an end 30 June 2026
- Procurement of 3 mobile IKC's in progress, set up for the establishment of 4 IKCs' in progress.
- Ongoing discussions between Executive Director Comm Services, Head of Community Services, Manager Health Wellbeing/IKC and State Library Queensland regarding partnership and new Service Level Agreement, and reviewing the TSIRC Model for its IKC network under the upcoming funding agreement (2027-2030)

- **Events and Engagement**

- Work in progress Project Plan for implementation of QR Code – Visitors Sign In - this will enhance to have a more effective and efficient process for visitor management.
- 50 years of NAIDOC – Manager working closely with Divisional Managers with planning of events in the Divisions.
- Future events – Kubin and Masig Basketball Court official opening
- Iama Seawall Official Opening

- **Climate Resilience Project**

- Climate Resilience Project Team continues to focus on project planning, coordination to support implementation of climate resilience education and awareness across the divisions, with a strong focus on the CHAS Action plans. Education and Awareness will commence in July 2026.
- Team continues to work closely with Engineering on identifying project and potential funding through QCoast2100 Program and other funding opportunities for projects to be implemented under the Climate Resilience Project.
- An application under the QCoast2100 Program for the Masig Beach Nourishment was submitted awaiting confirmation on status of application.
- Climate Resilience Project Team has engaged in training with Remote Event Monitoring Officers (REMO) at Mabuag in July.

- **Childcare | Aged Care**

- Aragon Childcare Centre is temporarily closed for upgrade, **closure dates Friday 10 July to Friday 4 December 2026.**
- Continued engagement with the office of Early Childhood Education and Care (ECEC) regarding regulatory requirements associated with temporary closure arrangements and future operational planning.
- Review of Aged Care Policies, procedures, forms and operational practices is ongoing to ensure alignment and compliance

- **Divisional Administration**

- **Treaty Visitors Process** – to minimize the administrative burden on Divisional Admin staff, all prior notices will be sent to DFAT before Councilors signing the request to and from PNG. This will enable relevant agencies to undertake relevant checks and manage approval processes, oversight and movement arrangements in a timely and coordinated manner.
- Prior notice form will also be updated and DFAT will be seeking endorsement at the upcoming Bilateral meeting.

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

- **Housing**

- Total housing Application increased to 563 (total in region and external to region) representing – Category 1 – 93; Category 2 – 364; Category 3 & 4 109 combined.
 - No new housing applications were received since last housing report submitted for June OM.
- Rental collection still remains below average. Regional Average is 90%. Housing team is working extensively to ensure that rental collection remains above average.
- **Consolidated Housing Collection Rates were not available at the time when report was due for July OM – due to End of Financial Year.**

- **Events | Engagement**

- Visitor Dashboard – June 2026
 - Total Visit request submitted: 664
 - Total applications: 312

- Total approved: 269
- Total declined: 3
- Total (pending approval/declined): 40



- Divisional Engagement Funds are currently available to support community-led initiatives, cultural events and activities in communities. There were 16 Applications received for the month of June.
- Climate Resilience Project Team has commenced their initial visit to communities to provide an overview of the project. A workshop is planned to be held at Mabuiag in July to discuss further community engagement, local climate challenges, and adaptation planning going forward.

- **Health and Wellbeing | IKC**

- HLO – Health Promotion Training with TCHHS Health Promotion Team – 20-22 July - TI
- HLO - Quit Connector program – reduce tobacco Training with Qld Health - 3-5 August 2026 - TI
- MHWB strategic planning session with IKC and HLO Senior Staff to discuss key areas including the operating model, standards and expectations.
-

- **Environment and Health**

- Council continues to provide support to EHW for training to ensure they carry out their duties in line with legislative requirements.
- Community consultation on Local Laws , Roles and Responsibilities of EHW's was held at Ugar
- 10 EHW's are currently undertaking Certificate III in Indigenous Environmental Health, training delivered by Mining Skills Australia.

- **Aged Care and Childcare – (Actual service data is not available due to Manager being on leave)**

- Work activities - Aged Care

- Aged Care Program continues to adjust to the new Aged Care Act and strengthened Age Care Quality Standards, which has increased compliance reporting, and operational responsibilities across the service.
 - Maintain sustainable Aged Care service delivery continues to be challenging due to increasing workforce shortages and growing compliance obligations

- Work activities for Childcare

- Continued coordinate and oversight of operations for both Aragon child Care Centre and Hammond Island OSHC to maintain service continuity and compliance with regulatory

requirements.

- Progressed planning and consultation relating to the proposed temporary closure and capital works project for Aragon Childcare Centre
- Continued engagement with the office of Early Childhood Education and Care (ECEC) regarding regulatory requirements associated the with temporary closure arrangements and future operational planning.

Divisional Administration

- o Head of Community Services continue to work with Regional Managers and MSAO based at St Pauls to ensure that Divisional Stock Reconciliation and Accommodation Reconciliation are completed in a timely manner and Divisional Operations are operating efficiently.
- o Regional Managers and Divisional Managers are working with Fuel and Fleet with the implementation with change to the new fuel process and also preparation for year end 30 June.
- o Regional Managers are working with Training and Organisational Development to determine training requirements for cleaners and MSAO for the 2026-27 FY
- o Regional Managers, MSAO (St Pauls) and Head of Community Services will continue to work with Anthony Ottaway on External Accommodation Review and implementation from the review in
- o 2026-27 FY
- o Traditional Visitors within the month of June 2026

2026 PNG Treaty Movement Stats -JUNE								
Division Name/#	Enter the total number of movement per month.					Enter total STAT number		
	Daily Visit (PNG to TSI)	Daily Visit (TSI to PNG)	Approved Permit (PNG to TSI)	Approved Permit (TSI to PNG)	Non- Approved Permit	Qld Health Service Access	Qld Water Police Search & Rescue	Local Search & Rescue
Boigu - Div 01								
Dauan - Div 02	33	5	33	5				
Saibai - Div 03			19	14				
Mabuiag - Div 04	0	0	0	0	0	0	0	0
Badu - Div 05								
Kubin - Div 06	0	0	0	0	0	0	0	0
St Paul - Div 07	0	0						
Hammond - Div 08								
Iama - Div 09	0	0	2	0	0	0	0	0
Warraber - Div 10								
Poruma - Div 11	0	0	0	0	0	0	0	0
Masig - Div 12	5	0	4	0	1	0	0	0
Ugar - Div 13	0	0	0	0	0	0	0	0
Erub - Div 14	0	0	2 + 5	0	0	0	0	0
Mer - Div 15	0	0	0	0	0	0	0	0

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

Interested Parties/Consultation:

- Community Services Managers

COMPLIANCE / CONSIDERATIONS:

Statutory:	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> 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 (<i>Bisnis Plan</i>) Outcome 1: We preserve cultural heritage, history, and place. Outcome 3: We ensure accessibility to community support services. Outcome 4: We are a transparent open and engaging council. Outcome 10: We advocate and foster regional prosperity through enterprise development.
Malungu Yangu Wakay (The Masig Statement):	N/A
Standing Committee Consultation:	N/A
Timelines:	N/A

Other Comments:

That Council resolves to note the Community Services Information Report.

Recommended:


David Abednego
Head of Community Services

Endorsed:


Dawson Sailor
Executive Director Community Services

Approved:


James William
Chief Executive Officer



ORDINARY MEETING

21-22 JULY 2026

Agenda Item

13.3

Corporate Services Directorate

AUTHOR: *Executive Director Corporate Services*

CORPORATE SERVICES INFORMATION REPORT FOR THE MONTH OF JUNE 2026

OFFICER RECOMMENDATION:

Council notes and receives the Corporate Services Information Report for the month of June 2026.

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 June 2026.

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 for the month of April 2026 are outlined below:

❖ Communications

- Development of quotes for Aboriginal and Torres Strait Islander Partnerships to use in media releases highlighting Closing the Gap funding for TSIRC
- TSIRC map re-design for its use by AIATSIS for new Torres Strait Island children's book
- Operational Plan 2026-2027 format design
- Review of website host and administrator service
- Development of a new communications strategy, with increased focus on content creation for social media
- Review of updated TSIRC templates for powerpoint presentations, community notices and word documents etc to improve layout consistency and readability
- Created an interactive form for Prescribed Activity Permit Application to improve accessibility and usability for applicants
- Further development of Strait Talk newsletter
- Completing administrative processes associated with TSIRC Drone usage

❖ Economic Development

- Commenced delivery of Phase 2 of Advancing the Torres Strait Community-led Economic Strategic Action Plan roll out with Divisions – with engagement commencing at Kirirri
- TSRA Variation – Hammond Island Ferry Subsidy extended to 31 December 2026

❖ Fuel & Fleet

- Garbage truck for Badu scheduled to depart Cairns on 28 July 2026
- Mapping of TSIRC Operator licence and competency training is ongoing
- Online defects form being developed to enhance defect and maintenance reporting

- Planning for acquisition of 2026-27 budget for yellow and white fleet (including additional Compactor/Garbage Trucks)
- Finalisation of 12 month extension to external maintenance contract

❖ Governance, Risk & Legal

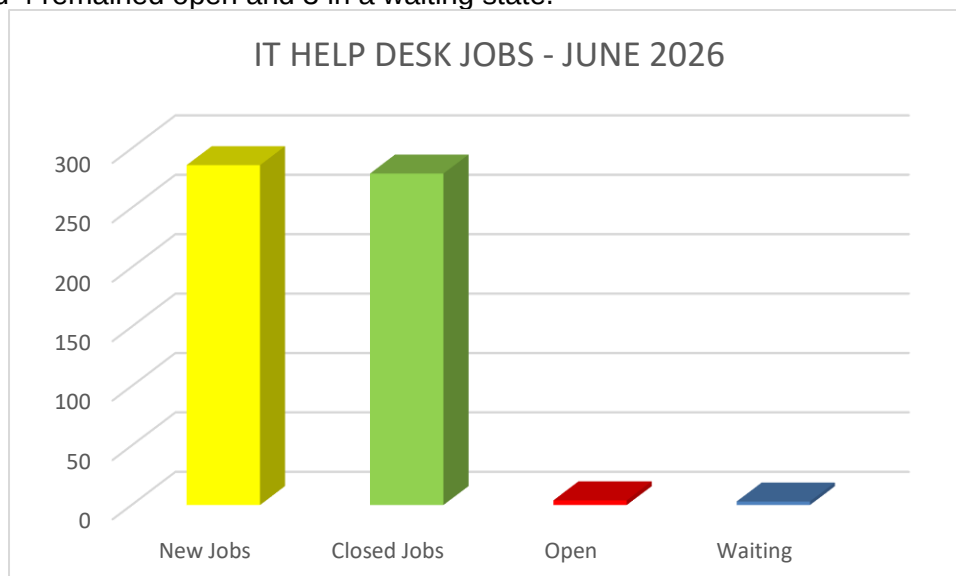
- Progressing Council's Draft Strategic Risk Register, including refinement of consolidated strategic risk themes with presentation to Executive Leadership Team for final approval prior to presentation to Council.
- Continue implementing Council's LGM Liability Risk Improvement Action Register to progress actions identified through previous LGM Risk Self-Assessments and strengthen Council's management of asset and liability risks.
- Continue the 2026 LGM Risk Self-Assessment process, which reviews Council's current risk management practices and controls to identify improvement opportunities and support ongoing risk and liability management.
- Finalisation of Quarter 4 2025-2026 and Annual 2026-2027 Operational Plans for Council consideration in July 2026.
- Progressing 2026-2027 Insurance Renewal program including asset data cleansing exercise with reports to Audit & Risk Committee on 9 July 2026 and Council Ordinary Meeting July 2026.
- Review of Council's policy register including identification of required policy reviews and establishment of an annual review calendar to support ongoing governance and compliance requirements.
- TSI Flag requests for June 2026 = 8 / 42 YTD
- Complaints summary

EDCS	Active 30 / 0 Closed	CEO	Active 3 / 0 Closed
------	-------------------------	-----	------------------------

❖ Information Technology Services

- Incident Response Plan Development Workshop attended by Executive Leadership Team (ELT). Workshop covered what happens during a cyber attack event and what parts each of the ELT play in it during the recovery period, including the standing up of the Business Continuity Plan team.
- Divisional Disaster Community Solution – no further correspondence has been received from NBN Co. (Offer of free installation of a community WIFI services at a community location to service up to 100 users.)
- Microsoft 365 License Fee saving of approximately \$27,000 was realized.
- Helpdesk

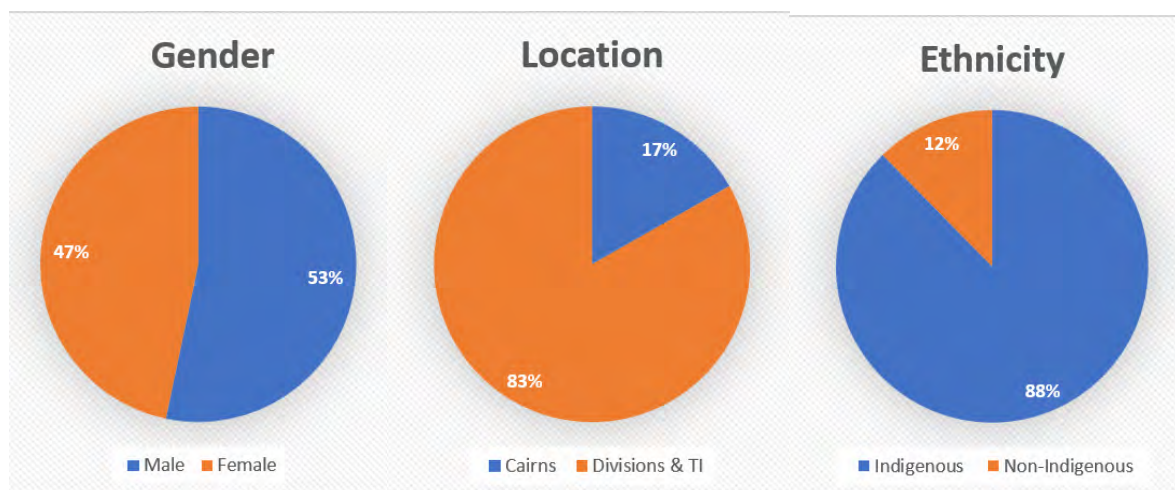
During June 2026, 286 new IT Help desk tickets were created. Of these, 279 were closed and 4 remained open and 3 in a waiting state.



❖ People, Wellbeing, Recruitment & Safety

Employee Statistics

As of 30 June 2026, Council has a total of 364 employees, with 319 of them being Indigenous, representing 88% of the workforce. The graph below provides additional insights into key employee statistics within the Council.



Recruitment – Period 1 to 30 June 2026

Transition Readiness Rating (TRR) Key:

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

Successful Appointments in June: Total [3]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
3	Economic Development & Strategic Projects Advisor	Cairns	Successful appointment – 08/06/2026	Internal
1	Cleaner (Part-time)	Kubin	Successful appointment – 22/06/2026	External
1-2	Manager Construction Operations	Cairns	Successful appointment – 29/06/2026	Internal

Safety & Wellbeing

System Improvements

- In progress of establishing clearer accountability and reporting structures for safety responsibilities.
- Procedure on “*Why we need to report*” and “*Who reports incidents*”.
- Implementing process for Mango data and statistic reports to be available monthly.

Policy Development & Review

- New policy procedure developed – Noise management policy including audiometric (hearing) test and environment noise testing. Training package being developed.
- Drafting WHS policies such as fatigue management, drug and alcohol, or workplace bullying policies.
- Completed Psychosocial Management System and Psychosocial Risk Assessment has been rolled out.

Procedures & Work Instructions

- Created a Safe Operating Procedure for Cleaners specifically for PPE usage due to incident regarding a syringe found in airport toilets.
- Created a Safe Operating Procedure for working with sharps.
- Created a Safety Alert for evacuating high rise buildings (Grafton Street), has now been rolled out.

Workers Compensation

- 1 Employee has currently lodged a Notice of Claim against TSIRC for damages regarding a previous Injury and Workers Compensation Claim from 2022.
- No current claims.

Ongoing Safety Training

- Implementing training for Mango electronic safety system.
- ChemWatch training in progress for relevant employees.
- Health & Safety Representatives (HSR) training.
- First Aid Officer training completed.

Monitoring, Review & Continuous Improvement

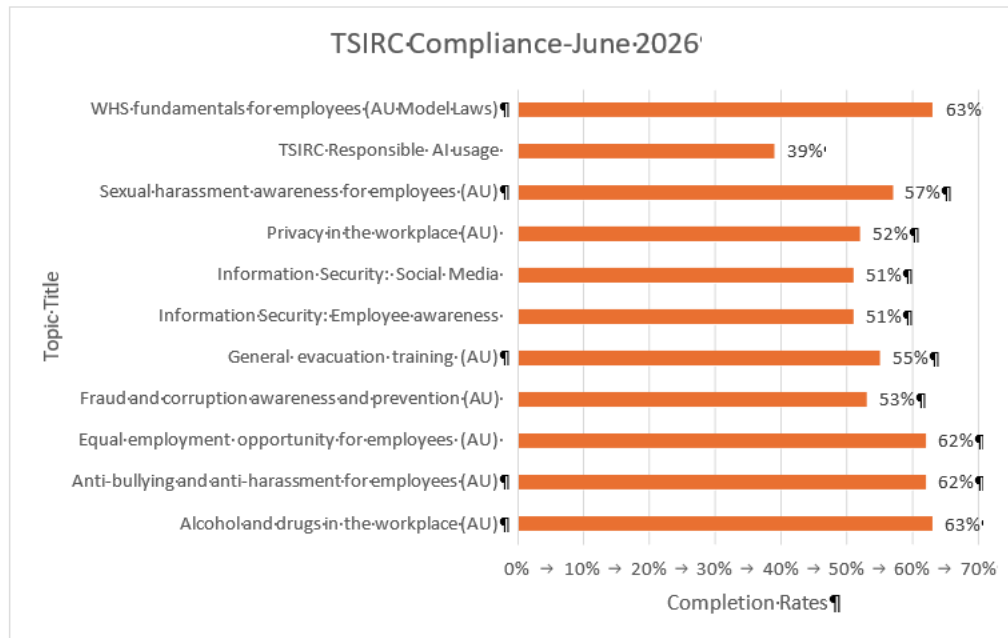
- Currently planning the next regular workplace inspections and safety audits which require reviewing incident data and trends to identify priority areas.
- Working on WHS management plan for 2026 - 2027.

Incident Report Statistics

- General WHS Overview - 0
- Inspection/Audits from Divisions - 1
- Incident/Accident closed off for the month of June 2026 - 10
- Incident/Accident reported for the month of June 2026 - 9
- Training programs delivered for June – 4 HSR, 28 First aid
- Notifiable Incidents reported for the month of June 2026 – 0
- Submitted an incident investigation report for a complex incident for June 2026.

Organisational Development

- Managing overdue training notifications.
- Facilitating e-learning requests for new starters.
- Revised the monthly compliance report to provide departmental compliance training results, improving visibility of training completion across each department.
- Commenced a comprehensive audit with departments to verify the accuracy of staff records within the LMS prior to the rollout of additional mandatory training.



Learning and Development

- Six engineering staff successfully completed forklift training on Masig.
- Dawsons Training delivered First Aid/CPR training to 28 officers on Thursday Island.
- Online 5-day HSR Initial Training was held in June. Four officers completed the training whilst two officers commenced but withdrew as HSR's during the week-long training.
- Eight engineering staff completed their Aerodrome Reporting Officer training including the Aeronautical Radio Operator Certificate in June. LGAQ covered the cost of this training.
- Environmental Health Workers will be attending their final block of the Certificate 3 in Environmental Health in August 2026.
- TSIRC hosted four Tagai State College students in Cairns for their Structured Placement Program in early June.

Recommended:

Michelle Webster
Executive Director Corporate Services

Approved:

James William
Chief Executive Officer

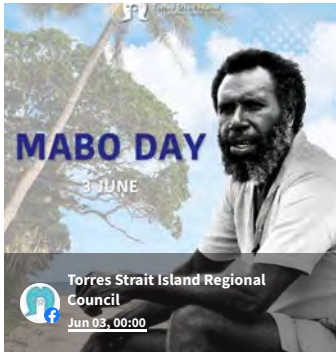
ATTACHMENTS: Social media performance monthly highlights



Performance Monthly Highlights

Comparison between **Jun 01 - Jun 30, 2026** and **May 01 - May 31, 2026**

Top posts > Likes and reactions



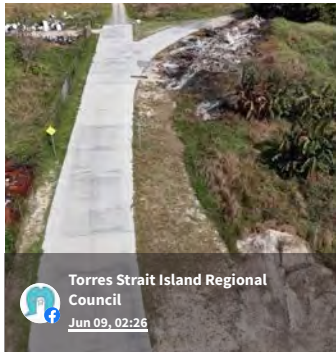
Today, we honour the legacy of Eddie Koiki Mabo and the historic impact of his fight for native title. Mabo Day recognises the landmark High Court decision that overturned the legal doctrine of terra nullius. The decision acknowledged that Aboriginal and Torres Strait Islander peoples held land and sea rights based on their traditions and unbroken connection to Country. Born in Mer Island, Koiki Mabo's determination and advocacy created lasting change for generations to come. His legacy continues to inspire pride in culture, connection to Country and the ongoing journey towards recognition and justice. Happy Mabo Day! 🇺🇸 #TSIRC #TorresStraitIslands #NativeTitle #MaboDay #ZenadthKes

1,954 likes and reactions

Page followers

13,747 followers

↗ 2.2% from 13,445



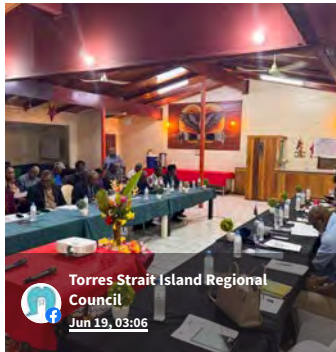
The new Mabuig Dump Road is now a safer and more reliable connection between the community, landfill and cemetery. Before, monsoonal rains would wash out this section of road. It would often become inaccessible for locals. The Queensland Reconstruction Authority funded the road upgrade and TI Concrete & Building completed construction in December 2025. The new access road is already making a meaningful difference for Mabuig people, particularly during sorry business. #TSIRC #TorresStrait #QLDGov #ZenadthKes #Mabuig

205 likes and reactions

Page reach

25,504 people

↗ 83.8% from 156,990



Traditional Inhabitants Meeting – Daru Island The first ever out-of-session Traditional Inhabitants Meeting (TIM) was held on Daru Island from 21–22 May. Here, representatives from Australia and Papua New Guinea discussed challenges under the Torres Strait Treaty, a 40-year bilateral agreement between the two countries. Leaders from the Torres Strait and 13 PNG treaty villages attended. Traditional Inhabitants were represented by Cr Rocky Stephen (a/g Co-Chair), Cr Ted Mosby and Executive Director of Community Services Dawson Sailor. The TIM worked through solutions around free cross-border movement, traditional activities definitions and fisheries. Representatives also discussed travel bans, permit processing and

185 likes and reactions

Page engagement rate

5.37% engagement rate

↗ 18% from 6.54%

Posts

16 posts

↗ 27.3% from 22

Post engagement rate

8.15% engagement rate

↗ 39.1% from 13.38%

Post likes and reactions

2,760 reactions

↗ 24.9% from 3,676

Posts table > Date

DATE ▼	MESSAGE	👍 REACTI...	💬 COMME...	↩ SHARES	🖱 CLICKS	👁 VIEWS	💰 UNIQUE ...	👤 ENGAGE...	% ENGAGE...
 Torres Strait Island Regional Council Jun 30, 04:50	 Congratulations to the Zenadth Kes Juniors Strait Stars! 🏆 The Strait Stars proudly represented their communities at the 2026 Laurie Spina Shie...	182	6	27	1,542	15,164	6,639	1,757	26.46%
 Torres Strait Island Regional Council Jun 26, 02:30	 Over the coming weeks, as part of Phase 2 of the Economic Development Plan, Council will be visiting all 15 communities. We'll spend a full da...	6	0	4	45	1,759	1,011	55	5.44%
 Torres Strait Island Regional Council Jun 25, 01:25	 🔥 See what Council is doing to help keep fuel prices down #TSIRC #TorresStrait #TorresStraitIslands #FuelUpdates	3	0	3	25	1,896	1,088	31	2.85%
 Torres Strait Island Regional Council Jun 24, 00:00	 🔥 Fees and Charges update Council will introduce new fees and charges for goods and services from 1 July 2026. The Fees and Charges...	0	0	0	7	399	229	7	3.06%
 Torres Strait Island Regional Council Jun 23, 06:16	 🐾 Animal management workshop More than 80 Environmental Health Practitioners, local government officers and stakeholders gathered ...	82	1	5	1,317	12,047	6,434	1,405	21.84%
 Torres Strait Island Regional Council Jun 22, 00:48	 🚰 Check Your Plumbing Regularly 🚰 Don't let leaks drain our precious water! Even a tiny drip from a tap, pipe, or hose can waste thousands o...	3	0	0	9	889	565	12	2.12%
 Torres Strait Island Regional Council Jun 19, 05:45	 Strait Talk is now digital! Subscribe now and get community news straight to your inbox: http://tsirc.qld.gov.au/ #TSIRC #TorresStrait...	46	0	1	161	1,862	1,200	1	0.08%
 Torres Strait Island Regional Council Jun 19, 03:06	 Traditional Inhabitants Meeting – Daru Island The first ever out-of-session Traditional Inhabitants Meeting (TIM) was held on Daru Island from 21–...	185	6	28	2,241	19,048	9,040	2,460	27.21%
 Torres Strait Island Regional Council Jun 17, 00:00	 🔥 Fees and Charges update Council will introduce new fees and charges for goods and services from 1 July 2026. The Fees and Charges...	6	0	1	92	1,936	1,194	99	8.29%
 Torres Strait Island Regional Council Jun 16, 04:11	 New sports court for Masig 🏀 Masig's refurbished sports court is here. This new facility gives the community a space to enjoy active,...	70	0	17	575	8,066	2,766	662	23.93%
 Torres Strait Island Regional Council	 💧 Bucket Up & Save! 💧 Next time it rains, grab a clean bucket and let nature do the work!	10	1	0	7	821	620	10	2.24%

Top posts > Likes



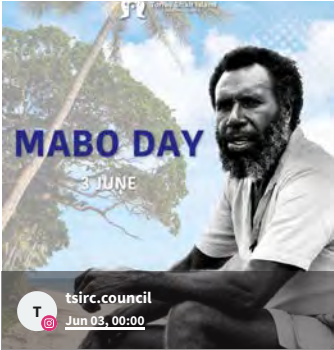
Can you guess the island? 🌴 Drop your answer in the comments! 📌 #TSIRC #TorresStrait #TorresStraitIslander #ZenadthKes

5,708 reach

Followers

1,273 followers

13.1% from 1,126



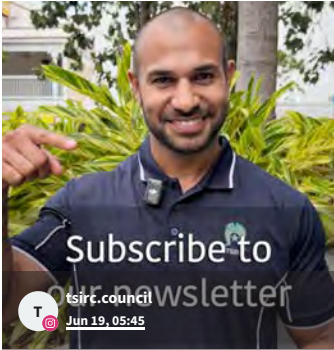
Today, we honour the legacy of Eddie Koiki Mabo and the historic impact of his fight for native title. Mabo Day recognises the landmark High Court decision that overturned the legal doctrine of terra nullius. The decision acknowledged that Aboriginal and Torres Strait Islander peoples held land and sea rights based on their traditions and unbroken connection to Country. Born in Mer Island, Koiki Mabo's determination and advocacy created lasting change for generations to come. His legacy continues to inspire pride in culture, connection to Country and the ongoing journey towards recognition and justice. Happy Mabo Day! 🇺🇸 #TSIRC #TorresStraitIslands #NativeTitle #MaboDay #ZenadthKes

5,584 reach

Profile reach

33,227 people

72.4% from 19,270



Strait Talk is now digital! Subscribe now and get community news straight to your inbox: 📌 Link in Bio (https://tsirc.qld.gov.au) #TSIRC #TorresStrait #ToressStraitIslands #TorresStraitIslander #TorresStraitNews

4,523 reach

Page engagement rate

7.76% engagement rate

43.5% from 13.73%

Posts

17 posts

46.9% from 32

Post engagement rate

9.91% engagement rate

24.3% from 7.97%

Post likes

1,825 likes

20.2% from 1,518

Posts table > Date

DATE ▾	MESSAGE	COLLABORAT...	LIKES	COMME...	SHARES	SAVES	VIEWS	REACH	ENGAG...	% ENGAG...
 tsirc.council Jun 30, 05:03	 (No description)	None	0	0	0	0	308	285	0	0%
 tsirc.council Jun 30, 04:57	 Congratulations to the Zenadth Kes Juniors Strait Stars! 🏆 The Strait Stars proudly represented their...	None	321	0	62	12	11,406	4,299	422	9.82%
 tsirc.council Jun 26, 03:00	 (No description)	None	0	0	0	0	143	142	0	0%
 tsirc.council Jun 26, 02:30	 Over the coming weeks, as part of Phase 2 of the Economic Development Plan, Council will b...	None	14	0	0	0	807	365	14	3.84%
 tsirc.council Jun 26, 00:10	 (No description)	None	0	0	0	0	189	185	0	0%
 tsirc.council Jun 23, 06:19	 (No description)	None	0	0	0	0	160	160	0	0%
 tsirc.council Jun 23, 06:16	 🐾 Animal management workshop More than 80 Environmental Health Practitioners, local government...	None	101	0	3	1	3,918	1,560	106	6.79%
 tsirc.council Jun 19, 05:48	 (No description)	None	0	4	0	0	250	245	0	0%
 tsirc.council Jun 19, 05:45	 Strait Talk is now digital! Subscribe now and get community news straight to your inbox: 📌 Link in...	None	299	1	116	35	7,911	4,523	460	10.17%
 tsirc.council Jun 16, 04:13	 (No description)	None	0	0	0	0	169	168	0	0%
 tsirc.council	 New sports court for Masig 🏀🏐 Masig's new public sports court is...	None	55	0	0	1	2,040	824	150	10.00%

Top posts



Torres Strait Island Regional Council

Jun 05, 00:00

The new Mabuia Dump Road is now a safer and more reliable connection between the community, landfill and cemetery. Before, monsoonal rains would wash out this section of road. It would often become inaccessible for locals. The Queensland Reconstruction Authority funded the road upgrade and TI Concrete & Building completed construction in December 2025. The new access road is already making a meaningful difference for Mabuia people, particularly during sorry business. #TSIRC #TorresStrait #QLDGov #ZenadthKes #Mabuia

1,679 impressions

Followers

3,067 followers

↗ 3.2% from 2,973



MABO DAY

3 JUNE

Torres Strait Island Regional Council

Jun 03, 00:00

Today, we honour the legacy of Eddie Koiki Mabo and the historic impact of his fight for native title. Mabo Day recognises the landmark High Court decision that overturned the legal doctrine of terra nullius. The decision acknowledged that Aboriginal and Torres Strait Islander peoples held land and sea rights based on their traditions and unbroken connection to Country. Born in Mer Island, Koiki Mabo's determination and advocacy created lasting change for generations to come. His legacy continues to inspire pride in culture, connection to Country and the ongoing journey towards recognition and justice. Happy Mabo Day! 🇺🇸 #TSIRC #TorresStraitIslands #NativeTitle #MaboDay #ZenadthKes

1,548 impressions

Page reach

5,228 connections

↘ 0.7% from 5,266



Torres Strait Island Regional Council

Jun 16, 04:11

New sports court for Masig 🇺🇸 🇺🇸 Masig's refurbished sports court is here. This new facility gives the community a space to enjoy active, healthy and connected lifestyle habits for years to come. The project was jointly funded by the Department of Sport, Racing and Olympic and Paralympic Games and Torres Strait Regional Authority. There's also an upgraded volleyball court and new sporting equipment. Project savings were used for repairs and repainting the existing grandstands and canteen. Big eso to all partners involved in delivering this important community project. We look forward to seeing residents make the most of the facility! #TSIRC #TSRA #TorresStrait #TorresStraitIslands #LocalGov

1,215 impressions

Page engagement rate

19.21% engagement rate

↘ 53.8% from 41.55%

Posts

6 posts

↗ 40% from 10

Post engagement rate

12.19% engagement rate

↘ 73.9% from 46.72%

Post reactions

335 reactions

↘ 43.2% from 590

Posts table > Date

DATE ▼	MESSAGE	👍 REACTI...	💬 COMME...	↩ SHARES	👁 CLICKS	👁 IMPRES...	👁 REACH	% ENGAGE...	👁 ENGAGE...
 Torres Strait Island Regional Council Jun 26, 02:30	 Over the coming weeks, as part of Phase 2 of the Economic Development Plan, Council will be visiting all 15 communities. We'll spend a full da...	10	0	0	5	333	219	4.5%	15
 Torres Strait Island Regional Council Jun 19, 05:45	 Strait Talk is now digital! Subscribe now and get community news straight to your inbox: http://tsirc.qld.gov.au/ #TSIRC #TorresStrait...	35	0	3	72	840	560	13.1%	110
 Torres Strait Island Regional Council Jun 19, 03:05	 Traditional Inhabitants Meeting – Daru Island The first ever out-of-session Traditional Inhabitants Meeting (TIM) was held on Daru Island from 21–...	34	2	1	225	930	603	28.17%	262
 Torres Strait Island Regional Council Jun 16, 04:11	 New sports court for Masig 🇺🇸 🇺🇸 Masig's refurbished sports court is here. This new facility gives the community a space to enjoy active,...	85	5	1	36	1,215	870	10.45%	127
 Torres Strait Island Regional Council Jun 05, 00:00	 The new Mabuia Dump Road is now a safer and more reliable connection between the community, landfill and cemetery. Before,...	61	2	0	67	1,679	1,279	7.74%	130
 Torres Strait Island Regional Council Jun 03, 00:00	 Today, we honour the legacy of Eddie Koiki Mabo and the historic impact of his fight for native title. Mabo Day recognises the landmark High Court...	110	1	13	18	1,548	1,121	9.17%	142

Report sources

Analytics

 **LinkedIn Pages**

 Missing option

 **Facebook Pages**

 Missing option

 **Instagram Business**

 tsirc.council



ENGINEERING OPERATIONS

OFFICER RECOMMENDATION:

That Council notes this report.

EXECUTIVE SUMMARY:

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

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

Interested Parties/Consultation:

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

Background:

Division 1: Boigu

Operations

- Roadside 50 % grass maintenance completed in the community.
- General maintenance works completed on RO unit.
- Continue grass maintenance at aerodrome.
- Currently on Level 4 water Restriction.
- Monthly boat ramp pressure clean completed.

Disaster Management

- Satellite Phone: Not operational. (needs a charger)
- HF Radio: Tested & Operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 2: Dauan

Operations

- Maintain grass around council areas.

- Monthly inhouse water sample completed.
- General cleaning and 50% grass maintenance along roadsides completed.
- Cemetery and church yard maintenance completed.
- Attend to few water leaks on water main line and household's leaks.

Disaster Management

- Satellite Phone: Completed & Operational
- HF Radio: Not Tested
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator Visit- No

Division 3: Saibai

Operations

- 80% Fire break completed around council assets.
- Manually dispose of green and white goods waste.
- Currently on Level 3 water restriction, town flow is closely being monitored by Water Officer.
- Excavator completed landfill clearance works, pushing general rubbish and green waste into designated disposal areas.
- Grass maintenance completed on runway strip completed.

Disaster Management

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

Division 4: Mabuiag

Operations

- Fire break clearance completed around all council areas.
- Repaired few water leaks in the community.
- Grass maintenance and house keeping around aerodrome waiting shed area.
- Inhouse water sample testing completed for the month.
- General housekeeping and office space audit completed at Water treatment plant.

Disaster Management

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

Division 5: Badu

Operations

- Manual garbage collection completed twice a week.
- Monthly boat ramp pressure clean completed.
- 100% Fire break clearance completed around TSIRC sites.
- Grass maintained around gable markers, Lights and Windsock.
- Assisted maintaining grass around the childcare centre.

Disaster Management

- Satellite Phone: Tested, however no connection.
- HF Radio: Tested, however no connection.

- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 6: Kubin

Operations

- General roadside grass maintenance completed.
- Fire break completed on all TSIRC assets, general touch up on new growth in progress.
- Drain cleaning completed throughout community.
- Green and white good run completed.
- Airport grass maintenance completed.

Disaster Management

- Satellite Phone: Not tested.
- HF Radio: Not tested, awaiting installation of replacement cable.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 7: St Pauls

Operations

- Fire break on all TSIRC assets completed.
- Green and white goods run completed.
- Grass maintenance around council office completed.
- Old water lagoon fenced up completed.
- General maintenance on water treatment plant.

Disaster Management

- Satellite Phone: Not tested.
- HF Radio: Not tested.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – NA

Division 8: Hammond

Operations

- Roadside grass maintenance completed in the community.
- Fire break on all TSIRC assets completed.
- Landfill general cleanup.
- Parks and gardens grass maintenance completed.
- Major water leak on main temporary fix and monitored.

Disaster Management

- Satellite Phone: Tested & Operational.
- HF Radio: Not operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 9: Iama

Operations

- Green and white goods run completed.
- Landfill general maintenance completed.
- Sewer treatment plant housekeeping and maintenance completed.

- Fire break on all TSIRC assets in progress.
- Airport grass maintenance completed.

Disaster Management

- Satellite Phone: Not tested.
- HF Radio: Not tested.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 10: Warraber

Operations

- Airport fence maintenance and barricaded off.
- Green waste and white goods run completed.
- Lagoon cover monitored closely due to weather condition and number of birds.
- Cemetery maintenance completed.
- Heavy equipment for sewer pump station upgraded.

Disaster Management

- Satellite Phone: Tested & Operational.
- HF Radio: Not Tested.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 11: Poruma

Operations

- Fire breaks completed around TSIRC assets completed.
- Water Office computer set up.
- Apron solar lighting installation schedule for Friday 10th July 2026.
- Community parks & gardens completed.
- On-going sand maintenance on Boat ramp after High tides.

Disaster Management

- Satellite Phone: Tested & Not connecting
- HF Radio: Not operational
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 12: Masig

Operations

- Fire Breaks around TSIRC assets all done.
- Raw water pump 2 at water treatment pump installed by Tech & Water officers.
- Community grass maintenance done.
- Garbage collections & Green waste collections twice weekly.
- Water office computer set up completed.

Disaster Management

- Satellite Phone: Tested & Operational.
- HF Radio: Tested but can't connect with Mer HF radio.
- Community Disaster Meeting Held – Yes
- Local Community Disaster Coordinator visit – Yes

Division 13: Ugar

Operations

- Fire breaks around TSIRC assets done.
- Roadside grass maintenance completed.
- Helipad overhanging tree maintenance completed.
- Daily water & desal operations.
- Water office set up with beds, cooking utensils, and computer set up.

Disaster Management

- Satellite Phone: Tested & Operational
- HF Radio: Not operational TBC 10.07.26
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 14: Erub

Operations

- Fire Breaks around TSIRC assets done.
- Attending to few water leaks around community.
- Garbage and green waste collections done twice weekly.
- Roadside grass maintenance 60% completed.
- Grass maintenance completed at runway strip of aerodrome and waiting shed area.

Disaster Management

- Satellite Phone: Tested & Operational.
- HF Radio: Not operational.
- Community Disaster Meeting Held – No
- Local Community Disaster Coordinator visit – No

Division 15: Mer

Operations

- Roadside grass maintenance from airport to village completed.
- Fire break on all TSIRC assets 80% completed, landfill will be completed next week.
- Roadside drain cleaning with Mini excavator completed.
- Barge ramp cleaning completed.
- Garbage collection done twice weekly.

Disaster Management

- Satellite Phone: Completed and Operational
- HF Radio: Tested but can't connect with Masig HF radio.
- 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:



Authored:
Amanda Pearce
Manager, Engineering Services



Recommended:
Adeah Kabai
Head of Engineering



Endorsed:
David Baldwin
Executive Director, Engineering Services



Approved:
James William
Chief Executive Officer

Action Officer Contact Details: *Amanda Pearce*
Manager Engineering Operations.
0436 938 808
Amanda.Pearce@tsirc.qld.gov.au

ATTACHMENTS:

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

		2026								
Island Community	SAT Phone Number	November	December	January	February	March	April	May	June	July
Boigu	0147 181 217	✓	✓	✓	✓	U/S	U/S	X	✓	✓
Dauan	0147 181 228	✓	✓	✓	✓	✓	U/S	X	U/S	✓
Saibai	0147 169 314	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mabuiag	0147 169 325	✓	✓	✓	✓	X	✓	✓	✓	✓
Badu	0147 181 778	✓	✓	X	✓	U/S	U/S	✓	✓	✓
Kubin	0147 181 178	U/S	✓	✓	✓	X	✓	X	✓	✓
ST Paul's	0147 169 653	✓	✓	✓	✓	✓	✓	✓	✓	X
Hammond	0147 181 490	U/S	✓	✓	✓	✓	✓	✓	✓	✓
Iama	0147 181 295	✓	✓	✓	✓	✓	✓	✓	✓	X
Warraber	0147 168 409	✓	✓	✓	✓	✓	✓	✓	✓	X
Poruma	0147 180 275	✓	✓	✓	✓	U/S	U/S	U/S	U/S	U/S
Masig	0147 181 972	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	0147 167 527	U/S	✓	✓	✓	X	X	X	X	X
Erub	0147 168 918	U/S	U/S	✓	✓	✓	✓	✓	✓	✓
Mer	0147 168 220	✓	✓	✓	✓	✓	✓	✓	✓	✓
TI Office	0147 168 689	✓	✓	X	X	X	✓	X	X	X
TI Engineering	0147 183 853	✓	✓	X	X	X	X	X	X	X
Cairns	0147 186 884	✓	✓	X	X	X	X	X	X	X

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

Attachment 2
HF Radio Serviceability Checks

HF RADIO SERVICEABILTY CHECK										
	2025			2026						
Island Community	October	November	December	January	February	March	April	May	June	July
Boigu	✓	✓	✓	✓	✓	✓	✓	U/S	✓	✓
Dauan	✓	✓	✓	✓	X	✓	✓	X	✓	X
Saibai	✓	✓	✓	✓	X		✓	X	✓	✓
Mabuiag	✓	✓	✓	✓	✓	✓	✓	U/S	U/S	U/S
Badu	✓	✓	✓	X	✓	X	X	X	U/S	✓
Kubin	✓	U/S	✓	✓	✓	U/S	U/S	U/S	U/S	X
ST Paul's	✓	✓	✓	✓	✓	✓	✓	X	✓	X
Hammond	✓	U/S	U/S	✓	✓	✓	U/S	U/S	U/S	U/S
Iama	✓	✓	✓	✓	✓	✓	✓	✓	✓	X
Warraber	✓	✓	✓	✓	✓	✓	✓	✓	✓	X
Poruma	✓	✓	✓	✓	✓	✓	✓	U/S	U/S	X
Masig	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Ugar	✓	U/S	U/S	✓	✓	X	X	X	✓	✓
Erub	✓	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S	U/S
Mer	✓	U/S	✓	✓	✓	✓	✓	✓	✓	✓

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



ENGINEERING SERVICES – WATER AND WASTEWATER

OFFICER RECOMMENDATION:

That Council resolves to note 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.

Interested Parties/Consultation:

- Engineering Staff
- Councillors as appropriate
- Regulators
- Funders

COMPLIANCE / CONSIDERATIONS:

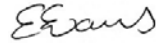
Statutory:	• Water Supply (Safety and Reliability) Act 2008 • Public Health Act 2005 • Environmental Protection Act 1994
Budgetary:	If an asset is being proposed (expenditure >\$10,000) whether there are capital funds available. For Operating costs - If resources are required to be spent whether the 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 June 2026.

Author:

Cale Murphy
Senior Water and Wastewater Engineer

Recommended:

Emma Evans
Manager, Water and Environmental Engineering

Endorsed:

David Baldwin
Executive Director Engineering Services

Approved:

James William
Chief Executive Officer

ATTACHMENTS:

- Monthly Water & Wastewater Report



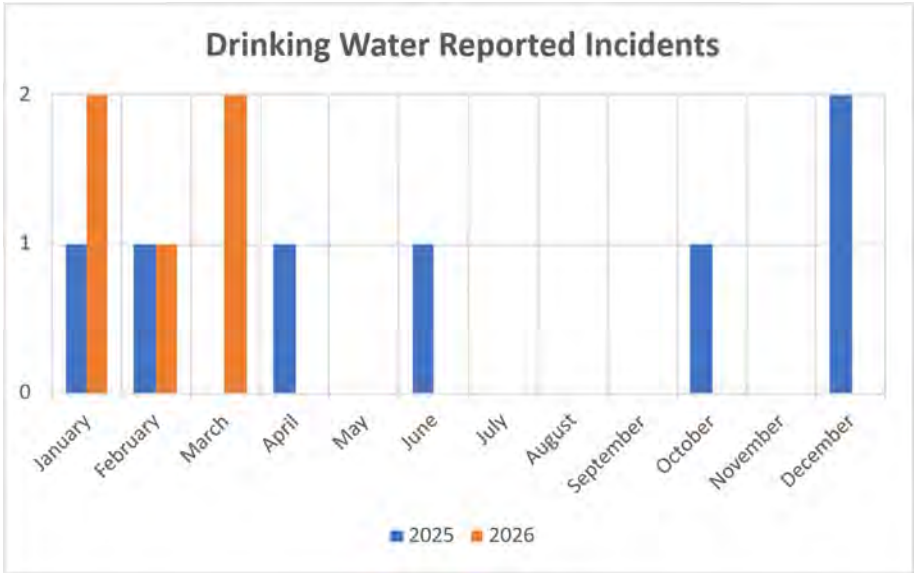
Engineering Services

MONTHLY WATER & WASTEWATER REPORT

June 2026

Author	Reviewer	Revision	Date
Cale Murphy	Emma Evans		9/07/26

STATUS OF WATER ALERTS



Kubin

A Boil Water Alert (BWA) was issued on 22nd December 2025, due to equipment failure not allowing continuous dosing of chlorine. In the process of lifting this BWA.

Warraber

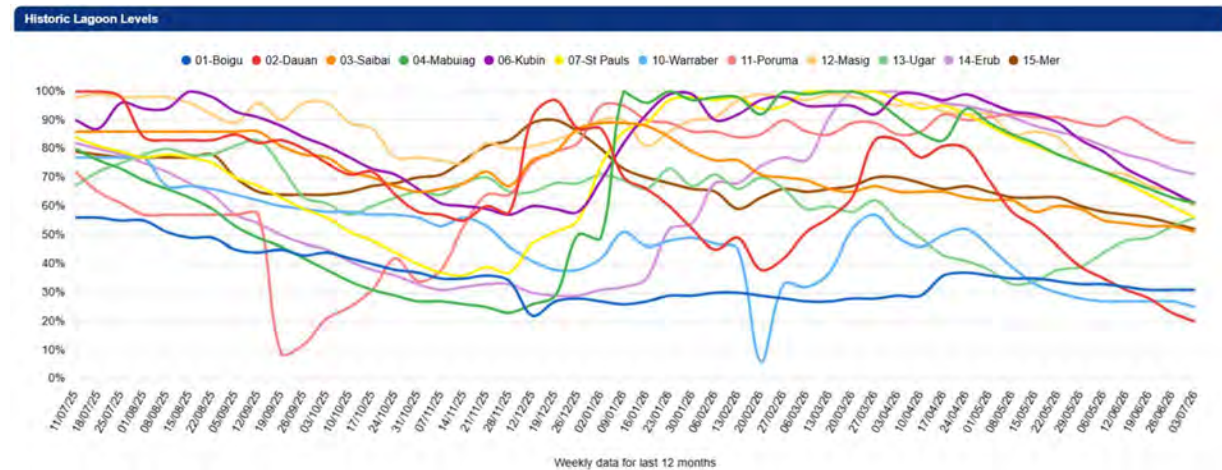
A Boil Water Alert was issued on 8th February 2026, due to low chlorine. This BWA will be lifted on the successful completion of an in-house and Cairns NATA Laboratory E. coli testing.

Erub

A Boil Water Alert was issued on 26th March 2026, due to low chlorine. This BWA will be lifted on the successful completion of an in-house 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 along with recent rainfall on some islands has resulted in a positive impact on water storage in each community, as depicted in the graph below:



Water security information as of Wednesday 9th July 2026 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	2+ months' supply	Network leaks	Level 4 Water Restrictions – Water available between 07:00-08:30, 12:00-13:00, and 16:00-19:30 only. Emergency desalination unit mobilised, not yet running.
03 – Saibai	5+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
04 – Mabuiag	5+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
05 – Badu	Groundwater source (assume 6+ months' supply)	High consumption, Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use.
06 – Kubin	4+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use. Leak detection works mid-July.
07 – St Pauls	4+ months' supply	Network/property leaks	Level 3 Water Restrictions – Water available between 07:00-21:00 only. Leak detection works mid-July.
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 – lama	Solely reliant on desalinated water	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.
10 – Warraber	3+ months' supply	Network/property leaks	Level 3 Water Restrictions – Overnight Flow Reduction and no outdoor use. Mobile desalination unit in place.

Community	Water remaining	Primary Issue	Work being done to address security
11 – Poruma	6+ months’ supply	Network/property leaks	Level 2 Water Restrictions – No outdoor use.
12 – Masig	4+ 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	6+ months’ supply	Network/property leaks	Level 3 Water Restrictions – Water available between 07:00-21:00 only. Leak detection works mid-July.
15 – Mer	6+ months’ supply	Network/property leaks	Level 3 Water Restrictions – Water available between 07:00-21:00 only.

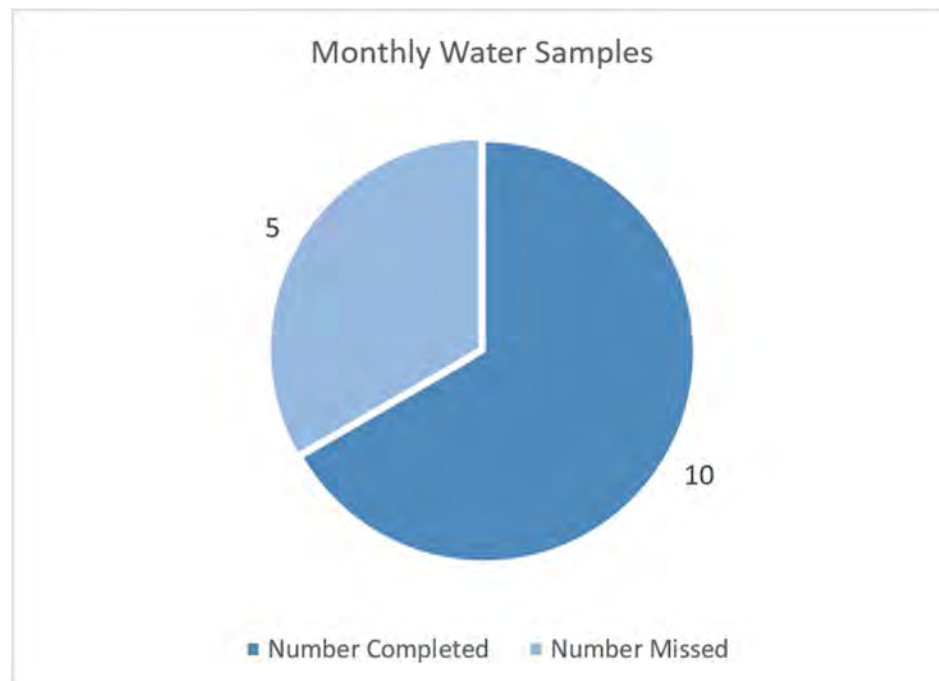
Note: Months of water remaining are calculated on the previous 4 weeks of consumption and production data and does not include potential rainfall. The months of remaining water can change very quickly if a desalination plant is offline for an extended period of time.

WASTEWATER STATUS

#	Island	Comments
1	Boigu Island	Normal operation. Repairs required.
2	Dauan Island	No Sewage Treatment Plant
3	Saibai Island	Normal operation. Repairs required.
4	Mabuiag Island	Not operational. Repairs/full upgrade required.
5	Badu Island	Normal operation. Repairs required.
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/full upgrade required.
13	Ugar Island	No Sewage Treatment Plant
14	Erub Island	Normal operation. Repairs required.
15	Mer Island	Normal operation. Repairs required.

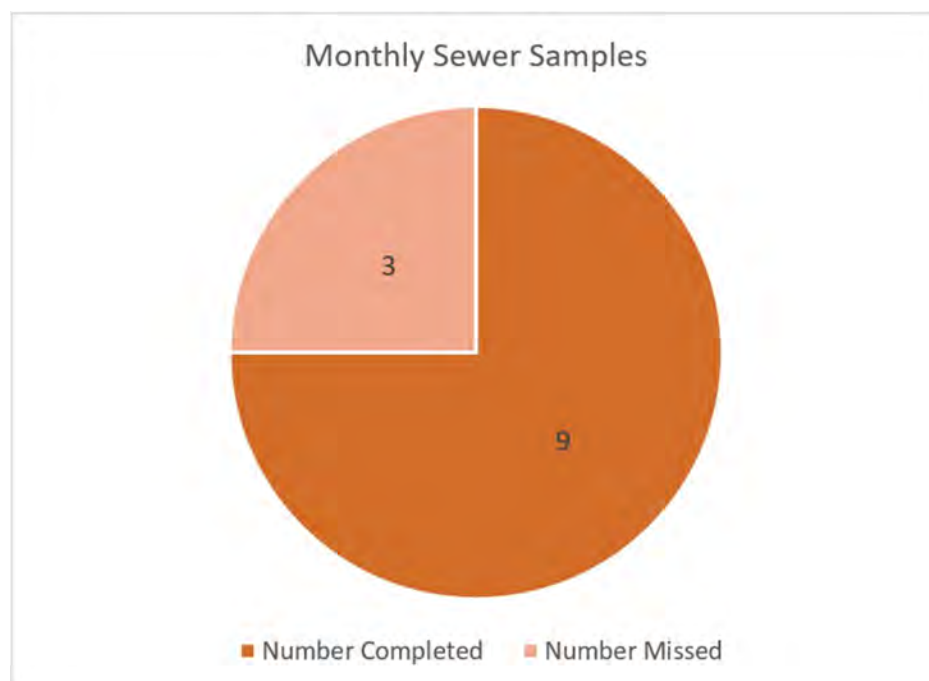
WATER AND WASTEWATER SAMPLING

Water



Monthly water samples for June were collected and analysed from 10 communities, with no E. coli detection.

Sewer



Monthly wastewater samples for June were collected and analysed from 9 wastewater treatment plants.