



# **BUSINESS PAPER**

**Ordinary Council Meeting**

**18 June 2025**





**Notice is hereby given that an Ordinary Meeting of Council of the  
Yarrabah Aboriginal Shire Council  
will be held in the Yarrabah Aboriginal Shire Council Chambers on:  
Wednesday 18 June 2025 at 9.00am**

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**Order Of Business**

|          |                                                                                                                                                                     |            |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
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- 1 WELCOME**
- 2 ACKNOWLEDGEMENT TO COUNTRY**
- 3 APOLOGIES**
- 4 CONFIRMATION OF PREVIOUS MINUTES**

Ordinary Council Meeting - 22 May 2025

Special Council Meeting - 9 June 2025

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS  
ON THURSDAY, 22 MAY 2025 AT 9.00AM**

**PRESENT:** Cr Daryl Sexton (Mayor), Cr Amy Neal (Deputy Mayor), Cr Michael Sands, Cr Brian Underwood, Cr Hezron Murgha

**IN ATTENDANCE:** Richard Wright (CEO), Executive Assistant Leona Worrell (Minute taker)

**1 MEETING OPEN**

Mayor Sexton declared the meeting open at 9.27am.

The Mayor welcomed councillors and staff members present to the meeting.

One minute silence was observed to respect those who have passed away.

Deputy Mayor Amy Neal opened with a word of Prayer.

**2 ACKNOWLEDGEMENT TO COUNTRY**

The Mayor acknowledged the traditional custodians the Gunggandji People whose country this meeting is being held today, acknowledgement to their elders, past present and emerging.

Acknowledgment also offered to the other Trustees of this land the Northern & Southern PBCs, the Stolen Generations and all Yarrabah people whose elders past present and emerging also call Yarrabah home and support progress in the Shire.

**3 APOLOGIES**

Nil

**4 CONFIRMATION OF PREVIOUS MINUTES**

**RESOLUTION 01:22/05/2025**

That the minutes of the Ordinary Council Meeting held on 23 April 2025 be adopted.

Moved: Cr Daryl Sexton

Seconded: Cr Brian Underwood

**CARRIED 5/5**

**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

Lease on Leisure Centre – waiting on further information.

At 10.05am meeting adjourned

Mr Percy Neal presented on the issue of 99 year leases in Yarrabah Community.

At 10.47am Meeting reconvened

## **6 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

The Mayor reminded the Councillors of the requirement to declare their conflicts of interest to the CEO prior to the meeting and called on all councillors to re-declare then now.

Deputy Mayor Amy Neal declared a conflict of interest in relation to item 7.10, citing a close familial relationship with the individual associated with the matter.

CEO confirmed to the Mayor that Deputy Mayor Amy Neal had declared this conflict of interest prior to the meeting.

## **7 MATTERS FOR DISCUSSION**

### **7.1 CEO OPERATIONAL REPORT**

#### **PURPOSE OF THE REPORT**

Monthly Council meeting report on the operational and strategic performance of council business for months of March / April 2025.

CEO read to the report

#### **RESOLUTION 02:22/05/2025**

That Council accept the CEO Operational Report for the period to 16 May 2025.

Moved: Cr Michael Sands

Seconded: Cr Amy Neal

**CARRIED 5/5**

## 7.2 YASC MONTHLY FINANCIAL REPORT

### PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 30th April 2025.

CEO advised Council of the unavailability of the Director and reasons for same. Council confirmed.

CEO read to the report.

### RESOLUTION 03:22/05/2025

That Council accept the 30th April 2025 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
  - Trade Debtors & Creditors,
  - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases
7. Areas of Interest Report
8. Grant Report

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

**CARRIED 5/5**

**7.3 COUNCIL SUPPORT- EDUCATION PRECINCT STRATEGIC MASTER PLANS****PURPOSE OF THE REPORT**

To seek Council endorsement for support of the draft proposed Education Precinct Strategic Master Plans and Discrete Communities Renewal Concept Plans.

CEO read to the report.

**RESOLUTION 04:22/05/2025**

That Council resolve to support the Yarrabah Education Precinct Strategic Master Plans and Discrete Communities Renewal Concept Plans, pending appropriate community consultation.

Moved: Cr Michael Sands

Seconded: Cr Brian Underwood

**CARRIED 5/5**

**7.4 TENDER APPROVAL - ELECTRICAL SERVICES FOR THE BULGURU PARK CIVIL DEVELOPMENT FOR SHORT TERM ACCOMMODATION SITE****PURPOSE OF THE REPORT**

To seek Council endorsement to award the contract for the supply, installation, testing, and commissioning of complete electrical services for the Bulguru Park Civil Development as per the specifications and drawings provided.

CEO read to the report

**RESOLUTION 05:22/05/2025**

That Council resolve to award the Purchase Order for the Electrical Services at Bulguru Park Civil Development to TW Electrical and HV Services Pty Ltd for the sum of \$401,089.65 including GST.

Moved: Cr Michael Sands

Seconded: Cr Brian Underwood

**CARRIED 5/5**

**7.5 TENDER APPROVAL - WASTEWATER LAGOON SLUDGE REMOVAL AND DEWATERING****PURPOSE OF THE REPORT**

To seek Council endorsement to award the Wastewater Lagoon Sludge Removal and Dewatering.  
CEO read to the report

**RESOLUTION 06:22/05/2025**

That Council resolve to award the Contract Package for the Wastewater Lagoon Sludge Removal and Dewatering to Arkwood Organic Recycling

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

**CARRIED 5/5**

**7.6 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

██████████

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – ██████████.

CEO read to the report

**RESOLUTION 07:22/05/2025**

That Council resolve to endorse the recommendation provided by the CEO to accept the application for confirmation of Aboriginality community affiliation as submitted by the following person:

O ██████████

It is further recommended that this action is moved and seconded by the signing Councillors.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

**CARRIED 5/5**



**7.7 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

[REDACTED]

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED]

CEO read to the report

**RESOLUTION 08:22/05/2025**

That Council resolve to endorse the recommendation provided by the CEO to accept the application for confirmation of Aboriginality community affiliation as submitted by the following person:

O [REDACTED]

It is further recommended that this action is moved and seconded by the signing Councillors.

Moved: Cr Amy Neal

Seconded: Cr Brian Underwood

**CARRIED 5/5**

**7.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

[REDACTED]

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED]

CEO read to the report

**RESOLUTION 09:22/05/2025**

That Council resolve to endorse the recommendation provided by the CEO to accept the application for confirmation of Aboriginality community affiliation as submitted by the following person:

O [REDACTED]

It is further recommended that this action is moved and seconded by the signing Councillors.

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

**CARRIED 5/5**

**7.9 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

[REDACTED]

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED].

CEO read to the report

Matter deferred. Council advised that more information is required to allow them to determine this matter.

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Deputy Mayor Amy Neal declared her conflict of interest for item 7.10.

**7.10 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

[REDACTED]

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED].

CEO read to the report

**RESOLUTION 10:22/05/2025**

That Council resolve, in relation to the application for confirmation of Aboriginality/Community Affiliation as submitted by [REDACTED].

1. To accept the application as submitted

Moved: Cr Brian Underwood

Seconded: Cr Michael Sands

**CARRIED 4/4**

At 12.45pm meeting adjourned

At 1.25pm meeting reconvened

**7.11 PEOPLE & COMMUNITIES - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

To provide Council an update on operational activities undertaken within the Department of People and Communities.

CEO read to the report

**RESOLUTION 11:22/05/2025**

That Council accept the Director of People and Communities Operational Report, tabled as read.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

**CARRIED 5/5**

**7.12 BUILDING SERVICES - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

To report to Council the status/activities of Building Services areas for the months of March 2025 to April 2025.

CEO read to the report

**RESOLUTION 12:22/05/2025**

That Council resolve to accept the report from the Building Services Director, tabled as read.

Moved: Cr Daryl Sexton

Seconded: Cr Hezron Murgha

**CARRIED 5/5**

**7.13 INFRASTRUCTURE - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

To report to Council the status/activities of Infrastructure Department areas for the month of April 2025

CEO read to the report

**RESOLUTION 13:22/05/2025**

That Council accept the report of the Director-Infrastructure, tabled as read.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

**CARRIED 5/5**

At 2.02pm Councillor Brian Underwood left the meeting.

**8 CORRESPONDENCE****8.1 CORRESPONDENCE - DEPARTMENT OF LOCAL GOVERNMENT WATER AND VOLUNTEERS****PURPOSE OF THE REPORT**

To table correspondence to Council from the Acting Executive Director, Finance Performance and Programs, Local Government Division that Council was successful for the funding for the Australian Government Housing Support Funding Program.

CEO read to the report

**RESOLUTION 14:22/05/2025**

That Council note the correspondence tabled, as read.

Moved: Cr Hezron Murgha

Seconded: Cr Amy Neal

**CARRIED 4/4**

**8.2 CORRESPONDENCE - REQUEST FOR SPONSORSHIP – U13/14 BOYS RUGBY LEAGUE TOUR 2025****PURPOSE OF THE REPORT**

To inform Council of correspondence received from Telicia Cavanagh, seeking financial assistance for her son, Paul Cavanagh, to participate in the Under 13/14 Boys Rugby League Europe Tour, scheduled for October 2025.

CEO read to the report

**RESOLUTION 15:22/05/2025**

That Council:-

1. Note the correspondence tabled as read.
2. Instruct the CEO to inform the family that their request does not meet the criteria under the Community Grants Policy and therefore cannot be supported through this policy framework.

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

**CARRIED 4/4**

At 2.13pm meeting moved into closed session

**9 CONFIDENTIAL MATTERS****9.1 MOVED TO CLOSED SESSION****RESOLUTION 16:09/06/2025**

That Council moves into Closed Council Session

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

**CARRIED 4/5**

**RESOLUTION 17:22/05/2025**

That Council moves out of Closed Council into Open Council.

Moved: Cr Daryl Sexton

Seconded: Cr Michael Sands

**CARRIED 4/5**

Matter deferred to ensure participation of all Councillors in deciding this matter. The matter will be brought to a Special Meeting on 6 June 2025 at 10.00am.

At 2.25pm meeting moved out of closed session

**10 CLOSE OF MEETING**

Date for the next Council Ordinary Meeting is Wednesday 18 June 2025.

The Mayor thanked the councillors and staff for their participation and attendance at the meeting.

Meeting closed at 2.38 pm.

.....  
**MAYOR**

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL  
SPECIAL COUNCIL MEETING  
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS  
ON MONDAY, 9 JUNE 2025 AT 10.00AM**

**PRESENT:** Cr Daryl Sexton (Mayor), Cr Amy Neal (Deputy Mayor), Cr Michael Sands, Cr Brian Underwood, Cr Hezron Murgha

**IN ATTENDANCE:** Richard Wright (CEO), Executive Assistant Leona Worrell (Minute taker)

**1 WELCOME**

Mayor Sexton declared the meeting open at 10.22am.

The councillors and staff members present were welcomed to the meeting.

One minutes silence was observed to respect those who have passed away.

Deputy Mayor Amy Neal opened with a word of Prayer.

**2 APOLOGIES**

Nil

**3 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

The Mayor reminded the councillors of the need to declare their conflicts of interest as required for items in the meeting.

No declarations made.

**4 CONFIDENTIAL MATTERS**

At 10.25am moved to Closed Council Session

**4.1 MOVED TO CLOSED SESSION**

**RESOLUTION 01:09/06/2025**

That Council moves into Closed Council Session

Moved: Cr Daryl Sexton

Seconded: Cr Brian Underwood

**CARRIED 5/5**

At 10.26am The CEO and the Executive Assistant/Minute Taker left the meeting.

At 1.59pm The CEO and the Executive Assistant/Minute Taker returned to the meeting.

**4.2 MOVED OUT OF CLOSED SESSION****RESOLUTION 02:09/06/2025**

That Council moves out of Closed Council into Open Council.

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

**CARRIED 5/5**

**RESOLUTION 03:09/06/2025**

Council resolved to advise the CEO that his current contract, which expires on 13 November 2025, will not be renewed.

The position will be advertised, and the CEO is encouraged to apply.

The Mayor is to inform the CEO in writing accordingly.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

**CARRIED 4/5**

**5 CLOSE OF MEETING**

Date for the next Council Ordinary Meeting is Wednesday 18 June 2025.

The Mayor thanked the councillors and staff for their participation and attendance at the meeting.

Meeting closed at 2.03 pm.

.....  
**MAYOR**



**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

**6 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

## 7 MATTERS FOR DISCUSSION

### 7.1 CEO OPERATIONAL REPORT

**File Number:** 01.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

#### PURPOSE OF THE REPORT

Monthly Council meeting report on the operational and strategic performance of council business for months of May / June 2025.

#### KEY FOCUS AREAS

This monthly report covers the period from 19<sup>th</sup> May to 13<sup>th</sup> June 2025.

- 
- ◇ JCU, Study for Parasitic Disease Wastewater Surveillance Project – 19 May. CEO attended
  - ◇ Yarrabah Advisory Group Meeting #20 – 20 May. Mayor & CEO attended
  - ◇ Yarrabah Audit & Risk Committee Meeting – 20 May. Mayor & Councillor Murgha attended
  - ◇ RACQF – Yarrabah Community Assistance Project – 20 May. CEO attended
  - ◇ TCICA Meeting – 21 May. Mayor & CEO attended
  - ◇ Ordinary Council Meeting – 22 May. Mayor, Councillors & CEO attended
  - ◇ National Sorry Day Event - 26 May. Community Event
  - ◇ Queensland Disaster Management Conference – Brisbane Convention Centre - 27 - 29 May. Deputy Mayor Neal & Cr Underwood attended



- ◇ **TMR, John Gillespie** - 28 May. CEO attended

- ◇ **Councillors Refresher Training**, Department of Local Government, Water and Volunteers – 3 June – Deputy Mayor, Cr Underwood, Cr Murgha & Councillor Sands attended

**Yarrabah FoodCubes, Qld Health & Wellbeing** – 4 June. Directors attended

**3 Key items for discussion**

- ◇ 1. How best to distribute the cubes (NIAA funding) noting the limited project implementation support in this next phase while we look for other funding options
  - ◇ 2. Council's view on food security as a priority and their perspective on next steps
  - ◇ 3. Expanding partners in this work and how this might best function in Yarrabah
- ◇ **Special Council Meeting** – 9 June. Councillors & CEO attended.
  - ◇ **QPS, Research and Evaluation** to conduct research to evaluate the First Nations Protective Services Officer program in Yarrabah – 10 June. CEO attended
  - ◇ **QPS First Nations Mayors Working Group** - 11 June. Mayor attended
  - ◇ **QPS Qld Commissioner and new Yarrabah OIC** – 11 June. Mayor, Deputy Mayor, Councillor Sands, Councillor Underwood and CEO attended



Today we welcomed the Acting Queensland Police Commissioner to Council to introduce the new Officer in Charge for Yarrabah Community. The incoming officer is set to begin in mid-July 2025, and we look forward to working together to support safety and community wellbeing.



- ◇ **FNQ Regional Road & Transport Group - TIDS Program Management Tool (PMT) Overview** – 12 June. Mayor & CEO attended

#### UPCOMING MEETINGS / EVENTS

- ◇ **Discussion of Balamba Housing Development and future projects** – 16 June. Councillors & CEO, to attend
- ◇ **Public Holidays in June**  
Yarrabah Foundation Day – Coming of The Gospel – Tuesday 17 June. Community event
- ◇ **Ordinary Council Meeting** - 18 June. Mayor, Councillors & CEO to attend
- ◇ **Governor of Queensland, Her Excellency the Honourable Jeannette Young** -18 June. Mayor, Councillors & CEO to attend
- ◇ **Yarrabah Cultural Induction Package Stakeholder Consultation - Queensland Police Service-First Nations Division** – 19 June. Mayor, Councillors, CEO and stakeholders to attend



**QUEENSLAND POLICE SERVICE  
FIRST NATIONS DIVISION**

**YARRABAH CULTURAL INDUCTION PACKAGE  
COMMUNITY CONSULTATION WORKSHOP**

**DATE:** Thursday 19<sup>th</sup> June 2025

**TIME:** 9.30am – 3.00pm

**VENUE:** Yarrabah Community Hall

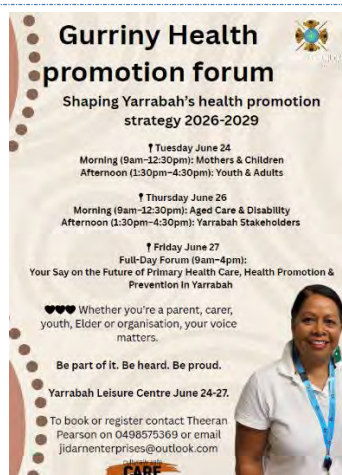
We respectfully invite Yarrabah Traditional Custodians, Elders, Stakeholders and Community to attend a workshop to support the development of Yarrabah's Cultural Induction Package. Your input, feedback and advice would be greatly appreciated as we all work together in Reclaiming the Relationship between QPS and Aboriginal and Torres Strait Islander peoples.

**PLEASE RSVP BY: Monday 16<sup>th</sup> June 2025**

Principal Cultural Advisors – Rothana Bato & Bianca Fowquardie

Email: [PCACulturalAdvisor.NP.Townsville@police.qld.gov.au](mailto:PCACulturalAdvisor.NP.Townsville@police.qld.gov.au) or [PCACulturalAdvisor.B@police.qld.gov.au](mailto:PCACulturalAdvisor.B@police.qld.gov.au)

- ◇ Blue Card Services, Department of Justice, Update on Services – 19 June. CEO to attend. Councillors invited



◇

**Gurriny Yealamucka Health Promotion Forum** – 24 June. Mothers & Children session in the morning & Youth & Adults session in the afternoon.

- ◇ **Gurriny Yealamucka Health Promotion Forum** – 25 June. Aged Care and Disability session in the morning & Yarrabah Stakeholders session in the afternoon.

- ◇ **Gurriny Yealamucka Health Promotion Forum**– 26 June. To provide feedback and discuss priorities for primary health care, health promotion and prevention programs for the next three years. Councillors' representatives requested.

- ◇ **National General Assembly of Local Government** - 24-27 June. Mayor to attend

- ◇ **State Library of Queensland** – 25 June. CEO & Directors to attend

- ◇ **Queensland Climate Resilient Councils, Regional Forum** – 26 June. CEO to attend

- ◇ **Anglicare North Queensland, update on projects** – 26 June. CEO to attend

- ◇ **State Region Road Show – Representatives from AUSIndustry, FNQROC, Northern**



**Australia Infrastructure Fund (NAIF), NBN, State Dept. of ATSIP (Indigenous Employment & Economic Outcomes) – 3 July. Mayor, Councillors, CEO and stakeholders to attend**

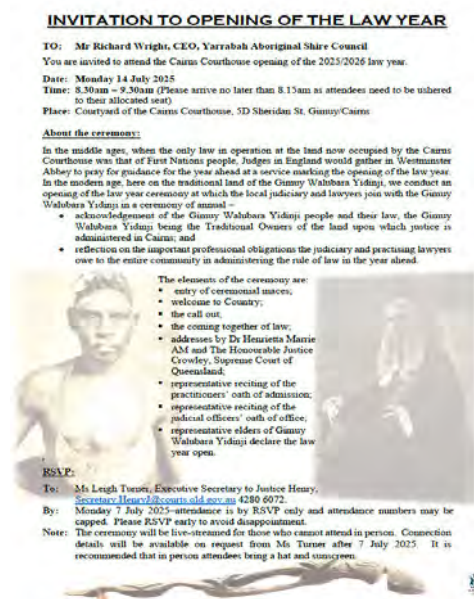
- ◇ **Regional Development Australia Tropical North Board Meeting** – 8 July. Mayor, Councillors & CEO invited to attend lunch session
- ◇ **TCICA Meeting** – 9 July. Mayor & CEO to attend

**Invitation to the official launch of Philomena Yeatman's artwork, Cairns Art Gallery – 9 July. Councillors & CEO invited**



- ◆ **Indigenous LG CEO Forum – 10 July.** CEO to attend

**Invitation to attend Cairns Courthouse Opening of Law Year** – 14 July. Mayor & CEO to attend



- ◆ **Ordinary Council Meeting** – 23 July. Mayor, Councillors & CEO to attend

**GOVERNANCE**

We are diligently monitoring internal processes to ensure alignment with legislative requirements.

**GRANTS MANAGEMENT**

Grants Team continue to build a comprehensive list/status of all grant briefs, grants considered, grants applied and forecast opportunities in collaboration with each Department.

**A. GRANTS SUBMITTED SINCE LAST REPORT**

- Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts – NAIDOC Grant – NAIDOC Celebrations - \$2,500
- Expression Of Interest - Queensland Government – Tourism and Events Queensland – Elevate Indigenous Events Fund – Yarrabah Music and Cultural Festival - \$50,000

**B. SUCCESSFUL GRANTS**

- National Indigenous Australians Agency – NAIDOC Grant – Yarrabah NAIDOC Celebrations 2025 - \$9,800
- Queensland Government – Department of Education – Arts Queensland – Indigenous Art Centres Infrastructure and Equipment Uplift Framework - \$25,000
- **Queensland Government - Department of Housing, Local Government and Planning and Public Works** – Scheme Supply Fund – Planning Scheme Amendment to incorporate the Yarrie Homes Guideline and Balamba Structure - \$100,000

**C. UNSUCCESSFUL GRANTS**

- **Queensland State Emergency Services - SES Support Grant Program 2025-2026**
  - Facility – Extension of SES Building - **\$150,000**
  - Vehicle –
    - All-Terrain Vehicle Kubota - **\$31,363.64**
    - Second hand vehicle – **\$27,000**

**D. GRANTS AWAITING OUTCOME**

- **Queensland Government – Queensland Reconstruction Authority - Disaster Resilience Fund – Empower Yarrabah – Microgrid Project - \$2,636,720**
- **Queensland Government – Department of Education – Arts Queensland – First Nations Commissioning Fund – Yarrabah Music Festival 2025 - \$50,000**

- **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts - Regional Precincts and Partnerships Program - Stream two -Precinct delivery.** Yarrabah Retail and Commercial Precinct - **\$15 Million**
- **Queensland Government – Department of Transport and Main Roads - Aboriginal and Torres Strait Islander Transport Infrastructure Development Scheme - Gateway Park Precinct - \$585,956.25**

**E. GRANT OPPORTUNITIES**

- **Department of Infrastructure, Transport, Regional Development, Communications and the Arts - Safer Local Roads and Infrastructures Program -** provide funding for projects to address current and emerging priorities in road infrastructure needs. **No maximum amount**
- **Australian Government – Department of Climate Change, Energy, the Environment and Water - Community Energy Upgrades Fund –** Funding for energy efficiency and electrification upgrades of local government facilities - **Up to \$2,500,000**
- **Australian Government – Indigenous Land and Sea Corporation – Our Country Our Future-** Invited to apply to fund part of the Employer Yarrabah Project – **Up to \$2,600,000**
- **Australian Government – Australian Renewable Energy Agency – Advancing Renewable Program –** Funding for initiatives that optimise transition to renewable Energy – **No Maximum amount**
- **Queensland Government – Department of Justice - Gambling Community Benefit Fund –** Provides funding for a variety of projects - **\$100,000**
- **Queensland Government – Department of Local Government, Water and Volunteers – Secure Communities Partnership Program –** Funding for councils to implement safety infrastructure supporting small and family businesses – **Up to \$400,000 per project**



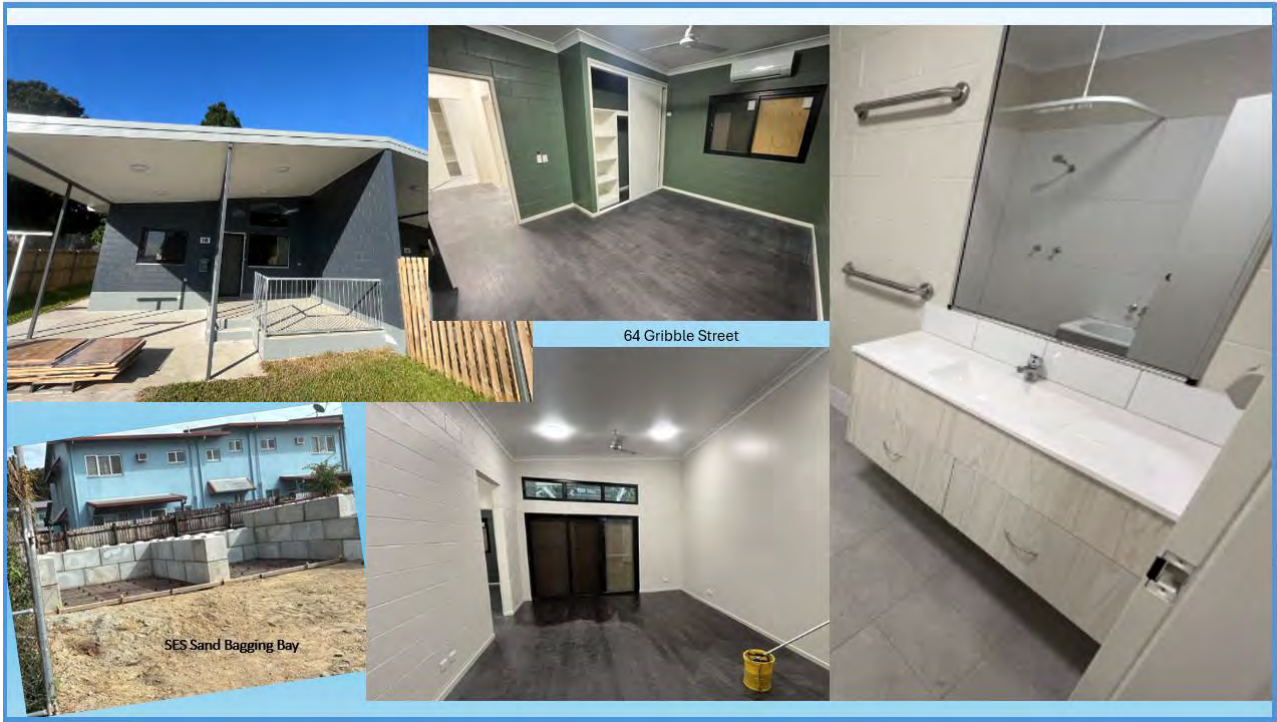
## PROJECT UPDATE

| PROJECT DESCRIPTION                                               | FUNDING                 | PROJECT STATUS       | MONTHLY UPDATE - MAY 2025                                                                                                                                                 |
|-------------------------------------------------------------------|-------------------------|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ANNUAL ALLOCATION - JABIN/JUNGI LANE K&C AND PAVEMENT RESURFACING | ATSI TIDS               | IN CLOSE OUT PHASE   | WORKS COMPLETE - COUNCIL SUBMISSION OF FINAL CLAIM IN APRIL 2025.                                                                                                         |
|                                                                   | ROADS TO RECOVERY 19-24 |                      |                                                                                                                                                                           |
|                                                                   | LRCI PHASE 4            |                      |                                                                                                                                                                           |
| FLOOD AND DRAINAGE STUDY                                          | NQNDMP                  | IN CLOSE OUT PHASE   | DRAINAGE REPORT AVAILABLE FOR POTENTIAL FUNDING OPPORTUNITIES FOCUSING ON DRAINAGE IMPROVEMENTS IN COMMUNITY - THIS WILL BE ISSUED TO COUNCIL FOR INFORMATION AND REVIEW. |
| BUDDABADOO DRAINAGE IMPROVEMENTS                                  |                         | IN CLOSE OUT PHASE   | WORKS COMPLETE - CLOSE OUTS SUBMITTED TO QRA QRA CLOSE OUT QUERIES RESPONDED. AWAITING FINAL 10% PAYMENT.                                                                 |
| DJENGHI STAGE 6B / 7A - CIVIL WORKS                               | CAPITAL INTERIM         | IN CLOSE OUT PHASE   | PROJECT COMPLETE                                                                                                                                                          |
| BALAMBA MASTER PLANNING                                           |                         | IN PROGRESS/ON TRACK | PRELIMINARY PLANNING - WORKS IN PROGRESS WITH TOWN PLANNING (NIKKI HUDDY)                                                                                                 |
| BALAMBA LINK ROAD - INTERSECTION UPGRADE                          |                         | IN CLOSE OUT PHASE   | PROJECT COMPLETE - IN DEFECTS LIABILITY PERIOD                                                                                                                            |
|                                                                   | ATSI TIDS 23/24         |                      |                                                                                                                                                                           |
| BALAMBA STAGE 1 CIVIL                                             | NAHA FUNDING            | IN PROGRESS/ON TRACK | WAITING ON MASTER PLANNING TO BE COMPLETE TO INFORM THE DESIGN AND FINISH LEVELS OF THE ENTRY ROAD.                                                                       |
| AMBRYM STREET REDEVELOPMENT                                       | FORWARD CAPITAL PROGRAM | IN PROGRESS/ON TRACK | DEVELOPMENT APPLICATION PASSED THROUGH COUNCIL RFQ FOR CIVIL INFRASTRUCTURE ENGINEERING DESIGN ISSUED - CLOSING 16TH OF MAY 2025                                          |

|                                                                |                         |                      |                                                                                                                                                                                                                                                                                                              |
|----------------------------------------------------------------|-------------------------|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BULGURU PARK CABINS - SUPPLY AND INSTALLATION                  |                         | IN PROGRESS/ON TRACK | WORKS IN PROGRESS - CONSTRUCTION OF 7 X PREFABRICATED HOMES. ANTICIPATE DELIVERY TO YARRABAH JULY 2025. CONTRACTOR HAS ENGAGED 2 X LOCAL STAFF TO FLY TO GYMPIE, SEQ FOR 2 WEEKS WORK EXPERIENCE. THESE 2 X LOCAL STAFF WILL WORK WITH THE CONTRACTOR IN COMMUNITY TO COMPLETE THE HOMES.                    |
| BULGURU PARK - CIVIL WORKS PACKAGE                             |                         | IN PROGRESS/ON TRACK | WORKS IN PROGRESS - SEWER INSTALLATION IS CURRENTLY IN PROGRESS, BEING DELIVERED BY COUNCIL WITH TECHNICAL SUPPORT FROM A CAIRNS CONTRACTOR. THREE ADDITIONAL LOCAL WORKERS HAVE BEEN EMPLOYED FOR THIS SCOPE ALONGSIDE FIVE COUNCIL STAFF CURRENTLY ON SITE.                                                |
| CONSTRUCTION OF 4 X DETACHED DWELLINGS AND 2 X DUPLEX          | QBUILD CONTRACT 81907   | IN PROGRESS/ON TRACK | 1 X DULPEX HANDED OVER IN MARCH 2025. 1 X DUPLEX IS BEING HANDED OVER IN JUNE 2025.                                                                                                                                                                                                                          |
| PROGRAM 1 - CONSTRUCTION OF 5 NEW DWELLINGS AND 2 X EXTENSIONS | CAPITAL HOUSING PROGRAM | IN PROGRESS/ON TRACK | SURVEY COMPLETE TO ALL PROPERTIES. ANTICIPATE 2-3 MONTHS FOR COMPLETION OF ALL DESIGNS AND CONSTRUCTION TO COMMENCE MID YEAR 2025. COUNCIL ARE CURRENTLY WORKING WITH WUGU TO IDENTIFY APPRENTICESHIP OPPORTUNITIES FOR UPCOMING WORKS. MEETING SCHEDULED WITH COUNCIL TRAINING TEAM AND WUGU FOR JUNE 2025. |
| PROGRAM 2 - CONSTRUCTION OF 8 X EXTENSIONS                     |                         | IN PROGRESS/ON TRACK |                                                                                                                                                                                                                                                                                                              |
| PROGRAM 3 - CONSTRUCTION OF 8 X EXTENSIONS                     |                         | IN PROGRESS/ON TRACK |                                                                                                                                                                                                                                                                                                              |
| BUDDABADOO BRIDGE CONTRIBUTION                                 | LRCI PHASE 3            | COMPLETED            | IN CLOSEOUTS/QRA FINAL REVIEWS                                                                                                                                                                                                                                                                               |
| BUDDABADOO BRIDGE - CONSTRUCTION                               | QDRRRF                  | COMPLETED            | IN CLOSEOUTS/QRA FINAL REVIEWS                                                                                                                                                                                                                                                                               |
| YASC.0013 SEALED WORKS PACKAGE                                 | DRFA 2021               | COMPLETED            | IN CLOSEOUTS/QRA FINAL REVIEWS                                                                                                                                                                                                                                                                               |
| YASC.0012 UNSEALED WORKS                                       |                         | COMPLETED            | IN CLOSEOUTS/QRA FINAL                                                                                                                                                                                                                                                                                       |

| PACKAGE                                                |                       |                      | REVIEWS                                                                                                                                                                                             |
|--------------------------------------------------------|-----------------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| YASC.0011 BUDDABADOO LANDSLIP                          |                       | COMPLETED            | IN CLOSEOUTS/QRA FINAL REVIEWS                                                                                                                                                                      |
| YASC.0017 BUDDABADOO BETTERMENT                        |                       | COMPLETED            | IN CLOSEOUTS/QRA FINAL REVIEWS                                                                                                                                                                      |
| DAY CARE - STORMWATER IMPROVEMENTS                     | LRRG                  | IN PROGRESS/ON TRACK | PROJECT FUNDING WILL NOT BE CLOSED OUT UNTIL AFTER NEXT WET SEASON IN THE EVENT ADDITIONAL WORKS ARE REQUIRED. THERE ARE SOME ADDITIONAL WORKS TO BE COMPLETE POST WET SEASON 2025                  |
| PCYC / PLACE OF REFUGE - STORMWATER IMPROVEMENTS       |                       | IN PROGRESS/ON TRACK |                                                                                                                                                                                                     |
| DISASTER COORDINATION CENTRE - STORMWATER IMPROVEMENTS |                       | IN PROGRESS/ON TRACK |                                                                                                                                                                                                     |
| DISASTER COORDINATION CENTRE - GENERATOR               |                       | IN PROGRESS/ON TRACK | WORKS COMPLETE - MINOR DEFECTS COMPLETE                                                                                                                                                             |
| WEATHER MONITORING INFRASTRUCTURE                      |                       | IN PROGRESS/ON TRACK | CONTRACTOR ON SITE DURING JUNE TO COMPLETE THE WEATHER STATION.                                                                                                                                     |
| YASC.0025 SEALED WORKS PACKAGE                         | DRFA 2023             | IN PROGRESS/ON TRACK | WORKS COMMENCED NOVEMBER 2024. ANTICIPATE TO BE COMPLETE WORKS THROUGHOUT THE NEXT QUARTER. ANTICIPATING AN UNDERSPEND ON THIS PROJECT AS YASC ARE TYPICALLY COST EFFICIENT DELIVERING THESE WORKS. |
| YASC.0033 FLOOD WARNING SYSTEMS                        |                       | IN PROGRESS/ON TRACK | CONTRACTOR ONSITE DURING JUNE TO REINSTATE THE FLOOD WARNING SYSTEMS WITHIN THE COMMUNITY. HANDOVER DOCUMENTATION FOR BOTH PROJECTS TO FOLLOW.                                                      |
| 2023 BETTERMENT RESERVOIR ROAD                         |                       | IN PROGRESS/ON TRACK | DETAILED CIVIL DESIGN COMPLETE. COUNCIL WILL COMMENCE WORKS AUGUST 2025. IN THE INTERIM, TEMPORARY POTHOLE PATCHING WILL BE UNDERTAKEN AT THESE SITES.                                              |
| EMERGENCY WORKS                                        | DRFA 2024 - TC JASPER | COMPLETED            | QRA CLOSE OUTS COMPLETE AND REIMBURSEMENT WAS FINALISED                                                                                                                                             |
| YASC.0032 UNSEALED WORKS PACKAGE                       |                       | IN PROGRESS/ON TRACK | COUNCIL ANTICIPATE COMMENCING WORKS JUNE 2025                                                                                                                                                       |

|                                |       |                            |                                                                                                                                                                                                                             |
|--------------------------------|-------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| YASC.0034<br>SEALED<br>PACKAGE | WORKS | IN<br>PROGRESS/ON<br>TRACK | WORKS COMMENCED<br>NOVEMBER 2024. ANTICIPATE<br>TO BE COMPLETE WORKS<br>THROUGHOUT THE NEXT<br>QUARTER. ANTICIPATING AN<br>UNDERSPEND ON THIS<br>PROJECT AS YASC ARE<br>TYPICALLY COST EFFICIENT<br>DELIVERING THESE WORKS. |
|--------------------------------|-------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



**LOCAL ENGAGEMENT**

| Project/Area                             | Status       | Local Engagement                                                                             |
|------------------------------------------|--------------|----------------------------------------------------------------------------------------------|
| Bulguru Park - Houses                    | In Progress  | 2 x local staff trained and employed                                                         |
| Bulguru Park Civils - Sewer Installation | In Progress  | 3 additional locals job opportunities were created in addition to the 5 Council staff onsite |
| Capital Housing Program                  | Design phase | Apprenticeship planning with Wugu Nyambil for upcoming works program                         |

**ATTACHMENTS****Nil****RECOMMENDATION**

That Council accept the CEO Operational Report, tabled as read.

**7.2 YASC MONTHLY FINANCIAL REPORT**

**File Number:** 02.MFD\_OM.20250618

**Author:** Mike Mair, Director - Corporate Services

**PURPOSE OF THE REPORT**

Provide council with monthly financial report. This report covers the financial period 31st May 2025.

**BACKGROUND**

This report is created with the following in mind:

*Local Government Regulations, s204 - Financial*

*(1) The local government must prepare a financial report.*

*(2) The chief executive officer must present the financial report—*

*(a) if the local government meets less frequently than monthly—at each meeting of the local government; or*

*(b) otherwise —at a meeting of the local government once a month.*

*(3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

CEO delegates the reporting responsibility to the Corporate Services Director – Mike Mair.

**COMMENT**

The information provided in this report reflects the financial accounts and statements for the month end.

The content of the reports to include information on the following:

Overview of

1. Operating results
2. Current Debtors
  - Trade Debtors & Trade Creditors,
  - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Commercial leases
7. Areas of Interest Report
8. Grant Report

**POLICY/FUNDING CONSIDERATIONS**

Local Government Regulations, s204 - Financial

**RISK**

Compliance.

**CONSULTATION**

Executive Leadership Team

Finance Manager

**ATTACHMENTS**

1. **Finance Report May 2025**
2. **Areas of Interest Report May 2025**
3. **Grant Report May 2025**

**RECOMMENDATION**

That Council accept the 31st May 2025 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
  - Trade Debtors & Creditors,
  - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases
7. Areas of Interest Report
8. Grant Report



**CORPORATE SERVICES REPORT  
TO THE YARRABAH ABORIGINAL SHIRE COUNCIL  
For the Period Ended 31 May 2025**

**FINANCIAL SERVICES**

**I. Overview of Operating Results as at 31 May 2025**

|                              | ACTUAL<br>YTD     | BUDGET<br>YTD 24/25 | VARIANCE         | VARIANCE      | BUDGET<br>FY 24/25 |
|------------------------------|-------------------|---------------------|------------------|---------------|--------------------|
|                              | \$                | \$                  | \$               | %             | \$                 |
| <b>Recurrent Income</b>      |                   |                     |                  |               |                    |
| Fees & charges               | 29,328            | 244,532             | -215,205         | -88%          | 266,763            |
| Other incomes                | 525,235           | 540,305             | -15,070          | -3%           | 589,424            |
| Rental income                | 2,833,653         | 2,750,277           | 83,376           | 3%            | 3,000,302          |
| Interest received            | 555,300           | 137,500             | 417,800          | 304%          | 150,000            |
| Sales & recoverable works    | 5,874,259         | 5,126,008           | 748,250          | 15%           | 5,592,009          |
| Grants & Subsidies           | 10,199,850        | 7,610,425           | 2,589,425        | 34%           | 8,302,282          |
|                              | <b>20,017,624</b> | <b>16,409,048</b>   | <b>3,608,576</b> | <b>22%</b>    | <b>17,900,780</b>  |
| <b>Recurrent Expenditure</b> |                   |                     |                  |               |                    |
| Employees costs              | 6,438,133         | 6,801,001           | -362,868         | -5%           | 7,419,274          |
| Materials and services       | 10,506,288        | 10,626,218          | -119,931         | -1%           | 11,592,238         |
| Finance costs                | 15,541            | 507,083             | -491,542         | -97%          | 553,181            |
| Donations Paid               | 4,241             | -                   | 4,241            |               | 0                  |
| Depreciation                 | 6,173,855         | 5,989,040           | 184,815          | 3%            | 6,533,498          |
|                              | <b>23,138,058</b> | <b>23,923,342</b>   | <b>-785,284</b>  | <b>-3.28%</b> | <b>26,098,191</b>  |
| Less: Capitalised Expenses   |                   |                     |                  |               |                    |
|                              | <b>23,138,058</b> | <b>23,923,342</b>   | <b>-785,284</b>  | <b>3.28%</b>  | <b>26,098,191</b>  |
| <b>Net Operating Profit</b>  | <b>-3,120,433</b> | <b>-7,514,293</b>   | <b>4,393,860</b> | <b>-58%</b>   | <b>-8,197,411</b>  |

Council's Operating result is a loss of \$3.120M as at 31 May 2025, better than budget by \$4.394M.

Recurrent income is over budget by \$3.609M. Grants & subsidies are over budget by \$2.589M a result of the ICFP funding being higher than was budgeted. The increased ICFP funding has helped reduce the operating loss year to date.

Recurrent expenditure is \$785K under budget. Finance costs are under budget by \$492K, with Employee costs and Materials and Services being under budget by 362K and 120K respectively. However, it should be also noted the bad debts impairment is not calculated until the end of financial year and traditionally are between \$300-500k.

Housing Planned Maintenance net profit exceeded the yearly budget already by \$865K with continued strong growth of the QBuild maintenance business.



## Liquidity Highlights

## II. Current Trade Debtors, Housing Debtors &amp; Trade Creditors

|                           | 90 Days   | 60 Days | 30 Days | Current   | Total     |
|---------------------------|-----------|---------|---------|-----------|-----------|
| Total Debtor Type         | \$0.00    | \$0.00  | \$0.00  | \$0.00    | -         |
| Debtors Sundry            | 283,441   | 47,153  | 105,149 | 1,052,922 | 1,488,665 |
| Blockholders Service Fees | 415,824   | 11,215  | -       | -         | 427,039   |
| Commercial Service Fees   | 148,682   | -       | -       | -         | 148,682   |
| Grants                    | 479       | -       | -       | 52,800    | -         |
| Ex - Rent (pre 2013)      | 956,646   | -       | -       | -         | 956,646   |
| Trustee Leases            | 22,125    | -       | -       | -         | 22,125    |
| Commercial Leases         | 21,706    | 20,134  | 11,737  | -         | 1,558     |
| Daycare Debtors           | 142,999   | 1,873   | 2,587   | 3,395     | 150,854   |
| Housing Current Rent      | 3,248,596 | 340     | 6,270   | 2,223     | 3,257,430 |
| TOTAL DEBTORS             | 5,240,497 | 80,714  | 72,943  | 1,056,982 | 6,451,136 |
| TOTAL CREDITORS           | 6,004     | 550     | 2,410   | 612,315   | 621,278   |

Of the \$6.451M owing to Council, only \$2.204M is estimated as collectable with \$4.248 million included in our provision for doubtful debts.

**Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)**

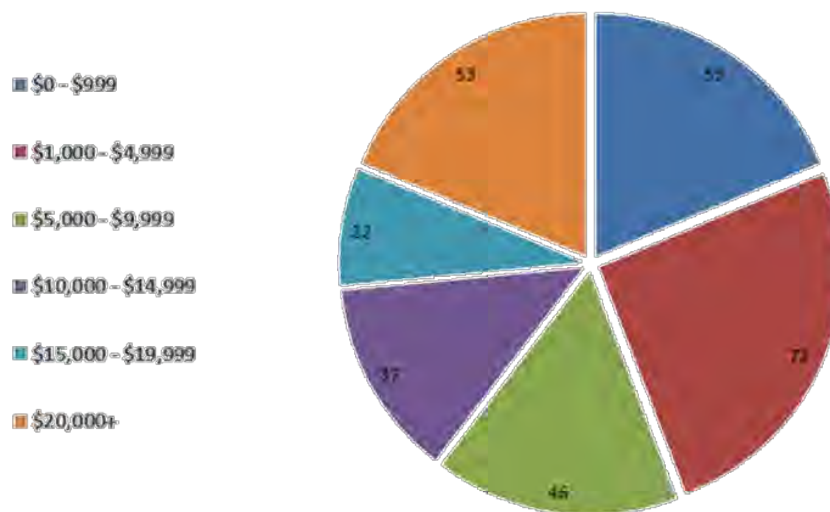
Over the past 12 months, the rental arrears to Council for social housing has increased by \$327,729 (11%) from \$2,929,700 to \$3,257,429. A review of debtors has highlighted the following:

59% of current tenants are in arrears and 230 total tenants owe over \$1,000 which has decreased by 2 on that of the previous quarter.

The 53 debtors owing over \$20K increased by 15K from \$1,857M to \$1,872M.

|                                   | # Tenants  | # Tenants  | # Tenants  | # Tenants  | # Tenants  |
|-----------------------------------|------------|------------|------------|------------|------------|
| Amount Owning to Council          | May-24     | Aug-24     | Nov-24     | Feb-25     | May-25     |
| \$0 - \$999                       |            | 54         | 55         | 59         | 53         |
| \$1,000 - \$4,999                 | 82         | 77         | 73         | 74         | 72         |
| \$5,000 - \$9,999                 | 56         | 57         | 56         | 52         | 46         |
| \$10,000 - \$14,999               | 32         | 30         | 30         | 34         | 37         |
| \$15,000 - \$19,999               | 18         | 19         | 17         | 20         | 22         |
| \$20,000+                         | 46         | 47         | 51         | 51         | 53         |
| <b>Total Tenants Over \$1,000</b> | <b>234</b> | <b>230</b> | <b>227</b> | <b>231</b> | <b>230</b> |
|                                   |            |            |            |            |            |
| Percent of tenants in arrears     | 60%        | 59%        | 59%        | 60%        | 59%        |

Number of Tenants in Arrears



| Monthly movement to housing debt |                            |
|----------------------------------|----------------------------|
| Month                            | Actual increase/(decrease) |
| May 2024                         | 6,793                      |
| June 2024                        | 17,358                     |
| July 2024                        | 25,896                     |
| August 2024                      | 10,605                     |
| September 2024                   | 58,208                     |
| October 2024                     | 14,043                     |
| November 2024                    | - 10,670                   |
| December 2024                    | 59,359                     |
| January 2025                     | 27,658                     |
| February 2025                    | 30,536                     |
| March 2025                       | 65,942                     |
| April 2025                       | 72,294                     |
| May 2025                         | 7,244                      |



### III. Capital Works

The following is an overview of Capital Works for specific large projects. The capital project reviews are for the total project from start to completion. This means the below totals may encompass more than one financial year.

| Capital Expenditure<br>30/04/2025                                    | Total Grant<br>Budget | Monies Received<br>to Date | Expenses to Date    | Expenditure<br>Variation v | Brief Description                                                                                                                                               |
|----------------------------------------------------------------------|-----------------------|----------------------------|---------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Interim Remote Capital Program                                       | 2,139,036             | 1,925,134                  | 2,349,816           | - 210,780                  | 5 Lots 6A Djenghi Estate                                                                                                                                        |
| Works for Qld 4 - 21/24                                              | 3,280,000             | 3,280,000                  | 3,442,236           | - 162,236                  | Driveways, Security, Council Buildings<br>Upgrade & Refurbishment, Yarabah<br>Beautification                                                                    |
| Roads to recovery                                                    | 212,360               | 212,360                    | 214,236             | - 1,876                    | Construction or maintenance of roads                                                                                                                            |
| Sewerage Pump Stations (ICCIP)                                       | 471,313               | 860,039                    | 602,986             | - 131,673                  | Replace gantys, pump upgrades and<br>maintenance, SCADA, assesment of future<br>expansion, new switchboard pump 3                                               |
| Water Mains Upgrade (ICCIP)                                          | 1,999,862             | 1,792,968                  | 2,130,752           | - 130,890                  | Replace water main Back Beach<br>Road, SCADA, Fit bore 2 & 7 pumps, water<br>treatment upgrade.                                                                 |
| Qbuild Housing demolition and construction                           | 3,498,000             | 1,665,134                  | 3,417,440           | 80,560                     | 14 Smith St, 4 Dabah Close, 19 Smith St, 32<br>Workshop Rd, 7 Beach St, 64 Gribble St                                                                           |
| Forward Capital Program                                              | 5,927,444             | 1,973,066                  | 2,895,271           | 3,032,173                  | 16 Lots Djenghi, 10 houses Gurrunga St                                                                                                                          |
| Water Treatment Plant Upgrade (LGGSP)                                | 1,253,159             | 375,948                    | 90,656              | 1,162,503                  | Water Treatment Plant upgrade                                                                                                                                   |
| Buddabadoo Road drainage upgrades (QRA)                              | 566,475               | 484,547                    | 551,245             | 15,230                     | Buddabadoo Road drainage upgrades                                                                                                                               |
| Landfill Operational Equipment (DES)                                 | 1,728,900             | 2,424,465                  | 2,191,655           | - 462,955                  | 14T Excavator, 10T Front End Loader, 10T<br>Backhoe, 14T Tipper, Front Load Tractor,<br>Wood Chipper, Machinery Housing Bay                                     |
| Remote Indigenous Capital - Balamba<br>subdivision (Dept of Housing) | 5,000,000             | 1,500,000                  | -                   | 5,000,000                  | Balamba area link infrastructure and 20 lots<br>subdivision                                                                                                     |
| Housing Construction 24-25 (Dept of<br>Housing)                      | 5,000,000             | 2,994,786                  | 163,572             | 4,816,428                  | 11 Smith St, 13 Smith St, 28 Schrieber St, 30<br>Schrieber, 11 Garrana St, 109 Back Beach<br>Rd, 3 Walker Close, 7 Walker Close                                 |
| Works for Qld 6 - 24/27                                              | 4,320,000             | 2,460,000                  | 300,009             | 4,619,991                  | Council facility improvements, Esplanade<br>beautification, BMP stage, Cemetary<br>Upgrade, Public Toilets - Wungu & Jiji,<br>Museum Boardwalk, Yarabah Lookout |
| <b>Estimated Capital Deficit</b>                                     | <b>\$35,996,549</b>   | <b>\$21,948,446</b>        | <b>\$18,370,073</b> |                            |                                                                                                                                                                 |

## IV. Balance Sheet

|                                          |                          |                           |
|------------------------------------------|--------------------------|---------------------------|
| <b>Yarrabah Aboriginal Shire Council</b> |                          |                           |
| <b>Statement of Financial Position</b>   |                          |                           |
| <b>As at 31 May 2025</b>                 |                          |                           |
|                                          | <b>Council</b>           |                           |
|                                          | <b>As at 31 May 2025</b> | <b>As at 30 June 2024</b> |
|                                          | <b>\$</b>                | <b>\$</b>                 |
| <b>Current assets</b>                    |                          |                           |
| Cash and cash equivalents                | 17,646,850               | 11,634,217                |
| Trade and other receivables              | 5,658,132                | 4,846,817                 |
| Inventories                              | 204,355                  | 165,440                   |
| <b>Total current assets</b>              | <b>23,509,337</b>        | <b>16,646,474</b>         |
| <b>Non-current assets</b>                |                          |                           |
| Property, plant and equipment            | 174,878,303              | 164,467,378               |
| <b>Total non-current assets</b>          | <b>174,878,303</b>       | <b>164,467,378</b>        |
| <b>Total assets</b>                      | <b>198,387,640</b>       | <b>181,113,852</b>        |
| <b>Current liabilities</b>               |                          |                           |
| Trade and other payables                 | 8,386,769                | 8,371,198                 |
| Provisions                               | 775,419                  | 864,189                   |
| <b>Total current liabilities</b>         | <b>9,162,188</b>         | <b>9,235,386</b>          |
| <b>Non-current liabilities</b>           |                          |                           |
| Provisions                               | 1,730,485                | 1,730,485                 |
| <b>Total non-current liabilities</b>     | <b>1,730,485</b>         | <b>1,730,485</b>          |
| <b>Total liabilities</b>                 | <b>10,892,673</b>        | <b>10,965,871</b>         |
| <b>Net community assets</b>              | <b>187,494,967</b>       | <b>170,147,981</b>        |
| <b>Community equity</b>                  |                          |                           |
| Asset revaluation surplus                | 113,582,451              | 113,581,531               |
| Retained surplus/(deficiency)            | 73,912,516               | 56,566,450                |
| <b>Total community equity</b>            | <b>187,494,967</b>       | <b>170,147,981</b>        |

**V. Cash Position**

|                                         | \$                 | \$                      |
|-----------------------------------------|--------------------|-------------------------|
| CBA - General Fund                      | 156,944            |                         |
| CBA - Housing Fund                      | 278,195            |                         |
| CBA - Remote Capital                    | 14,196             |                         |
| CBA - Remote Indigenous Capital         | 1,500,000          |                         |
| CBA - Trust Acc                         | 149,010            |                         |
| QTC - Leases                            | 355,006            |                         |
| QTC - Investment                        | 11,522,927         |                         |
| QTC - Forward Capital                   | 369,123            |                         |
| QTC - Yarrabah Housing Construction GEN | 3,294,265          |                         |
| Cash Floats                             | <u>7,184</u>       |                         |
| Total Cash                              |                    | 17,646,850              |
| Trade Debtors                           | 6,451,136          |                         |
| Provision Doubtful Debts                | <u>(4,247,619)</u> | 2,203,517               |
| Less: Trade Creditors                   |                    | (621,278)               |
| Less: Tied Grant Funds                  |                    | <u>(9,566,704)</u>      |
| Less: Current Commitments               |                    | <u>(6,464,362)</u>      |
| Cash Position at EOM                    |                    | <u><b>3,198,023</b></u> |

**VI. Commercial Leases**

| Status of Council Commercial Leases | No. |
|-------------------------------------|-----|
| Total Council leasable properties   | 21  |
| No. of current leases outstanding   | 0   |
| <i>Being made up of those:</i>      |     |
| - Expression of interest released   | 0   |
| - awaiting signature of tenant      | 0   |
| - Expression of interest to be done | 0   |

**VII. Other**

Projects currently being undertaken are as follows:

1. Asset Management Plans – Draft Building Asset Management Plan received , being reviewed by Management.
2. Formal Valuation of Buildings and other structures – Valuations sent to QAO for review.
3. Indices valuation of other asset classes. Valuations sent to QAO for review.
4. Budget 2025-26 worksheets and papers initial draft prepared, after consultation with management team. Further review to continue, with Council review workshop scheduled for June/July and final budget formal adoption at the July 25 Council meeting.
5. Industrial Special Risks insurance broker is in the process of getting pricing for financial year 2025-2026 renewal.

**Mike Mair**

*Director Corporate Services*





## 300. Program GL Report with IE Code Detail

22:49 PM  
Tuesday, 3 June, 2025

## YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 31/03/2025

Year: 24/25

92%

|                                               |                                               | Current Budget      | YTD Actual          | Order Value         | Total Actual        | Variance \$         | Variance %    |
|-----------------------------------------------|-----------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| <b>Sub Programme: 307 Pool</b>                |                                               |                     |                     |                     |                     |                     |               |
| <b>Operating Income</b>                       |                                               |                     |                     |                     |                     |                     |               |
| 13071000                                      | Pool - Income                                 |                     |                     |                     |                     |                     |               |
| 124                                           | Pool Income                                   | 5,000.00            | 2,877.27            | 0.00                | 2,877.27            | 2,122.73            | 56%           |
|                                               | <b>Total: 13071000</b>                        | <b>5,000.00</b>     | <b>2,877.27</b>     | <b>0.00</b>         | <b>2,877.27</b>     | <b>2,122.73</b>     | <b>56%</b>    |
|                                               | <b>Total Act Type: OPERATING INCOME</b>       | <b>5,000.00</b>     | <b>2,877.27</b>     | <b>0.00</b>         | <b>2,877.27</b>     | <b>2,122.73</b>     | <b>56%</b>    |
| <b>Operating Expenditure</b>                  |                                               |                     |                     |                     |                     |                     |               |
| 13072000                                      | Pool - Employee Costs                         |                     |                     |                     |                     |                     |               |
| 201                                           | Salaries & Wages                              | 50,000.00           | 29,097.46           | 0.00                | 29,097.46           | 20,902.54           | 58%           |
| 203                                           | Sick Leave                                    | 0.00                | 1,218.79            | 0.00                | 1,218.79            | 1,218.79            | (100%)        |
| 206                                           | Annual Leave                                  | 0.00                | 5,366.60            | 0.00                | 5,366.60            | 5,366.60            | (100%)        |
| 207                                           | Sick Leave                                    | 0.00                | 318.56              | 0.00                | 318.56              | 318.56              | (100%)        |
| 208                                           | Superannuation                                | 5,750.00            | 9,786.24            | 0.00                | 9,786.24            | 4,036.24            | 67%           |
| 211                                           | Workscar                                      | 500.00              | 0.00                | 1,089.55            | 1,089.55            | 589.55              | 263%          |
| 222                                           | Workover                                      | 933.00              | 648.05              | 0.00                | 648.05              | (284.95)            | 69%           |
|                                               | <b>Total: 13072000</b>                        | <b>56,983.00</b>    | <b>46,435.70</b>    | <b>1,089.55</b>     | <b>47,525.25</b>    | <b>40,842.19</b>    | <b>(71%)</b>  |
| 13072100                                      | Pool - Materials & Services                   |                     |                     |                     |                     |                     |               |
| 201                                           | Salaries & Wages                              | 0.00                | 1,323.45            | 0.00                | 1,323.45            | 1,323.45            | (100%)        |
| 208                                           | Superannuation                                | 0.00                | 31.13               | 0.00                | 31.13               | 31.13               | (100%)        |
| 304                                           | Cleaning                                      | 2,000.00            | 0.00                | 0.00                | 0.00                | (2,000.00)          | 0%            |
| 310                                           | Electricity & gas                             | 21,050.26           | 21,441.94           | 0.00                | 21,441.94           | 391.68              | 102%          |
| 319                                           | Insurance - Other                             | 28,323.07           | 23,102.09           | 0.00                | 23,102.09           | (5,220.97)          | 81%           |
| 321                                           | Materials & operating                         | 21,167.01           | 11,730.11           | 5,561.23            | 17,291.34           | (3,875.67)          | 82%           |
| 330                                           | Motor Vehicle - Fuel & oil                    | 500.00              | 0.00                | 0.00                | 0.00                | (500.00)            | 0%            |
| 332                                           | R&M - Buildings                               | 9,251.59            | 22,779.57           | 13,686.63           | 36,466.29           | 27,214.70           | 343%          |
| 333                                           | R&M - Equipment                               | 1,005.29            | 3,223.00            | 0.00                | 3,223.00            | 2,217.71            | 321%          |
| 339                                           | Telephone & internet                          | 516.03              | 456.82              | 0.00                | 456.82              | (59.21)             | 88%           |
| 345                                           | Minor Equipment                               | 1,500.00            | 342.32              | 0.00                | 342.32              | (1,157.68)          | 23%           |
|                                               | <b>Total: 13072100</b>                        | <b>85,713.56</b>    | <b>84,636.74</b>    | <b>19,197.86</b>    | <b>103,834.60</b>   | <b>18,121.04</b>    | <b>(21%)</b>  |
|                                               | <b>Total Act Type: OPERATING EXPENDITURE</b>  | <b>142,696.62</b>   | <b>131,066.44</b>   | <b>20,287.41</b>    | <b>151,360.85</b>   | <b>58,657.23</b>    | <b>41%</b>    |
|                                               | <b>Net Profit/(Loss): Pool</b>                | <b>(137,696.62)</b> | <b>(128,189.17)</b> | <b>(20,287.41)</b>  | <b>(148,476.58)</b> | <b>60,779.96</b>    | <b>43%</b>    |
| <b>Sub Programme: 502 Planned Maintenance</b> |                                               |                     |                     |                     |                     |                     |               |
| <b>Operating Income</b>                       |                                               |                     |                     |                     |                     |                     |               |
| 15021000                                      | Planned Maintenance - Income                  |                     |                     |                     |                     |                     |               |
| 133                                           | Services - Housing Maintenance                | 5,043,911.15        | 5,362,573.56        | 0.00                | 5,362,573.56        | (318,662.41)        | 104%          |
| 134                                           | Services - Contract Works                     | 141,887.48          | 218,013.25          | 0.00                | 218,013.25          | (76,125.77)         | 149%          |
|                                               | <b>Total: 15021000</b>                        | <b>5,185,798.63</b> | <b>5,580,586.81</b> | <b>0.00</b>         | <b>5,580,586.81</b> | <b>(394,787.18)</b> | <b>106%</b>   |
|                                               | <b>Total Act Type: OPERATING INCOME</b>       | <b>5,185,798.63</b> | <b>5,580,586.81</b> | <b>0.00</b>         | <b>5,580,586.81</b> | <b>(394,787.18)</b> | <b>106%</b>   |
| <b>Operating Expenditure</b>                  |                                               |                     |                     |                     |                     |                     |               |
| 15022000                                      | Planned Maintenance - Employee Costs          |                     |                     |                     |                     |                     |               |
| 201                                           | Salaries & Wages                              | 432,800.87          | 312,350.18          | 0.00                | 312,350.18          | (120,450.69)        | 72%           |
| 208                                           | Superannuation                                | 48,623.10           | 35,392.29           | 0.00                | 35,392.29           | (13,230.81)         | 73%           |
| 211                                           | Workscar                                      | 209.49              | 0.00                | 0.00                | 0.00                | (209.49)            | 0%            |
| 222                                           | Workover                                      | 8,362.55            | 0.00                | 0.00                | 0.00                | (8,362.55)          | 0%            |
|                                               | <b>Total: 15022000</b>                        | <b>490,005.91</b>   | <b>347,742.38</b>   | <b>0.00</b>         | <b>347,742.38</b>   | <b>(142,263.53)</b> | <b>(70%)</b>  |
| 15022100                                      | Planned Maintenance - Materials & Services    |                     |                     |                     |                     |                     |               |
| 133                                           | Services - Housing Maintenance                | 0.00                | (2,352.80)          | 0.00                | (2,352.80)          | (2,352.80)          | (100%)        |
| 201                                           | Salaries & Wages                              | 0.00                | 1,813.30            | 0.00                | 1,813.30            | 1,813.30            | (100%)        |
| 208                                           | Superannuation                                | 0.00                | 48.28               | 0.00                | 48.28               | 48.28               | (100%)        |
| 211                                           | Workscar                                      | 0.00                | 364.23              | 4,237.54            | 4,601.77            | 4,601.77            | (100%)        |
| 310                                           | Electricity & gas                             | 2,404.90            | 4,956.30            | 0.00                | 4,956.30            | 2,551.40            | 206%          |
| 321                                           | Materials & operating                         | 43,283.70           | 70,291.09           | 305.00              | 70,596.09           | 27,312.39           | 163%          |
| 332                                           | R&M - Buildings                               | 50,714.02           | 66,159.00           | 501.74              | 66,660.74           | 16,246.72           | 132%          |
| 334                                           | R&M - Houses                                  | 4,234,333.08        | 3,797,009.50        | 224,015.21          | 3,961,024.71        | (273,308.37)        | 94%           |
| 341                                           | Travel - other                                | 0.00                | 2,311.00            | 0.00                | 2,311.00            | 2,311.00            | (100%)        |
| 343                                           | Minor Equipment                               | 2,000.00            | 0.00                | 0.00                | 0.00                | (2,000.00)          | 0%            |
| 346                                           | Motor Vehicles - expenses                     | 5,000.00            | 0.00                | 0.00                | 0.00                | (5,000.00)          | 0%            |
| 360                                           | Capital Purchases                             | 0.00                | 9,530.78            | 0.00                | 9,530.78            | 9,530.78            | (100%)        |
| 368                                           | Stock Overheads                               | 8,439.72            | 10,026.58           | 0.00                | 10,026.58           | 1,586.86            | 119%          |
| 369                                           | Pest Recovery                                 | 10,444.17           | 12,307.84           | 0.00                | 12,307.84           | 1,863.67            | 126%          |
|                                               | <b>Total: 15022100</b>                        | <b>4,356,620.59</b> | <b>3,913,284.10</b> | <b>229,354.49</b>   | <b>4,142,638.59</b> | <b>(213,982.00)</b> | <b>(49%)</b>  |
| 15023000                                      | Planned Maintenance - Depreciation            |                     |                     |                     |                     |                     |               |
| 901                                           | Buildings Depreciation                        | 0.00                | 1,161.56            | 0.00                | 1,161.56            | 1,161.56            | (100%)        |
|                                               | <b>Total: 15023000</b>                        | <b>0.00</b>         | <b>1,161.56</b>     | <b>0.00</b>         | <b>1,161.56</b>     | <b>1,161.56</b>     | <b>(100%)</b> |
|                                               | <b>Total Act Type: OPERATING EXPENDITURE</b>  | <b>4,836,676.50</b> | <b>4,262,188.04</b> | <b>229,354.49</b>   | <b>4,491,542.53</b> | <b>(345,133.27)</b> | <b>93%</b>    |
|                                               | <b>Net Profit/(Loss): Planned Maintenance</b> | <b>353,122.13</b>   | <b>1,218,398.77</b> | <b>(229,354.49)</b> | <b>989,044.28</b>   | <b>(635,941.53)</b> | <b>89%</b>    |



|                                              |                                              |                     |                     |                     |                     |                     |               |
|----------------------------------------------|----------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| <b>Operating Income</b>                      |                                              |                     |                     |                     |                     |                     |               |
| 17011000                                     | Water - Income                               |                     |                     |                     |                     |                     |               |
| 201                                          | Service Charges                              | 56,594.09           | 41,685.24           | 0.00                | 41,685.24           | 44,708.85           | 48%           |
|                                              | <b>Total: 17011000</b>                       | <b>56,594.09</b>    | <b>41,685.24</b>    | <b>0.00</b>         | <b>41,685.24</b>    | <b>44,708.85</b>    | <b>48%</b>    |
|                                              | <b>Total Act Type: OPERATING INCOME</b>      | <b>56,594.09</b>    | <b>41,685.24</b>    | <b>0.00</b>         | <b>41,685.24</b>    | <b>44,708.85</b>    | <b>48%</b>    |
| <b>Operating Expenditure</b>                 |                                              |                     |                     |                     |                     |                     |               |
| 17012000                                     | Water - Employee Costs                       |                     |                     |                     |                     |                     |               |
| 201                                          | Salaries & Wages                             | 159,485.93          | 126,235.59          | 0.00                | 126,235.59          | (33,200.14)         | 79%           |
| 203                                          | Sick Leave                                   | 1,966.54            | 2,806.98            | 0.00                | 2,806.98            | 840.44              | 54%           |
| 206                                          | Annual Leave                                 | 30,936.07           | 9,641.01            | 0.00                | 9,641.01            | (1,395.06)          | 88%           |
| 208                                          | Superannuation                               | 18,336.13           | 13,539.05           | 0.00                | 13,539.05           | (4,796.08)          | 74%           |
| 211                                          | Workwear                                     | 1,000.00            | 247.32              | 1,935.77            | 2,183.69            | 1,163.09            | 218%          |
| 212                                          | Workover                                     | 2,716.00            | 2,740.27            | 0.00                | 2,740.27            | 24.27               | 100%          |
|                                              | <b>Total: 17012000</b>                       | <b>194,389.67</b>   | <b>155,210.42</b>   | <b>1,935.77</b>     | <b>157,146.19</b>   | <b>(37,243.48)</b>  | <b>(81%)</b>  |
| 17013100                                     | Water - Materials & Services                 |                     |                     |                     |                     |                     |               |
| 201                                          | Salaries & Wages                             | 0.00                | 259.22              | 0.00                | 259.22              | 259.22              | (100%)        |
| 208                                          | Superannuation                               | 0.00                | 30.00               | 0.00                | 30.00               | 30.00               | (100%)        |
| 209                                          | Contractors Fees                             | 1,800.00            | 8,900.00            | 0.00                | 8,900.00            | 7,400.00            | 89%           |
| 310                                          | Electricity & Gas                            | 177,583.45          | 143,340.79          | 0.00                | 143,340.79          | (34,242.66)         | 81%           |
| 318                                          | Insurance - Other                            | 7,784.04            | 6,260.70            | 0.00                | 6,260.70            | (1,523.34)          | 80%           |
| 321                                          | Materials & operating                        | 168,007.59          | 183,207.65          | 11,817.41           | 197,025.06          | 29,017.47           | 117%          |
| 323                                          | Motor Vehicle - Fuel & oil                   | 10,394.82           | 6,242.50            | 0.00                | 6,242.50            | (4,152.02)          | 60%           |
| 327                                          | Motor Vehicle - R&M                          | 5,000.00            | 0.00                | 0.00                | 0.00                | (5,000.00)          | 0%            |
| 333                                          | R&M - Equipment                              | 7,818.56            | 13,760.31           | 3,134.50            | 18,995.01           | 11,379.45           | 283%          |
| 333                                          | R&M - Infrastructure                         | 13,047.59           | 21,847.57           | 0.00                | 21,847.57           | 6,799.98            | 145%          |
| 338                                          | Subscriptions                                | 3,891.30            | 3,173.25            | 0.00                | 3,173.25            | (1,718.05)          | 56%           |
| 340                                          | Telephone & Internet                         | 1,828.04            | 2,384.31            | 0.00                | 2,384.31            | 556.17              | 130%          |
| 340                                          | Training Costs                               | 0.00                | 1,958.17            | 0.00                | 1,958.17            | 1,958.17            | (100%)        |
| 343                                          | Minor Equipment                              | 0.00                | 0.00                | 2,074.52            | 2,074.52            | (2,074.52)          | (100%)        |
| 346                                          | Motor Vehicles - expenses                    | 8,840.24            | 6,482.26            | 0.00                | 6,482.26            | (2,357.98)          | 73%           |
|                                              | <b>Total: 17013100</b>                       | <b>406,895.63</b>   | <b>400,677.16</b>   | <b>17,026.43</b>    | <b>417,703.69</b>   | <b>10,807.96</b>    | <b>(103%)</b> |
| 17013000                                     | Water - Depreciation                         |                     |                     |                     |                     |                     |               |
| 901                                          | Buildings Depreciation                       | 327,775.46          | 0.00                | 0.00                | 0.00                | (327,775.46)        | 0%            |
|                                              | <b>Total: 17013000</b>                       | <b>327,775.46</b>   | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>         | <b>(327,775.46)</b> | <b>0%</b>     |
|                                              | <b>Total Act Type: OPERATING EXPENDITURE</b> | <b>929,060.76</b>   | <b>\$55,887.58</b>  | <b>18,962.20</b>    | <b>\$74,849.78</b>  | <b>(354,210.90)</b> | <b>62%</b>    |
|                                              | <b>Net Profit(Loss): ICFP - Water</b>        | <b>(842,606.67)</b> | <b>(514,202.34)</b> | <b>(18,962.20)</b>  | <b>(513,164.84)</b> | <b>(309,502.13)</b> | <b>60%</b>    |
| <b>Sub Programme: 802 ICFP - Waste Mgmt</b>  |                                              |                     |                     |                     |                     |                     |               |
| <b>Operating Income</b>                      |                                              |                     |                     |                     |                     |                     |               |
| 18021000                                     | Waste - Income                               |                     |                     |                     |                     |                     |               |
| 201                                          | Service Charges                              | 75,703.91           | 39,763.41           | 0.00                | 39,763.41           | 26,000.50           | 53%           |
| 230                                          | Waste Recycling                              | 133,117.67          | 98,878.25           | 0.00                | 98,878.25           | 33,239.42           | 75%           |
|                                              | <b>Total: 18021000</b>                       | <b>208,821.58</b>   | <b>139,641.66</b>   | <b>0.00</b>         | <b>139,641.66</b>   | <b>69,239.92</b>    | <b>67%</b>    |
|                                              | <b>Total Act Type: OPERATING INCOME</b>      | <b>208,821.58</b>   | <b>139,641.66</b>   | <b>0.00</b>         | <b>139,641.66</b>   | <b>69,239.92</b>    | <b>67%</b>    |
| <b>Operating Expenditure</b>                 |                                              |                     |                     |                     |                     |                     |               |
| 18022000                                     | Waste - Employee Costs                       |                     |                     |                     |                     |                     |               |
| 201                                          | Salaries & Wages                             | 0.00                | 3,250.91            | 0.00                | 3,250.91            | 3,250.91            | (100%)        |
| 208                                          | Superannuation                               | 0.00                | 5,451.10            | 0.00                | 5,451.10            | 5,451.10            | (100%)        |
| 211                                          | Workwear                                     | 0.00                | 0.00                | 1,847.18            | 1,847.18            | 1,847.18            | (100%)        |
|                                              | <b>Total: 18022000</b>                       | <b>0.00</b>         | <b>7,702.01</b>     | <b>1,847.18</b>     | <b>9,549.19</b>     | <b>9,549.19</b>     | <b>(100%)</b> |
| 18023100                                     | Waste - Materials & Services                 |                     |                     |                     |                     |                     |               |
| 323                                          | Flow of equipment                            | 339,004.46          | 296,696.70          | 125,932.90          | 522,629.59          | 183,694.24          | 154%          |
| 321                                          | Materials & operating                        | 50,264.63           | 11,549.01           | 596.36              | 12,466.27           | (46,798.36)         | 23%           |
| 329                                          | Motor Vehicle - Fuel & oil                   | 904.33              | 3,271.81            | 0.00                | 3,271.81            | 1,377.08            | 228%          |
| 332                                          | R&M - Buildings                              | 3.35                | 10.55               | 0.00                | 10.55               | 7.20                | 315%          |
| 346                                          | Motor Vehicles - expenses                    | 397.29              | 1,653.22            | 0.00                | 1,653.22            | 1,257.93            | 417%          |
| 999                                          | Plant Recovery                               | 0.00                | 68.11               | 0.00                | 68.11               | 68.11               | (100%)        |
|                                              | <b>Total: 18023100</b>                       | <b>399,694.46</b>   | <b>412,682.30</b>   | <b>126,448.26</b>   | <b>\$39,100.66</b>  | <b>139,406.20</b>   | <b>(73%)</b>  |
| 18023000                                     | Waste - Finance costs                        |                     |                     |                     |                     |                     |               |
| 402                                          | Credit Loss Expense                          | 20,000.00           | 0.00                | 0.00                | 0.00                | (20,000.00)         | 0%            |
|                                              | <b>Total: 18023000</b>                       | <b>20,000.00</b>    | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>         | <b>(20,000.00)</b>  | <b>0%</b>     |
|                                              | <b>Total Act Type: OPERATING EXPENDITURE</b> | <b>419,694.46</b>   | <b>420,354.31</b>   | <b>128,295.54</b>   | <b>\$48,649.85</b>  | <b>128,955.39</b>   | <b>131%</b>   |
|                                              | <b>Net Profit(Loss): ICFP - Waste Mgmt</b>   | <b>(210,812.88)</b> | <b>(280,752.65)</b> | <b>(128,295.54)</b> | <b>(409,048.19)</b> | <b>198,335.31</b>   | <b>109%</b>   |
| <b>Sub Programme: 819 Container Exchange</b> |                                              |                     |                     |                     |                     |                     |               |
| <b>Operating Income</b>                      |                                              |                     |                     |                     |                     |                     |               |
| 18091710                                     | Container Exchange - Sales Income Gen        |                     |                     |                     |                     |                     |               |
| 221                                          | Commission                                   | 0.00                | 29,877.39           | 0.00                | 29,877.39           | (29,877.39)         | (100%)        |
|                                              | <b>Total: 18091710</b>                       | <b>0.00</b>         | <b>29,877.39</b>    | <b>0.00</b>         | <b>29,877.39</b>    | <b>(29,877.39)</b>  | <b>(100%)</b> |
|                                              | <b>Total Act Type: OPERATING INCOME</b>      | <b>0.00</b>         | <b>29,877.39</b>    | <b>0.00</b>         | <b>29,877.39</b>    | <b>(29,877.39)</b>  | <b>(100%)</b> |
| <b>Operating Expenditure</b>                 |                                              |                     |                     |                     |                     |                     |               |
| 18092000                                     | Container Exchange - Employee costs          |                     |                     |                     |                     |                     |               |
| 201                                          | Salaries & Wages                             | 0.00                | 48,205.76           | 0.00                | 48,205.76           | 48,205.76           | (100%)        |
| 206                                          | Annual Leave                                 | 0.00                | 1,007.03            | 0.00                | 1,007.03            | 1,007.03            | (100%)        |
| 208                                          | Superannuation                               | 0.00                | 5,667.38            | 0.00                | 5,667.38            | 5,667.38            | (100%)        |
| 212                                          | Workover                                     | 0.00                | (7,130.73)          | 0.00                | (7,130.73)          | (7,130.73)          | (100%)        |
|                                              | <b>Total: 18092000</b>                       | <b>0.00</b>         | <b>47,629.44</b>    | <b>0.00</b>         | <b>47,629.44</b>    | <b>47,629.44</b>    | <b>(100%)</b> |
| 18092100                                     | Container Exchange - Materials and Services  |                     |                     |                     |                     |                     |               |
| 321                                          | Materials & operating                        | 0.00                | 5,243.11            | 0.00                | 5,243.11            | 5,243.11            | (100%)        |
| 329                                          | Motor Vehicle - Fuel & oil                   | 0.00                | 6,630.54            | 0.00                | 6,630.54            | 6,630.54            | (100%)        |
|                                              | <b>Total: 18092100</b>                       | <b>0.00</b>         | <b>11,873.65</b>    | <b>0.00</b>         | <b>11,873.65</b>    | <b>11,873.65</b>    | <b>(100%)</b> |
|                                              | <b>Total Act Type: OPERATING EXPENDITURE</b> | <b>0.00</b>         | <b>\$9,803.39</b>   | <b>0.00</b>         | <b>\$9,803.39</b>   | <b>\$9,803.39</b>   | <b>(100%)</b> |
|                                              | <b>Net Profit(Loss): Container Exchange</b>  | <b>0.00</b>         | <b>(29,926.00)</b>  | <b>0.00</b>         | <b>(29,936.00)</b>  | <b>29,926.00</b>    | <b>(100%)</b> |



## 500. SPECIFIC PURPOSE GRANT BALANCES BY PROJECT

YARRABAH ABORIGINAL SHIRE COUNCIL

12:41 PM  
Tuesday, 3 June, 2025

as at 30 June 2025

|                                                                                     | Opening Balance    | Receipts Grants      | Receipts Other   | Disbursements         | Closing Balance     |
|-------------------------------------------------------------------------------------|--------------------|----------------------|------------------|-----------------------|---------------------|
| <b>Department of Local Government Racing and Multicultural Affairs</b>              |                    |                      |                  |                       |                     |
| Financial Assistance Grant                                                          | 0                  | 2,603,904.55         | 0                | (281,683.06)          | 2,412,221.49        |
| IEDG Grant                                                                          | 0                  | 0                    | 0                | (275.05)              | (275.05)            |
| Works for Qld COVID                                                                 | 0                  | 0                    | 0                | 0                     | 0                   |
| Revenue Replacement Grant                                                           | 0                  | 0                    | 0                | 0                     | 0                   |
| Indigenous Councils Funding Program                                                 | 0                  | 3,953,403.31         | 0                | (2,830,005.34)        | 1,123,397.97        |
| Works For Queensland                                                                | 0                  | 0                    | 0                | 0                     | 0                   |
| Advancing the Planning Act                                                          | 26,823.00          | 0                    | 0                | 0                     | 26,823.00           |
| Sewerage Pumps Stations Upgrade ICCIP                                               | 0                  | 328,731.22           | 0                | (184,988.87)          | 143,742.35          |
| Water Mains Upgrade ICCIP                                                           | (242,398.00)       | 322,575.08           | 0                | (418,061.04)          | (337,783.96)        |
| Bukki Road Upgrade Stage 2 (LGGSP)                                                  | 0                  | 0                    | 0                | 0                     | 0                   |
| Waste ICCIP                                                                         | 0                  | 0                    | 0                | 0                     | 0                   |
| Works for Qld 4                                                                     | 427,366.00         | 328,000.00           | 0                | (768,454.26)          | (13,088.26)         |
| Master Plan & Approval 45 Houses                                                    | 0                  | 0                    | 0                | (54,742.55)           | (54,742.55)         |
| Works for Qld 2024-27                                                               | 0                  | 2,460,000.00         | 0                | (300,000.12)          | 2,159,999.88        |
| <b>Total: Department of Local Government Racing and Multicultural Affairs</b>       | <b>211,891.00</b>  | <b>10,086,614.16</b> | <b>0</b>         | <b>(4,838,219.29)</b> | <b>5,460,285.87</b> |
| <b>National Australia Day Council</b>                                               |                    |                      |                  |                       |                     |
| National Australia Day Council                                                      | 0                  | 15,000.00            | 0                | (18,119.36)           | (3,119.36)          |
| <b>Total: National Australia Day Council</b>                                        | <b>0</b>           | <b>15,000.00</b>     | <b>0</b>         | <b>(18,119.36)</b>    | <b>(3,119.36)</b>   |
| <b>Queensland Health</b>                                                            |                    |                      |                  |                       |                     |
| ATSI Health Grant                                                                   | \$1,937.00         | 411,345.00           | 0                | (504,363.95)          | (11,081.95)         |
| <b>Total: Queensland Health</b>                                                     | <b>\$1,937.00</b>  | <b>411,345.00</b>    | <b>0</b>         | <b>(504,363.95)</b>   | <b>(11,081.95)</b>  |
| <b>Department of Communities Housing and Digital Economy: Arts Qld</b>              |                    |                      |                  |                       |                     |
| IRADF Grant                                                                         | 34,545.00          | 0                    | 0                | (5,908.54)            | 28,636.46           |
| YCMF 2021 - Local Musicians/Facilitator (FNCF)                                      | (23,348.00)        | 26,550.00            | 0                | (39,830.58)           | (36,628.58)         |
| <b>Total: Department of Communities Housing and Digital Economy: Arts Qld</b>       | <b>11,197.00</b>   | <b>26,550.00</b>     | <b>0</b>         | <b>(45,739.12)</b>    | <b>(7,992.12)</b>   |
| <b>Department of Environment and Science: Arts Qld</b>                              |                    |                      |                  |                       |                     |
| Fashion & Wearable Art                                                              | 0                  | 0                    | 0                | 0                     | 0                   |
| Arts BIA                                                                            | (77.00)            | 12,000.00            | 0                | (62,577.40)           | (50,654.40)         |
| QMF 2021 (Open Air)                                                                 | 0                  | 0                    | 0                | 0                     | 0                   |
| Container Exchange                                                                  | (15,385.00)        | 0                    | 29,877.39        | (39,803.39)           | (45,311.00)         |
| Landfill (Dept of E&S)                                                              | 0                  | 2,424,464.63         | 0                | (2,191,855.02)        | 232,609.61          |
| <b>Total: Department of Environment and Science: Arts Qld</b>                       | <b>(15,462.00)</b> | <b>2,436,464.63</b>  | <b>29,877.39</b> | <b>(2,314,235.81)</b> | <b>136,644.21</b>   |
| <b>Dept of Infrastructure Transport Regional Development &amp; Communications</b>   |                    |                      |                  |                       |                     |
| Arts IVAIS Relief & Recovery                                                        | 0                  | 0                    | 0                | 0                     | 0                   |
| LRCI 2020 Traffic Calming Devices                                                   | 1,050.00           | 0                    | 0                | 0                     | 1,050.00            |
| LRCI 21-22                                                                          | (4,842.00)         | 0                    | 0                | 0                     | (4,842.00)          |
| LRCI 22-23                                                                          | (23,175.00)        | 20,115.64            | 0                | 0                     | (3,061.36)          |
| LGGSP - Foreshore Development Plan                                                  | (95,630.00)        | 175,000.00           | 0                | (79,370.00)           | 0                   |
| LGGSP - Water Treatment Plant upgrade                                               | 290,833.00         | 0                    | 0                | (5,541.00)            | 285,291.91          |
| LRCI 4 (24-25)                                                                      | 0                  | 38,919.00            | 0                | (15,875.32)           | 23,043.77           |
| <b>Total: Dept of Infrastructure Transport Regional Development &amp; Communica</b> | <b>168,236.00</b>  | <b>234,032.73</b>    | <b>0</b>         | <b>(100,786.41)</b>   | <b>301,482.32</b>   |
| <b>Department of Justice</b>                                                        |                    |                      |                  |                       |                     |
| Website Development                                                                 | 0                  | 26,000.00            | 0                | 0                     | 26,000.00           |
| <b>Total: Department of Justice</b>                                                 | <b>0</b>           | <b>26,000.00</b>     | <b>0</b>         | <b>0</b>              | <b>26,000.00</b>    |
| <b>Dept of the Premier and Cabinet</b>                                              |                    |                      |                  |                       |                     |
| YCMF 2021 Premier \$220K                                                            | 0                  | 0                    | 0                | 0                     | 0                   |
| <b>Total: Dept of the Premier and Cabinet</b>                                       | <b>0</b>           | <b>0</b>             | <b>0</b>         | <b>0</b>              | <b>0</b>            |
| <b>Department of Communities Disability Services and Seniors</b>                    |                    |                      |                  |                       |                     |
| SES Building Upgrade                                                                | (43,826.00)        | 65,780.86            | 0                | (27,272.73)           | (5,317.87)          |
| NAIDOC \$500                                                                        | 500.00             | 0                    | 0                | 0                     | 500.00              |
| Local Thriving Communities                                                          | 10,000.00          | 0                    | 0                | 0                     | 10,000.00           |
| <b>Total: Department of Communities Disability Services and Seniors</b>             | <b>(43,326.00)</b> | <b>65,780.86</b>     | <b>0</b>         | <b>(27,272.73)</b>    | <b>(5,317.87)</b>   |

|                                                                             |                     |                     |                   |                       |                     |
|-----------------------------------------------------------------------------|---------------------|---------------------|-------------------|-----------------------|---------------------|
| Yarrabah Fashion Style 2023                                                 | 0                   | 0                   | 0                 | 0                     | 0                   |
| <b>Total: Australia Council for the Arts</b>                                | <b>0</b>            | <b>0</b>            | <b>0</b>          | <b>0</b>              | <b>0</b>            |
| <b>Department of Social Services</b>                                        |                     |                     |                   |                       |                     |
| Daycare Centre Grant                                                        | (51,636.00)         | 389,831.40          | 204,319.56        | (784,297.09)          | (241,782.13)        |
| <b>Total: Department of Social Services</b>                                 | <b>(51,636.00)</b>  | <b>389,831.40</b>   | <b>204,319.56</b> | <b>(784,297.09)</b>   | <b>(241,782.13)</b> |
| <b>Department of Science Information Technology &amp; Innovation</b>        |                     |                     |                   |                       |                     |
| Q&A Grant                                                                   | 0                   | 32,180.00           | 0                 | (1,038.36)            | 31,141.64           |
| Reef Action Plan                                                            | 300,000.00          | 0                   | 0                 | (64,088.98)           | 235,911.02          |
| <b>Total: Department of Science Information Technology &amp; Innovation</b> | <b>300,000.00</b>   | <b>32,180.00</b>    | <b>0</b>          | <b>(65,127.34)</b>    | <b>267,052.66</b>   |
| <b>Health &amp; Wellbeing Qld</b>                                           |                     |                     |                   |                       |                     |
| Health & Wellbeing                                                          | 0                   | 150,630.00          | 0                 | 0                     | 150,630.00          |
| <b>Total: Health &amp; Wellbeing Qld</b>                                    | <b>0</b>            | <b>150,630.00</b>   | <b>0</b>          | <b>0</b>              | <b>150,630.00</b>   |
| <b>Department of Communications and the Arts</b>                            |                     |                     |                   |                       |                     |
| IVAS                                                                        | (79,671.00)         | 136,500.00          | 0                 | (225,640.97)          | (168,811.97)        |
| <b>Total: Department of Communications and the Arts</b>                     | <b>(79,671.00)</b>  | <b>136,500.00</b>   | <b>0</b>          | <b>(225,640.97)</b>   | <b>(168,811.97)</b> |
| <b>Dept of Housing &amp; Public Works</b>                                   |                     |                     |                   |                       |                     |
| Interim Remote Capital Program                                              | (104,627.00)        | 0                   | 0                 | (320,036.06)          | (424,663.06)        |
| Forward Remote Capital Program                                              | 1,854,429.00        | 0                   | 95,296.30         | (2,871,929.36)        | (922,204.06)        |
| Remote Indigenous Capital                                                   | 1,500,000.00        | 0                   | 0                 | 0                     | 1,500,000.00        |
| Department of Housing New Builds                                            | 0                   | 2,994,786.36        | 0                 | (183,571.63)          | 2,811,214.73        |
| <b>Total: Dept of Housing &amp; Public Works</b>                            | <b>3,249,802.00</b> | <b>2,994,786.36</b> | <b>95,296.30</b>  | <b>(3,375,557.05)</b> | <b>2,964,327.61</b> |
| <b>Department of Prime Minister and Cabinet</b>                             |                     |                     |                   |                       |                     |
| CDP Like Activities                                                         | 377,983.35          | 0                   | 0                 | (44,112.76)           | 333,870.59          |
| Community Message Sign (NIAA)                                               | 2,225.00            | 0                   | 0                 | 0                     | 2,225.00            |
| <b>Total: Department of Prime Minister and Cabinet</b>                      | <b>380,208.35</b>   | <b>0</b>            | <b>0</b>          | <b>(44,112.76)</b>    | <b>336,095.59</b>   |
| <b>National Indigenous Australians Agency</b>                               |                     |                     |                   |                       |                     |
| Market Garden Feasibility Study                                             | 27,129.52           | 0                   | 0                 | 0                     | 27,129.52           |
| YCMF 2021 (NIAA)                                                            | 0                   | 0                   | 0                 | 0                     | 0                   |
| NAIDOC                                                                      | 13,984.00           | 2,500.00            | 0                 | (31,049.02)           | (14,565.02)         |
| LIF Foodenbes                                                               | 0                   | 27,130.00           | 0                 | 0                     | 27,130.00           |
| <b>Total: National Indigenous Australians Agency</b>                        | <b>41,113.52</b>    | <b>29,630.00</b>    | <b>0</b>          | <b>(31,049.02)</b>    | <b>39,694.50</b>    |
| <b>Queensland Fire and Emergency Services</b>                               |                     |                     |                   |                       |                     |
| SES                                                                         | 5,505.00            | 14,011.32           | 0                 | (36,419.93)           | (16,903.61)         |
| <b>Total: Queensland Fire and Emergency Services</b>                        | <b>5,505.00</b>     | <b>14,011.32</b>    | <b>0</b>          | <b>(36,419.93)</b>    | <b>(16,903.61)</b>  |
| <b>Department of Innovation and Tourism Industry Development</b>            |                     |                     |                   |                       |                     |
| Deadly Active Sports & Rec Program                                          | 6,169.00            | 91,718.00           | 0                 | (2,934.28)            | 94,952.72           |
| <b>Total: Department of Innovation and Tourism Industry Development</b>     | <b>6,169.00</b>     | <b>91,718.00</b>    | <b>0</b>          | <b>(2,934.28)</b>     | <b>94,952.72</b>    |
| <b>Department of Education</b>                                              |                     |                     |                   |                       |                     |
| Daycare ISP Grant                                                           | 0                   | 170,374.23          | 0                 | 0                     | 170,374.23          |
| Vacation Care Grant                                                         | 0                   | 0                   | 0                 | 0                     | 0                   |
| <b>Total: Department of Education</b>                                       | <b>0</b>            | <b>170,374.23</b>   | <b>0</b>          | <b>0</b>              | <b>170,374.23</b>   |
| <b>Department of Employment Small Business and Training</b>                 |                     |                     |                   |                       |                     |
| Work First Start                                                            | (117,736.00)        | 49,545.45           | 0                 | (9,640.13)            | (77,830.68)         |
| <b>Total: Department of Employment Small Business and Training</b>          | <b>(117,736.00)</b> | <b>49,545.45</b>    | <b>0</b>          | <b>(9,640.13)</b>     | <b>(77,830.68)</b>  |
| <b>Department of Health and Ageing</b>                                      |                     |                     |                   |                       |                     |
| Play our Way Facilities                                                     | 0                   | 473,288.70          | 0                 | 0                     | 473,288.70          |
| <b>Total: Department of Health and Ageing</b>                               | <b>0</b>            | <b>473,288.70</b>   | <b>0</b>          | <b>0</b>              | <b>473,288.70</b>   |

|                                                                                |                       |                      |                      |                        |                      |
|--------------------------------------------------------------------------------|-----------------------|----------------------|----------------------|------------------------|----------------------|
| IKC                                                                            | 14,324.00             | 28,268.00            | 0                    | (15,792.39)            | 26,699.61            |
| <b>Total: State Library of Queensland</b>                                      | <b>14,324.00</b>      | <b>28,268.00</b>     | <b>0</b>             | <b>(15,792.39)</b>     | <b>26,699.61</b>     |
| <b>Queensland Reconstruction Authority</b>                                     |                       |                      |                      |                        |                      |
| Get Ready Qld                                                                  | 8,991.00              | 7,848.00             | 0                    | (9,300.88)             | 7,538.12             |
| NQNDMP Flood Study                                                             | (93,253.00)           | 94,983.54            | 0                    | (22,591.00)            | (20,862.46)          |
| NQNDMP Buddabadoo Road Drainage Upgrades                                       | 3,566.00              | 314,604.19           | 0                    | (384,868.50)           | (66,698.31)          |
| LRRG Disaster Coordination Centre Generator                                    | 0                     | 116,912.81           | 0                    | (133,776.31)           | (16,863.50)          |
| LRRG Weather Station                                                           | 0                     | 12,000.00            | 0                    | (1,862.00)             | 10,138.00            |
| QRA LRRG Stormwater Drainage                                                   | 0                     | 103,899.30           | 0                    | (164,855.78)           | (60,956.48)          |
| DRFA 24-25                                                                     | 0                     | 255,056.27           | 0                    | (686,073.68)           | (431,017.41)         |
| QDRF                                                                           | 4,689.61              | 0                    | 0                    | 0                      | 4,689.61             |
| REPA 2021                                                                      | (929,882.00)          | 1,086,210.88         | 0                    | (199,971.30)           | (43,642.42)          |
| QRRRF 2020                                                                     | (115,208.00)          | 89,801.93            | 0                    | 0                      | (25,406.07)          |
| REPA 2023                                                                      | (1,767.00)            | 653,789.03           | 0                    | (249,528.01)           | 402,494.02           |
| <b>Total: Queensland Reconstruction Authority</b>                              | <b>(1,122,865.39)</b> | <b>2,735,105.95</b>  | <b>0</b>             | <b>(1,882,827.46)</b>  | <b>(240,586.90)</b>  |
| <b>LGAQ</b>                                                                    |                       |                      |                      |                        |                      |
| Coastal Hazard Adaption                                                        | 0                     | 0                    | 0                    | 0                      | 0                    |
| <b>Total: LGAQ</b>                                                             | <b>0</b>              | <b>0</b>             | <b>0</b>             | <b>0</b>               | <b>0</b>             |
| <b>Department of Transport and Main Roads</b>                                  |                       |                      |                      |                        |                      |
| TIDS                                                                           | (13,324.00)           | 72,610.00            | 0                    | (75,369.09)            | (16,983.09)          |
| Cycle Paths Stage 1                                                            | 20,164.92             | 0                    | 0                    | 0                      | 20,164.92            |
| Cycle Paths Stage 2                                                            | (34,567.50)           | 0                    | 0                    | 0                      | (34,567.50)          |
| <b>Total: Department of Transport and Main Roads</b>                           | <b>(27,726.58)</b>    | <b>72,610.00</b>     | <b>0</b>             | <b>(75,369.09)</b>     | <b>(30,485.67)</b>   |
| <b>Department of Infrastructure &amp; Regional Dev</b>                         |                       |                      |                      |                        |                      |
| Roads in Recovery                                                              | 181,023.00            | 0                    | 0                    | (182,304.68)           | (1,281.68)           |
| <b>Total: Department of Infrastructure &amp; Regional Dev</b>                  | <b>181,023.00</b>     | <b>0</b>             | <b>0</b>             | <b>(182,304.68)</b>    | <b>(1,281.68)</b>    |
| <b>Department of State Development</b>                                         |                       |                      |                      |                        |                      |
| RTC Extension Design (MIPP2)                                                   | 0                     | 0                    | 0                    | 0                      | 0                    |
| <b>Total: Department of State Development</b>                                  | <b>0</b>              | <b>0</b>             | <b>0</b>             | <b>0</b>               | <b>0</b>             |
| <b>Department of Aboriginal and Torres Strait Islander Partnerships</b>        |                       |                      |                      |                        |                      |
| DFV Social Reinvestment                                                        | (10,000.00)           | 9,090.91             | 0                    | 0                      | (909.09)             |
| Service Enhancement                                                            | 27,000.00             | 135,000.00           | 0                    | 0                      | 162,000.00           |
| Yarrabah Seahawks (DATSIP)                                                     | 15,000.00             | 0                    | 0                    | (15,000.00)            | 0                    |
| Showcasing Yarrabah (DATSIP)                                                   | 26,036.00             | 2,500.00             | 0                    | 0                      | 28,536.00            |
| Emergency Relief Grant                                                         | 0                     | 10,000.00            | 0                    | (2,080.71)             | 7,919.29             |
| Yarrabah Leaders Forum                                                         | 42,272.00             | 0                    | 0                    | (42,271.91)            | 0.09                 |
| Social Reinvestment Project                                                    | 31,500.17             | 0                    | 0                    | 0                      | 31,500.17            |
| Community Safety Plan                                                          | 44,193.00             | 50,000.00            | 0                    | (25,000.00)            | 69,193.00            |
| <b>Total: Department of Aboriginal and Torres Strait Islander Partnerships</b> | <b>176,001.17</b>     | <b>206,590.91</b>    | <b>0</b>             | <b>(84,352.62)</b>     | <b>298,239.46</b>    |
| <b>FNQROC</b>                                                                  |                       |                      |                      |                        |                      |
| Transport Network Plan                                                         | 0                     | 0                    | 0                    | 0                      | 0                    |
| <b>Total: FNQROC</b>                                                           | <b>0</b>              | <b>0</b>             | <b>0</b>             | <b>0</b>               | <b>0</b>             |
| <b>RACQ Road Numbering</b>                                                     |                       |                      |                      |                        |                      |
| RACQ Road Numbering                                                            | 0                     | 0                    | 0                    | (12,420.00)            | (12,420.00)          |
| <b>Total: RACQ Road Numbering</b>                                              | <b>0</b>              | <b>0</b>             | <b>0</b>             | <b>(12,420.00)</b>     | <b>(12,420.00)</b>   |
| <b>Untied</b>                                                                  |                       |                      |                      |                        |                      |
| Untied                                                                         | 0                     | 0                    | 13,197,028.92        | (13,072,670.86)        | 124,358.06           |
| <b>Total: Untied</b>                                                           | <b>0</b>              | <b>0</b>             | <b>13,197,028.92</b> | <b>(13,072,670.86)</b> | <b>124,358.06</b>    |
| <b>Grand Total</b>                                                             | <b>3,378,884.07</b>   | <b>20,876,857.70</b> | <b>13,526,522.17</b> | <b>(27,719,282.34)</b> | <b>10,063,011.60</b> |
|                                                                                |                       |                      |                      | Negative Grants        | -3,163,394.88        |
|                                                                                |                       |                      |                      | Tied Grants            | 9,566,704.01         |

**7.3 POLICY REVIEW**

**File Number:** 03.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

Annual review of statutory and other policies.

**BACKGROUND**

There is a legislative requirement that statutory policies are reviewed on an annual basis and other policies in accordance with their relevant schedules.

To ensure compliances, the CEO and relevant Directors (responsible for areas relevant to their application) have reviewed policies and have provided opportunity for Councillors to provide input.

**COMMENT**

During the review process, policies have been found to be compliant and do not require further amendment.

**RISK**

- Policy compliance
- Regulatory compliance
- Communication
- Service standard

**CONSULTATION**

- YASC CEO.
- YASC Directors.
- Councillor review.

**ATTACHMENTS****1. Policy List****RECOMMENDATION**

That Council resolve to endorse the recommendation presented by the Chief Executive Officer to adopt all policies as listed in the attached schedule covering the following areas:

- Statutory and Governance
- Management
- Early Learning Centre

Council authorise the implementation action to be carried out by CEO and Directors.

## Yarrabah Aboriginal Shire Council

## Schedule of Policies - 18 June 2025

| Policy No. | POLICY NAME                                           | Area |
|------------|-------------------------------------------------------|------|
| D-POL 095  | Acceptance and Refusal of Authorisations Policy       | ELC  |
| D-POL 007  | Administration of Medication Policy                   | ELC  |
| D-POL 087  | Allegation Handling Policy                            | ELC  |
| D-POL 008  | Allergy Policy                                        | ELC  |
| D-POL 009  | Anaphylaxis and Asthma Management Policy              | ELC  |
| D-POL 078  | Arrivals and Departures Policy                        | ELC  |
| D-POL 010  | Bathing Policy                                        | ELC  |
| D-POL 046  | Caring for the Environment Policy                     | ELC  |
| D-POL 001  | Child Assessment Policy                               | ELC  |
| D-POL 079  | Child Collection Policy                               | ELC  |
| D-POL 002  | Child Development Policy                              | ELC  |
| D-POL 072  | Child Protection Policy                               | ELC  |
| D-POL 047  | Child Safe Environment Policy                         | ELC  |
| D-POL 025  | Child Safety (Immunisation) Policy                    | ELC  |
| D-POL 035  | Child Safety (Ratios) Policy                          | ELC  |
| D-POL 011  | Child Safety Policy                                   | ELC  |
| D-POL 012  | Children's Health & Safety Policy                     | ELC  |
| D-POL 073  | Children's Orientation Policy                         | ELC  |
| D-POL 013  | Choking Policy                                        | ELC  |
| D-POL 048  | Cleaning Policy                                       | ELC  |
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| D-POL 085 | Open Doors Policy                                            | ELC |
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| D-POL 005 | Programming, Planning, Implementing & Evaluation Policy      | ELC |
| D-POL 036 | Rest and Sleep Policy                                        | ELC |
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| Policy No. | POLICY NAME                                                        | Area      |
|------------|--------------------------------------------------------------------|-----------|
| S-POL004   | Advertising Spending Policy - s197 LGR                             | Statutory |
| S-POL013   | Best Practice standing orders                                      | Statutory |
| S-POL012   | Code of Conduct of Councillors                                     | Statutory |
| S-POL002   | Community Grants Policy - s195 LGR                                 | Statutory |
| S-POL007   | Debt policy - s192 LGR                                             | Statutory |
| S-POL003   | Entertainment and hospitality policy - s196 LGR                    | Statutory |
| S-POL014   | Fraud Policy                                                       | Statutory |
| S-POL001   | Guidelines - Acceptable Request Policy -s07A(7) LGA                | Statutory |
| S-POL019   | Guidelines - Administrative Support staff - s170AA LGA, s171A COBA | Statutory |
| S-POL011   | Investigation Policy - s150AE LGA                                  | Statutory |
| S-POL015   | Investment Policy - s191 LGR                                       | Statutory |
| S-POL010   | Meeting Procedures - ss150F-150G LGA                               | Statutory |
| S-POL033   | Naming of Community Infrastructure and Places                      | Statutory |
| S-POL009   | Procurement Policy - s198 LGR                                      | Statutory |
| S-POL006   | Reimbursement of Councillors Expenses Policy - s249-251 LGR        | Statutory |
| S-POL008   | Revenue Policy - s193 LGR                                          | Statutory |

| Policy No. | POLICY NAME                                           | Area       |
|------------|-------------------------------------------------------|------------|
| POL 08     | Anti-Discrimination Policy                            | Management |
| POL 02     | Attendance & Absenteeism Policy                       | Management |
| POL 29     | Body Worn Camera Policy                               | Management |
| POL 26     | CCTV Policy                                           | Management |
| POL 01     | Code of Conduct                                       | Management |
| POL 21     | Conflict of Interest Policy                           | Management |
| POL 16     | Disclosure of Personal Information Policy             | Management |
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| POL 12     | Health Information Policy                             | Management |
| POL 13     | Induction Policy                                      | Management |
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| POL 19     | Media Policy                                          | Management |
| POL 24     | Mobile Phone Policy                                   | Management |
| POL 04     | Non- Smoking Policy                                   | Management |
| POL 11     | Parental Leave Policy                                 | Management |



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| POL 05 | Performance and Misconduct Policy and Disciplinary Procedures | Management |
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| POL 23 | Personal Phone Calls at Work Policy                           | Management |
| POL 06 | Private Use of Vehicle Policy                                 | Management |
| POL 14 | Probationary Employment Policy                                | Management |
| POL 30 | Public Interest Disclosure Policy                             | Management |
| POL 15 | Recruitment Policy                                            | Management |
| POL 17 | Redundancy Policy                                             | Management |
| POL 22 | Vehicle & Plant Policy                                        | Management |
| POL 25 | Volunteers Policy                                             | Management |
| POL 28 | Workplace Health & Safety Policy                              | Management |

|          |                |                   |
|----------|----------------|-------------------|
| POL-HP34 | Housing Policy | Community Housing |
|----------|----------------|-------------------|

**7.4 NEW POLICY - EXPRESSION OF INTEREST FOR LEASES POLICY****File Number:** 04.MFD\_OM.20250618**Author:** Richard Wright, Chief Executive Officer**PURPOSE OF THE REPORT**

This report is to provide Council with the Trustee Expression Of Interest (EOI) Policy for Leases. The purpose of this policy is to provide Trustees for land within Yarrabah with a framework for:

- a. Considering Home Ownership Leases under the Aboriginal Land Act (1991);
- b. Consistency of decision making and good governance practices relating to the leasing of land;
- c. Ensuring compliance with statutory processes as well as cultural processes, when considering an expression of interest for the grant of a lease over Trustee land.

**BACKGROUND**

On 5 March 2025, a Councillor workshop was held to review the draft Trustee EOI Policy for Leases.

The ability to issue leases has been in place for just over 10 years. During that time, over 220 leases have been applied for (30yr and 99yr) and only 80 leases (36%) have been registered. There are many reasons for the low rates of lease registration and this policy aims to address some of these.

- 1984 Aboriginal community councils were established as the local government authorities for Aboriginal DOGIT land (Community Services (Aborigines) Act 1984)
- 2005 Aboriginal community councils began the transition to Aboriginal shire councils with their roles and responsibilities set out in the Local Government Act 2009
- 2008 Aboriginal Land Act 1991 amended to allow trustees of Aboriginal Deed of Grant in Trust (DOGIT) land to grant leases where the Minister provided consent to the grant
- 2009 Yarrabah Aboriginal Shire Council is established
- 2012 30-year Blockholder leases were established under an ILUA that expired in 2013
  - 69 lease applications
  - 26 leases (38%) registered (43 lease applications lapsed)
- 2013 99 Year home ownership lease process begins. To date 151 EOI applications have been made and approx. 54 leases (36%) have been granted
- 2015 First 99-year home ownership leases are issued
- 2015 Gunggandji-Mandingalbay Yidinji Peoples PBC Aboriginal Corporation
- 2015 The Aboriginal Land Act 1991 amended to simplify the leasing process and enable trustees to manage their land more effectively. Minister's approval no longer required
- 2016 Gunggandji PBC Aboriginal Corporation RNTBC
- 2020 "Leasing Aboriginal Deed of Grant in Trust land" manual for trustees developed

**POLICY/FUNDING CONSIDERATIONS**

Councillors as Trustees must satisfy their roles and responsibilities under the Land Act 1994, and effectively administer their leasing powers under the Aboriginal Land Act 1991 when considering the grant of a lease on Aboriginal land.

**RISK**

The principles of governance for the Trustee are not specified, and as such the policy provides a clear direction to Councillors as Trustee, applicants and officers about the approach to EOI applications. This policy aims to provide:

1. Transparent and effective processes, and decision making in the public interest
2. Sustainable development and management of land assets and infrastructure, and delivery of effective services
3. Democratic representation, social inclusion and appropriate community engagement
4. Good governance of, and by, Trustees
5. Ethical and legal behaviour of Trustees and their employees.

**CONSULTATION**

This policy has received input from both RILIPO and Department of Housing and workshopped with available Councillors.

**ATTACHMENTS**

1. **New Policy - Expression of Interest for Leases Policy**

**RECOMMENDATION**

1. That Council adopt the Expression of Interest for Leases Policy.

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# Expression of Interest Lease Policy

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TRUSTEE POLICY

Draft June 2025

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## 1. Purpose of the Trustee EOI Policy for Leases

The purpose of this policy is to provide Trustees for land within Yarrabah with a framework for:

- a. Considering Home Ownership Leases under the Aboriginal Land Act (1991);
- b. consistency of decision making and good governance practices relating to the leasing of land;
- c. ensuring compliance with statutory processes as well as cultural processes, when considering an expression of interest for the grant of a lease over Trustee land.

## 2. The Role of Council as the Trustee

Council as the Trustee for the Deed of Grant in Trust land (DOGIT) is authorised under the Land Act 1994 to make decisions and take actions related to land management and use.

Council as Trustee is authorised under the Aboriginal Land Act 1991 to decide on the grant of leases.

The Act states that:

- a. the aim of leasing Aboriginal land is to enable home ownership, encourage economic development, and facilitate the construction of essential community infrastructure;
- b. granting a lease means that a Trustee agrees to allow exclusive access to and use of a parcel of Aboriginal land by another party for an agreed purpose, length of time, rental price, lump sum payment, and other terms and conditions as appropriate.

Councillors as Trustees must satisfy their roles and responsibilities under the Land Act 1994, and effectively administer their leasing powers under the Aboriginal Land Act 1991 when considering the grant of a lease on Aboriginal land.

The principles of governance for the Trustee are not specified, however this policy aims to support:

1. transparent and effective processes, and decision making in the public interest
2. sustainable development and management of land assets and infrastructure, and delivery of effective services
3. democratic representation, social inclusion and appropriate community engagement
4. good governance of, and by, Trustees
5. ethical and legal behaviour of Trustees and their employees.

## 3. Types of Leases

Applications for a Lease under the *Aboriginal Land Act (1991)* can be made for:

- A home ownership lease of up to 99 years for land usually applied to land that is residential (i.e. in sewered areas)
- A home ownership lease of up to 99 years for land with a social house on it

- Other lease, usually applied to land that is rural residential (i.e. outside sewerage areas)
- A commercial lease of up to 99 years.

A commercial lease can also be issued under the Land Act.

*Note: home ownership for a social house, only applies to a house. Units, duplexes, triplexes are out of scope.*

## 4. Statutory issues when considering the grant of a lease

When considering an expression of interest for the grant of a lease over Trustee land, the Trustee is responsible for ensuring compliance with statutory processes before the lease can be granted, including the requirements of the:

- Land Act 1994;
- Aboriginal Land Act 1991;
- Native Title Act 1993 (Cth);
- Planning Act 2016, including the Regional Plan and Planning Scheme;
- Local Government Act 2009 (where Council is Trustee); and
- Other Acts such as the Vegetation Management Act 1999 and Wet Tropics World Heritage Protection and Management Act 1993 may also apply.

## 5. Planning Scheme and Master Plans

The planning scheme applies to all land in Yarrabah, regardless of Tenure.

The planning scheme identifies land that is suitable for development for residential, commercial, rural residential and other forms of development, having regard to community expectations, environmental outcomes, hazards such as landside, flood and bushfire and connection to services and future servicing of land.

Master Planning of land that has not been subdivided as well as existing larger lots will be undertaken to ensure:

- Leases will be respectful to the land and the people who will live there
- the timely and cost effective delivery of services including water, sewerage and road networks
- the land is well utilised and achieves an optimal yield of new lots while retaining a quality environment for all residents
- cultural heritage and environmental values are appropriately included.

## 6. Register of Leases

The Trustee will maintain a register of existing leases and other interests in land, including areas where an application has been made or a lease granted under the Aboriginal Land Act or any other relevant legislation i.e. perpetual leases, Blockholder leases etc.

## 7. Raise awareness of the EOI and Leasing Process

The Trustee will take a proactive approach to informing the community of the leasing process and opportunities that are available.

## 8. Pre-Lodgement Meeting

Applicants are encouraged to meet with Council's CEO or Planner prior to submitting an EOI. The prelodgement process can be used to identify the land, discuss the history of the site and the information required to be submitted with the EOI application, confirm the Lot and Plan number of the land and provide a site plan.

## 9. Information to be Included with an EOI Application to Lease

The EOI should be accompanied by as much information as possible to support the application. Such material may include:

- Confirmation that all names on the lease are over the age of 18 (*Property Law Act (1974)*)
- Proof of ability to afford the purchase price of the lease, within 2 years of the EOI being approved. The Trustee may establish a payment plan to ensure payment within this timeframe
- Proof of ability to construct a dwelling (for residential leases) or appropriate building (for other or commercial leases) within 8 years of the lease being signed
- Proposed plans for the house or building to be constructed
- Letters of support from family, for the lease to be issued to the people included on the lease
- Letter from ICAN or IBA or Bank confirming financial capacity
- Demonstrate financial management (e.g. a course through Wugu or have a preapproved loan)
- A site plan of the property



- Any historical information relating to the site. This material may be oral, written, photographic.

## 10. EOI Assessment

An assessment report and recommendation will be prepared for each EOI application. The report will address all relevant matters and may include:

- a. Town planning and land use constraints, e.g. water and sewerage connections, drainage, bushfire, flood, landslide, road access
- b. Any planning approvals required
- c. Existing interests (registered and unregistered) in the land
- d. Any existing structures on the land

### 1. Maximum lot size

The following lot sizes are required to account for matters such as sewer or onsite effluent disposal, amenity, housing waiting lists and the need to use the limited resource of land wisely:

- In sewered areas the lot sizes will be between 600m<sup>2</sup> to 1,000m<sup>2</sup>.
- In non-sewered areas the lot size is 4,000m<sup>2</sup>, to ensure that there is land available for other leases.

Council will assist with a subdivision to ensure that lots achieve the lot size.

### 2. Number of houses per lot

Typically, one house is expected to be built on one lot, where more than one house is expected to be built on land, it is preferable that a subdivision (Reconfiguring a lot) is undertaken to create individual lots rather than building multiple houses (and effluent disposal systems) on the same lot.

### 3. Overlaps or conflicts with existing registered or known interests in the land

Where a registered or an unregistered interest exists over the area for which the EOI has been submitted a lease will not be issued until the conflict is resolved. The resolution of the conflict may be undertaken through a variety of approaches including:

- Family resolution
- Trustee assisted resolution
- Public notification and call for submissions
- Mediation and assistance through an external organisation (e.g. Court house)
- Known but unregistered interests in land also need to be identified, particularly unresolved applications for leases under any legislation. Trustees must identify whether

an EOI lodged for a lease under the Aboriginal Land Act 1991 conflicts with any known unresolved applications or leases i.e. perpetual leases, Blockholder leases etc.

#### 4. Advertising EOIs

Advertise on the Trustee's webpage and social media for 20 days giving people the opportunity to provide written representation. A hard copy be displayed at Council offices.

## 11. Decision and General Conditions

The Trustee will take, feedback from public notification, the assessment report and recommendation into consideration and decide:

- to approve the lease subject to conditions, or
- refuse the lease and provide grounds for the decision, or
- take further action such as public notification, master planning or mediation.

In deciding and EOI application, relevant conditions may be applied to address the following:

#### 1. Length of Lease

In accordance with the *Aboriginal Land Act (1991)*, s120 (1) the Trustee may grant a lease over all or a part of the land for not more than 99 years.

In accordance with the *Aboriginal Land Act (1991)*, s120 (2) the Trustee may grant a home ownership lease over all or a part of the land for not more than 99 years to any of the following

- (a) an Aboriginal person;
- (b) a person who is not an Aboriginal person if—
  - (i) the person is the spouse or former spouse of—
    - (A) a person mentioned in paragraph (a); or
    - (B) a person mentioned in paragraph (a) who is deceased.

A lease under s120 (1) may include an option to renew the lease, a home ownership lease under s120 (2) cannot include an option to renew but the lessee can submit an application to renew the lease prior to expiry. The term of the renewed lease must not be more than the initial term of the lease.

#### 2. Transfer of Lease

The lease must not be transferred without the lessor's prior written consent.

An interest under the lease, other than a mortgage of the lease, must not be created without the lessor's prior written consent.

A lease must not be transferred to a person who, under the *Aboriginal Land Act (1991)*, would not be entitled to a grant of the lease. Noting that a lease issued under s120 (1) does not include any restrictions on who the lease can be transferred or sub-leased to.

### 3. Tenure

The Trustee will grant Joint Tenant leases in most circumstances.

The form of tenure has implications for how land is owned, over the 99 years of the lease.

Joint Tenant ensures that the land can be used for the intended purpose (e.g. residential or commercial), and provides the least complicated outcomes for obtaining loans, grants, and minimises the possibility of land being 'sterilised' due to uncertainty of ownership and inability to obtain finance for example when a leaseholder:

- a. applies for a loan to build on the land, it is difficult to obtain a loan if the person is not the owner of the land. If there are multiple landowners, this can be difficult to resolve.
- b. passes away and their share of the land is either automatically transferred to the other tenants (where they are *Joint Tenants*), or becomes an asset that forms part of the deceased estate, which results in a piece of land progressively being divided up over the term of the 99 year lease without allowing any tangible building due:
  - to the increasing number of leaseholders
  - the decreasing area of land proportionally available to the leaseholders
  - inability to obtain a loan due to lending policy requiring a person to own the land.
- c. If a lease is held as *Joint Tenants* and one lessee passes away, there is a Queensland Titles process to remove the deceased lessees name from the lease ((Form 4 Request To Record a Death). Where land is held as *Tenants in Common*, beneficiaries must be legally identified, this can be achieved through the Public Trustee or a lawyer, prior to any land transactions being possible.

### 4. Wills and Deceased Estates

Parties are required to have a will as part of the lease process and evidence of the Will shall be provided prior to finalising lease documents.

### 5. Capacity to Pay

The purpose of issuing a lease is to allow for home ownership or economic development. It is intended that a lessee will build on the land within 8 years. Applicants are required to demonstrate a capacity to:

- a. Pay the land sale price;
- b. Build on the land;
- c. Pay ongoing lease fees to the Trustee;
- d. Pay insurance.

## 12. Other Matters

### 1. Names on Lease and Change of names

The names on the EOI Application and any Lease must be an adult e.g. over 18, consistent with the requirements of the *Property Law Act (1974)*.

Everyone whose name is on the EOI Application should (but does not have to) sign the Application form.

To change the names on the EOI Application, everyone should (but does not have to) sign to confirm the change.

### 2. Mediation

Where there is known, or unregistered interests and agreement cannot be reached mediation will be undertaken through an external organisation.

### 3. Commercial Leases

The Trustee will consider if a commercial lease will be issued under either:

- a. Aboriginal Land Act i.e. for a 99 year lease with up to one renewal period
- b. Land Act i.e. for a shorter period of time, with the option of no renewal period or multiple renewal periods e.g. a 5 year lease with up to 3 renewal periods.

Where the lease is for an organisation, the applicant must be an incorporated entity for the consideration of a Commercial Lease. Commercial leases can be issued to individuals in other circumstances.

### 4. Public Notification of EOIs – for Council

The requirement to advertise an EOI is informed by the ILUA. The Trustee can decide to inform the community of EOIs that have been lodged.

All new EOIs will be notified on the Council's website for a minimum of 20 business days. The website will invite comment on the EOI, and any submissions received (for or against the proposal) will form part of the information considered by the Trustee when determining the EOI. When the decision is made, a letter will be sent by the Trustee to any submitters and the applicant and to relevant government departments and the relevant PBC advising of the outcome.

## Document Control

|                      |      |                |               |
|----------------------|------|----------------|---------------|
| Adoption Date:       | 2025 | Resolution No: | Version No: 1 |
| Next Review Date:    |      |                |               |
| Responsible Officer: |      |                |               |

**7.5 ENDORSEMENT OF YARRABAH LDMP 2025**

**File Number:** 05.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To seek Council approval of the amended Yarrabah Local Disaster Management Plan 2025

**BACKGROUND**

Section 59 of *The Disaster Management Act 2003* requires the Yarrabah Local Disaster Management Plan to be reviewed annually and submitted to the LDMG Members for acceptance or amendment prior to being approved by Council.

As a result, Chair and Deputy Chair of the Yarrabah LDMG, in company with the Emergency Management Coordinator (QPOL) and the Local Disaster Coordinator (YASC CEO) conducted the annual review. Amendments were made to reflect current positional and organisational changes as well as updating community statistics and resources.

As a result, the plan is now presented to Council for formal approval, following which it will be signed by the Deputy Mayor (as Chair of the Yarrabah LDMG) and CEO (as Local Disaster Coordinator) and posted on Council's website.

**ADDITIONAL CONSIDERATIONS**

Legislative compliance to The Disaster Management Act 2003.

**ATTACHMENTS****1. Draft - Yarrabah Local Disaster Management Plan 2025****RECOMMENDATION**

That Council resolve to endorse the Yarrabah Local Disaster Management Plan 2025

1. Authorise the Deputy Mayor (as Chair of the Yarrabah LDMG) and CEO (as Local Disaster Coordinator) to sign the plan.
2. CEO to have the endorsed plan posted on Council's website.

# **Yarrabah Aboriginal Shire**



**2025**

## **Local Disaster Management Plan**

**Prepared under the provisions of the Disaster Management Act 2003, ss. 57 & 58**

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Yarrabah Local Disaster Management Plan

## Foreword

This document has been developed and approved by the Yarrabah Local Disaster Management Group at its meeting on the 21 August 2017. This plan describes the arrangements required under the Disaster Management Act 2003, outlining the disaster management system and specifying agreed roles and responsibilities. It also describes how the disaster management system works during an event.

The focus of the document is on using an 'all-hazards' functional approach, minimising impacts on disaster-affected communities, by ensuring a coordinated effort by all levels of government and non-government entities with responsibilities or capabilities in comprehensive disaster management.

This is a dynamic, risk-based document that will be kept up to date to match changes in legislation, or in the community's risk profile, and to reflect learnings from disaster events here and elsewhere.

As a community we are unable to prevent a disaster from happening, however, we are able to minimise the adverse effects a disaster has on a community (both economically and socially) through comprehensive planning and preparation and managing effective response and recovery.

Chairperson

Yarrabah Local Disaster Management Group

Dated: \_\_\_\_ / \_\_\_\_ / 2025



Yarrabah Aboriginal Shire Council acknowledges the assistance of the Queensland and Australian Governments in the facilitation of this project through funding from the Community Development and Recovery Package, Natural Disaster Relief and Recovery Arrangements



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Yarrabah Local Disaster Management Plan

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## Endorsement

The preparation of this Local Disaster Management Plan has been undertaken in accordance with the Disaster Management Act 2003 (the Act), to provide for effective disaster management in the local government area.

The plan is endorsed for distribution by the Yarrabah Aboriginal Shire Council.

Chief Executive Officer

Yarrabah Aboriginal Shire Council

Dated: \_\_\_\_ / \_\_\_\_ / 2025

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Yarrabah Local Disaster Management Plan

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## Administration and Governance

### Document Control

The Local Disaster Management Plan is a controlled document. The controller of the document is the Yarrabah Aboriginal Shire Council Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator  
Chief Executive Officer  
C/- Post Office,  
Yarrabah,  
Qld. 4871.

The LDC may approve inconsequential amendments to this document. Any changes to the intent of the document must be approved and endorsed by the local government.

A copy of each amendment is to be forwarded to those identified in the distribution list. On receipt, the amendment is to be inserted into the document and the Amendment Register updated and signed.

### Amendment Register

| Amendment History                     |                   |                                  |
|---------------------------------------|-------------------|----------------------------------|
| No / Ref                              | Issue Date        | Inserted by                      |
| Counter Disaster Plan                 | December 1996     | Nil Recorded                     |
| Counter Disaster Plan                 | May 2000          | Nil Recorded                     |
| Disaster Management Plan 2009         | Nil Recorded      | Nil Recorded                     |
| 2011 V. 1                             | July 2011         | EMQ                              |
| Amendment of demographics information | September 2011    | CEO                              |
| Final edit of draft                   | September 2011    | LDMG                             |
| Complete Review and Redevelopment     | 26 June 2013      | RCM Disaster Management Services |
| Version 1 - 2013                      |                   | CEO / LDC                        |
| Version 2.0                           | 13 April 2016     | CEO LDC                          |
| Version 2.1                           | 21 August 2017    | CEO LDC                          |
| Version 2.2                           | 31 May 2018       | CEO LDC                          |
| Version 3.0                           | 05 August 2019    | CEO/LDC                          |
| Version 3.1                           | 19 September 2020 | CEO/LDC                          |
| Version 3.2                           | 30 April 2021     | CEO/LDC                          |
| Version 3.3                           | 28 July 2022      | CEO/LDC                          |
| Version 3.4                           | 24 July 2024      | CEO/LDC                          |
| Version 3.5                           | / /2025           | CEO/LDC                          |

### Distribution

This plan is distributed in accordance with the distribution list at Annexure A.

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**Definitions**

|                               |                                                                                                                                                                                                                                                                                                                                                                                  |
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| Advisor                       | A person invited to participate in the business of a disaster management group in an advisory capacity on an as-required basis.                                                                                                                                                                                                                                                  |
| Alert                         | A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.                                                                                                                                                   |
| Chair                         | The person appointed by the local government as the Chair of the Local Disaster Management Group.                                                                                                                                                                                                                                                                                |
| Community                     | A group of people with a commonality of association and generally defined by location, shared experience, or function.                                                                                                                                                                                                                                                           |
| Community Resilience          | The adaptive capacity of its members to respond to and influence the consequences of disasters to continue an acceptable level in functioning and structure<br><br>(Adapted from the United Nations International Strategy for Disaster Reduction; 2002; and The Community Resilience Manual, Canada, 2000)                                                                      |
| Coordination                  | The bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition and application of resources (people, material, equipment, etc) in accordance with priorities set by disaster management groups. Coordination operations horizontally across organisations and agencies. |
| Coordination centre           | A facility established at State, district or local level as a centre of communication and coordination during times of disaster operations.                                                                                                                                                                                                                                      |
| Deputy Chair                  | The person appointed by the local government as the Deputy Chair of the Local Disaster Management Group.                                                                                                                                                                                                                                                                         |
| Disaster                      | A serious disruption in a community, caused by the impact of an event that requires a significant coordinated response by the State and other entities to help the community to recover from the disruption<br><br>(Disaster Management Act 2003).                                                                                                                               |
| Disaster district             | Part of the state prescribed under a regulation as a disaster district.                                                                                                                                                                                                                                                                                                          |
| Disaster management           | Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering a disaster<br><br>(Disaster Management Act 2003)                                                                                                                                             |
| Disaster management functions | The services essential to managing the impacts and consequences of an event.                                                                                                                                                                                                                                                                                                     |
| Disaster mitigation           | The taking of preventative measures to reduce the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event<br><br>(Disaster Management Act 2003)                                                                                                                                                                                             |
| Disaster operations           | Activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of an event<br><br>(Disaster Management Act 2003)                                                                       |

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|                                    |                                                                                                                                                                                                                                                                                                                            |
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| Disaster preparedness              | The taking of preparatory measures to ensure that, if an event occurs, communities, resources and services are able to cope with the effects of the event<br>(Disaster Management Act 2003)                                                                                                                                |
| Disaster research                  | May be broadly understood as a systematic inquiry, before and after a disaster, into a relevant disaster management problem<br>(COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)                                                                                        |
| Disaster response                  | The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support<br>(Disaster Management Act 2003) |
| Disaster response capability       | The ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area<br>(Disaster Management Act 2003)                             |
| Disaster response operations       | The phase of disaster operations that relates to responding to a disaster<br>(Disaster Management Act 2003)                                                                                                                                                                                                                |
| Disaster recovery                  | The taking of appropriate measures to recovery from an event, including action taken to support disaster affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment<br>(Disaster Management Act 2003)     |
| Disaster recovery operations       | The phase of disaster operations that relates to recovering from a disaster<br>(Disaster Management Act 2003)                                                                                                                                                                                                              |
| Disaster relief                    | The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency<br>(COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)                                                                                            |
| Disaster risk assessment           | The process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria<br>(COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002).                                      |
| District Disaster Coordinator      | A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster operations in the disaster district for the District Disaster Management Group.                                                                                                                              |
| District Disaster Management Group | The group established under the Disaster Management Act 2003 to provide coordinated State government support and resources to Local Disaster Management Groups.                                                                                                                                                            |
| District Disaster Management Plan  | A plan prepared under the Disaster Management Act 2003 that documents planning and resource management to counter the effects of a disaster within the disaster district.                                                                                                                                                  |

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|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Event                           | <p>Any of the following:</p> <ul style="list-style-type: none"> <li>(a) A cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening;</li> <li>(b) An explosion or fire, a chemical, fuel or oil spill, or a gas leak;</li> <li>(c) An infestation, plague or epidemic;</li> <li>(d) A failure of, or disruption to, an essential service or infrastructure;</li> <li>(e) An attack against the State;</li> <li>(f) Another event similar to an event mentioned in paragraphs (a) - (e).</li> </ul> <p>An event may be natural or caused by human acts or omissions</p> <p><small>(Disaster Management Act 2003)</small></p> |
| Executive Officer DDMG          | A person appointed to the position of Executive Officer to the District Disaster Management Group by the Commissioner, Qld Police Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Executive Team                  | The Chair, Deputy Chair and Local Disaster Coordinator of a local group                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Functional Lead Agency          | <p>An agency allocated responsibility to prepare for and provide a disaster management function and lead organisations that provide support roles.</p> <p><small>Local Disaster Management Interim Guidelines – Final Draft August 2011</small></p>                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Guidelines                      | <p>Guidelines are developed under s63 of the Disaster Management Act 2003 to inform the SDMG, DDMGs and local governments about the preparation of disaster management plans, matters to be included in disaster management plans and other appropriate matters about the operation of a DDMG or LDMG.</p>                                                                                                                                                                                                                                                                                                                                                                      |
| Hazard                          | <p>A source of potential harm, or a situation with a potential to cause loss</p> <p><small>(Emergency Management Australia, 2004)</small></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Lean forward                    | <p>An operational state prior to 'stand up' characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on standby; prepared but not activated.</p>                                                                                                                                                                                                                                                                                                                                                                                                  |
| Local Disaster Coordinator      | A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster operations for the Local Disaster Management Group.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Local Disaster Management Group | The group established under the Disaster Management Act 2003 to manage disaster planning and operations on behalf of the local government.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Local Disaster Management Plan  | A plan that documents arrangements to manage disaster planning and operations within the local government area of responsibility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Post-disaster assessment        | <p>Addresses performance during and the risks revealed by a disaster event in order to improve future development of mitigation measures. Post-disaster assessment forms part of continuous improvement of the whole system</p> <p><small>(Adapted from COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)</small></p>                                                                                                                                                                                                                                                                                                         |
| Primary Agency                  | An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Queensland Disaster Management Arrangements | Whole-of-government arrangements to ensure the collaborative and effective coordination of planning, services, information and resources for comprehensive disaster management                                                                                                                                                                                                                                                                            |
| Recovery                                    | The taking of preventative measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment<br>(Disaster Management Act 2003)                                                                                                                                    |
| Relief                                      | The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency.<br>(EMA: Australian Emergency Management Glossary)                                                                                                                                                                                                                                                                               |
| Residual risk                               | The risk remaining after risk treatment. Residual risk can contain unidentified risk. Residual risk can also be known as 'retained risk'<br>(AS/NZS ISO 31000:2009 Risk Management – Principles and guidelines)                                                                                                                                                                                                                                           |
| Risk                                        | The effect of uncertainty on objectives<br>(ISO Guide 73:2009 Risk management – Vocabulary)                                                                                                                                                                                                                                                                                                                                                               |
| Risk identification                         | The process of finding, recognising and describing risks<br>(ISO Guide 73:2009 Risk management – Vocabulary)                                                                                                                                                                                                                                                                                                                                              |
| Risk management                             | The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk<br>(Australian Emergency Management Glossary)                                                                                                                                                                                                                                                |
| Risk management process                     | The systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk<br>(ISO Guide 73:2009 Risk management – Vocabulary)                                                                                                                                                                 |
| Risk reduction                              | Risk treatments that deal with negative consequences<br>(ISO Guide 73:2009 Risk management – Vocabulary)                                                                                                                                                                                                                                                                                                                                                  |
| Risk register                               | A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.                                                                                                                                                                                                                                                                                                                  |
| Risk treatment                              | A process to modify risk. Risk treatment can involve avoiding the risk by deciding not to start or continue with the activity that gives rise to the risk; taking or increasing the risk in order to pursue an opportunity; removing the risk source; changing the likelihood; changing the consequences; sharing the risk with another party or parties; and retaining the risk by informed decision<br>(ISO Guide 73:2009 Risk management – Vocabulary) |
| Serious disruption                          | Serious disruption means:<br>a. loss of human life, or illness or injury to humans;<br>b. widespread or severe property loss or damage; or<br>c. widespread or severe damage to the environment<br>(Disaster Management Act 2003)                                                                                                                                                                                                                         |
| Stand down                                  | Transition from responding to an event back to normal core business and/or recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.                                                                                                                                                                                                                                                             |

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|                                |                                                                                                                                                                                             |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Stand up                       | The operational state following 'lean forward' whereby resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated. |
| State Disaster Coordinator     | A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster response operations for the State Disaster Management Group.                  |
| State Disaster Management Plan | A planning tool for disaster managers which provides an overview of Queensland's disaster management arrangements, including agency roles and responsibilities.                             |
| State Recovery Coordinator     | A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster recovery operations for the State Disaster Management Group.                  |
| Vulnerability                  | The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact                              |

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### Acronyms & Abbreviations

|        |                                                            |
|--------|------------------------------------------------------------|
| BoM    | Bureau of Meteorology                                      |
| DCS    | Department of Community Safety                             |
| DDC    | District Disaster Coordinator                              |
| DDCC   | District Disaster Coordination Centre                      |
| DDMG   | District Disaster Management Group                         |
| DM     | Disaster Management                                        |
| HazMat | Hazardous materials (in the context of emergency response) |
| YASC   | Yarrabah Aboriginal Shire Council                          |
| LDC    | Local Disaster Coordinator                                 |
| LDCC   | Local Disaster Coordination Centre                         |
| LDMG   | Local Disaster Management Group                            |
| LDMP   | Local Disaster Management Plan                             |
| LRC    | Local Recovery Coordinator                                 |
| LRG    | Local Recovery Group                                       |
| DRFA   | Disaster Recovery Funding Arrangements                     |
| PPRR   | Prevention, preparedness, response and recovery            |
| QAS    | Queensland Ambulance Service                               |
| QDMA   | Queensland Disaster Management Arrangements                |
| QDMC   | Queensland Disaster Management Committee                   |
| SDCC   | State Disaster Coordination Centre                         |
| QFD    | Queensland Fire Department                                 |

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|        |                               |
|--------|-------------------------------|
| SES    | State Emergency Service       |
| RFSQ   | Rural Fire Service Queensland |
| QPS    | Queensland Police Service     |
| SITREP | Situation report              |

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### The Disaster Management Structure in Queensland

The Disaster Management Act 2003 (the Act) provides the legislative basis for the Queensland Disaster Management Arrangements (QDMA) including:

- Establishment of disaster management groups for the State, Districts and local government areas;
- Detailing planning requirements at each level;
- Maintaining the role and operations of the State Emergency Service (SES) and establishment of Emergency Service Units; and
- The conferring of powers on selected individuals and groups.

Queensland's whole-of-government disaster management arrangements are based upon partnerships between government, government owned corporations, non-government organisations, commerce and industry sectors, and the local community. These arrangements recognise each level of the QDMA must work collaboratively to ensure the effective coordination of planning, services, information and resources necessary for comprehensive disaster management. The QDMA is based on a four-tiered system, incorporating the three levels of government (Australian, State and Local), with an additional State government tier known as disaster districts.



The principal structures comprising the Queensland Disaster Management Arrangements are:

- Local, District and State disaster management groups, responsible for the planning, organisation, coordination and implementation of all measures to mitigate, prevent, prepare for, respond to and recover from disasters.
- Local, district and State coordination centres to support disaster management groups in coordinating information, resources and services necessary for disaster operations.
- State government functional lead agencies through which the disaster management functions and responsibilities of the State are managed and coordinated.

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Yarrabah Local Disaster Management Plan

- State government hazard-specific primary agencies responsible for the preparation of plans for, and management of, specific hazards.

### Authority to Plan

This Plan has been developed by the Yarrabah Local Disaster Management Group, appointed by and on behalf of the Yarrabah Aboriginal Shire Council.

This plan details the arrangements within the Yarrabah Aboriginal Shire Council to plan and coordinate capability in disaster management and disaster operations.

This Plan has been prepared under the provisions of s. 57 of the Act, which states:

" .....

*(1) A local government must prepare a plan (a local disaster management plan) for disaster management in the local government's area.*

*(2) The plan must include provision for the following—*

*(a) the State group's strategic policy framework for disaster management for the State, and the local government's policies for disaster management;*

*(b) the roles and responsibilities of entities involved in disaster operations and disaster management in the area;*

*(c) the coordination of disaster operations and activities relating to disaster management performed by the entities mentioned in paragraph (b);*

*(d) events that are likely to happen in the area;*

*(e) strategies and priorities for disaster management for the area;*

*(f) the matters stated in the disaster management guidelines as matters to be included in the plan;*

*(g) other matters about disaster management in the area the local government considers appropriate."*

### Purpose of the Plan

The purpose of the Yarrabah Local Disaster Management Plan is to:

- Ensure the safety and sustainability of the local community
- Reduce or eliminate risk to the community and community infrastructure
- Inform disaster management responses at the District and State levels
- Be consistent with best practice disaster management issues
- Promote effective liaison between the Council and other agencies involved in disaster management
- Ensure compliance with the Disaster Management Act 2003.

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NB It is important that all agencies understand that there are major differences between 'Incident Management' and 'Disaster Management'.

- **Incidents** can be managed via the emergency services or other agencies, employing resources normally available to them. This includes traffic accidents, missing persons, etc. Incidents do not usually cause major community disruption.
- **Disasters** require a coordinated multi-agency, multi-jurisdictional response, and usually result in some sort of community dislocation or severe disruption.

**Incident Management**

- Single site response
- Minor off-site co-ordination
- Single agency responsibility
- Resources available
- Support available
- Support agencies practiced
- Day to day business
- Core function
- Short term effects

**Disaster Management**

- Multi-site response
- Major off-site co-ordination
- Multi agency responsibility
- Multi-faceted problems
- External resources required
- External support required
- Government Dept involvement
- Community affected
- Long term effects

This document does not address Incident Management.

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Yarrabah Local Disaster Management Plan

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## Objective

The objective of the Local Disaster Management Plan is to facilitate the implementation of effective and efficient disaster management strategies and arrangements including:

- The development, review and assessment of effective disaster management for the local government area, including arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster
- Compliance with the QLD Disaster Management Committee (QDMC) Strategic Policy Framework; the State Disaster Management Plan; the Local Disaster Management Guidelines, and any other Guidelines relevant to local level disaster management and disaster operations;
- The development, implementation and monitoring of priorities for disaster management for the local government area.

## Strategic Policy Framework

Disaster management and disaster operations in Yarrabah are consistent with the Disaster Management Strategic Policy Framework. This is achieved by:

- ensuring a comprehensive, all hazards, all agencies approach by achieving the right balance of prevention, preparedness, response and recovery
- supporting the mainstreaming of disaster preparedness and mitigation into relevant areas of activity of government, non-government, small business and corporations
- aligning disaster risk reduction, disaster mitigation, disaster resilience and climate change adaptation policy and actions with international and national reforms
- promoting a transparent, systematic and consistent approach to disaster risk assessment and management, based on the Australian/New Zealand Standard AS/NZS ISO 31000:2009 Risk management – Principles and guidelines
- recognising the commitment of stakeholders and the need for collaboration across all levels of government, community, industry, commerce, government owned corporations, private and volunteer organisations, and local communities in all aspects of disaster management
- emphasising building and maintaining sincere relationships, trust, teamwork, consultative decision-making and shared responsibilities among stakeholders promoting community resilience and economic sustainability through disaster risk reduction.

## Scope

This plan details the arrangements necessary to undertake disaster management of community-controlled lands within Yarrabah Aboriginal Shire.

## Disaster Management Priorities

Disaster management priorities for the Yarrabah Aboriginal Shire Council will ensure compliance with the disaster management legislation and will provide a sound legal grounding for disaster management within Yarrabah.

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The Yarrabah Aboriginal Shire Council Local Disaster Management Plan addresses disaster management priorities in the following terms:

**Our Mission**

*We will engage the community and stakeholders to develop plans to build a safe, healthy and vibrant community.*

The Local Disaster Management Plan also identifies a number of issues which are addressed as a part of the hazard and risk assessment process undertaken in concert with the development and maintenance of this Local Disaster Management Plan. Such issues include governance, collaboration, health, the environment, economic and infrastructure development, etc., all of which can impact on the resilience of the community.

Each of these areas have been identified as priorities for the general business of Council, but are also priorities for Council's broader disaster management efforts, and will be documented as a part of this Local Disaster Management Plan.

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## Review and Renew Plan

S. 59 of the Act allows Council to review or renew the plan as appropriate but requires that the Plan be assessed for effectiveness on an annual basis.

### Review of Local Disaster Management Plan

The Local Disaster Management Plan should be reviewed by a working group from the Local Disaster Management Group as follows:

|          |                                                                                           |
|----------|-------------------------------------------------------------------------------------------|
| Annually | Working group reviews and amends (as required) the main plan                              |
| Annually | Draft plan submitted to full Local Disaster Management Group for acceptance or amendment  |
| Annually | Reviewed plan submitted to Council for approval as required                               |
| November | Update plan submitted (as required) to District Disaster Management Group for endorsement |

### Review of Risk Treatment Strategies

The risk treatment strategies should be reviewed on a regular basis, preferably prior to the annual budgetary determinations by Council in relation to its annual Operation Plan.

### Review of Operational and Recovery Sub Plans

The Disaster Management Operational and Recovery Sub-Plans should be reviewed by LDMG working groups as follows:

|          |                                                                                                           |
|----------|-----------------------------------------------------------------------------------------------------------|
| Annually | Working groups review and amend (as required) the supporting plans                                        |
| Annually | Draft amended plans submitted to full Local Disaster Management Group for acceptance or further amendment |

N.B. If at any time during the year, it becomes apparent that an urgent amendment to or review of the planning documentation is required for operational effectiveness, then such review or amendment must be implemented expeditiously.

The Plan should also be reviewed as a result of any changes in legislation, guidelines or policy, and as a result of any changes recommended subsequent to the annual District Assessment.

The master contact list for all organisations/persons involved in the Council's disaster management arrangements should be updated at each LDMG meeting and will be held by the Local Disaster Coordinator.

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Yarrabah Local Disaster Management Plan

## Local Disaster Management Group

### Establishment

The Yarrabah Local Disaster Management Group is established in accordance with s. 29 of the Act.

### Membership

Yarrabah Aboriginal Shire Council has appointed the following Executive and Core Members of the Local Disaster Management Group, in accordance with sections 33 & 34 of the Act

| LDMG Executive Membership         |                                                                   |
|-----------------------------------|-------------------------------------------------------------------|
| Yarrabah Aboriginal Shire Council | Chair, LDMG – Deputy Mayor                                        |
| Yarrabah Aboriginal Shire Council | Deputy Chair, LDMG – Councillor                                   |
| Yarrabah Aboriginal Shire Council | Local Disaster Coordinator - CEO                                  |
| Yarrabah Aboriginal Shire Council | Deputy Local Disaster Coordinator – Director People & Communities |
| Yarrabah Aboriginal Shire Council | LDMG Secretariat – Executive Assistant to CEO & Mayor             |

*(It is the view of Council that the LDC appointee has the necessary experience or expertise to perform the function. The appointee has the authority and necessary delegations within Council to perform the role effectively.)*

| LDMG Membership                                                                                    |                                  |
|----------------------------------------------------------------------------------------------------|----------------------------------|
| Yarrabah Aboriginal Shire Council                                                                  | Director - Building Services     |
| Yarrabah Aboriginal Shire Council                                                                  | Director - Infrastructure        |
| Yarrabah Aboriginal Shire Council                                                                  | Environmental Health Officer     |
| SES (State Emergency Service)                                                                      | Local Controller                 |
| QFD (Queensland Fire Department)                                                                   | First Officer - Yarrabah         |
| QPS (Queensland Police Service)                                                                    | Officer in Charge                |
| QAS (Queensland Ambulance Service)                                                                 | Officer in Charge                |
| QPS (Queensland Police Service)                                                                    | Emergency Management Coordinator |
| Queensland Health                                                                                  | Representative                   |
| Gurriny Yealamucka Health Service                                                                  | Clinical Manager                 |
| LDMG Advisors                                                                                      |                                  |
| Yarrabah State School - Principal                                                                  |                                  |
| DSDSATSIP                                                                                          |                                  |
| Mutkin Aged Care Facility                                                                          |                                  |
| GMYPPBC (Gunggandji-Mandingalbay Yidinji Peoples Prescribed Body Corporate Aboriginal Corporation) |                                  |
| GPBCC (Gunggandji Prescribed Body Corporate Corporation)                                           |                                  |
| Gindaja Treatment and Healing Indigenous Corporation                                               |                                  |
| Wugu Nymbul Employment Services                                                                    |                                  |

It is the view of Council and their respective parent agencies that members of the LDMG have the necessary experience or expertise to perform the function and have the authority and necessary delegations within their organisations to perform the role effectively. Deputies (as required) will be appointed by signed notice with approval of the Chair of the LDMG. The LDMG will advise Emergency Management annually the membership of the LDMG.

Personal contact details for LDMG members are retained separately, in compliance with privacy requirements.

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### Terms of Reference

**Aim:** To outline the extent of Council's responsibility for and commitment to managing disaster events in the local government area.

The Yarrabah Local Disaster Management Group has the following functions for its area:

[Disaster Management Act s.30(1)]

- To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- To develop effective disaster management, and regularly review and assess the disaster management;
- To help the local government for its area to prepare a local disaster management plan;
- To identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area;
- To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- To manage disaster operations in the area under policies and procedures decided by the State group;
- To provide reports and make recommendations to the relevant district group about matters relating to disaster operations;
- To identify, and coordinate the use of, resources that may be used for disaster operations in the area;
- To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;
- To ensure information about a disaster in the area is promptly given to the relevant district group;
- To perform other functions given to the group under this Act;
- To perform a function incidental to a function mentioned above.

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### **Roles and Responsibilities - LDMG Members**

ALL core members of the LDMG have the following common roles and responsibilities:

Attend LDMG activities with a full knowledge of their agency resources and services and the expectations of their agency;

Are available and appropriately briefed to actively participate in LDMG activities to ensure that plans, projects and operations use the full potential of their agency or function, while recognising any limitations;

Are appropriately positioned within their agency to be able to commit agency resources to LDMG normal business activities; and

Have a deputy who is appropriately trained to take on their responsibilities should they be unavailable or to provide additional support during extended operations.

The Disaster Management Executive have specific responsibilities:

| <u>LDMG Position</u>              | <u>Individual Responsibilities</u>                                                                                                                                                                                                                                                                          |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chairperson                       | Manage and coordinate the business of the group;<br>Ensure, as far as practicable, that the group performs its functions; and<br>Report regularly to the relevant district group and the Chief Executive DCS about the performance by the group of its functions.<br>Preside at LDMG meetings.<br>DMA s.34A |
| Deputy Chairperson                | Preside at LDMG meetings if the Chairperson is absent from the meeting                                                                                                                                                                                                                                      |
| Local Disaster Coordinator        | Coordinate disaster operations for the local group;<br>Report regularly to the local group about disaster operations; and<br>Ensure, as far as practicable, that any decisions of the local group about disaster operations are implemented.<br>DMA s. 36                                                   |
| Deputy Local Disaster Coordinator | Carry out this role if the Local Disaster Coordinator is absent                                                                                                                                                                                                                                             |
| Secretariat                       | Maintenance and distribution of LDMG records (as required)                                                                                                                                                                                                                                                  |

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| Agency                                 | Roles and Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Government                       | <ul style="list-style-type: none"> <li>▪ Maintenance of the Local Government function (via Local Government Business Continuity Contingency Planning)</li> <li>▪ Maintenance of normal Local Government services to the community:               <ul style="list-style-type: none"> <li>▪ Water</li> <li>▪ Refuse disposal</li> <li>▪ Public health</li> <li>▪ Animal control</li> <li>▪ Environmental protection</li> <li>▪ Croydon Aerodrome</li> </ul> </li> <li>▪ Maintenance of a disaster response capability</li> <li>▪ Development and maintenance of fire breaks as appropriate</li> <li>▪ Dissemination of disaster-related information to the community</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Local Disaster Management Group (LDMG) | <ul style="list-style-type: none"> <li>▪ Development of the comprehensive Local Disaster Management Planning strategies</li> <li>▪ Design and maintenance of a public education/awareness program</li> <li>▪ Design, maintenance and operation of a Local Disaster Coordination Centre, including the training of sufficient personnel to operate the Centre</li> <li>▪ Coordination of support to response agencies</li> <li>▪ Reconnaissance and impact assessment</li> <li>▪ Provision of public information prior to, during and following disaster event impacts</li> <li>▪ Recommendations re areas to be considered for authorised evacuation</li> <li>▪ Public advice re voluntary evacuation.</li> <li>▪ Identification and resourcing of Evacuation Centres</li> <li>▪ Provision of locally based community support services</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Queensland Fire Department (QFD)       | <ul style="list-style-type: none"> <li>▪ Primary agency to provide control, management and pre-incident planning of fires (structural, landscape and transportation).</li> <li>▪ Primary agency for chemical / hazmat related incidents.</li> <li>▪ Primary agency for bushfire response.</li> <li>▪ Undertake fire control.</li> <li>▪ Provide rescue capability for persons trapped in any vehicle, vessel, by height or in confined space.</li> <li>▪ Rescue of persons isolated or entrapped in swift-water / floodwater events.</li> <li>▪ Provide advice, chemical analysis and atmospheric monitoring at chemical / hazmat incidents.</li> <li>▪ Provide mass and technical decontamination capabilities under State Biological Disaster and State Radiological Disaster response.</li> <li>▪ Provide Urban Search and Rescue (USAR) capability.</li> <li>▪ Assist in pumping out of flooded buildings.</li> <li>▪ Support the Queensland Hazardous Materials Incident Recovery Plan.</li> <li>▪ Support the Queensland Coastal Contingency Action Plan - Chemical Spill Response Plan.</li> <li>▪ Arrange and perform the decontamination process of any persons.</li> <li>▪ Coordinate, support and manage the deployment of SES resources and operations including:               <ul style="list-style-type: none"> <li>• Storm damage response.</li> <li>• Road Crash Rescue.</li> <li>• Short term welfare support.</li> <li>• Assistance with communications and lighting.</li> </ul> </li> <li>▪ Provide impact assessment, and intelligence gathering capabilities.</li> </ul> |

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|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 | <ul style="list-style-type: none"> <li>▪ Coordinate and facilitate Rapid Damage Assessments and intelligence gathering capabilities.</li> <li>▪ Develop, implement and maintain the State's disaster management arrangements and systems.</li> <li>▪ Deliver Queensland Disaster Management Arrangements (QDMA) training to DDMG and LDMG members in accordance with the Queensland Disaster Management Training Framework (QDMTF).</li> <li>▪ Provide expert advice on disaster management related matters including Natural Hazard Risk Assessment and Queensland Emergency Risk Management Framework.</li> <li>▪ Provide facilitation of logistical and communications support to disasters within capabilities</li> <li>▪ Provide advice and support in relation to disaster management and disaster operations.</li> <li>▪ Advice on DRFA and SDRA Funding.</li> </ul>                                                  |
| Queensland Police Service (QPS) | <ul style="list-style-type: none"> <li>▪ Preservation of peace and good order</li> <li>▪ Prevention of crime</li> <li>▪ Security of any site as a possible crime scene</li> <li>▪ Investigation of the criminal aspect of any event</li> <li>▪ Coronial investigation procedures</li> <li>▪ Traffic control, including assistance with road closures and maintenance of road blocks</li> <li>▪ Crowd management/public safety</li> <li>▪ Coordination of search and rescue (See State Rescue Policy)</li> <li>▪ Security of evacuated areas</li> <li>▪ Registration of evacuated persons</li> <li>▪ Functional lead agency for Warnings.</li> <li>▪ Coordinate and advise on Resupply Operations.</li> <li>▪ Coordinate and advise on Emergency Supply.</li> <li>▪ Advise and educate on events (all hazards approach)</li> <li>▪ Management of the Queensland Disaster Management Training Framework.</li> <li>▪</li> </ul> |
| Queensland Health               | <ul style="list-style-type: none"> <li>▪ Coordination of medical resources</li> <li>▪ Assessment, treatment and transportation of injured persons</li> <li>▪ Assistance with evacuation (for medical emergencies)</li> <li>▪ Public health advice and warnings to participating agencies and the community</li> <li>▪ Coordination of psychological and counselling services for disaster affected persons</li> <li>▪ Ongoing medical and health services required during the recovery period to preserve the general health of the community</li> </ul>                                                                                                                                                                                                                                                                                                                                                                     |

**N.B - A more detailed breakdown of Agency roles and responsibilities can be found as part of the State Disaster Management Plan.**

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### Meeting Deputies

S. 40A of the Act provides for Meeting deputies for particular members

- A member of a disaster management group may, with the approval of the chairperson of the group, appoint by signed notice another person as his or her deputy.
- The deputy may attend a group meeting in the member's absence and exercise the member's functions and powers under this Act at the meeting.
- A deputy attending a group meeting is to be counted in deciding if there is a quorum for the meeting.

### Advisors to the LDMG

The LDMG may invite participants from a range of entities, such as industry and community organisations to participate in the business of the group in an advisory capacity, as required.

It is suggested the list of LDMG advisors is regularly reviewed to reflect current disaster management arrangements for the local government area. Whilst advisor input is considered by members in their decision making, meeting resolutions will only be carried by member consensus and advisors will not be included in the calculation of a quorum.

Where it is important that an advisor has full voting rights, the LDMG should consider whether to appoint the person as a member under s. 33 of the Act.

It is recommended that contact details for advisors are maintained, updated and treated the same as member details in order to be prepared for operational and post-operational activities.

### LDMG Sub-Groups

LDMGs may have cause to create sub-groups, whether permanent or temporary, to assist the group with its business. Examples of this may be a Local Recovery Group, an evacuation project team, a cyclone shelter operations management group or a sub-group formed to deal with a particular issue relating to that local government area.

In these circumstances, the creation of a sub-group must be passed as a LDMG meeting resolution. Terms of Reference should be established to give clear guidance on the establishment, role and function, required outcomes and conduct of business of the sub-group. All sub-groups should be required to provide the LDMG with regular updates at LDMG meetings.

It should also be noted that any decisions made or actions taken by or on behalf of these sub-groups should be endorsed by the LDMG during normal business, or during disaster operations by the LDMG or LDC, to ensure the validity of decisions under the Act.

### Membership Records

Each LDMG is required to maintain a register of its current members and advisors for reference during both general business and operational periods. As a minimum, details should consist of:

- full name;
- designated position title;
- department/organisation or agency name;
- work address;
- business and after-hours telephone numbers (both landline and mobile); and
- email address.

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Templates to collect and store LDMG member contact details, for agencies to advise the LDMG of a change to their member details and to develop a membership register are available on the DM Portal.

Membership records must be collected, stored and disposed of in accordance with the Information Privacy Principles contained in Schedule 3 of the Information Privacy Act 2009.

When the LDMG member register is altered, an updated copy should be provided to the relevant DDC. If the alteration relates to a member of the Executive Team of the LDMG, it is also important that the SDCC is advised to maintain currency of contact details in case of a disaster event.

## Meeting Schedules and Processes

In accordance with of the Act, the LDMG may conduct its business, including its meetings, in a way it considers appropriate.

The Act prescribes the following requirements with regards to the conduct of meetings:

- Meetings must be held at least once every six months at times and places decided by the Chairperson . Additional meetings may be held as required but must be held if asked for in writing by at least one-half of LDMG members, or by the DDC.
- Disaster Management Regulations 2014 requires A quorum for a meeting of the disaster management group is equal to – (a) one-half of its members for the time being held office plus 1; or (b) of one-half of its members for the time being holding is not a whole number, the next highest whole number.
- The Chairperson or Deputy Chairperson is to preside at meeting . If both are absent the Chairperson or Deputy Chairperson may appoint another member of the group to preside. If both offices are vacant the group will choose a member to preside.
- Meetings may be held, or members may take part using any technology that reasonably allows them to hear and take part in discussions Members participating through these means are taken to be present at the meeting.
- Resolutions may be passed at meetings, however are also considered valid if a majority of members give written agreement and notice of the resolution is given under the group's approved procedures
- Minutes of meetings must be kept.

A variety of templates to assist LDMGs to manage business and meetings are available on the DM Portal.

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attendance      | <p>If a member, or their appointed Deputy, continually does not attend LDMG meetings it is suggested that the LDMG Executive Team meet with the member to discuss the ongoing non-attendance at LDMG meetings. A formal record of LDMG member attendance should be maintained and this can be used to monitor member attendance across meetings.</p> <p>A template to monitor progressive meeting attendance is available on the DM Portal.</p>                                                                                                                          |
| Meeting Minutes | <p>The LDMG meeting minutes should provide a summary of key discussion points and resolutions and may be subject to public scrutiny under the Right to Information Act 2009. It should be noted in the minutes whether or not a quorum was established at the meeting. The meeting attendance sheet should then be attached to the back as an accurate account of who attended the meeting and whether the meeting had a quorum, thus making any resolutions or decisions valid.</p> <p>An example of a LDMG meeting Minutes template is available on the DM Portal.</p> |

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|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Flying minute        | <p>A flying minute may be used to progress business of an urgent nature in the instance where convening a meeting of the LDMG is not practicable. The passing of resolutions via flying minute is allowed under the Act if a majority of members provide written agreement.</p> <p>Templates for LDMG flying minute, LDMG briefing paper and LDMG agenda are available on the DM Portal.</p>                                                                                                                                                                                                                                                              |
| Resolution statement | <p>In addition to meeting minutes, the LDMG Secretariat should produce a resolution statement to provide a running log of actions undertaken and an audit trail through to the acquittal of those resolutions. Once acquitted the resolution should be recorded on a resolution register.</p> <p>An example of a LDMG Resolution Statement is available on the DM Portal.</p>                                                                                                                                                                                                                                                                             |
| Resolutions register | <p>For governance purposes, a register detailing each resolution passed by the LDMG and details of actions undertaken to acquit the resolution should be kept. This provides an easy reference document and a historical record of past LDMG resolutions.</p> <p>An example of a LDMG Resolutions Register is available on the DM Portal.</p>                                                                                                                                                                                                                                                                                                             |
| Letterhead/Logo      | <p>As LDMG business is conducted on behalf of the relevant local government or combined local governments, the relevant local government/s letterhead and logos should be used for all LDMG business.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Records Maintenance  | <p>When managing LDMG records, the LDMG must comply with the requirements of the Public Records Act 2002 and records may be subjected to public scrutiny under the Right to Information Act 2009.</p> <p>The Queensland State Archives General Retention and Disposal Schedule for Administrative Records outlines the requirements for retaining documents in accordance with the Public Records Act 2002. The Schedule and further information for LDMGs, including managing records during disaster events, can be obtained at <a href="http://www.archives.qld.gov.au">www.archives.qld.gov.au</a> in the section "Recordkeeping for Government".</p> |

### District Disaster Management Group Representative

Section 24 of the Act requires the local government to nominate a representative to the District Disaster Management Group and advise the Executive Officer of the State and District Groups of the appointment. The Deputy Mayor, Yarrabah Aboriginal Shire Council has been appointed to this position.

The role of Council's representative on the DDMG is to:

- (a) Attend meetings of the DDMG
- (b) Assist the chairperson to coordinate the prevention, preparation, response and recovery activities associated with the disaster event at the district level
- (c) Commit the Council's resources, as required, in support of efforts to combat the disaster event.

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**Reporting**Agency Status Reports

Written member status reports on behalf of member agencies are used to update other LDMG members on the status of the member agency's disaster management initiatives, projects, training, community awareness, disaster management plans, operations or contact information.

This information assists the LDMG to evaluate the status of the disaster management and disaster operations for the local government area. Member status reports are provided at LDMG meetings by exception

Annual Reports

The LDMG is required to complete a status report at the end of each financial year and provide the completed report to the District Disaster Coordinator, Cairns Disaster District. The report will be furnished in the format and at the time stipulated by the DDC.

This report will also be furnished to Council as an Annual Report of the activities of the Local Disaster Management Group.

The Local Disaster Coordinator is responsible for the development of the report.

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## Disaster Risk Assessment - Community Context

### Geography

The Yarrabah Aboriginal Community is situated on Cape Grafton, due east of Cairns in Far North Queensland.

Geographically, the land area could generally be described as a long slender shape bounded in the west by the Murray Prior Range and the Pacific coast on the east. It has an overall length of about thirty (30) kilometres and is about 2.5 kilometres wide in the south but broadens out to almost 8 kilometres across the northern part, comprising a total area of total area of 159.4 km<sup>2</sup>.

The shire has a number of small townships - Yarrabah, Reeves Creek, Mourigan and Djenghi. These areas are all within a seven kilometre stretch of road and along the southern corridor. There are also number of smaller housing settlements spread throughout the shire - Bukki, Oombunghi, Wungu, Jilji, Judil, Woikinu, Kunjurra and Buddabadoo.



Image Source: Queensland Regional Profile for Yarrabah Shire Local Government Area, Government Statistician, Queensland Treasury and Trade.

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## Climate and Weather

Yarrabah has a tropical climate with hot, moist summers and warm, dry winters. Rainfall is highly seasonal, with most rain occurring during the summer months.

The nearest Bureau of Meteorology recording station is at their Regional Office, situated on the grounds of the Cairns Airport, some 15 kilometres distant from the community. Recordings from that location are considered to be an appropriate reflection of the weather conditions in Yarrabah.

| Temperature                   | Jan  | Feb  | Mar  | Apr  | May  | Jun  | Jul  | Aug  | Sep  | Oct  | Nov  | Dec  | Annual | Years        |
|-------------------------------|------|------|------|------|------|------|------|------|------|------|------|------|--------|--------------|
| Mean maximum temperature (°C) | 31.4 | 31.2 | 30.6 | 29.2 | 27.6 | 26.0 | 25.7 | 26.6 | 28.1 | 29.5 | 30.6 | 31.4 | 29.0   | 1942<br>2012 |
| Mean minimum temperature (°C) | 23.7 | 23.8 | 23.1 | 21.6 | 19.9 | 17.8 | 17.1 | 17.4 | 18.7 | 20.6 | 22.3 | 23.4 | 20.8   | 1942<br>2012 |

| Rainfall           | Jan   | Feb   | Mar   | Apr   | May  | Jun  | Jul  | Aug  | Sep  | Oct  | Nov  | Dec   | Annual | Years        |
|--------------------|-------|-------|-------|-------|------|------|------|------|------|------|------|-------|--------|--------------|
| Mean rainfall (mm) | 395.3 | 455.3 | 427.7 | 196.5 | 90.2 | 45.5 | 29.3 | 27.0 | 33.7 | 46.6 | 93.8 | 178.8 | 2018.3 | 1942<br>2013 |

Source: Bureau of Meteorology: Product IDCJCM0027 Prepared 28 Feb 2013

## Population

*Based on information from the Office of Economic and Statistical Research, Queensland Treasury – Queensland Regional Profiles*

As at 30 June 2021, the estimated resident population of Yarrabah Aboriginal Shire was 2,505 persons. At the time of the 2021 Census, there were 2,402 persons (or 95.9 per cent of the total population in Yarrabah Shire) who stated they were of Aboriginal or Torres Strait Islander origin.

**NB:** *The official figures are deemed by members of the LDMG to be understated considerably, with a figure of closer to 4500 residents suggested as being more reflective of the actual population. This figure is based on data collected by both Queensland Police Service and the Gurriny Yealamucka Primary Health Centre.*

### Projected Population

The population is projected to increase by an average annual growth rate of 2 per cent over the 20 year period between 2011 and 2031. Based on this assumption, Yarrabah Aboriginal Shire's population in 2031 is projected to be 5,9381 persons.

<sup>†</sup> This is based on the assumption that the population as at 3/6/2017 is 4500

### Persons in Need of Assistance

In need of assistance' includes people with a profound disability or severe disability. People with a profound or severe disability are defined as needing help or assistance in one or more of the three core activity areas of self-care, mobility and communication because of a disability, long term health condition (6 months or more) or old age. At the 2011 census, 66 people in the Yarrabah were identified as being in need of assistance.

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**Building Stock**

At the time of the Census there were 423 occupied private dwellings counted in Yarrabah, with 87.5% being social housing properties.

The majority of buildings in the Yarrabah are low-set, masonry/concrete construction with iron roofing. There are also a number of raised residences, clad with weatherboard or fibro.

A significant percentage of the building stock is under 30 years old and was constructed after the introduction of improved wind-rated building codes. Light industry facilities where they exist usually have steel frames and iron roofing and cladding.

There are numerous makeshift permanent dwellings in the beach areas, which do not comply with any building codes or standards.

**Community Capacity / Preparedness**

Council and the various member agencies of the Local Disaster Management Group provide community awareness information in relation to potential hazards and how the community and individuals should respond.

Yarrabah Aboriginal Shire Council is the major employer in the region but has limited resources and personnel to contribute considerably to the response demands of any disastrous event.

There is a limited emergency services response capacity, commensurate with the remote environment. This includes permanent staff from the Queensland Police Service and Queensland Ambulance Service, along with Queensland Fire Department., (Rural Fire) and State Emergency Service volunteers.

Normal emergency services support systems are available from external areas to supplement local resources, and effectively, most assistance would arrive from within the Cairns Regional Council area.

The limited medical facilities and response capacity would require urgent external assistance for any serious multi-casualty events, such as a major transportation incident.

Significant external assistance would also be required to assist in the facilitation of the community's recovery from a major event.

In disastrous or catastrophic circumstances, there is the potential for those members of the community who have a disaster or emergency response role to be themselves impacted by the event, rendering them unable to perform their allocated role. In these circumstances, outside response assistance will be required from the disaster management system, and that assistance will be obtained as per the graphic on page 56 of this document.

**Industry**

Most employed people in the area either work for the Council or for state government and not for profit agencies.

There are a number of small retail businesses.

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## Critical Infrastructure / Essential Services

### Transport (Roads)

The bulk of the roads within the township of Yarrabah are sealed, but roads outside the township are of unsealed gravel construction.

The main road from Yarrabah to the 'outside world' is Pine Creek Road, which traverses the Yarrabah Range, through East Trinity, leading to the Bruce Highway at Wrights Creek, south of Edmonton. The road is sealed, and is subject to flooding during severe weather events, affecting some low-lying areas which have been known to be affected on an annual basis for a number of hours.

### Transport (Air)

There are no airstrips in the Shire.

There is an officially registered heliport (YYBH) at latitude 16 54.36 S, longitude 145 52.19 E (on the western side of Swamp Road, between Sawmill Road and Workshop Road). The pad is 3 metres above Mean Sea Level, which is 1.14 metres above Highest Astronomical Tide, rendering the site unserviceable in the event of even a relatively minor storm tide inundation.

### Power

Yarrabah is connected to the electricity grid - supply is provided through an Ergon Energy power station. Electricity supply is distributed via overhead and underground reticulation throughout the community.

Most of the community relies on bottled gas for cooking purposes.

### Water Supply

The Council delivers on average more than 210 ML water per day to householders and non-householders through five bores in the Reeves Creek area and five pumping stations and associated equipment, and approximately 15 kilometres of distribution mains. Approximately 4500 consumers are supplied through approximately 529 water connections.

### Sewerage

Yarrabah township is fully seweraged. Alternative power is available to operate the pump stations as required.

The Council is responsible for the maintenance of 9 km of trunk mains, 9 pump stations and 6 treatment ponds one of which is aerated, while the others are aerobic

### Telecommunications

#### Telephone System

There is an efficient landline telephone system within the community, but mobile telephone coverage (via Telstra and Optus networks) is limited to only the township of Yarrabah and its close environs. Council is in current upgrade negotiations with one of the service providers.

***NB – An approach was made to the Regional Manager, Telstra Countrywide in an effort to obtain a more detailed description of the communications facilities to the community, but the request was declined as the information was deemed to be 'commercial in confidence'.***

Council has a Starlink system maintained at the DCC for emergency use.

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Television, Broadcast Radio and Internet

Mainstream free to air television stations are available in the community, along with satellite television services.

The area is well served by ABC and commercial radio.

Bumma Bipperra Media - Radio 98.7 and Blackstar Radio 92.9 are community-based radio stations, which is popular in Yarrabah.

Internet connection is available via ADSL, dial-up or wireless service (restricted to the areas covered by the 4G mobile telephone network), and on-line social networking is extremely popular in the community.

2-Way Radio Communications Systems

The area has a significant radio communication capacity. Council has coverage of most of the populated areas of the Shire via base stations and most of their vehicle fleet, as do Police, Rural Fire Service, Ambulance and the State Emergency Service.

All emergency services have radio communications with areas outside the region, if required.

A UHF CB radio repeater system (repeater located on Mt Yarrabah) covers the community.

The Council and Primary Health Centre has video conferencing facilities.

**Emergency Services**Queensland Police Service

QPS provide a full-time permanent staff of ten personnel, but allowing for leave, transfers, training, etc it would be reasonable to assume an in-community strength of 5-8 personnel at any given time.

Queensland Ambulance Service

There is a permanent Queensland Ambulance Service presence, with four personnel based at the Primary Health Centre.

Queensland Fire Department

RFSQ operate a volunteer Rural Fire Service in the community, currently manned by volunteers, and equipped with a light attack rural fire appliance and a medium attack rural fire appliance.

State Emergency Service

The SES Unit has ability respond to activations.

There is limited response capacity for road crash rescue and structural fires - assistance is usually provided from the Queensland Fire Department station at Gordonvale.

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## Medical

Medical and Health services is consolidated under the one roof at Gurriny Yealamucka Primary Health Care Centre.

Queensland Ambulance Service, Gurriny Yealamucka Health Service Aboriginal Corporation, and Queensland Health (Emergency & Accident).

|                          |                                                                                                                                                                                                                                                            |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Local Services</b>    | Regular General Practice type clinics<br>Emergency care - 24 hours / 7 days per week<br>Child Health<br>Women's Health which incorporates Antenatal and Postnatal care<br>Well Women's Health<br>Chronic Disease Management<br>Basic Radiographer services |
| <b>Visiting Services</b> | General Physician - daily<br>Obstetrics and Gynaecology clinic - six weekly<br>Outreach Mobile Women's Health Nurse Clinic - monthly<br>Diabetic outreach team - quarterly<br>ENT - quarterly<br>Australian Hearing Service – quarterly                    |
| <b>Mortuary Capacity</b> | There is accommodation for 2 deceased persons.                                                                                                                                                                                                             |

## Community Service Organisations

There are numerous community services provided within Yarrabah, including:

- Counselling
- Crisis counselling
- Support, information, advocacy
- Referrals
- Community education and awareness
- Women's Shelter
- Men's Group
- Drug and Alcohol Treatment and Healing Centre
- Aged Care Hostel

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### Hazardous Sites

There are no designated Major Hazard Facilities (under the Dangerous Goods Safety Management Act 2001) within the boundary of the Yarrabah Aboriginal Shire Council.

There are, however, a number of sites where dangerous goods are stored in significant quantities:

- |                         |                        |
|-------------------------|------------------------|
| • Service Station       | Fuel and Gas           |
| • Council Depot         | Fuel, Gases, Chemicals |
| • Supermarket           | Gas, Chemicals         |
| • Swimming Pool         | Chlorine               |
| • Water Treatment Plant | Chlorine               |
| • Hospital              | Chemicals              |

Although it is considered that an incident involving an emergency response to any of these sites would be adequately managed by the statutory emergency services with the resources normally available to them, the activation of part (or parts) of the Local Disaster Management Plan may assist the responding agencies.

Such activities may include: Evacuation; Evacuation Centre Management.

### Proposed Future Development

Future development proposals are taken into consideration during hazard and risk assessments of the community. There are currently a number of construction projects either under way or in the planning stages.

There are plans for the extension of eco-tourism, and cultural tourism, which will bring significant numbers of people into the community during tourist season.

Longer term tourism planning includes a vision for a ferry jetty in Mission Bay, allowing for tourists to arrive by sea from Cairns, and spend time in the community. This will also link in with ferry transports to and from Green and Fitzroy Islands and the Great Barrier Reef.

### Neighbouring relationships

#### Far North Queensland Regional Organisation of Councils (FNQROC)

Yarrabah Aboriginal Shire Council is an active member of FNQROC. Other members include:

- Cairns Regional Council
- Cassowary Regional Council
- Cook Shire Council
- Croydon Shire Council
- Douglas Shire Council
- Etheridge Shire Council
- Hinchinbrook Shire Council
- Hope Vale Aboriginal Shire Council
- Mareeba Shire Council
- Tablelands Regional Council
- Wujal Wujal Aboriginal Shire Council

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## Hazards

Past studies and hazard and risk assessments by the Local Disaster Management Group and members of the general community have identified the following hazards as being relevant in Yarrabah.

Further descriptions of natural hazards will be included following the completion by an external consultancy of the Natural Hazard and Risk Assessment project underway at the time of publication of this document.

## Tropical Cyclones

Yarrabah is vulnerable to the effects of tropical cyclones. The most significant event recorded was in 1913, when the boy's Quarters at the Mission were blown down, the girl's Quarters were badly damaged, out buildings were unroofed, and a baby died.

A significant percentage of the township is vulnerable to storm tide inundation.

The area of highest vulnerability to cyclones is the access road to Yarrabah, which traverses the Yarrabah Range. Fallen trees as a result of cyclonic winds have the potential to close the road for an extended period.

## Severe Storms

Yarrabah is subject to severe storms and 'East Coast Lows'. Storm events can include significant wind and rain, and usually occur between October and March, although they may occasionally occur outside that time frame. Storms can affect all parts of the council area.

The most intense rainfalls occur during thunderstorms. Heavy rain may cause building damage by water penetration particularly when accompanied by wind damage to roofs.

Increases in extreme storm events as a result of climate change are expected to cause more flash flooding, affecting infrastructure, including water, sewerage and stormwater, transport and communications.

From the Rockhampton Morning Bulletin, 5 January 1934:

TOTAL WRECK  
Mission Launch  
NATIVES' VALIANT EFFORTS  
BRISBANE, January 4.

Mr W. McCullough, the superintendent of Yarrabah mission, near Cairns, has reported to the mission committee in Brisbane that a 40-ton launch, the Elam, owned by the Church of England Yarrabah mission, became a total wreck. The Elam, which was used for trochus shell and beche-de-mer fishing, was usually worked by 20 native boys. The boys came into the station for their holidays a week before Christmas. On December 10 a party of about eight of them set out in a launch for Buddabadoo, a branch of the settlement, about 18 miles from Yarrabah, near Salt-water Creek. Their purpose was to take the launch out of the way of the cyclone and heavy weather until the holidays were over. As they were rounding Cape Grafton they were caught in a severe squally thunderstorm, which blew them out of their course. The launch sprang a leak, and they made for shelter between a small island and the mainland. They struck a sandbank, and heavy seas broke over the launch. They tried valiantly to bail the launch out, but the sea was too strong for them and they all had to swim more than a mile through shark infested waters to the shore. All attempts to save the launch, which was worth more than £1000 have been abandoned, as she is being smashed to pieces by the waves.

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## **Flooding**

Flooding is part of life in Yarrabah. There have been instances of flood waters entering residences and business premises, but not on a regular basis.

The Yarrabah valley receives runoff from the eastern slopes of the Thompson Range and the western slopes of the low range of hills that separate Yarrabah from Cape Grafton. There is no well-defined drainage in the valley though there are fairly large areas of wetland. The main threat is from flash flooding in creeks that flow off the high country. There appears to be only a limited threat of extended flooding on the valley floor itself.

## **Wildfire (Bushfire)**

A 'Bushfire Fire Mitigation Plan' analysis for Yarrabah Council is produced by the Queensland Fire Department. For the 2025/2026- fire season indicates a generally low to moderate risk of wildfire in the Region and documents preventive measures to mitigate. There are a number of areas of high risk in the more mountainous areas of the Shire.

The Fire Management Group was established in June 2017 and each year a Fire Management Plan will be developed.

Fires are common in the period from March to November, and occasionally come close to populated areas. Although there is a risk of wildfire throughout Yarrabah, it is not considered to be of a level of severity which would necessitate the activation of the disaster management system to coordinate a response in relation to an outbreak.

## **Structural or Industrial Fire**

There are few scenarios within Yarrabah where a structural fire which would cause a level of community dislocation (sufficient to warrant action under this Plan), with the possible exception of a major event at the school. There may, however, be physical, public health or environmental risks as a result of a fire at any of the following facilities:

- Community Store
- Service Station
- Swimming Pool
- Council Store / Workshops

## **Hazardous Materials Events**

No large Hazardous Material/Dangerous Goods Storage sites have been identified in Yarrabah that fall under the definition as per the Dangerous Goods Safety Management Act 2001.

The lack of heavy industry in the Yarrabah means that there are few hazardous materials either stored or being transported through the community, with the obvious exception of petroleum products.

Transportation and storage regulations, individual company policies and procedures and emergency services contingency response plans are in place to safeguard the population and the environment from accidental exposure to any hazardous chemicals, but their presence in and transportation through residential areas is nevertheless a risk to the community. Response to a serious event involving significant chemical hazards would require mobilisation of resources from outside the community.

Oil spills and spills of other noxious substances at sea are not coordinated by the Queensland disaster management system, but are managed under national arrangements - The National Plan to Combat Pollution of the Sea by Oil and other Noxious and Hazardous Substances, which is managed by the Australian Maritime Safety Authority and Maritime Safety Queensland. All of the shoreline of the Yarrabah local government area north of Buddabadoo Creek is included in the area of responsibility of the Port of Cairns.

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**Epidemic / Pandemic**

The risk of an outbreak of disease throughout the population of the Yarrabah could cause the health system to be taxed to its limits and may involve the isolation and quarantine of large numbers of people for a protracted period.

Most people will have a communicable disease in their lifetime, such as the common cold or a stomach bug. These are usually mild and only last for a few days. But some cases can be more serious.

In Australia, two such threats have and continue to pose real threats to the community of Yarrabah.

**Coronaviruses**

Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases.

COVID-19 is a disease caused by a new form of coronavirus. It was first reported in December 2019 in Wuhan City in China.

On the 11 March 2020 Deeply concerned both by the alarming levels of spread and severity, and by the alarming levels of inaction, the World Health Organisation [WHO] made the assessment that COVID-19 could be characterized as a pandemic.

To date COVID-19 remains at a Pandemic status and has globally affected 216 Countries with 11,327 790 confirmed cases. In Australia, from Jan 25 to 6 July 2020, there have been 8,449 confirmed cases of COVID-19 with 104 deaths

Other coronaviruses include Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS).

**Influenzas**

The Influenza Pandemic 2009 H1N1 (commonly known as swine flu) provided an example of how quickly a pandemic can travel across the world and affect millions of people.

The influenza strain that is still causing some concern is named H5N1 (also known as avian influenza or bird flu). Since avian influenza broke out in late 2003, the World Health Organization (WHO) has warned that should the virus mutate and be easily transferred from human to human, the world could be facing an influenza pandemic with significant consequences.

The outbreak of an epidemic or pandemic would outstretch the medical resources of the region and given that the impacted area may very well be at a state-wide level, there would be minimal likelihood of external assistance.

Other diseases of concern include dengue fever which is a viral infection transmitted by the mosquito. Dengue is not endemic (ie. naturally occurring in north Queensland). The dengue mosquito is common in north Queensland and outbreaks can occur when the virus is transmitted to the local mosquito population in north Queensland by infected international travellers or residents returning home from overseas.

Dengue is endemic in over 100 countries worldwide and is found primarily in urban settings in the tropics. Between 50 and 100 million cases of dengue are reported around the world each year and over 2.5 billion people are at risk of infection. Several hundred thousand dengue cases each year result in dengue haemorrhagic fever which usually affects children under 15 years of age. The average fatality rate with dengue haemorrhagic fever is 5%.

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## Emergency Animal or Plant Disease

Animal pests and diseases are a major threat to Australia's livestock and poultry industries and an outbreak could impact on our access to export markets and undermine livelihoods.

Australia is currently free of the world's worst animal diseases such as foot-and-mouth disease and avian influenza, but has been recently impacted by other diseases, such as Equine Influenza and Australian bat lyssavirus.

Screw-worm flies could cost close to \$500 million a year nationally in lost production and control measures if they entered Australia. They would have a devastating effect on northern livestock production.

The social, economic and environmental consequences of a Foot and Mouth Disease worst-case scenario outbreak involves key beef and lamb export markets being closed for an extended period. The Productivity Commission estimates that the cost of a Foot and Mouth Disease incursion under this scenario would be between \$8 billion and \$13 billion of gross domestic product and its consequences would be felt nationally for nearly 10 years after the event. It would be crippling for the livestock industry. Although regarded as a low risk, it is possible that an outbreak of an emergency animal disease could be intentional.

Australia's agricultural industries are fortunate to experience a relative freedom from many pests that adversely affect plant industries worldwide. Maintaining this pest and disease freedom is vital for the ongoing productivity, sustainability and quality of Australia's agricultural industries. The introduction of pests can cause serious production losses to plant industries, jeopardise exports of plants and plant material, and have a significant impact on the environment and economy.

Far North Queensland was affected by papaya fruit fly from 1995 to 1998. This affected a large range of fruit and vegetable crops. Over 700 growers were affected within a 15,000 square kilometre quarantine area. The incursion cost Queensland industry around \$110 million in lost trade, control, treatment and eradication. The Australian Quarantine and Inspection Service (AQIS), through the Northern Australian Quarantine Strategy maintains a system of fruit fly traps across northern Australia.

Australia's geographic isolation and lack of shared borders have in the past, provided a degree of natural protection from exotic threats. Australia's national quarantine system also helps prevent the introduction of pests, diseases and weeds that can harm agricultural industries and the environment.

## Climate Change

While climate change is not in itself a hazard, it has the potential to affect the frequency and intensity of severe weather events.

### Impacts of climate change on the Yarrabah Aboriginal Shire

(adapted from Climate Change in Far North Queensland - Queensland Office of Climate Change)

Projections for the Far North Queensland region include a slight decline in rainfall with increasing temperature and evaporation, in conjunction with more extreme climate events and sea-level rise. The temperature projections for inaction on climate change suggest a temperature increase well outside the range of temperatures ever experienced over the last 50 years. The projections for temperature and number of hot days are all in the same direction - increasing.

The Far North Queensland region is particularly vulnerable to the impacts of climate change as changes in temperature or rainfall could have significant impacts on the natural resource assets of the region. People will also be affected, as the rate of heat-related health problems increases and increased exposure to catastrophic events, such as cyclones and flooding endanger lives and property.

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## Overview of climate projections

| <u>2030</u><br><u>medium emissions scenario</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <u>2050</u><br><u>low and high emissions scenarios</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <u>2070</u><br><u>low and high emissions scenarios</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Annual and seasonal temperature:</b><br/>Annual mean temperature is projected to increase by 0.9 °C.</p> <p>There is little variation in projections across the seasons.</p> <p><b>Annual and seasonal rainfall:</b> Annual rainfall is projected to decrease by one per cent (-13 mm).</p> <p>The largest seasonal decrease of five per cent (-7 mm) is projected for spring.</p> <p><b>Annual and seasonal potential evaporation:</b><br/>Across all seasons the annual 'best estimate' increase is projected to be around three per cent (60 mm), with some models projecting up to a five per cent increase in autumn (21 mm), summer (27 mm) and winter (20 mm).</p> | <p><b>Annual and seasonal temperature:</b><br/>Annual temperature will increase by 1.1 °C and 1.8 °C under the low and high emissions scenarios respectively. There is little variation in projections across the seasons.</p> <p><b>Annual and seasonal rainfall:</b><br/>Annual rainfall is projected to decrease by one per cent (-13 mm) and two per cent (-25 mm) under the low and high emissions scenarios respectively.</p> <p>The largest seasonal decrease of 10 per cent (-13 mm) under the high emissions scenario is projected for spring.</p> <p><b>Annual and seasonal potential evaporation:</b><br/>Under a high emissions scenario an increase in annual potential evaporation of up to nine per cent (180 mm) is projected with the best estimate being six per cent (120 mm).</p> <p>Summer is projected to have the greatest increase of up to 11 per cent (58 mm).</p> | <p><b>Annual and seasonal temperature:</b><br/>Annual temperature is projected to increase by 1.5 °C and 2.8 °C under the low and high emissions scenarios respectively. There is little variation in projections across the seasons.</p> <p><b>Annual and seasonal rainfall:</b><br/>Annual rainfall is projected to decrease by two per cent (-25 mm) and three per cent (-38 mm) under the low and high emissions scenarios respectively. The largest seasonal decrease under a high emissions scenario of 16 per cent (-21 mm) is projected for spring.</p> <p><b>Annual and seasonal potential evaporation:</b><br/>Under a high emissions scenario, annual potential evaporation is projected to increase by as much as 15 per cent (300 mm). Autumn, summer and winter are projected to be the seasons most impacted with increases up to 17 per cent (73 mm, 90 mm and 67 mm respectively) in some models.</p> |

There has been minimal change in the average annual temperature in Far North Queensland over the last decade (from 24.4 °C to 24.5 °C).

- There is no definitive projected temperature variation specific data for Yarrabah, but an approximation may be extrapolated from the following:

Projections indicate an increase of up to 3.9 °C by 2070, leading to annual temperatures well beyond those experienced over the last 50 years.

By 2070, Cairns may have more than eight times the number of days over 35 °C (increasing from an average of four per year to an average of 34 per year by 2070).

Note: YASC is actively involved in planning for Climate Change and in 2017 commence governance risk management and planning.

## Potential Impact of Climate Change on Cyclones and Sea-Level Rise

Projections of sea surface temperatures near tropical north Australia indicate an increase of approximately 0.7°C by 2030 and by approximately 1.7°C by 2070.

According to the Intergovernmental Panel on Climate Change (IPCC), global sea-level is projected to rise by 18 to 59 cm by 2100, with a possible additional contribution from melting ice sheets of 10 to 20 cm (IPCC, 2007).

Some studies indicate an increase in the proportion of tropical cyclones in the more intense categories, but a possible decrease in the total number.

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### Response to Climate Change in Yarrabah

The potential impact of climate change on the frequency and intensity of severe weather events will be factored into the annual reviews of the disaster risk treatment strategies.

- The risk of bushfire is predicted to rise as result of the hotter, drier conditions associated with climate change.
- Due to the impact of climate-change there will be an increase in the number of high fire danger days.
- An informed public can add significantly to the protection of life and property during bushfire.

The risk of increased frequency and intensity of tropical cyclones, floods or severe storms will be addressed by the Local Disaster Management Group via community awareness campaigns approaching the storm/cyclone seasons annually. The community awareness campaigns will operate in concert with the regular information provided at that time by Emergency Management.

### Earthquakes

Earthquakes have not in the immediate past been a major issue in the Yarrabah area. Recent historical data exists in relation to tremors, but none has caused any great concern. Notwithstanding, the existence of even a slightly volatile seismic environment acts as a prompt for maintaining situational awareness of the threat, and its possible consequences.

The following table represents a sample of the recorded earthquakes to occur within the near vicinity of Yarrabah.

| Date      | Magnitude<br>(Richter Scale) | Location              |
|-----------|------------------------------|-----------------------|
| 13/5/1990 | 4.3                          | 52 km SE of Yarrabah  |
| 28/7/2006 | 3.9                          | 230 km SE of Yarrabah |
| 4/4/1994  | 3.4                          | 60 km SE of Yarrabah  |
| 15/6/2004 | 3.2                          | 58 km S of Yarrabah   |
| 20/3/2000 | 3.1                          | 55 km SW of Yarrabah  |

Adapted from information supplied by Geoscience Australia

### Major Infrastructure Failure

One of the most serious issues facing disaster managers in the 21st century is society's dependence upon technology. The same technology which makes life easier for all, and which everyone takes for granted when it is functioning as planned, has the potential to fail, for a variety of reasons, with potentially devastating consequences.

There is the potential for a "ripple effect", where the failure of one essential service may lead to progressive failures of other essential services – e.g. loss of power would lead to loss of communications, loss of reticulated water supply, loss of sewage treatment capability, etc.

All forms of electronic communication would be affected, affecting such diverse areas as banking and commerce (no automatic teller machines or EFTPOS availability) the transport sector (airline bookings, radar, air traffic control), television, the internet and telephone systems in all businesses and government offices (all spheres of government).

It is important to note that it is probable that the problem will not only affect this area, but would probably have state-wide and possibly national consequences, resulting in a lack of external support capacity.

The table below summarises the location of backup generators in Yarrabah:

|                                   |                                                                                                                                                                        |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Yarrabah Aboriginal Shire Council | <ol style="list-style-type: none"> <li>1. Council Administration Building</li> <li>2. Disaster Coordination Centre</li> <li>3. Water (Bores, Chlorine Shed)</li> </ol> |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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|                                               |                                                            |
|-----------------------------------------------|------------------------------------------------------------|
|                                               | 4. Sewerage (Pump Stations)<br>5. 2 Generators on trailers |
| Yarrabah Police Station                       |                                                            |
| Gurriny Yealamucka Health Centre              |                                                            |
| Mutkin Aged Hostel                            |                                                            |
| PCYC                                          | 1 portable generator (up to 60 amp)                        |
| Gindaja Treatment & Healing Centre            |                                                            |
| Gurriny Yealamucka Health Services - Pharmacy | (Workshop St)                                              |

### Major Transportation Event

The potential for a major event involving the transport system is real. Yarrabah lies under the flight path of Cairns International Airport, which is a busy transport hub, involving international, long range domestic and regional flights.

Whilst a response support capacity is usually readily available from Gordonvale and Cairns, any type of transportation incident involving multiple casualties would significantly stretch the emergency services capacity within the community until such support arrived.

### Terrorist Act

It is very unlikely that a terrorist act may occur in Yarrabah, but it is possible that such an act could occur elsewhere but have an effect in the community.

The response to a terrorist event will be managed under separate arrangements, but any community consequences resulting from the event may well be managed using parts of this Plan, such as Evacuation, Evacuation Centre Management, Community Support or Recovery Sub Plans.

### Landslide.

The area surrounding Yarrabah is very mountainous with developments positioned on the lower slopes and foothills. Areas like this are very susceptible to landslides given sufficient rain falls. The area of highest vulnerability to landslide is the access road to Yarrabah, which traverses the Yarrabah Range. Fallen trees and debris because of landslide would have the potential to close the road for an extended period. Very specialised rescue equipment would need to be utilised with assistance being obtained from outside this Disaster District.

### Tsunami

The presence of the Great Barrier Reef off the North Queensland coast substantially protects the eastern coastline from any Tsunami wave entering the Coral Sea. This reef line, plus others strung out eastwards from the Coral Sea shield the coastline southwards from Tsunami which may originate from Islands to the north. The possibility of an earthquake induced Tsunami impacting the area does exist if the epicentre of the earthquake is located in between the Great Barrier Reef and the mainland. In the event of a tsunami support would be required from the DDMG

### Heatwave

Heatwaves are often not considered in the same way as other natural hazards but they can have significant impacts across the spectrum of physiological or infrastructure through to community support facilities. Severe and extreme heatwaves have claimed more lives than any other natural hazard in Australia.

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## Risk Assessment

In May 2012, members of the Yarrabah Local Disaster Management Group, along with various community members came together to undertake a hazard and risk analysis of disaster events and their potential impact on the community of Yarrabah. The process took into consideration a previous risk management study and the potential impact of climate change on the risks.

A risk assessment process (based on the Department of Emergency Services document: the 'Guide to Disaster Risk Management in Queensland Aboriginal and Torres Strait Islander Communities') and in alignment with AS/NZS ISO 31000:2009 was applied to the hazards identified as potentially having an impact on the people, the environment, the economy, public administration, social setting and infrastructure of Yarrabah.

This process identified the risks emanating from each hazard, using Likelihood Descriptors, Risk Descriptors and a Qualitative Analysis Matrix.

The risk register will be reviewed in 2023.

NB It should be noted that the risks dealt with in this document are risks related to disaster-related events, as described in the Disaster Management Act 2003, such risks having the potential to cause a 'serious disruption' to the community

## Likelihood Table

| How often could it happen? |                                               |
|----------------------------|-----------------------------------------------|
| A.                         | Could happen at least once a year             |
| B.                         | Could happen in each generation               |
| C.                         | Could happen in my lifetime                   |
| D.                         | Could happen, but probably not in my lifetime |
| E.                         | Not much chance that it would ever happen     |

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**Consequence Table**

| <b>What might be the result?</b> |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  | Slight | Nobody hurt, houses and possession OK, low cost, most services working normally.                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                  | Small  | A few people need slight first aid treatment, some pets lost, a few personal possessions damaged, slight house damage, a few people may need to move to other houses until the hazard passes, occasional disruption to some services, nearly all things can be handled by the community and council.                                                                                                                                                                                           |
|                                  | Medium | Some people need medical treatment for injuries, a few houses have damage that can be fixed within the community, some services fail, council enterprises stop working normally, numbers of people are worried.                                                                                                                                                                                                                                                                                |
|                                  | Large  | A few lives may be lost, many serious injuries, numbers of houses badly damaged, many people homeless, large costs, damage to culture and traditions, many Community services not working, evacuation likely, external help needed.                                                                                                                                                                                                                                                            |
|                                  | Huge   | The community cannot work properly, many lives lost and many serious injuries, most houses and other buildings wrecked or badly damaged, major failures of community services, huge costs, people scared and really worried, fear for traditional community survival, evacuation probable, people may leave the community for good, long term counselling of the community members needed, massive recovery effort needed. Almost all recovery resources must come from outside the community. |

**Qualitative Risk Matrix**

| Consequence<br>Likelihood        | Slight<br>1 | Small<br>2 | Medium<br>3 | Large<br>4 | Huge<br>5 |
|----------------------------------|-------------|------------|-------------|------------|-----------|
| A Each year at least             | H           | H          | E           | E          | E         |
| B Each generation                | M           | H          | H           | E          | E         |
| C In my lifetime                 | L           | M          | H           | E          | E         |
| D Not in my lifetime, but likely | L           | L          | M           | H          | E         |
| E Not much chance                | L           | L          | M           | H          | H         |

The 'likelihood' of the risk was based upon the chances of the event actually happening. To decide upon the Level of Risk, the pre-determined levels of likelihood and consequence were combined, using the above table.

For example, if a risk was decided to be 'In my lifetime' and the consequences of that risk are "Minor", then use of the table shows that the Level of Risk is "Low".

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If a risk was decided to be 'In my lifetime' and the consequences of that risk are "Major", then use of the table shows that the Level of Risk is "High"

**Risk Register**

The identified risks are recorded in a Community Risk Register (see Annex B) and are reviewed by Council for any necessary attention.

The recommended risk treatment strategies are recorded in the same Annex

As mentioned earlier in this document, the hazard and risk assessment and risk treatment options should be reviewed annually.

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## Capacity Building

### Community Awareness

Part of the role of the Local Disaster Management Group is to ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster; (DMA s.30[e]).

To that end, the LDMG will undertake a continual community awareness program, encompassing the following activities:

- Community awareness via the coordination and facilitation of school visits from member organisations of the LDMG
- Provision of a community awareness and preparedness campaign to highlight the emergency animal and plant disease risk in the area
- Provision of a community awareness and preparedness campaign to highlight the severe weather risk in Yarrabah and to encourage individual members of the community and business owners to have their own disaster/emergency plans in place
- Provision of support to Queensland Health (Cairns) in their community awareness and preparedness campaign to highlight the public health risk from a human epidemic/pandemic in the area and to encourage individual mitigatory action.

Community awareness activities will be reported on at each meeting of the LDMG and will be included in the LDMG Annual Report.

The current version of this document will be available at the Council Office and on the YASC web page.

### Training

In accordance with the provisions of the Disaster Management Training Framework the following members of the LDMG are required to undertake the below mandatory disaster management training;

#### Chair and Deputy Chair of the LDMG

Queensland Disaster Management Arrangements  
Introduction to Disaster Funding Arrangements  
Local and District Disaster Management Group Member Induction

#### Local Disaster Coordinator

Queensland Disaster Management Arrangements  
Introduction to Disaster Management Planning  
Introduction to Emergency Risk Management  
Introduction to Lessons Management  
Introduction to Warnings and Alert Systems  
Introduction to Disaster Coordination Centres  
Introduction to Evacuation  
Introduction to Disaster Funding Arrangements  
Local and District Disaster Management Group Member Induction  
Disaster / Recovery Coordinator Induction

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LDMG Members

Queensland Disaster Management Arrangements  
 Introduction to Disaster Management Planning  
 Group Committee / Member Induction

Certification of Training

Participants who successfully complete a course or induction under the Framework will be issued with a Certificate of Achievement and their details will be entered into the Disaster Management Training Database which is maintained by QPS(EMC&C).

The database will be used to report on the completion of training by stakeholders in accordance with their training requirements under the Framework.

Details of training issues (training conducted, training gaps identified, etc) will be included in the annual report of the LDMG.

Incidental Training

Extra training may be provided to relevant members of the various responding agencies. Such training may include instruction in the Australasian Inter-service Incident Management System (AIIIMS).

**Exercises**

A disaster management exercise is a scenario-driven activity used primarily to train personnel and test capabilities. It is low-risk and involves varying degrees of simulation or 'pretending'.

There are a number of different styles of exercise. The most common types in use in Queensland are:

| Exercise styles      | Exercise types      | Description                                                                                                                                                                                                                                                                                             |
|----------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Discussion Exercises | Orientation Seminar | The 'walk through' - especially for inductees                                                                                                                                                                                                                                                           |
|                      | Agency Presentation | Prepare an agency specific action plan and present it in plenary.                                                                                                                                                                                                                                       |
|                      | 'Hypothetical'      | Responses may be prepared in groups, in plenary, or under the guidance of a facilitator who maintains the pace and asks probing questions (the 'hypothetical'). A cost effective and highly efficient exercise method that might be conducted in conjunction with a field exercise as part of a series. |
|                      | Table Top Exercise  | Indoor discussion exercises. May feature a model of the area on which a prepared scenario is played out, or simply using a projected map. The model or map is used to illustrate the deployment of resources, but no resources are actually deployed                                                    |

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|                 |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Field Exercises | Operational Exercise | An exercise in which emergency management organisations and agencies take action in a simulated situation, with deployment of personnel and other resources, to achieve maximum realism. It is conducted on the ground, in real time but under controlled conditions, as though it were a real emergency. A full scale (or Field) exercise might be characterised by some, or all, of: noise, realism, stress, heat and real time. This is resource and cost intensive. |
|-----------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Exercises may be conducted internally, at the instigation of the Local Disaster Coordinator, and with the assistance of personnel from Emergency Management Queensland. Exercises may also be conducted on a district-wide basis, involving a number of different Local Disaster Management Groups, and managed externally, either by the DDMG or by the State Disaster Coordination Centre in Brisbane.

#### Evaluating the exercise

In determining whether an exercise achieved its original aim, it is important to evaluate to what extent the exercise objectives were met and how the exercise was conducted generally. At the conclusion of an exercise it is also important that debriefs are conducted to capture issues and areas for improvement.

It is recommended that the LDMG consider the use of hot debriefs, conducted immediately following participants' involvement in the exercise; and a more detailed After-Action Review conducted within a few days of the exercise, to allow participants time to provide a more considered view of the exercise.

When feedback is being collected it is important to consider issues and action items in two separate categories:

Exercise design and conduct – issues and feedback relating to the exercise format, design and conduct. This feedback will help to inform the design and conduct of future exercises.

Achievement of exercise objectives – the exercise evaluation process should examine to what extent the exercise objectives were achieved. Any gaps or issues identified during this process can be reported as 'findings'. Tabling these findings allows for the development of appropriate treatment options designed to address identified gaps and issues. Exercise findings and treatment options should then be captured in a wider Post-Exercise Report.

Details of exercises (activities conducted, training gaps identified, etc) will be included in the annual report of the LDMG.

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## Post Disaster Assessment

### Post-Disaster Operational Review

#### Debriefing

Debriefing is a valuable tool in the ongoing improvement of disaster management. Effectively undertaken, debriefing will identify areas of concern in the existing planning or response arrangements, as well as identifying areas of appropriate activity.

There are two different levels of debriefing activity, for two distinct purposes.

- Hot Debrief
- (Post-Event) Operational Debrief

#### The Hot Debrief

This is a debrief undertaken immediately after operations are complete, giving participants the opportunity to share learning points while the experience is still very fresh in their minds.

Multiple hot debriefs during protracted operations may be appropriate to identify significant issues and provide prompt solutions for immediate implementation - in protracted operations, hot debriefs are to be conducted daily. Debriefs are to be conducted by the Local Disaster Coordinator.

#### The (Post-Event) Operational Debrief

Post-event debrief is a more formalised debrief of the event by the Local Disaster Management Group, conducted days or weeks after an operation, when participants have had an opportunity to take a considered view of the effectiveness of the operation.

Ideally this debrief should occur after each participating agency has had the opportunity to have a single agency debrief of the activity.

The LDMG may consider having the debrief facilitated by an independent person or organisation.

An effective debrief will:

- seek constructive information from those being debriefed
- analyse the operation to determine what went right, what went wrong and why without trying to apportion blame
- acknowledge good performance
- focus on improving planning and procedures
- record relevant information to enable reports to be compiled;

The debrief should address:

- What happened during the event
- Areas which were handled well
- Areas where the coordination or the response could be improved
- Identified areas for amendment of plans, procedures, or training programs

The required amendment to documentation should be included in the regularly programmed review of the Local Disaster Management Plan.

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A Post Event Operational Review Report should be completed in association with Emergency Management Queensland, and any perceived gaps in capacity or process should be addressed in the ongoing disaster management program.

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## Response Strategy

### Warning Notification and Dissemination

Warnings are issued from a number of sources in connection with a number of hazardous situations:

|                              |                                                                                                             |
|------------------------------|-------------------------------------------------------------------------------------------------------------|
| Severe Weather Event         | Bureau of Meteorology                                                                                       |
| Hazardous Materials Incident | Queensland Police Service or Queensland Fire Department                                                     |
| Public Health                | Queensland Health, DEWS, Yarrabah Aboriginal Shire Council Officers (water/wastewater/environmental health) |
| Major Infrastructure Failure | The owner of the facility - e.g. Yarrabah Aboriginal Shire Council, Telstra, Ergon, etc                     |
| Bushfires                    | Queensland Fire Department                                                                                  |
| Animal or Plant Disease      | Department of Agriculture and Fisheries (Biosecurity)                                                       |
| Space Debris Re-entry        | Queensland Police Service.                                                                                  |
| Potential Terrorism Threat   | Queensland Police Service                                                                                   |

Many of these warnings are disseminated directly to members of the public via mass media communications systems.

It is the role of the Local Disaster Management Group to ensure that the community is in the best position to receive the information contained in the warnings, and to have the best possible situational awareness to enable them to take appropriate action in relation to any event by which they may be affected.

Further details are addressed in the Public Information & Warning Sub Plan.

### Activation

The Chairperson of the LDMG is responsible for the decision to activate the LDMG, in consultation with the Local Disaster Coordinator as required.

Should the Chairperson be unavailable, the Deputy Chairperson of the LDMG is responsible for the decision.

Should neither of the above members of Council be available, the decision may be taken by the Local Disaster Coordinator, who will advise the Chair, LDMG as soon as is practicable.

The four levels of activation are:

|                     |                                                                                                                                                                                                                                                                         |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Alert</b>        | A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.                                          |
| <b>Lean Forward</b> | An operational state prior to 'stand up' characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on standby; prepared but not activated. |
| <b>Stand Up</b>     | The operational state following 'lean forward' whereby resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated.                                                                             |
| <b>Stand down</b>   | Transition from responding to an event back to normal core business and/or recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.                                                                           |

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**Local Disaster Coordination Centre**

The primary Local Disaster Coordination Centre is located in the Yarrabah Aboriginal Shire Council office on Sawmill Road.

Details of the capacities and operations of the Local Disaster Coordination Centre are included in the Disaster Coordination Centre Sub-Plan.

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## Concept of Operations for Response

### Operational Reporting

Agency Situation Reports will be submitted at intervals as determined by the LDC from the member agencies of the Local Disaster Management Group in order to ensure that the Disaster Coordination Centre maintains complete situational awareness.

LDMG Situation Reports will be submitted on a regular basis to the DDC, Cairns.

Such reports will be required at times stipulated by the DDC Cairns and will be in the format as prescribed in the LDCC Sub-Plan.

### Financial Management

There are two sets of financial arrangements which, if activated by the Minister (Minister for Police and Emergency Services), provide financial support to Queensland communities impacted by a disaster event through the reimbursement of eligible expenditure:

**SDRA** - The intent of the SDRA is to assist in the relief of communities whose social wellbeing has been severely affected by a disaster event (natural or non-natural).

The SDRA is state funded, and therefore not subject to the Australian Government imposed event eligibility provisions or activation threshold. As a consequence, SDRA is able to address a wider range of disaster events and circumstances where personal hardship exists.

**DRFA** - The intent of the DRFA is to assist the relief and recovery of communities whose social, financial and economic wellbeing has been severely affected by a disaster event. The arrangements provide a cost sharing formula between the state and Australian Government and include a range of pre-agreed relief measures.

Eligible disasters under DRFA include cyclone, flood, landslide, meteor strike, storm, bushfire, storm Surge, terrorist event, tsunami, tornado and earthquake. Drought, frost, heatwave, epidemic events relating from poor environmental planning, commercial development or personal intervention are not eligible events under DRFA.

To claim for expenditure reimbursement under SDRA or DRFA arrangements:

the relevant arrangements must be activated

the relevant relief measures must be activated, and the expenditure must meet the eligibility requirements of that measure

Documentary support for all eligible expenditure detailed in the claim must be provided by the claimant.

### Media Management

A Public Information and Warnings Sub-Plan has been developed to provide for the effective collection, monitoring, management and dissemination of accurate, useful and timely information and warnings to the public during and after disaster events.

### Accessing Support and Allocation of Resources

While the Yarrabah LDMG has available to it the combined resources of all of its member agencies to apply to the response to an event, there will be times when the resources available will be either insufficient or inappropriate.

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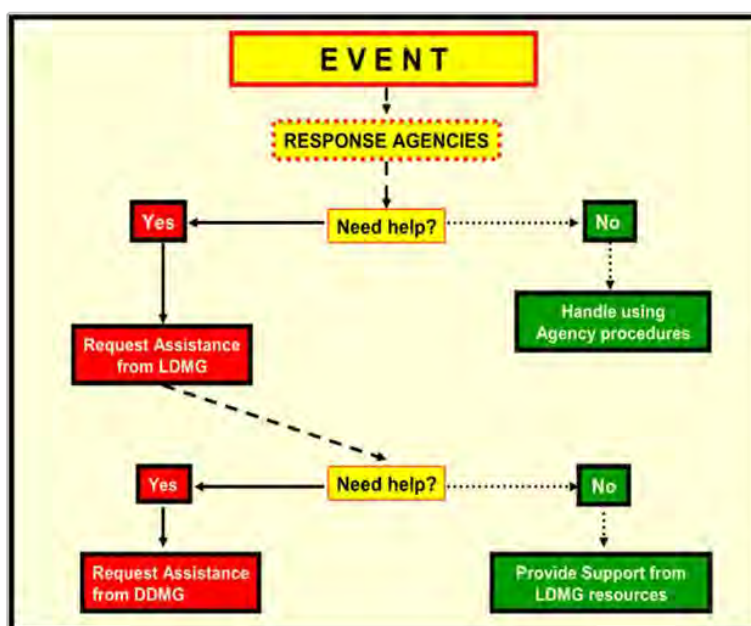
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Where the LDMG requires logistics support and/or resources to meet operational requirements that are beyond local capacity and capability, the LDMG should formally seek assistance through a Request for Assistance forwarded to the DDCC.

The DDCC will provide the resource as requested, and the LDMG will be responsible for the management of that resource at local level.

Resources in this context may include human resources, encompassing response personnel and disaster coordination personnel. It should be noted, however that the management of the response to the event will always remain the responsibility of the LDMG.

The following table depicts the disaster management response (and support) system in operation at local level:



### Disaster Declaration

Where there is a requirement for a person or a class of persons to exercise the additional powers available under the provisions of s.77 of the Act, the District Disaster Coordinator may with the approval of the Minister, declare a disaster situation for the Disaster District or a part of the Disaster District).

The District Disaster Coordinator should take reasonable steps to consult with Council prior to any declaration.

There is also provision for the Premier of Queensland and the Minister for Emergency Services to declare a Disaster Situation for the State or a part of the State.

The chairperson of the State Disaster Management Group or the District Disaster Coordinator only may authorise the exercise of additional powers.

The declaration of a disaster situation does not affect Council's responsibilities in relation to the coordination of the response to and recovery from the disaster event.

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## Resupply

The LDMG is responsible for the management of and community education and awareness in relation to the resupply of isolated communities and isolated rural properties.

Further details of the State Resupply Policy are addressed in the Resupply Operations Sub Plan

## Hazard Specific Arrangements

The Queensland Disaster Management Arrangements include plans and procedures for specific hazards such as influenza pandemic, animal and plant disease, terrorism and bushfire. Primary agencies are allocated responsibility to prepare for, and respond to, the specific hazard based on their legislated and/or technical capability and authority. The broader arrangements may be activated to provide coordinated support to the hazard specific arrangements.

The State Disaster Management Plan identifies a number of Specific Hazards which are subject of special planning.

Details of the associated State and National Plans, along with the identified Primary Agency responsible for the development and implementation of these plans are included in the following table.

| Specific Hazard            | Primary Agency             | State and National Plans                                                                  |
|----------------------------|----------------------------|-------------------------------------------------------------------------------------------|
| Biological (human related) | Queensland Health          | State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents |
| Bushfire                   | Queensland Fire Department | Wildfire Mitigation and Readiness Plans (Regional)                                        |
| Chemical                   | Queensland Fire Department | State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents |
| Influenza Pandemic         | Queensland Health          | Queensland Pandemic Influenza Plan<br>National Action Plan for Human Influenza Pandemic   |
| Radiological               | Queensland Health          | State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents |
| Terrorism                  | Queensland Police Service  | Queensland Counter-Terrorism Plan<br>National Counter-Terrorism Plan                      |

Adapted from Interim Queensland State Disaster Management Plan 2012

## Recovery Strategy

Local recovery strategies incorporate human-social, infrastructure, economic, and environmental factors in a Recovery Sub Plan.

Disaster recovery is the coordinated process of supporting individuals and communities in the reconstruction of the physical infrastructure, restoration of the economy and of the environment, and support for the emotional, social and physical wellbeing of those affected following a disaster event.

The recovery phase of disaster management also involves disaster relief in the provision of immediate shelter, life support and human needs to persons affected by, or responding to, a disaster. For this reason the timely coordinated establishment of disaster recovery strategies is equally as important as, and should be activated in conjunction with, an effective disaster response.

Recovery can be a long and complex process which extends beyond immediate support to include repair, reconstruction, rehabilitation, regeneration and restoration of social wellbeing, community development, economic renewal and growth, and the natural environment.

Examples of recovery strategies may include:

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- Providing relief measures to assist persons affected by the event who do not have resources to provide for their own personal wellbeing;
- Restoring essential infrastructure in the area or areas affected by the event;
- Restoring the natural and built environment in areas affected by the event;
- Providing personal support to individuals affected by the event, including temporary hospital accommodation, emergency medical supplies, material assistance and counselling services; and/or
- Supporting community development

Further details are addressed in the Recovery Sub Plan

Recovery activations stages are outlined below

| Status                  | Triggers                                                                                                                                                                                         | Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Communications                                                                                                                                                                                                                                                                                              |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Alert                   | <ul style="list-style-type: none"> <li>• Response phase at 'lean forward' level of activation.</li> </ul>                                                                                        | <ul style="list-style-type: none"> <li>• Appointment of LRC as appropriate.</li> <li>• Potential actions and risks identified.</li> <li>• Information sharing commences.</li> <li>• LRC in contact with LDCC/LDC.</li> <li>• Initial advice to all recovery stakeholders.</li> </ul>                                                                                                                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>• LRC and LRG members on mobile remotely.</li> </ul>                                                                                                                                                                                                                 |
| Lean Forward (Stand By) | <ul style="list-style-type: none"> <li>• Response phase at 'stand up' level of activation.</li> <li>• Immediate relief arrangements are required during response phase.</li> </ul>               | <ul style="list-style-type: none"> <li>• Monitoring of response arrangements.</li> <li>• Analysis of hazard impact or potential impact.</li> <li>• Relief and recovery planning commences.</li> <li>• Deployments for immediate relief commenced by recovery functional agencies.</li> </ul>                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• LRC and LRG members on mobile and monitoring email remotely.</li> <li>• Ad hoc reporting.</li> </ul>                                                                                                                                                               |
| Stand Up (Activate)     | <ul style="list-style-type: none"> <li>• Immediate relief arrangements continue.</li> <li>• Response phase moves to 'stand down' level of activation. Medium term recovery commences.</li> </ul> | <ul style="list-style-type: none"> <li>• LRG activated at LDCC or alternate location.</li> <li>• Recovery plan activated.</li> <li>• Deployments for immediate relief response.</li> <li>• Action plans for four functions of recovery activated as required.</li> <li>• Community information strategy employed.</li> <li>• Participate in response debrief.</li> <li>• Transition arrangements from 'response and recovery' to 'recovery' activated including handover from LDC to LRC.</li> <li>• Action plans for four functions of recovery continue.</li> <li>• Community information strategies continue.</li> </ul> | <ul style="list-style-type: none"> <li>• LRC and LRG members present at LDCC or alternate location, on established land lines and/or mobiles, monitoring emails.</li> <li>• LRC and LRG members involved in medium term recovery continue as required.</li> <li>• Regular reporting to LDMG/LDC.</li> </ul> |

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|            |                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                        |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Stand Down | <ul style="list-style-type: none"><li>• LRG arrangements are finalised.</li><li>• Communities return to normal activities with ongoing support as required.</li></ul> | <ul style="list-style-type: none"><li>• Consolidate financial records.</li><li>• Reporting requirements finalised.</li><li>• Participate in recovery debrief.</li><li>• Participate in post event debrief.</li><li>• Post event review and evaluation.</li><li>• Long term recovery arrangements transferred to functional lead agencies.</li><li>• Return to core business.</li></ul> | <ul style="list-style-type: none"><li>• LRC and LRG members resume standard business and after hours contact arrangements.</li><li>• Functional lead agencies report to LRC/LRG as required.</li></ul> |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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## Annexes

### Annex A - Distribution List

|                                              | Hard Copy | Electronic Copy |
|----------------------------------------------|-----------|-----------------|
| Yarrabah Aboriginal Shire Council            |           | 1               |
| Deputy Mayor (Chair, LDMG)                   |           |                 |
| Councillor (Deputy Chair, LDMG)              |           |                 |
| CEO (LDC - Master Copy)                      | 1         |                 |
| Director – People & Communities (Deputy LDC) |           |                 |
| Director –Infrastructure                     |           |                 |
| Director –Building Services                  |           |                 |
| Environmental Health Worker                  |           |                 |
| Qld Police - EMC                             |           | 1               |
| Qld Police - Officer in Charge               |           | 1               |
| Qld Health (DON)                             |           | 1               |
| QAS - Officer in Charge                      |           | 1               |
| RFSQ - First Officer                         |           | 1               |
| SES - Local Controller                       |           | 1               |
| Yarrabah State School - Principal            |           | 1               |
| Gurriny Yealamucka Health Service (CEO)      |           | 1               |
| District Disaster Coordinator                |           | 1               |

A copy of the Main Plan is required by legislation to be available at the main Council Office, and on Council's web page.

A copy of the Main Plan is available for purchase from Council at a cost of \$25.00.

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**Annex B - Risk Register / Risk Treatment Plan / Residual Risks**

NB It should be noted that the risks dealt with in this document are risks related to disaster-related events, as described in the Disaster Management Act 2003, such risks having the potential to cause a 'serious disruption' to the community

As alluded to on p. 45 of this document, the issue of natural hazard risk is being addressed by an external consultancy, and the results of their deliberations were not made available prior to the publication of this document. When the results are available, they will be included.

| Hazard                         | Important Community Item | Risk                                                                                                                                                                                                       | Likelihood | Consequence | Risk Rating | Risk treatment                                                                                                                                                                                                   | Recommended | Responsible Agency   | Timeline    |
|--------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------------|-------------|
| Disease Pandemic               | People                   | There is a risk that people will be affected by a disease pandemic, causing death or severe illness                                                                                                        | C          | 2           | H           | <ul style="list-style-type: none"> <li>Public awareness campaign, including specific information for schoolchildren</li> </ul>                                                                                   | Y           | Old Health           | As Required |
|                                | Medical Services         | There is a risk that medical services will be severely stretched by a disease pandemic                                                                                                                     | C          | 4           | E           | <ul style="list-style-type: none"> <li>Ensure that contingency planning maintained to address potential staffing shortages</li> </ul>                                                                            | Y           | Old Health           | As Required |
|                                | People                   | There is a risk that the community may be quarantined in isolation for an extended period.                                                                                                                 | C          | 3           | H           | <ul style="list-style-type: none"> <li>Ensure social distancing of personnel involved in the receipt and distribution of incoming stores and supplies</li> </ul>                                                 | Y           | YASC Community Store | As Required |
| Emergency Animal Disease       | Economy                  | There is a risk that animals could be affected by a number of emergency animal diseases, such as foot and mouth disease, screw-worm fly, Hendra virus, Esva virus.                                         | C          | 3           | H           | <ul style="list-style-type: none"> <li>Maintain quarantine initiatives</li> </ul>                                                                                                                                | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Maintain community awareness initiatives</li> </ul>                                                                                                                       | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Maintenance of a Pest Management Plan</li> </ul>                                                                                                                          | Y           | YASC                 | Ongoing     |
| Infrastructure Failure - Power | People                   | There is a risk that the lack of power would result in failure of refrigeration, possibly leading to unsafe food issues                                                                                    | B          | 3           | E           | <ul style="list-style-type: none"> <li>Community awareness campaign in relation to safe food handling and storage</li> </ul>                                                                                     | Y           | YASC EISW            | As Required |
|                                | Infrastructure           | There is a risk that the lack of power would result in failure of the water treatment and reticulation system, with associated flow-on risks to fire fighting capacity because of lack of water            | B          | 4           | E           | <ul style="list-style-type: none"> <li>Provision of appropriate portable generators</li> </ul>                                                                                                                   | Y           | RFSQ                 | Immediate   |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Identify above-ground water sources</li> </ul>                                                                                                                            | Y           | RFSQ                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Ensure that QRES Rural has sufficient pumping capacity to source water from creeks, etc.</li> </ul>                                                                       | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Ensure that council water trucks are available to assist as required</li> </ul>                                                                                           | Y           | YASC                 | As Required |
|                                |                          | There is a risk that the lack of power would result in failure of the sewerage treatment and pumping system                                                                                                | B          | 3           | H           | <ul style="list-style-type: none"> <li>Provision of appropriate portable generators</li> </ul>                                                                                                                   | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Develop a public health sub plan, to include community awareness material in relation to safe drinking water</li> </ul>                                                   | Y           | YASC                 | Ongoing     |
|                                |                          | There is a risk that the lack of power would result in failure of the telephone system, with associated flow-on to the fax, internet and efbps systems                                                     | B          | 3           | H           | <ul style="list-style-type: none"> <li>Lobby Telstra and Optus to ensure that there is back-up power available to the current repeater tower(s)</li> </ul>                                                       | Y           | YASC                 | Immediate   |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Ensure that there is access to the telecommunications tower generator to maintain fuel supplies</li> </ul>                                                                | Y           | YASC Telstra         | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Develop a community awareness program aimed at ensuring that resident have an old-fashioned dial telephone available which does not need power to operate</li> </ul>      | Y           | LDMG                 | Ongoing     |
|                                |                          | There is a risk that the lack of power would result in failure of radio and television transmission systems, resulting in diminished capacity to inform the community in relation to the event             | B          | 1           | M           | <ul style="list-style-type: none"> <li>Develop/maintain a system of community notice boards in prominent positions in each of the communities</li> </ul>                                                         | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Investigate the development/maintenance of a disaster warden system, similar to Neighbourhood Watch to act as an information conduit to and from the community</li> </ul> | Y           | YASC LDMG            | Ongoing     |
|                                |                          | There is a risk that the lack of power would result in failure of fuel pumping capacity from below ground tanks                                                                                            | B          | 1           | M           | <ul style="list-style-type: none"> <li>Encourage the installation of portable generator-driven pumping capacity as a part of normal business continuity planning</li> </ul>                                      | Y           | LDMG                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Instigate a policy in relation to Council vehicles maintaining at least half a tank of fuel at all times,</li> </ul>                                                      | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Encourage the community to maintain at least half a tank of fuel at all times,</li> </ul>                                                                                 | Y           | YASC                 | Ongoing     |
|                                |                          |                                                                                                                                                                                                            |            |             |             | <ul style="list-style-type: none"> <li>Maintain data in relation to above ground (gravity-fed) fuel supplies</li> </ul>                                                                                          | Y           | YASC LDMG            | Ongoing     |
|                                | People                   | There is a risk that the lack of power would result in the loss of electrical lighting cooking appliances, with associated flow-on risk of fires                                                           | B          | 3           | H           | <ul style="list-style-type: none"> <li>Community awareness campaign concentrating on fire safety in the home</li> </ul>                                                                                          | Y           | QRES Rural           | Ongoing     |
| Hazardous Chemical Event       | People                   | There is a risk of death or injury as a result of an event involving the delivery, decanting, transportation, storage or application of hazardous chemicals, which include various fuels, acids and gases. | C          | 2           | L           | <ul style="list-style-type: none"> <li>Continual operator training and vehicle and equipment maintenance in accordance with legislative requirements</li> </ul>                                                  | Y           | YASC                 | Ongoing     |

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|-----------------------|----------------|----------------------------------------------------------------------------------------------------------------------------|---|---|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----------------|---------|
|                       | Environment    | There is a risk of damage to the environment as a result of an event involving hazardous chemicals                         | D | 2 | L | <ul style="list-style-type: none"><li>Provision of bund walls as required at relevant locations</li></ul>                                                                                                                         | Y | Facility Owners | Ongoing |
|                       | Infrastructure | There is a risk of damage to buildings by fire as a result of an event involving hazardous chemicals                       | D | 2 | L | <ul style="list-style-type: none"><li>Provision of safety training and fire suppression equipment</li><li>Continual operator training and vehicle and equipment maintenance in accordance with legislative requirements</li></ul> | Y | Facility Owners | Ongoing |
| Multi Casualty Events | Infrastructure | There is a risk that medical and ambulance/rescue services will be severely stretched by a multi casualty event            | A | 4 | E | <ul style="list-style-type: none"><li>Provision of community first aid courses</li><li>Provision of specific training to other emergency services personnel;</li></ul>                                                            | Y | QAS             | Ongoing |
|                       |                | There is a risk that there will be insufficient space for the storage of deceased persons following a multi casualty event | A | 3 | E | <ul style="list-style-type: none"><li>Identification of potential alternative storage locations, eg transport freezer containers</li></ul>                                                                                        | Y | QPS             | Ongoing |
|                       | People         | There is a risk of a major event involving a regular air transport passenger flight resulting in death or serious injury   | C | 3 | H | <ul style="list-style-type: none"><li>Aerodrome Emergency Plan in place (Cairns Airport)</li></ul>                                                                                                                                | Y | YASC            | Ongoing |
|                       |                |                                                                                                                            |   |   |   |                                                                                                                                                                                                                                   |   |                 |         |

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**Residual Risks**

Residual risks as the risks which remain after the Local Disaster Management Group has applied the risk mitigation strategies within their capacity, but those strategies have not sufficiently reduced or eliminated the risk. Residual risks are listed for the information of the Cairns District Disaster Management Group, in order that they may consider mitigation strategies not available to the Local Disaster Management Group.

The list below are identified residual risks Yarrabah Local Disaster Management Group transfer to the Cairns DDMG.

| Hazard                                                                  | Vulnerable sector                   | Risk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Residual Risk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| All Hazards<br>(especially those involving<br>multi-casualty scenarios) | People, infrastructure, environment | <p>There is a risk that emergency services response to any disaster event will be severely compromised as a result of insufficient response capacity, limited infrastructure, resources and isolation.</p> <p>There is a risk to first responders and to the general population of asbestos contamination from damaged buildings.</p> <p>Due to limited capacity, there would be various Public Health Risks that Yarrabah would not be able deal with without significant assistance from the DDMG.</p> | <p>Yarrabah has a limited capability and response capacity, because of its size although there is a permanent Police and Ambulance presence in the community, they have limited numbers.</p> <p>State Emergency Service and Rural Fire Service both have a small volunteer presence in the community.</p> <p>While the capacity is there to handle smaller events, any medium or large-scale impact would require the expeditious deployment of external emergency services resources.</p> <p>The Yarrabah LDMG has only a limited capacity to handle minor events; but any medium or large-scale impacts will require significant assistance from the DDMG via QDMA.</p> <p><b>Yarrabah LDMG identifies all Hazards in this table as Residual Risks and transfers these Risks to the DDMG.</b></p> |
| Cyclone Cat 1-3                                                         |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Cyclone Cat 4+                                                          |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Flood                                                                   |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Epidemic /Pandemic                                                      |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Storm Surge (Cyclonic)                                                  |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Bushfire                                                                |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Earthquake                                                              |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Tsunami                                                                 |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Terrorist                                                               |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Hazardous Materials                                                     |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Marine Oil Spill                                                        |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Shipping/ Boating Accidents                                             |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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## Annex C - Disaster Management Operational Sub Plans

This section of the Local Disaster Management Plan identifies the response issues which may need to be addressed as a result of a disaster event.

It is recognised that Yarrabah Aboriginal Shire Council will not be able to address many of the issues required to be dealt with in response to a disaster event without significant assistance from the DDMG. It is expected, however, that the Yarrabah Local Disaster Management Group has been able to develop a portfolio of plans to reflect their current/potential operational capacity, commensurate with their level of vulnerability, and identify any gaps in that capacity.

This part of the disaster management planning document has been developed to reflect the capacity of the community to respond to the impact of a disaster event. While parts of the content may seem obvious, and possibly even superfluous to residents of the Yarrabah community, it should always be borne in mind that effective disaster management arrangements provide for a scenario where the people who would normally be responsible for the response to an event may themselves be affected by the event, and unable to perform their normal role.

It is important, therefore that processes and procedures be documented, so that personnel coming into the community from outside to assist in the response to the event are aware of the wishes of the community and are cognisant of the arrangements already in place.

The Sub Plans contained in this section of the document are, in the main, NOT Standard Operating Procedures, to be followed religiously in response to a set of circumstances. SOPs are appropriately retained at individual agency level. These Sub Plans are a discussion of a series of issues which may need to be addressed in preparing to respond to events. Included in most of the documents is an 'Operational Checklist' which may be used as an aide memoire during response operations to ensure that appropriate issues have been addressed as a part of the response.

Unless otherwise specifically indicated, the Local Disaster Coordinator is responsible for the development and maintenance of each individual Sub Plan.

Operational Sub Plans for the disaster management functions are attached:

- A1. Activation of the LDMG
- A2. Community Support
- A3. Disaster Coordination Centre
- A4. Evacuation
- A5. Evacuation Centre Management
- A6. Financial Management
- A7. Initial Impact & Needs Assessment
- A8. Pandemic Sub Plan COVID-19
- A9. Public Health (*Not yet developed*)
- A10. Public Information & Warnings
- A11. Public Works & Engineering
- A12. Recovery
- A.13 Resupply Operations
- A13. Transport & Logistics

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**7.6 HOLIDAY ACT FOR 2026 - YASC SPECIAL HOLIDAYS**

**File Number:** 06.MFD\_OM\_20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

Secure dates for 2026 Special Holiday in accordance with Holiday Act 1983 – Local Governments

**BACKGROUND**

Each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employee are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the Trading (Allowable Hours) Act 1990, is only a holiday for banks and insurance offices and under a directive of the *Public Service Act 2008*, a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to council contact officer.

Proposed event and dates for **2026** are as follows:

| <i>Day and Date</i>              | <i>Name of event</i>                         | <i>Nature</i>                                                                  |
|----------------------------------|----------------------------------------------|--------------------------------------------------------------------------------|
| Wednesday 17 <sup>th</sup> June  | Yarrabah Foundation Day-Coming Of The Gospel | <i>commemorating missionary arrival to Yarrabah, Annual athletics carnival</i> |
| Friday 10 <sup>th</sup> July     | Yarrabah NAIDOC Day                          | <i>Annual day observed by Yarrabah to celebrate NAIDOC</i>                     |
| <b>TBC</b>                       | Cairns Show                                  | <i>Show day holiday – aligned with Cairns</i>                                  |
| Tuesday 27 <sup>th</sup> October | Yarrabah DOGIT Day                           | <i>Date to commemorate issue of the Trust to Yarrabah.</i>                     |

**ADDITIONAL CONSIDERATIONS**

To date, dates have not been determined by the relevant parties for the Cairns Show Day. Council may resolve for the CEO to recommend this date once the relevant determination is made.

Application Form is to be submitted via email to [info@oir.qld.gov.au](mailto:info@oir.qld.gov.au) by no later than **Friday, 25 July 2025**.

**ATTACHMENTS****1. Letter from Office of Industrial Relations - Holiday Act 1983**

**RECOMMENDATION**

That Council resolve to endorse the public holiday dates for 2026, as:-

|           |                               |                                                |
|-----------|-------------------------------|------------------------------------------------|
| Wednesday | 17 <sup>th</sup> June 2026    | Yarrabah Foundation Day – Coming Of The Gospel |
| Friday    | 10 <sup>th</sup> July 2026    | Yarrabah NAIDOC Day                            |
| Friday    | to aligned with               | Cairns Show Day once confirmed                 |
| Tuesday   | 27 <sup>th</sup> October 2026 | Yarrabah DOGIT Day                             |

Authorise the CEO to confirm these dates with the Office of Industrial Relations.



Office of  
Industrial Relations

Department of State  
Development and  
Infrastructure

10 June 2025

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983*, local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2026 for districts in your local government area, please complete the attached request form and submit via email to [info@oir.qld.gov.au](mailto:info@oir.qld.gov.au) by no later than **Friday, 25 July 2025**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. 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.

A special holiday for any other reason is not a public holiday but a bank holiday. The *Trading (Allowable Hours) Act 1990*, provides that a bank holiday is only a holiday for banks and insurance offices. 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.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email [patricia.faulkner@oir.qld.gov.au](mailto:patricia.faulkner@oir.qld.gov.au).

I also wish to advise a review of the administrative processes for the appointment of special holidays is currently underway. The review will investigate options for a more streamlined process for future special holiday appointments.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shane Donovan', written over a light blue circular official stamp.

**Shane Donovan**  
A/Executive Director, Industrial Relations  
Office of Industrial Relations

1 William Street Brisbane  
Queensland 4000 Australia  
GPO Box 69 Brisbane  
Queensland 4001 Australia  
Telephone 13 QGOV (13 74 68)  
WorkSafe 1300 362 128  
Website [www.worksafe.qld.gov.au](http://www.worksafe.qld.gov.au)  
[www.business.qld.gov.au](http://www.business.qld.gov.au)

**7.7 ENDORSEMENT OF A DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE – DWELLING HOUSE ON LAND LOCATED AT SMITH STREET AND DESCRIBED AS LOT 26 ON SP301698**

**File Number:** 07.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

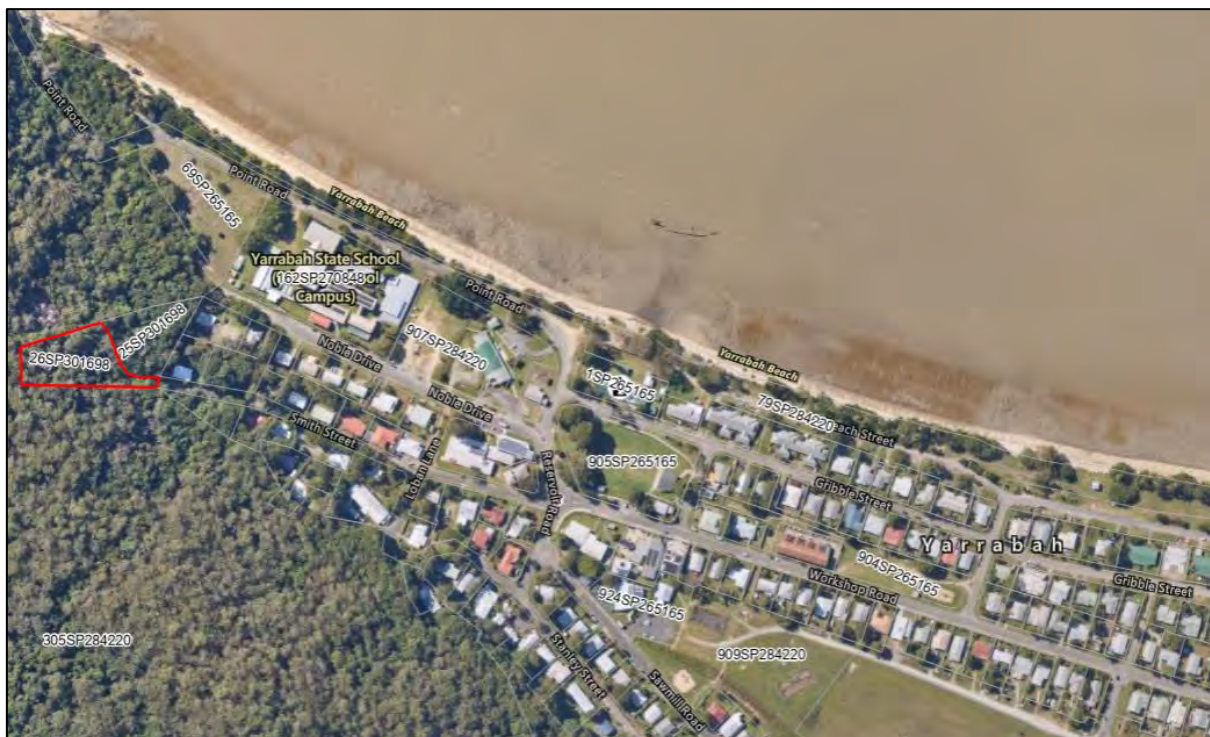
**PURPOSE OF THE REPORT**

Report prepared by Planz Town Planning

To seek Council resolution in relation to a Development Application for a Material Change of Use – for the establishment of a Dwelling House on Lot 26 SP301698, Smith Street, Yarrabah

**BACKGROUND****APPLICANT**

Bettina Rosser as the holder of the 99 Year Lease over the subject land, which is the old water tank site.



Before finalising the 99 year lease to Bettina Rosser in February 2018, Council undertook an independent review of the water tank (ref: REP/230688-80/01 9 October 2016 ARUP). The Review found that:

1. The water tank has an approximate volume of 1.1ML and was constructed around 1970 and decommissioned circa. 2004
2. No design drawings or records of the structure were available.
3. The extent of remedial works to bring the tank to the required standards to be used for water storage would be costly and non-viable.



The 99-year lease allows the leaseholder to retain or remove the water tank based on the leaseholder's preferences and needs. Due to the condition of the tank, it will be demolished, and the roof infrastructure will be transported to Council's landfill, and the concrete of the tank will be jackhammered and utilised on the roadway for stability and erosion control.

This report relates to the application for the construction of a dwelling on the site. In this instance the dwelling house triggers a code assessable application to Council because the site is affected by the bushfire hazard overlay.

The bushfire hazard overlay does not prohibit development, it simply means that any development must consider bushfire risks and where appropriate comply with planning and building requirements. These measures aim to protect life, property, and the environment by ensuring that developments are appropriately designed and located to mitigate bushfire hazard.



## COMMENT

In accordance with section 45 (3) of the Planning Act 2016, Code Assessment is an assessment that must be carried out only –

- (a) Against the assessment benchmarks in a categorising instrument for the development; and
- (b) Having regard to any matters prescribed by regulation for this paragraph.

Pursuant to section 45 (3) of the Act, the categorising instrument for the development is the Yarrabah Planning Scheme 2019 v1.1. Sections 26 and 27 of the Planning Regulation 2017, prescribe additional assessment benchmarks and matters that must be considered in deciding a Code Assessable development application.

The additional assessment benchmarks and matters that are relevant to the development are identified as follows:

**Table 1.0 – Assessment Benchmark Table**

| Assessment benchmarks                                                                  | Comment                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Planning Regulation Schedule 9                                                         | The application does not include development identified Building work under Building Act                                                                                                                                  |
| Planning Regulation Schedule 10                                                        | The application does not include development identified in Schedule 10 as Assessable Development                                                                                                                          |
| Regional Plan                                                                          | Section 2.2 of the Planning Scheme identifies that the Far North Queensland Regional Plan 2009-2031 has been adequately reflected in the Planning Scheme. A separate assessment against the Regional Plan is not required |
| State Planning Policy, part E                                                          | The State interests are reflected in the Planning Scheme. There have been no additional assessment provisions in the current SPP or changes to mapping. As such, further assessment against the SPP is not required.      |
| Temporary State Planning Policy                                                        | Not applicable                                                                                                                                                                                                            |
| Local Government Infrastructure Plan                                                   | The site is within designated Priority Infrastructure Area and no further assessment is required in this regard.                                                                                                          |
| Any development approval for, and any lawful use of the premises, or adjacent premises | As discussed below                                                                                                                                                                                                        |
| The common material                                                                    | As discussed below                                                                                                                                                                                                        |

#### **ASSESSMENT AGAINST THE YARRABAH SHIRE COUNCIL PLANNING SCHEME 2019 V1.1**

The use is a Dwelling house and is defined as:

*A residential use of premises for one household that contains a single dwelling. The use includes domestic, outbuildings and works normally associated with a dwelling and may include a secondary dwelling.*

The planning scheme nominates a Dwelling house in the Environmental Management Zone as ‘accepted development subject to requirements’, and Council assessment is not usually required, however as the site is in the Bushfire Hazard area, the Dwelling house requires Code Assessment. This assessment and recommendation includes the future secondary dwelling (Granny Flat).

In this situation, the Planning Act does not allow refusal of the application. Approval must be granted as the development complies with all relevant codes.

The subject site is included in the following overlays:

- Biodiversity Areas (wildlife habitat)
- Bushfire Hazard
- Landslide Hazard

### Assessment Benchmarks

Assessment against the benchmarks and statement of reasons to support the application are as follows.

| Planning Scheme v1.1 |                               | Scheme Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Zone</b>          | Environmental Management Zone | <p>The purpose of the Environmental management zone is to recognise environmentally sensitive areas and may provide for houses on lots and other low impact activities where suitable.</p> <p>The proposed development is consistent with the purpose and overall outcomes of the Environmental management zone code and achieves compliance as summarised below:</p> <p>The development achieves the purpose of the zone code to:</p> <ol style="list-style-type: none"> <li>1. Maintain and protect the very high-quality conservation, biodiversity and scenic values of the site and surrounding areas.</li> <li>2. Low impact, small-scale living opportunities are facilitated where compatible with the environmental values of the area.</li> <li>3. Adverse impacts on natural systems, both on-site and on adjoining land are minimised through the location, design and management of development.</li> <li>4. Development is reflective of, and responsive to, the environmental values of the area.</li> <li>5. Visual impacts of development are minimised.</li> <li>6. Water quality is not adversely affected by development.</li> <li>7. Development does not detract from the natural beauty of Yarrabah, including the forest, hillslopes, wetlands, creeks and beaches. In particular, views from lookouts, open spaces and the water as well as along roads and community areas are maintained.</li> </ol> |
| <b>Land Use</b>      | Dwelling House Code           | <p>The proposed development is consistent with the purpose and overall outcomes of the Dwelling house code and achieves compliance as summarised below:</p> <p>The development achieves the purpose of the Dwelling house code as the dwelling house is setback from boundaries and roads to maintain the character of the area.</p> <p>The new home will be a footprint of approx. 130m<sup>2</sup> raised on 400mm posts off the ground. The concrete base car garage approx. 7m x 4m will lay at ground level, within the 130m<sup>2</sup> footprint.</p> <p>The plan includes a granny flat to be constructed at a future time and it is intended to install the post infrastructure for future works.</p> <p>The dwelling will be connected to Council's water and sewer networks.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Overlays</b>      | Biodiversity areas            | The purpose of the code will be achieved as the Dwelling House will be                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                          |                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | overlay code                  | located within cleared areas.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                          | Bushfire hazard overlay code  | <p>The proposed development achieves the desired outcomes for the Bushfire hazard overlay and achieves compliance as the dwelling house:</p> <ul style="list-style-type: none"> <li>• siting, layout and access responds to the risk of the natural hazard and minimises risk to personal safety to an acceptable or tolerable level of risk;</li> <li>• is resilient to natural hazard events by ensuring siting and design accounts for the potential risks of natural hazards to property;</li> <li>• has suitable access to water for fire-fighting purposes;</li> <li>• does not create an adverse impact on landscape values or biodiversity values due to a need to establish firebreaks of fire trails to protect the development;</li> <li>• supports, and does not unduly burden disaster management response or recovery capacity and capabilities;</li> <li>• directly, indirectly and cumulatively avoids an unacceptable increase in severity of the natural hazards and does not significantly increase the potential for damage on the site or to other properties;</li> <li>• Development avoids the release of hazardous materials as a result of a natural hazard event;</li> <li>• Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.</li> </ul> |
|                          | Landslide hazard overlay code | <p>The proposed development is consistent with the purpose and overall outcomes of the Landslide hazard overlay code as the dwelling house has been designed and located to:</p> <ul style="list-style-type: none"> <li>• minimise the potential adverse impacts of landslide on people and property to an acceptable or tolerable level;</li> <li>• be resilient to natural hazard events by ensuring siting and design accounts for the potential risks of the natural hazard to property;</li> <li>• ensure that vegetation clearing, stormwater management and filling and excavation does not create a landslide hazard and rectifies potential pre-existing hazard risks.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Development Codes</b> | Non-Applicable                | Non-Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

In summary, the proposal has been assessed against the relevant assessment benchmarks prescribed in the applicable Local and State planning instruments. The application is able to satisfy the relevant assessment benchmarks and the proposed development will have no adverse impact on the amenity of adjoining and surrounding area.

## CONSULTATION

The application is code assessable and does not require public consultation.



## ATTACHMENTS

## 1. Development Application for a Material Change of Use - Map

## RECOMMENDATION

That Council resolve to approve the application for a Council resolution in relation to a Development Application for a Material Change of Use – for the establishment of a Dwelling House (including future Granny Flat) on Lot 26 SP301698, Smith Street, Yarrabah, subject to the following:

## APPROVED PLANS

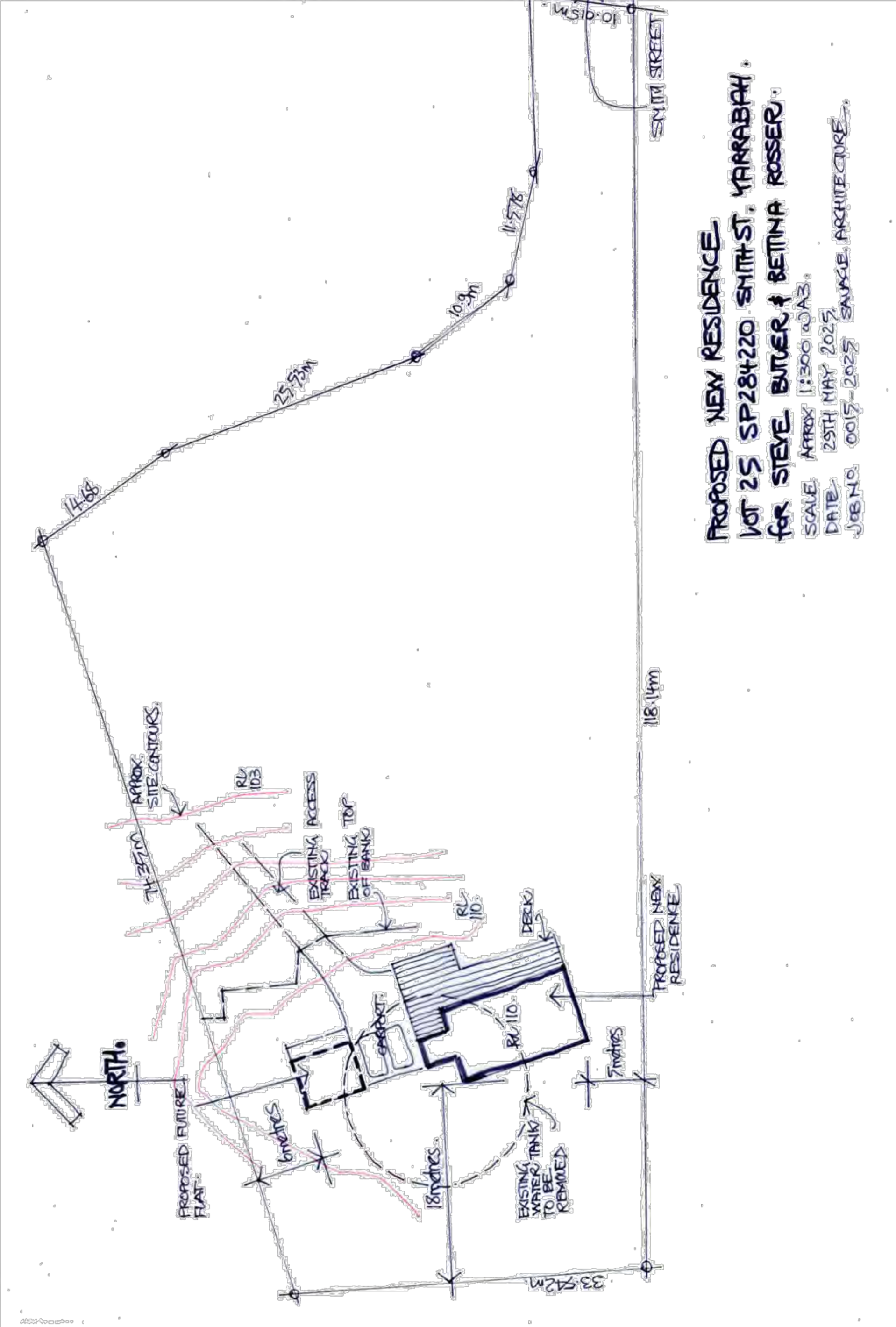
The term 'approved drawing(s) and / or document(s)' or other similar expressions means:

| Drawing or Document | Reference | Date |
|---------------------|-----------|------|
| Site Plan           |           | 2025 |
| Floor Plan          |           |      |
| Elevation Plan      |           |      |

## ASSESSMENT MANAGER CONDITIONS

| # | Assessment Manager Conditions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Timing                                                                                                |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| 1 | <p>Development</p> <p>The development must be carried out substantially in accordance with the approved plans outlined above and the facts and circumstances of the use as submitted with the application, subject to any alterations:</p> <ul style="list-style-type: none"> <li>a. Found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and</li> <li>b. To ensure compliance with the following conditions of approval.</li> </ul> | During the operation and life of the development                                                      |
| 2 | <p>Timing of effect</p> <p>The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer.</p> <p>Reason: The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit</p>                                                                                                                                                                                                                                                                    | Prior to the commencement of the use except where specified otherwise in these conditions of approval |
| 3 | <p>Location</p> <p>The Dwelling House shall be located within cleared areas, as shown on the approved plans.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Prior to the commencement of the use except where specified otherwise in these conditions of approval |
| 4 | <p>Water Supply</p> <p>The development must be connected to Council's water service in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's Chief Executive Officer.</p> <p>Prior to the water service connection works commencing, a request for a Plumbing Connection is required to be submitted with detailed hydraulic drawings. The connection must be approved by Council prior to the property connection work being undertaken.</p>                                                                                    | Prior to the issue of a Building Approval                                                             |

|  |                                                                                                                                                                   |  |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | Reason: To ensure that the premises is appropriately serviced by reticulated water supply infrastructure in accordance with relevant code/s and policy direction. |  |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|





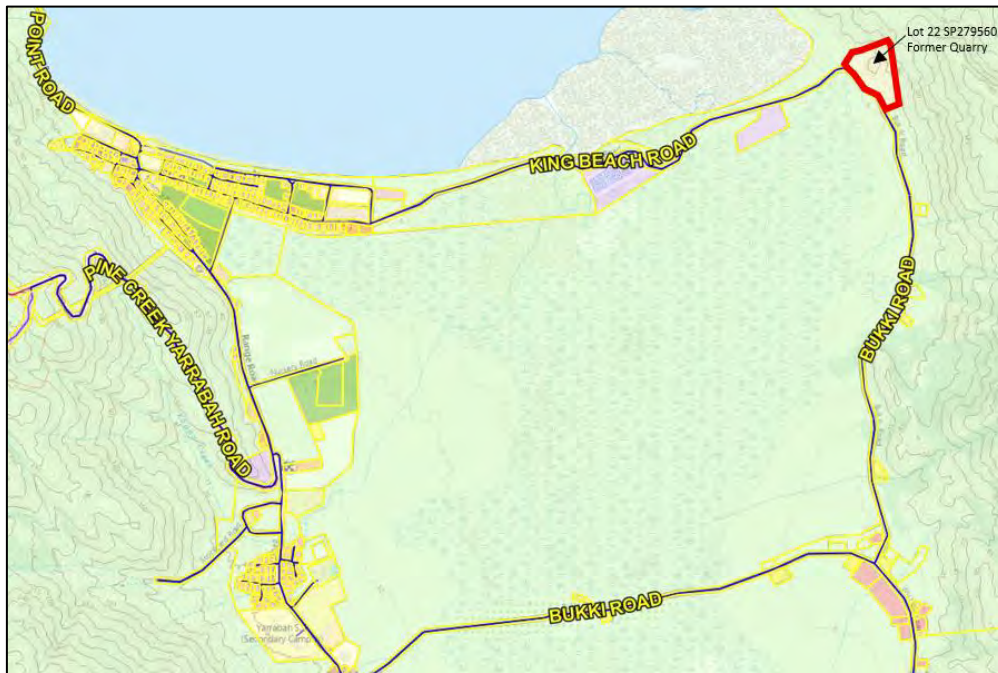
**7.8 ENDORSEMENT OF RE-ESTABLISHING THE QUARRY**

**File Number:** 08.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To seek Council resolution in relation to actions required to re-establish the Quarry on Lot 22 SP279560 (5.689 ha) on Bukki Road, Yarrabah.

**BACKGROUND**

At a Councillors workshop on 5 March 2024, discussion of the Balamba Masterplan considered the requirement for fill to achieve flood immunity across the site.

An action from the Technical Working Group Meeting of 2 April, requested RILIPO to obtain further information in relation to accessing quarry material.

This report includes the information received from RILIPO and further recommendations.

**COMMENT**

Council is the Landowner

The old Quarry site (Lot 22 SP279560) is within Council's DOGIT. Council is the landowner and there is no lease over the land to any other party.

**Sales Permit (Forestry Act)**

As part of any Quarry operation, a permit from the State Government is required as Quarry material is owned by the State regulated under the *Forestry Act 1959*, administered by the Department of Primary Industries (DPI). Obtaining a Sales Permit is the first step as it establishes

the legal right to take the material. Nothing can be extracted without it, regardless of having any other approvals.

The processing time for a sales permit under the Queensland Forestry Act 1959 to extract and use state-owned quarry material can vary significantly, depending on several factors, including the complexity of the application and the need to:

- a. Address Native Title and Cultural Heritage
- b. Obtain Planning Approval under the Planning Act 2016 and Environmental Approvals under the Environmental Protection Act 1994
- c. Develop a comprehensive Quarry Management / Operational Plan that aligns with relevant legislation, codes of practice, and industry standards may be required. This includes environmentally responsible site management and rehabilitation measures.

The likely costs associated with applying for a Sales Permit for Quarry Material (Forestry Act 1959)

- Application fees: \$600–\$1,500 depending on the region and complexity.
- Survey and assessment fees: \$5,000–\$15,000 for ecological and cultural assessments.
- Legal costs (e.g., for Native Title assessments or ILUA)

Additional planning and environmental approvals under the *Planning Act 2016* and the *Environmental Protection Act 1994* are required to activate and use a Sales Permit under the *Forestry Act 1959*. These approvals cannot simply be “conditioned” into the Sales Permit — they must be secured separately before the Sales Permit is issued or activated.

#### Summary Table – Estimated Costs and Timeframes (5ha Quarry Site)

| Approval Step                | Estimated Cost       | Estimated Timeframe                  |
|------------------------------|----------------------|--------------------------------------|
| Sales Permit (Forestry Act)  | \$15,000–\$50,000+   | 4–24 months (Native Title dependent) |
| Environmental Authority (EA) | \$60,000–\$150,000+  | 6–9 months (without EIS)             |
| EIS (if required)            | \$250,000–\$750,000+ | 18–36 months                         |

#### Yarrabah Local Government Indigenous Land Use Agreement (ILUA)

It is important to note that the State owns the quarry material, however the State is not a party to the governing ILUA. This is a matter that requires further legal advice.

Clause 38.2(b)(ii) of the ILUA requires Native Title consent for any development in this area.

Clause 39. Right to Take Natural Resources:

- a. Requires fees for accessing the Quarry Materials to be negotiated with the PBC.
- b. Provides for the *Local Government* taking Natural Resources within the ILUA area for the purposes of the *Activities* conducted by the *Local Government*. The ILUA also recognises that Council may contract a third party to supply of *Quarry Materials* obtained from the *ILUA Area*.

According to map 4 in Schedule 15 the land may be location within the Gunggandji Special Interests Area. Further investigation into the ILUA mapping is required to confirm the parcel's extent within this area.

Part 5 – Other Matters, in the ILUA seeks to strengthen relationships through ongoing communication between the Gunggandji People and Council. It would be reasonable to write to the Gunggandji Aboriginal Corporation to inform them of the proposal to reinstate the Quarry, with a view to establishing a Consultative Committee as outlined in Clause 52.2 of the ILUA. Ultimately, Council will likely need to negotiate a fee with the Gunggandji Aboriginal Corporation for accessing quarry materials.

Cultural Heritage Impact Activities. Schedule 13. High Impact *Works/Infrastructure* - Anything which involves the construction or establishment of infrastructure, structures, improvements or earthworks which is not Low *Impact Infrastructure* – Cultural Heritage will need be followed.

## CONCLUSION

The process to establish the Quarry will take approximately 2 years and will require funding of at least \$150,000 to obtain the Sales Permit, Planning Application and Environmental Authority (excluding EIS if required). The initial steps to start the process are as follows:

1. Obtain legal advice in relation to the ILUA and the Quarry as the State Government owns the Quarry material under the *Forestry Act 1959*, however the State is not a party to the ILUA.
2. Establish a Consultative Committee under clause 52.2 of the ILUA as an appropriate starting point to working with the Gunggandji Aboriginal Corporation on this matter.
3. Work with RILIPO and Gungganji Aboriginal Corporation to undertake further investigation into the ILUA mapping to confirm the extent of the Gunggandji Special Interests Area in relation to Lot 22 SP279560 (ILUA Map 4 in Schedule 15).
4. Undertake a survey to confirm the footprint of the previous and proposed Quarry, and to particularly understand if the quarry is contained within Lot 22 SP279560, ensuring new work is within the ILUA area. This will also assist in the preparation of any future application to the State for the Sales Permit, Planning application, Environmental Authority and discussions with the Gunggandji Aboriginal Corporation. The survey fee is estimated to be approximately \$20,000 for this work and does not include any assessment of the quality of the Quarry material.

## ATTACHMENTS

Nil

## RECOMMENDATION

That Council resolve to support the establishment of a Quarry on Lot 22 SP279560 (5.689 ha) on Bukki Road, Yarrabah, and:

1. Obtain legal advice in relation to the ILUA and the Quarry as the State Government owns the Quarry material under the *Forestry Act 1959*, however the State is not a party to the ILUA.
2. Establish a Consultative Committee under clause 52.2 of the ILUA as an appropriate starting

point to working with the Gunggandji Aboriginal Corporation on this matter.

3. Work with RILIPO and Gunggandji Aboriginal Corporation to undertake further investigation into the ILUA mapping to confirm the extent of the Gunggandji Special Interests Area in relation to Lot 22 SP279560 (ILUA Map 4 in Schedule 15).
4. Undertake a survey to confirm the footprint of the historical Quarry and the relationship of the proposed Quarry to:
5. The boundary of Lot 22 SP279560 and to particularly understand if the Quarry is contained within the footprint of the lot.
6. The ILUA mapping.



**7.9 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:**

**File Number:** 09.MFD\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED]

**BACKGROUND**

Applicant for consideration identified as [REDACTED]. Parents are [REDACTED]. The following documents have been prepared in accordance with the provisions of the Local Government Act 2009 and other relevant statutes.

Council's process for providing confirmation of persons known to authorised person in Council or have family ties in community. The attached application received from persons seeking Council's confirmation / endorsement. This will grant support to confirm their cultural identity and affiliation to Yarrabah.

As a note, requirements for access to programs or services now calls for applicants to provide confirmation to support Indigenous progress or development. It requires individuals to demonstrate their connection to country and confirm their aboriginality status.

**ACTION**

If confirmed – form to be signed, sealed and recorded in the common seal register.

If not confirmed – Applicant to be advised in writing and referred to make application to the relevant PBC.

**ATTACHMENTS****1. Confirmation of Aboriginality Form - [REDACTED]****RECOMMENDATION**

That Council resolve, in relation to the application for confirmation of Aboriginality/Community Affiliation as submitted by [REDACTED].

1. To accept the application as submitted

or

not accept the application as submitted. The CEO is instructed to advise the applicant in writing to make application to the relevant PBC for determination

c/- Post Office YARRABAH 4871  
56 Sawmill Road YARABAH  
[www.yarrabah.qld.gov.au](http://www.yarrabah.qld.gov.au)



Phone (07) 4056 9120  
Fax (07) 4056 9167  
Email: [council@yarrabah.qld.gov.au](mailto:council@yarrabah.qld.gov.au)

ABN 30 977 526 871

## CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

I, [REDACTED]  
(First Name) (Other Name) (Last Name)

Born on [REDACTED]

And now living at [REDACTED]  
(Your full address)

Declare that I am ☒ Aboriginal and/or Torres Strait Islander (cross whichever refers to you)

My mother's name is/ was [REDACTED]

My father's name is / was [REDACTED]

My language group and /or home community is YARRABAH

Connection with this community: [REDACTED]

Culturally I identify as WAKAMAN / BIRRIAH

I have lived or formally lived in this community for 6 years.

Contact email address: [REDACTED]

Contact phone #: [REDACTED] Other relevant information: [REDACTED]

Signature: [REDACTED] Date: 12 / 06 / 2025  
(Signature of person or guardian if person is under 18 years of age before whom the declaration is made)

To be completed by an incorporated Aboriginal and /or Torres Strait Islander Organisation or association within the applicant's community.

The above person is accepted and recognised as a member or was a member of the Yarrabah Aboriginal Shire.

|                                                                |                 |
|----------------------------------------------------------------|-----------------|
| Name of Organisation: <u>Yarrabah Aboriginal Shire Council</u> |                 |
| Resolution No.: _____                                          |                 |
| Name: _____                                                    | Position: _____ |
| Signature: _____                                               | Date: _____     |
| Name: _____                                                    | Position: _____ |
| Signature: _____                                               | Date: _____     |

YASCVSEP2024

**7.10 PEOPLE & COMMUNITIES - OPERATIONAL REPORT**

**File Number:** 10.MFD\_OM.20250522

**Author:** Richard Fitowski, Director People and Communities

**PURPOSE OF THE REPORT**

To provide Council an update on operational activities undertaken within the Department of People and Communities.

**OPERATIONAL UPDATE**

This report covers activities for the period of April 2025 and provides Council information on activities and progress of projects for the Department in line with Council functions, community services, funding agreements and project timelines in these areas:

1. Community Housing
2. Early Learning Centre
3. Yarrabah Indigenous Knowledge Centre
4. Yarrabah Arts Cultural Precinct
5. Community Events & Programs
6. Human Resources
7. Workplace Health and Safety and Security

**1. COMMUNITY HOUSING**

Housing report - May

| Total Number of stock | Year to Date Occupied                                                | Current Vacant                                                                | Total Stock                                              |
|-----------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------|
|                       | 389                                                                  | 1x Awaiting scope of works<br>3x Utilised as transitional                     | 391                                                      |
| Revenue – Month MAY   | Rent Charged for housing stock                                       | Rent Payments received                                                        | Rental Arrears received                                  |
|                       | \$208,321.44                                                         | \$189,501.27                                                                  | \$18,125.42                                              |
| Property Inspections  | FY2024 to date - complete                                            | Monthly inspections Completed                                                 | Monthly Inspections Scheduled                            |
|                       | 168                                                                  | 57                                                                            | 60                                                       |
| Engagement activities | Number of discussions with tenants regarding arrears/enquiries Month | Number of discussions with tenants regarding arrears/enquiries FY2024 to Date | Housing Waitlist                                         |
|                       | 139                                                                  | 1536                                                                          | 431 Applicants<br>1 New applicants<br>8 Waitlist updates |

## Monthly Overview

- ## 2. EARLY LEARNING CENTRE (DAYCARE)

- We are excited to confirm our long-anticipated excursion to the Cairns Aquarium will take place on Thursday, 12 June. Departure is scheduled for 8:30am, with return before lunchtime. Risk assessments have been completed, staff educators selected, and parent permissions finalised. The

children have been actively engaging in sea life learning activities in preparation, and the response from parents and carers has been very positive. Eighteen of the twenty enrolled children will be attending.

- Community Engagement and NAIDOC Week

Parent feedback has continued to be encouraging, with requests for more community-based and out-of-hours activities. In response, we are planning several upcoming events, including our first-ever Day Care Disco during NAIDOC Week.

- The Centre will also proudly participate in the NAIDOC 50th Anniversary community march. Our float will celebrate intergenerational connections, highlighting the roles of both young children and Elders from different parts of the community. Planning is already well underway, with volunteers engaged and creative ideas taking shape.

**Yarrabah Daycare**  
*Upcoming*  
**EVENTS**

**JUNE, JULY & AUGUST**

**05 JUNE** FREE FLU SHOTS FOR CHILDREN

**12 JUNE** EXCURSION TO CAIRNS AQUARIUM

**17 JUNE** YARRABAH FOUNDATION COMING TO THE GOSPEL PUBLIC HOLIDAY

**7-10 JULY** NAIDOC WEEK - LOTS OF IN HOUSE ACTIVITIES

**10 JULY** DAYCARE KIDS DISCO 5:00- 6:30PM

**11 JULY** NAIDOC DAY

**18 JULY** CAIRNS SHOW DAY

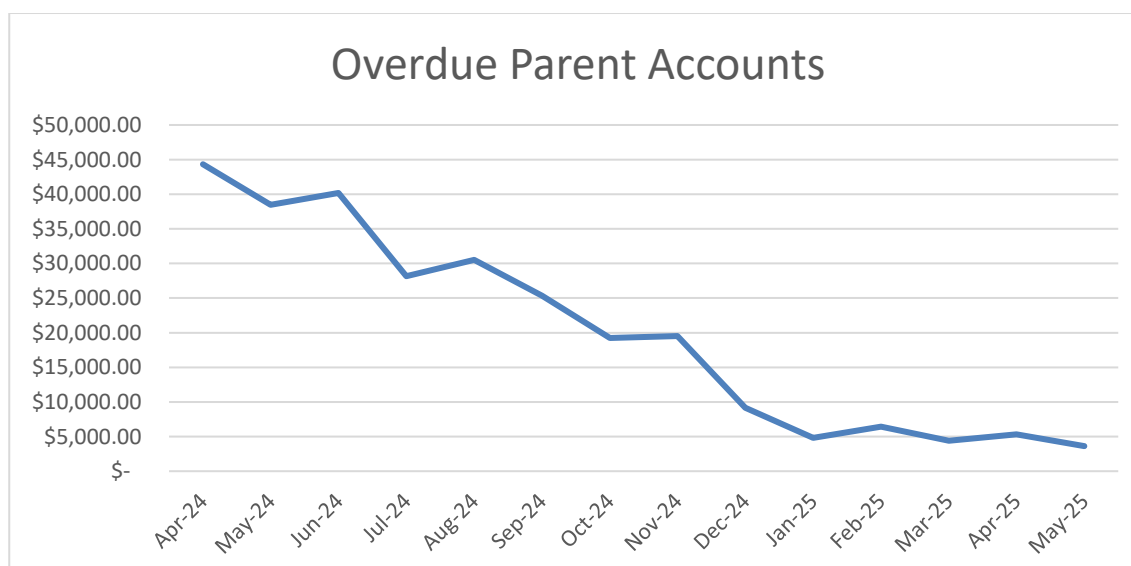
**22 JULY** TUESDAY DAYCARE PHOTO DAY

**CELEBRATE 50 YEARS OF**  
*Naidoc Week*

|                |                                                                                                                                        |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>07 MON</b>  | 9:30 AM - 11:00 AM - MORNING TEA & STORY TELLING WITH OUR ELDERS, TRADITIONAL MUSICAL INSTRUMENTS EXPERIENCE ARTS AND CRAFT ACTIVITIES |
| <b>08 TUES</b> | 10:00 AM - 10:30 AM - COOKING EXPERIENCE. MAKING DAMPER AND EATING THE DAMPER WITH VARIOUS SPREADS FOR AFTERNOON TEA.                  |
| <b>09 WED</b>  | 9:45 AM - 11:AM - MUSEUM ARTISTS WILL BE DOING A T-SHIRT PRINTING ART ACTIVITY                                                         |
| <b>10 THUR</b> | 10:00 AM - 11:00 AM - ARTS AND CRAFTS ACTIVITIES, DECORATING AND PREPARING FOR THE NAIDOC FLOAT.<br>5:00 PM - 6:00 PM - DISCO          |
| <b>11 FRI</b>  | PUBLIC HOLIDAY: NAIDOC MARCH. JOIN OUR CENTRE BY WALKING ALONGSIDE OUR NAIDOC FLOAT.                                                   |

### Financials and Inclusion Support

As of the end of May, our total outstanding parent debt stands at \$3,620—down \$1,708.24 from the previous month.



- We have also seen an increase in children diagnosed with learning and behavioural challenges. To ensure these children receive the support they need, we are actively engaging Inclusion Support for additional funding and resources to strengthen our inclusive practices within the Centre.
- Number of Children in Attendance Daily

|                   |           |
|-------------------|-----------|
| Tiny Tots         | <u>12</u> |
| Jnr Kindy         | <u>14</u> |
| Inclusion Support | <u>5</u>  |
| Total             | <u>31</u> |

#### Day Care Fees

It should be noted and raised with Council that the ongoing increase in day-to-day operating expenses, including the rising cost of food, is beginning to impact our budget.

The Director of People & Communities will review our current fee structure, benchmark it against other Indigenous councils, and bring recommendations to Council for consideration at the next meeting.

### 3. YARRABAH INDIGENOUS KNOWLEDGE CENTRE

|                            |      |
|----------------------------|------|
| First 5 forever            | 17   |
| Secondary school bus count | 468  |
| Primary school bus count   | 1216 |
| Door Count                 | 154  |

#### Reading Group Update

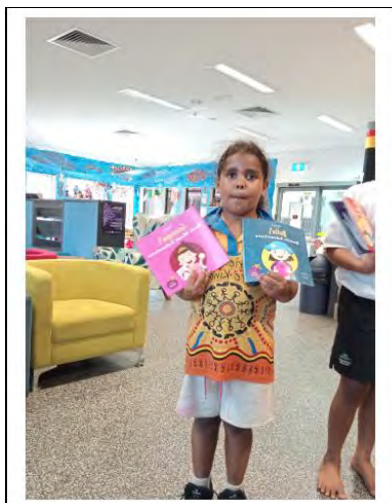
Our reading group continues to meet every Monday and Thursday at 3 PM.

At the moment, we are focusing on stories that teach children how to stay safe online—whether they are gaming or using social media. These short, engaging stories help introduce important digital safety concepts in a simple and relatable way.

We aim to support more children in developing strong reading skills, knowing that early literacy can shape future success. For younger readers, we take a flexible and encouraging approach—sometimes storytelling starts with just the pictures.

Everyone is welcome.





### Other Updates

On May 13, I held a Zoom meeting with representatives from Queensland State Libraries to discuss the upcoming promotional day for the *First 5 Forever* (F5F) initiative. The event is still in the planning phase and is expected to take place at Bishop Malcolm Park.

We are currently awaiting the delivery of key resources before finalizing and confirming the event date. Once these materials are received, we will proceed with securing the date for the F5F promotional event.

On May 19, a Teams meeting was held with Rycille Tighe, *First 5 Forever* (F5F) Coordinator, to review and revise the Acknowledgement of Country and Welcome to Country wording. The discussion focused on ensuring the language used is culturally respectful, appropriate, and reflective of the values and traditions of Aboriginal and Torres Strait Islander peoples. Revisions are underway to ensure better alignment with these principles.

On May 26, we were pleased to welcome a new team member—Janelle Richards. Janelle has already made a strong impression through her work ethics. Her strengths in data entry and supporting others have been evident from the beginning, and we are confident she will be a valuable addition to our team.

## 4. YARRABAH ARTS AND CULTURAL PRECINCT

The Yarrabah Arts and Cultural Precinct (YACP) continues to serve as a vital hub for cultural preservation and community engagement, showcasing and celebrating the artistic heritage of Yarrabah.

### Patronage and Sales

#### Visitor Numbers & Sales

Since 1 July 2024, Yarrabah Arts & Cultural Precinct has welcomed 769 visitors, with 142 visits in

May.

Year-to-date sales total \$111,936.40, with \$20,800.00 generated in May.

| Number of patrons | Month to Date | Year to Date                    |
|-------------------|---------------|---------------------------------|
|                   | 142           | 769                             |
| Sales             | Month to Date | Year to Date (from 1 July 2024) |
|                   | \$20,800.00   | \$111,936.40                    |

#### Upcoming Events, Projects, and Art Awards

##### UMI Arts – 20th Anniversary Exhibition

Michelle Yeatman and Wayne Connolly have been invited to showcase their ceramic works in the *Freshwater Saltwater: 20th Anniversary Exhibition* hosted by UMI Arts. The exhibition will be held at the Cairns Mulgrave Gallery and launches on Saturday, 28 June 2025, at 11:00 AM.

A total of 16 ceramic pieces by Michelle Yeatman and 2 ceramic forms by Wayne Connolly were delivered on 12 March 2025 in preparation for the event.

For more information, visit: [UMI Arts Exhibition Page](#)

##### Seahawks Apparel

Philomena Yeatman's artwork *Ripple* will once again be featured on the official Yarrabah Seahawks apparel this year. See the image below for a preview.





#### Yarrabah Emergency Services Art Brief – Request for Artwork

Artists Philomena Yeatman, Shane Bulmer, and Edna Ambrym have been entered into the Yarrabah Emergency Services Department artwork application. The competition will select five winning entries, each receiving a \$1,000 prize. Winners will be announced in early June.

#### Gurriny Yealamucka – Rebranding (Marketing)

Gurriny Yealamucka has commissioned Philomena Yeatman to produce artwork for its rebranding and marketing campaign. The artwork has been completed and delivered. The final step involves approval, licensing agreement finalisation, and payment processing.

#### Community Engagement and Sales

We continue to restock artworks by Yarrabah artists at both the Cairns Art Gallery Shop and Northsite Contemporary Arts, resulting in strong and consistent sales.

#### Supply Nation – Board Meeting

On 14 May, we hosted the Supply Nation Board Meeting at the Gateway Building, with approximately 25–30 attendees and guests.

### Wuchopperen Health Service – Staff Day

On 20 May, we welcomed staff from Wuchopperen Health Service for their staff day. The program included a museum tour, artist talk with Michelle Yeatman, and a ceramic demonstration. The event has been invoiced accordingly.

### QLD Gallery of Modern Art (QAGOMA) – Textile Workshop

QAGOMA hosted a Textile Workshop on 27 May as part of their Track Design program. Seventeen students (selected through an application process) attended, along with 12 mentors. Invoicing has been completed for the workshop and venue hire.

### New Artists Commenced

On May 27th, Shane Bulmer and Errol Thomas signed artist contracts and officially commenced their roles. Safety inductions have been scheduled.

An image of Shane Bulmer is shown below.



### Cairns Indigenous Art Fair (CIAF)

Preparations are underway for the Cairns Indigenous Art Fair (CIAF), scheduled for 11–13 July 2025 at the Cairns Tanks Arts Centre. This year's theme, "Pay Attention!", is a powerful call to action, encouraging artists to create a compelling and contemporary narrative that connects visual and performing arts, educational talks, site activations, cultural entertainment, and interactive activities.

YACP artists are currently working on their submissions, with artworks due for completion by 25 May to allow time for photography, entry into the SAM database, and submission to CIAF by 30 May for approval.

### Darwin Aboriginal Art Fair (DAAF)

We are also preparing for the Darwin Aboriginal Art Fair (DAAF), taking place from 5–10 August 2025, including participation in both the DAAF Markets and Country to Couture. We are awaiting a response regarding a modelling application for our trainee, Zikiah Murgha-Miller, to represent our fashion collection in the Country to Couture runway. Zikiah will also assist at the DAAF markets.

Additionally, we have been invited to submit fashion images for possible inclusion in Vogue Magazine, in celebration of Country to Couture's 10-year anniversary.

All artworks must be transported to Darwin before the 5 August bump-in. We aim to complete all works by end of June to allow for photography and uploading to the SAM database.

DAAF has requested all participating Art Centres to complete monthly learning modules. We have completed the April module, with the next one scheduled for 2 June.

### NAIDOC Week Community Activities

#### Yarrabah Day Care – NAIDOC Activity

We have been invited to conduct a shirt printing activity at Yarrabah Day Care as part of their NAIDOC Day celebrations. Shirts will be provided by the Day Care, and the session will run for approximately 1.5 hours.

#### Gindaja – NAIDOC Activity

We have also been invited to participate in the Gindaja NAIDOC celebration with a shirt printing activity. Gindaja will supply the shirts. This session will last 3 hours, and the artist involved will be paid an artist fee.

### Operational Updates and Funding

#### Museum Hire

We have a standing arrangement with Gurriny to hire the Museum on Thursdays from 20 March to 14 May for Cultural Heritage Workshops. An invoice has been issued.

#### Website Development

YACP's new website is nearing completion and will feature an online shopping platform, significantly expanding our artists' global visibility and sales potential. This project is funded by BIA-SDFP. A training session will be held on 28 March with Simone Arnol, Petrina Bassani, and Zikiah Murgha-Miller, and the official website launch is planned for July.

#### Work Experience

Three Yarrabah High School students are set to begin work experience on Thursday, 1 May.

#### Grounds Staff

Oliver Myngha and one CDEP worker have commenced duties as grounds staff.

### Social Media Highlights

- Post Reach: 28,467
- Post Engagement: 8591

## 5. COMMUNITY EVENTS AND PROGRAMS

- Community Engagement and Events

Throughout May, the Community Services Officer (CSO) assisted in organising and supporting various community events and initiatives. Key activities included:

### Yarrabah Music Festival

The CSO met with representatives from Darrell Harris to discuss planning for the upcoming Yarrabah Music Festival, scheduled to take place in September 2025.

### Choppy's Boxing Club

Choppy's Boxing Club made regular use of the Community Hall throughout the month as they trained for upcoming tournaments. One boxer, Kyden Mossman, represented the club at the Golden Gloves Tournament, which featured over 90 competitors. While Kyden did not secure a win, he thoroughly enjoyed the experience and represented the club proudly.

### Victim Assist Meetings

The CSO continued active participation in Victim Assist meetings, working collaboratively with local stakeholders. The date for the next meeting is yet to be confirmed.

### Young Yarrie Dream Design Workshop

The CSO supported the Young Yarrie Dream Design Workshop, held on the 15th and 16th of May and facilitated by Ngema Andrews. The workshop provided youth with an opportunity to creatively explore future aspirations.

### Women's Gathering Forum

The CSO continued to support Gurriny Yealamucka Health with their annual Women's Gathering Forum. This event serves as a safe space for women in the community to come together and discuss key issues affecting them. A beautiful lunch was also provided by Penny's Sweets, adding a special touch to the day.

- Upcoming Events

- Yarrabah Foundation Day – Scheduled for 17th June
- Fun Run – 19<sup>th</sup> June 2025
- NAIDOC Celebrations- 50<sup>th</sup> Anniversary Friday 11<sup>th</sup> July

- Infrastructure Updates

- RTC Renovations  
Renovation works are currently underway in Rooms 4 and 5 of the RTC. These upgrades are focused on creating spaces that support digital marketing and media initiatives



#### Venue Facilities

| Venue Bookings for the Month total: |                                     |
|-------------------------------------|-------------------------------------|
| Community Hall Booking              | 21 Bookings (inlc. In-kind support) |
| RTC Rooms                           | Booked daily for Training- WUGU     |
| IKC Meeting Room                    | Booked daily for Training - WUGU    |
| HR Training Room / meeting          | Booked daily for Training - WUGU    |
| Bishop Malcolm Park                 | 2 Bookings                          |

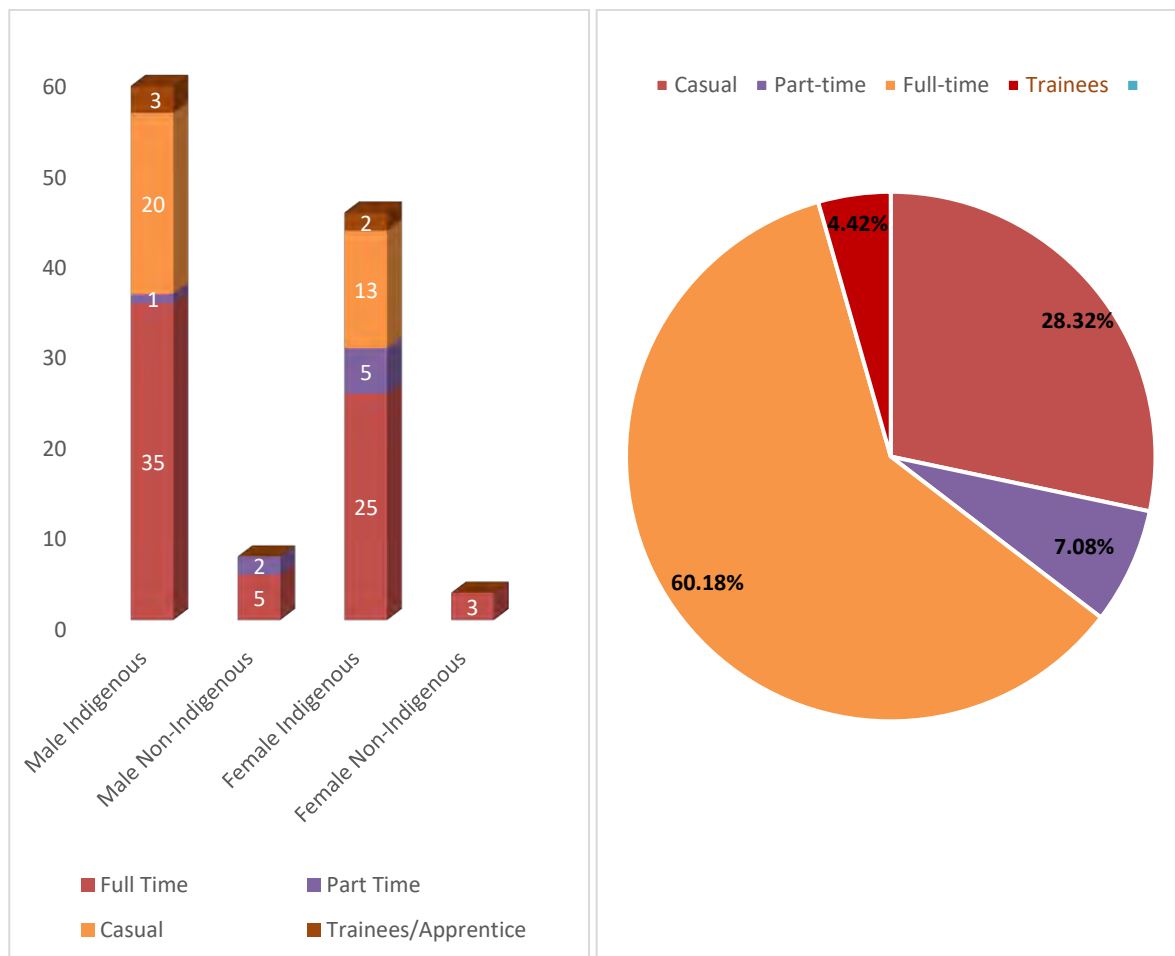
## 6. HUMAN RESOURCES

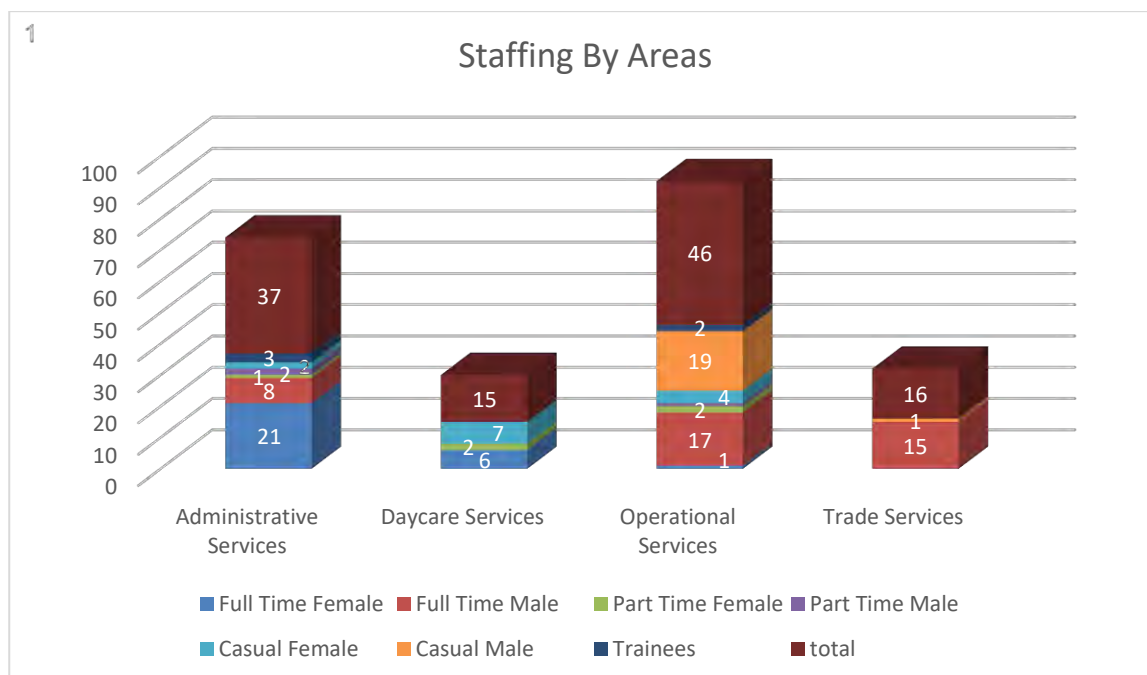
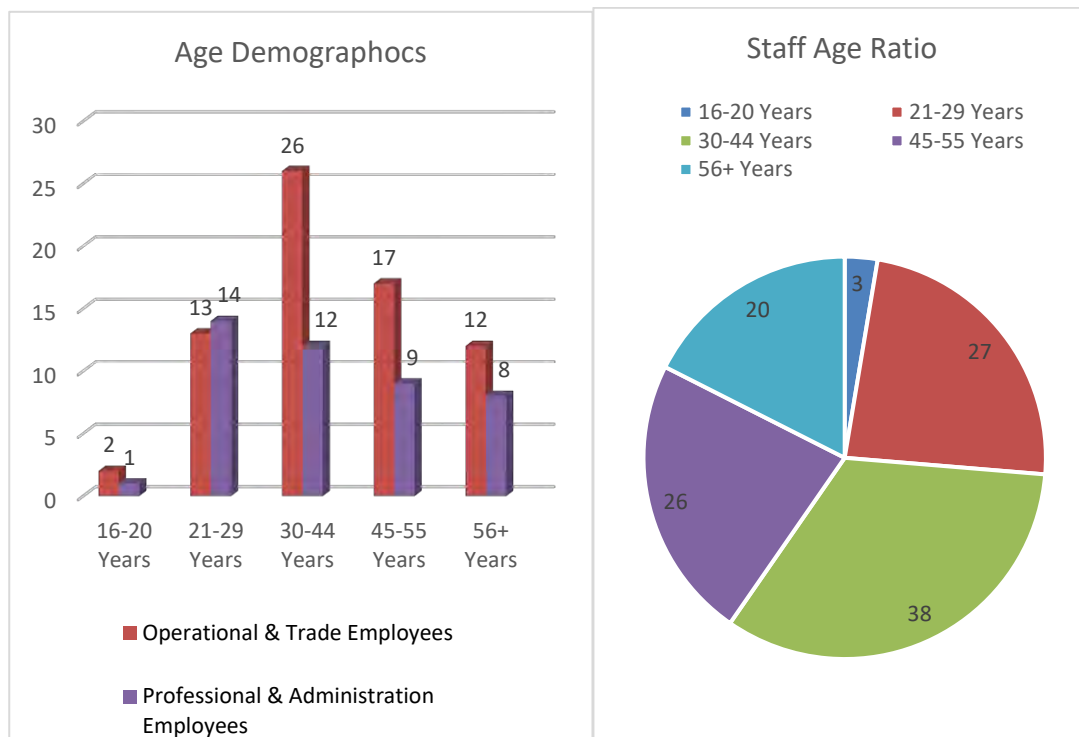
### HUMAN RESOURCES – May 2025

#### STAFFING:

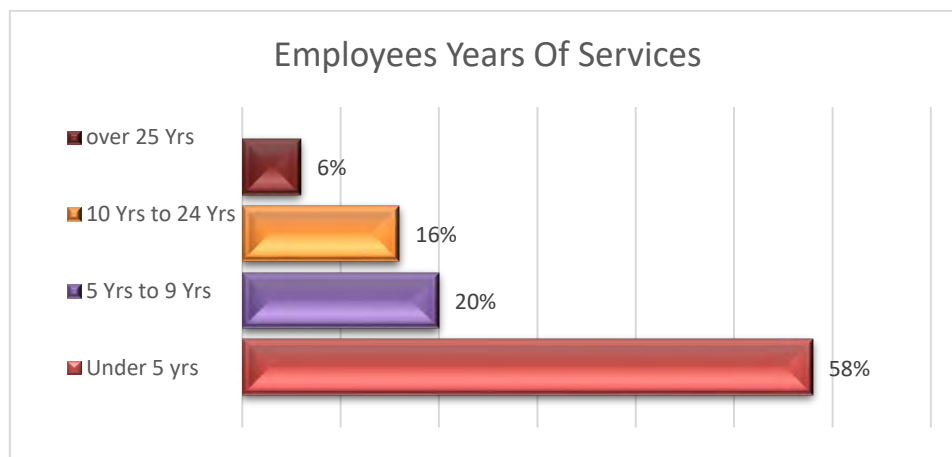
Our current employment Ratios are as follows:

| COUNCIL EMPLOYEES             | MALE INDIGENOUS | MALE NON-INDIGENOUS | FEMALE INDIGENOUS | FEMALE NON-INDIGENOUS | TOTAL      |
|-------------------------------|-----------------|---------------------|-------------------|-----------------------|------------|
| Full Time                     | 35              | 5                   | 25                | 3                     | 68         |
| Trainees/Apprentice           | 3               | 0                   | 2                 | 0                     | 5          |
| Part Time                     | 1               | 2                   | 5                 | 0                     | 8          |
| Casual                        | 20              | 0                   | 13                | 0                     | 33         |
| <b>TOTAL</b>                  | <b>59</b>       | <b>7</b>            | <b>45</b>         | <b>3</b>              | <b>114</b> |
| Wugu Nyambil WFD Participants | 2               | 0                   | 1                 | 0                     | 3          |
| Students Work Experience      | 3               | 0                   | 3                 | 0                     | 6          |

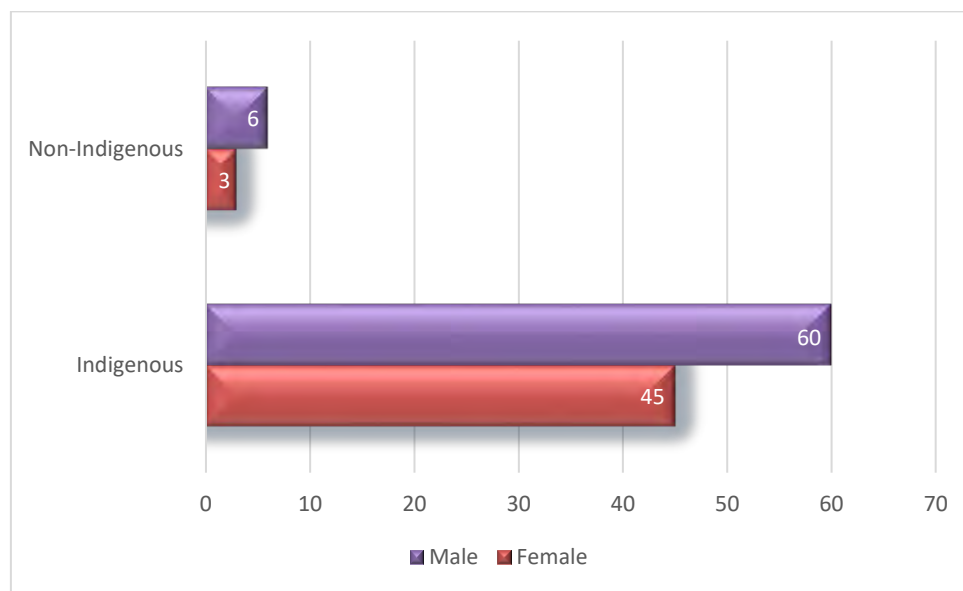








Graph for indigenous / non indigenous employees



#### **RESIGNATIONS / TERMINATIONS:**

- Childcare Educator
- Project Officer – Museum
- Groundsman

#### **RECRUITING:**

- Healthy Housing Supervisor, Full Time
- Lead Educator - Diploma Qualified
- Childcare Assistant Educator - Qualified
- Administration Support Officer – Works Depot, Casual

#### **TRAINING:**

- Health & Safety Representative
- Health & Safety Refresher
- Forklifts



**OTHERS:**

Work for the Dole Placements - Admin 10 March 2025 – 30 June 2025

Work for the Dole Placements – Parks & Gardens

Student Work Experience from Djarrgun College

Student Work Experience from Yarrabah State School

**7. WORKPLACE HEALTH AND SAFETY****Safety Inductions**

Safety inductions are ongoing, with a steady flow of new contractors completing the YASC Contractor Induction online.

**LGW Audit**

The LGW audit is still in progress. We are actively working through the audit findings. An LGW consultant will visit within the coming weeks to meet with the WH&S Coordinator and the Director People & Communities to discuss the findings and assist with the implementation of necessary improvements.

**Training**

Recent training sessions were conducted by Total Management Training in Cairns. Three Council employees completed a week-long Health & Safety Representative (HSR) course to represent their respective work areas within the Council.

Additionally, three more Council employees completed a one-day HSR refresher course last week at the new Stratford training centre.

**Safety Committee**

The next Safety Committee meeting is scheduled for July 3, 2025. Newly trained Health & Safety Representatives will join the committee, strengthening representation from various Council departments and enhancing committee effectiveness.

- Incidents
- On May 31, 2025, a four-year-old child was found submerged in the pool at the Yarrabah Aquatic Centre. CPR was administered and the child was taken to Cairns Base Hospital by ambulance. She has since recovered and is now safe at home.
- The incident has been reported to Workplace Health and Safety Queensland and is currently under investigation. Findings will be shared once available.
- Security
- May was a busy month for the security team, which patrolled Council infrastructure to deter vandalism, particularly by kids and teenagers
- Increased patrols continue from Reeves Creek to the Mourgian area, aiming to prevent damage to the hospital bus and emergency vehicles. This is especially crucial as the current "slingshot season" poses added risks to hospital staff and property.
- Test and Tagging
- Test and tagging are ongoing. The Main Administration Building is nearly complete, and the focus will soon shift back to the Works Compound to test and tag industrial areas. This process occurs quarterly.

- Coex Container Exchange
- The Coex safety audit is nearly complete. The only outstanding action is arranging hearing assessments for current workers. These assessments should be scheduled via a referral doctor or through the HR Department and will be required biennially thereafter.
- Yarrabah Council Spot Checks – Vehicles, Machinery, and Documentation
- Spot checks were completed on June 5, 2025, with the following results:
  - Stores Department Forklift and Work Van – All safety documents and licenses current.
  - Isuzu Tipper XB-395P – Pre-start and license checks current.
  - Mitsubishi Triton 545-TUG – Pre-start and license checks current.
  - Nissan XQ-39AQ – Safety documents and license current.
  - Skid Steer 74-65C3 – Safety documents and license current.
  - Fujo Canter 836-XPI – Pre-start and license current.
  - Toyota Camry 692-KCK – Pre-start and license current.
  - Ride-On Mower (Museum) – Safety documentation and pre-start check completed.

#### Regulatory Updates – WH&SQ

#### Electrical Licence Renewals

The Electrical Safety Office (ESO) reminds all personnel that license cards alone are not sufficient proof of a current electrical licence. The official licence register remains the most reliable source of verification and is accessible through the "Find a Licensed Electrician" tool.

- Drug Testing
- One test returned a positive result in this period

#### ATTACHMENTS

Nil

#### RECOMMENDATION

That Council accept the Director of People and Communities Operational Report, tabled as read.

**7.11 BUILDING SERVICES - OPERATIONAL REPORT**

**File Number:** 11.MFD\_OM.20250618

**Author:** Wayne Douglas, Director Building Services

**PURPOSE OF THE REPORT**

To report to Council the status/activities of Building Services areas for the months of May 2025 to June 2025.

**FOCUS AREAS****The focus for the Building Services Department over this period:**

- Continuing development and problem solving of operational software.
- Improvements to our repairs & maintenance program management is continuing with aim of decreasing the response times as well as increasing the quality of repairs. We are encouraging local engagement as we try to increase local supplier numbers within our maintenance program. Conversations have been had with some external suppliers to look at employment of locals in any capacity but if possible look at employment of apprentices. This is encouraging as so far most are willing if there is enough continued work and someone identified fits the requirements. Also we are looking at ways to support local contractors to grow their business to employ locals as well as apprentices. Again this looks promising providing council can assist with continued semi-guaranteed work. PSA discussions with contractors ongoing.
- As end of financial year is only a few weeks away we are pushing hard to maximise our department's profits for this calendar year. All maintenance and upgrade programs are currently in a healthy position and looking forward to the next financial year we should see an increase in the budgets awarded to YASC from the government bodies. The word is that we have impressed the right people in the right areas in order for them to consider ways of spending more money in our community. This will be a good thing for Yarrabah moving forward as we aim to widen our programs' within the building services sector to include areas of improvements which have not previously been in the department's radar. This may also lead to more engagement opportunities for locals which will be most welcome.

**QBUILD**

There is currently a decrease in the raising of work orders for maintenance due to the Department of Housing's operational management considerations leading up to the new financial year. This is seen by our department as an opportunity to process as many current work orders through to completion before an expected influx of new work orders occurs in July.

The following tables contains the data for workflow activities in the works department for building and construction and field workers:

**(This is an estimate due to QBuild's aged report for the past few weeks has not been sent to council)**

**Repairs & Maintenance - QBuild Work Orders**

| <b>1.</b>        |  | <b>2. Unplanned Maintenance</b> |                               | <b>3. Healthy Housing Program R2</b> |                               |
|------------------|--|---------------------------------|-------------------------------|--------------------------------------|-------------------------------|
| 4. Days          |  | 5. 16 <sup>th</sup> May 2025    | 6. 11 <sup>th</sup> June 2025 | 7. 16 <sup>th</sup> May 2025         | 8. 11 <sup>th</sup> June 2025 |
| 9. + 365         |  | 10. 0                           | 11. 0                         | 12. 0                                | 13. 0                         |
| 14. 181 - 365    |  | 15. 171                         | 16. 106                       | 17. 43                               | 18. 28                        |
| 19. 121 - 180    |  | 20. 90                          | 21. 123                       | 22. 34                               | 23. 23                        |
| 24. 91 - 120     |  | 25. 80                          | 26. 90                        | 27. 45                               | 28. 9                         |
| 29. 61 - 90      |  | 30. 100                         | 31. 80                        | 32. 11                               | 33. 13                        |
| 34. 30 - 60      |  | 35. 156                         | 36. 110                       | 37. 14                               | 38. 0                         |
| 39. < 30         |  | 40. 161                         | 41. 130                       | 42. 6                                | 43. 0                         |
| <b>44. TOTAL</b> |  | <b>45. 758</b>                  | <b>46. 639</b>                | <b>47. 153</b>                       | <b>48. 73</b>                 |

**R&M Roundup**

The high volume of work orders we have been responding to is currently being captured each week so we can best manage the R&M program. We gauge the incoming number of work orders against the completed work orders. The number so far for this financial year are as follows:

Average work orders completed & invoiced per week = **86.2**

Average work orders completed & invoiced per month = **375.5**

Total number of work orders completed & invoiced for year to date (WE 08/06) = **4225**

I would encourage tenants to keep reporting maintenance to QBuild MRC by ringing their hotline. We cannot fix things if they are not reported. If tenants are having trouble reporting required maintenance then our team is here to assist.

**Healthy Housing round 2 status:**

Inspections have stalled until the new financial year with still 54% of initial inspections completed. There are still 41 properties sitting at 100% completed. Current data shows we are 86% through 54% of the program. With only 73 HH work orders remaining open this program is currently in a very good position.

I am told the HH teams should be back in community at full capacity in July.

### NAHA UPGRADES

#### 49. 2024-2025 Planned Projects

#### 50. REFURBISHMENTS

|                               |           |                                                                                                                                             |
|-------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------|
| 51. 16 Ambrym St              | 52. 100%  | 53. Interior works at internal paint stage. Exterior works underway. PFD 25/04/2025                                                         |
| 54. 67 Workshop Road          | 55. 25%   | 56. PO received from QBuild. PO sent to contractor. Works are now underway.                                                                 |
| 57. 209 Back Beach Road (RHO) | 58. 95%   | 59. Works underway on site. The variation has now been formally approved by Housing and we have the adjusted PO from QBuild. PFD 19/06/2025 |
| 60. 72 Workshop Road          | 61. 25%   | 62. PO received from QBuild and PO sent to contractor. Materials have been ordered. PSD 22/07/2025. PFD 15/08/2025                          |
| 63. 74 Workshop Road          | 64. 25%   | 65. PO received from QBuild and PO sent to contractor. Materials have been ordered. PSD 01/07/2025. PFD 25/08/2025                          |
| <b>66. KITCHEN UPGRADES</b>   |           |                                                                                                                                             |
| 67. 38 Gribble Street         | 68. 100%  | 69. Works fully complete                                                                                                                    |
| 70. 2/20 Stanley Street       | 71. 100%  | 72. Works fully complete                                                                                                                    |
| 73. 2 Walker Close            | 74. 100%  | 75. Works fully complete                                                                                                                    |
| 76. 8 Schreiber Street        | 77. 100%  | 78. Works fully complete                                                                                                                    |
| 79. 15 Schreiber Street       | 80. 100%  | 81. Works fully complete                                                                                                                    |
| 82. 2 Schreiber Street        | 83. 100%  | 84. Works fully complete                                                                                                                    |
| 85. 30 Gribble Street         | 86. 100%  | 87. Works fully complete                                                                                                                    |
| 88. 6 Walker Close            | 89. 100%  | 90. Works fully complete                                                                                                                    |
| 91. 1a Stonewig Close         | 92. 100%  | 93. Works fully complete                                                                                                                    |
| 94. 12 Ambrym Street          | 95. 100%  | 96. Works fully complete                                                                                                                    |
| 97. 41 Back Beach Road        | 98. 25%   | 99. PO received. PO sent to contractor. Materials ordered. PFD 30/06/2025                                                                   |
| 100. 27 Garanna Street        | 101. 100% | 102. Works fully complete                                                                                                                   |
| <b>103. FLOORING UPGRADES</b> |           |                                                                                                                                             |

**49. 2024-2025 Planned Projects**

**50. REFURBISHMENTS**

|                           |           |                                                                               |
|---------------------------|-----------|-------------------------------------------------------------------------------|
| 104. 28 Sawmill Road      | 105. 15%  | 106. PO received. Waiting on availability of transitional housing.            |
| 107. 35a Gribble Street   | 108. 15%  | 109. PO received. Waiting on availability of transitional housing.            |
| 110. 20 Workshop Road     | 111. 15%  | 112. PO received. Waiting on availability of transitional housing.            |
| 113. 22 Sawmill Road      | 114. 15%  | 115. PO received. Waiting on availability of transitional housing.            |
| 116. 82 Workshop Road     | 117. 15%  | 118. PO received. Waiting on availability of transitional housing.            |
| 119. 46 Stanley Street    | 120. 15%  | 121. PO received. Waiting on availability of transitional housing.            |
| 122. 55 Workshop Road     | 123. 100% | 124. Works fully complete                                                     |
| 125. 62 Stanley Street    | 126. 15%  | 127. PO received. Waiting on availability of transitional housing.            |
| 128. 152 Range Road       | 129. 15%  | 130. PO received. Waiting on availability of transitional housing.            |
| 131. 1020 Back Beach Road | 132. 15%  | 133. PO received. Waiting on availability of transitional housing.            |
| 134. 21 Sawmill Road      | 135. 15%  | 136. Tenant currently being relocated to allow works to begin. PFD 30/06/2025 |
| 137. 43 Workshop Road     | 138. 15%  | 139. PO received. Waiting on availability of transitional housing.            |
| 140. 5 Walker Close       | 141. 15%  | 142. PO received. Waiting on availability of transitional housing.            |
| 143. 71 Workshop Road     | 144. 100% | 145. Works fully complete                                                     |
| 146. 78 Workshop Road     | 147. 15%  | 148. PO received. Waiting on availability of transitional housing.            |
| 149. 58 Gribble Street    | 150. 15%  | 151. PO received. Waiting on availability of transitional housing.            |
| 152. 6 Walker Close       | 153. 10%  | 154. PO received. Waiting on availability of transitional housing.            |

**155. HOME MODIFICATIONS**

|                                  |           |                                                                   |
|----------------------------------|-----------|-------------------------------------------------------------------|
| 156. 28 Stanley Street – DM-2798 | 157. 85%  | 158. Works progressing well and ahead of schedule. PFD 20/06/2025 |
| 159. 10 Sawmill                  | 160. 100% | 161. Works fully complete                                         |

|                                    |           |                                                                                                                        |
|------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------|
| Road – DM-2827                     |           |                                                                                                                        |
| 162. 10 Walker Close – DM-2796     | 163. 100% | 164. Works fully complete                                                                                              |
| 165. 10 Walker Close – DM-         | 166. 100% | 167. Works fully complete                                                                                              |
| 168. 74 Workshop Road – DM-2853    | 169. 100% | 170. Works fully complete                                                                                              |
| 171. 5a Beach Street – DM-         | 172. 100% | 173. Works fully complete                                                                                              |
| 174. 62 Workshop Road – DM-2866    | 175. 100% | 176. Works fully complete                                                                                              |
| 177. 15 Schreiber Street – DM-2874 | 178. 45%  | 179. WIP. PFD 30/06/2025                                                                                               |
| 180. 19 Smith Street – DM-2979     | 181. 15%  | 182. PO received from QBuild and PO sent to contractor. Works currently being planned. Likely start date of 15/07/2025 |
| 183. 40 Gribble Street – DM-2842   | 184. 100% | 185. Works fully complete                                                                                              |
| 186. 4/15 Workshop Road – DM-2841  | 187. 100% | 188. Tyrex ramp installed. All other items are not wanted by the tenant. Mark off as fully complete.                   |
| 189. 4 Major Close – DM-2835       | 190. 100% | 191. Works fully complete                                                                                              |
| 192. 52 Stanley Street – DM-2833   | 193. 100% | 194. Works fully complete                                                                                              |
| 195. 51 Workshop Road – DM-2803    | 196. 80%  | 197. Progressing well on site. PFD 30/06/2025                                                                          |
| 198. 2 Ambrym Street – DM2768      | 199. 100% | 200. Works fully complete                                                                                              |
| <b>201. BATHROOMS</b>              |           |                                                                                                                        |
| 202. 59 Workshop Road              | 203. 100% | 204. Works fully complete                                                                                              |
| 205. 8a Beach Street               | 206. 100% | 207. Works fully complete                                                                                              |
| 208. 36 Gribble Street             | 209. 100% | 210. Works fully complete                                                                                              |
| 211. 39a Back Beach Road           | 212. 100% | 213. Works fully complete                                                                                              |
| 214. 32 Sawmill Road               | 215. 15%  | 216. PO received. PO sent to contractor. Contractors are having difficulty with access due to tenants asleep, etc.     |

|                                                |           |                                                                                                                                                                   |
|------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                |           | 217. PFD 31/07/2025                                                                                                                                               |
| 218. 8 Major Close                             | 219. 100% | 220. Fully completed. To be invoiced.                                                                                                                             |
| 221. 25 Schreiber Street                       | 222. 70%  | 223. WIP PFD 22/06/2025<br>224.                                                                                                                                   |
| 225. 3 Beach Street                            | 226. 35%  | 227. Materials all on site. Contractor has made a start. Change of site layout agreed to. The space to the side of the house will now be utilised. PFD 30/06/2025 |
| <b>228. LAUNDRY</b>                            |           |                                                                                                                                                                   |
| 229. 59 Workshop Road                          | 230. 100% | 231. Fully completed. To be invoiced.                                                                                                                             |
| 232. 38 Stanley Street                         | 233. 100% | 234. Works fully complete                                                                                                                                         |
| <b>235. PAINTS</b>                             |           |                                                                                                                                                                   |
| 236. 5 Walker Close                            | 237.      | 238. Internal pre paint Maintenance                                                                                                                               |
| 239. 5 Walker Close                            | 240.      | 241. Internal paint                                                                                                                                               |
| 242. 32 Sawmill Road                           | 243.      | 244. Internal pre paint Maintenance                                                                                                                               |
| 245. 32 Sawmill Road                           | 246.      | 247. Internal paint                                                                                                                                               |
| <b>248. OTHER MAJOR WORKS</b>                  |           |                                                                                                                                                                   |
| 249. Various water service upgrades            | 250.      | 251. Ongoing                                                                                                                                                      |
| 252. Various API                               | 253.      | 254. Ongoing                                                                                                                                                      |
| 255. 17 Ambrym Street – Windows & doors        | 256. 100% | 257. Works fully complete.                                                                                                                                        |
| 258. 23 Smith Street – Hot water service works | 259. 100% | 260. Works fully complete.                                                                                                                                        |
| <b>261. AWAITING APPROVALS &amp; PO</b>        |           |                                                                                                                                                                   |
| 262. Various properties                        | 263.      | 264. Painting upgrades                                                                                                                                            |
| 265. 57 Workshop Road                          | 266.      | 267. Bathroom                                                                                                                                                     |
| 268. 54b Workshop Road                         | 269.      | 270. Flooring – Possibly cancelled                                                                                                                                |
| 271. 54b Workshop Road                         | 272.      | 273. Kitchen                                                                                                                                                      |



|                          |      |                          |
|--------------------------|------|--------------------------|
| 274. 16 Smith Street     | 275. | 276. Driveway/Paths      |
| 277. 6 Connolly Close    | 278. | 279. Flooring            |
| 280. 9/9 Gribble Street  | 281. | 282. Refurbishments      |
| 283. 58 Gribble Street   | 284. | 285. COLA                |
| 286. 11/9 Gribble Street | 287. | 288. Refurbishments      |
| 289. 39 Sawmill Road     | 290. | 291. Kitchen             |
| 292. 6 Walker Close      | 293. | 294. Bathroom            |
| 295. 26 Stanley Street   | 296. | 297. Dismod              |
| 298. 21 Smith Street     | 299. | 300. Refurbishments      |
| 301. 98 Workshop Road    | 302. | 303. Dismod              |
| 304. 8 Walker Close      | 305. | 306. Bathroom            |
| 307. 2 Dabah Close       | 308. | 309. Bathroom            |
| 310. 25 Gribble Street   | 311. | 312. Bathroom & flooring |
| 313. 63 Workshop Road    | 314. | 315. Bathroom            |
| 316. 10 Ambrym Street    | 317. | 318. Dismod              |
| 319. 90 Workshop Road    | 320. | 321. Dismod              |

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That Council resolve to accept the Director of Building Services Report, tabled as read.



**7.12 INFRASTRUCTURE - OPERATIONAL REPORT**

**File Number:** 12.MFD\_OM.20250618

**Author:** Sam Bann, Director Infrastructure

**PURPOSE OF THE REPORT**

To report to Council the status/activities of Infrastructure Department areas for the month of May 2025

**OPERATIONAL UPDATE**

This report covers performance up to and including the 08 June 2025. Items contained below reflect actions and tasks performed to progress the projects in-line with funding agreements and project plans.

Planning and engagement with stakeholders and consultants about programmed/scheduled works.

**NOTE:**

YASC Infrastructure Department to continue assisting community clean up between regular duties within daily work plan.

**INFRASTRUCTURE AREA -GENERALS**

| <b><u>TEAMS</u></b> | <b><u>JOB DESCRIPTION</u></b>         | <b><u>ACTIONS</u></b>                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Roads               | Routine and Reactive Maintenance Plan | <b>Roads Weekly Work plan</b><br>Road and Road Reserve Maintenance, drains and easements, including reactive works.<br>Relocating from roads shed to upgraded hygiene shed.<br>Sign audit conducted.<br>Require Addition Funding for extra resources to meet the organization demand and                                                                                                                        |
| Waste Management    | Routine and Reactive Maintenance Plan | Continuing current waste management strategy.<br>Rubbish collection and waste management at the tip (refer to enhance Waste Management project)<br>30T Mix waste disposed via Skip Bin service<br>Does not include 5 x 3m3 Skip bins placed around YASC facilities.<br>52.76 T General waste disposed via kerbside collection<br>Require Funding for extra additional resources to meet the organization demand |

| <u>TEAMS</u>    | <u>JOB<br/>DESCRIPTION</u> | <u>ACTIONS</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mechanics       | Routine Maintenance Plan   | <p>General fleet management</p> <p>Services and repairs</p> <ul style="list-style-type: none"> <li>- Backhoe 1000 hr Services</li> <li>- Excavator 500 hr service</li> <li>- Battery replacement School Bus</li> <li>- Skid Steer fan failure diagnostic</li> <li>- Inspection and service on Hino tipper</li> <li>- Service pool mower</li> <li>- Service Toro Zero Turn</li> <li>- Handover training for Kubota tractor side arm</li> <li>- Handover training for new Kubota zero turn (CDP Like project)</li> <li>- Continual refuelling plants on projects</li> <li>- Re allocating single cab tritons to carpenters to prepare Toyota dyna for auction</li> </ul> <p>General maintenance on Mowing equipment.</p> <p>New Holland Front Deck hydraulic leak (WIP)</p> <p>Auction date to be confirmed pending fleet availability</p> <p>Require funding for addition resource for small motor repairs and maintenance</p> |
| Parks & Gardens | Routine Maintenance Plan   | <p>Ongoing maintenance throughout community as per General work plan</p> <p><b>CDP Like Project</b></p> <ul style="list-style-type: none"> <li>- Commencing general works within Museum, Jilara Oval and surrounding areas.</li> <li>- Training provider completed enrolment for Cert II horticulture</li> </ul> <p><b>W4D Project</b></p> <p>Parks and Garden RD 2 Commenced</p> <p>Museum project commenced</p> <p>Require Funding for additional resource to meet the organization demand</p>                                                                                                                                                                                                                                                                                                                                                                                                                              |

| <b><u>TEAMS</u></b>  | <b><u>JOB DESCRIPTION</u></b>                                                                                  | <b><u>ACTIONS</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Animal Control       | Routine preventative Action Plan                                                                               | <p><b>Animal Management work plan</b></p> <p>Dog impound currently at capacity.</p> <p>6 dogs collected and removed</p> <p>7 Dogs treated for flea ticks and worm outside VET Visit</p> <p>1 horse collected and removed.</p> <p>Ongoing horse impound facility repairs.</p> <p>Animal Census to be scheduled pending resource,</p> <p>VET visiting program schedule in progress</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Environmental Health | Routine preventative Action Plan                                                                               | <p><b>Environmental Health work plan</b></p> <p>YASC has very limited engagement in HH inspection due to available resource from ATSI Health Team</p> <p><b><u>Pest program update</u></b></p> <ul style="list-style-type: none"> <li>- 15 Completed and Invoiced</li> <li>- 10 active (To be updated) pending HH inspections</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| ESO                  | <p>Water Routine and Reactive Maintenance Plan</p> <hr/> <p>Sewerage Routine and reactive Maintenance Plan</p> | <p>Routine maintenance as per DWQMP</p> <p>Daily Water quality monitoring</p> <p>Planning in progress for annual reservoir clean.</p> <p>May water quality results will be tabled for review by Council.</p> <hr/> <p>Ongoing sewerage pump station maintenance</p> <p>On 3<sup>rd</sup> May, Sewer operators Advised to leave Gantry Vehicle in compound. This possesses significant risk to sewerage pump station overflow including hygiene/cross contamination.</p> <p>Sewerage Pump Stations weekend call outs on</p> <ul style="list-style-type: none"> <li>- SPS 3 - 3<sup>rd</sup> &amp; 5<sup>th</sup> May</li> <li>- SPS 5 - 11<sup>th</sup> May</li> <li>- SPS 2 - 15<sup>th</sup> May</li> <li>- SPS 8 - 17<sup>th</sup> May</li> </ul> <p>No duty standby pumps In SPS 5, awaiting electrical repairs and new pumps to arrive.</p> |

|                |                          |                                                                                                                                                 |
|----------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Aquatic centre | Routine Maintenance Plan | General Routine maintenance<br>Incident occurred on the Saturday 31 <sup>st</sup> of May, reported to WH&S QLD. Currently under investigations. |
|----------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|

**CAPITALS****ICCIP – Indigenous Council Critical Infrastructure Program**

| <b><u>PROJECT ID</u></b> | <b><u>JOB DESCRIPTION</u></b>                     | <b><u>COMPLETED</u></b> | <b><u>ACTIONS</u></b>                                                    |
|--------------------------|---------------------------------------------------|-------------------------|--------------------------------------------------------------------------|
| 1.05                     | Water and Sewer combined SCADA upgrade ICCIP 1.05 | 95%                     | Defect rectifications completed, training and handover to be scheduled.  |
| 1.16                     | Generator for Bore 6                              | 40%                     | WIP, Estimated completion date Late June 2025, ETA of Generator in June. |
| 1.22                     | Generator to Pump Station 6&7                     | 5%                      | Procurement in Progress Contractor to be issued Purchase order           |
| 2.16                     | Install New Fencing to Sewerage Treatment Plant   | 40%                     | WIP, project commenced, estimated completion June 2025.                  |

**LGGSP Water treatment plant upgrade - CAPITAL WORKS**

| <b><u>PROJECT ID</u></b> | <b><u>JOB DESCRIPTION</u></b>       | <b><u>COMPLETED</u></b> | <b><u>ACTIONS</u></b>                                                                                              |
|--------------------------|-------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------|
| LGGSP                    | Water treatment plant refurbishment | 10%                     | EOT on Hold pending other funding source. (Advise from department)<br><br>Preparing Variation for change of scope. |

**Reef Guardian Council Grant - CAPITAL WORKS**

| <b><u>PROJECT ID</u></b> | <b><u>JOB DESCRIPTION</u></b>                                     | <b><u>COMPLETED</u></b> | <b><u>ACTIONS</u></b>                                                                            |
|--------------------------|-------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------|
| ALCRAP000060             | Reef action plan – STP de-sludge & upgrade electrical switchboard | 15%                     | Purchase order to be issued, contractor propose to commence August with FNQROC service schedule. |
| ALCRAP000012             | Reef action plan – STP Upgrade – Surface Aerators                 | 15%                     | Procurement in progress (pending project amalgamation)                                           |

|              |                                            |     |                                                                                                                                      |
|--------------|--------------------------------------------|-----|--------------------------------------------------------------------------------------------------------------------------------------|
| ALCRAP000011 | Reef action plan – Above Ground Fuel Tanks | 10% | Procurement pathway being developed. Project establishment deadline is Oct 2025. Priority of delivery is on the wastewater projects. |
|--------------|--------------------------------------------|-----|--------------------------------------------------------------------------------------------------------------------------------------|

**Enhance Waste Management**

| <b><u>PROJECT ID</u></b>                  | <b><u>JOB DESCRIPTION</u></b>                                                                                                                                                                                        | <b><u>COMPLETED</u></b> | <b><u>ACTIONS</u></b>                                                                                                                                                                                                                |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Plant, Equipment and Training             | The plant and machinery will service to upkeep the proposed transfer facility. The machinery comprises wheel loaders, excavators with grab attachments, skid loaders, body trucks, tractor slasher and tele handler. | 100%                    | All Plants including attachments delivered.                                                                                                                                                                                          |
| Waste Transfer Station Clean Up           | This activity involves the removal of accumulated waste and debris from the current facility.                                                                                                                        | 95%                     | Works complete to remove waste from community.<br>Ongoing maintenance<br>John Richards and Brian Schrieber Completed Waste Management training with Unganco and Mining Skills Australia<br>Review ongoing waste management strategy. |
| Ongoing maintenance and operational costs | This encompasses routine maintenance tasks such as equipment servicing, repairs and facility upkeep necessary for operational control of the transfer station.                                                       | 10%                     | Ongoing project for 3 years.<br>2 x waste operators have been appointed to management of the waste facility                                                                                                                          |

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That Council accept the report of the Director-Infrastructure, tabled as read.



**8 CORRESPONDENCE****8.1 CORRESPONDENCE - LEISURE CENTRE LEASE**

**File Number:** 01.COR\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To table correspondence received from the Chairperson of Gurriny Yealamucka Health Services Aboriginal Corporation, requesting clarification on the Council's position regarding the possibility of establishing a formal three-year lease agreement for the premises currently occupied.

**BACKGROUND**

The letter states that Gurriny Yealamucka Health Service currently operates from Council-owned premises under a month-to-month lease arrangement. This temporary and uncertain tenure poses significant risks to the stability and sustainability of Gurriny's operations. It undermines long-term planning, creates anxiety among staff and clients, and jeopardizes the continuity of services relied upon by the Yarrabah community.

This concern is heightened by the recent awarding of the Education Engagement and Attainment Initiative Project, which Gurriny is contracted to deliver until December 2026 and could be extended. The project is a major investment in the future of Yarrabah's young people, aiming to improve school engagement and educational outcomes. Without a secure, long-term lease in place, Gurriny's ability to deliver on this commitment—and its broader health service obligations—could be compromised.

The absence of lease security opens the door to potential eviction or forced relocation at short notice, which would result in significant disruption to services and negatively impact community wellbeing. Granting a formal three-year (long-term) lease would provide the operational certainty Gurriny needs to meet its obligations, invest in service improvement, and continue delivering consistent, high-quality care to the Yarrabah community.

**ATTACHMENTS**

1. Correspondence - Leisure Centre Lease Letter from Gurriny Yealamucka
2. Correspondence - Funding agreement for Children and Schooling Program

**RECOMMENDATION**

1. That Council note the correspondence tabled, as read.
2. Advise the CEO with regards to this matter.



**GURRINY YEALAMUCKA**  
HEALTH SERVICES ABORIGINAL CORPORATION

Gurriny Yealamucka Health Services  
1 Bukki Rd  
Yarrabah, Qld, 4871  
Thursday 29<sup>th</sup> May 2025.

Mr Richard Wright  
CEO Yarrabah Aboriginal Shire Council

Richard,

RE: Request for clarification on Lease Terms for the Leisure Centre.

I write to you as the chairperson of Gurriny Yealamucka Health Services Board regarding the lease of the Leisure Centre. Our services support the health and wellbeing of our local residents, and we are committed to continuing this work with the security and confidence that only a stable operational base can provide.

Currently, we are operating on a month-to-month lease agreement for the premises provided by Council. While we remain grateful for the ongoing access to the space, this arrangement creates a level of uncertainty for our team, our clients, and the continuity of services. The lack of a secure, longer-term lease leaves us concerned about the possibility of eviction or relocation at short notice, which could significantly impact and disrupt our ability to serve the community.

We respectfully request clarification of the Council's position regarding the potential for a formal three-year lease. Securing such an agreement would provide us with the stability necessary to plan and invest in our services, ensuring we can continue delivering high quality care and support to those who need it most.

Thank you for your attention to this important matter, we look forward to your response.

Kenneth Jackson  
Chairperson  
Gurriny Yealamucka



Australian Government

National Indigenous Australians Agency

## PROJECT SCHEDULE – GENERAL GRANTS CHILDREN AND SCHOOLING PROGRAMME

Executed by

the Commonwealth of Australia as represented by the National Indigenous Australians Agency  
(ABN 30 429 895 164)

AND

Gurriny Yealamucka (Good Healing) Health Services Aboriginal Corporation (ABN 31 210 982 991)

|                                               |           |
|-----------------------------------------------|-----------|
| Grant System Agreement number (System ID)     | 4-G31XMJ7 |
| Project Schedule reference number (System ID) | 4-KLIP1VW |
| Provider reference number (System ID)         | 1-UX-64   |

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Requests for other licence rights to this work should be directed to the National Indigenous Australians Agency.

**How this Project Schedule works**

The Commonwealth has agreed to execute this Project Schedule, under which the Commonwealth will provide the Grant/s for the purpose of delivering one or more Project/s.

Once this Project Schedule has been executed, a separate contract is formed. That contract is called a **Project Agreement**.

The terms and conditions of this Project Agreement are as set out in:

- a) this Project Schedule;
- b) the Head Agreement; and
- c) any attachments to, or documents incorporated by reference into, either of those documents.

This Project Schedule contains terms and conditions that relate specifically to the Projects and Grants listed in this document. The document comprises:

- Part 1 – a summary of the Projects and Grants in this Project Schedule;
- Part 2 – terms and conditions applying to all Projects and Grants in this Project Schedule; and
- Part 3 – specific terms and conditions for particular Projects and Grants in this Project Schedule.

The Head Agreement contains general terms and conditions that apply to all Projects and Grants.

*(See also clauses 1 to 10 of the Head Agreement).*

**PART 1: PROJECT AND GRANT SUMMARY****1. List of Projects**

| Project ID | Project name                                               |
|------------|------------------------------------------------------------|
| 4-KLIP1WT  | Education Engagement and Attainment Initiatives - Yarrabah |

**2. List of Grants**

| Project ID<br>Project name                                                 | Amount (excl GST)     | GST<br>(if applicable) | Total (incl GST)      |
|----------------------------------------------------------------------------|-----------------------|------------------------|-----------------------|
| 4-KLIP1WT<br>Education Engagement and Attainment<br>Initiatives - Yarrabah | \$1,373,500.08        | \$137,350.01           | \$1,510,850.09        |
| <b>TOTAL</b>                                                               | <b>\$1,373,500.08</b> | <b>\$137,350.01</b>    | <b>\$1,510,850.09</b> |

## **PART 2: GENERAL INFORMATION, TERMS AND CONDITIONS FOR ALL PROJECTS IN THIS PROJECT SCHEDULE**

### **1. Interpretation**

- 1.1 Unless the contrary intention appears, words used in this Project Schedule have the same meaning as in the Head Agreement.
- 1.2 Information, terms and conditions in Part 2 of this Project Schedule apply to the Projects under this Project Agreement, unless the contrary intention appears in Part 3.

### **2. Programme**

- 2.1 The Grants are provided under the Children and Schooling Programme.

### **3. Programme outcomes**

- 3.1 For each Project, the Provider must contribute to or achieve the following programme outcomes to the extent they are not inconsistent with the Project:

#### **Programme outcomes**

- Support families to give children a good start in life through improved early childhood development, care, education and school readiness.
  - Get children to school.
  - Improve literacy and numeracy.
  - Support successful transitions to further education and work.
- 3.2 The Provider agrees to deliver each Project under this Project Agreement so as not to conflict with or adversely impact upon the school attendance of children in the location/s at which the Project is being delivered.

### **4. Overview**

- 4.1 The Provider is:

| Provider        | Details                                                                  |
|-----------------|--------------------------------------------------------------------------|
| Full legal name | Gurriny Yealamucka (Good Healing) Health Services Aboriginal Corporation |
| Trading name    | Gurriny Yealamucka (Good Healing) Health Services Aboriginal Corporation |
| ABN             | 31 210 982 991                                                           |

- 4.2 This Project Agreement commences on the Project Agreement Start Date and ends on the Project Agreement End Date:

|                              |                                                                      |
|------------------------------|----------------------------------------------------------------------|
| Project Agreement Start Date | The date that the last Party to sign this Project Agreement does so. |
| Project Agreement End Date   | 30 November 2027 or earlier termination date.                        |

## 5. Strengthening Organisational Governance - one-off payment

- 5.1 If the Provider has been required to become incorporated pursuant to clauses 64 to 68 of the Head Agreement, the Commonwealth will pay a one-off payment of \$10,000 (excl GST) following:
- (a) the Provider changing its incorporation status in accordance with clauses 64 to 68 of the Head Agreement; and
  - (b) the Commonwealth receiving proof of the change in incorporation status.
- 5.2 The parties agree that this payment represents a genuine pre-estimate of the costs likely to be incurred by the Provider in complying with the incorporation requirement, and that the Commonwealth is not liable for any further amount. This payment is a one-off payment, and will be made only if the Provider has not received a similar payment under another Project Agreement.
- 5.3 The payment provided for under Part 2 item 5.1 is a Grant for the purpose of this Project Agreement.

## 6. Bank account details

- 6.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement is as follows unless another account is specified for a particular Project in Part 3:

|                         |                                                           |
|-------------------------|-----------------------------------------------------------|
| Bank / institution name | Earville Stockland Shpng Ctr 537 Mulgrave Rd WBC          |
| BSB number              | 034193                                                    |
| Account name            | Gurriny Yealamucka Health Services Aboriginal Corporation |
| Account number          | 161657                                                    |

## 7. Tax and invoices

*(Clauses 16 to 19 of the Head Agreement)*

- 7.1 The Commonwealth will issue recipient created tax invoices (RCTIs) and any adjustment notes for taxable supplies made by the Provider to the Commonwealth, within 28 days of determining the value of the taxable supplies in question. The Provider must not issue tax invoices or adjustment notes for taxable supplies covered by a RCTI.
- 7.2 Alternatively, the Commonwealth may direct the Provider to issue invoices to the Commonwealth. This direction can relate to all or part of a Project Agreement. Each invoice must be addressed to the relevant Commonwealth contact officer listed in this Project Schedule.
- 7.3 Each invoice issued by the Provider must contain:

- (a) the words 'tax invoice' or 'invoice', whichever is relevant, stated prominently;
- (b) the Provider's name and ABN;
- (c) the Commonwealth's name and address;
- (d) the date of issue of the tax invoice or invoice;
- (e) the name of the Project and this Project Schedule reference number (if any);
- (f) the total amount payable (including GST if it is a taxable supply); and
- (g) the GST amount shown separately, if it is a taxable supply.

7.4 An invoice issued by the Provider must not:

- (a) include amounts that are not properly payable under this Project Agreement; or
- (b) relate to a payment or include an amount in relation to which the Commonwealth has exercised its rights under clauses 79 - 81 (Withholding, Provider not entitled to amount or amount not spent in accordance with a Project Agreement, Unspent Grant amounts), 84 (Breach of Project Agreement), or 88 - 91 (Termination or reduction in scope - for default) of the Head Agreement.

7.5 The Commonwealth may require the Provider to reissue an invoice that does not meet the requirements of this Project Agreement.

## 8. Reporting

(Clauses 52 to 58 of the Head Agreement)

8.1 The Provider must provide to the Commonwealth the following reports for each Project in accordance with the timeframes set out in Part 3 of this Project Schedule:

| Report                    | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Performance report</b> | Performance reports must detail the progress and performance of the Project during the reporting period, including against the outcomes, objectives and performance targets set out in this Project Schedule. If there are significant issues affecting the progress of the Project, the Performance report must specify the actions being taken to address the issues.                                                                                                                                                                                                                                                                                                                          |
| <b>Expenditure report</b> | <p>The following information must be provided:</p> <ol style="list-style-type: none"> <li>1. A Financial Declaration: <ul style="list-style-type: none"> <li>a) verifying that the Grant was expended for the Project and in accordance with the Project Agreement;</li> <li>b) specifying any amount of the Grant that remains unspent for that Financial Year; and</li> <li>c) certified by the Provider's CEO, Board or authorised officer.</li> </ul> </li> </ol> <p>Financial declarations will be required only where requested by the Commonwealth. In accordance with clause 116 of the Head Agreement, Providers must keep full and accurate records relating to Grant expenditure.</p> |



| Report                                                                                   | Details                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                          | <p><b>2. Expenditure Report</b></p> <p>a) a detailed statement of income and expenditure relating to the Grant; and</p> <p>b) a financial declaration as referred to above.</p> <p>If audited, the report is to be audited in accordance with clauses 55-56 of the Head Agreement.</p> <p>Part 3 of this Project Schedule specifies whether the Expenditure report for a Project is to be unaudited or audited.</p> |
| <b>Working with Vulnerable People and Work Health and Safety Statement of Compliance</b> | <p>1. Annual statement of compliance with relevant Head Agreement obligations, including where identified, mandatory state and territory legislative requirements for the jurisdiction in which the Project is held, pertaining to:</p> <p>a) Working with Vulnerable People, including children (WWVP); and</p> <p>b) Work Health and Safety (WHS).</p>                                                            |

- 8.2 On request, the Provider must provide to the Commonwealth a report for the Project by a date, and in such form, as may be specified in writing by the Commonwealth.

**PART 3: SPECIFIC INFORMATION, TERMS AND CONDITIONS FOR  
PARTICULAR PROJECTS IN THIS PROJECT SCHEDULE**

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**1. Interpretation**

Each of the Projects specified in this Project Schedule has its own sub-part under this Part 3, which sets out specific information, terms and conditions applying for that particular Project. To the extent of any inconsistency between Part 2 and Part 3 of this Project Schedule, Part 3 will take priority in relation to the relevant Project.

### **3: PROJECT ID – 4-KLIP1WT - Education Engagement Attainment Initiative (EEAI) - Yarrabah**

#### **2.1 PROJECT OVERVIEW**

- 2.1.1 The Children and Schooling – Education Engagement and Attainment Initiatives will deliver activities that support education engagement and attainment and be designed in consultation with the community. The design of the activities should be place-based, incorporate local approaches and solutions, and reflect local education priorities.
- 2.1.2 Investment must target activities that support First Nations families, young people, parents and carers, and communities to overcome barriers to engaging with schooling and achieving at school.
- 2.1.3 Activities that support education engagement and attainment should target students, families, parents and carers, schools or communities, provided a link can be made to engaging (or re-engaging) school-age First Nations people with education, supporting their progress through school, and improving their participation and achievement at school.
- 2.1.4 Activities that remove barriers to schooling, provide culturally safe learning environments, deliver cultural events that promote education, provide local employment and pathways to further education and employment, support families to be positive role models, encourage community participation and involvement in local decision making about education priorities are examples of appropriate education engagement activities.

#### **2.3 PURPOSE**

- 2.3.1 The purpose of the Project is to support increased school engagement and attainment for students from Yarrabah, in Yarrabah and surrounding communities.
- 2.3.2 The Provider must deliver the Project in accordance with this Project Agreement and the Children and Schooling Educational Engagement and Attainment Initiatives Operational Framework 2024 as updated by the Commonwealth from time to time in writing.

#### **2.4 STAFFING**

- 2.4.1 The Provider must maximise opportunities for Indigenous employment.
- 2.4.2 Staff may be employed on a full-time or part-time basis.
- 2.4.3 The Provider must employ a sufficient number of staff to ensure effective delivery of the activity throughout the term of the funding period.
- 2.4.4 The Provider must ensure that staff members are aware of their roles and responsibilities to effectively undertake the role.
- 2.4.5 The Provider must ensure staff members are supported and provided with training opportunities.

#### **2.5 SEMESTER ACTIVITY PLANS**

- 2.5.1 The Provider must submit a Semester Activity Plan for each activity location at the beginning of each Semester during the funding period, using the template provided.
- 2.5.2 The Provider must be able to demonstrate the community has been involved in the design of the activities contained in the Activity Plans.
- 2.5.3 The Provider must submit the Activity Plan(s) for approval by the Commonwealth and make it publicly available upon request, once it has been approved by the Commonwealth.
- 2.5.4 The Provider must review the Activity Plan(s) at the beginning of each Semester to determine the effectiveness of the activities.
- 2.5.5 Following the review of Activity Plan(s), the Provider must consult the communities to determine whether activities should be changed.

## **2.6 BUDGETS**

---

- 2.6.1 The Provider must submit a Budget by 31 July 2025 and mid-January each year for each location that details the cost of delivering the activity as specified in their Activity Plan(s).
- 2.6.2 The Budget must be itemised showing a break down of costs for salaries/operational expenses, administration and activity delivery.
- 2.6.3 Where the Provider delivers the Project in multiple sites the Budget must be itemised for each location.
- 2.6.3 The Provider must submit a revised Budget for each location at the beginning of each Semester if activities will change.

## **2.7 PROGRESS REPORTS**

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- 2.7.1 The Provider must submit a Progress Report for each location the activity is delivered in July and February of each year during the funding period.
- 2.7.2 The Provider must submit the Progress Report on the template provided by the Commonwealth.
- 2.7.3 The report must include information on the activities delivered during the previous six months as specified in the Activity Plan including what outcomes were achieved.

## **2.8 UNSPENT FUNDS**

---

- 2.8.1 This Schedule sets out how the Provider is to expend the Grant. This includes the Activity Plans and Budget which sets out the amount of the Grant to be expended by particular dates.
- 2.8.2 If the funds set out in the Activity Plan and Budget have not been fully expended by the relevant date, the Commonwealth may exercise the following rights in relation to the unexpended amount of

those funds (in this clause, "the unspent amount"), which is in addition to its other rights in clause 81 of the Head Agreement:

**2.8.3 The Commonwealth may by notice:**

- a) direct the Provider to spend the unspent amount for a purpose specified by the Commonwealth;
- b) reduce a Grant payment under this or any other Project Agreement, up to the unspent amount; or
- c) require the Provider to pay to the Commonwealth an amount specified in the notice up to the unspent amount, by the date specified in the notice.

**3. Key performance indicators**

**3.1 The Provider must meet the performance targets for the following key performance indicators within the timelines shown in the table below:**

| Number | Key Performance Indicator                 | Target and data                                                                                                                                                      |
|--------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.     | MKPLM1 – Indigenous Employment            | 80 per cent of hours worked in the reporting period under the activity, are worked by an Indigenous person. Source: Service Provider.                                |
| 2.     | MKDI.D1 – Employment Numbers              | Number of Indigenous people employed and the total number of people employed, under the activity (by gender). Source: Service Provider.                              |
| 3.     | MKDI.D2 – Hours Worked – Indigenous Staff | Number of hours worked in the reporting period by all Indigenous people employed under the activity. Source: Service Provider.                                       |
| 4.     | MKDI.D3 – Hours Worked – All Staff        | Number of hours worked in the reporting period by all people employed under the activity. Source: Service Provider.                                                  |
| 5.     | MKPLM2 – Core Service Provision           | Core activities or service being delivered meet or exceed requirements. Source: Agreement Manager review of Service Provider performance reporting.                  |
| 6.     | P212.02 – Participation                   | To support Closing the Gap Outcome 5, ensure 80 per cent of the target cohort participate in the service. Source: Service Provider                                   |
| 7.     | P212.03 – Engagement                      | To support Closing the Gap Outcome 5, ensure 90 per cent of the targeted cohort are participating in school education or re-engagement activities 90 per cent of the |

| Number | Key Performance Indicator | Target and data                                                                                                                                                                                   |
|--------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        |                           | possible days during the reporting period. Source: Department of Education                                                                                                                        |
| 8.     | P212.04 – Attendance      | To support Closing the Gap Outcome 5, ensure 75 per cent of the targeted cohort attend school at least 90* per cent of possible days during the reporting period. Source: Department of Education |
| 9.     | P212.05 – Enrolment       | To support Closing the Gap Outcome 5, increase the number of school-age First Nations people enrolled at school by 90 per cent during the reporting period. Source: Department of Education       |
| 10.    | D202.05 – Case Management | Average number of parents/carers/families receiving services per week. Source: Service Provider                                                                                                   |

#### 4. Duration of Project

4.1 The Project must be delivered from the Project Start Date until the Project End Date.

| Project dates      | Details                                      |
|--------------------|----------------------------------------------|
| Project Start Date | 1 July 2025                                  |
| Project End Date   | 31 December 2026 or earlier termination date |

- 4.2 The Commonwealth may, at its sole discretion, offer to extend the Project Agreement End Date and/or any Project End Date by one or more extensions up to a maximum of one year by giving notice to the Provider at least 60 business days prior to the end of the relevant Project or Project Agreement End Date.
- 4.3 If the Provider accepts the Commonwealth's offer under clause 4.2, the terms of any such extension are to be documented by way of a deed of variation on terms acceptable to the Agency and such extension will only be effective upon the formal execution of the deed of variation by the Commonwealth and the Provider.

## 5. Party representatives for notices

(Clauses 134 – 135 of the Head Agreement)

5.1 The parties' representatives are responsible for liaison and day-to-day Project management, as well as issuing and accepting any written notices relating to the Project:

| Commonwealth                              | Details                                                                    |
|-------------------------------------------|----------------------------------------------------------------------------|
| Contact officer / position for Project    | Kirsty Agombar<br>Agreement Manager                                        |
| Physical / postal address(es) for notices | 46 - 48 Sheridan Street Cairns QLD 4870<br>PO Box 1599 Cairns QLD 4870     |
| Telephone                                 | (07) 4037 8617                                                             |
| E-mail                                    | <a href="mailto:Kirsty.agombar@niaa.gov.au">Kirsty.agombar@niaa.gov.au</a> |

| Provider                                  | Details                                                                  |
|-------------------------------------------|--------------------------------------------------------------------------|
| Contact officer / position for Project    | Suzanne Andrews<br>Chief Executive Officer                               |
| Physical / postal address(es) for notices | 1 Bukki Road Yarrabah QLD 4871                                           |
| Telephone                                 | 04729 599 718                                                            |
| E-mail                                    | <a href="mailto:Sue.andrews@gyhsac.org.au">Sue.andrews@gyhsac.org.au</a> |

## 6. Location

6.1 The Project is to be delivered at the following location/s:

| Organisation venue name                                                               | Organisation venue address     | Estimated financial Attribution % |
|---------------------------------------------------------------------------------------|--------------------------------|-----------------------------------|
| Gurriny Yealamucka (Good <sup>®</sup> Healing) Health Services Aboriginal Corporation | 1 Bukki Road Yarrabah QLD 4871 | 10%                               |
| Yarrabah State School                                                                 | Noble Street Yarrabah QLD 4871 | 90%                               |

6.2 The Provider warrants that it has the right to access and use all premises required for the purposes of delivering the Project.

## 7. Reporting and site visits

*(Clauses 52 - 58 of the Head Agreement and Part 2 Item 8 of this Project Schedule)*

7.1 The Provider must submit the following reports to the Commonwealth, and where relevant facilitate site visits conducted by the Commonwealth, by the following due dates:

| Report                                                                                         | Due date          |
|------------------------------------------------------------------------------------------------|-------------------|
| Semester Activity Plan                                                                         | 1 July 2025       |
| Budget                                                                                         | 1 July 2025       |
| WWVP and WHS Statement of Compliance                                                           | 31 October 2025   |
| Performance Report covering the period 1 July 2025 to 31 December 2025                         | 15 January 2026   |
| Semester Activity Plan                                                                         | 15 January 2026   |
| Budget                                                                                         | 15 January 2026   |
| Site Visit to be conducted by the Commonwealth in the three months leading up to the due date. | 30 June 2026      |
| Progress Report covering the period 1 January to 30 June 2026                                  | 15 July 2026      |
| Semester Activity Plan                                                                         | 15 July 2026      |
| Budget                                                                                         | 15 July 2026      |
| Non-audited Expenditure Report covering the period [01 July 2025 to 30 June 2026].             | 30 September 2026 |
| WWVP and WHS Statement of Compliance                                                           | 31 October 2026   |
| Performance Report covering the period 1 July to 31 December 2026                              | 15 January 2027   |
| Non-audited Expenditure Report covering the period [01 July 2026 to 31 December 2026].         | 30 March 2027     |
| WWVP and WHS Statement of Compliance                                                           | 31 October 2027   |

## 8. Grant payments

*(Clauses 11 and 12 of the Head Agreement)*

8.1 The Provider must use the Grant only for the purpose of this Project.



8.2 Grant payments will be made on the occurrence of the following events, outcomes or performance targets and subject to the terms and conditions of this Project Agreement:

| Anticipated date            | Description of event, outcome or performance target                                                                                | Amount (excl GST)     | GST                 | Total (incl GST)      |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------|-----------------------|
| 1 July 2025                 | On receipt and approval of the Activity Plan and Budget                                                                            | \$457,833.36          | \$45,783.34         | \$503,616.70          |
| 31 January 2026             | Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Provider's performance | \$457,833.36          | \$45,783.34         | \$503,616.70          |
| 31 July 2026                | Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Provider's performance | \$457,833.36          | \$45,783.34         | \$503,616.70          |
| <b>Total Grant payable:</b> |                                                                                                                                    | <b>\$1,373,500.08</b> | <b>\$137,350.00</b> | <b>\$1,510,850.09</b> |

#### 9. Bank account details

9.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement for this Project is:

|                         |                                                           |
|-------------------------|-----------------------------------------------------------|
| Bank / institution name | Earlville Stockland Shpng Ctr 537 Mulgrave Rd WBC         |
| BSB number              | 034193                                                    |
| Account name            | Gurriny Yealamucka Health Services Aboriginal Corporation |
| Account number          | 161657                                                    |

#### 4-KLIP1WT – Education Engagement Attainment Initiative (EEAI) - Yarrabah – Additional Conditions

The following additional conditions apply for this Project.

##### 10. Budget

- 10.1 Unless otherwise approved by the Commonwealth in writing and subject to item 10.2 below, the Provider must spend the Grant in accordance with the following budget:

| Financial Year | 2025-26      | 2026-27      | Total          |
|----------------|--------------|--------------|----------------|
| Budget         | \$915,666.72 | \$457,833.36 | \$1,373,500.08 |

- 10.2 The Provider and the Commonwealth shall review the budget set out in item 10.1 annually on a date agreed by the parties. Any changes to the budget must be agreed in writing but without the requirement of a contract variation as set out in clause 139 "Variation" of the Head Agreement.

**EXECUTION PAGE**

This Project Schedule, together with the Head Agreement and any attachments to, or documents incorporated by reference into, either of them, forms a Project Agreement.

Executed as an agreement:

Commonwealth:

SIGNED for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency by:

PASOLUNA MORRILLIA

(Name of Agency Representative)

[Signature]

(Signature of Agency Representative)

EMERGENCY DIRECTOR, NORTH COAST RANGES REGION

(Position of Agency Representative)

9/5/2025

Larissa Anu

(Name of Witness in full)

[Signature]

(Signature of Witness)

9/5/2025

Provider

Executed as an agreement:

SIGNED for and on behalf of Gurriny Yealamucka (Good Healing) Health Services Aboriginal Corporation (ABN 31 210 982 991) in accordance with its rules:

Suzanne Andrews

(Name and position held by Signatory)

[Signature]

(Signature)

27/03/2025

Paul Munn

(Name and position held by second Signatory /

Name of Witness)

[Signature]

(Signature of second Signatory / Witness)

27/03/2025

**Notes about the signature block:**

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the Northern Territory must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.

**8.2 CORRESPONDENCE - REEF GUARDIAN COUNCILS EXECUTIVE COMMITTEE AND WORKING GROUP MEETING AUGUST 2025**

**File Number:** 02.COR\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To table correspondence received from Reef Guardian Councils program team extending an invitation to Committee Members and the Working Group Team to attend the upcoming Reef Guardian Councils Executive Committee and Working Group Meeting and Field Days, scheduled for 20–21 August 2025 in Rockhampton and Yeppoon. The invitation requests that RSVPs be submitted by 27 June 2025.

**BACKGROUND****Itinerary:**

o **Wed 20 - 8:00am-5:00pm, August Reef Guardian Councils Executive Committee, and combined Working Group, meeting, and field visits**

The morning will consist of the Executive Committee meeting at The Keppel Bay Sailing Club Yeppoon (attendees will travel via bus from our accommodation in Rockhampton). The afternoon will be an opportunity to highlight a number of Livingstone Shire Council's Reef Guardian Council actions.

o **Wed 20 - 6:00pm-8:30pm, August Informal dinner**

Maximise the opportunity to network and spend time catching up with fellow Reef Guardian Council Executive Committee and Working Group members over an informal dinner (to be paid by attendees).

o **Thur 21 - 8:00am-2:30pm, August Field day**

Field day will highlight a number of Rockhampton Regional Council's Reef Guardian Council actions.

**ATTACHMENTS**

1. **Correspondence - Reef Guardian Councils Executive Committee and Working Group Meeting Invitation**

**RECOMMENDATION**

That Council note the correspondence tabled, as read.

**From:** Reef Guardian Councils <[reef.councils@gbmpa.gov.au](mailto:reef.councils@gbmpa.gov.au)>  
**Sent:** Wednesday, 28 May 2025 9:52 AM  
**To:** Richard Wright <[ceo@yarrabah.qld.gov.au](mailto:ceo@yarrabah.qld.gov.au)>;  
**Subject:** RSVP by 27 June - combined Reef Guardian Councils Executive Committee and Working Group meeting and field days on 20–21 August 2025 in Rockhampton and Yeppoon [SEC=OFFICIAL]

**OFFICIAL**

Dear Reef Guardian Councils Executive Committee and Working Group members,

We are looking forward to seeing you at the upcoming combined Reef Guardian Councils Executive Committee and Working Group meeting and field days on 20–21 August 2025 in Rockhampton and Yeppoon.

This is a fantastic opportunity to connect with fellow members, share insights, identify opportunities for continuous improvement in the program, and explore local Reef Guardian projects through a series of curated field visits with Livingstone Shire and Rockhampton Regional Councils.

Accommodation will be in Rockhampton, with all transport to the meeting and field day sites arranged by the program team.

**Itinerary:**

Reef Guardian Councils Executive Committee, and combined Working Group, meeting, and field visits 8:00am-5:00pm Wed 20 August

The morning will consist of the Executive Committee meeting at The Keppel Bay Sailing Club Yeppoon (attendees will travel via bus from our accommodation in Rockhampton). The afternoon will be an opportunity to highlight a number of Livingstone Shire Council's Reef Guardian Council actions. On conclusion the bus will return to our accommodation in Rockhampton.

Informal dinner 6:00pm-8:30pm Wed 20 August

Maximise the opportunity to network and spend time catching up with fellow Reef Guardian Council Executive Committee and Working Group members over an informal dinner (to be paid by attendees).

Field day 8:00am-2:30pm Thur 21 August

Departing from our accommodation at Victoria Street, Rockhampton, the field day will highlight a number of Rockhampton Regional Council's Reef Guardian Council actions. On conclusion the bus will travel directly to the airport for those departing on afternoon flights and then return to accommodation for those travelling home by car.

Please confirm your attendance, and any travel support required, for this great Reef Guardian Councils engagement via this [RSVP link](#) by 27 June 2025. Please also use this RSVP link to nominate a proxy if you are unable to attend. To ensure smooth coordination of accommodation and transport, please make sure to nominate flights/travel that ensures arrival prior to 8am Wednesday 20 August and departing after 3pm Thursday 21 August 2025.

Look forward to seeing you soon.

Regards  
 Becc and Rhi

**Reef Guardian Councils program team**

Strategic Engagement | Reef Guardian Councils program

Strategic Policy and Partnerships Branch

Great Barrier Reef Marine Park Authority

Darumbal Country | 1/56 Normanby Street Yeppoon | PO Box 1058 Yeppoon QLD 4703

[MSTeams](#) (Rebecca Allen)

[MSTeams](#) (Rhianna Rickard) Part time: Tuesday-Thursday

E: [reef.councils@gbmpa.gov.au](mailto:reef.councils@gbmpa.gov.au)

W: [www.reefauthority.gov.au](http://www.reefauthority.gov.au)



*The Great Barrier Reef Marine Park Authority acknowledges the expertise, wisdom, and enduring connections that have informed the guardianship of the Reef for millennia. We pay our respects to the traditional Owners as the first managers of this land and sea Country, and value their traditional knowledge which continues to inform the current management and stewardship of the Reef for future generations.*

*If you have received this transmission in error please notify us immediately by return email and delete all copies. Any unauthorised use, disclosure or distribution of this email is prohibited.*

**8.3 CORRESPONDENCE - EXPRESSION OF INTEREST TO LEASE LAND FOR A NATIONAL BROADBAND NETWORK (NBN) FIXED WIRELESS FACILITY**

**File Number:** 03.COR\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To table correspondence received from the Property Consultant representing NBN Co. The correspondence outlines an Expression of Interest to lease Council-owned land for the establishment of a National Broadband Network (NBN) Fixed Wireless Facility, to improve mobile coverage and performance within the Lock area for residents and local businesses, as part of the Government funded Regional Connectivity Program.

**BACKGROUND**

As part of the Federal government's ongoing commitment to provide competitive high speed broadband services across Australia, the area of Yarrabah is proposed to be upgraded to a new NBN high speed fixed wireless service.

The provision of the NBN fixed wireless service in the area will require the establishment of a base station installation, which transmits and receives radio signals to individual premises.

The proposed installation would entail a freestanding monopole or lattice tower approximately 40m in height occupying a maximum ground area of approximately 8m x 10m.

The location of the facility on the property is flexible but will ideally need to be relatively close to power and a point of access. Once established the installation is remotely monitored and ongoing access would be limited.

NBNco would look to enter into a formal long term tenure agreement with the landowner to accommodate the facility. An annual rental would be payable to be negotiated between the parties.

NBNco has now established over 2000 individual base stations for its fixed wireless services across Australia involving tenure agreements with landowners who have benefitted from the service and passive income that has added value to their properties.

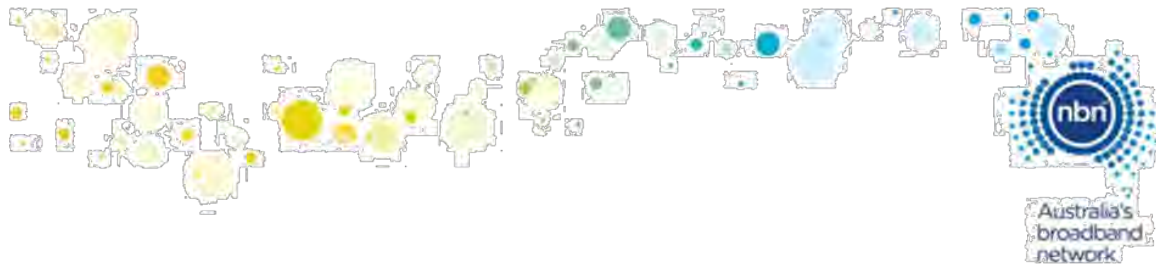
**ATTACHMENTS**

1. Correspondence - NBN
2. Correspondence - NBN Land Lease Area

**RECOMMENDATION**

That Council note the correspondence tabled, as read.





9 May 2025

**ATTN: YARRABAH ABORIGINAL SHIRE COUNCIL  
56 SAWMILL ROAD  
YARRABAH QLD 4871**

**Our Ref: MOUNT YARRABAH NBN\_RCP3\_NBN-4CAZ-4GNV-5106 (Candidate G)  
Lot 146 Survey Plan 284220, end of Workshop Rd, Yarrabah QLD 4871**

Dear Sir/Madam,

**Expression of Interest to Lease land for a National Broadband Network (NBN) Fixed Wireless Facility**

As part of the Federal government's ongoing commitment to provide competitive high speed broadband services across Australia, the area of Yarrabah is proposed to be upgraded to a new **NBN** high speed fixed wireless service.

Service Stream Limited have been engaged **NBNco** to assist with deployment activities.

The provision of the **NBN** fixed wireless service in the area will require the establishment of a base station installation, which transmits and receives radio signals to individual premises.

During our initial site investigations, your property at the above location has been identified as a potential location for the **NBN** base station facility.

The proposed installation would entail a freestanding monopole or lattice tower approximately 40m in height occupying a maximum ground area of approximately 8m x 10m.

The location of the facility on the property is flexible but we ideally need to be relatively close to power and a point of access. Once established the installation is remotely monitored and ongoing access would be limited.

**NBNco** would look to enter into a formal long term tenure agreement with the landowner to accommodate the facility. An annual rental would be payable to be negotiated between the parties.

**NBNco** has now established over 2000 individual base stations for its fixed wireless services across Australia involving tenure agreements with landowners who have benefitted from the service and passive income that has added value to their properties.

nbn-COMMERCIAL



All proposals do require town planning approval from local authorities at which time **NBN** will also engage with wider community to discuss siting proposals.

If you are willing to assist in the establishment of the service in your area by accommodating an installation on your property, please contact our property consultant to confirm your interest or to ask any further questions.

Yours sincerely

**Consultant Name:** Anita Lustig

**Phone Number:** M: 0474 593 583

**Email Address:** [anita.lustig@servicestream.com.au](mailto:anita.lustig@servicestream.com.au)

nbn-COMMERCIAL

**From:** Anita Lustig  
**Sent:** Sunday, 11 May 2025 7:37 PM  
**To:** [council@yarrabah.qld.gov.au](mailto:council@yarrabah.qld.gov.au)  
**Cc:** NBNProperty <[NBNProperty@servicestream.com.au](mailto:NBNProperty@servicestream.com.au)>  
**Subject:** MOUNT YARRABAH NBN\_RCP3\_NBN-4CAZ-4GNV-5106 - Landowner Introduction Letter with NBN at Lot 146 Survey Plan 284220 (Candidate G)

Good day,

Attention: Property

We are contacting you as our organisation, Service Stream have been engaged by NBN to improve mobile coverage and performance within the Lock area for residents and local businesses, as part of the Government funded Regional Connectivity Program.

We have identified a potential property at end of Workshop Rd, Yarrabah QLD 4871 (Lot 146 Survey Plan 284220) as having the qualities our client is looking for to establish its facility.

Please find attached a Landowner Introduction Letter for the selected lot, the letter outline the Expression of Interest to lease the land.



Proposed NBN structure location showing blue



At this stage, we are seeking confirmation from you that you are willing to consider a leasing proposal.

Please contact me to discuss in further detail and to confirm or deny your interest.

Best regards

Anita Lustig  
Property Consultant



ServiceStream

Level 3, Tower B, Zenith Centre  
821 Pacific Highway  
Chatswood, NSW 2067

**8.4 CORRESPONDENCE - BISHOP OF THE ANGLICAN DIOCESE OF NORTH QUEENSLAND**

**File Number:** 04.COR\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To table correspondence received from the Bishop of North Queensland, Anglican Church, regarding the resignation of Father Les Baird from St Alban's Church in Yarrabah, and a subsequent request for assistance in vacating the Church Rectory.

**BACKGROUND**

The Diocese of North Queensland has submitted two letters to Council:

The first letter informs Council of changes within St Alban's Church, including the resignation of Father Les Baird. It reaffirms the Anglican Church's ongoing commitment to supporting the Yarrabah community through the Diocese.

The second letter outlines concerns regarding the Church Rectory, which is currently occupied by community members. As Father Baird has vacated the premises, the Diocese is requesting Council's support in facilitating the necessary steps to respectfully vacate the property to enable future use in line with Church operations.

Council's consideration and guidance are sought regarding the appropriate response and assistance to the Anglican Church's request.

**ATTACHMENTS**

1. Correspondence - Bishop of North Queensland Anglican Church
2. Correspondence - Bishop of North Queensland Anglican Church - Rectory

**RECOMMENDATION**

1. That Council note the correspondence tabled, as read.
2. Instruct the CEO with regards to this matter.





the Anglican Diocese  
of North Queensland

ite 1, Level 1  
Hamilton Street  
Townsville Qld 4810

Box 1244  
Townsville Qld 4810

phone: 07 4771 4175  
fax: 07 4721 1756

www.anglicanq.org



One of 23 Dioceses of the  
Anglican Church of Australia

+KJ/ST25054

23<sup>rd</sup> May 2025

Councillor Daryl Sexton  
Mayor  
Yarrabah Aboriginal Shire Council  
[Mayor@yarrabah.qld.gov.au](mailto:Mayor@yarrabah.qld.gov.au)

Councillor Michale Sands  
[msands@yarrabah.qld.gov.au](mailto:msands@yarrabah.qld.gov.au)  
Councillor Amy Neal  
[aneal@yarrabah.qld.gov.au](mailto:aneal@yarrabah.qld.gov.au)

Councillor Hezron Murgha  
[hmurgha@yarrabah.qld.gov.au](mailto:hmurgha@yarrabah.qld.gov.au)  
Councillor Brian Underwood  
[bunderwood@yarrabah.qld.gov.au](mailto:bunderwood@yarrabah.qld.gov.au)

copy: Mr Richard Wright  
Chief Executive Officer  
[ceo@yarrabah.qld.gov.au](mailto:ceo@yarrabah.qld.gov.au)

Dear Mayor and Councillors,

#### St Alban's Anglican Church, Yarrabah

Greetings from all of us at the Anglican Diocese of North Queensland. I am writing to you in regard to recent events at St Alban's Church.

Unfortunately there has been a breakdown in relations. As a result the Reverend Leslie Baird and some other members of the congregation have decided to join the Diocese of the Southern Cross. Whilst the Diocese of the Southern Cross call themselves 'Anglican', they are not part of the Anglican Church of Australia and the Anglican Diocese of North Queensland wishes to continue its presence in Yarrabah at St Alban's. I attach a letter going out to members of the Parish.

As I understand it most of the clergy and other members at St Alban's wish to remain affiliated with the Anglican Church of Australia through the Diocese of North Queensland and it is our intention to support them. Accordingly I am making arrangements to put in place alternative clergy oversight from within the Yarrabah community.

You may also have heard of some of the financial difficulties affecting the Diocese. This does not compromise our parish ministries, including our ministry in Yarrabah. Parish ministry will continue.

We would like to continue at St Alban's Church and continue looking after the church building, but will work with those leaving for the Diocese of the Southern Cross to ensure a fair and gracious departure. Personally I wish all the best for Fr Les Baird and those leaving, and pray that God's blessing will be upon them. We then commit ourselves with those who have stayed to work to the glory of God so that St Alban's will continue to be a blessing to the community of Yarrabah.

If you have any queries, please contact me. You and the leaders of Yarrabah remain in my prayers.

Yours in Christ,

The Right Reverend Dr Keith Joseph  
Bishop of North Queensland

Office of the Bishop of North Queensland  
Email: [bishopnq@anglicanq.org](mailto:bishopnq@anglicanq.org)



the Anglican Diocese  
of North Queensland

ite 1, Level 1  
Hamilton Street  
Townsville Qld 4810

Box 1244  
Townsville Qld 4810

phone: 07 4771 4175  
fax: 07 4721 1756

www.anglicannq.org



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Anglican Church of Australia

+KJ/ST25059

4<sup>th</sup> June 2025

Councillor Daryl Sexton  
Mayor  
Yarrabah Aboriginal Shire Council  
[Mayor@yarrabah.qld.gov.au](mailto:Mayor@yarrabah.qld.gov.au)

Councillor Michale Sands  
[msands@yarrabah.qld.gov.au](mailto:msands@yarrabah.qld.gov.au)  
Councillor Amy Neal  
[aneal@yarrabah.qld.gov.au](mailto:aneal@yarrabah.qld.gov.au)

Councillor Hezron Murgha  
[hmurgha@yarrabah.qld.gov.au](mailto:hmurgha@yarrabah.qld.gov.au)  
Councillor Brian Underwood  
[bunderwood@yarrabah.qld.gov.au](mailto:bunderwood@yarrabah.qld.gov.au)

copy: Mr Richard Wright  
Chief Executive Officer  
[ceo@yarrabah.qld.gov.au](mailto:ceo@yarrabah.qld.gov.au)

Dear Mayor and Councillors,

**St Alban's Anglican Church, Yarrabah**

Dear Mayor and Councillors,

Greetings in the name of our Lord Jesus Christ! Thank you for all your support as we work through issues at St Alban's.

The Reverend Les Baird has been advised that he is entitled to remain at the Rectory until his resignation takes effect on 30<sup>th</sup> June, but my understanding is that he has vacated the Rectory at 5 Smith Street and is now living with his brother. Apparently other community members are residing in the Rectory. Accordingly, as the residence is for the priest-in-charge we are not happy to pay for the costs of the rectory whilst it is being unlawfully occupied.

Could you please advise the steps that we need to take to ensure vacant occupancy of the residence with a view to appointing a new Rector?

You are also all welcome to a community meeting to be held this coming Sunday after the celebration of Pentecost, which is the birthday of the church. Unfortunately I cannot be there as I am out west, but the recently retired Archbishop of Melbourne, Bishop Philip Freier and his wife Joy, along with Archdeacon Annette, will be present. During this service the Reverend Ainsley Dangar will be presented with her license as the Deacon-in-Charge.

Again my thanks for all your support, and every blessing for your work at Yarrabah.

Yours faithfully,

The Right Reverend Dr Keith Joseph  
Bishop of North Queensland

Office of the Bishop of North Queensland  
Email: [bishopnq@anglicannq.org](mailto:bishopnq@anglicannq.org)

**8.5 CORRESPONDENCE - REQUEST FOR SPONSORSHIP – WOMEN’S ALL STARS RUGBY LEAGUE CARNIVAL NOVEMBER 2025**

**File Number:** 05.COR\_OM.20250618

**Author:** Richard Wright, Chief Executive Officer

**PURPOSE OF THE REPORT**

To inform Council of correspondence received from Shakira Thaiday, seeking financial assistance to support the Northern United Rugby League Team (NURLT) for their participation in an upcoming event scheduled for 1–2 November 2025.

**BACKGROUND**

1. Council has received a request from Ms Thaiday on behalf of the Northern United Rugby League Team, seeking support—either financial or in-kind—for their involvement in a drug and alcohol-free rugby league carnival to be held at Vico Oval, Irene Street, Cairns. The event will be hosted by Erub United Inc.
2. The correspondence outlines that in-kind donations such as energy drinks, oranges, bottled water, and ice would be appreciated. Additionally, sponsorship opportunities are available, with sponsors' logos able to be displayed on the left and right sleeves of the team jerseys and the back panel of the playing shorts.

**COMMENT**

Council may consider this request falls within the ambit of Council’s Community Grants Policy.

The level of assistance available through the programme is limited by Council’s budget decisions and its strategic priorities.

Only one entitlement shall be considered in the financial year per individual, team or organisation that apply to the Council prior to the event for assistance and meet these criteria.

The Policy provides that community grants are capped at \$1,000.00 per year per organisation.

**POLICY/FUNDING CONSIDERATIONS**

Community Grants Policy

**ATTACHMENTS**

1. Correspondence - Request Sponsorship for Womens All Stars Rugby Carnival
2. Correspondence - Request for Sponsorship - Information Flyer

**RECOMMENDATION**

That Council:-

1. Note the correspondence tabled as read.
2. Instruct the CEO with regards to this matter.

21/05/2025

**Mutkin Residential Aged Care**  
**87 Back Beach Road, Yarrabah**  
**QLD, 4871**

To whom it may concern,

I am one of the co-owners of the women's Northern United Rugby League team that will be entering in the Women's All Stars Rugby League Carnival this year in November, at Vico Oval, Cairns. This is the very first time Northern United is going to participate at this carnival. The carnival is helping to support women in league. We have 7 Wugu Nyambil clients apart of the team who are great footy players.

The name Northern United covers all players of Torres Strait descendants as well as of Aboriginal players from the islands, Northern Peninsula Area (NPA) down to Townsville/Palm Island that plays in this team.

In saying that, we are currently on the search for sponsors to help get us to the carnival. Any donations will be of great help from energy drinks, oranges, water to just ice, any contribution will be highly appreciated. I thank you for your time and look forward to hearing from you soon.

Kind Regards,

Shakira Thaiday





## INFORMATION PACKAGE 2025



[allstarscarnival@gmail.com](mailto:allstarscarnival@gmail.com)



Women's All-Star's Carnival

# ALL STARS CARNIVAL 2025

The All-Stars Carnival is hosted by Erub United Inc. and Proudly Sponsored by **Tagai Management Consultants**.

On behalf of ERUB United Inc. and Community, we acknowledge and pay respects to the Traditional Owners and Elders, past, present, and emerging, of this land in which we will be hosting this prestigious carnival.

This Carnival is the first of its kind and we hope to continue hosting Stand Alone Women's Rugby League Carnivals.

So, we welcome everyone involved, we hope you all enjoy the weekend, play hard and safe.

Good luck to all Women competing in the ALL-STAR'S CARNIVAL.

**ALCOHOL & DRUG FREE EVENT!**



[allstarscarnival@gmail.com](mailto:allstarscarnival@gmail.com)



Women's All-Star's Carnival

# **ALL STARS** **CARNIVAL 2025**

**WHEN:** November 1<sup>st</sup> & 2<sup>nd</sup> 2025

**LOCATION:** Vico Oval, Cairns Kangaroos,  
Irene Street Cairns QLD.

**OFFICIAL DRAW: 6pm** Friday 31/10/2025,  
Vico Oval, Cairns Kangaroos. Please note that  
only **2 representatives** per team to attend the  
official draw.

## **CARNIVAL CONTACTS**

**Elia Ware (EJ):** 0434038175

**Kristin Ware:** 0411692098

**Gary Addo:** 0447778947

**Email:** allstarscarnival@gmail.com



allstarscarnival@gmail.com



Women's All-Star's Carnival

# **NOMINATION FEES**

## **Nomination Fee - \$3000**

Insurance - \$500

Prize Pool - \$1000

30 x Jerseys, Shorts & Socks - \$1500

10 Water Bottles

1 Team Banner

A deposit of \$1500 can be paid to secure your spot.

**The Nomination Fee is to be paid in full before 5pm  
September 30<sup>th</sup>, 2025.**

Please use your **TEAM NAME** as the reference when paying. Once payment is made, please send the receipt to the email address below.

[allstarscarnival@gmail.com](mailto:allstarscarnival@gmail.com)

**BSB: 484 799**

**ACCOUNT NUMBER: 16 811 2240**

**ACCOUNT NAME: All Stars Carnival**

**SUNCORP BANK**

**DEPOSIT & NOMINATION IS NON-REFUNDABLE**



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Women's All-Star's Carnival

## Event Rules & Regulations

The following rules and regulations apply:

- Contrary conduct / inappropriate behaviour by players, coaching, support staff and spectators, will see instant withdrawal of the offending player's and/or team from the Carnival.
- All participating team managers (or suitable representatives) are to attend the official draw. Attendance is compulsory. The official draw will be held at 6pm on Friday evening the **31st of October** at Cairns Kangaroos Beer Garden, Irene Street Mooroolbool.
- The carnival is a **drug and alcohol-free event**. Security has the right to refuse entry and ask patrons to leave that don't follow these rules.



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## Time Keeping and Points

- All games will start and finish at the same time with a central time keeping facility unless otherwise notified.
- In the event of a long-term injury/or a player that cannot be removed from the field of play, the restart and period of play will be determined by the officials at that point in time.
- Games are to start on time. Any team that has not taken the field **five (5) minutes** after the starting siren will be deemed to have forfeited the match. The opposition will be awarded the game and given **the highest For & Against for that round**.
- Nine (9) is the minimum number of players allowed on the field at anyone.
- All winners of any preliminary round games will be awarded 2pts and the losers will be given 0pts.

## Drawn Games

In the event of a drawn game at full-time during a **preliminary round game** the winner will be determined by the team that scored the **FIRST TRY**.

In the event of a drawn game during a **SEMI FINAL (top 8 onwards)** or the **GRAND FINAL** the following will apply:

- Golden point time will be at 5-minute intervals.
- A toss of the coin will be used to determine who shall restart the match by receiving or kicking off and the other teams choosing which way to run or vice versa.
- The first point scorer in extra time shall be declared the winner and the match will conclude. If after the allotted extra time the scores are still level, there will be a 2-minute interval both sides will stay running in the direction they are running but toss a coin to see who receives.



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## Team Rules

- Each team will consist of a maximum number of **thirty (30) players** and three **(3) team officials**. All players over the age of 40 yrs. will need to complete a medical to participate.
- All participating teams must complete their team sheets with the names of the players and their signatures prior to taking the field **before their first** competition game starts. Names and playing number of players **will remain the same for the entire carnival**.
- Teams have until the last PREMILANARY game to complete their official 30 player team sheet.
- Any player who signs the official team registration form cannot play for another team. If this occurs the committee may ask that team to leave the carnival or lose the games played.
- Players must be **17 years** of age and older to play.
- A player can only be removed from the team sheet and replaced if they are deemed medically unfit by the carnival medical staff.

## Team Make-up & Replacements

- All **thirty (30)** players can be used in all matches, including preliminary rounds, semi-finals, and the finals.
- All players must play at least **one (1) preliminary game** before they can play in any finals (including **quarters (top16) semis (top8) and grand finals**).
- The event organizers will not be held responsible or liable for any loss of contract money due to injury; suspension or any other incident incurred by players from all state and territory affiliated competitions as well as overseas competitions.
- There is no limit on Elite Players (NRLW/BMD) players.
- A maximum of 5 nonindigenous players per team.



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## Disputes/Protests

- All protests must be lodged **within 5 mins** of the completion of the game in question.
- All protests must be submitted with a fee of **\$500**
- If the protest is unsuccessful, the \$500 is forfeited to the organizing committee.
- The protest will be heard by a tribunal panel made up of an official member from each team and **(3) event committee members**.
- A representative of the protesting team will present their case. A decision will be reached within 5 minutes of the conclusion of the hearing.
- A protest cannot be about the referee. **AT ALL**

## Match Duration

- Preliminary rounds will consist of **two (2), twenty (20)** minute halves; with a **five (5)** minute break at half time. There will be no time off for injury.
- The finals (top 8 & top 4) will consist of **two (2), twenty (20)** minute halves; with a **five (5)** minute break at half time. There will be time off for injury only.
- The grand final will consist of **two (2) x thirty (30)** minute halves; with a five (5) minute break at half time. Time off will be allowed as per referees discretion.

## Sin Bin/Judiciary

- There will be a designated area for sin binned players.
- Sin bin times:
  - **5 minutes for all game formats preliminary and finals.**
- Players sent off will take no further part in the carnival.
- Any player sent off will also face a judiciary which will be held after the conclusion of the game in which the offence took place. The judiciary will be made up of **(3) committee members, the offender, and the offenders officials.**



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# **TEAM APPAREL**

E.U Clothing will be the suppliers of all on field apparel. The playing apparel (30 Jersey, shorts & socks) will be supplied to each team as part of the Registration Fees. After team nomination is confirmed and the deposit has been received, Team Managers can contact E.U Clothing to select team apparel.

## **Logo Placement**

Teams may have their team logo placed on the left chest, their own sponsor's logo on the left & right sleeves of the jersey, left & right back panel of the shorts. The sponsor's logos must be provided to E.U Clothing prior to **30<sup>th</sup> of September 2025**.

The All-Stars Carnival reserves the right to place sponsors on the front & back panel of jersey, and right front panel of playing shorts. Teams may place their sponsors on the left & right sleeves of jersey, and back panels of playing shorts. Please see image below for reference.

## **Team Apparel Selection**

Once a team selects their design provided by E.U Clothing, that design will be removed so that no 2 teams will have the same color & design combination.

If you fail to select a design before the cutoff date **30<sup>th</sup> of September**, All-Stars Carnival will select a design for you.

**Teams cannot play in apparel not provided by the All-Stars Carnival if so, the team will be disqualified.**

**ALL TEAM JERSEY KITS WILL BE AVAILABLE FOR PICK UP AT OFFICIAL DRAW.**

E.U Clothing (Everything Unique Clothing) contact details.

Email – [eu.clothing21@gmail.com](mailto:eu.clothing21@gmail.com)

Mobile – E.J Ware 0434038175

Facebook E.U Clothing



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**Women's All-Star's Carnival**

# TEAM APPAREL



\*COLOURS MAY APPEAR DIFFERENT ONCE GARMENTS ARE PRINTED.



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## TEAM NOMINATION FORM

Team name\_\_\_\_\_

Location/Background\_\_\_\_\_

Coach\_\_\_\_\_

Manager\_\_\_\_\_

League safe\_\_\_\_\_

First aid\_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Phone number\_\_\_\_\_

Contact Email\_\_\_\_\_

**Once this form has been completed, please email to**

**[allstarscarnival@gmail.com](mailto:allstarscarnival@gmail.com)**



**allstarscarnival@gmail.com**



**Women's All-Star's Carnival**

| NAME | D.O.B | ATSI | SIGNATURE |
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**NOTE:** Players MUST remain in the same Jersey for the duration of the carnival. Any Player found playing in a different number the team can lose points.



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**Women's All-Star's Carnival**

**9 CONFIDENTIAL MATTERS**

Nil

**10 CLOSE OF MEETING**