



BUSINESS PAPER

Ordinary Council Meeting

15 October 2025

Mark Kelleher

Interim Chief Executive Officer

**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 15 October 2025 at 9.00am**

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**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 24 SEPTEMBER 2025 AT 09:00**

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

IN ATTENDANCE: Mark Kelleher (Interim CEO), Mike Mair (Director - Corporate Services), Richard Fitowski (Director - People and Communities), Sam Bann (Director - Infrastructure), Wayne Douglas (Director - Building Services), Melissa Gudgeon (Executive Assistant)

1 MEETING OPEN AND WELCOME

Mayor Sexton declared the meeting open at 0900.

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

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

Councillor Amy Neale opened with a word of Prayer.

2 APOLOGIES

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

Mayor Sexton noted Campbell Yeatman spelt incorrectly – Item 7.2 Item from previous minutes
Mayor Sexton & Cr's noted item 6.6 was not in previous minutes – list of preferred/approved contractors – CEO noted the oversight and should have included the list at the last business papers.

RESOLUTION 01:24/09/2025

That the minutes of the Ordinary Council Meeting held on 28 August 2025 be adopted.

Moved: Cr Michael Sands

Seconded: Cr Brian Underwood

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

5 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.

No declarations made

6 MATTERS FOR DISCUSSION**6.1 CEO OPERATIONAL REPORT****PURPOSE OF THE REPORT**

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

Add Clean up beach day – Confirm day in Yarrabah
FNQROC AGM No. 33 - 2nd October 2025 @12.30pm
Planner Nicky to attend next AGM to give councillors
CEO suggested moving DEC OCM earlier to the 10th from the 24th
Underwood

RESOLUTION 02:24/09/2025

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

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

CARRIED

10:00am Dominique Charpentier Grants and Governance Officer entered the meeting – Gave an update on the Season Calendar & Various Grants

10:11am Dominique left the meeting

6.2 CHRISTMAS SHUTDOWN 2025

PURPOSE OF THE REPORT

Approval for Closure of Council Services for the 2025/2026 Christmas/New Year holiday period.

RESOLUTION 03:24/09/2025

That Council resolve to

1. In accordance with clause 19 of the *Queensland Local Government Industry (Streams A, B & C) Award – State 2017*, Council resolve to declare the Annual Closedown period for from close of business on **Friday 19th December 2025 to Friday 02nd January 2026** with staff retuning to work on Monday 5 January 2026.
2. Council further resolves to provide **3** paid “Council Shutdown” day to all employees during this period.

Council further resolves that staff required to work as part of required service delivery during this period will accumulate the 3 paid “Council Shutdown” day.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

Cr Sands – disagreed with the motion and wanted staff to be paid for forced leave

CARRIED

At 10:27AM meeting was adjourned.

At 10:30am Mike Mair entered the meeting

At 10:53AM the meeting was reconvened.

6.3 YASC MONTHLY FINANCIAL REPORT

PURPOSE OF THE REPORT

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

RESOLUTION 04:24/09/2025

That Council accept the 31st August 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

Moved: Cr Hezron Murgha

Seconded: Cr Michael Sands

CARRIED

Mayor Sexton – asked CEO to follow up on the works for QLD | CEO would follow up with our inhouse consulting engineer for an update.

6.4 RISK MATRIX

RECOMMENDATION

That Council resolve to note and accept the risk register.

Risk matrix dated 6th June and recommended by the internal audit committee – review the document outside of the meeting and complete a 1 day workshop in the near future.

11:45am Mike Mair left the Meeting

11:50am Richard Fitowski entered the meeting

At 12:20PM meeting was adjourned for lunch.

At 01:13PM the meeting was reconvened.

6.5 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

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

RESOLUTION 05:24/09/2025

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

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

Updated table in business papers August Financials 'Rental Arrears – 'Received'

Remove the Staffing table from the business papers and Richard to provide an update at the next meeting.

6.6 PEOPLE & COMMUNITIES - TRAINING AND DEVELOPMENT UPDATE

PURPOSE OF THE REPORT

This report provides an overview of Yarrabah Aboriginal Shire Council's participation in the Local Government Association of Queensland's (LGAQ) Indigenous Capacity Building (ICB) Project and outlines the benefits to Council staff and the community.

RESOLUTION 06:24/09/2025

That Council notes the progress and participation in the Indigenous Capacity Building Project and endorses ongoing engagement with LGAQ to maximise benefits for staff and the community

Moved: Cr Michael Sands

Seconded: Cr Hezron Murgha

CARRIED

At 2:10pm Richard Fitowski left the meeting

At 2:11pm Wayne Douglas entered the meeting

6.7 BUILDING SERVICES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To report to Council the status/activities of building services areas for the months of August 2025 to September 2025.

FOCUS AREAS

- Finalising the plumbing compliance to ensure all plumbing contractors are working within the state legislation.
- YASC are still on restricted work orders and have been since March. Many repairs & maintenance requests are still on hold which is proving to be very frustrating for Council and also the Yarrabah community. We are still pushing the relevant bodies hard to bring the maintenance stream back to normal. Hopefully this will be resolved in the very near future.
- Ongoing – Designing the internal work orders and purchase orders to contractors' section in the software is now underway. This may be ongoing for a few months but once implemented it will assist us to better manage council facilities work as well as external works.
- Ongoing – Compiling a list of contractors with contact details for owners to access for private works. There is a requirement for this to happen as property owners have much trouble finding a contractor who will commit to coming over the range to do any work.
- Finalising PSA to integrate into our maintenance management.

QBUILD

Repairs & Maintenance – QBuild Work Orders

Days	19 Aug 2025 (Unplanned)	10 Sept 2025 (Unplanned)	19 Aug 2025 (Healthy Housing R2)	10 Sept 2025 (Healthy Housing R2)
+365	0	3	2	3
181–365	44	87	26	24
121–180	92	61	7	6
91–120	19	16	0	0
61–90	27	24	0	0
30–60	71	70	0	0
<30	90	118	0	7
TOTAL	344	413	35	40

R&M Roundup

- Reminder to tenants to report maintenance issues through QBuild MRC. If tenants are having trouble reporting then our team is here to assist.
- Another push to complete aged work orders over 180 days. Many of these are completed but either not invoiced, not closed down on QBuild system, or technical issues preventing closure.
- Current status on raising work orders remains as per the following: all QBuild considered urgent requests are being raised with all other requests being “banked” until QBuild has the green light from the Department of Housing. This is posing a problem for Council as tenants are believing the work orders are raised for Council action when they have not. The issue lies with the relevant department within the state government and we are doing what we can to have this issue resolved.

- Healthy Housing Round 2 Status: Initial inspections are still on hold with still 54% of these inspections completed. There are still 41 properties sitting at 100% completed. Current data shows we are 94.5% through 54% of the program.
- The teams have been conducting HLP (Healthy Living Practices) visits with tenants to continue the good work of community engagement. The Healthy Housing program has highlighted the need for flexibility within maintenance programs as well as the need to consider the tenants' needs. We have been pushing hard for change in this area so we are better able to provide the maintenance service needed and wanted for our community.

NAHA UPGRADES

2024–2025 Planned Projects

Category	% Completed	Status / Notes
Refurbishments	100%	Completed
Kitchens	100%	Completed
Flooring	20%	21 to be completed – require transitional housing
Bathrooms	92%	3 to be completed
Laundries	100%	Completed
Driveways	75%	1 to be completed
Paints	50%	1 to be completed
Home Modifications	85%	10 to be completed
Various API	95%	Waiting on quotation approval for the rest
Various Upgrades	0%	15 waiting on Department of Housing approval

Upgrade Program (2024–2025)

- Bathrooms – 20 properties planned
- Flooring – 21 properties planned
- Kitchens – 17 properties planned
- Laundries – 6 properties planned
- Roofing – 4 properties planned
- Paint work orders – 118 planned (approx. 48 properties)
- Home Modifications – Estimated 25
- Various API – Estimated 30
- Water Service – Estimated 10–15
- Ad Hoc Upgrades – 5 known so far

RESOLUTION 07:24/09/2025

That Council resolve to accept the Director Building Services Operational Report, tabled as read.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

We are waiting Department of Housing to release funding – We are waiting on WO to Terry

Funding needs to be escalated

At 2:50pm Wayne Douglas left the meeting

At 2:50 pm, Cr Michael Sands left the meeting.

At 2:52pm Sam Bann entered the meeting

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

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

RESOLUTION 08:24/09/2025

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

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

CARRIED

6.9 DESIGN AND CONSTRUCT: WASTEWATER LAGOON SURFACE AERATION AND SWITCHBOARD UPGRADE**PURPOSE OF THE REPORT**

To seek Council's approval to award the provisional (optional) items under the Wastewater Lagoon Surface Aeration and Switchboard Upgrade tender. These items include the screening system and flowmeter, which will enhance the performance and compliance of the wastewater treatment lagoons.

RESOLUTION 09:24/09/2025

That Council resolve That Council resolve to approve the award of the provisional sum items under the Wastewater Lagoon Surface Aeration and Switchboard Upgrade tender to Austek Pty Ltd, being the screening system and flowmeter, as recommended by the Tender Evaluation Panel.

1. That Council endorse the award of the provisional sum items (screening system and flowmeter) to Austek Pty Ltd to the value of \$237,342.87 ex GST Total.

Moved: Cr Brian Underwood

Seconded: Cr Daryl Sexton

CARRIED

At 3:15pm Sam Bann left the meeting

At 3:16pm Michael Geoghegan entered the meeting

At 3:24 pm, Cr Michael Sands returned to the meeting.

6.10 DRFA 2024–25 UNSEALED ROADS PACKAGE**PURPOSE OF THE REPORT**

Approve acceptance of the quote received from Zappala Quarries, an approved PSA supplier, for supply of quarry materials for the DRFA 2024–25 Unsealed Roads Package.

RESOLUTION 10:24/09/2025**RESOLUTION 11:24/09/2025**

That Council resolve to:

1. Approve acceptance of the quote received from Zappala Quarries, an approved PSA supplier under YASC 2025-002 Occasional Plant Hire & Quarry Materials, for the supply and delivery of Type 2.2 road base and CSF minus 75 (fill material) for the DRFA 2024–25 Unsealed Roads Package at a value of \$392,776.95 (ex GST).

Moved: Cr Amy Neal

Seconded: Cr Michael Sands

CARRIED

6.11 PROJECT UPDATE OPERATIONAL REPORT**PURPOSE OF THE REPORT**

Provide and update to Council on the funding and Project Status for September 2025

RESOLUTION 12:24/09/2025

That Council resolve to accept the report of the Inhouse Construction Project Manager as read.

Moved: Cr Daryl Sexton

Seconded: Cr Hezron Murgha

CARRIED

6.12 REMOVAL OF LARGE ACORN TREE HANGING BY ONE BRANCH NEAR RESERVOIR - UP ON THE RANGE

Mayor Daryl Sexton asked for an update of the removal of the tree branch up on the range

6.12 RESOURCE CENTRE - REMOVAL OF BURN'T HOUSE, SAFETY HAZARD

Cr Hezron Murgha asked CEO to follow up and have the house removed

7 CORRESPONDENCE**7.1 ACKNOWLEDGEMENT OF PAINTING RECIEVED AT COUNCIL CHAMBERS****PURPOSE OF THE REPORT**

Publicly acknowledge the recent donation of a painting to the Council from Terry Swann.

RESOLUTION 13:24/09/2025

That Council except the donation of the “Mangrove Painting” by Terry Swann and acknowledge her and her late husband Dr Ken Meehan for their commitment to the Yarrabah Community from 1982 -1990.

Moved: Cr Brian Underwood

Seconded: Cr Daryl Sexton

CARRIED

8**7.2 CEO CONFIRMED TO MOVE THE DECEMBER - 10TH****RESOLUTION 14:24/09/2025**

To move it from the day xmas breakup to the 10th

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

STRATEGIC PORTFOLIO UPDATE

Councillors to provide updates on Meetings and Trips and other information for the meeting.

9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 15 October 2025.

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

Meeting closed at 4:20 pm.

.....
MAYOR

- 1 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 2 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

3 MATTERS FOR DISCUSSION

6.1 CEO OPERATIONAL REPORT

File Number: 01.MFD_OM.20250828

Author: Chief Executive Officer, Chief Executive Officer

PURPOSE OF THE REPORT

Monthly Council meeting report on the operational and strategic performance of council business.

KEY FOCUS AREAS

MEETINGS / EVENTS

- ◇ **TCICA Meeting** – 04th September. Mayor & CEO to attend
- ◇ **FNQROC Board Meeting** – 1st & 2nd October. Mayor & CEO to attend in Atherton – Crs Underwood & Neal Attended
- QPS Mayor Forum** – Mayor & CEO @ Pullman Hotel 1st & 2nd October.

GOVERNANCE

We are actively monitoring and reviewing internal processes to ensure ongoing compliance with all relevant legislative and regulatory 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.

Council has acquired a Contract Management Software that will be used to record all grants and ensure better visibility of contractual obligations and milestones. This is being implemented.

GRANTS SUBMITTED DURING PERIOD

- NIL

SUCCESSFUL GRANTS

- **Australian Government - National Australia Day Council – National Australia Day 2026 –**
Funding to support **Survival Day 2026** Celebrations – **\$15,000**
- **Australian Government – Department of Infrastructure, Transport, Regional Development, Communications and the Arts – Safer Communities Partnership Funds – Yarrabah CCTV Upgrade Project – \$283,000**

- **Queensland Government - Department of Local Government, Water and Volunteers -**
Multipurpose Place of Refuse – Planning Phase - **\$1.2Million**

UNSUCCESSFUL GRANTS

- **NIL**

GRANTS AWAITING OUTCOME

- **Australian Government – Department of Climate Change, Energy, the Environment and Water – Community Energy Upgrade Fund – Round 2** Empower Yarrabah Microgrid Project, Solar Phase – **\$425,000**
- **Queensland Government – Queensland Reconstruction Authority - Disaster Resilience Fund –**
Empower Yarrabah – Microgrid Project - **\$2,636,720**
- **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**

GRANT OPPORTUNITIES

- **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**
- **Australian Government – Department of Education – Early Childhood Education and Care Worker Retention Payment Grant –** Funding to support wage increases for childcare and OSHC workers employed under eligible workplace instruments – **No maximum amount**
- **Queensland Government – Department of Families, Seniors, Disability Services and Child Safety – Flexible Funding Grants –** Funding targeted initiatives to improve disaster preparedness and resilience of vulnerable people, families, communities, and organisations in response to Tropical Cyclone Jasper, Associated Rainfall and Flooding (13 – 28 Dec 2023) – **Up to \$3,800,000**

- **Queensland Government – Arts Queensland – Indigenous Regional Arts Development Fund (IRADF) 2025–26** – Funding for arts and cultural activities supporting cultural maintenance and arts development in Indigenous communities – **Up to \$25,000**
- **Queensland Government - State Emergency Services - SES Support Grant-** Grant available to ensure SES members are adequately resourced and equipped to assist the community - **up to \$150,000 for Facility, Up to \$75,000 for Vehicle.**

ATTACHMENTS

Nil

RECOMMENDATION

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

6.2 CLIMATE RESILIENT REGIONAL COMMUNITIES-RESEARCH PROJECT

File Number:

Author: Mark Kelleher, Interim Chief Executive Officer

PURPOSE OF THE REPORT

In March this year the Council agreed to support this research project. The researchers have now received ethics approval from the University of Queensland and would like to visit Yarrabah for one week to do the research on the ground.

BACKGROUND

This research aims to understand challenges and needs of housing adequacy and energy security in regional Queensland, and bring those findings into a set of recommendations focusing on actionable decisions across the Government, Industry and Community. The research is part of and funded by the Sustainable Built Environment National Research Centre Australia.

Researchers from the University of Qld are planning to visit Yarrabah between

10 – 14 November, 2025

We will be doing,

- Housing surveys
- Focus groups
- Interviews

To find out more about this project, the timelines, or how to get involved contact the project field work leader at UQ, Kelly Greenop, k.greenop1@uq.edu.au or 0412807184

COMMENT

This study adheres to the Guidelines of the ethical review process of The University of Queensland and the National Statement on Ethical Conduct in Human Research. You can contact the local research team on +617 3365 3924, if you would like to speak to an officer of the University not involved in the study, you may contact the Ethics Coordinator on +617 3365 3924 / +617 3443 1656 or email humanethics@research.uq.edu.au

ATTACHMENTS

Nil

RECOMMENDATION

That Council note the researchers will be in Yarrabah in the week 10-14 November 2025.

6.3 YASC MONTHLY FINANCIAL REPORT

File Number: 02.MFD_OM.20250723

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

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

POLICY/FUNDING CONSIDERATIONS

Local Government Regulations, s204 - Financial

RISK

Compliance.

CONSULTATION

Executive Leadership Team

Finance Manager

ATTACHMENTS

1. Finance Report September 2025
2. Areas of Interest Report September 2025

RECOMMENDATION

That Council accept the 30th September 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

**CORPORATE SERVICES REPORT
TO THE YARRABAH ABORIGINAL SHIRE COUNCIL
For the Period Ended 30 September 2025**

FINANCIAL SERVICES

I. Overview of Operating Results as at 30 September 2025

	ACTUAL YTD	BUDGET YTD 25/26	VARIANCE	VARIANCE	BUDGET FY 25/26
	\$	\$	\$	%	\$
Recurrent Income					
Fees & charges	5,815	72,098	-66,283	-92%	288,392
Other incomes	246,652	153,579	93,072	61%	614,317
Rental income	753,177	825,792	-72,615	-9%	3,303,167
Interest received	268,416	37,500	230,916	616%	150,000
Sales & recoverable works	1,021,060	1,734,522	-713,462	-41%	6,938,086
Grants & Subsidies	3,237,669	2,192,443	1,045,227	48%	8,769,770
	5,532,789	5,015,933	516,856	10%	20,063,732
Recurrent Expenditure					
Employees costs	1,984,818	2,047,191	-62,373	-3%	8,188,764
Materials and services	2,477,755	3,276,594	-798,838	-24%	13,106,375
Finance costs	8,336	128,275	-119,939	-94%	513,101
Donations Paid	2,268	-	2,268		0
Depreciation	1,684,474	1,728,739	-44,264	-3%	6,914,954
	6,157,651	7,180,799	-1,023,147	-14.25%	28,723,194
Less: Capitalised Expenses					
	6,157,651	7,180,799	-1,023,147	14.25%	28,723,194
Net Operating Profit	-624,862	-2,164,866	1,540,004	-71%	-8,659,462

Council's Operating result is a loss of \$625K as at 30 September 2025, better than budget by \$1.540M.

Recurrent income is over budget by \$517K. Grants & subsidies are over budget by \$1.045M but this was offset by QBuild sales being lower than budget by \$685K. As discussed at the last meeting the QBuild slowdown on issuing work orders is heavily impacting Council's results

Recurrent expenditure is \$1.023M under budget. Finance costs are under budget by \$120K as a result of the budgeted provision for Bad Debts not yet being taken up. Employee costs and Materials and Services are under budget by 62K and 799K respectively. Materials & Services cost reflect the slow down in QBuild sales.

Housing Planned Maintenance net profit is \$56k YTD which is of great concern to the ongoing sustainability of Council operations.

Liquidity Highlights

II. Current Trade Debtors, Housing Debtors & Trade Creditors

	<i>90 Days</i>	<i>60 Days</i>	<i>30 Days</i>	<i>Current</i>	<i>Total</i>
Total Debtor Type	\$0.00	\$0.00	\$0.00	\$640.00	640
Debtors Sundry	935,096	55,195	26,759	214,354	1,231,404
Blockholders Service Fees	444,585	-	940	460	445,065
Commercial Service Fees	148,682	-	-	-	148,682
Grants	479	-	44,000	-	44,479
Ex - Rent (pre 2013)	954,699	500	3,656	-	958,855
Trustee Leases	20,962	-	-	-	20,962
Commercial Leases	11,046	37,852	-	17,183	66,081
Daycare Debtors	138,646	1,687	1,178	5,588	147,099
Housing Current Rent	3,407,607	3,020	1,621	1,264	3,413,511
TOTAL DEBTORS	6,061,801	98,254	78,153	238,568	6,476,777
TOTAL CREDITORS	11,515	47,409	27,501	385,602	472,028

Of the \$6.477M owing to Council, only \$1.86M is estimated as collectable with \$4.616 million included in our provision for doubtful debts.

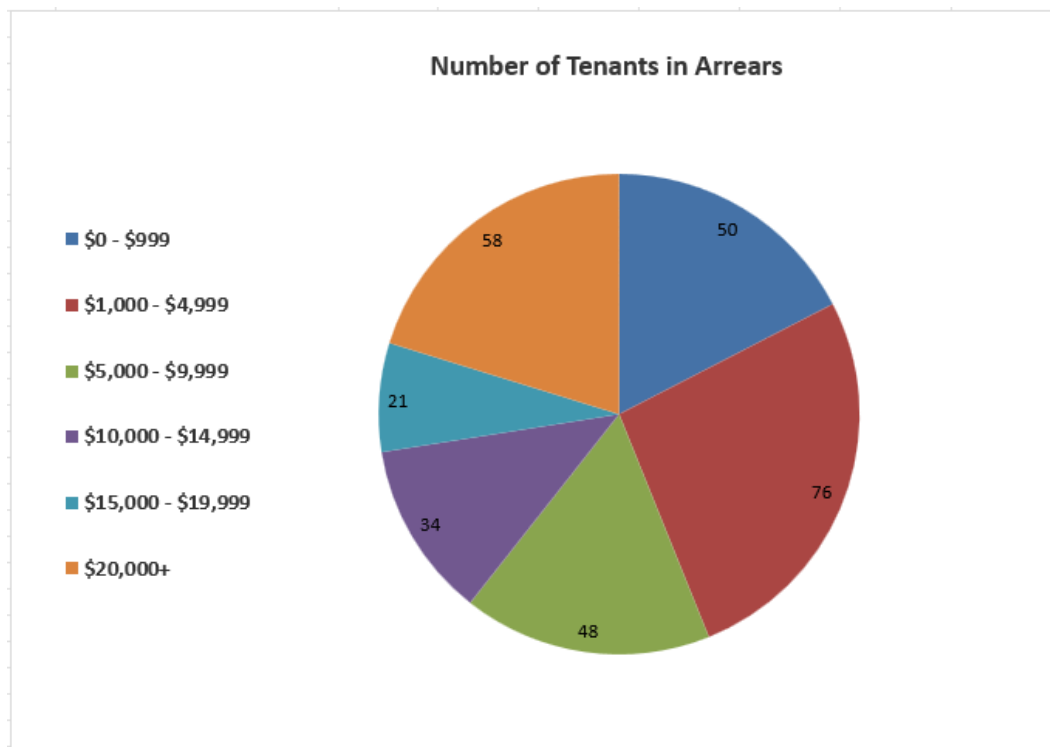
Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)

Over the past 12 months, the rental arrears to Council for social housing has increased by \$377,474 (12%) from \$3,036,037.10. to \$3,413,511.09. A review of debtors has highlighted the following:

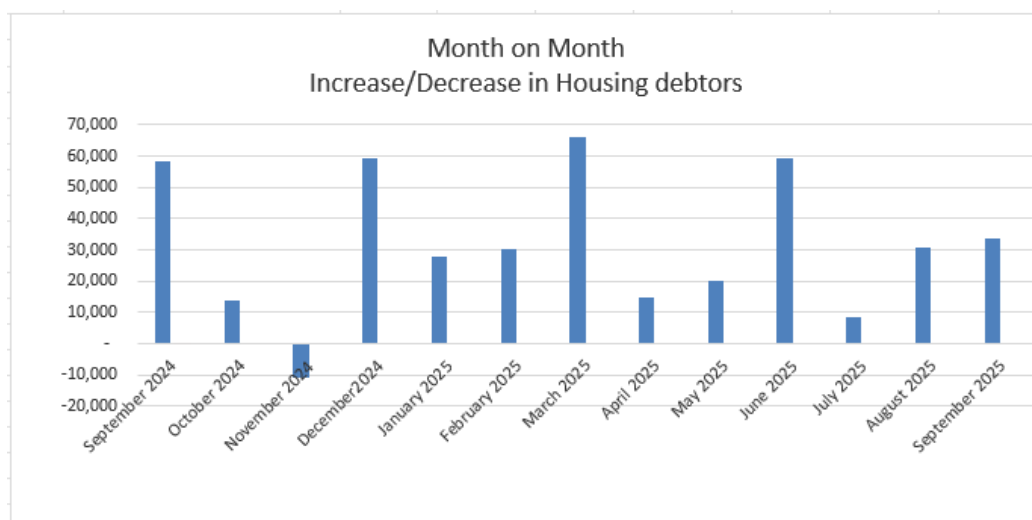
61% of current tenants are in arrears and 237 total tenants owe over \$1,000 which has increased by 1 on that of the previous quarter.

The 58 debtors owing over \$20K increased by 43K from \$2,003M to \$2,046.

	# Tenants	# Tenants	# Tenants	# Tenants	# Tenants	
Amount Owning to Council	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Sep-25
\$0 - \$999	57	69	69	64	50	16,146
\$1,000 - \$4,999	77	74	73	77	76	209,836
\$5,000 - \$9,999	57	55	52	47	48	355,369
\$10,000 - \$14,999	32	31	35	35	34	424,024
\$15,000 - \$19,999	16	20	22	23	21	361,771
\$20,000+	51	51	51	54	58	2,046,366
Total Tenants Over \$1,000	233	231	233	236	237	3,413,511



Monthly movement to housing debt	
Month	Actual increase/(decrease)
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	14,591
May 2025	19,932
June 2025	59,526
July 2025	8,633
August 2025	30,863
September 2025	33,708



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.

<i>Capital Expenditure 31/08/2025</i>	Total Grant Budget	Monies Received to Date	Expenses to Date	Expenditure Variation v Budget	Brief Description
Water Mains Upgrade (ICCIP)	1,999,862	1,963,900	2,168,892	- 169,030	Replace water main Back Beach Road, SCADA, Fit bore 2 & 7 pumps, water treatment upgrade.
Forward Capital Program	5,927,444	1,980,819	4,891,927	1,035,517	16 Lots Djenghi, 10 houses Gurrngga St.
Water Treatment Plant Upgrade (LGGSP)	1,253,159	375,948	103,276	1,149,883	Water Treatment Plant upgrade
Landfill Operational Equipment (DES)	2,424,465	2,424,465	2,304,075	120,390	14T Excavator, 10T Front End Loader, 10T Backhoe, 14T Tipper, Front Load Tractor, Wood Chipper, Machinery Housing Bay
Remote Indigenous Capital - Balamba subdivision (Dept of Housing)	5,000,000	1,500,000		5,000,000	Balamba area link infrastructure and 20 lots subdivision
Housing Construction 24-25 (Dept of Housing)	9,982,620	2,994,786	235,114	9,747,506	30 Schrieber, 11 Garrana St, 109 Back Beach Rd, 3 Walker Close, 7 Walker Close plus 15 houses / extension over the next 3 years.
Housing Construction 24-25 (Ambrym St) (Dept of Housing)	7,939,500	2,381,850	-	7,939,500	10 new Houses in the Ambrym St development
Works for Qld 5 - 24/27	4,920,000	2,460,000	825,520	4,094,480	Council facility Improvements, Esplanade beautification, BMP stage, Cemetery Upgrade, Public Toilets - Wungu & Jilji, Museum Boardwalk, Yarrabah Lookout
Master Planning & Approval 45 Social Houses	976,200	683,340	303,195	673,005	Master Planning & approvals for 45 Social Houses
Water & Sewerage Treatment upgrade	18,832,522	13,182,765	-	18,832,522	Water & Sewerage treatment upgrade
	\$59,727,085	\$30,666,935	\$11,440,496		
Estimated Capital Deficit		0			

IV. Balance Sheet

Yarrabah Aboriginal Shire Council		
Statement of Financial Position		
As at 30 September 2025		
	Council	
	As at 30 September 2025	As at 30 June 2025
	\$	\$
Current assets		
Cash and cash equivalents	36,889,514	35,171,203
Trade and other receivables	5,665,540	5,264,955
Inventories	235,512	239,131
Total current assets	42,790,566	40,675,288
Non-current assets		
Property, plant and equipment	176,600,523	173,804,935
Total non-current assets	176,600,523	173,804,935
Total assets	219,391,089	214,480,224
Current liabilities		
Trade and other payables	30,618,562	27,609,195
Provisions	802,361	669,586
Total current liabilities	31,420,922	28,278,781
Non-current liabilities		
Provisions	1,789,898	2,022,544
Total non-current liabilities	1,789,898	2,022,544
Total liabilities	33,210,820	30,301,325
Net community assets	186,180,269	184,178,899
Community equity		
Asset revaluation surplus	118,780,390	118,780,390
Retained surplus/(deficiency)	67,399,879	65,398,509
Total community equity	186,180,269	184,178,899

Council needs to note that there is approx. \$2.75M claim lodged with Dept of Housing yet to be released.

The major movement in Trade Creditors and other payables is the ICFP and FA Grant funding which will be allocated to Grant Income equally over the year thus reducing the balance.

V. Cash Position

	\$	\$
CBA - General Fund	271,700	
CBA - Housing Fund	1,053,355	
CBA - Remote Capital	249,490	
CBA - Remote Indigenous Capital	1,500,003	
CBA - Trust Acc	149,610	
QTC - Leases	360,197	
QTC - Investment	13,685,280	
QTC - Forward Capital	376,672	
QTC - Yarrabah Housing Construction GEN	5,962,241	
QTC - Water & Sewer Upgrade	13,276,303	
Cash Floats	<u>4,662</u>	
Total Cash		36,889,514
Trade Debtors	6,476,777	
Provision Doubtful Debts	<u>(4,615,742)</u>	1,861,035
Less: Trade Creditors		(472,028)
Less: Tied Grant Funds		(26,863,427)
Less: Current Commitments		(5,748,361)
Cash Position at EOM		<u><u>5,666,734</u></u>

VI. Commercial Leases

Status of Council Commercial Leases	No.
Total Council leasable properties	21
No. of current leases outstanding	1
<i>Being made up of those:</i>	
- Expression of interest released	1
- awaiting signature of tenant	0
- Expression of interest to be done	0

VII. Other

1. EOY 24-25 External audit concluded. The Audited Financial Statements will be presented at the Audit & Risk Committee meeting on 16th October to endorse for signing by the Mayor & CEO.

Mike Mair

Director Corporate Services



300. Program GL Report with IE Code Detail

9:14 AM
Tuesday, 7 October, 2025

YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 30/09/2025

Year : 25/26

25%

Sub Programme: 307 Pool		Current Budget	YTD Actual	Order Value	Total Actual	Variance \$	Variance %
Operating Income							
13071000	Pool - Income						
114	Pool Income	5,000.00	0.00	0.00	0.00	5,000.00	0%
Total: 13071000		5,000.00	0.00	0.00	0.00	5,000.00	0
Total Act Type: OPERATING INCOME		5,000.00	0.00	0.00	0.00	5,000.00	0%
Operating Expenditure							
13072000	Pool - Employee Costs						
201	Salaries & Wages	75,000.00	11,765.35	0.00	11,765.35	(63,234.65)	16%
203	Sick Leave	12,600.79	0.00	0.00	0.00	(12,600.79)	0%
206	Annual Leave	5,198.27	731.22	0.00	731.22	(4,467.05)	14%
207	Sick Leave	445.98	246.50	0.00	246.50	(199.48)	55%
208	Superannuation	9,000.00	1,527.70	0.00	1,527.70	(7,472.30)	17%
211	Workwear	300.00	0.00	0.00	0.00	(300.00)	0%
212	Workcover	907.27	1,580.34	0.00	1,580.34	673.07	174%
Total: 13072000		103,452.31	15,851.11	0.00	15,851.11	(87,601.20)	(15%)
13072100	Pool - Materials & Services						
310	Electricity & gas	29,418.54	1,795.61	0.00	1,795.61	(27,622.93)	6%
318	Insurance - Other	33,266.88	7,528.92	0.00	7,528.92	(25,737.96)	23%
321	Materials & operating	12,885.45	4,980.68	11,465.26	16,445.94	3,560.49	128%
323	Motor Vehicle - Fuel & oil	500.00	273.64	0.00	273.64	(226.36)	55%
332	R&M - Buildings	30,522.76	0.00	5,868.55	5,868.55	(24,654.21)	19%
333	R&M - Equipment	4,512.20	0.00	445.18	445.18	(4,067.02)	10%
339	Telephone & internet	514.78	118.18	0.00	118.18	(396.60)	23%
345	Minor Equipment	1,500.00	0.00	0.00	0.00	(1,500.00)	0%
Total: 13072100		113,126.61	14,697.03	17,778.99	32,476.02	(80,644.59)	(29%)
Total Act Type: OPERATING EXPENDITURE		216,572.92	30,548.14	17,778.99	48,327.13	(168,245.79)	22%
Net Profit(Loss): Pool		(211,572.92)	(30,548.14)	(17,778.99)	(48,327.13)	(163,245.79)	22%
Sub Programme: 502 Planned Maintenance							
Operating Income							
15021000	Planned Maintenance - Income						
153	Services - Housing Maintenance	6,227,288.40	848,524.08	0.00	848,524.08	5,378,764.32	14%
154	Services - Contract Works	215,893.58	24,712.74	0.00	24,712.74	191,180.84	11%
Total: 15021000		6,443,181.98	873,236.82	0.00	873,236.82	5,569,945.16	14%
Total Act Type: OPERATING INCOME		6,443,181.98	873,236.82	0.00	873,236.82	5,569,945.16	14%
Operating Expenditure							
15022000	Planned Maintenance - Employee Costs						
201	Salaries & Wages	318,436.52	69,402.72	0.00	69,402.72	(249,033.80)	22%
208	Superannuation	38,212.38	8,112.58	0.00	8,112.58	(30,099.80)	21%
211	Workwear	509.92	0.00	0.00	0.00	(509.92)	0%
212	Workcover	0.00	5,950.86	0.00	5,950.86	5,950.86	(100%)
321	Materials & operating	0.00	1,129.17	0.00	1,129.17	1,129.17	(100%)
998	Stock Overheads	0.00	225.84	0.00	225.84	225.84	(100%)
Total: 15022000		357,158.82	84,821.17	0.00	84,821.17	(272,337.65)	(24%)
15022100	Planned Maintenance - Materials & Services						
201	Salaries & Wages	0.00	15.43	0.00	15.43	15.43	(100%)
208	Superannuation	0.00	1.79	0.00	1.79	1.79	(100%)
310	Electricity & gas	7,223.01	0.00	0.00	0.00	(7,223.01)	0%
321	Materials & operating	87,568.45	8,217.64	0.00	8,217.64	(79,350.81)	9%
332	R&M - Buildings	78,438.04	7,552.50	0.00	7,552.50	(70,885.54)	10%
334	R&M - Houses	4,554,072.81	709,478.11	85,122.16	794,600.27	(3,759,472.54)	17%
335	R&M - Infrastructure	0.00	490.00	0.00	490.00	490.00	(100%)
344	Travel - other	3,000.00	0.00	0.00	0.00	(3,000.00)	0%
345	Minor Equipment	13,371.09	0.00	0.00	0.00	(13,371.09)	0%
346	Motor Vehicles - expenses	2,000.00	0.00	0.00	0.00	(2,000.00)	0%
998	Stock Overheads	11,869.28	1,643.55	0.00	1,643.55	(10,225.73)	14%
999	Plant Recovery	4,867.62	4,842.15	0.00	4,842.15	(25.47)	99%
Total: 15022100		4,762,410.30	732,241.17	85,122.16	817,363.33	(3,945,046.97)	(17%)
Total Act Type: OPERATING EXPENDITURE		5,119,569.12	817,062.34	85,122.16	902,184.50	(4,217,384.62)	18%
Net Profit(Loss): Planned Maintenance		1,323,612.86	56,174.48	(85,122.16)	(28,947.68)	1,352,560.54	15%

Sub Programme: 701 ICFP - Water

Operating Income

17011000	Water - Income						
101	Service Charges	91,660.00	10,120.50	0.00	10,120.50	81,539.50	11%
	Total: 17011000	91,660.00	10,120.50	0.00	10,120.50	81,539.50	11%
Total Act Type: OPERATING INCOME		91,660.00	10,120.50	0.00	10,120.50	81,539.50	11%

Operating Expenditure

17012000	Water - Employee Costs						
201	Salaries & Wages	149,709.75	29,254.97	0.00	29,254.97	(120,454.78)	20%
203	Sick Leave	3,929.77	0.00	0.00	0.00	(3,929.77)	0%
206	Annual Leave	11,045.12	1,585.89	0.00	1,585.89	(9,459.23)	14%
207	Sick Leave	0.00	1,248.42	0.00	1,248.42	1,248.42	(100%)
208	Superannuation	17,965.17	3,206.62	0.00	3,206.62	(14,758.55)	18%
211	Workwear	500.00	0.00	0.00	0.00	(500.00)	0%
212	Workcover	3,836.38	2,707.94	0.00	2,707.94	(1,128.44)	71%
	Total: 17012000	186,986.19	38,003.84	0.00	38,003.84	(148,982.35)	(20%)
17012100	Water - Materials & Services						
308	Contractors fees	10,000.00	0.00	0.00	0.00	(10,000.00)	0%
310	Electricity & gas	227,277.31	0.00	0.00	0.00	(227,277.31)	0%
318	Insurance - Other	9,015.41	2,040.36	0.00	2,040.36	(6,975.05)	23%
321	Materials & operating	219,693.39	55,563.04	109,578.34	165,141.38	(54,552.01)	75%
323	Motor Vehicle - Fuel & oil	7,383.28	2,199.36	0.00	2,199.36	(5,183.92)	30%
327	Motor Vehicle - R&M	1,000.00	0.00	0.00	0.00	(1,000.00)	0%
333	R&M - Equipment	21,130.77	56,138.03	445.18	56,583.21	35,452.44	268%
335	R&M - Infrastructure	30,586.60	0.00	0.00	0.00	(30,586.60)	0%
338	Subscriptions	3,042.55	11,832.50	0.00	11,832.50	8,789.95	389%
339	Telephone & internet	2,987.84	416.55	0.00	416.55	(2,571.29)	14%
346	Motor Vehicles - expenses	2,162.78	3,310.13	0.00	3,310.13	1,147.35	153%
	Total: 17012100	534,279.93	131,499.97	110,023.52	241,523.49	(292,756.44)	(45%)
17018000	Water - Depreciation						
901	Buildings Depreciation	344,164.23	0.00	0.00	0.00	(344,164.23)	0%
	Total: 17018000	344,164.23	0.00	0.00	0.00	(344,164.23)	0
Total Act Type: OPERATING EXPENDITURE		1,065,430.35	169,503.81	110,023.52	279,527.33	(785,903.02)	26%
Net Profit/(Loss): ICFP - Water		(973,770.35)	(159,383.31)	(110,023.52)	(269,406.83)	(704,363.52)	25%

Sub Programme: 802 ICFP - Waste Mgmt

Operating Income

18021000	Waste - Income						
101	Service Charges	80,090.16	10,718.87	0.00	10,718.87	69,371.29	13%
130	Waste levy income	133,117.67	0.00	0.00	0.00	133,117.67	0%
	Total: 18021000	213,207.83	10,718.87	0.00	10,718.87	202,488.96	5%
Total Act Type: OPERATING INCOME		213,207.83	10,718.87	0.00	10,718.87	202,488.96	5%

Operating Expenditure

18022000	Waste - Employee Costs						
201	Salaries & Wages	106,735.59	0.00	0.00	0.00	(106,735.59)	0%
208	Superannuation	12,808.27	0.00	0.00	0.00	(12,808.27)	0%
211	Workwear	0.00	147.16	0.00	147.16	147.16	(100%)
212	Workcover	0.00	43.74	0.00	43.74	43.74	(100%)
	Total: 18022000	119,543.86	190.90	0.00	190.90	(119,352.96)	(0%)
18022100	Waste - Materials & Services						
315	Hire of equipment	391,878.45	34,911.78	38,275.41	73,187.19	(318,691.26)	19%
321	Materials & operating	6,091.55	577.04	91.07	668.11	(5,423.44)	11%
323	Motor Vehicle - Fuel & oil	470.37	1,323.79	0.00	1,323.79	853.42	281%
332	R&M - Buildings	20.00	0.00	0.00	0.00	(20.00)	0%
346	Motor Vehicles - expenses	1,092.32	347.03	0.00	347.03	(745.29)	32%
999	Plant Recovery	0.00	71.62	0.00	71.62	71.62	(100%)
	Total: 18022100	399,552.69	37,231.26	38,366.48	75,597.74	(323,954.95)	(19%)
Total Act Type: OPERATING EXPENDITURE		519,096.55	37,422.16	38,366.48	75,788.64	(443,307.91)	15%
Net Profit/(Loss): ICFP - Waste Mgmt		(305,888.72)	(26,703.29)	(38,366.48)	(65,069.77)	(240,818.95)	12%

Sub Programme: 819 Container Exchange

Operating Income

18091710	Container Exchange - Sales Income Gen						
121	Commission	40,000.00	6,200.10	0.00	6,200.10	33,799.90	16%
	Total: 18091710	40,000.00	6,200.10	0.00	6,200.10	33,799.90	16%
Total Act Type: OPERATING INCOME		40,000.00	6,200.10	0.00	6,200.10	33,799.90	16%

Operating Expenditure

18092000	Container Exchange - Employee costs						
201	Salaries & Wages	49,206.35	10,405.97	0.00	10,405.97	(38,800.38)	21%
206	Annual Leave	1,409.84	0.00	0.00	0.00	(1,409.84)	0%
208	Superannuation	5,904.76	1,221.20	0.00	1,221.20	(4,683.56)	21%
212	Workcover	0.00	933.04	0.00	933.04	933.04	(100%)
	Total: 18092000	56,520.95	12,560.21	0.00	12,560.21	(43,960.74)	(22%)
18092100	Container Exchange - Materials and Services						
321	Materials & operating	7,312.61	63.59	0.00	63.59	(7,249.02)	1%
323	Motor Vehicle - Fuel & oil	0.00	1,036.83	0.00	1,036.83	1,036.83	(100%)
	Total: 18092100	7,312.61	1,100.42	0.00	1,100.42	(6,212.19)	(15%)
Total Act Type: OPERATING EXPENDITURE		63,833.56	13,660.63	0.00	13,660.63	(50,172.93)	21%
Net Profit/(Loss): Container Exchange		(23,833.56)	(7,460.53)	0.00	(7,460.53)	(16,373.03)	19%

6.4 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

File Number: 03.MFD_OM.20250828

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 July 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 – September

Total Number of stock	Year to Date Occupied	Current Vacant	Total Stock
	391	2x Utilised as transitional Potters place Pool House	393
Financials SEPTEMBER	Rent Charged for housing stock	Rent Payments received	Rental Arrears received
	\$258,946.41	\$181,853.67	\$15,036.10
Arrears	Total to date	Total FY25	Vacated
	234 tenants \$2,967,904.93	230 tenants \$2,869,970.64	51 vacated tenants \$445,306.13
Property Inspections	FY2025 to date - complete	Monthly inspections Completed	Monthly Inspections Scheduled
	37	10	18

Engagement activities	Number of discussions with tenants regarding arrears/enquiries Month	Number of discussions with tenants regarding arrears/enquiries FY2025 to Date	Housing Waitlist
	206	499	437 Applicants 4 New applicants 10 Waitlist updates
Arrears Management (Form11)	First Notice Form11's Rental Arrears issued Month to Date	Total Form 11's Rental Arrears issued FY2025 to Date	Monthly Rental statements
	0	0	388
	Second Notice 11's issued Month to Date	Third Notice 11's issued Month to date	Number of notice to leave (form12)
	0	0	0

Monthly Overview

Ten tenants commenced rent payments via Centrepay deductions during September.

Of the 18 property inspections scheduled, ten were completed. The remaining eight were rescheduled due to the following reasons:

Tenants were not at home

Sorry Business

The Housing Team has received reports from the local Queensland Police Service (QPS) regarding noise complaints. Appropriate action will be taken in accordance with the Residential Tenancies Authority (RTA) guidelines and Yarrabah Aboriginal Shire Council Noise Policy.

2. EARLY LEARNING CENTRE (DAYCARE)

1. Overview
2. The month commenced with strong attendance numbers, averaging 38 children per day. However, attendance declined significantly during the school holiday period, with an average of 12 children per day. Parent communication regarding absences remains inconsistent despite ongoing reminders through the Xplor Parent App, newsletters, and regular discussions with families.
3. Staff attendance also presented challenges. Staffing shortages continue to place additional pressure on permanent educators, who have worked extended hours to maintain qualification and ratio requirements in order to keep the Centre operational.

Staff Development and Training

To address workforce challenges and improve retention, the Centre is implementing a more proactive approach to staff training and support. The Education Leader will provide one-on-one guidance for employees undertaking further studies.

A dedicated training room has been established to support staff with online learning, webinars, and professional development activities. The Centre is moving away from traditional TAFE-based residential training due to extended staff absences during study blocks, which significantly impact service delivery. Transitioning to online learning allows for continuous on-the-job support and immediate application of new knowledge and practices.

Events and Activities

Upcoming events include a joint *Family Water Day* with the neighbouring kindergarten, scheduled for 29 October. Permission forms will be distributed shortly.

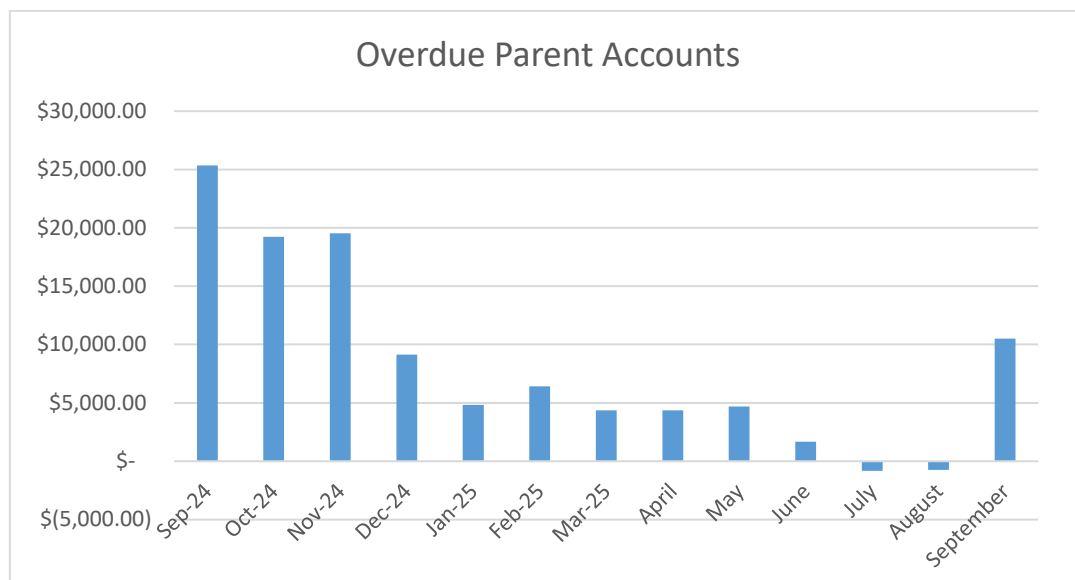
Preparations have also commenced for the Children's Christmas Party, to be held on Friday, 5 December.

Centre Capacity and Licensing

The Centre is in the process of increasing its approved licence capacity from 42 to 59 children. Building plans are being finalised to accompany the application. The expansion will help accommodate the community's growing birth rate and demand for long-term childcare.

Financial Summary

As at the end of September, the Centre recorded a \$10,509.16 deficit in overdue parent accounts. Staff are actively contacting families to establish payment arrangements through Services Australia deductions or direct pay agreements. These measures aim to reduce outstanding debts and improve overall financial sustainability.



Number of Children in Attendance Daily

Tiny Tots	5
Toddlers	5
Jnr Kindy	13
Inclusion Support	2
Total	<u>25</u>

3. YARRABAH INDIGENOUS KNOWLEDGE CENTRE

First 5 forever	27
Secondary school bus count	502
Primary school bus count	326
Door Count	226

First 5 Forever

The First 5 Forever initiative continued to attract families with children aged 0–5, providing engaging opportunities to support early literacy and learning. Activities offered this month included:

- Activity booklets designed to build early learning skills through play
- Storybooks for shared reading sessions
- A safe and welcoming space for families to relax and interact

These sessions promote early childhood development and encourage a lifelong interest in reading. Parents provided positive feedback, highlighting the relaxed environment and valuable time spent with their children.

After School Activities

The after-school program continues to provide a safe and supportive environment for school-aged children. Participation levels remained consistent, with positive engagement reported by both children and parents. Activities delivered included:

- Arts and crafts sessions fostering creativity
- Board games promoting social interaction and problem-solving
- A relaxation area with soft toys and comfortable seating
- Supervised computer access for games and internet use
- A wide selection of books to encourage reading and curiosity

The program continues to support children's social, emotional, and cognitive development, with many participants attending regularly.

State Library Support

Regular collaboration with the State Library continues to strengthen the delivery of local literacy and community engagement programs, particularly the First 5 Forever initiative. Ongoing communication through scheduled Zoom and Microsoft Teams meetings covers:

- Program development and continuous improvement
- Sharing of ideas and best practices
- Training and professional development opportunities
- Strategies to enhance parent and child engagement

This partnership provides valuable guidance and resources that contribute to the high quality and effectiveness of community literacy programs.

Library Books Exchange

A collection refresh was undertaken this month as part of the ongoing book exchange program. A large selection of titles was packed and dispatched to support circulation across participating libraries, while new materials will be received in return to provide the community with a wider and more current range of reading options.

As part of this process, the local collection was reduced by approximately 400 items. The DVD collection has also been packed away due to limited usage and declining relevance.

Community Engagement Summary

Anglican Church

- Printing materials to support Religious Education (RE) classes.

Community Members

- Printing loan and superannuation documents
- Laminating birth certificates and personal documents
- Scanning identification and supporting materials
- Creating and printing résumés and job applications

Administrative Support

- Sending financial and legal documents via email or online portals
- Assisting with Redress Scheme applications
- Providing guidance with general enquiries and access to community services





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
Since 1 July 2025, Yarrabah Arts & Cultural Precinct has welcomed 730 visitors and generated \$46,313.00 in sales

Number of patrons	Month to Date	Year to Date
	129	730
Sales	Month to Date	Year to Date (from 1 July 2025)
	\$6,688.00	\$46,313.00

Upcoming Events, Projects, and Art Awards

Bailey Crystalbrook Exhibition – *Truth in Print*

Yarrabah Arts and Cultural Precinct was invited to exhibit at Bailey Crystalbrook as part of its art program. The exhibition, titled *Truth in Print*, launched on 3 October and runs until 28 November, coinciding with the Shine on Cairns Festival.

The display features a series of collaborative screen-printed works produced by Yarrabah artists, focusing on the themes Always, Respect, and Truth. The exhibition highlights local talent and promotes cultural awareness through contemporary art practice.



Community Engagement and Sales

Yarrabah artist works continue to be restocked and sold through Cairns Art Gallery Shop, NorthSite Arts, UMI Arts, and Ancient Journeys, generating steady sales and promoting regional visibility of local artists.

Queensland Regional Art Awards (QRAA)

Artists Edna Ambrym, Philomena Yeatman, and Michelle Yeatman submitted entries for the QRAA First Nations Award, which offers a \$10,000 prize and a two-week solo exhibition opportunity. The awards recognise regional Queensland artists, with finalists touring statewide through 2026.

Key Dates:

- 22 September – Entries Closed
- 17 October – Finalists Announced
- 3 November – Finalist Artworks Due

Workshops and Visits

- Gurriny Yealamucka Health Service: 15 participants attended a 3-hour ceramic workshop facilitated by Michelle Yeatman as part of a staff bonding day.
- Local Government Propeller Program: 24 participants toured the Menmuny Museum, Gallery, and Art Centre.

- Creative Australia Leaders Program: Attendees participated in a ceramic workshop led by Michelle Yeatman.
- Knox Grammar School (Sydney): Students joined a cultural exchange and participated in a textile and screen-printing activity led by Simone Arnol.

UMI Arts – Summer Show

Artists Philomena Yeatman, Edna Ambrym, and Salome Yeatman were accepted into the UMI Arts Summer Show. Artworks have been delivered, and the exhibition launches in November (date to be confirmed).

Dream Aloud Festival

YACP will operate a market stall at the Dream Aloud Festival on 18 October. New artworks are being produced for sale, with the event also serving as an opportunity to promote Yarrabah artists and early Christmas gift purchases.

Social Media Highlights

- Post Reach: 29,381
- Post Engagement: 13,639

5. COMMUNITY EVENTS AND PROGRAMS

Community Engagement and Events – September

Throughout September, the Community Services Officer (CSO) assisted in organising and supporting a range of community events and initiatives. Key activities included:

Indigenous Driver Licensing Unit (IDLU)

The CSO has been working closely with the Indigenous Driver Licensing Unit (IDLU) to deliver driver licensing services within the community. The program visits Yarrabah approximately every three months and continues to achieve great success, providing community members with the opportunity to obtain or renew their driver's licenses. Each visit has seen strong participation and positive feedback from attendees.

Drone Training Course

The CSO met with the training provider to coordinate a Drone Training Course within the organisation, which was a great success. Staff from various departments participated in hands-on training sessions to learn how to operate drones safely and effectively. Paul also provided an online link for community members interested in completing further certification to operate larger drones, supporting skill development and capacity building within the community.

North Queensland Land Council (NQLC)

The CSO has been working collaboratively with representatives from the North Queensland Land Council, who have been making regular visits to Yarrabah to meet with community members.

These consultations focus on upcoming Native Title claims and ensure that community voices are included in the planning and decision-making processes.

Victim Assist Queensland

The CSO has been working collaboratively with Victim Assist Queensland, a government service that provides information, support, and financial assistance to victims of violent crime. Their role is to help victims recover and rebuild their lives by offering practical, emotional, and financial support throughout the justice process.

Victim Assist regularly visits Yarrabah to engage with community members, providing information sessions and one-on-one consultations. These sessions help raise awareness about available support services and ensure that victims understand their rights and how to access assistance when needed.

Yarrabah Victims of Crime Support Services

Disclaimer: This is a list of predominantly local services available to victims of violent crime in Yarrabah region and was an action from Yarrabah Victim Services Meeting to be used as a guide to increase referral pathways and collaboration to better support needs of victims in Yarrabah.

Agency	Contact Details	What's Available
Yarrabah Women's Shelter	Ph: 4056 9044	Provide culturally appropriate emergency accommodation and support for victims of family violence.. Provide education services concerning health/childcare education, employment, and other areas where Indigenous women are disadvantaged.
Yarrabah Justice Services	Ph: 4243 6875	Family & Domestic Violence support: Supporting both men and women involved in the FDV justice system including: • Pre & in-court support • Understanding the court process, documents & court orders • Referral to specialist support services • Support to access legal representation • Assistance with transport to attend court or other related appointments • Supporting in talking with police/court officials Help to access financial support
(NOT BASED IN YARRABAH AND NO OUTREACH YARRABAH) Cairns Regional Domestic Violence Service	Ph: (07) 4033 6100 E: dvcairns@dvcairns.org Walk-in: 88 Abbot St, Cairns (Closed 9am to 12pm Wednesdays) Walk-in: 88 Abbot St, Cairns (Closed 9am to 12pm Wednesdays) Office locations also in Mossman, Mareeba, and Atherton.	Free and confidential Domestic and Family Violence support including; • DV Casework (counselling, KWSITH, safety assessment and planning, exit planning, referral) • Child Counselling • DVO information and support through Court • Community Education and Training • Family Law Court support

Sexual Assaults

Agency	Contact Details	What's Available
Cairns Sexual Assault Service	Ph: 4031 3590	Cairns Sexual Assault Service (CSAS) provides a free and confidential service for anyone affected by sexual violence. We provide the following for those seeking support: • Information and support for victims/survivors of sexual violence and their non-offending partners, family members, carers, friends or support people • Face-to-face and telephone counselling • Referral and advocacy throughout police and legal processes • In-service, secondary consultation and resources for professionals working with anyone who has experienced sexual assault or sexual abuse • 24-hour crisis support for anyone presenting at the Cairns Hospital Emergency Department or the police after a recent sexual assault • Community education

Youth

Agency	Contact Details	What's Available
Youth Wellbeing Services (Youth Hub)	Contact Details Youth Yarns (Counselling) To access counselling services: • Call (07) 4226 4100 to book a doctor's appointment for a referral. • If under 16, a parent or guardian must sign the consent form. Age Range: Services available for individuals aged 12–25 years. •	• Drop in at the Youth Hub to complete consent forms. • Counselling: One-on-one support for mental health and wellbeing. • Case Management: Assistance with navigating personal and social challenges. • Fishing Yarns: Fishing-based therapeutic sessions for ages 18–25.

Financial Assistance

Agency	Contact Details	What's Available
Victim Assist Queensland	Regional Coordinator Cairns (Peter) Ph: 0457 523 056 Information and Referral Line: 1300 543 587	Victim Assist Queensland provides financial assistance to eligible victims of violent crime in Queensland. The goal is to help victims recover. Webpage
Indigenous Consumer Assistance Network Ltd (ICAN)	Ph: 1800 369 878	ICAN provides consumer education, advocacy, and financial counselling service to Indigenous consumers across the nation.
RAATSICC – Escaping Violence Payment (Cairns-based trial)	1300 602 092	Access to financial assistance of up to \$5000 to assist individuals who have experienced Intimate Partner Violence to set up a home free from violence.

Other

Agency	Contact Details	What's Available
Victims of Crime Community Response (VOCCR) Pilot Program	Referral number for Services only 1800 714 322	Victims of Crime Community Response (VOCCR) program is intended to meet the immediate needs of victims of violent crimes through the provision of 24 hour a day, seven days a week referral and brokerage support in pilot locations in Queensland including Yarrabah.
Queensland Police Yarrabah	Ph: 4068 4022	The role of the Yarrabah Police Service, like all police services, is to protect and support the community, prevent, and detect crime, uphold the law, and bring offenders to justice. Specifically in Yarrabah, this includes serving the local community, maintaining public order, and working to enhance safety and community engagement.
Gurriny (family healing service)	Referral emails; kaylene.jackson@gyhsac.org.au grace.drahm@gyhsac.org.au Ph: 4226 4100	Gurriny (family healing service) provides counselling and case management services to adults in Yarrabah. This includes assisting with victims of crime applications, counselling for domestic violence and victims of crime survivors and court support.

Upcoming Events

Get Ready event- Mid- late October, date TBC

Yarrabah DOGIT day – 27th October 2025

Venue Facilities

Venue Bookings for the Month total:	
Community Hall Booking	27 Bookings
IKC Meeting Room	1
HR Training Room / meeting	6
Bishop Malcolm Park	2



6. WORKPLACE HEALTH AND SAFETY**Safety Induction**

The Yarrabah Aboriginal Shire Council Safety Induction process continues to operate effectively. Only a small number of staff are yet to complete their inductions, and follow-ups are underway. The Contractor Safety Induction process is also working well, with contractor details regularly forwarded to Safety for inclusion in Council's induction register.

LGW Audit

An LGW consultant visited Yarrabah on 9–10 September to review previous audit findings. A new digital filing structure has been established to improve document management and streamline access ahead of future audits.

Safety Committee

The next Safety Committee Meeting is scheduled for 9 October 2025 at 10:00am in the HR Training Room, Main Administration Building.

Security

The Security Team remained active and responsive in reducing vandalism and protecting Council assets. Key incidents this month included:

- Break-in at the Wugu Office, with three fire extinguishers stolen and discharged; two were later recovered at Bishop Malcolm Park.
- Damage to a contractor excavator early Sunday morning, after security shift hours.
- Ongoing break-ins and vandalism at the Bishop Malcolm Park storage area and Jalara Oval complex, including the Literacy and Numeracy Building and ladies' dressing rooms.

Test and Tagging

Electrical Test and Tagging for the Works Compound and Industrial areas has been completed and is current. The next round of testing is scheduled for December 2025.

ATTACHMENTS**1. DayCare Newsletter September 2025****RECOMMENDATION**

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

September 2025



If you have not noticed I am back from extended personal leave. Thank you for all your support during this very difficult period and making me feel so welcomed on my return. Your kind words and gifts made me feel so special, but seeing the children again and their excitement in welcoming me back was the best. Thank you!

"LOOK" on your Xplor App with regular updates around the centre including photos, latest meal menu's and room updates. It's a great way to see what's happening just on a click on your phone.

With it coming closer to the festivity season once again, preparations have commenced with the annual children's **Christmas party**. We have locked in the 5th of December from 2:30pm to 4:30pm. We are undertaking a search for a suitable **Santa**, so if you know anyone who is jolly, slightly round and is happy to smile for Christmas photo's and hand out goodies, come and see me.

School holidays once again and we have been extremely quiet, which has given us the opportunity to tidy up and refresh the rooms in readiness for term 4. We are hoping to have to have “Roaming Wild” come to the centre and have some animal interactions and learn all about them. Please check the following link for more information. <https://www.roamingwild.com.au/wildlife-profiles> The date will be confirmed shortly.

Summer is definitely on its way hence we will be introducing water play again. Please ensure you have packed **extra clothes**, so your children enjoy the day and be dry afterwards.

Some of our parents are letting their accounts get extremely high. We have \$500.00 limit before we start to take action. It is essential to make regular payments so that you can stay on top of your accounts. If you need assistance in setting up payment plans, we can help. Failure to communicate difficulties we may suspend your child/children until accounts have been paid in full. We incur a lot of expenses, and we appreciate families keeping their accounts in order.

Sharon

JILIBI - TINY TOTS LITTLE BARRAMUNDI'S

SUSHI BOWLS YUMMO



**SPLISH SPLASH
WERE 2 BUBS IN TUB**

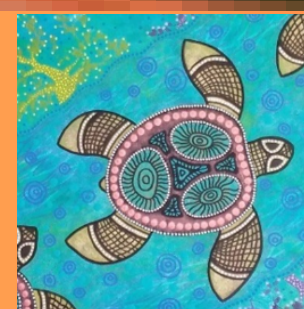


Naveah & Kurchelle are doing an amazing effort with the tot's. Water play and lots of spring activities before it gets too hot. Well done girls!



Joining hands together we grow

NGAWUYU - TODDLER TURTLES
NERIDA & AZALEAH



BUSY PERIOD FOR THESE
LITTLE ADVENTURES
LEARNING ALL ABOUT THE
FROG CYCLE. WE
WELCOME NERIDA TO THE
CENTRE. SHE HAS A
WEALTH OF EXPERIENCE
AND KNOWLEDGE. PLEASE
SAY HELLO AND
INTRODUCE YOURSELF.



YULU - JNR KINDY STINGRAYS

DJ, ELLOUISE,

SCIENCE IS MADNESS IN THE JUNIOR KINDY ROOM AT THE MOMENT. EXPERIEMENTS GALOUR WITH BRIGHT COLORS AND SENSORY PLAY. LOTS OF GOUP, SLIME AND DIFFRENT CHEMICAL REACTIONS.

WE ARE SO PROUD OF OUR LITTLE SCIENTISTS!

$$E = m \cdot c^2$$

IT'S MAD SCIENCE



6.5 PEOPLE & COMMUNITIES - TRAINING AND DEVELOPMENT UPDATE

File Number: 03.MFD_OM.20250828

Author: Richard Fitowski, Director People and Communities

PURPOSE OF THE REPORT

This report outlines recent and upcoming staff training to maintain a skilled, safe, and capable workforce.

Recent Training and Development Activities

Council staff participated in a range of professional development and industry engagement opportunities throughout September:

- 17 September – CPR Refresher: 21 employees attended the annual CPR refresher course.
- 10 September – Drone Training: 5 staff completed operational training on drone usage and safety.
- 2 September – First Nations Segment COP (WHS & Wellbeing): 2 staff attended.
- 16 September – Consultation for Local Governments (Skills Audit and Public Skills): 3 staff attended.
- 18 September – First Nations People & Safety Forum: 1 staff member attended.
- 30 September – First Nations Community of Practice Workforce Strategy: 1 staff member attended.

Current Training and Development

- 6–10 October – Elevate 2025: Indigenous Artworker Program (IIAP) Canberra Field Trip Participation in the Indigenous Artworker Program delivered by the Indigenous Art Centre Alliance (IACA), supporting professional growth and industry networking for Aboriginal and Torres Strait Islander artists.

Upcoming Training and Development

- 30 October – Excel (Level 3): 10 staff booked to attend.
- Date TBC – Heavy Rigid Vehicle Driver Training: 11 participants confirmed.
- November (Date TBC) – Certificate II in Security: 2 staff confirmed for the next session, with a further 2 staff scheduled for subsequent training.

Council continues to seek training and funding opportunities to support staff development. Ongoing professional growth remains a key priority to ensure a skilled and capable workforce.

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the Training and Development Update Report, tabled as read.

6.6 QUEENSLAND AMBULANCE SERVICE - PROPOSED STATION AND STAFF HOUSE SITE

File Number:

Author: Nikki Huddy, Director - Planz Town Planning

PURPOSE OF THE REPORT

To provide Council with information regarding the impact of the proposed Queensland Ambulance Service (QAS) proposal on the Balamba Master Plan.

BACKGROUND

QAS meet with Council representatives in July 2025 to discuss the opportunities to obtain land to build a new station and staff housing. QAS advises that:

- They currently operate within the Yarrabah Hospital and Health Service (HHS) footprint.
- The current office and relief bedroom suit a single officer station. Due to the increased staffing, the space is at maximum capacity and is no longer fit for purpose.
- Their initial investigations have identified possible sites A and B either side of the police station (**Figure 1**).

Figure 1: Proposed QAS Sites A and B



COMMENT

For reasons detailed below, the proposed sites A and B are not appropriate for development. However Council is in a position to work with QAS to understand their housing and station requirements, and if possible incorporate these into the Balamba Master Plan design, noting stage 1 of the development is expected to commence in 2027.

Council considered the Balamba Master Plan at the April 2025 meeting and resolved to endorse the preliminary design (**Figure 2**). The proposed sites A and B compromise the Balamba Master Plan. The QAS proposal conflicts with this design and is likely to significantly impact on the number of lots that can be developed overall.

RESOLUTION 05:23/04/2025

That Council endorses the preliminary design, and supports the progression of the Masterplan, including:

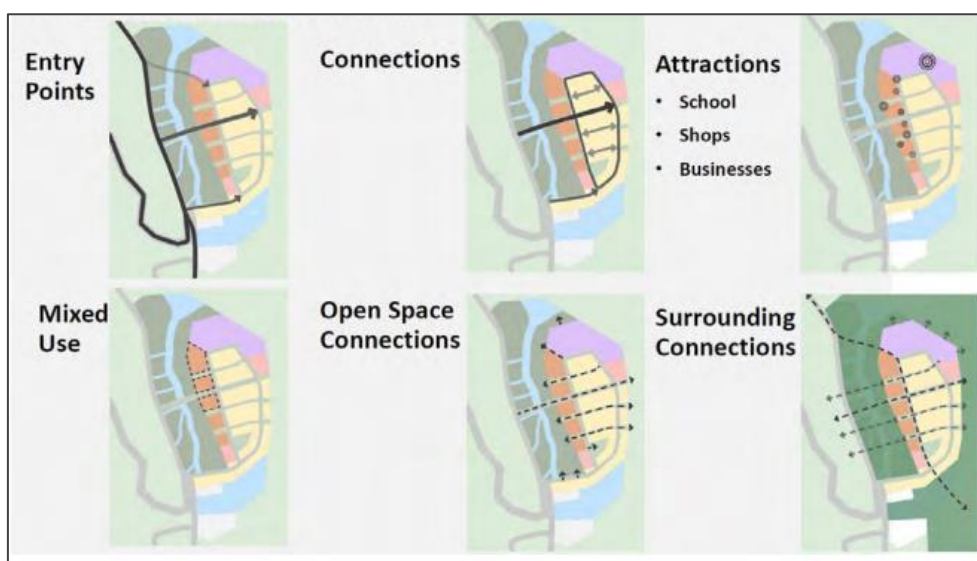
- a. A more detailed flood mitigation investigation based on the option that relies on completing earthworks on Lot 220 SP284220; and
- b. A pre-lodgement meeting with the State Government Department of Planning (SARA) to determine the requirements to proceed to a Development Application; and
- c. A Cultural Heritage report.

Moved: Cr Brian Underwood

Seconded: Cr Daryl Sexton

CARRIED 5/5

Figure 2: Balamba Preliminary Design



The benefit of Master Planning is that takes a bigger picture and long term view of the site, and ensures that the full development is not impacted by a lone decision.

The QAS sketch plans showing proposed sites A and B are preliminary and have been prepared without an understanding of the constraints on the land. As part of the Balamba Masterplan, the constraints have been identified and investigated. In particular the two major concerns for the proposed sites A and B are flooding (**Figure 3**) and regional ecosystems – vegetation of significance.

The master planning for Balamba shows that, neither proposed site A or B is practical:

1. Proposed site A is in the area south of the police station. This land forms part of the Master Plan's proposed detention basin to manage the flows from Balamba (**Figure 3**).
2. Proposed site B is the area to the north of the police station. This area is swamp and has been excluded from the Master Plan as it is not suitable for development. This area also contains significant vegetation (**Figure 4**) and is an important part of managing the drainage of the overall development.

Figure 3: Proposed flood mitigation area (QAS Proposed site A).



Figure 4: Extract from vegetation / ecological constraints analysis by Biosphere (2023)



ATTACHMENTS

1. QAS Letter dated 15 August 2025

RECOMMENDATION

That Council resolve to advise the Queensland Ambulance Service that:

- the proposed sites A and B are not appropriate for development due to constraints on the land, and the impact that developing either site would have on the Balamba Master Plan.
- Council is in a position to work with QAS to understand their housing and station requirements, and if possible incorporate these into the Balamba Master Plan design, noting stage 1 of the development is expected to commence in 2027.



Ref: 25/00070
Mincor: 06904-2025



**Queensland
Ambulance Service**

Department of
Health

15 August 2025

Councillor Daryl Sexton
Mayor
Yarrabah Aboriginal Shire Council
56 Sawmill Road
YARRABAH QLD 4871

Email: mayor@yarrabah.qld.gov.au

Dear Mayor

Thank you for meeting with Queensland Ambulance Service (QAS) representatives, Ms Brina Keating, Assistant Commissioner, Far Northern Region, and Mr Jason Yates, Director, Infrastructure and Planning, on 15 July 2025, to discuss a proposal for the QAS to consolidate ambulance services and staff accommodation in Yarrabah.

I am advised that you are supportive, in principle, of the QAS's proposal and the QAS is very appreciative of the reception you have provided to this initiative.

The QAS is investigating the construction of an ambulance station and staff accommodation at a new location in the Yarrabah community. It is proposed that the new site will also include paramedic relief (temporary) accommodation and one or two permanent employee houses.

Benefits of the QAS's proposal include:

- Releasing the existing QAS residential property located at 12 Stanley Street, Yarrabah to the Yarrabah Aboriginal Shire Council or to the Department of Housing and Public Works' Government Employee Housing, following completion of the new accommodation.
- An appropriately sized ambulance station to meet the needs of the Yarrabah community.

Following on from the initial meeting, the QAS is seeking formal advice from the Yarrabah Aboriginal Shire Council for the QAS's preferred locations for the new QAS facilities.

Details of the exact functions and capacity required of the new facility are yet to be established, however, the QAS is indicatively seeking sites of up to 5,000m², with minimal ecological and engineering constraints.

Classified as OFFICIAL

Office of the Commissioner
Emergency Services Complex
Level 3 Block A
Cnr Park and Kedron Park Roads Kedron
GPO Box 2477 Brisbane
Queensland 4001 Australia
Telephone +61 7 3635 3271
Website www.ambulance.qld.gov.au
ABN 89 519 542 578

I understand that during discussions held on 15 July 2025, the QAS advised that sites in the vicinity of the existing Yarrabah Police Station, which is located at 644 Back Beach Road, are the preferred location. As a starting point for discussions, please refer to the attached site plan outlining two site options and indicative site layouts. Please note that, to date, the QAS has not undertaken any due diligence of these sites and will require assistance from the Yarrabah Aboriginal Shire Council in this regard.

Once the QAS establishes an in-principle agreement with the Yarrabah Aboriginal Shire Council, the QAS's Infrastructure and Planning team will arrange for meetings and site visits in Yarrabah with key stakeholders and relevant technical professionals. Subsequently, the QAS will undertake detailed site investigations and the concept design to accurately define a development site. To assist with the site investigations, the QAS would appreciate access to relevant council technical studies and data for the proposed sites.

The QAS will manage and be financially responsible for the design, construction and approvals of the proposed development, and will work closely with the Yarrabah Aboriginal Shire Council to optimise the development design and to ensure that outcomes meet council's expectations.

If known, it would be appreciated if the Yarrabah Aboriginal Shire Council would outline its understanding of possible legal and commercial terms of a project, as part of its considerations.

If you would like any further information, Mr Ian Reed, Executive Manager, Planning and Property, QAS is the primary contact for this project and is available on telephone 3635 3059 or ian.reed@ambulance.qld.gov.au. Alternatively, Mr Jason Yates, Director, Infrastructure and Planning, QAS is available on mobile 0436 682 573 or jason.yates@ambulance.qld.gov.au.

Yours sincerely



Craig Emery ASM
Commissioner

Enc. Yarrabah site plan.

Classified as OFFICIAL

Indicative Yarrabah Ambulance station and Accommodation Site Options

21 July 2025



6.7 YARRABAH STATE SCHOOL PREP PRECINCT UPDATE

File Number: 08.02

Author: Nikki Huddy, Director - Planz Town Planning

PURPOSE OF THE REPORT

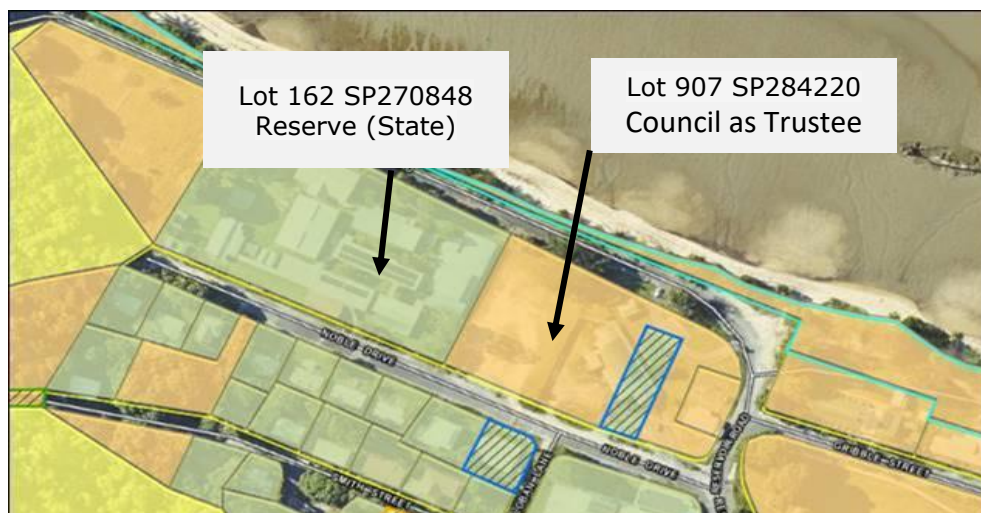
To provide Council with an update on the:

- Education Queensland (DoE) proposal to extend the Yarrabah State School Prep Precinct (Lot 162 SP270848) into Council's land (Lot 907 SP284220)
- Community engagement undertaken by the DoE.

Figure 1: Air photo of Lot 162 and Lot 907



Figure 2: Tenure Map



BACKGROUND

In 2023, the Yarrabah Community had 340 children aged 0-5 years, and of those 156 children were aged 3-5 years. Yarrabah currently does not have enough classrooms to accommodate these children

as they enter Primary School. Conversations have been held with the DoE on this matter since early 2023.

At the Yarrabah Technical Working Group meeting of 27 February 2024, Council was informed that the DoE has directed Crown Law to write to Council to formally request that Council enter into a Development Application and 30 year Lease of Lot 907 SP284220 for the expansion of the primary school site located on Lot 162 SP270848. Tenure and zone maps are provided as **Figure 2** and **Figure 3**.

Council as Trustee for Lot 907, raised concerns regarding the length of the proposed lease and lack of consultation and the implications of utilising land zoned District Centre for the expansion of the primary school. Council emphasised that:

- The proposal represented a departure from its intended use and undermines Council's plans for the development of the Town Centre.
- There is limited commercial land available in Yarrabah and consolidating town centre activities in one location is vital for community and economic development.
- Council continues to support an Education Precinct in Balamba. The Master Plan process has allowed for Prep through to year 12, in line with the Community's expectations.

Figure 3: Extract from the Planning Scheme Zoning Map.



- Currently, the primary school uses the council land (part of Lot 907) for staff parking and drop off and pick up of students (**Figure 4**). The area was originally used as a playground and the cricket pitch is still there.

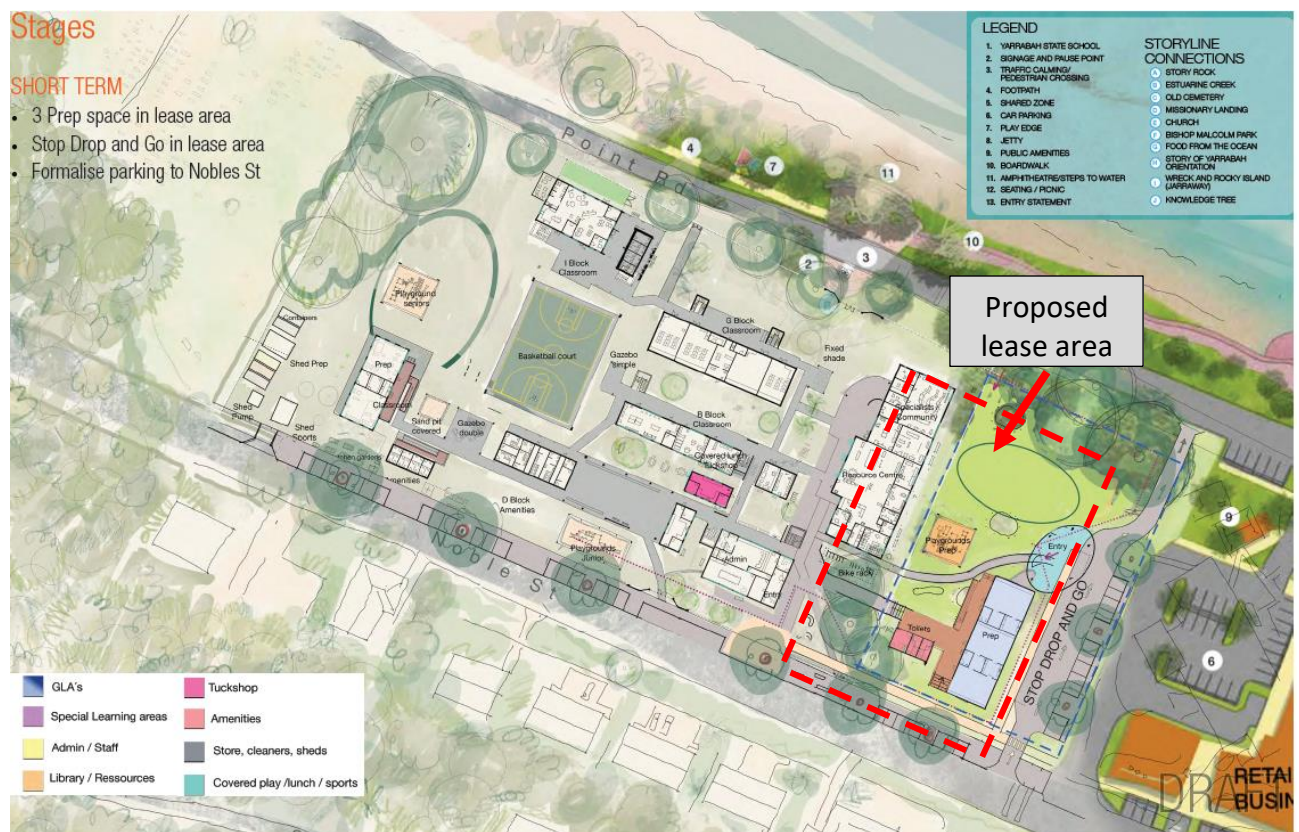
- The proposal will see an area of 3901m² (an area measured approx. 49m from the current boundary) leased to Education Queensland for a period yet to be agreed. The overall development includes (**Figure 5**):

- up to 3 new prep classrooms, toilets and playground suitable for prep students
- stop drop and go, with parking
- formalising the parking on Noble Drive
- shade trees

Figure 4: Existing situation (note parking and access)



Figure 5: Proposed addition classrooms, parking, oval, on-street parking and stop drop and go



Master Plan - With Lease Site- Short term

0 5 10 20 30 40 50

Scale 1:750 approx @ A3

COMMENT

Following a series of meetings including the Technical Working Group (TWG), in December 2024, the DoE undertook a Master Plan for the Primary School, Secondary School and Kindergarten. At a further meeting with the DoE, the CEO and Mayor, requested that the DoE conduct specific engagement with the community regarding the proposed extension into Lot 907.

The DoE has confirmed that parents, carers, and the local community were invited to have their say from 14 July 2025 until Friday 29 August 2025. Community engagement activities included:

- information flyer
- online 'Have your say' survey
- school Facebook posts
- school newsletter articles
- a face-to-face engagement session held Tuesday 22 July 2025
- BBQ sessions at both campuses

The DoE has advised that the **community feedback** was as follows:

- the overall written response to the community survey was moderate;
- all but one who responded supported the expansion of the prep precinct on the adjacent site
- the sole dissenting response came from a teacher who was not a local resident;
- all verbal feedback received was positive.

ADDITIONAL CONSIDERATIONS

The proposed extension to the Primary School requires the DoE to lodge a Development Application to Council for a:

- a. Reconfiguration of a Lot to create a new lease area in Lot 907 SP284220; and
- b. Material Change of Use to develop a new prep precinct and stop drop and go, and on street parking.

The Development Application will be impact assessable, and will require additional public consultation in accordance with the Planning Act (2016). The Council as Trustee for the land will be required to provide Land Owner's consent as part of the application material. This will not impact on Council's ability to assess the application and refuse or condition an approval.

The DoE has provided the following, which are being reviewed by Council's solicitors.

- Draft Survey Plan of Lease A in Lot 907 on SP284220
- Draft Trustee Lease
- Draft Deed of Agreement to Lease

ATTACHMENTS**1. Draft survey of area to be leased to DoE****RECOMMENDATION**

That Council resolve to note the report and advise the Department of Education:

- a. to progress the Development Application for the Reconfiguration of a Lot to create a new lease area in Lot 907 SP284220 and Material Change of Use to develop a new prep precinct, stop drop and go, and on street parking, to ensure the development is complete in time for the 2027 school year.
- b. a formal Trustee Meeting is so that Council as Trustee for Lot 907 SP284220, can consider any request for Landowner's Consent. Consent, as such this should be factored into project timelines.

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6. Building Format Plans only.

I certify that :

* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road;

* Part of the building shown on this plan encroaches onto adjoining * lots and road

.....

Cadastral Surveyor/Director * Date

* delete words not required

7. Lodgement Fees :

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

8. Insert Plan Number

SP346855

6.8 INFRASTRUCTURE - OPERATIONAL REPORT**File Number:****Author:** Sam Bann, Director Infrastructure**PURPOSE OF THE REPORT**

To report to Council the status/activities of Infrastructure Department areas for the month of September/October 2025.

OPERATIONAL UPDATE

This report covers performance up to and including the 08 September 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.

INFRASTRUCTURE AREA -GENERALS

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Roads	Routine and Reactive Maintenance Plan	Roads Weekly Work plan General Road and Road Reserve Maintenance, drains and easements, including reactive works. Commenced unsealed works Back beach Road Require Addition Funding for extra resources to meet the organisation demand
Waste Management	Routine and Reactive Maintenance Plan	Continuing current waste management strategy. Rubbish collection and waste management at the tip (refer to enhance Waste Management project) 15 T Mix waste disposed via Skip Bin service Does not include 5 x 3m3 Skip bins placed around YASC facilities. 56.74T General waste disposed via kerbside collection Require Funding for extra additional resources to meet the organization demand

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Mechanics	Routine Maintenance Plan	Fleet management <u>Services and Repairs</u> General fleet maintenance Reactive works with YASC and Hired Fleet Auction date confirmed Require funding for addition resource for small motor repairs and maintenance
Parks & Gardens	Routine Maintenance Plan	Ongoing maintenance throughout community as per General work plan CDP Like Project - General works within Museum, Jilara Oval and surrounding areas. - TAFE Training Commenced W4D Project Parks and Garden program in progress. Require Funding for additional resource to meet the organization demand

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Animal Control	Routine preventative Action Plan	Animal Management work plan Dog impound currently at capacity. 4 dogs collected 3 removed 8 Dogs treated for flea ticks and worm 1 horse collected and removed. VET Visit: 12 x Desexing 2 x Euthanasia 30 x Dogs treated for flea ticks and worm Ongoing horse impound facility repairs. Animal Census and VET Visit scheduled for September

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Environmental Health	Routine preventative Action Plan	Environmental Health work plan General pest and Weed management: - <u>Pest program update</u> Follow up treatment WIP - SPS 4 pest treatment
ESO	Water Routine and Reactive Maintenance Plan Sewerage Routine and reactive Maintenance Plan	Routine maintenance as per DWQMP Daily Water quality monitoring No exceedance in weekly verification monitoring Ongoing sewerage pump station maintenance Sewerage Pump Stations weekend call outs on - SPS 8 – 6th & 14th September - SPS 4 – 14th & 20th September - SPS 3 – 27th September Sewerage pump stations audit required to plan critical upgrades.
Aquatic centre	Routine Maintenance Plan	General Routine maintenance Water and ground maintenance

	<u>Free & Total Chlorine (mg/L)</u>	<u>pH Range</u>	<u>Turbidity (NTU)</u>	<u>E. coli</u>	<u>Notes</u>
<u>Workshop Street</u>	<u>1.0 – 1.8</u>	<u>6.6 – 7.0</u>	<u><1.0</u>	<u><1</u>	<u>Consistent and safe</u>
<u>Primary School</u>	<u>1.0 – 1.6</u>	<u>6.6 – 7.0</u>	<u><1.0</u>	<u><1</u>	<u>Stable, one higher chlorine reading (1.8)</u>
<u>Police Station</u>	<u>0.6 – 1.9</u>	<u>6.6 – 7.2</u>	<u><1.0</u>	<u><1</u>	<u>Some low chlorine results (0.6–0.7) but overall safe</u>
<u>Jilgi</u>	<u>0.8 – 1.8</u>	<u>6.6 – 7.1</u>	<u><1.0</u>	<u><1</u>	<u>Good consistency, one higher reading at 1.9</u>

	<u>Free & Total Chlorine (mg/L)</u>	<u>pH Range</u>	<u>Turbidity (NTU)</u>	<u>E. coli</u>	<u>Notes</u>
<u>Djenghi</u>	<u>0.8 – 1.6</u>	<u>6.6 – 7.3</u>	<u><1.0</u>	<u><1</u>	<u>Consistent across August</u>
<u>Aged Persons Hostel</u>	<u>1 – 1.9</u>	<u>6.6 – 7.3</u>	<u><1.0</u>	<u><1</u>	<u>Generally steady, one higher reading at 1.9</u>

September – Water Overall Findings

- Chlorine levels remained within acceptable ranges, with minor low results at Police Station.
- pH values were stable between 6.6 and 7.3.
- Turbidity consistently remained below 1.0 NTU, indicating good clarity.
- No E. coli was detected above the reporting limit – water remains microbiologically safe.

Yarrabah Council has completed routine water testing across our community for **August 2025**.

- ✓ **Safe to drink** – All results met Australian Drinking Water Guidelines.
- ✓ **No E. coli detected** – Water remains microbiologically safe.
- ✓ **Chlorine levels** – Steady and within safe limits.
- ✓ **pH and clarity** – Stable and consistent across all test sites.

CAPITALS

ICCIP – Indigenous Council Critical Infrastructure Program

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
1.05	Water and Sewer combined SCADA upgrade ICCIP 1.05	100%	Completed
1.16	Generator for Bore 6	100%	Completed
1.22	Generator to Pump Station 6&7	100%	Completed
2.16	Install New Fencing to Sewerage Treatment	100%	Completed

	Plant		
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LGGSP Water treatment plant upgrade - CAPITAL WORKS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
LGGSP	Water treatment plant refurbishment	10%	Project withdrawn

Reef Guardian Council Grant - CAPITAL WORKS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
ALCRAP000060	Reef action plan – STP de-sludge & upgrade electrical switchboard	80%	Works in Progress
ALCRAP000012	Reef action plan – STP Upgrade – Surface Aerators	15%	Works in Progress
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

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
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.	20%	Ongoing project for 3 years. 2 x waste operators have been appointed to management of the waste facility

Housing support program

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
	Water treatment and Balamba sewerage pump station upgrade	2%	Consultants engaged to commence community consultation

ATTACHMENTS

Nil

RECOMMENDATION

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

6.9 PROJECT UPDATE OPERATIONAL REPORT

File Number: 05.MFD_OM.20250924

Author: Michael Geoghegan, Project Contractor

PURPOSE OF THE REPORT

Provide and update to Council on the funding and Project Status for October.

BACKGROUND

The purpose of this report is to provide Council with a monthly update on the status of projects, key milestones achieved and anticipated next steps. Updates are presented in table format, showing project description, funding source, status, and progress during October 2025.

This information supports transparency in delivery, assists Council in monitoring progress against funding agreements, and ensures emerging issues or risks can be addressed in a timely manner.

COMMENT

Overall Program Delivery: The majority of projects remain in progress and on track, with design, survey, and early construction phases advancing as scheduled. Funding milestones are being met and reporting requirements are being monitored closely.

RISK

Weather impacts remain the primary risk for road packages. Budget alignment for Yarrabah Lookout walking trail options is under review, with revised scope likely to be required to meet funding constraints.

PROJECT UPDATE

PROJECT UPDATE – OCTOBER

GREEN – PROGRESSING AMBER – EXPERIENCING DELAYS RED – ON HOLD/ACTION REQUIRE

Project Description	Funding	Project Status	Monthly Update - August 2025	Status
Balamba Stage 1 Civil	NAHA Funding	In Progress/On Track	Initial design prestart meeting for the link road held during August 2025. Survey works are complete and has been issued to design consultant	●
Stage 1 Ambrym Street Redevelopment (Civil)	Forward Capital Program	In Progress/On Track	Initial design prestart meeting held during August 2025. Engineering design commenced September 2025.	●
Bulguru Park Cabins - Supply and Installation		In Progress/On Track	Project Complete - contract entered into defects liability period.	●
Bulguru Park - Civil Works Package		In Progress/On Track	Road seal completed, 90% of driveways completed with the remainder scheduled for mid-late Oct. Landscaping including turf, hydro mulch and planting expected for late October 2025. Project handover November	●
Program 1 - Construction of 5 New dwellings and 2 x Extensions		In Progress/On Track	Program 1 - house designs have been submitted to the Dept. of Housing for review. Awaiting feedback. Programming and estimates have been compiled.	●
Program 2 - Construction of 8 x Extensions	Capital Housing Program	In Progress/On Track	RFQ for Program 2 and 3 in draft stages.	●
Program 3 - Construction of 8 x Extensions		In Progress/On Track		●
Disaster Coordination Centre - Stormwater Improvements	LRRG	In Progress/On Track	Additional works to further enhance stormwater protection will commence during October 2025.	●

Project Description	Funding	Project Status	Monthly Update - August 2025	Status
YASC.0025 Sealed Works Package	DRFA 2023	In Progress/On Track	Works finalised during the month of July 2025. Currently in close out phase and final reporting to have final payments released to Council.	●
YASC.0033 Flood Warning Systems		In Progress/On Track	Contractor is scheduled to reinstate the 3 remainder flood sensors Mid Oct pending weather.	●
2023 Betterment Reservoir Road		In Progress/On Track	Works have commenced with a few minor weather delays. We currently have 4 local operators and 2 local traffic controllers working full-time.	●
YASC.0032 Unsealed Works Package	DRFA 2024 - TC Jasper	In Progress/On Track	Works have commenced with a few minor weather delays. We currently have 4 local operators and 2 local traffic controllers working full-time.	●
YASC.0034 Sealed Works Package		In Progress/On Track	Works finalised during the month of September 2025. Currently in close out phase and final reporting to have final payments released to Council.	●
Council Facility Improvements and Resilience	Work for Queensland 5 24-27	In Progress/On Track	Elders hub refurb completed in August 2025. Minor paint finishes to be finalised.	●
Esplanade Beautification		In Progress/On Track	Planning in progress - Council currently working with a designer to develop layout plan options to present to Council. The endorsed Yarrabah Foreshore Master Plan is being used as a guide.	●
Bishop Malcolm Park - stage security and fencing improvements		In Progress/On Track	Works in progress- Stage security screens are currently being fabricated and programmed to be installed on the 20th of Oct.	●
Cemetery Upgrade - Fencing New and Old Cemetery		In Progress/On Track	Works complete, street furniture has been ordered.	●

Project Description	Funding	Project Status	Monthly Update - August 2025	Status
Public Toilet Blocks - Wungu and Jilji		In Progress/On Track	Proposal for Kunjura toilet block has been issued to GMYPPBC for feedback. In the interim, subcontractor and material quotes are being sourced. The project will be presented to the GMYPPBC board Wednesday 15th Oct. RFQ's have been submitted for the Jilji toilet block.	●
Museum Boardwalk and Amphitheatre		In Progress/On Track	Prestart meeting for the Amphitheatre is scheduled for Friday 10th Oct. Museum Boardwalk design layout is in progress with the surveying works been completed and a stakeholder consultation will be held by end of year.	●
Yarrabah Lookout - Walking Trail and Facilities		In Progress/On Track	Planning in progress - Surveyor consultant has confirmed the proposed alignment is not be feasible. Further options have been investigated which don't align with budgets. It is proposed to investigate a shorter walking trail to a lookout point at the proposed Lookout/Vehicle pullover space. Draft Brief is to be developed for Engineering/Design RFQ.	●
Extension of the Gillian Bann Women Facility and the construction of the bottom Field	Play Our Way Program	In Progress/On Track	The design concept is in progress and a RFQ for Engineering has been drafted.	●
Roads to Recovery 2024-2029	Roads to Recovery 24-29	Prestart	Council to consider co-contribution to larger projects - consider utilising funding to contribute to Range Road Lookout if budget concerns arise.	●
Loban Lane and Smith Street Drainage Improvements	LRRG (QRA)	Prestart	Engineering design is complete. Works expected to commence	●

Project Description	Funding	Project Status	Monthly Update - August 2025	Status
			during early November 2025, weather permitting. Planning and procurement in progress	
Stage 1 Ambrym Street - Construction of 10 x Houses		Prestart	Design RFQ's to be issued utilising 'Yarri Homes', MG/NH to liaise and discuss RFQ procedure.	●
DESI Coastal Erosion Funding		Prestart	Funding approval approved for Coastal Erosion for sand push at Kunjurra. Investigating permit requirements via SARA prelodgement advice.	●

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to accept the report of the Construction Project Manager as read.

6.10 BUILDING SERVICES**File Number:****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 September 2025 to October 2025.

FOCUS AREAS

YASC are still on restricted work orders and have been since March. Many repairs & maintenance requests are still on hold which is proving to be very frustrating for Council and also the Yarrabah community.

We are still pushing the relevant bodies hard to bring the maintenance stream back to normal. This is not yet resolved but we hope this situation will change in the very near future.

Ongoing – Designing the internal work orders and purchase orders to contractors' section in the software is in development. This may be ongoing for a few months but once implemented it will assist us to better manage council facilities work as well as external works.

Ongoing – Compiling a list of contractors with contact details for owners to access for private works. There is a requirement for this to happen as property owners have much trouble finding a contractor who will commit to coming over the range to do any work.

PSA now completed and implemented.

Our department have been pushing QBuild to send council 25/26 upgrade program tenders which have been very slow to date. I have assurances from QBuild the problem has been found and is currently being resolved. New staffing not following procedures were nominated to be the issue.

QBUILD**Repairs & Maintenance – QBuild Work Orders**

Days	10 Sept 2025 (Unplanned)	13 Oct 2025 (Unplanned)	10 Sept 2025 (Healthy Housing R2)	13 Oct 2025 (Healthy Housing R2)
+365	3	1	3	4
181–365	87	112	24	25
121–180	61	40	6	0
91–120	16	21	0	0
61–90	24	70	0	0
30–60	70	84	0	5
<30	118	89	7	0
TOTAL	379	416	40	34

R&M Roundup

Reminder to tenants to report maintenance issues through QBuild MRC. If tenants are having trouble reporting then our team is here to assist.

Another push to complete aged work orders over 180 days. Many of these are completed but either not invoiced, not closed down on QBuild system, or technical issues preventing closure.

Current status on raising work orders remains as per the following: all QBuild considered urgent requests are being raised with all other requests being “banked” until QBuild has the green light from the Department of Housing. This is posing a problem for Council as tenants are believing the work orders are raised for Council action when they have not. The issue lies with the relevant department within the state government and we are doing what we can to have this issue resolved. The local minister and the state housing minister has been briefed on our thoughts as well as in depth meetings with QBuild.

Healthy Housing Round 2 Status: Initial inspections are still on hold with still 54% of these inspections completed. There are still 42 properties sitting at 100% completed. Current data shows we are 95% through 54% of the program.

The teams have been conducting HLP (Healthy Living Practices) visits with tenants to continue the good work of community engagement. The Healthy Housing program has highlighted the need for flexibility within maintenance programs as well as the need to consider the tenants’ needs. We have been pushing hard for change in this area so we are better able to provide the maintenance service needed and wanted for our community.

NAHA UPGRADES

2024–2025 Planned Projects

Category	% Completed	Status / Notes
Refurbishments	100%	Completed
Kitchens	100%	Completed
Flooring	25%	20 to be completed – require transitional housing
Bathrooms	96%	1 to be completed
Bathroom & flooring	15%	PO received. Contractor nominated.
Laundries	100%	Completed
Driveways	75%	1 to be completed
Paints	100%	Completed
Home Modifications	90%	8 to be completed
Various API	95%	Waiting on quotation approval for the rest
Various Upgrades	0%	14 waiting on Department of Housing approval

Upgrade Program (2024-2025)

18 Tenders now received from QBuild.

Bathrooms – 20 properties planned

Flooring – 21 properties planned

Kitchens – 17 properties planned

Laundries – 6 properties planned

Roofing – 4 properties planned

Paint work orders – 118 planned (approx. 48 properties)

Home Modifications – Estimated 25

Various API – Estimated 30

Water Service – Estimated 10–15

Ad Hoc Upgrades – 7 known so far

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to accept the Director Building Services Operational Report.

4 CORRESPONDENCE

Nil

5 CONFIDENTIAL MATTERS

Nil

6 CLOSE OF MEETING