



BUSINESS PAPER

Ordinary Council Meeting

18 February 2026

Michael Miller
Chief Executive Officer

**Notice is hereby given that an Ordinary Meeting of Council of the
Yarrabah Aboriginal Shire Council
will be held in the Crystalbrook Flynn - Soiree 3 Level 1 (Boardroom)
68/72 Abbott St Cairns City on:
Wednesday 18 February 2026 at 0930**

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- 1 WELCOME**
- 2 APOLOGIES**
- 3 CONFIRMATION OF PREVIOUS MINUTES**

Ordinary Council Meeting - 28 January 2026

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 28 JANUARY 2026 AT 0900**

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

IN ATTENDANCE: Michael Miller (CEO), Mike Mair (Director - Corporate Services), Melissa Gudgeon (Executive Assistant)

1 MEETING OPEN AND WELCOME

Mayor Darryl Sexton, declared the meeting open at 9:15 am.
The Mayor welcomed Councillors and staff members present.
A one-minute silence was observed in respect of those who have passed away.
Councillor Amy Neal opened the meeting with a prayer.

2 APOLOGIES

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01:28/01/2026

That the minutes of the Ordinary Council Meeting held on 10 December 2025 be adopted, subject to the following amendment:

- Item 7.1 be amended to record that Councillors Murgha and Underwood abstained from voting.

Moved: Mayor Daryl Sexton
Seconded: Cr Brian Underwood

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded Councillors of their obligation to declare any conflicts of interest to the Chief Executive Officer prior to the meeting and invited Councillors to re-declare any conflicts at the meeting.

No conflicts of interest were declared by Councillors in attendance

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

To present the Chief Executive Officer's Report for the period of January 2026 for Council's consideration.

RESOLUTION 02:28/01/2026**That Council resolves to:**

1. Receive and note the Chief Executive Officer's Report for the January 2026, as presented.

Moved: Cr Michael Sands
Seconded: Cr Brian Underwood

CARRIED**6.2 OPERATIONAL PLAN****PURPOSE OF THE REPORT**

To seek Council approval for the adoption of the Yarrabah Aboriginal Shire Council Operational Plan 2025–2026, which aligns with the Council's Corporate Plan.

The Operational Plan provides the framework for:

- Service delivery
- Resource and budget allocation; and
- Performance monitoring and reporting.

RESOLUTION 03:28/01/2026

That Council resolve to:

1. Adopts the Yarrabah Aboriginal Shire Council Operational Plan 2025–2026; and
2. Authorises the Chief Executive Officer to implement the Operational Plan.

Moved: Cr Brian Underwood
Seconded: Mayor Daryl Sexton

CARRIED

6.3 SURRENDER AND TRANSFER COUNCIL OWNED RES. PROPERTIES

PURPOSE OF THE REPORT

To seek Council's decision to surrender and transfer ownership of ten (10) Council-owned residential properties currently used for social and transitional housing to the relevant Housing authority, and to authorise the Chief Executive Officer to undertake all actions required to give effect to this decision.

RESOLUTION 04:28/01/2026

That Council resolve to

1. **Approves** the surrender and transfer of ownership of the ten (10) Council-owned residential properties currently used for social and transitional housing to Housing; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

Councillors have requested that this matter be deferred to the next Council meeting scheduled for 18 February for decision.

6.4 REPURPOSING OF COUNCIL-OWNED PROPERTY – POTTERS PLACE

PURPOSE OF THE REPORT

To seek Council's approval to repurpose the Council-owned property known as Potters Place from its current use as a transitional housing property to a potential commercial property for the delivery of community services, and to authorise the Chief Executive Officer to undertake all actions required to progress this change of use.

RECOMMENDATION

That Council resolve to

1. **Approves** the change of use of the Council-owned property known as **Potters Place** from transitional housing to a potential commercial property for community service use; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

Councillors have requested that this matter be deferred to the next Council meeting scheduled for 18 February for decision.

6.5 CONTAINERS FOR CHANGE

PURPOSE OF THE REPORT

To seek Council's decision to progress an Expression of Interest (EOI) process for the transfer of operational responsibility for the *Container for Change* program from Yarrabah Aboriginal Shire Council to a suitable community-based organisation, and to authorise the Chief Executive Officer to engage with relevant stakeholders and undertake the EOI process.

RESOLUTION 05:28/01/2026

That Council resolve to:

1. Endorses the progression of an Expression of Interest process to identify a community-based organisation to operate the *Container for Change* exchange; and
2. Authorises the Chief Executive Officer to engage with relevant stakeholders and undertake all actions necessary to progress and implement the EOI process.

Moved: Mayor Daryl Sexton

Seconded: Cr Brian Underwood

CARRIED

6.6 STRATEGIC PLANNING DAY

PURPOSE OF THE REPORT

To seek Council endorsement for a CEO and Mayor-led Strategic Planning Day to guide organisational priorities and support alignment with Council's Corporate and Operational Plans.

RESOLUTION 06:28/01/2026

That Council resolve to:

- a) Endorse the CEO and Mayor-led Strategic Planning Day to be held in Cairns from 9:00am to 4:00pm, including meeting facilities, catering and a low-impact team-building activity, as outlined in Attachment A; and
- b) Note the inclusion of an optional, informal group dinner following the session to support leadership engagement, team connection and collaboration.

Moved: Mayor Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

At 10:47AM meeting was adjourned.

Mike Mairs Joined the meeting 10:52am

At 11:02AM the meeting was reconvened.

6.7 YASC MONTHLY FINANCIAL REPORT

PURPOSE

To present the Director's Report for the reporting period Year-to-Date December 2025 for Council's consideration.

RESOLUTION 07:28/01/2026

That Council resolve to:

1. Receive and note the Director's Report for the reporting period December 2025.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgaha

CARRIED

11:20am Mike Mair left the meeting

6.8 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

PURPOSE

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 08:28/01/2026

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

Moved: Mayor Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

6.9 BUILDING SERVICES**PURPOSE**

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 09:28/01/2026**That Council resolve to:**

1. Receive and note the Director's Report for the reporting period JAN 2026.

Moved: Mayor Daryl Sexton
Seconded: Cr Amy Neal

CARRIED

At 12:05PM meeting was adjourned.

At 12:10PM CEQ joined council for lunch

At 12:35PM the meeting was reconvened.

CEQ Presented to council

At 1:03 pm, Cr Michael Sands left the meeting.

At 1:35PM the meeting was adjourned

At 1:50PM the meeting was reconvened

6.10 DIRECTOR OF INFRASTRUCTURE REPORT

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 10:28/01/2026**That Council resolve to:**

1. Receive and note the Director's Report for the reporting period Jan 2025

Moved: Mayor Daryl Sexton
Seconded: Cr Brian Underwood

CARRIED

6.11 PROJECTS UPDATE**PURPOSE**

To present the Project Manager updates for the reporting period Jan 2026 for Council's consideration.

RECOMMENDATION**That Council resolve to:**

1. Receive and note the Project Manager for the reporting period Jan 2026

To present the Project Manager Report for the reporting period of January 2026 for Council's consideration, as presented.

Action:

Follow up Capital Housing Program 2:

- That tenants have been advised if there is to be any Potential rent increases.
- The plug in options should be progressed if tenant is behind in there rental payment.

CARRIED

7 CORRESPONDENCE**7.1 SPONSORSHIP****PURPOSE OF THE REPORT**

To present an individual sponsorship request received on behalf of Kade Mundraby, a Yarrabah community member, seeking financial assistance to attend the 2026 Shane Muspratt Cup Carnival, and to seek Council's determination in accordance with the Community Grants & Donations Program.

Moved: Cr Amy Neal

Seconded: Cr Hezron Murgha

CARRIED**RESOLUTION 11:28/01/2026**

That Council:

a) Approve a sponsorship contribution to support Kade Mundraby's participation in the 2026 Shane Muspratt Cup Carnival, in an amount determined by Council, funded from the 2025/26 Community Grants & Donations budget.

Moved: Cr Amy Neal

Seconded: Cr Brian Underwood

CARRIED

Action: Yarrabah Aboriginal Shire Council requires that all teams receiving Council sponsorship funding complete a **community give-back activity** that delivers a direct benefit to the Yarrabah community.

The community give-back activity must:

- Be clearly identified at the time of application; and
- Be completed during the sponsorship period; and
- Be appropriate to the nature of the team and sponsorship.

POLICY TO BE AMENDED – RICHARD FITOWSKI

7.2 SNAP SEND SOLVE

PURPOSE OF THE REPORT

To seek Council’s consideration of participating in the Snap Send Solve platform as an additional community reporting tool to improve the reporting and management of non-urgent local issues.

RESOLUTION 12:28/01/2026

That Council resolve to endorse

1. Note the information contained in this report; and
2. Endorse Council participation in the Snap Send Solve platform as an additional non-urgent community reporting tool, subject to operational arrangements and any future budget considerations.

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

CARRIED

8 STRATEGIC PORTFOLIO UPDATE

9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 18 February 2026.
The Mayor thanked the councillors and staff for their participation and attendance at the meeting.
Meeting closed at 2:45 pm.

.....
MAYOR

- 4 BUSINESS ARISING FROM PREVIOUS MINUTES
- 5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

6 MATTERS FOR DISCUSSION

6.1 YASC MONTHLY FINANCIAL REPORT

FILE NUMBER: 02.MFD_OM.20260218
NAME: Mike Mair, Director - Corporate Services
DATE: 18 FEBRUARY 2026

PURPOSE

To present the Director's Report for the reporting period YTD January 2026 for Council's consideration.

BACKGROUND

Provide council with monthly financial report.

DIRECTOR'S REPORT

Directorate: Corporate Services

Director: Mike Mair

Reporting Period: YTD January 2026

1. *Key Items*

- Finance Report January 2026
- Areas of Interest Report January 2026
- Grants Report January 2026

2. *Actions Undertaken / In Progress*

- The formal Valuation of all Social Housing Property has been locked in, with Draft Valuation Report to be sent to Council Management by 30th April 2026 for review. Site visit to commence 16th February.
- A replacement Finance Manager has been recruited and will start with Council 16th February 2026.
- The Social Housing strategic review remains on hold pending response from the Department of Housing on options available to Council.
- An insurance claim has been lodged for the stormwater damage to the Museum and Art Centre from the December 30 weather event. The Insurance Assessor has been on site and are awaiting report from them.

CONSULTATION

Finance Manager

Executive Leadership Team

POLICY IMPLICATIONS

Local Government Regulations, s204 - Financial

RISK MANAGEMENT

Compliance

ATTACHMENTS

1. Finance Report January 2026
2. Areas of Interest Report January 2026
3. Grant Report January 2026

RECOMMENDATION

That Council resolve to:

1. Receive and note the Director's Report for the reporting period January 2026.

6.2 YASC MONTHLY FINANCIAL REPORT

FILE NUMBER: 02.MFD_OM.20260218
NAME: Mike Mair, Director - Corporate Services
DATE 18 FEBRUARY 2026

PURPOSE

Arrears write off recommendation.

BACKGROUND

Debts are from prior 2015. Council has already provided for the amount in the Credit Loss Allowance

DIRECTOR'S REPORT

Directorate: Corporate Services

Director: Mike Mair

Reporting Period: January 2026

1. Key Items

- Debtors write off list. The list to be tabled separately to the business papers for review due to confidentiality concerns.

CONSULTATION

CEO

POLICY IMPLICATIONS

Local Government Regulations, s204 - Financial

RISK MANAGEMENT

Compliance

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to:

1. Write off the arrears totalling \$116,069.44 as they are not recoverable and mainly consist of pre 2013 housing debt.

6.3 CEO OPERATIONAL REPORT - FEBRUARY

File Number: 01.MFD_20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE

To present the Chief Executive Officer Report for the reporting period February 2026 for Council's consideration.

BACKGROUND**CEO LGAQ Induction Trip**

1. The Chief Executive Officer attended the Local Government Association of Queensland (LGAQ) New CEO Induction Program. The program provided a comprehensive overview of the expectations of the CEO role, along with the key support services, products, and programs available through LGAQ to assist local governments in achieving organisational objectives and governance requirements.
2. The induction also provided a valuable opportunity to establish connections with key LGAQ representatives and sector stakeholders to support ongoing collaboration and engagement.
3. **Queensland Ambulance Service (QAS) – Infrastructure Discussion**
4. A meeting was held with Mr Ian Reed (Queensland Ambulance Service) and Mr Michael Harding (RILIPO) to discuss QAS and Queensland Health's request for a 4,000m² parcel of land to support the development of a new ambulance station.
5. QAS presented a self-nominated potential site; however, the Chief Executive Officer advised that the identified location is unsuitable due to its position within a flood-prone area and its non-commercial zoning. As an alternative, the CEO recommended consideration of redevelopment within the existing health precinct, noting that the area has sufficient available land and the opportunity to leverage existing supporting infrastructure.
6. QAS will undertake further internal consultation with relevant stakeholders and progress preliminary concept development before re-engaging with Council.
7. **PBC Engagement and Project Coordination**
8. Discussions were held regarding a few current Council projects requiring endorsement from the Prescribed Body Corporate (PBC), including the Museum Boardwalk, Range Viewing Deck set-down area, and the Balamba Cultural Heritage components. The meeting also considered current project delays and identified potential work opportunities for the PBC associated with these initiatives.
9. Council advised that it is currently assisting with the development and finalisation of the Consultative Committee Terms of Reference to support structured engagement and decision-making processes. A follow-up in-person meeting has been scheduled for the coming week to maintain project momentum and progress outstanding matters.
10. **Housing Maintenance and Service Delivery Discussion**
11. The Chief Executive Officer met with Mr Robert Wardle to discuss current challenges impacting housing maintenance service delivery. The discussion focused on identifying the underlying causes of the ongoing issues, clarifying internal agency direction, and understanding where operational blockages may be occurring. It was noted that a significant number of work

orders have reportedly been submitted; however, many remain unresolved and are not within Council's control to complete.

12. The matter is creating operational pressures, with Council Works and Housing staff experiencing increased community concerns and complaints despite the issues relating to external service delivery responsibilities. Council continues to seek clarification and timely resolution to ensure improved outcomes for the community.

13. Yarrabah Social Housing and Upgrade Program

14.

15. Continued to work on locking a date in for housing staff to meet with YASC to discuss current issues including workover approval and release and supporting the tenancy team in reviewing current processes and becoming more efficient and compliant. Meeting planned for Monday 23 Feb between 830 and 10am in council chambers.

16.

17. Community Safety plan meeting Culturev8

18. A meeting was held between Yarrabah Aboriginal Shire Council (YASC) and Culturev8 to progress the next steps in advancing the Social and Emotional Wellbeing Investment Program (SEIP) and promoting the Community Safety Plan. As part of this process, a meeting between YASC and the Yarrabah Leaders Forum (YLF) has been scheduled for Monday, 16 February, to further progress discussions on this matter.

19. Given the unique governance and partnership relationship between Council and the YLF, it is proposed that an independent facilitator be engaged to coordinate and manage the session to ensure effective engagement and outcomes. The scoped support includes coordinating meeting logistics, liaising with attendees and preparing the agenda, confirming arrangements with Council, developing a short presentation to guide discussion, facilitating the meeting in Yarrabah, and preparing meeting minutes together with an agreed actions and responsibilities register.

COEX Program – Contractual Arrangements Discussion

20. A meeting was held with Mr Michael Gonzalez to discuss Council's contractual obligations under the COEX program and future service delivery arrangements. Council outlined its position of seeking to exit the current contractual arrangement while ensuring continuity of the service for the community.

21. Council indicated its preference to undertake an Expression of Interest (EOI) process within the Yarrabah community to identify a suitable local organisation to manage the service. Should no eligible organisations be identified through the local process, Council would then consider extending the EOI to the Cairns region to support delivery of a "pop-up" service model.

22. Mr Gonzalez advised that exiting the current contract may be possible and will review the relevant contractual clauses to confirm the available options. He also indicated that COEX could assist Council by managing the EOI process on Council's behalf, subject to further discussions and confirmation

23. Healthy Housing Program – Yarrabah Advisory Group Meeting Summary

24. The Yarrabah Advisory Group Meeting for the Healthy Housing Program was held on 10 February 2026 at the Yarrabah Council Chambers, with representation from Queensland Health, the Department of Housing, Local Government, Planning and Public Works, QBuild, Yarrabah Aboriginal Shire Council (YASC), and key community stakeholders.

25. During the meeting, agencies provided updates on the pilot phase of the Healthy Housing Program and the transition of program learnings into standard departmental practices. Discussions also included ongoing maintenance activities, support arrangements within the community, and broader environmental health initiatives such as rodent eradication programs and community health support activities.

26. Council was advised that the program has now been defunded and will not proceed beyond the current date. As a result, the proposed Stage 2 component of the program, which included approximately 40 identified houses, will not be progressing. No formal explanation was provided regarding the decision to discontinue funding.

- It was further noted that Housing program staff will not be returning to the community to formally close out the project, which presents a need for clear communication to residents regarding program completion and future maintenance or support arrangements. Council will continue to seek clarification from relevant agencies regarding next steps and ongoing service delivery impacts

- **Financial Implications**

- No direct financial implications arising from this report.

- **Strategic Alignment**

- This report supports delivery of YASC's:
- Corporate Plan priorities
- Community safety initiatives
- Housing and infrastructure development objectives
- Strengthened stakeholder relationships and interagency coordination

- **Ongoing Risk & Compliance Considerations**

- The CEO is continuing to monitor ongoing matters and is working closely with relevant Council staff to progress and resolve identified issues.

- A review of all existing lease arrangements is being progressed to identify current leases and assess potential land availability within the DOGIT that may be suitable for future social housing solutions, while longer-term planning works continue for the Balamba development.

- Appropriate governance and oversight must continue to be maintained in relation to housing asset management.

- Cultural Heritage requirements must be satisfied prior to the commencement of any major works at Balamba.

- Continued interagency coordination remains essential to support community risk reduction initiatives, including youth engagement programs

MEETINGS | KEY FOCUS AREAS

MEETINGS / EVENTS

- Meeting for Council with Ministers is planning for the week of 23 March 2026 with – ATSIP, Housing / Public works, Transport, Local Government, Police. Awaiting date to be confirmed via LGAQ.
- YASC and Housing issues / Tenancy options Meeting – 23 Feb
- Clean up Australia Day – EOI Register
- Amphitheatre Engagement Sessions No.2 | Feb 17th
- Strategy Planning Day – 19th /20th Feb
- Choppys Boxing Award recognition evening – Saturday 28 February 2026 6:30pm
- LGAQ CIVIC Leaders Forum 25-26 March
- Minister of Transport & Minister Police & ES – 25 March

- NAIDOC Planning – Sunday 5 July – Sunday 12 July 2026

Project Issues or Concerns

Grant Stream	Funder	Project	Amount	Status
Resource Recovery Boost Fund – Stream 1	Queensland Government Department of Environment, Tourism, Science and Innovation	– Improve waste reduction and recycling through resource recovery infrastructure and a two-bin kerbside system	\$2M	● [Awaiting outcome]
SES Support Grant	Queensland Government - State Emergency Services	Extension of the SES building to create an outdoor training facility	\$150,000	● [Awaiting outcome]
Indigenous Regional Arts Development Fund 2025–26	Queensland Government Department of Education, Arts and Communities – Arts Queensland	– Yarrabah Screen Printing Capacity Building Project	\$25,000	● [Awaiting outcome]

ADDITIONAL CONSIDERATIONS

Seeking a resolution on the two by papers attached.

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to accept the CEO report for Feb 2026 as presented and read.

6.4 SURRENDER AND TRANSFER COUNCIL OWNED RES. PROPERTIES

File Number: 01.MFD_OM.20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To seek Council's decision to surrender and transfer ownership of ten (10) Council-owned residential properties currently used for social and transitional housing to the relevant Housing authority, and to authorise the Chief Executive Officer to undertake all actions required to give effect to this decision.

BACKGROUND

Yarrabah Aboriginal Shire Council currently owns a number of residential properties that are being used for social and transitional housing purposes. While these properties support important community outcomes, they are not part of Council's core service delivery role.

Council currently bears full responsibility for all repairs and maintenance, including damage caused by tenants. These costs cannot be recovered from Housing or transferred to tenants and are placing a significant and ongoing financial burden on Council.

Annual repairs and maintenance costs for these properties are in excess of hundreds of thousands of dollars, impacting Council's ability to allocate resources to core infrastructure and service delivery responsibilities.

ADDITIONAL CONSIDERATIONS

The properties proposed for surrender and transfer are listed below:

Address	Occupancy Status
25 Smith Street (CEO House)	Tenanted by community member
1/26 Smith Street	Tenanted by community member
2/26 Smith Street	Tenanted by community member
85 Back Beach Road	Tenanted by YASC staff member
Potters Place	Transitional property
21 Beach Road	Tenanted by YASC staff member
19 Beach Road	Tenanted by community member
1 Nursery Road	Tenanted by community member
2 Balamba Road	Tenanted by community member
3 Balamba Road	Transitional property

Key Issues

- Council carries all costs associated with tenant-caused damage.
- Costs cannot be transferred to Housing for recovery.

- Annual maintenance and repair costs are unsustainable.
- Council does not have the specialist systems or funding base required to manage social housing long-term.
- Housing is better placed to manage tenancy, maintenance, compliance and asset renewal.

Financial Implications

Transferring ownership of these properties will:

- Remove a significant and ongoing maintenance liability from Council's operating budget.
- Reduce exposure to unplanned repair costs; and
- Allow Council to redirect funding toward core infrastructure and essential services.

Risk Considerations

Risks associated with the transfer will be managed through:

- Appropriate legal and administrative processes.
- Clear handover of ownership and responsibilities; and
- Continued coordination with Housing to minimise impacts on current occupants.

Implementation

Subject to Council approval, the Chief Executive Officer will:

- Progress discussions with Housing regarding the transfer of ownership.
- Finalise all required documentation and approvals; and
- Ensure an orderly transition of responsibilities.

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to

1. **Approves** the surrender and transfer of ownership of the ten (10) Council-owned residential properties currently used for social and transitional housing to Housing; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

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6.5 REPURPOSING OF COUNCIL-OWNED PROPERTY – POTTERS PLACE

File Number: 01.MFD_OM.20250128

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To seek Council's approval to repurpose the Council-owned property known as Potters Place from its current use as a transitional housing property to a potential commercial property for the delivery of community services, and to authorise the Chief Executive Officer to undertake all actions required to progress this change of use.

BACKGROUND

Potters Place is a Council-owned residential property that has historically been used as a transitional housing property. Over a number of years, the property has been frequently targeted and sustained significant damage, particularly during periods when it is unoccupied while families transition between housing options.

Vacancy periods have increased the risk of vandalism, resulting in ongoing repair and maintenance costs and reducing the overall effectiveness of the property in its current role.

Since the completion of new transitional housing properties in the area near the helipad, Council now has additional and more suitable options available to support transitional housing needs within the community.

This change in housing availability provides Council with an opportunity to reassess the most appropriate and sustainable use of Potters Place.

ADDITIONAL CONSIDERATIONS**Proposed Change of Use**

It is proposed that Potters Place be repurposed from social/transitional housing to a potential commercial property, with the intent of:

- Hosting community services that provide value-added outcomes for the Yarrabah community; and
- Establishing a commercial leasing arrangement, where appropriate, to generate revenue for Council.

Repurposing the property for commercial or service-based use would enable full-time occupation, significantly reducing vacancy periods and the associated risk of vandalism and damage.

Key Considerations

- Transitional housing demand can now be met through alternative properties recently completed.

- Ongoing vacancy at Potters Place has resulted in repeated damage and repair costs.
- A commercial or service-based use would:
 - Improve asset utilisation.
 - Reduce vandalism risk through continuous occupation; and
 - Support Council's financial sustainability objectives.

Financial Implications

Repurposing Potters Place has the potential to:

- Reduce ongoing maintenance and repair costs associated with vacancy and vandalism.
- Create an opportunity for revenue generation through commercial leasing; and
- Improve the long-term financial performance of the asset.

Any future commercial arrangement would be subject to Council approval and relevant governance and procurement requirements.

Risk Considerations

Risks associated with the change of use will be managed through:

- Appropriate assessment of suitable commercial or community service uses.
- Compliance with planning, regulatory and governance requirements; and
- Clear lease or occupancy arrangements to ensure accountability and asset protection.

Implementation

Subject to Council approval, the Chief Executive Officer will:

- Progress assessment of suitable commercial or community service uses for Potters Place.
- Engage with relevant stakeholders as required; and
- Bring forward any proposed leasing arrangements to Council for consideration, where applicable.

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to

1. **Approves** the change of use of the Council-owned property known as **Potters Place** from transitional housing to a potential commercial property for community service use; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

6.6 PEOPLE & COMMUNITIES REPORT**FILE NUMBER:** 03.MFD_20260218**NAME:** Muriel Bond, People & Communities Manager - Delegate**DATE** 18 FEBRUARY 2026**PURPOSE**

To present the Director's Report for the reporting period January/February 2026 for Council's consideration.

BACKGROUND

This report provides Council with an overview of key achievements, operational actions undertaken, current risks and project status updates to support informed oversight and governance.

DIRECTOR'S REPORT**Directorate:** People & Communities**Director:** Muriel Bond [Delegate]**Reporting Period:** January- February 2026**1. Key Items**

- Continued strong community engagement through arts, childcare, library, training, housing and cultural programs across Council
- Workforce development progressed with multiple accredited training programs and compliance activities completed
- Operational challenges included WHS incidents, infrastructure damage following flooding, and ongoing financial arrears management across housing and daycare services.

2. Actions Undertaken / In Progress

- Training delivered including First Aid & CPR, with additional workforce qualifications progressing across multiple departments
- Safety inductions and compliance activities ongoing, including audit actions and incident management processes
- Housing team completed inspections, tenant engagement activities and supported tenant relocations to facilitate housing upgrades
- Daycare implemented staff training initiatives and progressed licence expansion to increase service capacity.
- Arts & Cultural Precinct progressed exhibitions, partnerships, and infrastructure upgrades including kitchen installation works
- Library programs and Seasonal Calendar Project commenced with Gunggandji Rangers through structured weekly collaboration.

3. *Risks or Concerns*

- Workplace injuries occurred during January, resulting in staff on WorkCover and highlighting ongoing WHS risks
- Flood-related infrastructure damage to Menmuny Museum and Gateway Building remains under insurer assessment.
- Financial arrears remain a concern across housing and childcare services requiring continued monitoring and engagement strategies.

4. *Project Issues or Concerns*

Project	Issue / Concern	Status
Seasonal Calendar Project	Early-stage collaboration and consultation ongoing	●
Art Centre Infrastructure Upgrades	Insurance and building works progressing	●
Housing Upgrades & Tenant Transitions	Tenant relocations required during works	●
Daycare Licence Expansion	Awaiting Department of Education decision	●
Workplace Safety Improvements	Injury management and compliance actions ongoing	●

5. *Matters for Council*

For Information

For Noting

For Decision

Brief description: Council is provided with a consolidated overview of operational performance, risks, community engagement outcomes and workforce development activities across Corporate & Community Services for January 2026.

CONSULTATION

Ongoing consultation occurred with community members, partner organisations, Rangers, Elders groups, artists, families, and internal departments to support service delivery and project implementation.

POLICY IMPLICATIONS

Activities align with Council operational plans, cultural engagement frameworks, workforce development priorities, and WHS compliance obligations.

FINANCIAL IMPLICATIONS

Housing rental income and arrears management continue to be monitored, with active engagement strategies underway to improve financial sustainability. Daycare parent account arrears increased slightly during the period and are under review.

LEGAL IMPLICATIONS

Workplace incidents remain under Workcover processes and ongoing compliance monitoring. Insurance assessments are underway relating to flood damage at Council facilities.

RISK MANAGEMENT

Risk mitigation measures include restricted building access following damage, increased safety monitoring, training compliance activities, and community safety patrols.

ATTACHMENTS

Nil

RECOMMENDATION**That Council resolve to:**

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

6.7 BUILDING SERVICES

FILE NUMBER: 04.MFD_OM.20260218
NAME: Wayne Douglas, Director Building Services
DATE 18 FEBRUARY 2026

PURPOSE

To present the Director's Report for the reporting period January – February 2026 for Council's consideration.

BACKGROUND

This director's report provides council with a high-level overview of key activities, actions undertaken or in progress, risks, project issues and matters requiring council attention for the reporting period.

DIRECTOR'S REPORT

Directorate: Building Services

Director: Wayne Douglas

Reporting Period January | February 2026

1. Key Items

- Restricted work orders – Ongoing since March 2025. No end in sight yet.
- Focus on reducing aged work
- Museum stormwater damage quotes/insurance claim.
- Djarragun Building stormwater damage.
- Public Toilets
- Capital Works

2. Actions Undertaken / In Progress

- Continued advocacy with QBuild & the Department of Housing to change the status quo and reinstate the maintenance programs as per normal. This issue was raised again in a detailed email from myself to Housing & QBuild on 14/01 as well discussed again in the January JOM, YAG meeting and TWG meeting.
- We have put all contractors on notice with regards to completing work orders in a reasonable timeframe and completing the work order by providing an invoice. Many work orders have been closed down by me with estimates after confirmation of work order being completed this last reporting period to show contractors that we mean business. This has led to the aged report continuing its downward trend.
- Museum front fence reinstated. Rear fence and internal works have been included in an insurance claim to complete the repairs. The claim is not yet finalised.
- The Djarragun Building had water ingress from stormwater due to elevated external ground height against the building not directing water away from the building. A scope of works was completed, works quoted and the external ground works are currently in

progress. This work includes a graded concrete spoon drain to the rear and side of the building to direct the water away and allow the existing stormwater pits to be effective. Completion of painting works will commence after the scope is completed.

- The supermarket public toilets have had carpentry, electrical, painting & plumbing works done. We found a serious plumbing issue directly behind the toilets, so the area was excavated and this has been repaired. The BMP public toilet blockage has been resolved and is now fully functional. The public toilet across from the council chambers has had electrical and carpentry works completed with some external plumbing works completed. Further internal plumbing works will be completed within 2 weeks. The Ambrym Point toilet has had major works completed to the septic system and is now fully functional.
- Several meetings have taken place discuss the status of capital works and to bring capital works back in the direct control of Building Services Department. This is currently under transition.

3. *Risks or Concerns*

- **Operational Risk:** The safety and welfare of council staff is a priority.
- **Stake holder's confidence in program delivery risk:** Reduced numbers in aged work orders allows Housing to be confident in council's ability to complete works in more acceptable timeframes.
- **Operational risk & WPH&S risk:** Museum is currently closed to the public and staff are not able to perform their normal duties.
- **Property Risk:** Ongoing water ingress would occur leading to further building damage.
- **Operational & Community risk:** Public toilets have generally been in very poor condition and in some cases these were out of use which meant the public were not able to utilise them. This leads to community anger at council.
- **Operational risk:** Capital works needed to be back under the works department banner to support the future works appropriately. This will also improve the ability of council to better provide employment opportunities to community members.

4. *Project Issues or Concerns*

Project	Issue / Concern	Status
Capital Works	Changes to operation required to enable works to flow as desired.	🟡
Internal work order and Upgrade software	GFW progressing these modules with aim to have them operation in March ideally.	🟡
Healthy round 2	Housing Status notification to tenants urged to be undertaken by the HH team asap.	🟡
NAHA program	Upgrade Variations required to be approved in a more reasonable timeframe to allow work to flow through to completion.	🟡
Council assets	Ongoing vandalism. Need to find a way to address this.	🔴

5. *Matters for Council*

For Information

For Noting

For Decision

Brief description: The ongoing vandalism problem is costing council both in time and money. Many community members are fed up with the issue as it affects them in various ways. I would like to see some sort of intervention program identified and supported by community. Happy to be involved in some manner but this would need to be community led.

CONSULTATION

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to:

1. Receive and note the Director's Report for the reporting period February 2026

6.8 DIRECTOR OF INFRASTRUCTURE REPORT

FILE NUMBER: 05.MFD_OM.20260218
NAME: Sam Bann, Director Infrastructure
DATE 18 FEBRUARY 2026

PURPOSE

To present the Director's Report for the reporting period January | February 2026 for Council's consideration.

BACKGROUND

This report covers performance up to and including the 08 February 2026. 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.

DIRECTOR'S REPORT

Directorate: Director OF Infrastructure

Director: Samuel Bann

Reporting Period: Jan | Feb 2026

1. Key Items

Note: Since QRA Activation YASC has engaged additional casual labourers from Wugu to join the roads department Carrying out recovery works, all staff have been allocated to teams created within the department.

Roads

QRA Emergent Works (See Projects update)

Road/Road Reserve Maintenance, Drains, Verges and Easements

Team 1 – Back beach Road (Buddabudoo to Jilji)

Team 2 – Town Area to Mourigan

Team 3 – Mourigan to Jilji

Contractors engaging local labour via Wugu

Waste Management

Continuing current waste management strategy

Preparing for COEX Safety Audit

ATSI Health

Pest and Rodent treatment completed throughout all SPS and Bores

Essential Services**Water**

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 – Stable and consistent across all test sites.

Turbidity - <1 NTU across all test sites.

Sewer

Ongoing sewerage pump station maintenance

Mechanics

YASC Backhoe awaiting transmission repairs.

Ongoing reactive maintenance on fleets

Parks and Gardens

Ongoing maintenance throughout community as per General work plan

Ongoing discussion with WUGU create additional parks and garden project

Aquatic centre

Ongoing maintenance ground and chemical balancing

2. *Actions Undertaken / In Progress*

- Lifeguard refresher required for 2 staff (In Progress) Wugu to assist with additional lifeguard training (In Progress)
- Updating business case for wastewater infrastructure (In Progress)

3. *Risks or Concerns*

Sewer Reticulation assessment required.

4. *Capital Project*

Projects

Project Name	Update	Issue / Concern	Status
ALCRAP000060 Reef action plan – STP de-sludge & upgrade electrical switchboard	Switchboard installation is scheduled for May 2026. Design workshop scheduled 13/2/26. Forecast completion date is in line with grant timelines.	Nil	●
ALCRAP000012 Reef action plan – STP Upgrade – Surface Aerators	Civil works onsite and scheduled to start mid to late Feb. Aeration system is due to be installed in May 2026. Design workshop scheduled 13/2/26. Forecast completion date is in line with grant timelines.	Nil	●
ALCRAP000011 Reef action plan – Above Ground Fuel Tanks	Tenders received exceed available budget. Repricing of a revised scope was undertaken but contract cost still exceeds available budget. Extension of time request has been approved and discussion on project scope, objectives and way forward to be held 13/02/26.	Unlikely to be able to deliver the full scope without additional funding. Supermarket tank may be removed from scope and funding sought from an alternate grant stream	●
Housing Support Program Critical Infrastructure	Balamba sewer servicing strategy and concept design underway. Onsite capacity and condition assessment scheduled for 19/2/26. WTP survey, geotech and survey location work	Grant agreement scope is low on detail and grant start and end dates are	●
Enabling Grant			

(WTP, Balamba sewerage and lagoon upgrades)	completed. Targeting release to market of both WTP and Balamba sewer in April 2026. Wastewater lagoon inlet screen and flowmeter are being delivered concurrently with the aeration and switchboard. Design workshop 13/2/26, civil works commence mid Feb 2026 and installation scheduled April to May 2026.	not accurate or reflect current program. Discussion with funding program managers ongoing.	
Public Toilet Blocks – Kunjurra	GMYPBC feedback not received	Project unable to progress	●
Museum Boardwalk & Amphitheatre	Stakeholder and GAC feedback pending;	Extension of time likely	●
Balamba Stage 1 Civil	Pending cultural, ecological, and wetlands reports.	Construction cannot commence	●
QRA Betterment Works – Reservoir Road	– Successfully delivered; minor defects (including line marking) to be completed by local trades in February 2026.	Nil	●
Emergent Works (December 2025)	Emergent repairs required due to December 2025 weather event	Ongoing monitoring of Council road assets to be undertaken.	●

CONSULTATION

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to:

1. Receive and note the Director’s Report for the reporting period Jan | Feb 2025

7 CORRESPONDENCE

7.1 SPONSORSHIP_NQ COMETS

File Number: 07.COR_OM.20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To present a request for financial sponsorship from the NQ Comets Women's Rugby League Team to assist with participation in the Women's Rugby League Carnival to be held in Cairns on 3–4 October 2026, and for Council to determine an appropriate level of support under the Community Grants and Donations Program.

BACKGROUND

Council has received a sponsorship proposal from the NQ Comets Women's Rugby League Team seeking financial assistance to participate in the Women's Rugby League Carnival to be held in Cairns on 3–4 October 2026.

The NQ Comets is a newly formed women's rugby league team comprised of players from Hope Vale and Cooktown. This will be the team's first participation in a regional carnival.

Importantly, nine (9) players representing the team are from Yarrabah:

1. Sharcoya Ambrym-Fourmile
2. Donna Maloney
3. Amber Smith
4. Tahleira Smith
5. Tori Stafford
6. Keasharn Sands
7. Julia Smith
8. Melora Mundraby
9. Jarketta Smith

The Team Assistant Manager, Lillian Sands, is also originally from Yarrabah.

ADDITIONAL CONSIDERATIONS

2026/2027 Community Grants and Donations Budget

ATTACHMENTS

1. Sponsorship NQ Comets

RECOMMENDATION

That Council resolve to

1. Determine an appropriate level of sponsorship for the NQ Comets Women's Rugby League Team to support participation in the Women's Rugby League Carnival to be held in Cairns on 3–4 October 2026; and
2. Allocate any approved funding from the 2026/2027 Community Grants and Donations Program

budget, subject to Council policy requirements.

7.2 SPONSORSHIP – YARRABAH YULU INDIGENOUS RUGBY LEAGUE TEAM

File Number: 07.COR_OM.20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To present a sponsorship request from the Yarrabah Yulu Indigenous Rugby League Team to support participation in the 2026 Gordonvale Indigenous Rugby League Carnival, and for Council to determine an appropriate level of support.

BACKGROUND

Council has received a request for sponsorship from the Yarrabah Yulu Indigenous Rugby League Team to assist with participation in the 2026 Gordonvale Indigenous Rugby League Carnival.

The team comprises players aged between 17 and 35 years and represents the Yarrabah community. The carnival provides an opportunity for regional competition, exposure, and player development pathways.

Funding sought will contribute toward:

Team registration and insurance

Uniforms

Travel and transport

Accommodation

Food and hydration for players

The total estimated participation cost is approximately \$22,000.

ADDITIONAL CONSIDERATIONS

Supporting the team aligns with Council's commitment to:

- Youth engagement and wellbeing
- Positive role modelling
- Community pride and representation
- Promotion of sport and healthy lifestyles

ATTACHMENTS**1. Sponsorship Yarrabah Yulu Indigenous Rugby League****RECOMMENDATION**

That Council resolve to

1. Determine an appropriate level of sponsorship for the Yarrabah Yulu Indigenous Rugby League

Team to support participation in the 2026 Gordonvale Indigenous Rugby League Carnival; and

2. Allocate any approved funding from the applicable Community Grants and Donations Program budget, subject to Council policy requirements.

7.3 LETTER_COUNCIL ANIMAL POLICY

File Number: 08.COR_OM.20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To table correspondence received from a community resident regarding roaming horses and to seek Council direction on potential policy review and community engagement.

BACKGROUND

Council received written correspondence dated 13 February 2026 from Mr Malcolm Canendo, Community Resident of Yarrabah, regarding concerns about roaming horses within the township.

The correspondence outlines an incident that occurred on Thursday 12 February 2026 at approximately 11:35am, where a horse reportedly ran into Mr Canendo's vehicle, causing significant damage. The resident has expressed concerns regarding public safety, particularly the risk posed to motorists and pedestrians, and has requested Council consider amendments to the Animal Management framework.

The resident notes that while Local Law No. 2 (Animal Management) 2015 addresses animal management generally, there is no specific reference to horses. The correspondence requests that Council consider:

- Clear requirements for community members who own horses, including registration, vaccination, housing and owner responsibilities.
- Consideration of designated "no horse zones," particularly within residential areas and the Business District (CBD).
- Increased accountability measures and potential enforcement provisions for horse owners.
- Clarification regarding liability in the event of accidents involving roaming horses.
- Consideration of a community public meeting to discuss the issue.

The resident also acknowledged the work undertaken by Council's Animal Control Officers and provided photographic evidence of vehicle damage and the horse involved.

COMMENT

[Type here](#)

POLICY/FUNDING CONSIDERATIONS

- Local Law No. 2 (Animal Management) 2015
- Local Government Act 2009
- Animal Management (Cats and Dogs) Act 2008 (noting this Act does not extend to horses)

Council may consider whether amendments to the existing Local Law or development of subordinate legislation is required to address livestock within township boundaries.

Any policy amendment, enforcement increase, or public consultation process may require:

- Legal review costs
- Community engagement costs

- Potential additional compliance or animal control resourcing

These costs are currently unbudgeted and would require further assessment.

RISK

Failure to address roaming livestock within residential and business areas presents:

- Public safety risks (motor vehicle accidents, pedestrian injury)
- Animal welfare concerns
- Reputational risk to Council
- Potential insurance and liability implications

CONSULTATION

Internal consultation recommended with:

Environmental Health / Animal Control

Infrastructure Services

Corporate Services (Insurance and Risk)

External consultation may include:

Community horse owners

Queensland Police Service (road safety context)

ATTACHMENTS

1. Resident Correspondence – Roaming Horses (dated 13 February 2026)

RECOMMENDATION

That Council resolve to

1. Receive and note the correspondence from Mr Malcolm Canendo regarding roaming horses; and
2. Direct the Chief Executive Officer to provide a report outlining options for addressing roaming horses within the township, including policy review, enforcement mechanisms and community consultation pathways

7.4 PRIVATE & CONFIDENTIAL CORRESPONDENCE

File Number: 09.COR_OM.20260218

Author: Michael Miller, Chief Executive Officer

PURPOSE OF THE REPORT

To present correspondence received regarding concerns about the conduct of Queensland Police Service (QPS) and Mental Health services in Yarrabah, and to seek Council direction on an appropriate response.

BACKGROUND

Council received a letter dated 11 February 2026 (marked *Private and Confidential*) addressed to the Mayor and Councillors

ADDITIONAL CONSIDERATIONS

Queensland Police Service and Mental Health services operate under State Government authority. Council does not have direct oversight or disciplinary authority over these agencies.

ATTACHMENTS

1. **Correspondence dated 11 February 2026 from Janine Yeatman and Carmille Pearson (Private and Confidential) - Confidential**

RECOMMENDATION

That Council resolve to Consider this matter in Closed Session pursuant to section 254J of the *Local Government Regulation 2012*;

1. Note the correspondence received; and
2. Authorise the Chief Executive Officer to respond accordingly.

8 CONFIDENTIAL MATTERS

Nil

9 CLOSE OF MEETING