

PALM ISLAND

Aboriginal Shire Council

AGENDA

ORDINARY COUNCIL MEETING

WEDNESDAY, 24TH SEPTEMBER 2025
COUNCIL CHAMBERS
1 MAIN STREET, PALM ISLAND 4816

Table Of Contents

Order of Business	4
1. Opening Meeting	4
1.1 Welcome and Acknowledgements of Traditional Owners	4
1.2 Attendance and Apologies	4
1.3 Leave of Absence Requests	4
1.4 Confirmation of Quorum (per s259 LGR 2012)	4
2. Declarations.....	4
3. Confirmation of Previous Minutes	4
3.1 Adoption of Ordinary Council Meeting Minutes of 27 th August 2025	4
3.2 Business Arising from Previous Minutes 27 th August 2025	14
4. Reports	15
4.1 CEO Report.....	15
4.2 CFO Report.....	17
Attachment A – Operating Budget August 25	20
Attachment B – Capital Budget August 25	20
Attachment C – Profit & Loss August 25	21
Attachment D – Balance Sheet August 25	25
4.3 Governance, Finance and Administration Report.....	30
4.4 Engineering and Assets Report	30
4.5 Fleet and Workshop Report.....	31
4.6 Civil and Open Space Report	33
4.7 Growth and Economic Development Report	34
Attachment - Palm Island Service Station Dashboard August 2025	36
4.8 Project Director Report.....	36
Attachment - Stanley St residential project concept design	39
Attachment - Stanley St residential project technical note recommending setback relaxation	43
Attachment - Luma Luma St residential project concept design	45
Attachment - Luma Luma St residential project technical note recommending setback relaxation	53
Attachment - Puttaburra St residential project concept design	55
4.9 Water & Sewerage Report.....	59
Attachment - Figure 1: SCADA overview of 10 major sewer pump stations.....	61
Attachment – Figure 2–8: Water main installation and sewer inlet infrastructure photos.....	61
4.10 Palm Island Great Barrier Reef Clean-Up 2025	65
Attachment - Event Flyer	66
5. Matters for Decision.....	67

5.1 Back Farm Housing Development.....	67
Attachment - Layout Plan of Back Farm	69
5.2 Salary Sacrificing Arrangements for Councillors.....	69
5.3 Funding Support for PCYC Healthy Eating and Cooking Program	71
5.4 Probity Framework and Procurement Pathways for Councillor-Supplied Goods and Services	73
Attachment - Proposed Framework & Checklist	74
Appendix A: Checklist for Assessing Councillor-Supplier Proposals	75
5.5 Centre of Excellence Planning Funding	75
6. Confidential Matters	77
7. Notices of Motion	77
7.3.1 Confirmation of Aboriginality &/or Torres Strait Islander Descent	78
7.3.2 Correspondence – Condolences to Former Mayor of Charters Towers Regional Council	78
7.3.3 Correspondence - Residential Activation Fund.....	80
8. Next Meeting.....	82
9. Closure	82

ORDER OF BUSINESS

1. Opening Meeting

1.1 Welcome and Acknowledgements of Traditional Owners

Palm Island Aboriginal Shire Council respectfully acknowledges the Traditional Owners of the land on which we meet, the Manbarra and Bwgcolman Peoples. We pay our respects to Elders past and present and acknowledge the continuing connection of Aboriginal and Torres Strait Islander peoples to land, sea, culture, and community.

We extend this respect to all Aboriginal and Torres Strait Islander peoples attending today's meeting and reaffirm our commitment to working in partnership to support self-determination, cultural heritage, and community wellbeing.

1.2 Attendance and Apologies

Mayor Alf Lacey	Emma Bradbury, Interim CEO
Deputy Mayor Mersane Oui	Martine Care, Preston Law
Councillor Telstan Sibley	Rani Sam-Johnson, Executive Assistant
Councillor Ebanese Oui	Jessie-Mae Laczik, Governance Officer
Councillor Germaine Bulsey	

1.3 Leave of Absence Requests

1.4 Confirmation of Quorum (per s259 LGR 2012)

The Chairperson confirms that a quorum is present in accordance with section 259 of the Local Government Regulation 2012.

1.5 Condolences

Palm Island Aboriginal Shire Council extends its heartfelt condolences to the families and loved ones of the following community members who have recently passed:

- Anthony Pryor/Prior and families
- Estelle Snyder and families

Council acknowledges the deep loss felt by the Palm Island community and stands in solidarity with all families during this time of grief. May their spirits rest peacefully, and may their families find comfort and strength in the support of community.

2. Declarations

2.1 Conflict of Interest (s150EQ-s150ES LGA 2009)

2.2 Prescribed and Declarable Conflicts

3. Confirmation of Previous Minutes

3.1 Adoption of Ordinary Council Meeting Minutes of 27th August 2025

PALM ISLAND ABORIGINAL SHIRE COUNCIL ORDINARY COUNCIL MEETING MINUTES

Meeting Name: Ordinary Council Meeting

Meeting Date: 27th August 2025

Meeting Time: 11:00am

Location: Council Chambers, 1 Main Street, Palm Island Qld 4816

Record of Attendance			
Present	Name	Title	Attendance
COUNCILLORS	Cr Alf Lacey	Mayor	<i>In-person</i>
	Cr Mersane Oui	Deputy Mayor	<i>In-person</i>
	Cr Telstan Sibley	Councillor	<i>In-person</i>
	Cr Ebanese Oui	Councillor	<i>In-person</i>
	Cr Germaine Bulsey	Councillor	<i>In-person</i>
OFFICERS	Emma Bradbury	Acting Chief Executive Officer	<i>In-person</i>
	Rani Sam-Johnson	Executive Assistant	<i>In-person</i>
	Jessie-Mae Laczik	Governance Officer	<i>Via Teams</i>
GUESTS	Martine Care	Preston Law	<i>Via Teams</i>
	Kim Driver	Local Government Association of QLD (LGAQ)	<i>Via Teams</i>

1. Opening of Meeting

1.1 Welcome and Acknowledgements of Traditional Owners

Mayor Lacey opened the meeting at 11:13am and acknowledged the Traditional Owners, the Manbarra and Bwgcolman Peoples.

1.2 Attendance and Apologies

All Councillors and Officers were present. No apologies were noted.

1.3 Leave of Absence Requests

Nil.

1.4 Confirmation of Quorum (per s259 LGR 2012)

Quorum confirmed.

1.5 Condolences

Council respectfully acknowledges the recent passing of the following community members and extends heartfelt condolences to their families and loved ones:

- Oriel Johnson and families
- Owen Mathieson and families
- Emily Prior / Stewart and families
- Doreen Morton and families
- Baby Prior / Bligh and families
- Randall Parker / Hero and families
- James Lewis Cannon and families
- Muriel Bramwell / Wilson and families

Council recognises the deep sorrow felt across the Palm Island community and stands in solidarity with all families during this time of mourning.

A minute of silence was observed in honour of the families and their grief.

2. Declaration of Interests

The chairperson invited Councillors present to disclose prescribed conflicts of interest ("**PCOI**") or declarable conflicts of interest ("**DCOI**") in respect of any items in the agenda, in accordance with the *Local Government Act 2009*.

No declarations were made. Moved: E. Oui

Seconded: T. Sibley

Carried

3. Confirmation of Previous Minutes

Resolution 2025.487

Item 3.1 Ordinary Council Meeting

That Council:

Confirms the minutes from the Ordinary Council Meeting held on 30th July 2025 as a true and accurate record.

Moved: Cr. M. Oui Seconded: Cr. E. Oui Carried

3.2 Business Arising from Previous Minutes

4. Reports

Resolution 2025.488

Item 4.1 Chief Executive Officer Report

This report outlines key activities and strategic focus areas undertaken by the Interim CEO during August 2025. Particular attention has been given to ensuring compliance with procurement protocols and regulatory requirements, as well as supporting workforce stability.

That Council resolves to:

- Receive and note the (Interim) CEO report for August 2025.

Moved: Cr. M. Oui Seconded: Cr. G. Bulsey Carried

Resolution 2025.489

Item 4.2 Chief Financial Officer Report

This report provides Council with a summary of the financial performance as at July in the 2025/2026 financial year. It outlines actual revenue and expenditure against the adopted budget, highlights key variances and identifies financial risks and opportunities. The Council resolves to:

- a. Receive the Financial Reports detailing financial activities for July 2025.
- b. Receive and note the proposed amendments to the 2025/2026 budget
 - Increase Spring Festival Expense to \$250K
 - Increase NAIDOC Expense to \$150K
 - Increase Animal Control Expense to \$75K (Angel Paws)
 - Increase Revenue for Local Roads by \$291K

Moved: Cr. E. Oui Seconded: Cr. G. Bulsey Carried

Resolution 2025.490

Item 4.3 Governance, Finance and Administration Report

This report provides operational and strategic updates across the Directorate, including governance workshops, asset naming, IKC infrastructure upgrades, insurance repairs, HR matters, commercial performance, legal support, funeral coordination, and community engagement.

The Council resolves to:

- Receive the Governance, Finance and Administration Report for information and note its contents.

Moved: Cr. G. Bulsey Seconded: Cr. E. Oui Carried

Action: That a report be prepared addressing funeral services capacity. Action: That a report be prepared addressing the condition of the cemetery.

Action: That a proposal be developed outlining improvements to the presentation of the town square area in front of the Council office.

Resolution 2025.491

Item 4.4 Engineering and Assets Report

This report provides updates on infrastructure projects and operational matters, including the Batch Plant, Airport, Waste Transfer Station, Solomon Tanks, Sewer Treatment Plant, Clear Water Storage, roads, jetty works, walking trails, stormwater channel, and the Medical Centre lease transfer.

The Council resolves to:

- Receive and note the Engineering and Assets Manager's Report for August 2025.

Moved: Cr. T. Sibley Seconded: Cr. E. Oui Carried

Resolution 2025.492

Item 4.5 Fleet and Workshop Report

This report provides an update on fleet operations, workshop activity, fuel inventory, and income for August 2025. It highlights support for major infrastructure projects, including Butler Bay Road, and outlines cyclone season preparations.

The Council resolves to:

- Receive and note the Fleet and Workshop Report for August 2025.

Moved: Cr. T. Sibley Seconded: Cr. G. Bulsey Carried

Resolution 2025.493

Item 4.6 Civil and Open Space Report

This report outlines operational activities and priorities, including civil works, open space maintenance, funeral services, firebreaks, safety training, and waste management. The section continues to support infrastructure, community safety, and environmental management.

The Council resolves to:

- Receive and note the Civil and Open Spaces Report for August 2025.

Moved: Cr. G. Bulsey Seconded: Cr. E. Oui Carried

Resolution 2025.494

Item 4.7 Growth and Economic Development Report

This report outlines key activities and initiatives, including employment programs, funding applications, business engagement, infrastructure development, and operational risks. The Directorate continues to collaborate with stakeholders to strengthen Palm Island's economic identity and employment outcomes.

The Council resolves to:

- Receive and note the Growth & Economic Development Report for August 2025.

Moved: Cr. T. Sibley Seconded: Cr. M. Oui Carried

Resolution 2025.495

Item 4.8 Project Director Report

This report provides a brief update to the Elected Council on the status of capital projects and actions being taken to ensure Council objectives are achieved.

That Council resolves to:

- a. Receive and note the Project Director Report for August 2025.

- b. Endorse the sliding gate decorative design for the 10 x 1B new residential complex (Chook City).

Moved: Cr. T. Sibley Seconded: Cr. E. Oui Carried

Action: Request the Chief Executive Officer to initiate a public notification process inviting community suggestions for the official naming of the 10 x 1B new residential complex.

Resolution 2025.496

Item 4.9 Workforce Update Report

This report outlines key HR initiatives, including development of a Recruitment and Selection Policy aligned with the Local Government Act 2009 (Qld), and provides workforce data on headcount, vacancies, and gender balance. The focus is on building a compliant, capable, and locally grounded workforce.

The Council resolves to:

- Receive and note the Workforce Update Report for August 2025.

Moved: Cr. M. Oui Seconded: Cr. T. Sibley Carried

Resolution 2025.497

Item 4.10 Governance Improvement Report

This report provides an update on the Governance Improvement Project undertaken with the assistance of the LGMA Governance Advisory Service. The engagement focused on reviewing Council's governance compliance and developing an action plan to meet legislative requirements, address gaps, and manage identified risks.

The Council resolves to:

- Receive and note the update on the Governance Improvement Project.

Moved: Cr. G. Bulsey Seconded: Cr. M. Oui Carried

Resolution 2025.498

Item 4.11 Salary Sacrificing Arrangements for Councillors

This report provides advice on the eligibility of Councillors to enter into salary sacrifice arrangements, in

accordance with relevant legislative and taxation requirements.

The Council resolves to:

- Receive and note the update.

Moved: Cr. M. Oui Seconded: Cr. T. Sibley Carried

Break for lunch 2:20pm-2:35pm

5. Matters for Decision

Resolution 2025.499

Item 5.1 Response to NIAA proposal – Low Aromatic Fuel Designation Exemption

In response to correspondence from NIAA seeking a position on low aromatic fuel designation exemption (OPAL fuel), Council considered the dual impacts of the low aromatic fuel designation. Council considered a range of complex issues in developing a response, including:

- i. Acknowledging the public health benefits of low aromatic fuel in reducing volatile substance misuse.
- ii. Noting the hardship caused by the lack of marine-compatible fuel on-island, impacting safety and access.
- iii. Considered that the current consultation framework does not reflect the complexity of the issue or support meaningful community input.

Council resolved:

- a. not to support the extension of the low aromatic fuel designation exemption, and
- b. Write to the National Indigenous Australians Agency (NIAA) requesting that:
 - The consultation period be extended;
 - A co-designed engagement process be developed with Council and community stakeholders;
 - Hybrid solutions be explored to retain health benefits while addressing marine safety and community-lead decision making.

Moved: Cr M. Oui Seconded: Cr T. Sibley Carried

Resolution 2025.500

Item 5.2 Recording of Council Meetings for Minute-Taking

Council noted the proposal to record Ordinary Council meetings using the use of artificial intelligence-enabled transcription tools to record Ordinary Council meetings for the purpose of supporting accurate, timely, and consistent minute-taking.

Council resolves:

- a. Approve the use of AI systems to record Ordinary Council meetings to improve the accuracy, efficiency, and compliance of minute-taking practices in line with the *Public Records Act 2002* and *QDAN480 v.4*.
- b. Manage recordings and transcripts as transitory records under Council's recordkeeping procedures.
- c. Reflect the adoption of digital transcription methods in the Governance Framework and operational procedures, subject to ongoing review.

Moved: Cr M. Oui Seconded: Cr T. Sibley Carried

Resolution 2025.501

Item 5.3 Renewal of Restricted Area Permit – Reverend Hong Manh Le

Council considered the request from the Office of Liquor and Gaming Regulation regarding renewal of the Restricted Area Permit for Reverend Hong Manh Le to transport sacramental wine for religious services.

The Council resolves to:

- Advise the Office of Liquor and Gaming Regulation that it has no objections to the renewal of the Restricted Area Permit for Reverend Hong Manh Le for the 2025–2026 period, subject to continued compliance with all permit conditions.

Moved: Cr M. Oui

Seconded: Cr T. Sibley Carried

Resolution 2025.502

Item 5.4 Adoption of Complaints about the Chief Executive (CEO) Policy

This report seeks Council's endorsement of the *Complaints About the Chief Executive Officer Policy*. The policy outlines the process for managing complaints involving suspected corrupt conduct by the Chief Executive Officer, in accordance with section 48A of the *Crime and Corruption Act 2001 (Qld)*.

That Council:

- a. Adopts the Complaints About the Chief Executive Officer Policy as presented.

- b. Endorses the Mayor as the nominated person under section 48A(2) of the *Crime and Corruption Act 2001 (Qld)*.
- c. Authorises the Chief Executive Officer to notify the Crime and Corruption Commission of the nominated person's details.

Moved: Cr G. Bulsey Seconded: Cr E. Oui Carried

Resolution 2025.503

Item 5.5 Allocation of Beach Road Dwelling for Incoming CEO

This report seeks Council's decision to allocate one of the Beach Road dwellings for use as the residence of the incoming Chief Executive Officer (CEO).

Council resolved to:

- a. Endorse the allocation of 94 Beach Road dwelling for the incoming CEO.
- b. Support operational preparation of the dwelling (cleaning, furnishing) within existing budget.
- c. Recognise the strategic importance of providing appropriate accommodation to attract and retain high calibre candidates.

Moved: Cr T. Sibley Seconded: Cr. E. Oui Carried

6. Confidential Matters

Resolution 2025.504

Item 6.1 Closed Session

Council resolved to enter a closed session pursuant to section 254J(3)(e) and (f) of the *Local Government Regulation 2012 (Qld)* to consider confidential legal advice and proposed contractual arrangements. The matters under discussion involved legal proceedings to which Council is a party, as well as procurement issues requiring deliberation in accordance with sound contracting principles. The closed session was convened to ensure compliance with statutory obligations and to preserve the confidentiality of sensitive legal and commercial information.

Moved: Cr. T. Sibley Seconded: Cr. G. Bulsey Carried

Resolution 2025.505

Item 6.2 Return to Open Session

That Council resumes in open session in accordance with section 254J(6) of the *Local Government Regulation 2012 (Qld)*, noting that no resolutions were made while the meeting was closed.

Moved: Cr. E. Oui Seconded: Cr. G. Bulsey Carried

7. Notices of Motion

Nil.

8. Next Meeting

The next Ordinary Council Meeting is scheduled to be held on Wednesday, 24th September 2025.

9. Closure of Meeting

There being no further business, the Mayor declared the meeting closed at 3:42pm.

3.2 Business Arising from Previous Minutes 27th August 2025

Item	Resolution Ref	Title	Resolution Text (as adopted)	Update / Status
9.2	2025.468	Community Betterment Fund	That Council approves: a. The Community Betterment Fund Policy and application forms; and b. An increase in the community grant amounts to \$150,000, being made up of \$30,000 for funerals and \$120,000 for community grants.	Internal process drafted. Report prepared for September meeting. Awaiting Council consideration. Governance coordinating public materials.
9.3	2025.445	Construction of New Clear Water Storage	That Council approve to issue a purchase order to Australian Tank Manufacturers for the sum of \$859,592.80 (GST inclusive).	Purchase order to be issued.
9.3	2025.469	Indigenous Art Cultural Walk Design	That Council: a. Accepts the Indigenous Art Cultural Walk report. b. Approves \$1.5M budget to complete the first stage of the design.	Budget approved. Awaiting design commencement.
9.4	2025.446	Repair of Jetty	That Council approve to issue a purchase order to Pacific Marine Group for the sum of \$573,229.00 (GST exclusive).	Purchase order to be issued.
9.5	2025.471	Centre of Excellence Precinct Planning Funding	Council notes the Centre of Excellence Precinct Plan. Matter will be deferred to future Ordinary Council Meeting.	September Meeting

9.8	2025.474	Angel Paws Proposal	Council resolved to accept the proposal submitted by Angel Paws and to proceed with Solution 3, at a total annual cost of \$71,760.	Site visit to be confirmed. Clinic inventory underway. Agreement terms being finalised.
9.10	2025.476	CEQ Retail Planning	Council accepts proposal from CEQ for a Community Home Hardware Store.	Initial engagement commenced. CEO liaising with CEQ. DA not yet lodged. Compliance risks noted.
13.1	2025.461	Preston Law Presentation – David & Corrina Geia	That Council: 1. Notes tenant's lease renewal request. 2–5. Resolves to dispose of interest in Lot 69 on SP 282455 under LGR s236(1)(c)(iii) and delegates CEO authority under LGA s257(1)(b).	Draft lease prepared. Tenant advised. Awaiting final instructions. CEO direction required to confirm who will liaise with Preston Law.
13.4	2025.464	Andrew Jackson Presentation	That Council agree to purchase a retail shipping container to the value of \$80,000 to be placed at Lex Wotton's residence in Bently Street. Lease to be prepared.	Lease preparation pending.
5.2	2025.500	Recording of Council Meetings for Minute-Taking	Council noted the Governance Officer's report regarding digital minute-taking and discussed the need for enterprise management system software.	Mayor to confirm final wording for minutes.

4. Reports

4.1 CEO Report

PALM ISLAND

Aboriginal Shire Council



ITEM NO:	4.1
REPORT NAME:	CEO Report
MEETING:	Ordinary Council Meeting
DIRECTORATE:	Office of the CEO
AUTHOR:	Emma Bradbury, <i>interim</i> CEO
DOC ID:	20250924:4.1

EXECUTIVE SUMMARY

This report provides Council with an overview of major activities, strategic initiatives, and organisational highlights for the period August - September 2025. The focus has been on progressing transformative housing and economic development projects, strengthening governance and compliance, and fostering a positive workplace culture through recognition and engagement.

OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the CEO report.

KEY INITIATIVES & HIGHLIGHTS

1. Rent-to-Buy Scheme Workshop

Council continues to advance the Rent-to-Buy Home Ownership Scheme, a landmark initiative with state and national support. The recent workshop in Townsville brought together Council, the Department of Housing, and key stakeholders to refine delivery models and incentives. The scheme is recognised as an intergenerational opportunity for Palm Island, with ongoing discussions scheduled for October's TWG meeting. Council is committed to ensuring the program is delivered with precision and care, and that allocations are managed transparently

2. Staff Recognition & Positive Culture

On 8 September, Council staff gathered at Fred Clay Park for an early morning BBQ—a moment to connect, reflect, and celebrate the team's contributions. Special thanks were extended to all staff for their dedication during a period of transition. Commendations were shared for Nina, Tracey, Vaughn, and their teams for compassionate management of recent funerals, and for Tanya's outstanding work preparing for the Spring Festival. The event, cooked and catered by staff, exemplified teamwork and pride in service.

The CEO has also reinforced Council's support for work-life balance, encouraging staff to disconnect outside office hours and updating digital signatures to reflect this value.

3. Governance, Compliance & Strategic Planning

Council has maintained a strong focus on governance and compliance, with ongoing reviews of procurement, risk management, and legislative obligations. Peak Services have been engaged and commence a review of Council's procurement practices with a report to be tabled at the October meeting.

4. Major Projects & Economic Development

Significant progress has been made on housing and infrastructure projects, including the successful RAES offer for Palm Island Economic Development Corporation Pty Ltd, and ongoing work on the Chook City subdivision and Rodeo Grounds Estate. Council's strategic narrative emphasises local capacity building, risk management, and leveraging existing assets for community benefit.

5. Community Engagement & Events

Preparations are underway for the Palm Island Spring Festival, with sponsorship invitations extended to partners and stakeholders. The festival will showcase Bwgcolman culture and community pride, with a dynamic program including traditional dance, youth performances, and a headline concert by Jessica Mauboy.

IMPLICATIONS/RISK

Council's financial position remains stable, with strong progress on capital works and compliance. Risks associated with project delivery, procurement, and workforce structure are being actively managed through ongoing reviews and reforms.

LINKS TO CORPORATE/OPERATIONAL PLAN

All activities and initiatives outlined in this report align with Council's Corporate Plan 2020-24 and support the strategic priorities of economic development, community wellbeing, and good governance.

CONCLUSION

The reporting period has been marked by significant achievements, collaborative progress, and a renewed commitment to Council's values. I extend my sincere thanks to all staff, Councillors, and partners for their dedication and support.

ATTACHMENTS

nil

PALM ISLAND

Aboriginal Shire Council



ITEM NO:	FIN0002
REPORT NAME:	CFO Report as at 31.08.2025
MEETING:	Ordinary Council Meeting
DIRECTORATE:	Finance
AUTHOR:	CFO – Rebecca Baguley
DOC ID:	FIN0002.24.08.25

EXECUTIVE SUMMARY

This report provides Council with a summary of the financial performance as at 31 August 2025–26 financial year. It outlines actual revenue and expenditure against the adopted budget, highlights key variances, and identifies financial risks and opportunities. The report is presented for Council's information only.

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

Council adopted the 2025–26 Budget at its Ordinary Council Meeting on 30 July 2025. In accordance with the Local Government Regulation 2012, monthly financial updates are provided to Council to support transparency, accountability, and informed oversight of Council's financial position.

2. REPORTS

As at 31 August 2025:

- Operating Revenue: \$12.55 million (37.6% of annual budget)
- Operating Expenditure: \$4.84million (15.5% of annual budget)
- Capital Expenditure: \$5.31 million
- Reforecast of EOFY Surplus/ (Deficit) \$1,612,950
- 31 July Capital Project Budget FINAL:-
 - Life of Project Cost \$22,055,510
 - July Operational Surplus commitment to Capital \$331,017

Key observations for Operational Budget v Actual FINAL 31 July, 2025

- Surplus before Depreciation \$8.43M with a strong positive variance of \$1.27M

• **31 July Forecast End of Financial Year – Surplus before Depreciation \$1,612,950**

- **Surplus after Depreciation \$7.5M v Budgeted forecast of \$6.2M for July Key observations for Draft 31 August position.**
- Total Expenditure down on budget for August by \$849K due to internal project and plant hire expenditure by department to be captured YTD.

- QBUILD Other Projects – Painting and planned upgrades have not commenced due to lack of human resources. BCM staff concentrating on Capital Project delivery in the absence of construction staff.
- \$7M in capital project commitments at 31.08.2025
- Forecast Capital Overspend for EOFY – Revision to be provided to the next Council meeting. Revision of Budgets for Project Priorities underway

A detailed breakdown of financial performance by department can be supplied upon request.

3. IMPLICATIONS/RISK

The financial position remains stable 2 months into the new financial year, however a review of capital project forecast overspend is being undertaken to ascertain impact on Council EOFY operating result.

Council's Current Assets at \$29.7M which is a strong position for solvency.

a. BUDGET IMPLICATIONS

Amendments to the 2025–26 Budget are proposed to approve;

INCOME

- Roads to Recovery Grant - \$59K

TOTAL VARIANCE TO BUDGET TO BE APPROVED \$59k to:

EOFY Forecast - Surplus before Depreciation - \$1,613,009 at 31 August.

b. POLICY IMPLICATIONS

This report supports compliance with the Local Government Regulation 2012, Part 3 – Financial Planning and Accountability and aligns with Council's Financial Management Policy.

Policy	Impact - 31 August Budget v Actual
Investment Policy	Nil
Revenue Policy	Nil
Debt Policy	Nil

c. SUSTAINABILITY BENCHMARKS - AUGUST

PALM ISLAND ABORIGINAL SHIRE COUNCIL - SUSTAINABILITY RATIOS

Type	Measure	Target Tier 8	Jul-25	Aug-25	Budget Year 2025-2026 Based on 10 year Sustainability Forecast	Council Narrative
Operating Performance	Operating Surplus Ratio	N/A	71.09%	47.73%	-24.60%	Not required from Tier 8 Councils. Calculated for additional insight into Council's ability to cover operating expenses with operating revenues generated.
	Operating Cash Ratio	Greater than 0%	79.20%	61.52%	6.61%	Measures Council's Ability to cover core operational expenses and generate a cash surplus.
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	65.67	20.14	5.01	Indicates Council's ability to meet ongoing and emergent financial demands.
Asset Management	Asset Sustainability Ratio	Greater than 90%	507.71%	215.92%	390.40%	Total Capital expenditure includes all project costs pertaining to the capital projects current at 31/08/2025.
	Asset Consumption Ratio	Greater than 60%	62.23%	61.96%	65.05%	An approximation of the extent to which Council's infrastructure assets have been consumed relative to the cost of building a new asset with the same benefit to the community.
Debt Servicing Capacity	Leverage Ratio**	N/A	N/A	N/A	N/A	Not applicable to councils without debt
Financial Capacity	Council Controlled Revenue	N/A	12.44%	0.28%	4.01%	For contextual purposes only. This ratio measures the ability of Council to generate operating revenue without relying on external sources. A higher ratio indicates a stronger ability to generate such
	Population Growth	N/A	0.00%	0.77%	0.77%	For contextual purposes only - This figure was current at 30/06/2025
Asset Management	Asset Renewal Funding Ratio	N/A	N/A	N/A	N/A	Tier 8 Commencing 2027 - 2028

* The Council-Controlled Revenue, Population Growth, and Asset Renewal Funding Ratio measures are reported for contextual purposes only and are not audited by the QAO.

4. LINKS TO CORPORATE/OPERATIONAL PLAN KEY RESPONSE AREAS:

- Governance and Leadership
- Financial Sustainability
- Infrastructure and Services

5. CONSULTATION

Internal:

> Chief Financial Officer

- Assets and Engineering Manager
- Civil, Open Spaces Manager
- Project Director
- Deputy CEO
- Business Development /PIEDC Manager
- Senior Financial Accountants x 3

External:

- Department of Local Government, Water and Volunteers – Financial Accountability, Handbook and Tools
- Qld Treasury – Financial Reporting Requirements
- Sharma Consulting – Payroll and TechOne
- Queensland Audit Office (QAO) – for audit alignment
- Dept Infrastructure, Transport, Regional Development, Communications, and the Arts

6. CONCLUSION

Council's financial performance for the 2025–26 financial year is tracking close to budget, with strong revenue collection.

Emphasis needs to be placed on interdepartmental budget monitoring and co-ordination to review timely updates to cost controls in place to deliver capital budgets.

The capital forecast overspend is critical to ensuring alignment with budget and benchmark targets for sustainability ratios.

ATTACHMENTS

- Attachment A - Operating Budget August 25
- Attachment B - Capital Budget August 25
- Attachment C - Profit & Loss August 25
- Attachment D - Balance Sheet August 25

Attachment A – Operating Budget August 25

PALM ISLAND ABORIGINAL SHIRE COUNCIL - 2025-2026 APPROVED BUDGET						
INCOME BY DEPARTMENT	NOTE	APPROVED FY26 BUDGET	APPROVED FY26 BUDGET - JULY	FY26 ACTUAL - JULY	VARIATION	NOTES
ADMIN, GOVERNANCE & FINANCE		19,438,036	7,359,416	7,132,238	(227,178)	
ASSETS & PROJECTS		4,036,950	579,513	1,554,875	975,363	Concrete sales for Project CC 0189 (\$1.7M) were recognised in FY26
BUILDING, CONSTRUCTION AND MAINTENANCE		4,102,600	341,883	20,694	(321,189)	No revenue has been recorded yet for other QBuild projects.
CIVIL, OPEN SPACES, TRAINING & ENTERPRISE		483,284	7,083	6,250	(833)	
MECHANICS AND FLEET		1,334,250	111,187	183,744	72,556	
WATER AND SEWERAGE		2,042,050	1,112,092	1,024,402	(87,690)	No commercial rates revenue recorded for July.
LAND TRUST		1,919,200	640,450	723,547	83,097	More commercial lease revenue
TOTAL - INCOME		33,356,370	10,151,624	10,645,750	494,126	
EXPENDITURE BY DEPARTMENT	NOTE	APPROVED FY26 BUDGET	APPROVED FY26 BUDGET - JULY	FY26 ACTUAL - JULY	VARIATION	NOTES
ADMIN, GOVERNANCE & FINANCE		13,558,313	1,481,703	1,061,542	(420,161)	
ASSETS & PROJECTS		3,709,770	309,147	359,445	50,297	
BUILDING, CONSTRUCTION AND MAINTENANCE		4,377,820	364,818	76,043	(288,775)	No expenses have been recorded for other QBuild projects.
CIVIL, OPEN SPACES, TRAINING & ENTERPRISE		1,850,130	154,178	123,413	(30,764)	
MECHANICS AND FLEET		1,192,680	99,390	59,270	(40,120)	
WATER AND SEWERAGE		1,724,760	143,730	104,940	(38,790)	
LAND TRUST		1,566,320	130,527	44,551	(85,976)	
CAPITAL EXPENSE CONTRIBUTION *		3,763,627	313,636	385,541	71,905	
TOTAL - EXPENDITURE		31,743,420	2,997,129	2,214,746	782,383	
SURPLUS/DEFICIT BEFORE DEPRECIATION		1,612,950	7,154,495	8,431,004		
DEPRECIATION		10,354,595	862,883	862,883		
SURPLUS/DEFICIT		(8,741,645)	6,291,613	7,568,121	1,276,509	

Attachment B – Capital Budget August 25

On-going Project - FY26

Cost Code	CAPITAL PROJECT - GRANT FUNDING PROGRAM	APPROVED FUNDING	Progress (%)	LIFE OF PROJECT TOTAL COST	OVERSPENT AT 31/07/25	
0073	REPA PIASC.0025.2122J.REC - 2022 Monsoon Event	751,093.78	TBC	232,916.47	-	
0081	AS-CF- PJ Jetty Pylon Upgrade	-	80%	-	-	Funding to be sourced (Operational Surplus at 31.07.25)
0109	Interim Remote Capital Program	2,139,036.37	95%	1,998,007.28	-	
0130	W4Q 21-24 - Airport Upgrade	500,000.00	80%	508,580.88	8,580.88	
0142	0142 - AS-CF-TIDS - Clump Point Road & Butler Bay/Thaliday Road – Construct Concrete Pavement	361,406.00	80%	-	-	
0146	LGGSP - Sewer Inlet Works	1,700,000.00	95%	1,458,049.71	-	Combined with CC 0160
0160	BOR6 - STP Inlet Works	2,000,000.00	95%	2,408,303.32	141,151.39	Combined with CC 0146
0162	QRA PIASC.0026.2223F.RFI - QLD Resilience and Risk Reduction	180,000.00	TBC	99,583.00	-	
0163	Forward Remote Housing Capital	10,012,665.45	5%	1,067,522.17	-	
0174	Waste & Recycling Facility	3,000,000.00	5%	309,136.73	-	
0182	174 Clump Point Road - Qbuild 84127	917,003.24	70%	787,538.17	-	
0183	200 Dee Street - Qbuild 84126	856,611.87	60%	784,860.44	-	
0185	REPA PIASC.0030.2223G.REC – General Roads	1,585,721.39	TBC	926,751.35	-	
0189	REPA PIASC.0031.2223G.REC - Butler Bay Betterment	4,012,021.54	80%	2,889,345.67	-	
0190	W4Q 24-27 Beachfront Cultural Precinct Installation	2,000,000.00	5%	525,638.81	-	
0191	W4Q 24-27 Sports Precinct Upgrade	1,700,000.00	85%	1,848,693.50	148,693.50	
0194	W4Q 24-27 Cemetery Upgrades	1,000,000.00	85%	152,458.48	-	
0195	REPA - 2024 General Roads - PIASC.0035.2324U.REC	2,088,978.46	15%	278,033.44	-	
0196	W4Q 24-27 Council Asset Upgrades	400,000.00	80%	354,193.03	-	
0199	GEH Sandy Boyd Site Redevelopment	1,341,000.00	5%	565,749.09	-	
0200	10x 1 Bed Housing Project (Chook City)	7,116,227.80	75%	4,248,057.91	-	
0203	Community Jobs & Business Fund (CJBF) - Capital Budget	280,000.00	50%	85,408.68	-	
0205	Clear Water Reservoir Upgrade	950,000.00	80%	13,873.22	-	
0206	Walking Trails - South-West Track	500,000.00	5%	30,072.00	-	
0209	Manbarra Rd & Assoc. Infrs Upgrade	3,000,000.00	5%	-	-	
0214	Township Stormwater (Town Centre Drainage Upgrade)	-	-	482,736.67	32,591.25	No Funding Yet - Operational Surplus
		48,391,765.90		22,055,510.02	331,017.02	

Attachment C – Profit & Loss August 25



IPALM ISLAND ABORIGINAL COUNCIL
Z0Z5f202i6 P I F I I T & ! L O S S

2.025-20il:6 2024-2025
YID Ae1lualll YTOBa I P YID "om"l:aal I"l' TIOBollQ9t

.COME

RECURRENT EtilIE

fe,ae,&Cilarges

G1-"I - Ratee, Cornnerdal l.838,,;s

6151 -waste Lil',/

G210 - llaJldngFe,ae,

6211 - t,nJm Etral:loo

621G - 6Udal fl,,;a

6221 - COOIClIFet!!Ji:001Jd88100

G2-S1 - Dump fl,,;a

6600 - .40't6<ir as

&Cllarga,&

Re-nbl Inicomll

61,110 - ttoose RefltB

61,1'1 - lLaJld True1l.8388 IICOOlll

R'Alnallnoom

llllB'l'88l RecllllVlNI

66'5:2 - J111:9r,etld:Eamed- OBA

Insr1111t RIICll"4111

SaJE<& Rll'/9-

60!511 - EJmlmai CllaTQ811R.8VDllllJB - 00118>111

G224 - JLaJ:our Hll'8 Ch3f geo.o.t

G:134- S6'1'1'D-COOV&llll8rnl!! jBr:ns Sales

62:\$5 - S6'1'1'D - Cfgar,allas Sal118

6322 - V'e.111fJas / Madltm;;ry tilra

G32S - Eqlll:metrt 1111'8

6342 - Mo ll Sl&r,U:lIS

6343 - COOIClAoolllm1.©<lafloo

G3S1 - Ve.111fJas:Ma,d'llllllllf R.6il)Slra

!;510 - S6'1'V1C8 stalloo Petrol Salas

6513 - S6'1'V1C8 stalloo Df888!!Salell

!;523 - S6'1'1'D station Otlllll" SaJ,,;s

i:52,1;- Power earn sa1e11

6533 - llbterJ3J',a

65-111 - COClre!s; Salas

6627 - sainy Slllllc,,;a l's;ar,,;a,

6!!!23 - PalnIng Re!l811.Oll

6!!!31 - Pl>lljad Clsrg E<&Re-

6!!!3:2 - Pl>lljad Clsrg E<&Re-

611133 - Pl>lljad Clsrg,,;s Re- -COOICn.bl

6!!!34- Pl>lljad:Clsrg,,;sRe--Ma!Bdals

6!!!35 - Pl>lljad Clsrg E<&Re- - J,,;llv,,;ry

6!! - Pl>lljad:Clsrg,,;sRe--P.ebOlSales

611137 - Pl>lljadClsrg,,;sRe--Laooar

6!!!38 - Pl>lljad Clsrg E<&Re- - COOlllCll Acc>ilm

6!! - Pl>lljad Clsrg,,;s Re- - Df88111 Sal!!ll

RsvllIL18

Ottllll"b1f0llne

61,115 - COOIClLeas,e lnoo:l18

61,1G - lhb1113B1llll Salas

61,1 - OIn,,;r lfl:l'!!lllll

6620 - Faefflylfl'!!

6624- Pllllm lslalldVOlce

662,1;- Dooal8flil:Spooaar1119'1MIHlll!Yea.

611111 - Gain f11.cllspooal

6!!e5- Re!8f011 20ibl

6!191;- Re!8f011 20!2:l

G!eli - Re!191Wll 20<2l

other IICOOlll

	169,◆	◆13	c-15.801
			1.917
-46,,;ll'S	43,fl:l	35,,;571]	67.184
-1a		440	Jll3
1<1.95J	8il6l	4,,;351	11.1-54
	:lll	100	642
z,,;535	1,942	1J52l]	:il,,;516
1,296.J:8:2	:215,453	1,234, 513	1,756.lJ a
1. Jffi.J.93	◆E.51	2,136,,;583	2.185flE,Il
◆1.J55	67,361	clll9.153	61lll:,ll,!
292,,;242	218,Ml'	◆1	215.J)lIO
a1,,;,,;,,;97	Jlll5,58.J	713. 4	815.11,2
4.756	5,376	4,,;SE,:1	◆E,3
4.756	5,376	4;362	◆E,3
:20.26:1	2;142	6.144	
46.05a	138,69:2	,,;6,,;645	95.937
156)1◆	1E6,€<57		
346.1'1◆	433,,;i,,;J		
780	16,00ll		
41,,;25a		1.125	B.117
!14.747	1:20,166	114,,;211	1.667
2,,;28a	2,53.J		9◆
67J		450	1.167
'7B,,;ll71	61;23.J	96,,;313	112,657
fl,5)181	64,40ll	aD,,;240	a,,;240
9	1D3		
38.627	23,59:2	JJ31	17,:2 9
15.921	25,417	2 4JO	:28.995
45,,;331	llll, lIO3	138,,;516	616,,;667
	2,&!!l		2,511{1
Jll, OOl			B.2◆
2.352	8,ES,!	1llll	
47.185	127,142	32.000	55,AS3
1,631. 77	16,€<51	7o;341]	
	1,19:2	2.724	
4<'.na	6,361	1.950	
	6/	45	
15.275	113,,;i,,;J	a5J4ll	:25,,;333
36,,;ll7J	100,00ll	7:3U5	
1.051	1,475	12:1	
2.6ll2.144	2,,;mJ.J.516	7 778	1_2oll7;32:2
2,,;73'3	5,@ll	s,,;,,;f,7	14,,;3&3
54(1	5a	1.200	5E,3
E,7_224	553,◆	35,747	192,,;9flo
	76		:2,J4
50	◆	700	1.1l◆
3 20	5,JllJ	14,,;545	4.455
	4,fl:l		5.943
	19,156	2.-484	
	1,Vd		
	317		
!14.J7J	5!l'1,5'6	60,,;J4.3	219)1112

F:◆lll 1.cd'41



II?ALM ISLAND ABORJSINAL OO!JNCIL
2i025*2i02i6 PliroIFillT & LOSS

	202:5-20126		2024-2:025	
	YID ❸llall	TIO Illu ❸I	Pt"YID Alililal	P'OTO Illulllget
G'l'all'm. suor.n.;a& !;410,o- th;,r Gramt&		61E66	❖ 900	D.9119
!;411-opei:aUooal Grant? &S!llb<slllllll!_	1.571.249	2)ll2:1,36:2	,82V)18	4.)50.9
Gramt&,,Sulls:klBB& Doootio.r!8 TOTAL RECUHREIFI REVENUE	.S 1.24'3 12,,SJS,5'17	2 ill211,= 5Allt3,29il	,87'11,,727 8,5911,,712	4J)31;34J ll,,5:2.3.2G12
CAPITA! REVENUE G'l'all'm. Subill:ll;:,a& Domlabflla ls401 - Gr.m.,t& Csplit.11lncyD8 @❖ - UnpaM Gramll cap1ta1ll:1011C118 ❖ -Ac>cill&llumpernt Grams	1,i016,11i39 3,,:194.18:2 2,,211;m1		J, ❸❸ 2,Dt'S. 2:1 "8. 1&>	,U,[J,J31
Gramt&,,Sulls:klBB & m:oootio.r!8 TOTM. CPPIT,ill, RE'W:lfUE TOTAL MCOIME	3.559.1'17 3.Soc8.1'17 16.094.❖	5 G3,29il	1,444. n 1,444. n M,,U35,.244	,U,[J,J31 ,U,D,,J31 1.2,,7'33:5JJ
EXPETISES RECURRENT EXP,ENSES ❖ B111!1811la				
il100 -WaliJ6'&-<On:llllllJY il101l-!;aliJ6'&-❖ il102 -!;aliJ6'& - caauall il104 - V'ag8& - Allowam:,,a il105 - R91llulld3Jlll:f il106 - SUPtra:lllOOllDil il108 - P3)Mll CH13111llJA.l,JllJfit il110 - Ro8t;:,rea D;ayOOIRDO il11:2 - ll,ea"81Mttioo:IPa'U'LVip il113 - Anllillal Lsav&AccrWI il1U-l:olrlgS61"llie>el!B<WB<AccrWI il115 - S'l'l'.kfC318f8 L!B!aw Al:,lrua il11❖ - Public li(jlr:,:Jay il11❖ - Plfil!mtalLIJ3'III il11❖ o- th;,r ll,ea"8 il125 - V'ag8& Acl:lllildE>:p111!188 il12'6 - super Acl:llildE>:p111!188 il1:1:2 - st.arr Re<llillr:Millt E>:pellll&IHl il13G - Pl.rsooal l"rotd,-.e Eq.alpmlllt il1S7 - Cocporal& llm'❖lln il1❖ - superanmool!ooATO ❖arru;:nl il1s:2 - Slarr Am!lll81s11 il1S3 - Coor.eelBtr(jllmlllllFeil!! -Empl¥90nly il1❖ - Tra'lS!lllll9'Ae>coolExp;:ne,Bll - Elqpl)!flle Otrilif il1Sli -Tra'lllllllll COil!1B il1S1 -Tra'lSllE:q8111&11!l! Coo11cl1Jora il1SII - CooncllR6'1DUlll81"Sion il164 - V'otl1Co!l8r il17ll - cootracl Emp❖ il200 - AB,TE>:pellll&&	8ll6.233 1.29,,54J :213.1;:,J '13Jl"❖l 159;525 5EIJ - 6,J.16 m,;; 2llJ ,Jl57ii 3,J85 JO,,J3:2 12.❖ 7ii 5.205 267.1:ilJ JOA4'3 3)J5J 7ii 2,917 16 28.88'1 15:2 4.185 <E0,,566 137 27 23,1&1 1.5JlJ,618 1.8G 605 1,,:a1.an na JlJ,,1'19 8.200 2,,73:J 168)J97 2,,990,2:ElJ 27,:224 8,1100 3,,57:2 900	917,E45 B;i:,13'ii :255,51;:l 75,516 3,17:2 1..s: 41 6,J.16 m,;; 2llJ Jl;7,21JJ 3,11,7J 24,37J 12.❖ 3l 1,502 Jl;7,21JJ 3,11,7J 24,37J 12.❖ 3l 2,917 16 41,59J 11.❖ 12,J67 551'1>19 23,54:2 Jl;1,17 3J f.4,167	7 1.9&1 2,,321 3M,,7ll7 73.942 15Jl;Ji43 2,,794 1,,542 2,,916 :27,,J42 3,,969 ❖J,2 - ❖❖ 12.❖ 3l 2,917 16 25,,964 ,,569 :22,,38 58,,711 1:22. 61 170 1,,:a1.an	647 92:4 :2.5,911 167.8517 51.92:5 95,,fil20 5.9E0 17❖ 8,917 J2:7 ,fil J9fil15 4,,Jl:8 :l-841 7Jl) 9 2,,9E!l 791 8,,Jl3 13,,5f11 7❖ 1U,OOQl 69,167 85.1G6 833 1:ml :25.000 500 J4.8E5 1'55 3,757 161J.OOQl 24.7.f3 ❖2,,00; 17:l.361
Employ118 lBenia1'lbl Mal&llllla &S>elYicll!! @6\$3 - BOR Pro)Bcl Maoogarru;:nl il14'1 - ❖llg-!Staff il204-FreightOlllli'taa e, il205 - waste Maoogarru;:nt ooa1BJG311 lag;, COlIBcflm il206-Ae,& V31U!al!Olllra;:,s il200 - lhn1 Pady,S9n.1!❖,eFl188 il2111 - Auel!Fael>-Effimal il2i:2 - ll,ega:l Bp11118;:,a il2113 - cootraclors il21J5 - COlllaUlbrilr!f'PrJ;:ir;:,ss!Ollla,JFel!! il2il, - comp1IWIC9. c81rtmeal!Olll & 11:lgp;:clloo il2il❖ - Seclllty❖ il2il❖ - P6'11t Coolrol il222 - Gemlllilt				

F.-ij.1:l: ❸



!PALM ISLAND ABORIO1NAIL COUNCIL.
20Z!!!!!!2i6, ARIOIFU & II..OSS

7223 - Chemicals & Cleaning Costs
7225 - Materials COGS

7222II -Tool!!
72:IIII - Praml>:l!gregaie!
723:2 - COlrarnalll38
7234 - MI!YD - COGS C111111r8111BII Cillblma
72\$5 - S6flo - COGS,CV-1:b;:s

72!.- COGS P!!W;:JC:anlll
7:H! - cmt er Sale Petrol SIIIIVica stal:lim
7238 - FU3!! COlmCO VelhLc!!Mj

7 - Gmt@fSaleIIIIl;a&ISIMCIIStallio!!
72.uJ - r.L,dical aappllllll
72.41 - r.&ool" P!31lt &Egulprn;:nl
724.I - E.J;:clilctly
724'S - [P!lflIIIlefand VOI)c&]
72.5:2-GIIII!!

72S1 - Ffflgirt
7262 - r.bclll111111YFU8f1
72.6i3-P!IIIIIIIO
721.4 - Stat!CMJ!
72.@5 - Tel6iJIIIDil88
7 - IIIBar8III
72fla - Poolagil
7 - fl OpIIrabbIIIB & M31111IIIIII811CII
7211 - IIIl:erllllt '888
7273 - !.cas,e l'ee&
72il4 - UC81I0811 & ilglrlra1loos
72iIII - SI'gI lIage
7 - Dolrlafi@fii COUII C:OO:ill:'lrucot COIIIDJIIII!

il - l.atua!OIJYT98 11111 SIMC8<8
7 - Amtral UcefiCBIS!!b!!criptlooFee
7301 - V811111&11111Machilil8ry : lma
730:2 - Eq:merrr Hire
74n , O !Mr EqJ,,ne,Bs
7412 - COOIICII SI!bn;j!FI!98
7413 - omEqalpm&lllt
7417 - Haleloc Eltp!!IIII&&
7422 - Promobams & Mtertleomts
7423 - Tra!91 & ooo [fi IID!ff,IJ

7s.t2 - P.&Bplprn Exp;:nl,e
79121 - pallIB & Main.t&ruooe
7941 - Projll<lzCh3JQ98 Eq!81i1l:-b.1ra-Mobll
79 - Projll<lzCharg98 Eqlelilllmra - Eq:llprn&lllt t-tre
79 - ProJKI: ctia98 EqJelilllmra - cooor.el&
79(M - ProJKI: Ch3JQ98 Eqlelilllmra- Maierfals
79e5 - Projll<lzCh3JQ98 Eqlelilllmra - DBI
79 - Projll<lzCh3JQ98 Eqlelilllmra - Petrol
79(r! - Projll<lzCh3JQ98 Eqlelilllmra - L.allot!II
79(t:8 - Projll<lzCh3JQ98 Eqlelilllmra - Cooml A0comm
79 - Projll<lzCh3JQ98 Eqlelilllmra - IIIII!
791511 - er All - Clllnmulillty cootnboflo
795 1 - er IMO - 000'.ilTJUIII! Ooolnblllom
7952 - er GB - Co111DII111ty Coo.tr1bJIIII!
7953 - er IEO-c:ommanity C:OO:ill:'lrucot
795'1 - er TS - C!llnmulillty coob1boflo
79-Gomrnlnh&III!
IIIIIsda(a & SIIII'leea
flrlamee00&ts
7!1,112 - Balill; JB98

Finance Coe s
DIlpf8Clab & ArnBrtleatfo1111
PI311 &EIJII
7523 - WAT - E>epreelafion,cqi;:n,e,e
7541 - BUIII&plf8Cla1loo EqJ,,IIBI
754c:l - HS/E llapra,i;:lafloo Exp;:nl,e

202:5-2012'6		2024-2025	
YID!luall	TTDIBuot	PY YID Mfual	P'ITTDacJot
3,986	34,'97'5	1,631	21,397
77,700	141;200	10997	a6,240
8,983	2J5,rE3J	2,,111	11,531
301,700	SI,OCIII		1ij1,Jf6
25,681	24,B3-I		15.7!IS
m,26'11	1!IO,tJIOII		
2ES.7&J	381,33-I		
J4;27J			
54,23-I	55,,392		53,,j33
35,367	31,' 94	JII,i387	9 56
35,112	35,'ra.]	Jt.,091	iiiD]OO[I
	3,33-I		791
	S3J		587
-48;5D5	2!;i-J	J4,,213	52,,948
:?J9J	2,,wll	911()	1,5<6
3,,39J	2,5:::ID		4.1E7
228,94:'I	135,'SO:i	,,,1,,213	1ij3.
	24		299
4JJ6',J	1,rj;:l,1	1.72:::!	1,530
090	1,554	M81	2.2 1
3,6,JJii	9,199	5,,J61	3 1D
825 71	1f,2,B3-I	S,J55	177,,3113
	9J	17	1!IO
55,251	1;1, m	J4,,J51	1 6.7.63
4;5:::1	12,r	18,,1112	22,,610
16,,041	6,'93-I	J4,,	9.7EO
5J17	13,' 42	6,707	4,JII,3
	2,,392		113
19,771	25;2!;iii	92,,9116	24,2116
7,789	S;:m	3,,J15	8,443
131,397	53,'!IOI	92,,591	28,610
	42		1II,833
	3;20:I	S.III16	6;;:67
	1,r67		13
	57'ii	2,,200	
	5,tJIOI		1 52
	4,1:illl	1 161	5II,,011(I
3J[]1			167
41,115-I	16,JJI61	:21..361	18,263
26 67	-48,rE,19	12:::SIII	14 9
55,,159J	77,ES:I	45JIE,1	1ij3,7B3
.U52		1IIII	
47,1B5		JIIi3II(J	
1,631, 77		-2.724	1,244
43.na		1.9SI	
		45	
15,27'5		a5,,il40	
36;57-I		.,811E	
1,051	1/113.J	121	
	16,r67		16,667
	16,r67		16;;:67
	16,r67		16!567
	16,r67		16;;:67
	16,r67		16;;:67
	16,r67		4:::66,65II
6., 25,2115		:2,7si4	6,,348,1all
		1. \$3	1,074
4;525		1, \$3	1,074
2E6;277	2E6;277	193,,il40	193fi14!1
519;3B5	519,E&S	3511<.,564	350,564
46 99	46,499	J1,,J55	J 1,,J55



IFALM ISLAND ABORISI NA!.. 00 IJHCIL
2-025:1202!6 AIR!OIFIII!T & !..OSS

	2025-20!26		20'24-2025	
	Yrn 111JalIII	YfDBa	PY YTII AclIII3:I	?!YfDBael
75-1!4 - MV 1pr,ac!<Sllon IE!p;III88	17,262	17,215:1	11.641]	11.641]
7547 - PE 1crabE!;j)IIII8II 75-	61,..261	II<o,261	%4II8 1	4)X' 1
UI -oE II)api-;:,clatloo EqJ;:,inSII	78,1	TM	'52:3	'52:3
75,..1!9 - R&D 1pradaIIoo Exp&ms,e	2E9 19	2E9,4!9	181.6 2	181.6 2
7515:2 - SEW DI!precalIIloo Bcpt-III;:,	1 1,1D:2	1 1,1D:2	115,..J76	115,..J76
7 7 - AIR 0TH 1pr,ac!8t!on Exp&III88	348,..27-i	348,271:i	2J4,..847	234,..347
Property Plarrt & Eq.ulprmlIII	1,725;766		1,163,..IIIII	
blhmgjIII A8.8'1 I!t!i				
1 1b19 A8&1a				
BIIIIIChargBB				
MI:MI				
@1112 - Inl:9mal Cllarg&!! Re!81tall -	25 7 -	24,IIe,I	21,..JJO -	1 264
@1113 - Inl:9mal Cllarg&!! Re!811.ail - Eq:IIJIIIIKID HIIft	E0,..515 -	4,f,2.5		
@1114 - Inl:9mal Cllarg&!! Re!811.art - vaM:reIrt		15,00II	52,..942 -	50. 000
@1115 - Inl:9mal Cllarg&!! Re!II41.0lt - Malada18		1,J.3.J		7.544
@1116 - Inl:9mai Cllarg&!! Re!II41.0lt - D&Dnly			JOO -	5,243
@1117 - Inl:9mal Cllarg&!! Re!II41.0lt - (DIIIIIdI Act:OfII	J9,..J41 -	25,..3J	2 723 -	21.00.S
@111 1 - Inl:9mal Cllarg&!! Re!II41.0lt - Laoo!II' Hint ChIIII'gII<-	25.025			
@111S - Inl:9mal Cllarg&!! Re!II41.0lt-DI6<&&I	1'1,570 -	9,C92	297 -	6)56,7
@0!211 - 1111:9mal Cllarg&!! ReIIIIII0lt - UIIIeamCI	111J -	1	51 1 -	527
71211 - Inl:9mal Cllarg&!! EqJ;:,!ndiftmr - lalloo:r H Cllarg				14,501
71112 - Inl:9mai Cllarg&!! EqJ;:,!n;:!!ftmr - Mol&I	25,..ii174	22,501	21,..JJO	12Jij16
71113 - Inl:9mal Cllarg&!! EqJ;:,!ndiftmr - Eq'1IJ:ID8III HIIIII	E0,..515	591ESII		
71114 - 1111:9mal Cllarg&!! EqJ;:,!ndiftmr - CO!Mffte		11,29,..1	52,..942	5.297
71115 - 1111:9mal Cllarg&!! EqJ;:,!n;:!!ftmr - Ma!er13il&		17		
71116 - Inl:9mal Cllarg&!! EqJ;:,!ndiftmr - Dellitery		92	JOO	
7111 1 - Inl:9mal Cllarg&!! EqJ;:,!n;:!!furre - iIIIIOOJH CII3rg	25.025	1 1a		
7111S - Inl:9mal Cllarg&!! EqJ;:,!ndiftmr - J)111!61	1'1,570	1D,II35	297	58)193
79!211 - Inl:9mal Cllarg&!! EqJ;:,!ndiftmr - UI'IBad:00	111J	l6J	51 1	
79122 - 1111:9mal Cllarg&!! EqJ;:,!ndiftmr - COImell Aeoooi	J9,..J41	26,J47	2 723	
IIIItem<al CII3	CI -	17,filo,	1	26,..600
TOTAL RE.CURRENT IEXPENSE S	11,..;e,;11	6.159,1	5,<'IIf,; 1	II.827 912
C 1AI!. EXPEI45/ES				
TOTAL CAPITAL EXPEINS' ES				
TOTAL EXPENSES,	11,..;e,;11<1	6.15911>2'3	5,c>iI6. 1	II.827 912
HEIRE: SJULT	4. M.S:00 -	7&I,S:1	,721II,843	JJo;I6,.841
OTIIER COMPREIIIEHSI'VIE IHCOME				
I:MI' II<IIII'f' (J)IBCreas,eI 111asc& ravall:Jatloo11arp1aa				
OTIIER COMPREIIIEHSI'VIE IHCOME				
TOTAL C 1HEIISIVE INCOME FOR THE YEAR	4,408.520 -			JJo;I6,.841



PALM ISLAND ABORIGINAL COUNCIL
2025/2026 BUDGET SHEET

	2025,-2026 YTDActual	2024-2025 PYTDAActual
ASSETS		
CURRENT ASSETS		
Cash & Cash Equivalents		
11109 - Square Under Ours	11	
11110 - Cash 111ba11k ed/Received	1,452	1,131
11111 - General Fund/Operati11gAcco11.mt	9,228,397	12,790,507
11114 - Cash 111ba11k ed/Under Ours	6,450	1,4183
1115 - Petty Cash Pl:eat Pal'm Office	987	5(Jti),
1116 - Gift Cards 011 Hanel		14!2
1117 - Petty Cash Pl:eat Finance Office	170	170
1118 - Servioo station float	327	
1113.2- Cash Ma:nagement Account	660,129	654,759
11134 - InvestmenOCa:sh Depos11t Accrunt	10,000	10,000
11135 - Busi11ess Saving	882.,995	855,317
11137 - Forv.rard Remote Capital!Program	5,365,540	3,304,180,
11138 - Trust Fund Account	586,661	
Cash & Cas.il 6quiv,alents	16,743,120	17,612,960
Recoiv,ables		
11221 - Deb-tors Control	1,452,101	2,343,069
11224 - Deb-tors Olhers	9,606,957	2,987,2.60
11241 - GST Payable	156,66.9	221,3,2S,
1243- GSTClaimable	685,396	366,202
1245 - nn Prioivision		1,295
1261 - Round1ngi	205	2£15
11291 - Prioivision for Do,ubtful Debts	436,457	466,103
Receivables	11,151,532	5,010,599
le,ase Receiv:abl:es.		
11222 - Social Housi11g Lease Ourrent receivabl:e	1,814,937	1,767,9'1!4
Lease Receivables	1,814,937	11,767,9'1!4
Prepayments		
11531 - Prepayments	55,103	58,503
Prepayments	55,103	58,5()3
TOTAL CURRENT ASSETS	29,764,600	24,450,!1!1,7
NON CURRENT ASSETS		
Lease Receiv,ables		
1223 - Social Housing Lease - Non Ourrent	37,305,578	45,193,085
Lease Receivables	37,305,578	45,193,085
Property, Plant & 6quipment		
2000 - A 6et Clearing Account	44,560	44,560
2011 - BLD - Oontrdl Account	70,362,772	70,323,6,72
2014 - BLD - Accumulated Deprec,jaoon Contrdl	36,197,003	33,924,298,



PALM ISLAND ABORIGINAL COUNCIL **2025/2026 BAILANCE SHEET**

	2025 -2026 YTIJ ActuaJ	2024-2Qr25r PY YJI), ActwII
2021 - HSE - Oo111lrol Awmmt	13,456,734	13,456,734
2024 - HSE - Acoom ated Deprecialio11O1o111lrol	4,525,490	4/322,216,
2031 - MV - Oo111trol Accmmt	2,765,026	1/383,169
2034 - MV - Accun iLilalled Depreci3-i 0111 Oo11Crol	743,813	668,35 1
2037 - MV - (J)ispo&al Oo111lrol	7,378	7,378,
2041 - P&E - Control Account	8,635,643	6,431,932
2044 - P&E - Accumulated Depreciatiiori Control	3,697,424	3,407,759
2071 - OE - Control Account	577,873	577.8-73
2074 - OE - Accumulated Depreciation Control	262,819	259,394
208Cl - Softw3re IG One	78,500	78,50(!,
2094 - l111tim - Acoomilated De;p:reciatio11O1o111lrol	78,500	78,50(!,
2101 - Wafer -Control Account	86,579,123	86,579,123
2104 - Wafer -Accumulated Depreciafiiori Control	23,921,514	22/670,04(!,
2111 - SEW - Oonlrol Aroount	31,203,374	311i2Cl3,374
2114 - SEW -.Acoomulated De;p:reciatio11O1onlrol	14,532,532	13,784,550 1
2121 - Roads- Oonlrol Account	41,091,360	411,C191,36(!,
2124 - R:&D - Accumulated Depreciation Control	15,709,666	14,531,886,
2127 - Airport & Olfle<J Oonlrol Aroou111t	53,833,(1,37	53/833,(1,37
2128 - AceDep Airport/Ottier infra.sbuoture	17,912,373	16/389,864
2519 - WIP Control- Roods & Drainage	178,626	178,626
2551 - WIP Current Yem - OULAR	653,773	653,773
2553 - WIP Current Yem - Road & Drainage	6,438,493	6,438,493
2555 - WIP Current Yem - I& & L& Improve	17,675	17,675
2556 - WIP Current Yem - BuMmgs	1,824,286	11/824,286
2557 - WIP Current Yem - Water	939,287	939,287
2558 - WIP Current Yem - Sewerage	455,863	455,863
Property.. Plant & 6guipme11t	201,547,515	205,467,123
Intangible Assets		
Infangi'ble Assets		
Rright Of !IJ:Se Asset		
2140 - Rligilt Of !IJ:ise Asis.et	41,426	41,426,
2141 - ROUA Accum IJep	2,301	2,3(!r1
Rli:@bt of Use Asset	39,124	39,124
TOTAL NON CURRBNT ASSETS	238,892,217	250,699,332
TOTAL ASSETS	268,656,9,11	275/149,339
LIABILITIES		
CURRENT LIABIUTIES		
Payables		
J.109 -Trade Credi.ors	5,185	30,110,
J.111 - Oreditors Conu-ol Account	1,038,200	271,324
J.113 - Other Payables		79,175
J.1150 - Ourrent lease Liab	24,453	24,453
J.2150 - GommemiallLease Security IJ,eiposits	96,881	97,58,1



PALM ISLAND ABORIGINAL COUNCIL **2025/2026 BUDGET SHEET**

	2025-2026 YTD Actual	2024-2025 PY YTD Actual
4103 - Other Creditors	29,430	29,413
4999 - Suspense Account		8,550
Payables	1,194,149	540,623
Provisions		
3104 - All Employee Entitlements	651,232	435,139
3105 - LSL Employee Entitlements	285,970	224,605
Provisions	937,202	659,744
Contract Liabilities		
3121 - Current Contract Liability State (Tied Grants u	8,626,890	6,466,311
Contract Liabilities	8,626,890	6,466,311
Lease Liability		
Lease Liability		
TOTAL CURRENT LIABILITIES	10,758,241	7,666,678
1140N CURRENT LIABILITIES		
Provisions		
4102 - Provision - Long Service Leave	62,480	61,899
Provisions	62,480	61,899
Lease Liability		
4150 - Non Current Lease Liab	17,180	17,180
Lease Liability	17,180	17,180
TOTAL 1140N CURRENT LIABILITIES	79,660	79,079
TOTAL LIABILITIES	10,837,900	7,745,757
NET COMMUNITY ASSETS	257,819,010	267,403,582
COMMUNITY EQUITY		
Retained Surpluses	4,408,520	4,728,643
5101 - Retained Surpluses	178,582,541	187,866,821
6994 - Revenue 2025	20,031	
Retained Surplus	183,111,091	192,595,664
Profit/Loss Result		
Accumulated Surplus	183,111,091	192,595,664
Asset Revaluation Surpluses		
5201 - B/L Revaluation reserve	9,707,617	9,707,617
5203 - R&J Revaluation reserve	1,758,522	1,758,522
5204 - Water Revaluation Reserve	25,584,990	25,584,990
5207 - HSE Revaluation Reserve	29,059,370	29,059,370
5209 - SEW Revaluation Reserve	2,851,531	2,851,531
5210 - AIR OTI Revaluation Reserve	5,845,889	5,845,889
Asset Revaluation Surpluses	74,807,918	74,807,916



PALM ISLAND ABORIGINAL COUNCIL
2025/2026 BUDGET SHEET

	2025-2026 YTD Actual	2024-2025 PY YTD Actual
TOTAL COMMUNITY EQUITY	257,819,010	267,403,552

4.3 Governance, Finance and Administration Report

Nil

4.4 Engineering and Assets Report

PALM ISLAND

Aboriginal Shire Council



ITEM NO	4.4
REPORT NAME:	Engineering and Assets Report
MEETING	Ordinary Council Meeting
DIRECTORATE	Engineering and Assets
AUTHOR	Steve Martin, Engineering and Assets Manager
DOC ID	20250924:4.4
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

This report provides an update on key projects and operational matters within the Engineering and Assets Directorate. The Batch Plant is undergoing improvements following expert advice, while the Airport Upgrade Project remains on schedule. Progress continues across roads, waste management, and walking trail infrastructure. Operational risks and resource constraints are also noted for Council's awareness.

OFFICER'S RECOMMENDATION

That Council:

1. Notes the Engineering and Assets Directorate update for September 2025.
2. Supports the continued implementation of improvements at the Batch Plant.
3. Acknowledges the operational risk associated with limited plant operator availability.

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

The Engineering and Assets Directorate provides monthly updates to Council on the status of infrastructure projects, operational challenges, and strategic priorities. This report builds on previous updates and highlights progress and risks across key delivery areas.

2. REPORT

Batch Plant

A concrete industry consultant has inspected the plant and recommended:

- Switching from GP Cement to a fly-ash mix for improved strength.
- Replacing current admixers, with Sika to be consulted.
- Updating concrete mix recipes, with testing to follow.

The consultant will return to deliver operator training, develop SOPs, and refine mixes. Reduced demand post-Butler Bay Road project allows time for these improvements.

Airport

- New garages completed; bitumen repairs pending before use.
- Terminal fit-out progressing well; RJG remains on track for November completion.
- ARO refresher training completed; two new AROs in training.
- Airport Manual uploaded to Council website.
- AVDATA control box reinstated.

Waste Transfer Station

A Supervisor has been engaged for a 3-month clean-up project at the laydown area. Additional plant operator and machinery support is required.

Roads

- Butler Bay Road pavement completed, kerb and driveways underway.
- Manbarra Road watermain installation to finish this week; awaiting stormwater and road designs.

Other Assets

- **Ferry Jetty:** PMG to mobilise in early October pending material arrival.
- **Walking Trails:** Designs received; TRC to begin construction in October with support from Rangers and Council labourers.
- **Stormwater Channel:** Koppens progressing; asbestos discovered and to be removed by Council. Fill Carting Ongoing

3. IMPLICATIONS/RISK

a. BUDGET IMPLICATIONS

No new budget allocations are requested. Existing projects are funded under current capital works and operational budgets.

b. POLICY IMPLICATIONS

Supports Council's Infrastructure and Asset Management objectives and aligns with the Local Government Act 2009.

4. LINKS TO CORPORATE/OPERATIONAL PLAN

Identify strategic goals this supports. Use key response areas.

Example:

KEY RESPONSE AREAS: Infrastructure and Services, Community and Environment, Safety and Wellbeing

5. CONSULTATION

Internal: Engineering and Assets Team, Airport Operations Staff, Waste Management Team

External: Concrete Industry Consultant, RJG (Airport Contractor), Sika (Admix Supplier), PMG (Ferry Jetty Contractor), TRC (Walking Trails Contractor)

6. CONCLUSION

The Engineering and Assets Directorate continues to deliver key infrastructure projects and respond to operational challenges. Council's support for ongoing improvements and awareness of resource constraints will assist in maintaining project momentum and service delivery.

4.5 Fleet and Workshop Report

ITEM NO	4.5
REPORT NAME	Fleet and Workshop Report
MEETING	Ordinary Council Meeting
DIRECTORATE	Fleet and Workshop
AUTHOR	Marc Simmons
DOC ID	20250924:4.5
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

In August 2025, the Fleet and Workshop team continued to deliver essential services supporting Council operations and community infrastructure. Key activities included concrete delivery for the Butler Bay Road project, management of fuel and workshop resources, and ongoing maintenance of Council vehicles and equipment. The team also supported the development of new housing units and prepared for cyclone season.

OFFICER'S RECOMMENDATION

That Council:

1. Receives and notes the report.

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

The Fleet and Workshop section plays a vital role in supporting Council's infrastructure delivery and operational services. Previous reports have highlighted the team's contributions to concrete delivery, vehicle servicing, and workshop operations. This report continues that narrative and reflects ongoing support for strategic projects and seasonal preparedness.

2. REPORT

In August 2025, the Fleet and Workshop team:

- Delivered approximately 350m³ of concrete for Butler Bay Road, with further deliveries planned.
- Managed fuel resources:
 - **Service Station:** 13,300L diesel, 18,300L petrol
 - **Workshop:** 15,700L diesel
- Generated income:
 - **Fleet Internal:** \$223,940
 - **Fleet External & Workshop:** \$209,000
- Completed maintenance and repairs including:
 - Panel repairs
 - Engine servicing
 - Hydraulic hose and cylinder repairs
 - Minor services
- Supported delivery and installation of housing units for the 10-unit subdivision project.

3. IMPLICATIONS/RISK

Benefits:

- Supports infrastructure delivery and operational continuity.
- Enhances community safety through cyclone season preparation.

Risks:

- Potential delays if laydown yard preparation is not completed before cyclone season.
- Operational disruption if fuel or servicing resources are depleted.

a. BUDGET IMPLICATIONS

Fleet operations are funded through internal cost recovery and external service provision.

Income generated in August 2025:

- Fleet Internal: \$223,940
- Fleet External & Workshop: \$209,000

b. POLICY IMPLICATIONS

Supports Council's Asset Management Strategy and aligns with operational delivery goals under the Local Government Act 2009.

4. LINKS TO CORPORATE/OPERATIONAL PLAN

Identify strategic goals this supports. Use key response areas.

Example:

KEY RESPONSE AREAS: Community Infrastructure & Maintenance, Community Safety and Environment, Organizational Capability

5. CONSULTATION

Internal: Civil & Open Space Teams, Buildings & Operations Staff, Fleet Workshop, Project Delivery

External: RJG, KOPPENS & other Butler Bay Rd Stakeholders, Palm Island Barge, Subdivision Contractors

6. CONCLUSION

Fleet and Workshop operations in August 2025 contributed significantly to Council's infrastructure goals and community support initiatives. Continued investment in fleet servicing and cyclone preparation will ensure operational resilience and project delivery.

ATTACHMENTS

Nil

4.6 Civil and Open Space Report

PALM ISLAND

Aboriginal Shire Council



ITEM NO	4.6
REPORT NAME:	Civil and Open Space Report
MEETING	Ordinary Council Meeting
DIRECTORATE	Civil and Open Space
AUTHOR	Vaughn Charles, Civil & Open Space
DOC ID	20250924:4.6
APPROVER	Emma Bradburry, <i>Interim</i> CEO

EXECUTIVE SUMMARY

This report provides Council with an operational update on Civil & Open Space activities for August 2025. The team delivered essential services including road and drainage maintenance, recycling operations, funeral service support, firebreak preparation, and animal control. Staff capability was strengthened through safety training. Council is asked to note progress and support continued delivery of these services.

OFFICER'S RECOMMENDATION

That Council:

1. Receives and notes report.

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

The Civil & Open Space section is central to Council's commitment to maintaining a clean, safe, and functional community. Previous reports have highlighted the team's role in infrastructure maintenance, recycling, and culturally sensitive funeral service delivery. Council Resolution 2025.474 (July 2025) endorsed ongoing collaboration with Angel Paws to upgrade the Pound and Vet Clinic.

2. REPORT

Key achievements in August 2025 included:

- Completion of road and drainage maintenance across priority areas.
- Expansion of recycling operations in partnership with Containers for Change, including proactive community engagement to increase participation and reduce waste.
- Acquisition of a Walker Stacker through grant funding to improve safety and efficiency for workers at Containers for Change.
- Delivery of funeral service support, including consultation with families, cultural sensitivity, and management of limited plot space.
- Ongoing firebreak preparation to mitigate bushfire risks.

- Animal control activities aligned with Council's July resolution, including planning for upgrades to the Pound and Vet Clinic.
- Staff safety training delivered to build operational capability and reduce workplace risks.

3. IMPLICATIONS/RISK

Benefits:

- Improved community safety and environmental outcomes.
- Enhanced service delivery and operational efficiency.
- Strengthened staff capability and morale.

Risks:

- Increasing sensitivity around funeral plot availability requires policy review and stakeholder engagement.
- Continued reliance on external funding for equipment and service enhancements.

a. BUDGET IMPLICATIONS

Activities are currently funded through Council's operational budget, RJED, ISEP, and other grant sources. No additional Council budget is requested at this stage.

b. POLICY IMPLICATIONS

Supports Council's strategic objectives for community safety, sustainability, and employment. Aligns with the Local Government Act 2009 and Council's Environmental Sustainability Policy.

4. LINKS TO CORPORATE/OPERATIONAL PLAN

Identify strategic goals this supports. Use key response areas.

Example:

KEY RESPONSE AREAS: Community Infrastructure & Maintenance, Community Safety and Environment, Organisational Capability

5. CONSULTATION

Internal: Civil & Open Space Teams, Buildings & Operations Staff, Fleet Workshop, Project Delivery

External:

RJG, KOPPENS, Palm Island Barge, Containers for Change, Rangers, Angel Paws

6. CONCLUSION

August 2025 was a productive month for the Civil & Open Space team, with strong delivery across infrastructure, waste, and community services. Continued focus on firebreaks, animal control, and funeral service management will support Council's strategic goals and community wellbeing.

ATTACHMENTS

Nil

4.7 Growth and Economic Development Report

PALM ISLAND

Aboriginal Shire Council



ITEM NO	4.7
REPORT NAME	Growth & Economic Development Report
MEETING	Ordinary Council Meeting
DIRECTORATE	Growth & Economic Development
AUTHOR	Andrew Jackson
DOC ID	20250924:4.7
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

In August 2025, Palm Island Aboriginal Shire Council continued to make steady progress in advancing local economic development and employment initiatives. Building on the momentum from July, the Council collaborated with internal and external stakeholders to progress new employment opportunities, supported operational efficiency, prepared for our signature Spring Festival, and strengthened Palm Island's economic identity.

2. REPORT

This report provides an update on Growth and Economic Development activities undertaken in August 2025. The report is provided for Council information.

Section Overview

- Collaborated with internal and external stakeholders to identify local business and employment opportunities.
- Supported operational efficiency and staff development for economic initiatives.
- Advanced efforts to strengthen Palm Island's economic identity.

Major Delivery Areas

The Foundation (RAES Application)

- ORIC Application is not proceeded with. ASIC application lodged by Preston Law.
- NIAA advised of new information. As at 16/9/25, awaiting updated from NIAA.

RJED Funding Applications

- We have commenced recruitment for the new positions and are working with Rainbow Gateway to get these filled.
- Total RJED-funded positions now: 27.

Palm Island Spring Fair

- Working closely with events Team to ensure a spectacular event
- Arranged for Jeremy Donovan to urgently come back to paint Service Station prior to the Event.
- 10 x Casuals (Local) employed to assist Event organisers

Palm Island Service Station

- August sales were the highest on our current records \$420K. We also exceed \$100K in Week 34, which is our first time exceeding this mark.
- We have ordered bulk supplies of drinks, food & cigarettes for Spring Festival and project a record week for sales.

3. IMPLICATIONS/RISK

Budget Implications:

Funding received through RJED, ISEP, and other sources. No additional Council budget is requested at this stage.

Service Station Cost of Goods will exceed September Budget. However, Year to Date expenditure is under budget for 25/26 Financial Year.

Policy Implications:

Aligns with Council's strategic objectives around employment, economic development, and community capability-building.

4. LINKS TO CORPORATE/OPERATIONAL PLAN

Key Response Areas:

- Economic Development and Employment
- Community Capacity and Skills
- Organisational Capability

5. CONSULTATION

Internal: HR / Operations Staff / Finance Team

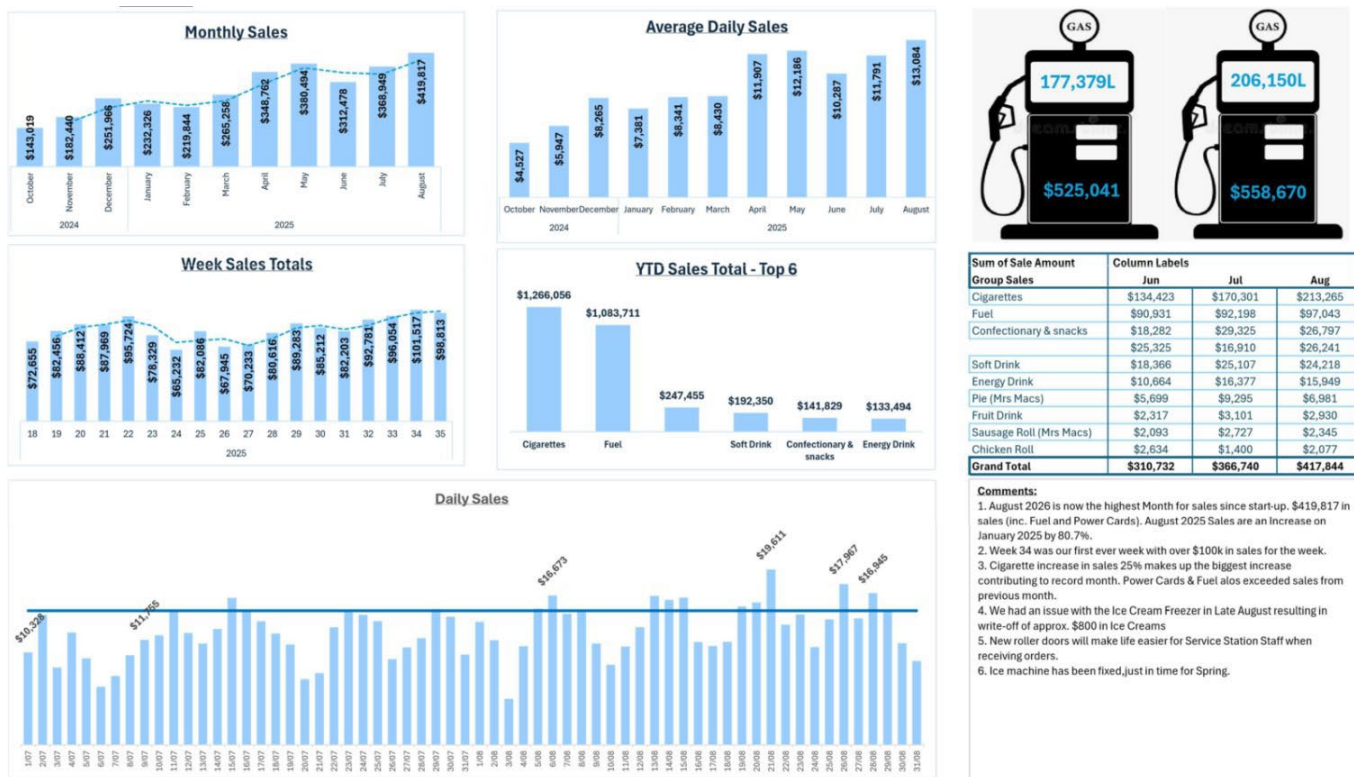
External:

- Rainbow Gateway / NIAA / Palm Island Community / Preston Law

6. CONCLUSION

The August 2025 Growth and Economic Development update reflects steady progress in building local employment pathways, economic capability, Council revenue, and strategic partnerships. Council's continued support of these initiatives is contributing to long-term community impact and local autonomy.

Attachment - Palm Island Service Station Dashboard August 2025



4.8 Project Director Report

PALM ISLAND

Aboriginal Shire Council



ITEM NO	4.8
REPORT NAME:	Council Executive Reporting
MEETING	Ordinary Council Meeting
DIRECTORATE	Projects Director
AUTHOR	Marcio Fialho
DOC ID	2025092:4.8
APPROVER	Emma Bradbury, <i>interim</i> CEO

EXECUTIVE SUMMARY

The purpose of this report is to provide a brief update to the Elected Council on the status of capital projects and actions being taken to ensure Council's strategic objectives are achieved.

OFFICER'S RECOMMENDATION

That Council:

- Proceed to completion of outstanding works for Farm Road 10x1B prefab homes (Chook City) pending finalisation of current planning approvals.
- Defer application for reconfiguration of the lots (subdivision) pending a further report to council.
- Approves the relaxation of the front setback for Lot 533 (Stanley St residential project).
- Approves the relaxation of the front setback for Lot 187 (Luma Luma St residential project).
- Endorses the concept design for the project in Puttaburra St.

BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

10x1B Prefab Homes (Chook City)

In August 2025 Council took delivery of and placed 10x1B units onto prepared site on Farm Road. Construction on this project has progressed to 75% completion.

Following an assessment of current projects, it was identified that this project does not yet have completed planning and Development Application approvals.

Commencement of construction without DA approval constitutes a development offence under s 84 of the Building Act 1975 and s163 of the Planning Act 2016 for which infringement notices and penalties may apply, including fines that could exceed \$500,000.

A decision of Council is required to determine progress of outstanding construction works (concrete works – roads, footpaths, etc., car ports, plumbing and electrical works – stage 2, landscaping, etc.).

Following the compliance review, officers engaged RILIPO, QBuild and contractors to assess the risks and implications of progressing to completion absent the required approvals. Confirmation has been received that the project was commenced with awareness that the DA approval would be retrospective, and that the current risk to Council is manageable.

It is recommended that consideration of subdividing the original lot into ten individual lots is considered as a separate process, following completion of the current planning requirements.

We are aiming to complete construction works before the wet season by November 2025

Residential Projects in Stanley St., Puttaburra St. Luma Luma St,

- (Lot 33) Stanley St - current design impinges on setback requirements. A decision of council is required to approve relaxation of setback rules, or redesign the project. Documented advice from RILIPO confirms authority of council to approve setback relaxation.
- (Lot 187) Luma Luma St.- current design impinges on setback requirements. A decision of council is required to approve relaxation of setback rules, or redesign the project. Documented advice from RILIPO confirms authority of council to approve setback relaxation.
- Puttaburra St.: No setback relaxation required. DA approval has been completed.

REPORT

Following a collaborative workshop of Council Officers, a detailed snapshot of Council's current pipeline of capital works has been compiled. Projects are at varying stages of planning, funding, and progress to completion.

SUMMARY OF KEY UPDATES

5x2B Plug-Ins:

This project has achieved practical completion. Delivery has been pushed to late December 2025 due to certification challenges.

2 New Homes in Clump Point Rd and Dee St:

Construction of Clump Point and Dee Street properties has been extensively delayed due to planning oversights, contractor, and capacity constraints.

Council officers are currently renegotiating contractor arrangements to manage costs, optimise delivery, and enhance local employment and engagement in the completion of the project.

This project is scheduled to be delivered by June 2026.

Existing Housing Upgrades (QBuild)

Council has committed to deliver housing upgrades, tendering on over current delivery arrangements to increase local employment participation and progress delivery of works.

Recent years have seen a decline in Council's completion rate of tendered works.

Council officers have commenced discussions with Q-Build to close out or hand back outstanding works, and to develop an innovative co-designed approach to collaborating on housing upgrades to align with council's priorities for local skills development and QBuild's commitment to housing upgrades. A detailed report will be brought to Council for consideration.

Residential Project in Butler Bay (5 Lots), Rodeo/Paradise St (36 Lots)

Design work for the Residential Projects in Butler Bay (5 Lots) and Rodeo/Paradise St (36 Lots) is pending development application (DA) approvals and funding. Advancing design ahead of approvals carries the risk of costly retrospective changes if DA conditions require amendments, as has occurred in previous projects. Pausing design may delay project delivery and reduce Council's preparedness for funding or construction opportunities. A detailed report with recommendations will be brought to Council for further consideration in November.

a. BUDGET IMPLICATIONS

There is no direct impact to budget arising from the items for decision in this report.

b. POLICY IMPLICATIONS

A comprehensive review of policy implications is underway, with future recommendations to strengthen governance, compliance, and risk management across the capital works program.

c. LINKS TO CORPORATE/OPERATIONAL PLAN

Council does not currently have adopted Corporate or Operational Plans, which increases the risk that project delivery and resource allocation may not be fully aligned with long-term strategic priorities.

5. CONSULTATION

The following stakeholders were consulted:

Internal:

- Engineering and Assets Manager
- Chief Executive Officer
- Chief Financial Officer

External:

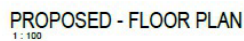
- RILIPO
- Consultants / Building Certifiers
- Contractors / Subcontractors

6. CONCLUSION

This directorate will continue to conduct comprehensive assessments to mitigate risks and explore

Attachment - Stanley St residential project concept design

[illegible]



© Copyright.
Reproduction in part or in whole is
forbidden without written permission.

Rev.	Description	Date
A	SCHEMATIC ISSUE	09/04/2025
B	SCHEMATIC ISSUE	21/09/2025

Client
PALM ISLAND ABORIGINAL
SHIRE COUNCIL

Sheet Title
FLOOR PLAN

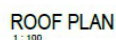
Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212911

drawing
works

admin@drawingworks.com.au
Suite 2, 197 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by LMU	Issue Date 09/06/2025
	Scale (A3)

Project No.	Sheet No.
2025043	A201



© Copyright.
Reproduction in part or in whole is
forbidden without written permission.

Rev.	Description	Date
A	SCHEMATIC ISSUE	09/06/2025
B	SCHEMATIC ISSUE	21/08/2025

Client
PALM ISLAND ABORIGINAL
SHIRE COUNCIL

Sheet title
ROOF PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212911

drawing
works

admin@drawingworks.com.au
Suite 2, 197 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by LMU	Issue Date 09/06/2025
	Scale (A3) 1 : 100

Project No. 2025043
Sheet No. A302

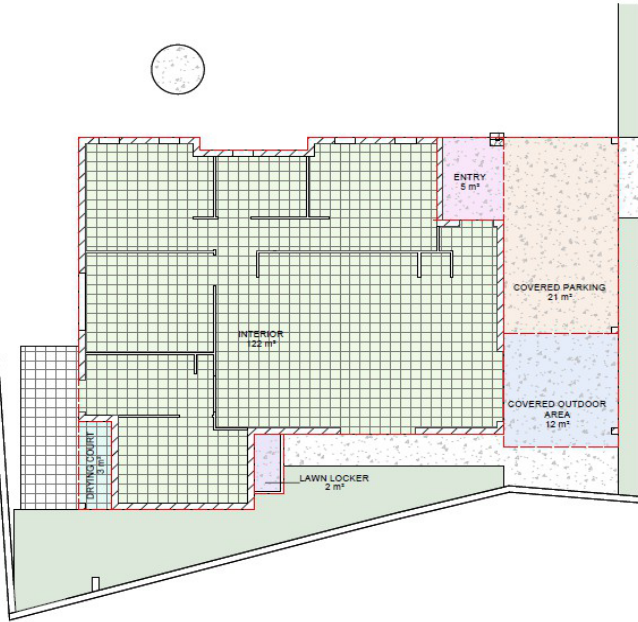
Dimensions for this drawing are in metres unless otherwise stated. Dimensions are given in millimetres unless otherwise stated. Dimensions are given in millimetres unless otherwise stated. Dimensions are given in millimetres unless otherwise stated.

GROSS FLOOR AREA

Name	Area
COVERED OUTDOOR AREA	12.0 m ²
COVERED PARKING	21.1 m ²
DRIVING COURT	3.0 m ²
ENTRY	5.0 m ²
INTERIOR	122.0 m ²
LAWN LOCKER	2.0 m ²
Grand Total: 8	165.1 m ²

ROOM SCHEDULE

Name	Room Area
BATH 1	10.0 m ²
BATH 2	8.1 m ²
BED 1	13.7 m ²
BED 2	10.6 m ²
BED 3	11.9 m ²
COVERED OUTDOOR	12.0 m ²
DRIVING	12.3 m ²
ENTRY	4.1 m ²
HALL	4.3 m ²
KITCHEN	11.7 m ²
LAWN LOCKER	1.4 m ²
LIVING	18.9 m ²
UTILITY/LAUNDRY	7.2 m ²



AREA PLAN
1 : 100



© Copyright.
Reproduction in part or in whole is
forbidden without written permission.

Lot on Plan: 533 on SP273615
Climate Zone: 1
Wind Class: C2 - TBC
Soil Class: M
BAL Rating: TBD

Rev.	Description	Date
1	SCHEMATIC ISSUE	08/06/2025
2	SCHEMATIC ISSUE	21/08/2025

Project Title
NEW 3 BEDROOM
RESIDENCE
Site Address
LOT 533 STANLEY STREET

Client
PALM ISLAND ABORIGINAL
SHIRE COUNCIL

Sheet Title
AREA PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 53617768956
QBCC 182135911



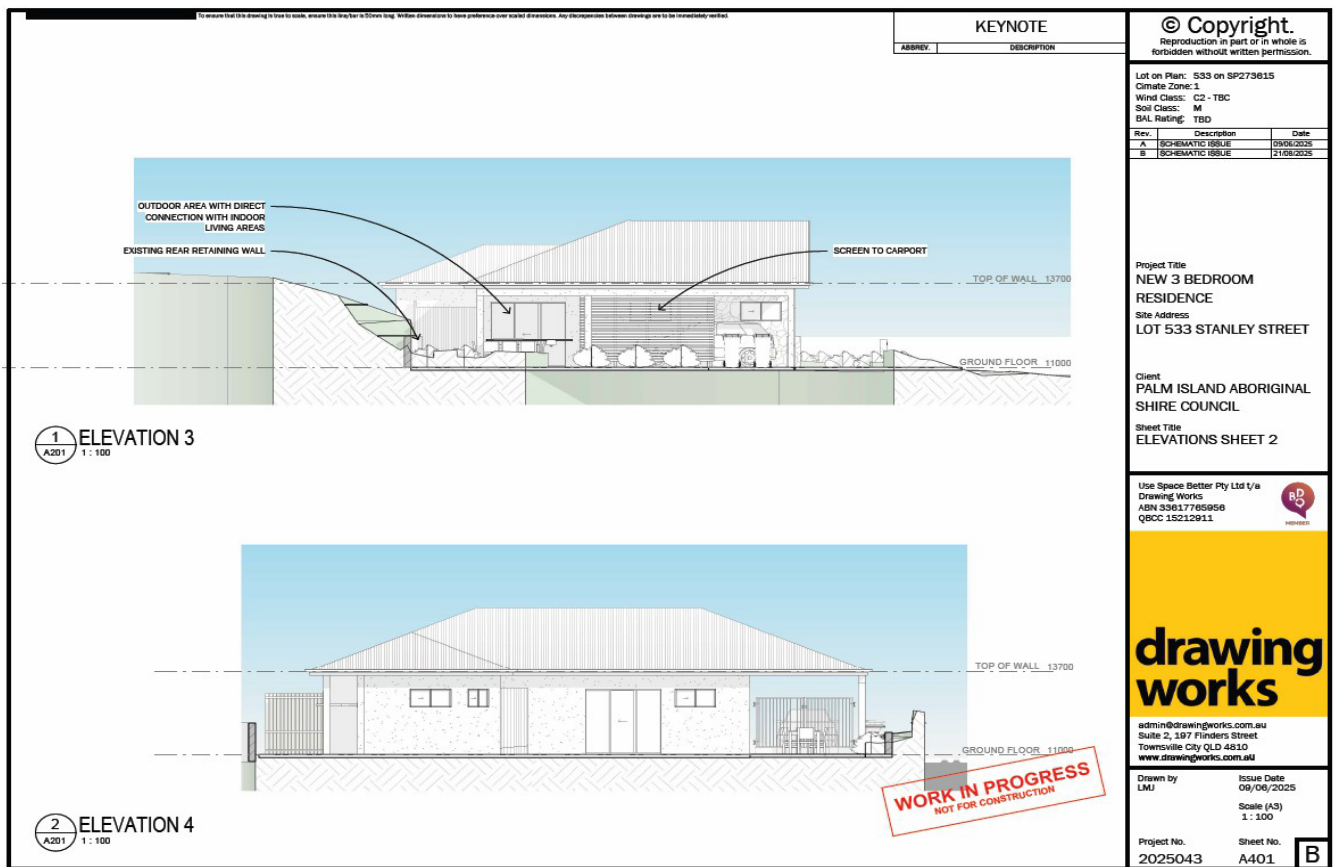
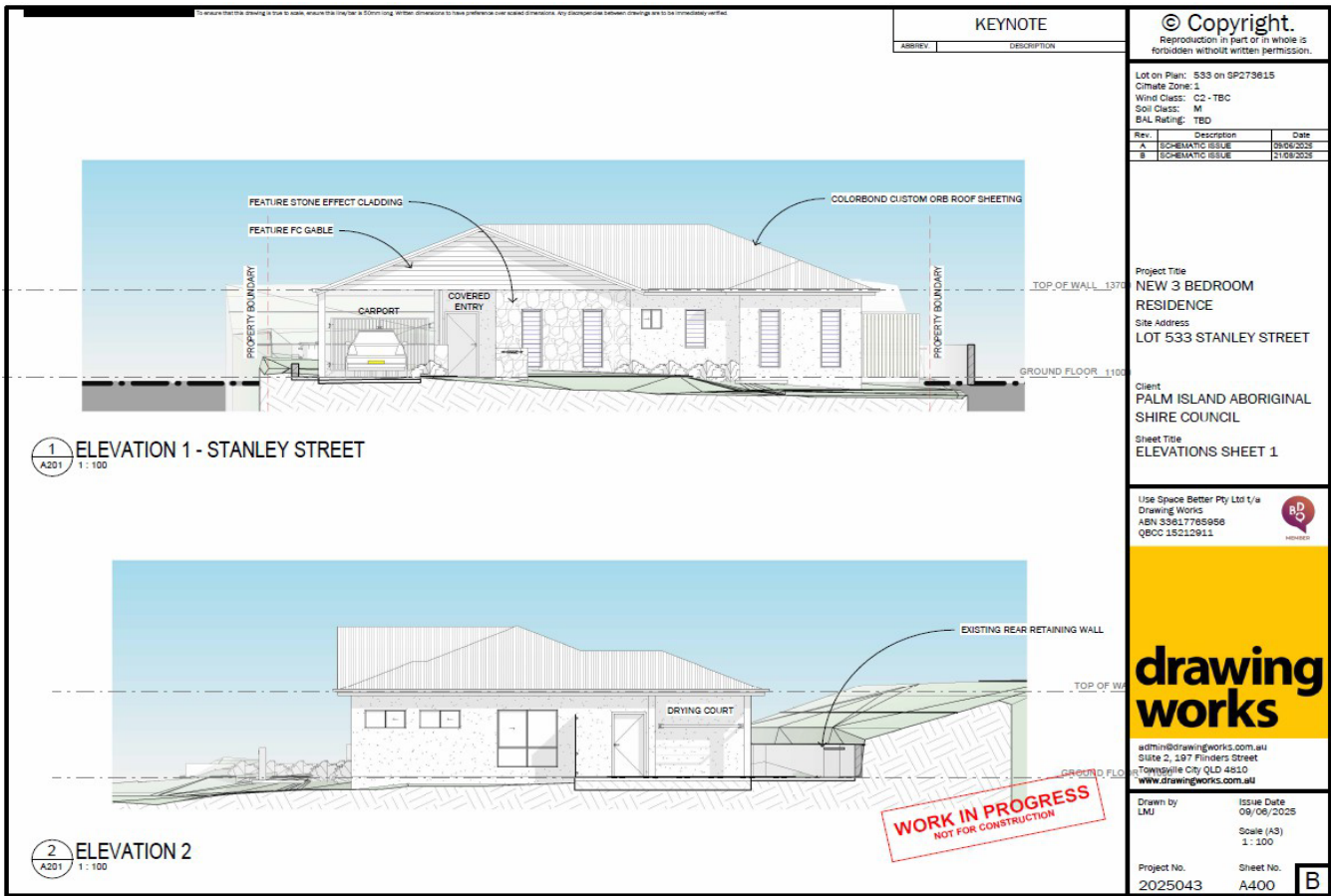
drawing works

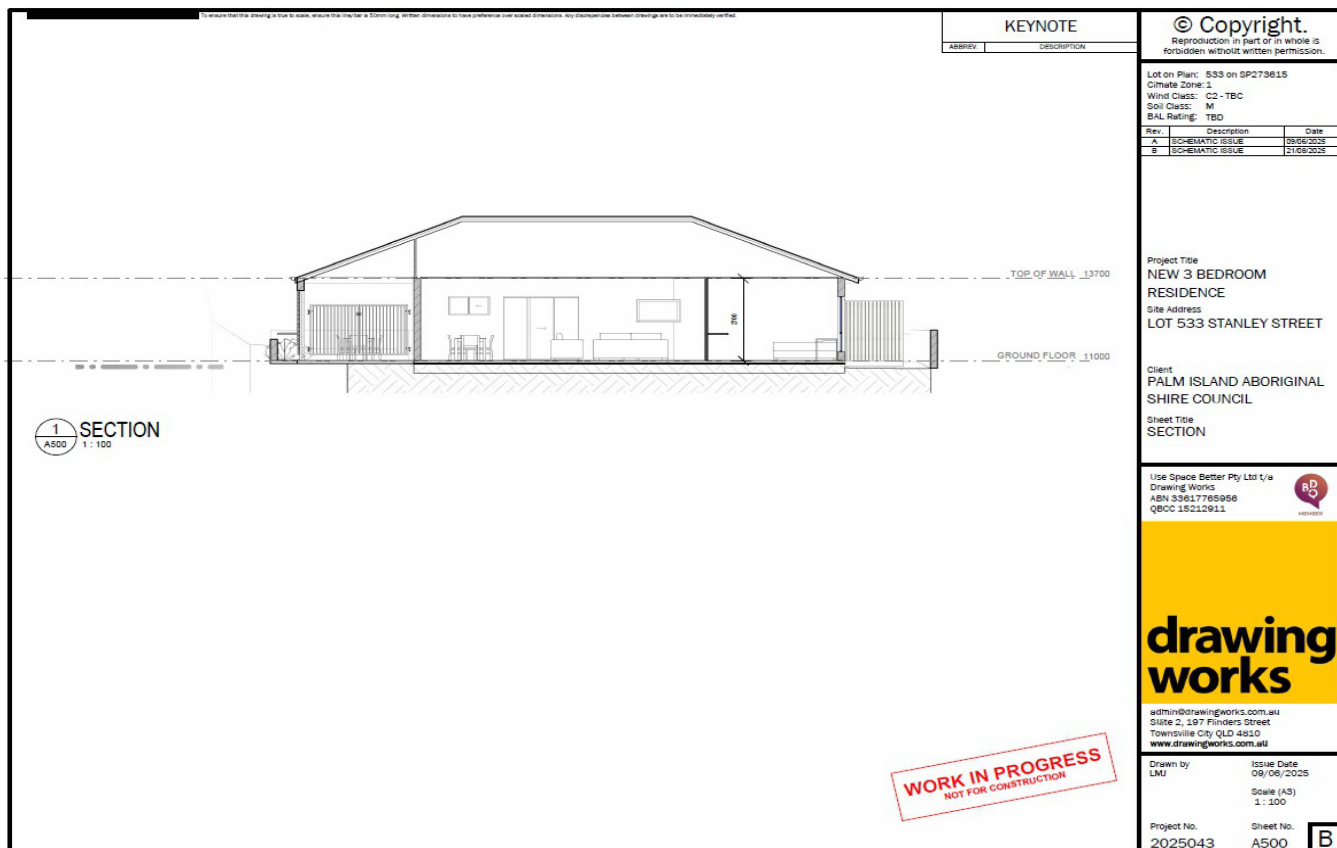
edmin@drawingworks.com.au
Suite 2, 197 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by
UMJ
Issue Date
09/06/2025
Scale (A3)
1 : 100

Project No.
2025043
Sheet No.
A305

B





Attachment - Stanley St residential project technical note recommending setback relaxation

TECHNICAL MEMO

3 Point Design

e: solutions@3pointdesign.io w: www.3pointdesign.io

To Marcio Fialho

Subject Retaining Wall and Setback Considerations for Lot 533 (SP273615) Stanley Street

From 3 Point Design

3PD Reference PIASC_TM002_Rev A

Date 12 September 2024

1 Overview

1.1 Purpose

This technical memo outlines our recommendation and reasoning for Council's consideration regarding the treatment of the existing retaining wall on the eastern boundary of Lot 533 (SP273615), Stanley Street. Specifically, we present two potential approaches: retaining the existing wall in its current form, or rebuilding a

new wall. Each option is assessed against site constraints and planning considerations to inform the most practical and sustainable path forward.

Our recommendation is to proceed without disturbing the existing retaining wall while seeking an adjustment to the current DA's front setback clearance from 4.5m to 3m. This recommendation has been developed on the basis of the following considerations:

- The survey indicates an existing retaining wall with an approximate 1:2.5 batter behind it, presenting a total vertical challenge of approximately 3m in height. Rebuilding a new wall of this scale will require substantial structural engineering design and incur significant construction costs.
- Rebuilding the wall will adversely impact existing mature trees along the eastern rear fence line in the neighbouring property, with foundations potentially compromising their health and stability, and a high likelihood that they will need to be removed.
- Stormwater constraints need to be confirmed, particularly whether adjoining Lots 221 and 222 contribute stormwater flows into Lot 533. Disturbance of the wall could complicate downstream drainage solutions, as existing flows from neighbouring lots will need to factor in with any new sub-surface drainage systems installed behind the wall.
- Alternatively, by retaining the current wall and reducing the building front setback from 4.5m to 3m, the project can achieve a compliant and viable building envelope without significant construction costs or culturally sensitive tree removals.

1.2 Comparative Assessment of Options

1.2.1 Option 1 - Retain Existing Wall and Adjust Front Setback

Pros

- Cost-effective as it avoids major structural design and construction.
- Preserves vegetation and avoids damaging significant trees.
- Simplifies approvals and reduces lead time for delivery.

Cons

- Existing wall condition may limit future flexibility and require ongoing monitoring to ensure structural adequacy (we recommend a structural assessment to confirm).
- Requires Council agreement to relax the setback from 4.5m to 3m.

1.2.2 Option 2 - Construct a New Retaining Wall (Approx. 3m high)

Pros

- Provides a new engineered structure with long-term design life.
- May allow for improved drainage control depending on structural solution.

Cons

- Very high construction cost due to wall height and site constraints.
- Requires structural engineering input and budget allocation.
- Risk of root zone damage to significant mature trees with likelihood of removal (rear boundary).
- Lengthens approvals process.

1.2.3 Option 3 – Investigate a 2-bedroom house design

Pros

- Reduced footprint may be more appropriate for this size lot working with the existing retaining wall, batters and adhering to the Planning Scheme setbacks.

Cons

- Loss of 1 x bedroom and reduced house size.
- Requires the development of a new floorplan concept.

1.3 Recommendation

Based on the above considerations, it is our opinion that Option 1 - Retain Existing Wall and Adjust Front Setback, represents the most practical solution, balancing site constraints, environmental protection, and project costs. We therefore recommend and request Council:

1. Endorse relaxation of the front setback from 4.5m to 3m for Lot 533 (attached layout provided).
2. Approve engagement of a structural engineer to assess and confirm the integrity of the existing retaining wall under the proposed development configuration.
3. Confirm through Council input whether stormwater flows from Lots 221/222 contribute to Lot 533, to properly inform drainage design considerations.

1.4 Other Items to Note (Ancillary)

Lot 224 currently gains driveway access through Lot 533. With the proposed new dwelling to be constructed on Lot 533, this existing shared access arrangement cannot be maintained in its present form. As such, Council will need to reconstruct a new, compliant driveway directly for the benefit of Lot 224 as part of the development process. Additionally, the integration of the overall site drainage strategy for Lot 533 may have adverse impacts on this existing large tree at the road frontage corner at the of Lots 533 and Lot 224, and as such will need to be considered by Council for possible removal.

2 Attachments

- 2.1 Attachment 1 – Proposed Building Design with 3m front setback

Attachment - Luma Luma St residential project concept design



Project Title

NEW 2 BEDROOM RESIDENCE

Site Address

281 Luma Luma Drive, Palm Island QLD

Client

Palm Island Aboriginal Shire Council

Project No.

2025035

USE SPACE BETTER PTY LTD. T/A DRAWING WORKS
ABN 33617765956
QBCC 15212911

drawingworks.com.au
☎: 0438 473 982
admin@drawingworks.com.au

© Copyright. Reproduction in part or in whole is forbidden
without written permission.

WORK IN PROGRESS
NOT FOR CONSTRUCTION

To ensure that this drawing is true to scale, ensure it is kept true to scale in size. When converting to a larger format, ensure the drawing is kept true to scale. Any drawings or plans submitted to the Council must be in accordance with the Council's requirements.

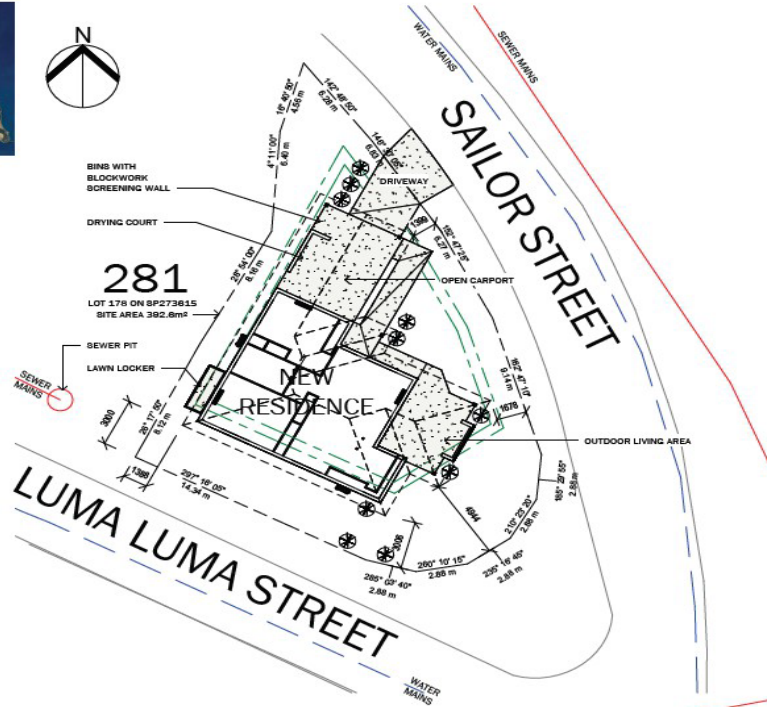
© Copyright.
Reproduction in part or in whole is
forbidden without written permission.



GREAT PALM ISLAND
1: 200000



LOCALITY PLAN
1: 5000



PROPOSED SITE PLAN
1: 200

Lot on Plan:	178 on SP273615	
Climate Zone:	1	
Wind Class:	C2 (TBC)	
Soil Class:	TBD	
BAL Rating:	TBD	
Rev.	Description	Date
A	SCHEMATIC ISSUE	30/05/2025
B	PRELIMINARY WORKING DRAWINGS	Date 2
C	REVISION	21/06/2025

Project Title
**NEW 2 BEDROOM
RESIDENCE**

Site Address
**281 Luma Luma Drive, Palm
Island QLD**

Client
**Palm Island Aboriginal Shire
Council**

Sheet Title
SITE PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 35512811

**drawing
works**

admin@drawingworks.com.au
Suite 2, 187 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by	Issue Date
MRS	
Scale (A3)	As indicated
Project No.	Sheet No.
2025035	A102

C

To ensure that this drawing is true to scale, ensure it is printed at 350mm long. Within dimensions to have preferred or other stated dimensions. Any dimensions between drawings are to be in accordance with the.

WALL TYPE LEGEND

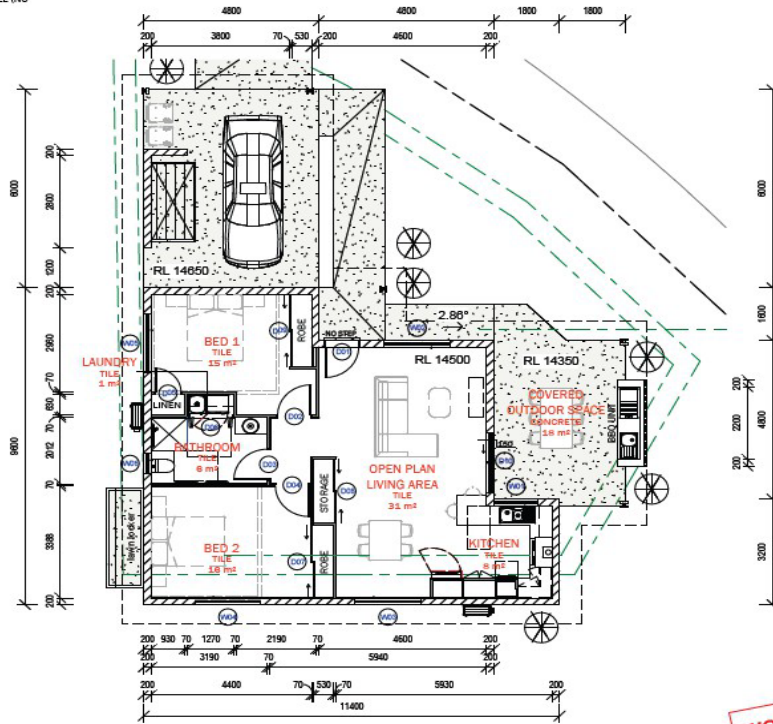
200MM BLOCKWORK

70mm INTERNAL STUD WALL (NO INSULATION)



GROSS FLOOR AREA

Name	Area
OUTDOOR COVERED AREA	19 m²
CARPORT	29 m²
ENTRY	3 m²
LAWN LOCKER	3 m²
PATH	9 m²
PATIO	68 m²
INTERIOR	90 m²
Grand total	158 m²



FLOOR PLAN
1:100

© Copyright

Reproduction in part or in whole is forbidden without written permission.

Lot on Plan: 178 on SP273815
Climate Zone: 1
Wind Class: C2 (TBC)
Soil Class: TBC
BAL Rating: TBC

Rev.	Description	Date
A	SCHEMATIC ISSUE	2005/2025
B	PRELIMINARY WORKING DRAWINGS	Date 2
C	REVISION	21/08/2025

Project Title
NEW 2 BEDROOM RESIDENCE
Site Address
281 Luma Luma Drive, Palm Island QLD

Client
Palm Island Aboriginal Shire Council

Sheet Title
FLOOR PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212911

drawing works

admin@drawingworks.com.au
Suite 2, 197 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by
R/L

Issue Date

Scale (A3)

1:100

Project No.
2025035

Sheet No.
A201

C

For more than this drawing is to be made, ensure this length is 50mm long. When dimensions to face, confirm on site before construction. Any drawing or construction drawing shall be to the standard of the

KEYNOTE

ABBREV	DESCRIPTION
EG	150 COLORBOND QUAD GUTTER & FASGA
M-01	COLORBOND CUSTOM ORS ROOF SHEETING

© Copyright

Reproduction in part or in whole is forbidden without written permission.

Lot on Plan: 178 on SP273815
Climate Zone: 1
Wind Class: C2 (TBC)
Soil Class: T8D
BAL Rating: T8D

Rev.	Description	Date
A	SCHEMATIC ISSUE	25/09/2025
B	PRELIMINARY WORKING DRAWINGS	04/11/2025
C	REVISION	21/08/2025

Project Title
NEW 2 BEDROOM RESIDENCE
Site Address
281 Luma Luma Drive, Palm Island QLD
Client
Palm Island Aboriginal Shire Council
Sheet Title
ROOF PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212911

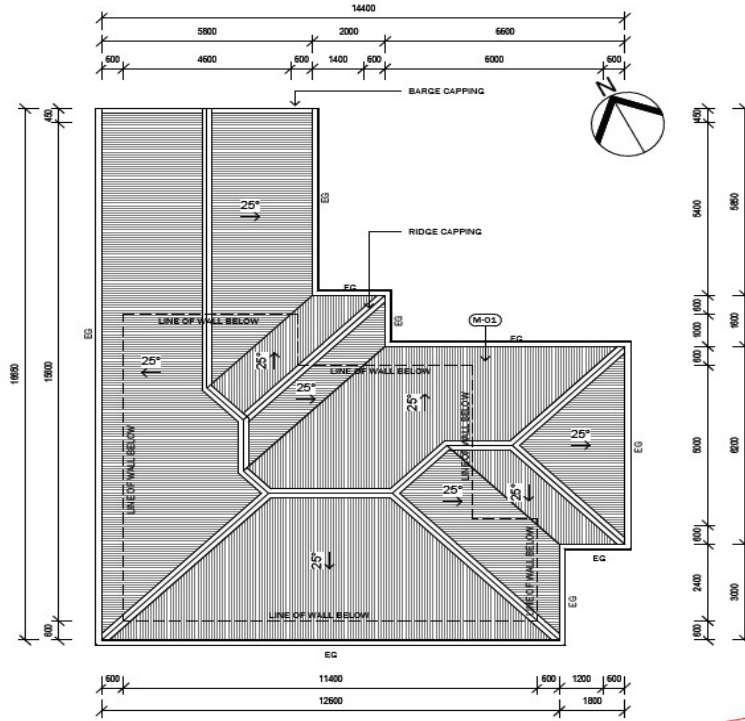
drawing works

admin@drawingworks.com.au
Suite 2, 187 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by
R/L
Issue Date
Scale (A3)
1 : 100

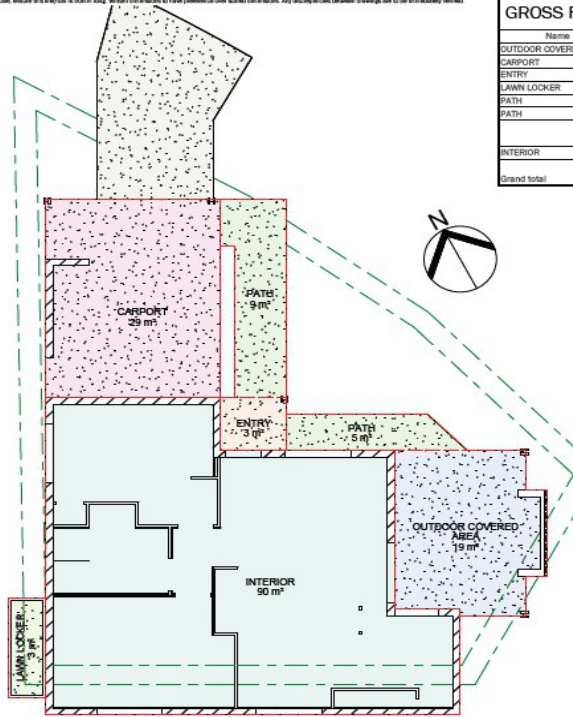
Project No.
2025035
Sheet No.
A302

C



ROOF PLAN
1 : 100

To ensure that this drawing is true to scale, ensure it is laid out to 100m in scale. All dimensions are to be taken from the centre of the building. Any dimensions shown on drawings are to be taken as indicated.



GROSS FLOOR AREA

Name	Area
OUTDOOR COVERED AREA	19 m²
CARPORT	29 m²
ENTRY	3 m²
LAWN LOCKER	3 m²
PATH	5 m²
PATH	5 m²
INTERIOR	90 m²
Grand total	158 m²

ROOM SCHEDULE

Name	Room Area
BATHROOM	6.4 m²
BED 1	14.7 m²
BED 2	16.2 m²
COVERED OUTDOOR SPACE	17.6 m²
KITCHEN	7.6 m²
LAUNDRY	0.8 m²
OPEN PLAN LIVING AREA	31.5 m²

© Copyright.

Reproduction in part or in whole is forbidden without written permission.

Lot on Plan: 179 on SP273615
Climate Zone: 1
Wind Class: C2 (TBC)
Soil Class: TBC
SAL Rating: TBC

Rev.	Description	Date
A	SCHEMATIC ISSUE	30/05/2025
B	PRELIMINARY WORKING DRAWINGS	Date 2
C	REVISION	21/06/2025

Project Title
NEW 2 BEDROOM
RESIDENCE
Site Address
281 Luma Luma Drive, Palm
Island QLD

Client
Palm Island Aboriginal Shire
Council

Sheet Title
AREA PLAN

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212911



drawing works

admin@drawingworks.com.au
Suite 2, 157 Flinders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by
RJL

Issue Date

Scale (A3)
1 : 100

Project No.
2025035

Sheet No.
A305

C

WORK IN PROGRESS
NOT FOR CONSTRUCTION

AREA PLAN
1 : 100

To ensure that this drawing is true to scale, ensure it is plotted at 1:100 on A3 paper. Where dimensions to face are indicated, they are to the face of the building. Any dimensions between drawings are to the face of the building.

KEYNOTE

ABBREV	DESCRIPTION
ES	150 COLORBOND QUAD CUTTER & FASCIA
FT2	FENCE TYPE 2 - 1.2m TIMBER LAP FENCE, HWD RAIL, STEEL POSTS
M-01	COLORBOND CUSTOM OMB ROOF SHEETING
M-02	RENDERED FINISH TO MASONRY BLOCK
ME-01	40 CONDENSER UNIT
RO-01	STANDARD PREFABRICATED TRUSS ROOF
WT1	200 MASONRY BLOCKWORK

© Copyright

Reproduction in part or in whole is forbidden without written permission.

Lot on Plan: 179 on SP273815

Climate Zone: 1

Wind Class: C2 (TBC)

Soil Class: TBO

BAL Rating: TBO

Rev. Description Date

A SCHEMATIC ISSUE 30/05/2025

B PRELIMINARY WORKING DRAWINGS 04/06/2025

C REVISION 21/08/2025

Project Type
**NEW 2 BEDROOM
RESIDENCE**

Site Address
**281 Luma Drive, Palm
Island QLD**

Client
**Palm Island Aboriginal Shire
Council**

Sheet Title
ELEVATIONS SHEET 1

Use Space Better Pty Ltd t/a
Drawing Works
ABN 33617765956
QBCC 15212811



**drawing
works**

admin@drawingworks.com.au
Suite 2, 187 Finders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by Issue Date

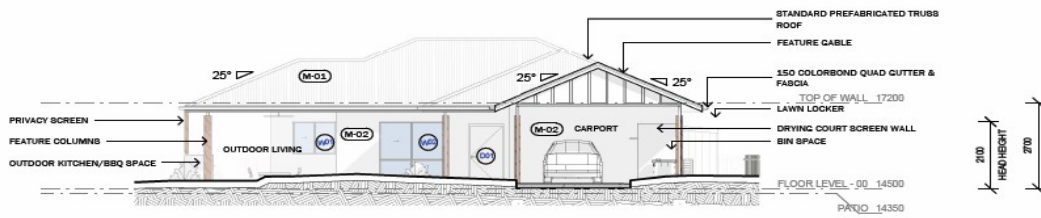
R/L Scale (A3)

1 : 100

Project No.
2025035

Sheet No.
A400

C



NORTH-EAST ELEVATION

1 : 100



NORTH-WEST ELEVATION

1 : 100

WORK IN PROGRESS
NOT FOR CONSTRUCTION

To ensure that this drawing is due to scale, measure this drawing to 50mm long. Written dimensions to take preference over scaled dimensions. Any discrepancies between drawings are to be immediately verified.

KEYNOTE

ABBREV.	DESCRIPTION
CL	CLOTHES LINE
BS	150 COLORBOND QUAD GUTTER & FASCIA
F-G1	INTERIOR 100mm CONCRETE SLAB-ON-GROUND
F-G2	EXTERIOR 100mm CONCRETE SLAB-ON-GROUND
M-G1	COLORBOND CUSTOM ORS ROOF SHEETING
M-G2	HUNDRED THOUSAND TO MASONRY BLOCK
ME-G1	AO CONDENSER UNIT
RO-G1	STANDARD PREFABRICATED TRUSS ROOF
W1	200 MASONRY BLOCKWORK

© Copyright.
Reproduction in part or in whole is
forbidden without written permission.

Lot on Plan:	178 on SP273815	
Climate Zone:	1	
Wind Class:	C2 (TBC)	
Soil Class:	TBD	
BAL Rating:	TBD	
Rev.	Description	
A	SCHEMATIC ISSUE	30
B	PRELIMINARY WORKING DRAWINGS	De
C	REVISION	21

Project Title
**NEW 2 BEDROOM
RESIDENCE**

Site Address
**281 Luma Drive, Palm
Island QLD**

Client
**Palm Island Aboriginal Shire
Council**

Sheet Title
ELEVATIONS SHEET 2

Use Space Better Pty Ltd t/a
Drawing Works
ABN 336137765958
QBCC 15212911

**drawing
works**

admin@drawingworks.com.au
Suite 2, 187 Finders Street
Townsville City QLD 4810
www.drawingworks.com.au

Drawn by
R/L

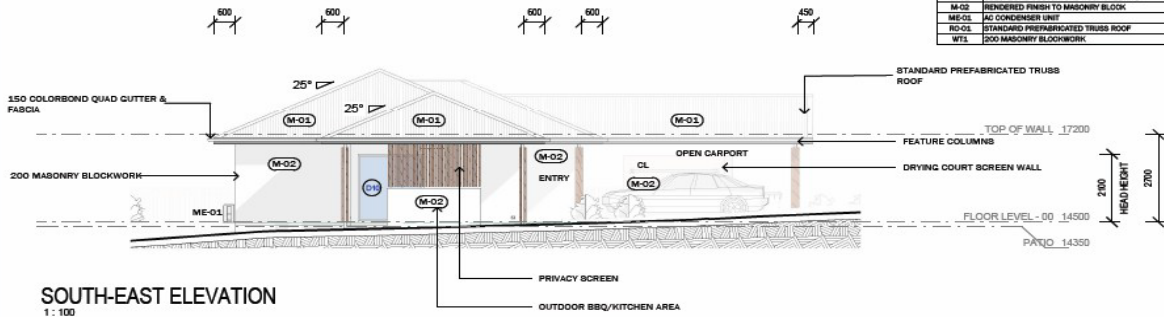
Issue Date
Scale (A3)
1 : 100

Project No.
2025035

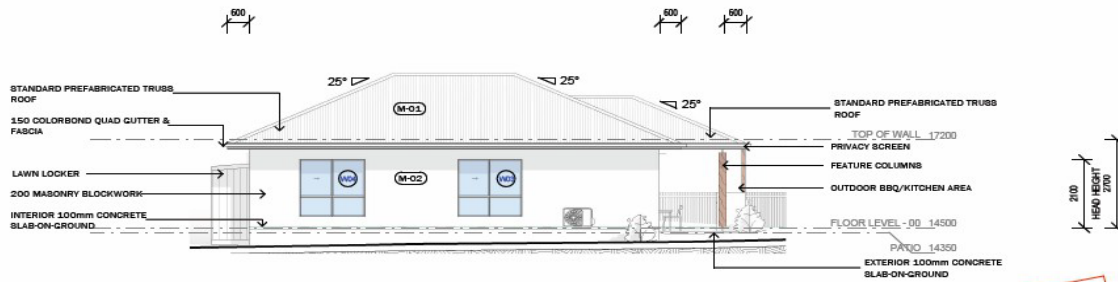
Sheet No.
A401

C

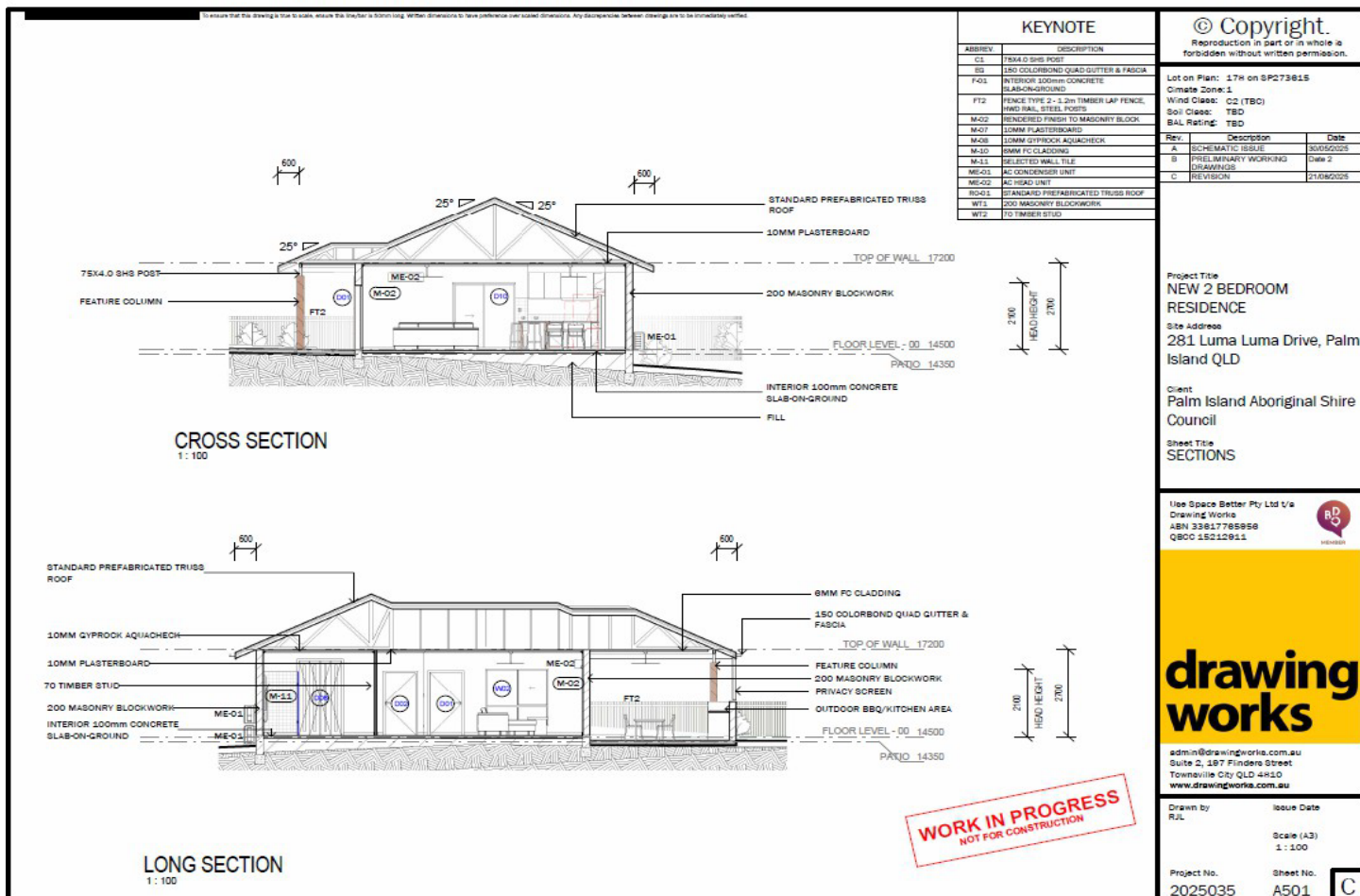
SOUTH-EAST ELEVATION
1 : 100



SOUTH-WEST ELEVATION
1 : 100



WORK IN PROGRESS
NOT FOR CONSTRUCTION



Attachment - Luma Luma St residential project technical note recommending setback/relaxation

TECHNICAL MEMO

3 Point Design

e: solutions@3pointdesign.io w: www.3pointdesign.io

To Marcio Fialho

Subject Retaining Wall and Setback Considerations for Lot 533 (SP273615) Stanley Street

From 3 Point Design

3PD Reference PIASC_TM002_Rev A

Date 12 September 2024

1 Overview

1.1 Purpose

This technical memo outlines our recommendation and reasoning for Council's consideration regarding the treatment of the existing retaining wall on the eastern boundary of Lot 533 (SP273615), Stanley Street. Specifically, we present two potential approaches: retaining the existing wall in its current form or rebuilding a new wall. Each option is assessed against site constraints and planning considerations to inform the most practical and sustainable path forward.

Our recommendation is to proceed without disturbing the existing retaining wall while seeking an adjustment to the current DA's front setback clearance from 4.5m to 3m. This recommendation has been developed on the basis of the following considerations:

- The survey indicates an existing retaining wall with an approximate 1:2.5 batter behind it, presenting a total vertical challenge of approximately 3m in height. Rebuilding a new wall of this scale will require substantial structural engineering design and incur significant construction costs.
- Rebuilding the wall will adversely impact existing mature trees along the eastern rear fence line in the neighbouring property, with foundations potentially compromising their health and stability, and a high likelihood that they will need to be removed.
- Stormwater constraints need to be confirmed, particularly whether adjoining Lots 221 and 222 contribute stormwater flows into Lot 533. Disturbance of the wall could complicate downstream drainage solutions, as existing flows from neighbouring lots will need to factor in with any new sub-surface drainage systems installed behind the wall.
- Alternatively, by retaining the current wall and reducing the building front setback from 4.5m to 3m, the project can achieve a compliant and viable building envelope without significant construction costs or culturally sensitive tree removals.

1.2 Comparative Assessment of Options

1.2.1 Option 1 - Retain Existing Wall and Adjust Front Setback

Pros

- Cost-effective as it avoids major structural design and construction.
- Preserves vegetation and avoids damaging significant trees.
- Simplifies approvals and reduces lead time for delivery.

Cons

- Existing wall condition may limit future flexibility and require ongoing monitoring to ensure structural adequacy (we recommend a structural assessment to confirm).
- Requires Council agreement to relax the setback from 4.5m to 3m.

1.2.2 Option 2 - Construct a New Retaining Wall (Approx. 3m high)

Pros

- Provides a new engineered structure with long-term design life.
- May allow for improved drainage control depending on structural solution.

Cons

- Very high construction cost due to wall height and site constraints.
- Requires structural engineering input and budget allocation.
- Risk of root zone damage to significant mature trees with likelihood of removal (rear boundary).
- Lengthens approvals process.

1.2.3 Option 3 – Investigate a 2-bedroom house design

Pros

- Reduced footprint may be more appropriate for this size lot working with the existing retaining wall, batters and adhering to the Planning Scheme setbacks.

Cons

- Loss of 1 x bedroom and reduced house size.
- Requires the development of a new floorplan concept.

1.3 Recommendation

Based on the above considerations, it is our opinion that Option 1 - Retain Existing Wall and Adjust Front Setback, represents the most practical solution, balancing site constraints, environmental protection, and project costs. We therefore recommend and request Council:

1. Endorse relaxation of the front setback from 4.5m to 3m for Lot 533 (attached layout provided).
2. Approve engagement of a structural engineer to assess and confirm the integrity of the existing retaining wall under the proposed development configuration.
3. Confirm through Council input whether stormwater flows from Lots 221/222 contribute to Lot 533, to properly inform drainage design considerations.

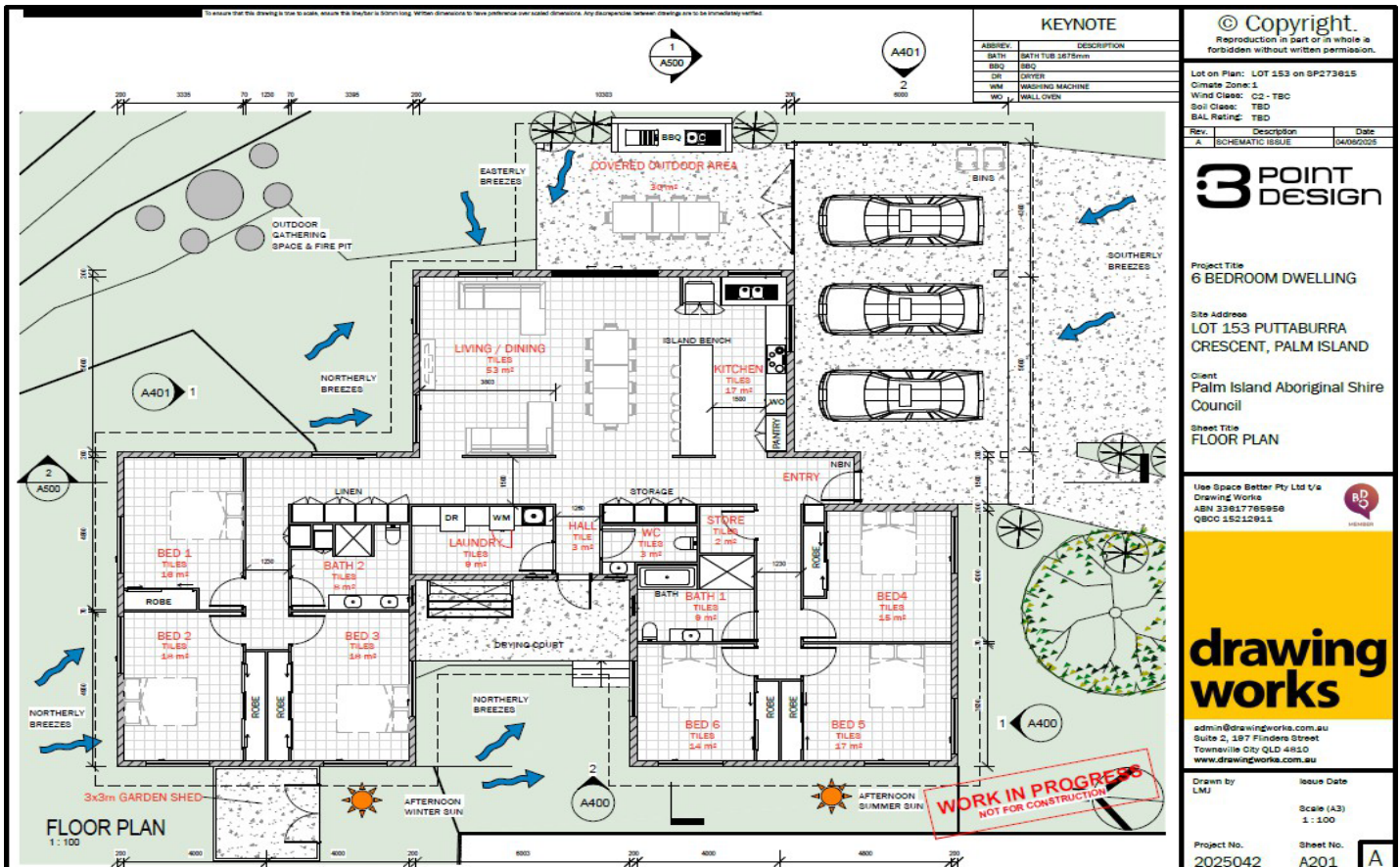
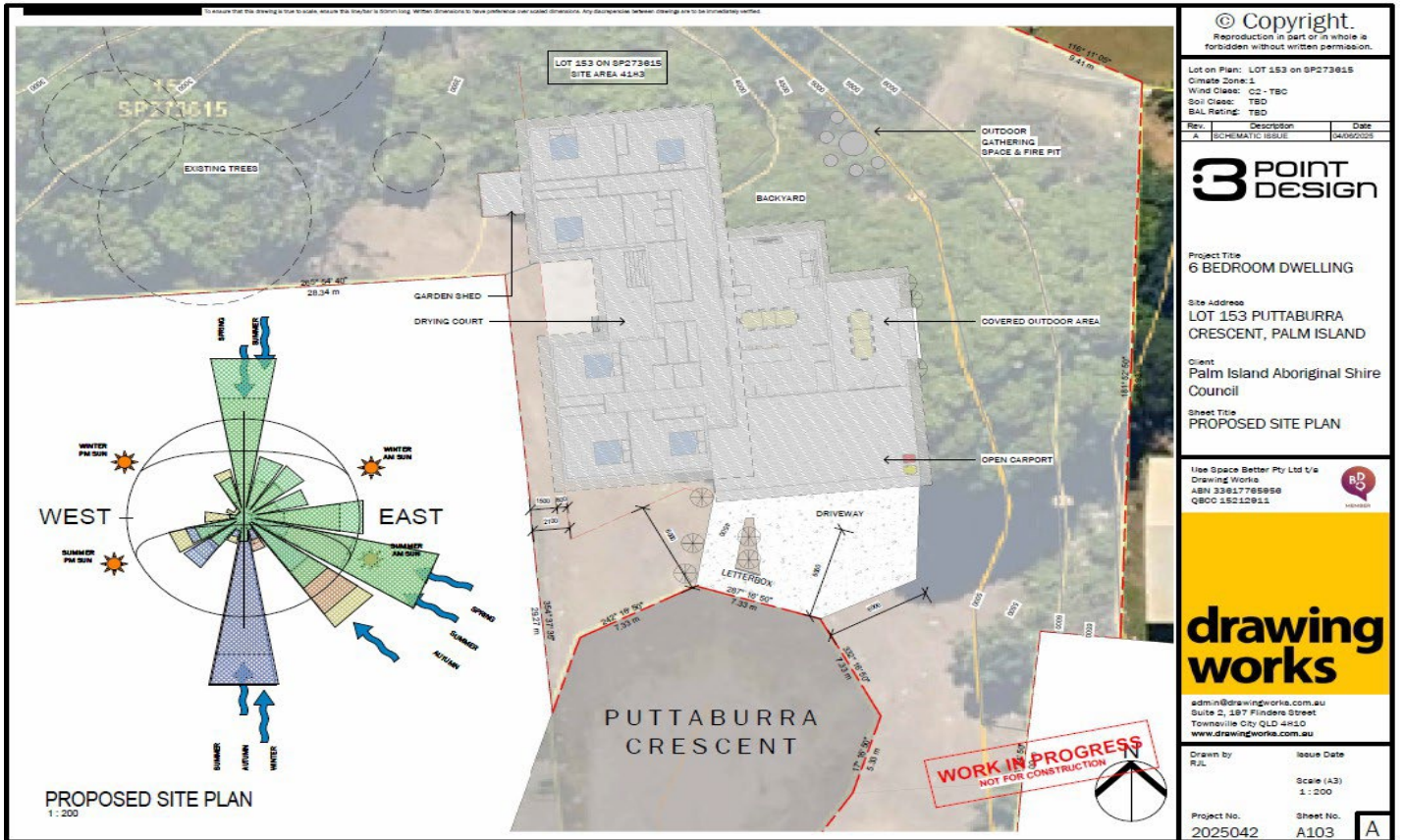
1.4 Other Items to Note (Ancillary)

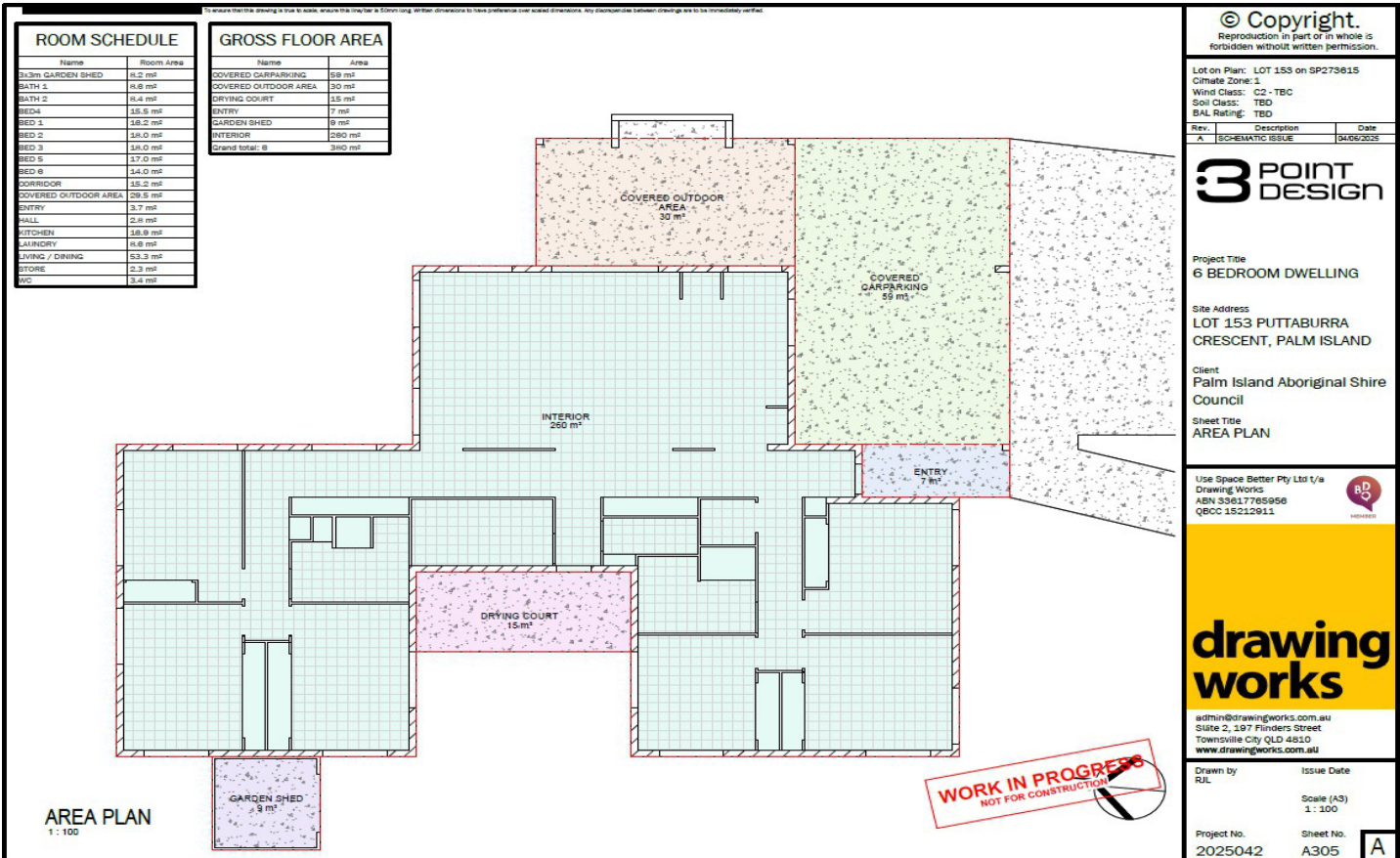
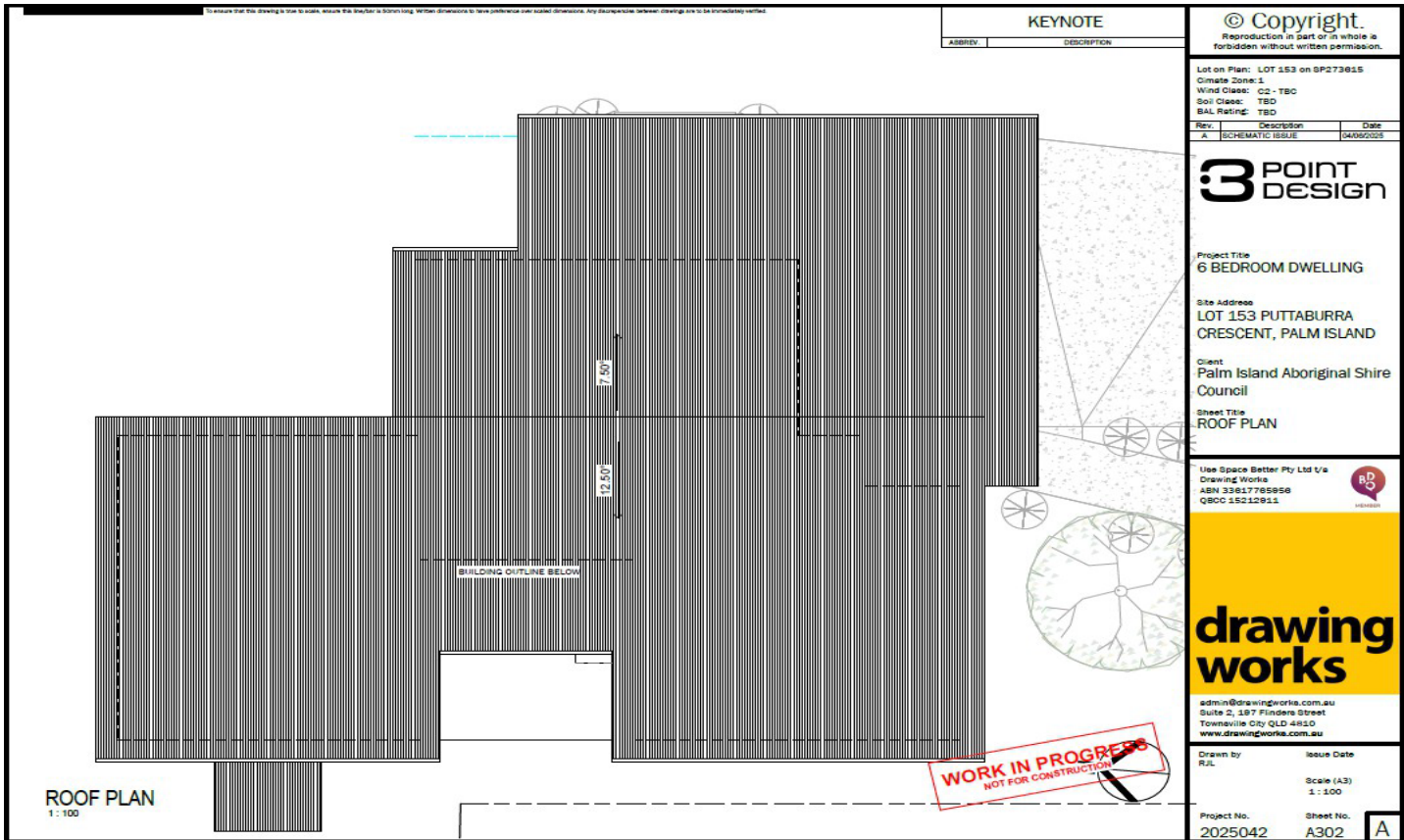
Lot 224 currently gains driveway access through Lot 533. With the proposed new dwelling to be constructed on Lot 533, this existing shared access arrangement cannot be maintained in its present form. As such, Council will need to reconstruct a new, compliant driveway directly for the benefit of Lot 224 as part of the development process. Additionally, the integration of the overall site drainage strategy for Lot 533 may have adverse impacts on this existing large tree at the road frontage corner at the of Lots 533 and Lot 224, and as such will need to be considered by Council for possible removal.

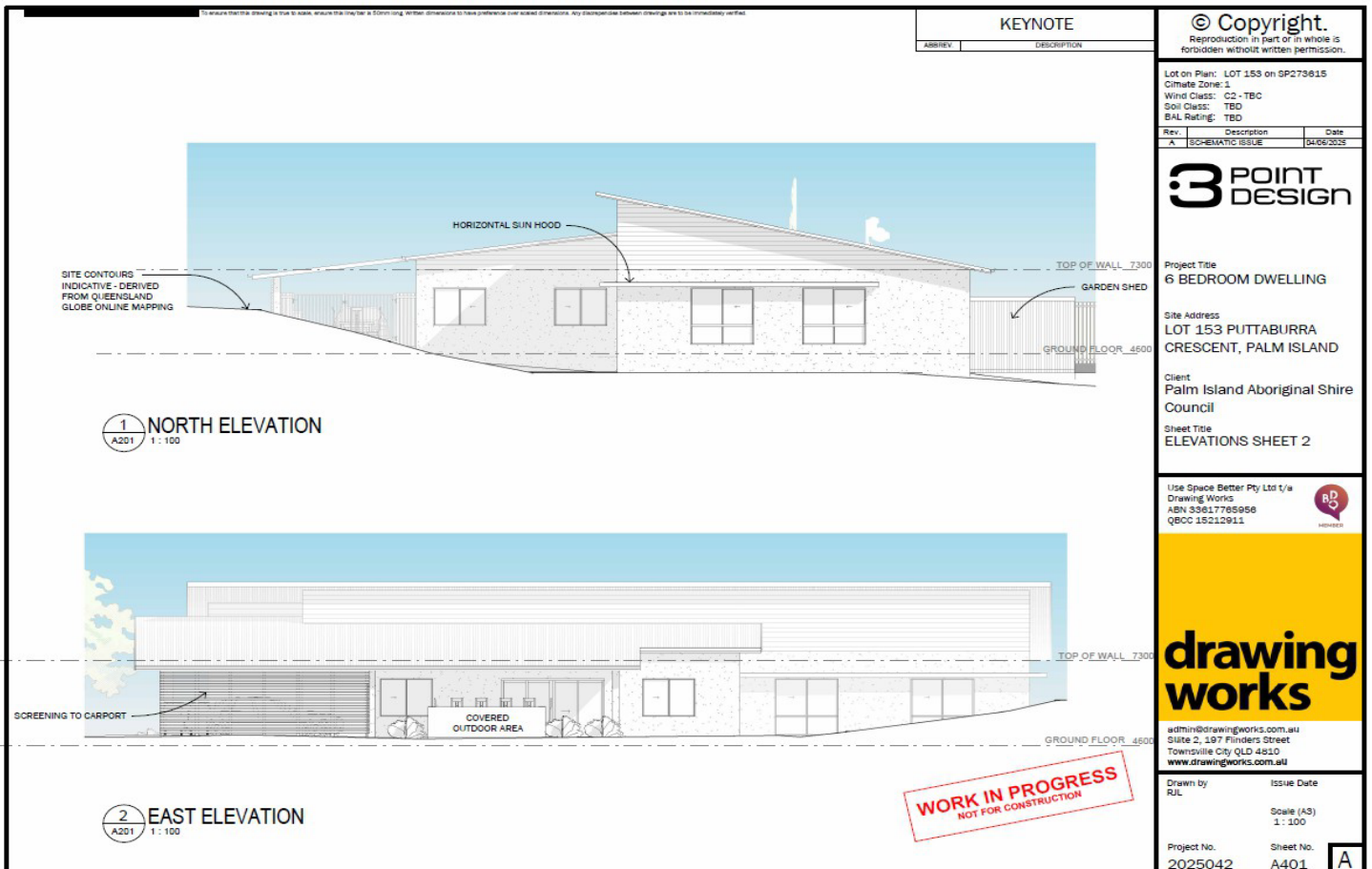
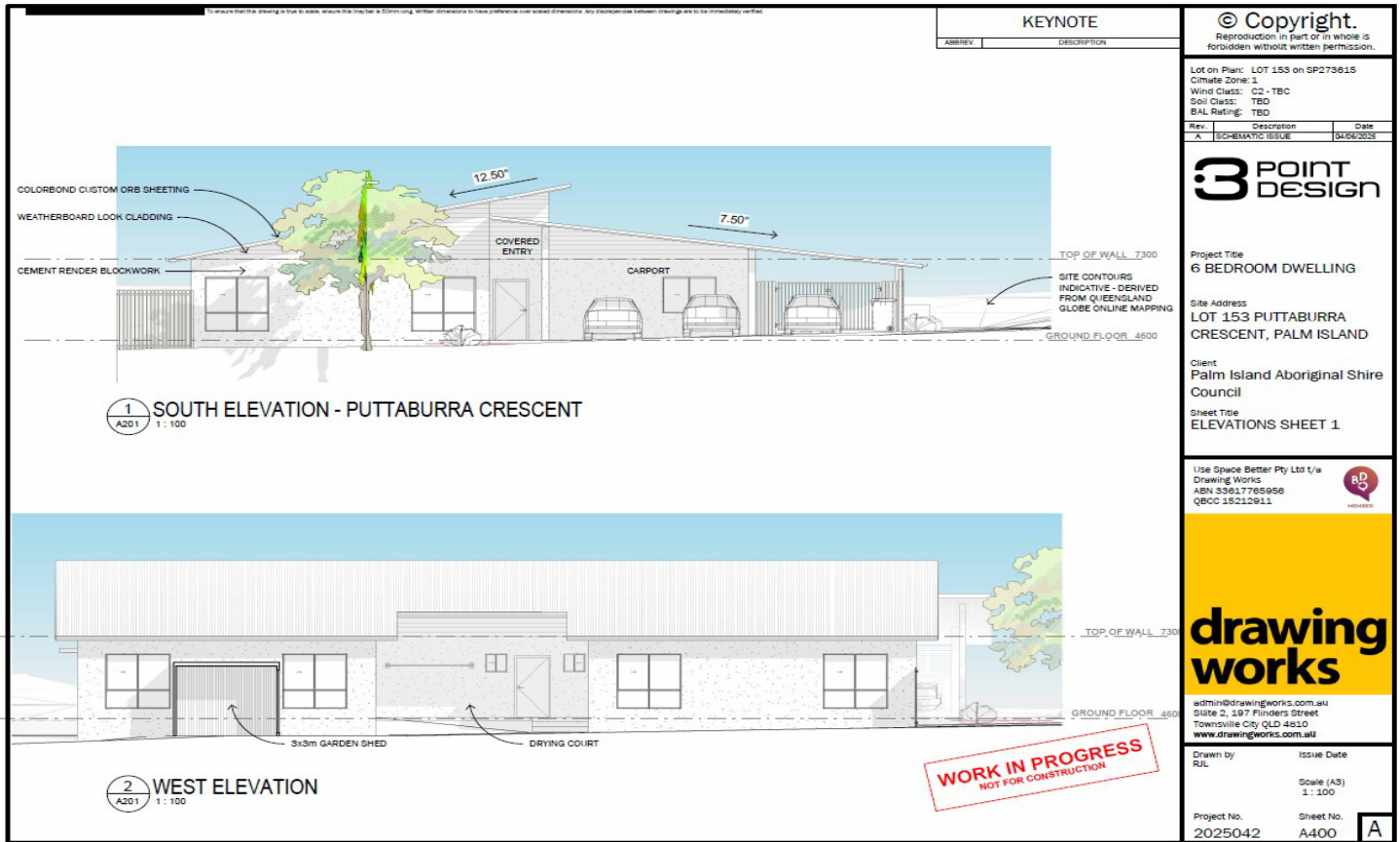
2 Attachments

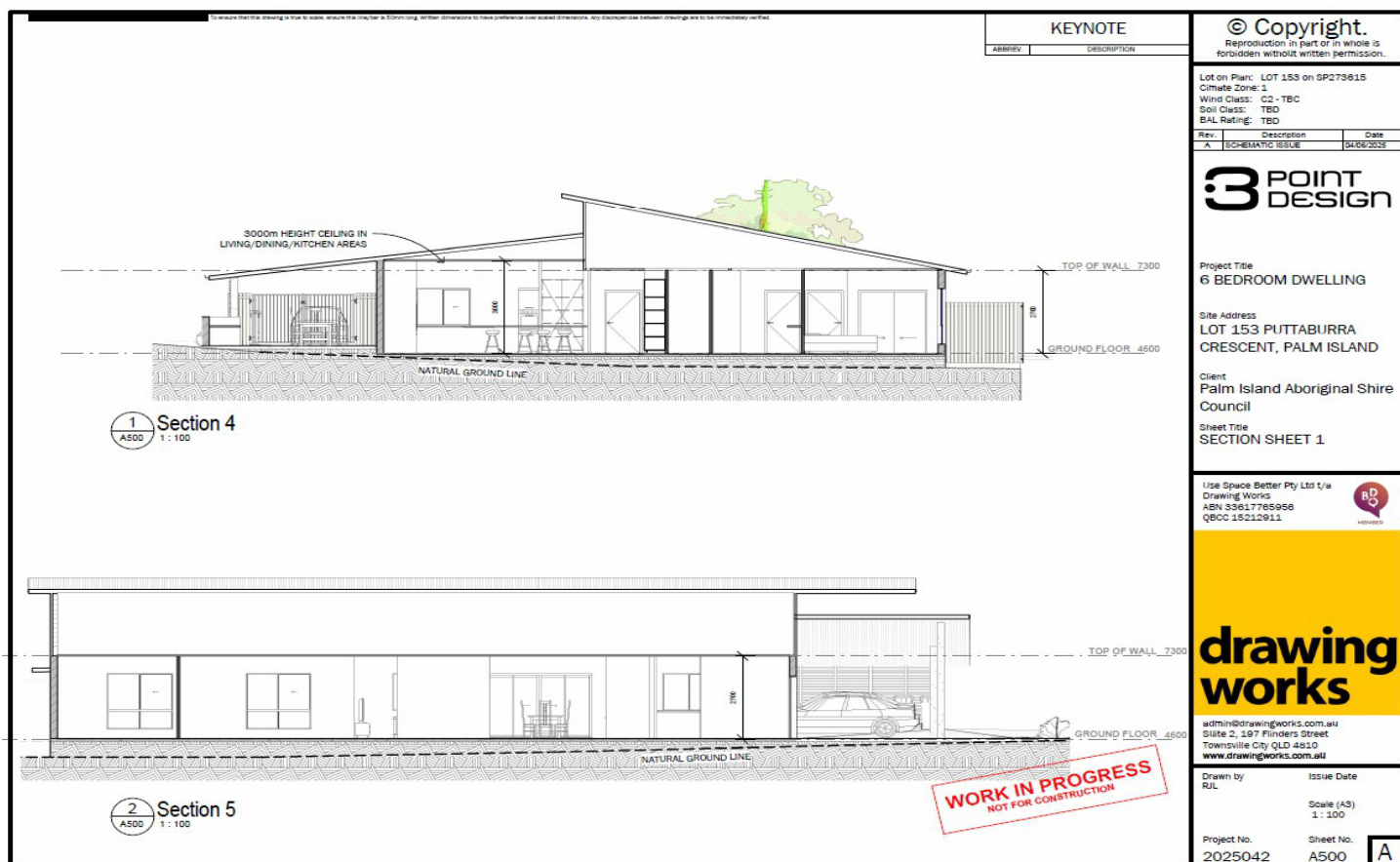
- 2.1 Attachment 1 – Proposed Building Design with 3m front setback

Attachment - Puttaburra St residential project concept design









4.9 Water & Sewerage Report

ITEM NO:	4.9
REPORT NAME:	Water & Sewer Report
MEETING:	Ordinary Council Meeting
DIRECTORATE:	Water & Sewer
AUTHOR:	Micah Geia, Water & Sewer Manager
DOC ID:	20250924:4.9
APPROVER	Emma Bradbury, interim CEO

EXECUTIVE SUMMARY

This report provides Council with an operational update on water and sewer activities for the period leading up to 18 September 2025. Key areas include sewer inlet works, water main installations and repairs, dam levels, and sewer blockages. The report also highlights recent infrastructure commissioning, operational risks, and upcoming community engagement initiatives.

OFFICER'S RECOMMENDATION

That Council:

- Receive and note the Water & Sewer report.

1. Drinking Water Operations

- **Raw Water Source:**
 - Solomon Dam: 100% full (low-level algae bloom detected)
 - Francis Dam: 70% full
- **Treated Water Quality:**
 - Free chlorine residuals remain within optimal ranges:
 - Palm Centre: 1.7 – 2.1 mg/L
 - Butler Bay: 1.8 – 2.4 mg/L
 - Rodeo Grounds: 1.5 – 2.1 mg/L
- **Infrastructure Commissioning:**
 - New direct water main to main reservoir successfully commissioned.
- **Operational Planning:**
 - Communications network mapping underway to address weather-related treatment disruptions.

2. Sewerage Operations

- **Reticulation:**
 - Sewer smoker machine acquired to locate pipe breaks; works pending dry weather.
- **Sewer Stations:**
 - Six blockages recorded despite catchment baskets; community engagement program in development with QLD Health.
- **Sewer Treatment Plant:**
 - Decanter 2 failure; installation of new flotation pump in planning phase, with logistical challenges due to limited machinery.

3. Projects

- **Inlet Works to STP:**
 - Commissioning stage.
- **New Solomon Reservoirs:**
 - Completed and operational.

IMPLICATIONS/RISK

Water Treatment Facility:

We currently operate one chlorinator and one DAFF (Dissolved Air Flotation Filtration) system. To mitigate operational risks, it is essential to maintain an adequate inventory of critical spare parts. We strive to manage this sustainably; however, the storage of these critical spares has been a persistent challenge within the Water and Sewer department

LINKS TO CORPORATE/OPERATIONAL PLAN

All activities and initiatives outlined in this report align with Council's Corporate Plan 2020-24 and support the strategic priorities of economic development, community wellbeing, and good governance.

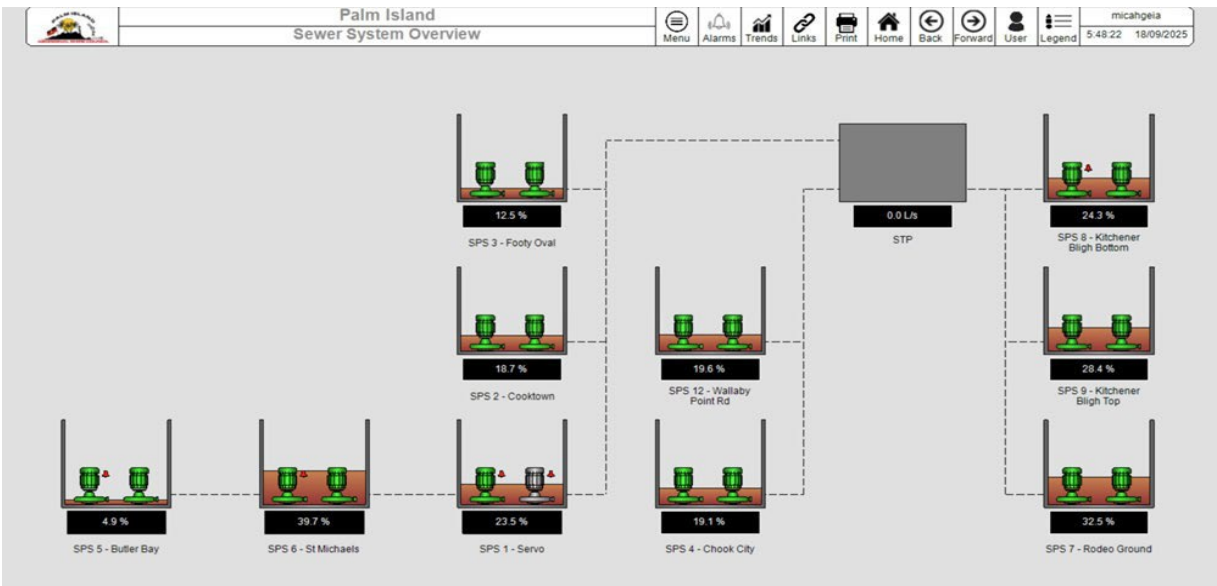
CONCLUSION

The reporting period has seen steady progress across water and sewer operations, with key infrastructure projects advancing and operational challenges managed effectively. The dedication of the Water and Sewer team, supported by Council and partners, continues to ensure reliable service delivery and ongoing improvements for the Palm Island community. Sincere thanks are extended to all staff and stakeholders for their commitment and support.

ATTACHMENTS

- Figure 1: SCADA overview of 10 major sewer pump stations
- Figure 2–8: Water main installation and sewer inlet infrastructure photos

Attachment - Figure 1: SCADA overview of 10 major sewer pump stations



Attachment – Figure 2–8: Water main installation and sewer inlet infrastructure photos



Figure 1 installation of Manbarra Rd new 100mm watermain.



Figure 2 Manbarra Rd watermain marked with tape for identification.



Figure 3 concrete casing for water main repair Joinery Lane preparation.



Figure 4 water main concrete casing complete.



Figure 5 aeration pumps for sewer inlet installed waiting for final concrete base.



Figure 6 brand new Spirac channel screens.

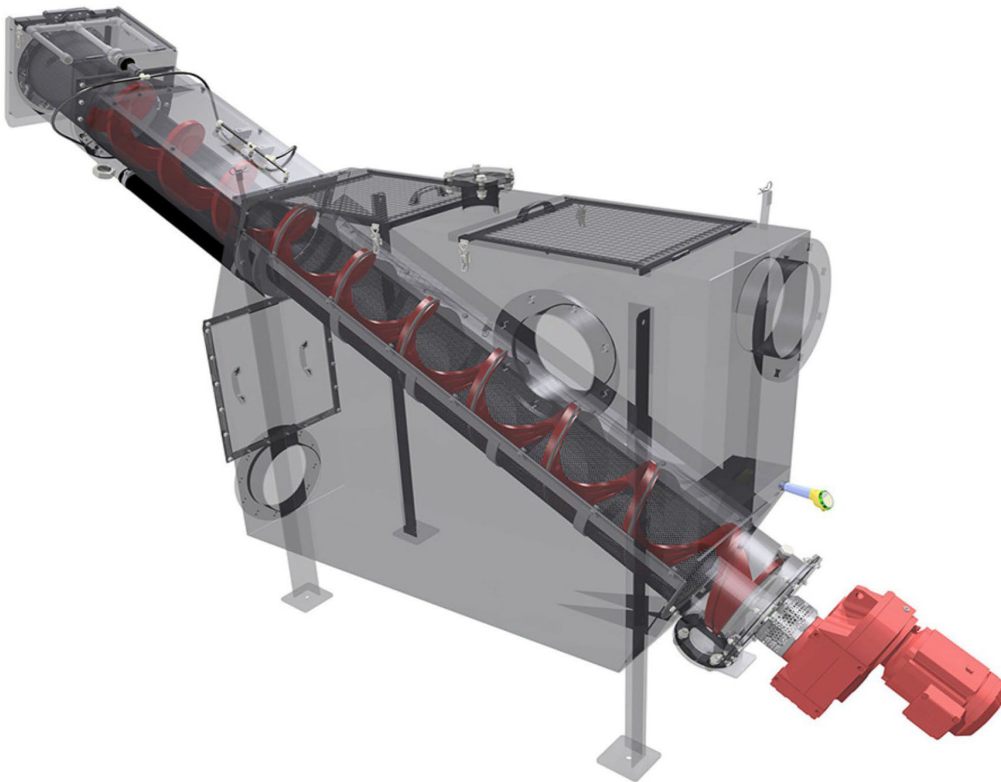


Figure 7 schematic look inside.

4.10 Palm Island Great Barrier Reef Clean-Up 2025

ITEM NO	4.10
REPORT NAME	Palm Island Great Barrier Reef Clean-Up 2025
MEETING	Ordinary Council Meeting
DIRECTORATE	Office of the CEO
AUTHOR	Jessie-Mae Laczik, Governance Officer
DOC ID	20250924:4.10
APPROVER	Emma Bradbury, <i>interim</i> CEO

EXECUTIVE SUMMARY

This report provides Council with an overview of the upcoming Palm Island Great Barrier Reef Clean-Up 2025, a community-led environmental initiative scheduled for Friday, 17 October 2025. The event is coordinated by the Minggamingga Rangers in partnership with Tangaroa Blue Foundation through the ReefClean program and supported by the Australian Government's Reef Trust.

OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the report on the Palm Island Great Barrier Reef Clean-Up 2025.

KEY INITIATIVES & HIGHLIGHTS

- **Event:** Palm Island Great Barrier Reef Clean-Up 2025
- **Date/Time:** Friday, 17 October 2025, 8:30 AM – 3:30 PM
- **Location:** Minggamingga Rangers, Palm Island
- **Lead Partners:** Minggamingga Rangers, Tangaroa Blue Foundation (ReefClean), Manbarra and Bwgcolman Traditional Owners
- **Participants:** Schools, Council, community organisations, job seeker networks, and the wider community

EVENT OBJECTIVES

- **Protecting Country:** Remove marine debris from local beaches and sea country, contributing data to the Australian Marine Debris Initiative (AMDI) Database.
- **Youth & Education:** Engage local schools and young people in hands-on environmental stewardship.
- **Community Leadership:** Showcase Palm Island's commitment to environmental protection and community pride.
- **Partnerships:** Strengthen collaboration between Council, Traditional Owners, community groups, and national partners.

IMPLICATIONS/RISK

- Positive community engagement and environmental outcomes.
- Opportunities for skills development and youth participation.

- Minimal operational risk: event is supported by experienced partners and aligns with Council's strategic priorities.

LINKS TO CORPORATE/OPERATIONAL PLAN

Community Wellbeing, Environmental Stewardship, and Partnerships.

CONCLUSION

The Palm Island Great Barrier Reef Clean-Up 2025 is a significant opportunity for Council and the community to demonstrate leadership in environmental protection and youth engagement. Council's support and participation are recommended.

Attachment - Event Flyer



5. Matters for Decision

5.1 Back Farm Housing Development

PALM ISLAND

Aboriginal Shire Council



ITEM NO	5.1
REPORT NAME	Back Farm Housing Development
MEETING	Ordinary Council Meeting
DIRECTORATE	Projects Director
AUTHOR	Marcio Fialho
DOC ID	PIASC-2025-OCM-5.1
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Back Farm residential development, located at Lot 536 and 491 Wallaby Point Road, which will contribute to Palm Island's housing supply with 98 additional lots.

OFFICER'S RECOMMENDATION

That Council:

1. Provides comments to the concept design and/or
2. Requests changes to the concept design or
3. Approves the concept design as is

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

As per the latest Palm Island's Housing Capital Investment Strategy (June 2024), the need for new housing on Palm Island will be met by building 139 new homes over a ten-year, accompanied by the corresponding investment in new infrastructure.

Back Farm development application (DA2024_012) conducted by RILIPO commenced on 02/12/2024 and is expected to be completed by 19/12/2025. The proposed design includes the requested development expansion (additional lots). As per the Housing Capital Investment Strategy, the development is scheduled to be executed in the period of 2029 to 2032.

2. REPORT

Council's decision on the proposed development design will inform the development application and cost estimation processes for this project.

Upon Council's decision, RILIPO will be able to

- Finalise the design and estimations
- Finalise the Development Application (DA)
- Submit the DA to council
- Undertake relevant Referrals and Public Notification processes
- Whereafter the Council Decision-Making processes will commence

3. IMPLICATIONS/RISK

This new residential development, Back Farm will result in the following benefits to the community:

- Meet demand by people from the mainland who would like to move to Palm Island along with existing tenants on Palm Island whose needs are not being met
- Maximise the potential contribution to the local economy through local apprentices, employment and business engagement

The development is exposed to risks associated with:

- Development application approval (e.g. referrals, public notifications, etc.)
- Securing sufficient funds not only for the residential development but also for the corresponding infrastructure required
- Housing and infrastructure execution (e.g. supply chain and logistic challenges, local manpower capacity and capabilities, ability to attract capable contractors, contractors' accommodation availability, weather conditions, etc.)
- Tenancy process (e.g. selection criteria, etc.)

a. BUDGET IMPLICATIONS

Estimated cost of \$33.4 million as per the Palm Island's Housing Capital Investment Strategy. Funding is yet to be secured.

b. POLICY IMPLICATIONS

Supports Council's Housing Capital Investment Strategy and aligns with Planning Act 2016 (Qld), Planning Regulation 2017 (Qld), Palm Island's Planning Scheme, and the Indigenous Land Use Agreement (ILUA).

4. LINKS TO CORPORATE/OPERATIONAL PLAN

Key Response Areas: Community and Wellbeing, Economy and Places

5. CONSULTATION

Recommendation:

That Council:

1. As per the Taxation Administration Act schedule 1, s446-45 approve that Councillors are subject to PAYG (Pay as You Go) withholding – deeming them employees of Council for superannuation purposes only, and therefore subject to minimum superannuation guarantee contributions being made by Council.
2. Approve for Council to participate in superannuation for Councillors as employees of Council.

PURPOSE OF REPORT:

Council has the option to determine whether Councillors should access, benefit from and optionally contribute to superannuation funds/schemes complying with the Commonwealth Superannuation legislation for elected members who wish to participate.

IDENTIFICATION OF PROPERTY:

Not Applicable.

BACKGROUND AND CONTEXT

At the June Ordinary Meeting Preston Law was requested to provide advice to Council. In order to protect legal privilege, we have attached a copy of our advice dated 28 July 2025 to this report.

A summary of the advice was provided at the August Meeting. It is important to note that superannuation is a matter for individual Councils to agree on and that most Councils in Queensland have opted into this system.

S226 of the Qld Local Government Act 2009 (the Act) provides that:

1. Councillors can establish, amend and take part in a superannuation scheme paying superannuation contributions for Councillors, to an approved fund, which complies with the provision of the Commonwealth Superannuation Act; and
2. also enter into an arrangement under which:
 - one or more councillor/s agrees to forgo a percentage or amount of the remuneration that the councillor is entitled to as a councillor (salary sacrifice); and
 - local government agrees to contribute the percentage or amount to the superannuation scheme for the councillor.

Councillors have the option to pass a resolution per the Taxation Administration Act schedule 1, s446-45 that Councillors are subject to PAYG (Pay as You Go) withholding - making them employees of Council, for taxation purposes only and therefore subject to minimum superannuation guarantee contributions being made by Council.

From 1 July 2025 this rate is 12%.

It was advised that the August Ordinary meeting that Councillors should individually seek expert taxation advice on opting in to understand the personal implications.

CRITICAL DATES

Nil

OTHER OPTIONS CONSIDERED

Nil

LEGAL AND LEGISLATION CONSIDERATIONS

Council received advice from Preston Law on 28 July 2025.

POLICY CONSIDERATIONS

Nil

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Nil

FINANCIAL AND RESOURCE CONSIDERATIONS

Nil.

CONSULTATION

The recommendation is consistent with Council's legal advice.

5.3 Funding Support for PCYC Healthy Eating and Cooking Program

PALM ISLAND

Aboriginal Shire Council



ITEM NO:	Item 5.3
REPORT NAME:	Funding Support for PCYC Healthy Eating and Cooking Program
MEETING:	Ordinary Council Meeting
DIRECTORATE:	Office of the CEO
AUTHOR:	Jessie-Mae Laczik, Governance Officer

DOC ID	PIASC-2025-OCM-5.3
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

This report seeks Council's formal endorsement of a financial contribution to support the Palm Island PCYC's healthy eating and cooking program for youth. The program provides daily meals, teaches food preparation and hygiene, and fosters leadership and communication skills. A proposed initial contribution of \$10,000 is recommended, with scope for review based on program outcomes and budget availability.

OFFICER'S RECOMMENDATION

That Council:

1. Endorses a financial contribution of \$10,000 to Palm Island PCYC to support its youth healthy eating and cooking program.
2. Notes that the funding will be sourced from the Community Betterment Fund operational budget.
3. Requests a progress update from PCYC in December 2025 to inform future funding consideration

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

Council has previously expressed support for PCYC's youth engagement initiatives. Informal discussions between the interim CEO and Acting Sergeant Laurie Bateman highlighted the growing demand for food provision at PCYC programs, which operate daily during school terms and holidays. An initial offer of \$10,000 was made by the former CEO, pending formal Council resolution.

2. REPORT

PCYC Palm Island runs structured programs for children aged 5–17, with attendance averaging 70–80 participants daily. The cooking program provides nutritious meals, teaches hygiene and food preparation, and encourages leadership through peer-led service. All ingredients are sourced locally from CEQ Palm Island. Due to increased participation, PCYC's existing food budget is insufficient to sustain the program through year-end.

3. IMPLICATIONS/RISK

Benefits: Improved youth nutrition and wellbeing, Enhanced community safety and engagement, Support for local business through CEQ purchasing

Risks: Sustainability of funding beyond initial contribution, Reputational risk if support is withdrawn mid-program

a. BUDGET IMPLICATIONS

\$10,000 to be allocated from the Community Betterment Fund operational budget (GL code to be confirmed with Finance).

b. POLICY IMPLICATIONS

Supports Council's Community Engagement and Youth Development objectives. Aligns with the Local Government Act 2009 (Qld) – Section 4(2)(c) "democratic representation, social inclusion and meaningful community engagement."

4. LINKS TO CORPORATE/OPERATIONAL PLAN

KEY RESPONSE AREAS:

- Safety and Wellbeing
- Community and Environment

- Partnerships and Engagement

5. CONSULTATION

Internal: interim CEO Emma Bradbury, CFO Rebecca Baguley

External: A/Sergeant Laurie Bateman, Palm Island PCYC, Kalo Sue-Tin, Regional Manager, PCYC

6. CONCLUSION

Council's financial support will enable PCYC to continue delivering a vital youth program that promotes health, leadership, and community connection. A formal resolution will provide clarity and structure to the partnership.

ATTACHMENTS

nil

5.4 Probity Framework and Procurement Pathways for Councillor-Supplied Goods and Services

PALM ISLAND

Aboriginal Shire Council



ITEM NO:	5.4
REPORT NAME:	Probity Framework and Procurement Pathways for Councillor-Supplied Goods and Services
MEETING:	Ordinary Council Meeting
DIRECTORATE:	Office of the CEO
AUTHOR:	Emma Bradbury, <i>interim</i> CEO
DOC ID	PIASC-2025-OCM-5.4
APPROVER	Emma Bradbury, <i>Interim</i> CEO

EXECUTIVE SUMMARY

This report proposes a formal framework for managing instances where elected members supply goods or services to Palm Island Aboriginal Shire Council (PIASC). While permissible under the Local Government Act 2009 (Qld), such arrangements require strong probity controls to manage actual and perceived conflicts of interest. The framework includes conflict management protocols, procurement integrity measures, LocalBuy registration support, and a checklist for assessing proposals.

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the proposed probity framework for councillor-supplied goods and services.
2. Supports councillor-suppliers to pursue LocalBuy registration.
3. Requests the CEO to issue a formal advisory memo to staff and councillors outlining expectations.
4. Adopts the attached checklist for assessing councillor-supplier proposals.

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATIONS

PIASC currently engages elected members as suppliers, including catering, branded apparel, and minor contracting services. While these arrangements support local enterprise, they must be managed transparently to uphold governance integrity and community trust.

2. REPORT

The Local Government Act 2009 (Qld) permits councillor-suppliers but requires:

- Full disclosure of financial interests.
- Non-participation in related decisions.
- Transparent procurement processes.

The proposed framework includes:

- Written declarations and Register of Interests updates.
- Recusal from all related discussions and decisions.
- Use of open procurement or LocalBuy pathways.
- Appointment of a probity adviser for high-risk contracts.
- *Adoption of a formal checklist for assessing proposals.*

3. IMPLICATIONS/RISK

Benefits:

- Supports local enterprise in a compliant manner.
- Enhances transparency and community confidence.
- Reduces administrative burden via LocalBuy.

Risks:

- Perceived conflicts of interest if not properly managed.
- Reputational risk without clear protocols.

a. BUDGET IMPLICATIONS

No immediate financial impact. LocalBuy registration is free for Indigenous and small businesses.

b. POLICY IMPLICATIONS

- Governance and Leadership
- Economic Development
- Community Confidence

4. LINKS TO CORPORATE/OPERATIONAL PLAN

KEY RESPONSE AREAS:

- Community and Environment
- Infrastructure and Services
- Safety and Wellbeing

5. CONSULTATION

Internal: Governance Officer, Finance

External: LocalBuy, Councillor-suppliers

6. CONCLUSION

This framework provides a clear, compliant pathway for councillor-supplied goods and services, balancing governance integrity with support for local enterprise. Council's endorsement will formalise expectations and strengthen probity.

Attachment - Proposed Framework & Checklist

Proposed Framework: Framework for Managing Councillor-Supplied Goods and Services

1. **Declaration and Conflict Management**
 - Councillor-suppliers must submit written declarations and update the Register of Interests.
 - Councillors must recuse themselves from all discussions, decisions, and votes related to their supply.
2. **Procurement Integrity**
 - All engagements must follow open, competitive processes or be conducted via LocalBuy.
 - No preferential treatment is permitted.
3. **LocalBuy Pathway**
 - Councillor-suppliers will be supported to become LocalBuy pre-qualified suppliers, enabling compliant procurement and reducing administrative burden.
4. **Oversight and Transparency**
 - CEO to appoint a probity adviser for high-risk or sensitive contracts.
 - Contract awards involving councillor-suppliers to be documented and, where appropriate, publicly communicated.

Checklist for Assessing Proposals

- A formal checklist will be adopted to assess councillor-supplier proposals (see Appendix A).

Appendix A: Checklist for Assessing Councillor-Supplier Proposals

Criteria	Requirement	Check
Declaration of Interest	Written declaration submitted and Register of Interests updated	
Conflict Management	Councillor recused from all related decisions and discussions	
Procurement Method	Open tender, quotation, or LocalBuy arrangement	
Value for Money	Proposal assessed against market rates and quality benchmarks	
Community Confidence	Engagement documented and communicated transparently	
Contract Oversight	CEO or probity adviser appointed to monitor compliance	
WHS & Insurance	Supplier meets all Council requirements	
Cultural Sensitivity	Supplier engagement aligns with community values and expectations	

5.5 Centre of Excellence Planning Funding

ITEM NO	5.5
REPORT NAME	Final Precinct Plan Submission – Palm Island Community Centre of Excellence
MEETING	Ordinary Council Meeting
DIRECTORATE	Office of the CEO
AUTHOR	Jessie-Mae Laczik. Governance Officer
DOC ID	PIASC-2025-OCM-5.5
APPROVER	Emma Bradbury, <i>interim</i> CEO

EXECUTIVE SUMMARY

This report presents the final Precinct Plan and supporting documentation for the Palm Island Community Centre of Excellence project, developed under the Service Level Agreement (RILIPO_PI-SA001) with the Remote Indigenous Land and Infrastructure Program Office (RILIPO). The plan has been prepared by Counterpoint Architecture in consultation with community stakeholders and outlines a transformative facility to support at-risk youth through integrated accommodation, education, and cultural programs.

OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the final Precinct Plan and Concept Report for the Palm Island Community Centre of Excellence.
2. Endorse the submission of the final deliverables to RILIPO to enable the release of Payment 2 and Payment 3 under SLA RILIPO_PI-SA001.
3. Authorise the CEO to raise the final invoices totaling \$80,000 in accordance with the executed grant agreement milestones.
4. To seek future funding opportunities to support implementation plan subject to funding availability.

BACKGROUND

The Centre of Excellence Precinct Plan was developed in response to youth disengagement, homelessness, and limited access to education and support services. The proposed facility will be located within the existing sports precinct on Coconut Grove Road and will include:

- Safe, gender-separated accommodation for up to 30 youth
- A commercial kitchen and communal dining facilities
- Flexible learning spaces for education and training
- Cultural and wellness spaces
- Integration with local service providers and educational institutions (TAFE, CQU, JCU)

KEY DELIVERABLES

- **Final Precinct Plan (Concept Report):** Includes site analysis, design principles, visualizations, and architectural layouts.
- **Community Consultation:** Informed design objectives through engagement with stakeholders including Elders, youth services, PCYC, and schools.
- **Business Case:** Submitted separately, outlines strategic alignment, cost-benefit analysis, and implementation options.
- **Executed SLA:** Confirms funding milestones and deliverables required for final payment.

IMPLICATIONS/RISK

Endorsement of the final plan enables PIASC to claim the remaining \$80,000 in funding. Delay in submission may impact financial acquittal timelines and project closure prior to 30 June 2025.

LINKS TO CORPORATE/OPERATIONAL PLAN

This initiative aligns with Council's strategic priorities of youth wellbeing, community safety, and economic development.

CONCLUSION

The final Precinct Plan reflects a collaborative, culturally responsive design that meets the aspirations of Palm Island's youth and community. Council's endorsement will support the timely closure of the SLA and funding reimbursement.

ATTACHMENTS

- Final Precinct Plan – Concept Report
- Palm Island Centre of Excellence Business Case

Please note: Due to the size and nature of these documents, hard copies will be tabled at the Council meeting for reference.

6. Confidential Matters

6.1 Closed Session

That Council enter into a closed session pursuant to section 254J(3)(e) and (f) of the *Local Government Regulation 2012 (Qld)* to consider confidential legal advice relating to the recruitment and appointment of a Chief Executive Officer. The closed session was convened to ensure compliance with statutory obligations and to protect the confidentiality of sensitive legal and employment-related information.

6.2 Return to Open Session

That Council resume in open session in accordance with section 254J(6) of the *Local Government Regulation 2012 (Qld)*,

7. Notices of Motion

7.1 Notices of Motion

7.2 Questions on Notice

7.3 Community Correspondence

7.3.1 Confirmation of Aboriginality &/or Torres Strait Islander Descent

Council notes and accepts the Aboriginality &/or Torres Strait Islander Descent Application For:

1. Bryan Conway
2. Janelle Kidner
3. Katai Wyles
4. Tyler Conway
5. Katara Wyles

7.3.2 Correspondence – Condolences to Former Mayor of Charters Towers Regional Council

In Honour of Former Mayor Frank Beveridge

To Charters Towers Regional Council,

On behalf of the Mayor and Councillors of Palm Island Aboriginal Shire Council, we join you in mourning the loss of a respected leader, devoted family man, and passionate advocate for community. We offer our sincere sympathy to his wife Sharon, his children, and all those who knew and worked alongside him.

Mr Beveridge's decades of dedicated service to the Charters Towers region, both as Councillor and Mayor, reflect a legacy of leadership, integrity, and community spirit. His commitment to infrastructure development, regional collaboration, and support for local businesses has left a lasting impact that continues to benefit the people of Charters Towers and North Queensland.

We also acknowledge his contributions as Deputy Chair of the North Queensland Regional Organisation of Councils (NQROC), where he worked alongside Palm Island Aboriginal Shire Council and other regional leaders to advance shared priorities in infrastructure, economic development, and community wellbeing. His support for inclusive regional planning helped strengthen relationships between councils and communities, including Palm Island.

Mr Beveridge's efforts in preserving the unique heritage of Charters Towers and promoting sustainable development have inspired many across local government. His memory will remain a guiding light for those who follow in his footsteps.

His legacy will continue to resonate across our region, reminding us of the value of strong leadership, meaningful collaboration, and unwavering commitment to community.

With respect,



Emma Bradbury
(Interim) Chief Executive Officer
Palm Island Aboriginal Shire Council



1 September 2025

Our Ref: 5105469
File Ref: 10/COU/03
Enquiries: Amy Russell

Ms Emma Bradbury
Interim Chief Executive Officer
Palm Island Aboriginal Shire Council
1 Main Street
PALM ISLAND QLD 4816

Sent via email: reception@palmisland.qld.gov.au

Dear Ms Bradbury

Re: Thank you

On behalf of the Charters Towers Regional Council and the Beveridge family, we extend our heartfelt thanks to the Mayor and Councillors of Palm Island Aboriginal Shire Council for your kind words and sincere condolences.

Your tribute to Mr Beveridge beautifully captures the essence of his life's work and the values of service, integrity, and unity. He was deeply committed to fostering strong relationships across North Queensland, and his collaboration with Palm Island Aboriginal Shire Council was a source of great pride.

We are grateful for your recognition of his contributions to infrastructure, heritage preservation, and economic growth. His legacy lives on not only in the projects he championed, but in the spirit of cooperation and respect he helped cultivate among councils and communities.

Thank you for your thoughts during this time.

Yours sincerely

Karina Ewer - MBA, MCDR, MAHRI, GAICD
Chief Executive Officer

PO Box 189 Charters Towers Qld 4820

ADMINISTRATION: 12 Mosman Street Charters Towers Qld 4820 Australia

PH: (07) 4761 5300 | **F:** (07) 4761 5344 | **E:** mail@charters Towers.qld.gov.au | **ABN:** 67 731 313 583

www.charters Towers.qld.gov.au



7.3.3 Correspondence - Residential Activation Fund



Department of
**State Development,
Infrastructure and Planning**

Our ref: DGBN25/399

1 SEP 2025

Ms Emma Bradbury
Interim Chief Executive Officer
Palm Island Aboriginal Shire Council
emma.bradbury@palmcouncil.qld.gov.au

Dear Ms Bradbury

Thank you for applying for funding under Round 1 of the Residential Activation Fund (the Fund).

Round 1 of the Fund was designed to invest in the critical trunk and essential infrastructure needed to accelerate and unlock the delivery of new homes.

The Department of State Development, Infrastructure and Planning (the Department) received 178 applications seeking over \$1.79 billion in total funding. All applications were competitively assessed by the department. In this instance, the following application has not been successful in gaining funding:

- Palm Island Housing Investment Strategy Support Infrastructure

I recognise and appreciate the significant time and effort that goes into preparing funding applications. If you would like to receive feedback, which may help inform the preparation of future funding submissions, please contact the department via email at RAFund@dsdip.qld.gov.au.

Yours sincerely

John Sosso
Director-General

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

8. Next Meeting

The next Ordinary Council Meeting is scheduled for 29th October 2025

9. Closure