



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 26 May 2026

Time: 9.00am

Location: Torres Shire Council Office
68 Douglas Street - Thursday Island

AGENDA AND BUSINESS PAPERS

Ordinary Council Meeting

26 May 2026

**Mary Bani
Chief Executive Officer**

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ORDER OF BUSINESS

1. MEETING OPENED

1.1 Welcome and Opening of Meeting

1.2 Acknowledgement of Country

On behalf of all Councillors, the Mayor acknowledged the Kaurareg people, Traditional Custodians of the land on which we meet today, and paid respects to their Elders past, present and emerging.

2. ATTENDANCE, LEAVE OF ABSENCE AND APOLOGIES

2.1 Attendance

COUNCILLIORS

Cr Elsie Seriat OAM – Mayor
 Cr. Toshio Nakata – Deputy Mayor
 Cr. Gabriel Bani
 Cr. Thomas Loban
 Cr. Thomas Fujii

STAFF REPRESENTATIVES

Chief Executive Officer – Mary Bani
 Director Corporate and Community Services – Geoffrey Doyle
 Director Engineering and Infrastructure Services – Roger Naidoo
 Director Planning, Projects and Environment – Edward Kulpa
 Executive Assistant – Kimberley Yorkston

2.2 Leave of Absence and Apologies

3. CONDOLENCES / CONGRATULATIONS

A minute's silence will be observed as a mark of respect in memory of a deceased person or persons of our community and/or area of the Torres Strait.

4. DEPUTATIONS / VISITORS

The schedule for this presentation is as follows:

Time	Topic	Agency/ Presenter
Nil	Nil	Nil

5. DECLARATIONS OF INTEREST IN THE MATTER OF THE AGENDA

- Declaration of Prescribed Conflict of Interest of any Item of Business;
- Declaration of Declarable Conflict of Interest of any Item of Business;
- Councillors to review existing Registers of Interest and Related Parties Disclosures.

6. MAYORAL NOTIFIED MOTIONS

Nil

7. BUSINESS ARISING OR MATTERS FOR ACTION

7.1 Action Items from previous Ordinary Council Meeting

8. CONFIRMATION OF MINUTES

8.1 Confirmation of Minutes Ordinary Meeting 21 April 2026

File Number	BSC/Governance/ Reporting/ Executive Services Report/ 2026
Author:	Mary Bani, Chief Executive Officer
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	Minutes Ordinary Council Meeting 21 April 2026

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 21 April 2026 be confirmed

9. COUNCILLORS REPORTS

9.1 Councillor's Monthly Reports

File Number	BSC/Governance/Reporting/Executive Services Report/2026
Author:	Mary Bani, Chief Executive Officer
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	Cr. Elsie Seriat – Monthly Report

SUMMARY

Councillors' monthly activity reports.

BACKGROUND/HISTORY

Each month the Councillors report on their external activities. An endorsement of the report is an endorsement of the attended and future activities. Not all activities will be listed in advance due to time constraints. Councillors who are unable to provide a written report will have the opportunity to provide verbal updates at the Ordinary Council Meeting.

LINK TO CORPORATE PLAN

Our Community

1.5 Our Reputation for Integrity and Services (PROVIDE)

A well-informed community with a great awareness of Council's achievements.

Our People

2.4 Our Organisational Alignment and Performance Planning (PROVIDE)

Council delivered strategic outcomes and is resilient and responsive to change.

Our Business

3.3 Our Governance (LEAD)

Council maintain effective governance processes

- Maintain best practice financial and risk management practices
- Maintain policies, procedures, frameworks and registers
 - Maintain and meet audit requirements.

CONSULTATION

As per Mayoral Report.

LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Approved Operational Budget

RECOMMENDATION

That the activities contained in the Mayoral monthly report be endorsed by Council.

10. EXECUTIVE SERVICES REPORTS

10.1 Chief Executive Officer's Monthly Report

File Number	BSC/Governance/Reporting/Executive Services Report/2026
Author:	Mary Bani, Chief Executive Officer
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	CEO Monthly Report

SUMMARY

Chief Executive Officer's monthly report.

BACKGROUND/HISTORY

Each month the Chief Executive Office reports on her external activities. An endorsement of the report is an endorsement of the attended and future activities. Not all activities will be listed in advance due to time constraints.

LINK TO CORPORATE PLAN

Our Community

1.5 Our Reputation for Integrity and Services (PROVIDE)

A well-informed community with a great awareness of Council's achievements.
Develop and implement a communication strategy.

Our People

2.4 Our Organisational Alignment and Performance Planning (PROVIDE)

Council delivered strategic outcomes and is resilient and responsive to change.

Our Business

3.3 Our Governance (LEAD)

Council maintain effective governance processes

- Maintain best practice financial and risk management practices
- Maintain policies, procedures, frameworks and registers
 - Maintain and meet audit requirements.

CONSULTATION

Various groups and community members as indicated in the attached.

LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

As per approved Operational Budget

RECOMMENDATION

That the activities contained in the Chief Executive Officer's monthly report be endorsed by Council.

10.2 Corporate and Community Services – Financial Report

File Number	Corporate and Community Services
Author:	Director Corporate and Community Services
Authoriser:	Mary Bani, Chief Executive Officer
Items:	Financial Statements – April 2026 <ol style="list-style-type: none">1. Cash Position2. Income & Expenditure-Airport3. Income & Expenditure-All of Council4. Revenue Graph - Actuals vs Budget5. Expenses Graph – Actuals vs Budget6. Statement of Financial Position

SUMMARY

Presentation of the financial reports for the month of April 2026 as required under Section 204 of the *Local Government Regulation 2012*.

This report is presented for noting. The April 2026 actual operating result shows an operating deficit of **\$5.5 million**, compared with the year-to-date (YTD) budgeted deficit of **\$5.5 million**.

Attachment 1 - Cash Position

As at 30 April 2026, Council's net cash on hand was **\$26.3 million**, a decrease from **\$28.1 million** in the previous month. Of this balance, **\$27.6 million** is held as restricted cash, reserved for specific purposes including unspent grants, internally restricted funds, employee entitlements and provision for next month's wages and creditor payments.

Attachment 2 - Airport Financials

Year-to-date airport revenue totalled **\$7,240,917**, exceeding the YTD budget by **\$1,369,500**. Expenses for the same period amounted to **\$3,306,94**.

The QTC investment balance at the end of April 2026 was **\$6.7 million**.

Attachments 3, 4 & 5 - Whole of Council Financials, Revenue and Expenses Graphs

The YTD net deficit, inclusive of capital grants, was **\$686,121**, compared with the YTD budgeted surplus of **\$2.2 million**.

Total operating revenue YTD is **\$23.4 million**, compared with the YTD budget of **\$23.8 million**, slightly under mainly due to lower-than-expected grants receipt year to date.

Total operating expenses YTD were **\$29.0 million**, currently below the YTD budget by **\$318,781**. The underspend is mainly in materials and services.

Capital Expenditure

As at April 2026, capital expenditure spent totalled \$5.0 million, against the full year capital budget of \$24.7 million.

LINK TO CORPORATE PLAN

Our Business:

3.3. Our Governance (LEAD)

Council maintain effective governance processes

- Maintain best practice financial and risk management practices;
- Maintain policies, procedures, frameworks and register;
- Maintain and meet audit requirements.

Our Future:

4.1. Our Revenue Generation

Provide a sustainable Community

- Research and build a long-term approach to diversifying Council's revenue streams to support strategic planning imperatives and reduce reliance of rates income;
- Research, plan and implement an approach to securing funding for key elements of Council's accountabilities to ensure sustainability of service provision and asset maintenance.

CONSULTATION

- Executive Leadership Team
- Managers and relevant operational staff

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISKS)

Local Government Regulation 2012 Section 204, which states:

- (1) The local government must prepare a financial report
- (2) The chief executive officer must present the financial report –
 - a. If the local government meets less frequently than monthly – at each meeting of the local government; or
 - b. Otherwise – at a meeting of the local government once a month.
- (3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

POLICY IMPLICATIONS

The following Council policies are relevant to the financial statements.

- Investment Policy
- Debt Policy

- Revenue Policy
- Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

The April 2026 actual operating result shows an operating deficit of \$5.5 million, compared with the year-to-date (YTD) budgeted deficit of \$5.5 million.

As at 30 April 2026, Council's net cash on hand was \$26.3 million, a decrease from \$28.1 million in the previous month. Of this balance, \$27.6 million is held as restricted cash, reserved for specific purposes including unspent grants, internally restricted funds, employee entitlements and provision for next month's wages and creditor payments.

RECOMMENDATION

That Council:

- Note the Financial Report for the period ended April 2026 as presented.
- Note the attachments for the period ended April 2026 listed as follows:
 1. Cash Position April 2026
 2. Income and Expenditure Airport April 2026
 3. Income and Expenditure all of Council April 2026
 4. Revenue Graph Actual vs Budget April 2026
 5. Expenses Graph Actual vs Budget April 2026
 6. Statement of Financial Position April 2026

10.3 Procurement Policy v2

File Number	Procurement Policy 2.8 v2
Author:	Geoffrey Doyle, Director Corporate & Community Services
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	1. Draft Procurement Policy 2.8 – v2

SUMMARY

The attached Procurement Policy has been updated to reflect Amendments made to the Queensland Local Government Regulation 2012, which came into effective 12 December 2025.

These changes have been introduced to improve efficiency and reduce red tape with changes focusing on streamlining administrative burdens for councils, strengthening the reliance on strategic contracting plans for high-value tenders, and reinforcing sound contracting principles.

KEY CHANGES TO THE REGULATION

Increased thresholds for tenders and quotes

Thresholds have been uplifted inline with Brisbane CPI from when the thresholds were first introduced. As of 12th December 2025, the procurement thresholds are as follows:

- Medium sized contractual arrangements: \$15,000 to \$21,000 (excl GST)
- Large sized contractual arrangements: \$200,000 to \$280,000 (excl GST)

Valuable non-current asset limits

- Plant & Equipment: \$5,000 to \$7,000
- Other non current assets: \$10,000 to \$14,000

Automatic annual CPI indexation

Thresholds are now to be adjusted automatically on 1 July each year, removing the need for future regulatory amendments. The indexed thresholds will be published on the Departments website.

LINK TO CORPORATE PLAN

Our Business

3.4 Our Governance (LEAD)

Council maintain effective governance processes

- Maintain policies, procedures, frameworks and registers

CONSULTATION

- Council Executive
- Procurement Specialist

- Elected Members
- Queensland Department of Local Government representatives (onsite workshop 1/4/26 sharing legislative changes)

LEGAL IMPLICATIONS

Local Government Act 2009 section 170A

POLICY IMPLICATIONS

Update of 2.8 – Procurement Policy v2

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

No direct impact to budget, however financial delegation values have been changed in line with new legislative requirements.

RECOMMENDATION

That Council:

adopt Policy 2.8 – Procurement Policy v2 as presented

10.4 Capital Works Program Report

File Number	BSC/Governance/Reporting/Executive Services Report/2026
Author	Edward Kulpa, Director Projects, Planning & Environment
Authoriser	Mary Bani, Chief Executive Officer
Attachments	Nil

SUMMARY

Project Report


The report outlines progress of Council's Capital Works Program for May 2026. The following covers engineering and infrastructure capital works for the Torres Shire Council.

Project Name	Funding Scheme	Budget (\$ ex GST)	Remaining Funds (\$ ex GST)	Comment
TI Cycleway Stg 4	DTMR	2,067,883	576,622	works programmed for first week June.
HI Landfill Stg 2	TSRA, CMIG round 3 18/19	1,000,000	782,131	Seeking co-funding
HI Landfill Metal Shredder / Metal waste management	DLGRMA	2,699,400	475,019	Awaiting final invoicing to close out project and budget.
Lion Lookout Heritage Trail WW2 walk	Dept Veteran Affairs (139,487), Qld Remembers (35,718)	175,205	21,050	works programmed for last week of May. Approximately 2 weeks duration
HI, TI, POW Island Roads	QRA	1,173,309	1,173,309	POW Island works on hold
HI, TI, POW Island Roads - Project Management	QRA	192,619	17,079	POW Island works on hold
POW Island Waste Bins	Regional and Remote Recycling Modernisation Fund	115,000	115,000	Alternatives being sought
HI Airport Pavement replacement	ATSI-TIDS 2024-25	500,000	265,036	Helicopter pad pavement replacement underway. Delays due to wet season
Quarantine Boat Ramp – Cook Espl	MSQ, LGGSP 2024-28	395,000	-	Design contract awarded to Haskoning
Aplin Park Development	W4Q 2024-27	415,000	415,000	Community consultation undertaken. Approx. equal results for a 1/2 basketball court,

				wooden playground and seating. Costing underway.
HI sport Complex Maintenance	LRCI Phase 4	156,288	-17,559	Funding budget expended due to works including required additions such as new toilet cubicles. Project budget to be increased via utilisation of other building capital work project underspends.
Communications Towers	Council Internal Project	257,000	212,426	Ongoing
Loban Road Crossing @ Fire Station	QRA	527,202	101,552	works programmed for last week of May. Approximately 2 weeks duration
Roads 2 Recovery 2024-29	Roads 2 Recovery 2024-29	1,375,339	1,375,339	Application for Rose Hill / Waiben elevated zebra crossing in progress
Council Chambers roof Replacement	W4Q 2024-27	489,000	464,000	Refer Council in-committee report
TI Stadium sport court replacement	W4Q 2024-27	126,000.00	117,500	Tender awarded. Scheduling of works underway to minimise disruption with scheduled events. Tender documents to be issued for Louvre replacement
Torres Strait and Northern Peninsula Area Climate Resilience Officers	Department of Industry, Science and Resources	3,079,000	3,079,000	Positions scoped and to be advertised
TI and HI infrastructure Planning	Residential Activation fund	1,125,000	1,117,800	Refer Council in-committee report
Submarine line planning	Residential Activation fund	515,000	507,800	Refer Council in-committee report
Revision of Torres Shire Council Planning Scheme	TSC SSF 2024-26 - Path 2 - Alloc 001435 - 002423	238,500	238,500	To be started, follows HI Housing Growth Master Plan
Housing Summit	TSC SSF 2024-26 - Path 1 - Alloc 001435 - 002423	100,000	23,010	forum hosted in May 2026

TI Transfer Station Office & Amenities	Council Internal Project	140,909	-11,428	Project has incorporated required upgrades to Council digital network. Project budget to be increased via utilisation of other building capital work project underspends.
TI transfer Station roof Repair	Council Internal Project	200,000	200,000	Seeking quotes
Cox Road Jump Up	QRA	5,644,685	5,644,685	On Hold
Victoria Parade Pavement	QRA	3,181,711	3,127,711	tender documentation being prepared
Erub Court Pavement	QRA	987,427	961,427	Design Drawings completed. Investigation regarding in-house ability to deliver project
Milman Pavement	QRA	1,239,354	1,203,354	tender documentation being prepared
Aubrey Parade Seawall	QRA	570,160	536,160	tender documentation being prepared
Transport Asset Management Plan	Council Internal Project	15,000	-	First draft completed and under review
Infrastructure Valuation - Water	Council Internal Project	20,005	-	works progressing in accordance with reporting timeframes
Infrastructure Valuation - Sewer	Council Internal Project	20,005	-	works progressing in accordance with reporting timeframes

Project Name	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
TI Cycleway Stg 4						
HI Landfill Stg 2						
HI Landfill Metal Shredder / Metal waste management						
Lion Lookout Heritage Trail WW2 walk						
POW Island Roads						
POW Island Roads - Proj Management						
POW Island Waste Bins						
HI Airport Pavement replacement						
Quarantine Boat Ramp – Cook Espl						
Aplin Park Development						
HI sport Complex Maintenance						
Communications Towers						
Loban Road Crossing @ Fire Station						
Roads 2 Recovery 2024-29						
Council Chambers roof Replacement						
TI Stadium sport court replacement						
Torres Strait and Northern Peninsula Area Climate Resilience Officers						
TI and HI infrastructure Planning						
Submarine line planning						
Revision of torres Shire Council Planning Scheme						
Housing Summit						
TI Transfer Station Office & Amenities						
TI transfer Station roof Repair						
Cox Road Jump Up						
Victoria Parade Pavement						
Erub Court Pavement						
Milman Pavement						
Aubrey Parade Seawall						
Transport Asset Management Plan						
Infrastructure Valuation - Water						
Infrastructure Valuation - Sewer						

 Expected Completion Month

LINK TO CORPORATE PLAN***Our People (PROVIDE)*****2.4 Our Organisation Alignment and Performance Planning**

- Council delivers strategic outcomes and is resilient and responsive to change

Our Governance (LEAD)**3.3 Council maintains effective governance processes**

- Maintains best practice financial and risk management procedures
- Maintains policies, procedures, frameworks and registers;
 - Maintain and meet audit requirements

CONSULTATION

Executive Leadership Team

Stakeholder Funding Bodies

LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

As per approved Operational Budget

RECOMMENDATION

That Council receives and notes the Capital Works Program Report for May 2026.

10.5 TI Post Office Relocation Report

File Number BSC/Governance/Reporting/Executive Services Report/2025
Author Edward Kulpa, Director Projects, Planning & Environment
Authoriser Mary Bani, Chief Executive Officer
Attachments: Attachment A – CEQ Correspondence

BACKGROUND

The Thursday Island Post Office location has been in a state of flux for the last several months following the closure of the office space located at 44-48 Douglas Street (See Hop Trading Store), Thursday Island. As a temporary measure, Australia Post and the management of the Mura Kosker Sorority agreed to utilise the Sorority's premises at 156 Douglas Street as a temporary post office until a new location could be found.

The new post office station is now located at 79 Douglas Street, adjacent to R&R Motors. The layout of the office is shown in **Figure 1** (provided by Australia Post).

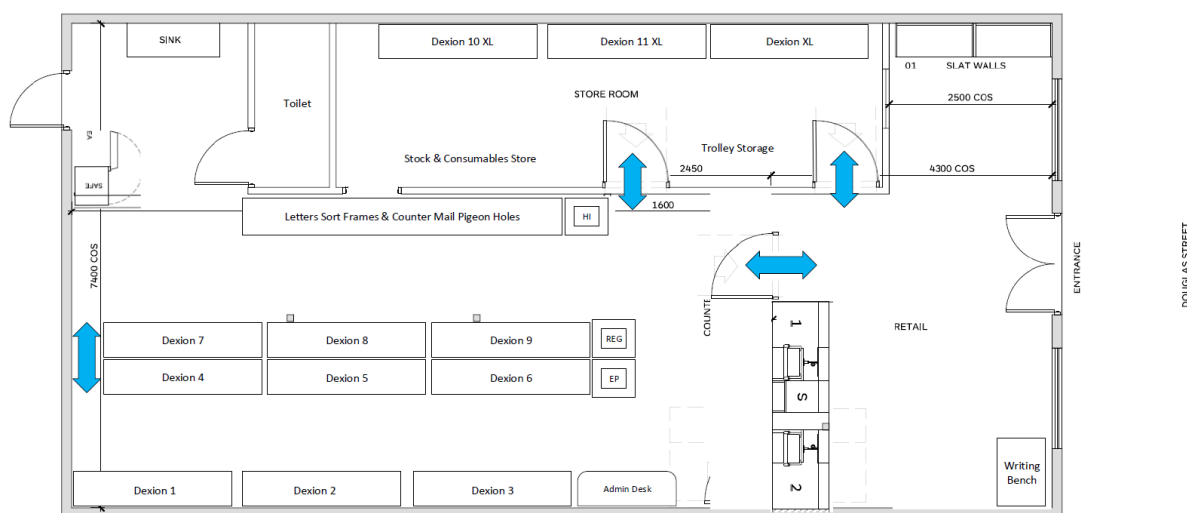


Figure 1 79 Douglas Street Post Office Layout

PROPOSAL

Australia Post and the Torres Shire Council's Director Projects, Planning and Environment (DPPE) met onsite at 79 Douglas Street to review the new office location and discuss operational management of the office. The two immediate matters are the location of the post office box shipping container and the street frontage of the post office.

1. Post Office Boxes

Post office boxes for the community are currently managed by a converted shipping container that is currently located still at 150 Douglas Street. It is acknowledged that this is not a practical long-term outcome and relocation of the boxes closer to the office is preferred. The DPPE asked if it was intended to install the post boxes into the building frontage, similar to the historical arrangement at 44-48 Douglas Street. Australia Post noted that it would be difficult to achieve, given the limited building frontage (**Figure 2**) and the number of boxes to be accommodated. A significant redevelopment of the site/ store layout would be required to accommodate the boxes within the office.



Figure 2 79 Douglas Street Building Frontage

Acknowledging the limited car parking in the vicinity of the office, the business demands of the neighbouring stores and that Douglas Street is under the control of the Dept. Transport and Main Roads, installation of the post office box container in the on-street car parking area was not considered viable.

The adjacent lot (85 Douglas Street) is currently utilised by Community Enterprise Queensland (CEQ) as secured storage for the Mitre10 and Col Jones businesses. The DPPE contact CEQ with regards to their plans for the site (**Attachment A**). CEQ advised that there are no plans

within the next 12 months to develop the site beyond its current usage and confirmed that site access is via the Blackall Street frontage.

Due to the nearby competing land uses, Australia Post has requested from Council if the Post Office shipping container could be placed within the Blackall Street road reserve, adjacent to the public phone as per **Figure 3**.



Figure 3 Proposed Post Office Box Location

Australia Post is seeking a 12-24 month usage of the location until they are able to accommodate the PO Boxes in a more long term option. The DPPE pressed Australia Post on this option but was advised that it is commercial-in-confidence at the time of the meeting.

Australia Post acknowledged that the location of the boxes is not ideal however gave a commitment to install a concrete slab and linking footpath to the boxes to ensure ease of access for the community whilst at the location.

Until a Council resolution is passed regarding this proposed site usage, the PO Boxes would continue to operate from 156 Douglas Street.

2. Post Office Street Frontage

The current frontage of the 79 Douglas Street Post Office is predominately utilised by R&R motor mechanic customers and as a taxi waiting area. The inclusion of the post office will further increase road frontage use requiring consideration of a layout amendment.

Twice a week the post office will receive parcel deliveries via a Sea Swift shipping container. Letters arrive via aerial delivery and do not require a reserve space. To safely accommodate the twice-weekly Sea Swift container, it is proposed that a combined loading zone/ parking space be implemented, with an area designated as a loading zone from 8.00pm to 8.00am and general parking from 8.00am to 8.00pm. Australia Post advised that these hours will align with the container delivery and pick-up times.

There are currently no all-access car park spaces in the vicinity of the post office. To accommodate users, it is proposed to reallocate the car park space closest to the R&R Motors driveway to a disabled car par bay to allow wheelchair users to access the post office via the same driveway. Given the limited vehicle usage of the driveway, minimal conflicts are anticipated.

The existing taxi waiting area has been based on historical usage by taxi drivers waiting for fares underneath the trees. As there are no business reasons for this waiting space, it is considered that an alternative taxi waiting space can be designated elsewhere on the island, preferably in an alternative shaded location. Suggested areas may include the Courthouse frontage, Our Lady of the Sacred Heart School basketball court frontage, Royal Hotel frontage, etc.

A summary of the proposed changes is shown in **Figure 3**.



Figure 4 Proposed Douglas Street Frontage

KEY CONSIDERATIONS

1. Post Office Boxes

The provision of a postal service is a key community service, particularly in regional areas where mail is the only practical access to some goods supply. It is logical to have the postal services as closely located together as possible. Subsequently the ongoing placement of the PO Boxes at 156 Douglas Street is not considered a practical outcome.

The proposed location of the PO Boxes in the Blackall Street reserve will not impact CEQ's usage of their lot. Council also has road verge hire identified within their fees & charges and at the 2025-26 rates, the verge usage fee would be as per **Table 1** and **Figure 5**.

Table 1 Verge Hire Summary

Fees & Charges 2025-26 (No GST)	12 Month Hire	24 Month Hire
Application Fee (\$287.00)	\$287.00	\$287.00
Licence – monthly fee (\$591.00)	\$7,092	\$14,184
Total	\$7,379	\$14,471

COMMERCIAL USE OF ROADS & COUNCIL LAND (PER OBJECT)							
Application Fee	\$287.00	per application	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0
Licence, placement or encroachment fee - monthly (or part thereof) payable in advance	\$591.00	per month	No GST	Local Government Act 2009 and Regulations 2012	Local Law 1 Administration 2013	Regulatory	2350-1300-0

Figure 5 Fees & Charges 2025-26 Page 17 Extract

Acknowledging the separation between the Post Boxes and the Office, it is recommended that Council encourages Australia Post to plan for building development to incorporate the boxes within the office space, or alternatively, negotiate a lease arrangement with CEQ regarding their adjoining site development to incorporate post boxes within the facia of the new build, close to the office.

Recommendation

1. Advise Australia Post that the placement of the PO Boxes shipping container is accepted for the next 12-24 months, pending the payment of associated hire fees, and
2. Support Australia Post in developing an outcome to incorporate the PO Boxes within/ closer to the office space at 79 Douglas Street within the next 12-24 months.

2. Post Office Street Frontage

The Douglas Street Road reserve is under the management of the Dept. Transport and Main Roads, therefore there are limited options available for road usage that the Department would be agreeable too.

The Post Office requires a safe delivery location twice a week to manage parcels which form the bulk of their services. A clearly defined, dedicated space will ensure steady business operations. Due to the depth of the road verge, any vehicles parked over night blocking the space can be accommodated by the post container being placed in front of the adjoining tree. The community is anticipated to accommodate the changed arrangements quickly.

Taxi operators are anticipated to initially express concern regarding a relocation of the taxi waiting space, however the need of the wider community in having ready access to the Post Office is considered a more practical usage of the road parking. An advisory notice issued to

the taxi operators explaining the situation and alternative options is recommended for preparation and issue.

Dedicating a single space for disabled parking is anticipated to have minimal impact on community, due to the wide verge available and number of existing car parks along the street. It will also provide a service for other nearby businesses such as Laifoo's Convenience Store.

Recommendation

1. Council adopts all proposed street frontage changes as shown in **Figure 4**, and
2. Prepares and issues an advisory letter to the Taxi Operators advising of the change in conditions prior to their implementation.

LINK TO CORPORATE PLAN

Our Community:

1.6. Our Entrepreneurship and Innovation (PROVIDE)

- Retain, encourage and foster business, business growth and community development

Our Future:

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISK)

Torres Shire Council Local Law No. 1 (Administration) 2013

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Fee collection for verge hire usage

RECOMMENDATION

It is recommended that Council:

- a) Approves the application to conduct a commercial activity on Local Government Controlled Areas and Roads under Local Law 1 (Administration) for the usage of road verge to host the Thursday Island Post Office box container,
- b) Advises Australia Post that the verge hire will attract a usage fee in accordance with Council's adopted Fees & Charges 2025-26,
- c) Prepares a letter of support to Australia Post in ultimately locating the PO Boxes within the office building, or within a nearby lot,
- d) Prepare an advisory letter to the Taxi Operators advising of the proposed road parking change
- e) Prepare an advisory public notice to community advising of the Douglas Street parking change, and
- f) Delegate authority to the Chief Executive Officer to direct changes made to the road reserve designation.

10.6 Development Application – IDAS 25/18 – Development Permit for Reconfiguring a Lot (1 lot into 2 lots) – Waiben Enterprise ATF The Strawberry Fields Super Fund c/ RPS AAP Consulting Pty Ltd – 25A Hastings Street, Thursday Island

File Name	BSC/Governance/Reporting/Executive Services Report/2026
Author	Reel Planning Pty Ltd
Authoriser	Mary Bani, Chief Executive Officer
Attachments	A – Proposed Plan of Development B – Referral Agency Response

PROPERTY DETAILS	
Site Address	25A Hastings Street, Thursday Island
RPD	Lot 1 SP216450
Landowner	Waiben Enterprises Pty Ltd
Existing Use of Land	Shed – bus storage
APPLICATION DETAILS	
Application No.	IDAS25/18
Applicant	Waiben Enterprises ATF The Strawberry Fields Super Fund C/ RPS AAP Consulting Pty Ltd
Application Description	Development Permit for Reconfiguring a Lot – 1 lot into 2 lots
Council Meeting	21 April 2026
Decision Due Date	30 April 2026

EXECUTIVE SUMMARY

This application seeks Council approval for a Development Permit for Reconfiguring a Lot to create two lots at 25A Hastings Street, Thursday Island (Lot 1 SP216450). The location of the lot is shown in **Figure 1**.

The existing bus storage shed will remain on one lot accessed from Hargrave Street and a new vacant lot will be created fronting Hastings Street.

Under the *Torres Shire Planning Scheme 2022*, the subject site is in the Low-Medium Density Residential Zone. The application is Code Assessable and was not subject to public notification. The application triggered a referral for access from a state-controlled road.

The proposed lot sizes of 505m² and 636m² complies with the prescribed minimum lot size of 450m². Each lot can achieve access to required urban services.



FIGURE 1: Proposed Development

While the continued use of the shed for bus storage benefits from existing lawful use rights, the subdivision may create land use conflicts between residential and non-residential land uses. Taking into consideration the historical land use and no change to the access arrangements to the shed from Hargrave Street it is considered the use would not have an adverse impact on the residential amenity of future development on the proposed new lot.

A property rates notation will be placed on the rates record noting the existing lawful use of the shed for bus storage, however any change of use or increase in scale and intensity of the existing use will trigger a development approval for a Material Change of Use.

In accordance with the *Torres Shire Council Charges Resolution (No.1) 2022* the Infrastructure Charge is calculated to be **\$30,677.65** for one additional lot.

The application is recommended for approval subject to conditions.

RECOMMENDATION

That Torres Shire Council:

- a) Approves the application for a Development Permit for Reconfiguring a Lot – 1 Lot into 2 Lots on land located at 25A Hastings Street, Thursday Island, formally described Lot 1 SP216450, subject to the conditions of this development application report, and
- b) That an Infrastructure Charges Notice be issued for the amount of \$30,677.65 in relation to the Development Permit for Reconfiguring a Lot (1 lot into 2 lots).

RECOMMENDATION A – DECISION NOTICE CONDITIONS

That Torres Shire Council approves the application for a Development Permit for Reconfiguring a Lot – 1 Lot into 2 Lots on land located at 25A Hastings Street, Thursday Island, formally described Lot 1 SP216450, subject to the following conditions:

PART 1 – CONDITIONS AND ADVISORY NOTES

NO.	CONDITIONS	CONDITION TIMING
1.0	Parameters of Approval	
1.1	The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor, or invitee of the Developer at all times unless otherwise stated.	At all times.
1.2	Where these conditions refer to “TSC” in relation to requiring Torres Shire Council to approve or be satisfied as to any matter, or conferring on the TSC a function, power or discretion, that role of the TSC may be fulfilled in whole or in part by a delegate appointed for that purpose by TSC.	At all times.
1.3	The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.	At all times.
1.4	The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out associated with the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.	At all times.
1.5	Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines, and standards, and the FNQROC Development Manual.	At all times.
1.6	All engineering drawings/specifications, design and construction works be approved, supervised, and certified by a Registered Professional Engineer of Queensland (RPEQ).	At all times.
1.7	All development conditions contained in this development approval about infrastructure under Chapter 4 of the Planning Act 2016 (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.	At all times.

2.0	Approved Plans and Documents			
2.1	The approved development must be undertaken generally in accordance with the approved plans and documents, except where amended by the conditions of this permit.			At all times
	Drawing No.	Document Name	Date	Drawn by

	416352-1	Site Plan	03-09-2025	RPS AAP Consulting Pty Ltd	
2.2	Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.				At all times

3.0	Easements				
3.1	A services easement, a minimum width of 3 metres, burdening proposed lot 1 must be provided along the northern side boundary				At the time of registration of the Plan of Survey and at all times.
3.2	A copy of the easement documentation must be provided to Council prior to Council endorsement of the Survey Plan				Prior to Council endorsement of the Survey Plan.
3.3	All services must be contained within a designated easement or within the respective lot boundary. In any instance where existing services are not wholly contained with the proposed lot boundary the existing services must be relocated or contained within required easements.				Prior to Council endorsement of the Survey Plan.

4.0	Stormwater Drainage				
4.1	All stormwater drainage must be discharged to an approved legal point of discharge.				At all times.
4.2	All stormwater infrastructure benefitting proposed Lot 2 must be contained within the required easement burdening proposed Lot 1.				Prior to Council endorsement of the Survey Plan and at all times.
4.3	Any site works must not adversely affect flooding or drainage characteristics of properties that are upstream, downstream, or adjacent to the development site.				At all times.

5.0	Water and Sewerage				
5.1	All internal water and sewerage infrastructure benefitting proposed Lot 2 must be contained within the required easement burdening proposed Lot 1				Prior to Council endorsement of the Survey Plan.

6.0	Electricity & Telecommunications				
6.1	Electricity and telecommunication services must be provided to each lot, or arrangements made in accordance with the standards and requirements of the relevant service provider.				Prior to Council endorsement of the Survey Plan.

7.0	Location of services				
7.1	Provide evidence confirming all services and infrastructure are wholly contained within the boundary of the proposed new lots or required services easement.				Prior to Council endorsement of the Survey Plan.

8.0	Amenity and Environmental Health				
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8.1	Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise.	At all times.
9.0	Site Works and Erosion and Sediment control	
9.1	Site works must be constructed such that they do not, at any time, in any way restrict, impair, or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure	Prior to the commencement of any construction works required by this development.
10.0	Compliance	
10.1	All relevant conditions of this development permit must be complied with prior to the Plan of Survey being submitted to Council for endorsement.	Prior to Council endorsement of the Survey Plan.
11.0	Outstanding Charges	
11.1	All rates, service charges, interest and other charges levied on the land are to be paid prior to Council endorsement of the Plan of Survey.	Prior to Council endorsement of the Survey Plan.

ASSESSMENT MANAGER (COUNCIL) ADVISORY NOTES

1. This approval, granted under the provisions of the Planning Act 2016, shall lapse four (4) years from the day the approval takes effect in accordance with the relevant provisions of s85 of the Planning Act 2016.
2. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, as required under relevant legislation for this work.
3. Proposed Lot 2 property notation - The continued use of the existing shed for bus storage is taken to be an existing lawful use. The shed must not be used for any other use or increase the scale and intensity of the existing use without obtaining a Development Permit for a Material Change of Use.
4. Infrastructure Charges must be paid to Council as indicated on the Infrastructure Charges Notice at the rate applicable at the time of payment.
5. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements,
6. Proposed Lot 1 - The connection to Council's reticulated water main will require a connection across Hastings Street. An application to Torres Shire Council is required for water and/or sewerage services to be connected to the property. Contact Torres Shire Council for further information on the necessary forms, application process and quote for service connection.
7. No building materials or the like are to be stored on the footpath unless an appropriate approval from Council is obtained, including the payment of associated fees.

8. All building site managers must take all action necessary to ensure building materials and/or machinery on construction sites are secured immediately following the first potential cyclone warning and that relevant emergency telephone contacts are provided to Council Officers, prior to Commencement of Works.
9. The *Environmental Protection Act 1994* states a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities, involved in civil, earthworks and construction phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm.
11. Environmental harm is defined by the Act as any adverse effect, or potential adverse effect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke vapour, steam, soot, ash, dust, wastewater, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the Council.
12. This development approval does not authorise any activity that may harm Aboriginal and Torres Strait Islander cultural heritage. It is also advised that any land use activities must comply with the *Aboriginal Cultural Heritage Act 2003* or the *Torres Strait Islander Heritage Act 2003*.
13. The Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* applies to action that has, will have or is likely to have a significant impact on matters of national environmental significance. Further information on the EPBC Act can be obtained from the Department of Agricultural, Water and the Environment website <https://www.environment.gov.au/epbc/about>

PART 2 – REFERRAL AGENCY RESPONSE

The State Assessment and Referral Agency response dated 2 December 2025 is included in the Decision Notice.

RECOMMENDATION B

That an Infrastructure Charges Notice be issued for the amount of \$30,677.65 in relation to the Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 25A Hastings Street, Thursday Island, formally described as Lot 1 SP216450.

1.0 DEVELOPMENT SUMMARY

TABLE 1 - OVERVIEW

PROPERTY DETAILS	
Site Address	25A Hastings Street, Thursday Island
RPD	Lot 1 SP216450
Site Area	1,141m ²
Landowner	Waiben Enterprises Pty Ltd
Existing Use of Land	Shed – bus storage
APPLICATION DETAILS	
Application No.	IDAS25/18
Applicant	Waiben Enterprises ATF The Strawberry Fields Super Fund C/ RPS AAP Consulting Pty Ltd
Application Description	Development Permit for Reconfiguring a Lot – 1 lot into 2 lots
STATUTORY DETAILS	
State Planning Policy	<i>State Planning Policy (July 2017)</i>
Mapped SPP Matters	<p>Natural Hazards Risk and Resilience - Bushfire prone area (potential impact buffer)</p> <p>Strategic Airports and Aviation Facilities - Aviation facility - Wildlife hazard buffer zone (8km)</p> <p>Transport Infrastructure - State-controlled road</p>
Regional Plan	Not applicable
Planning Scheme	Torres Shire Council Planning Scheme 2022 (Version 1.0)
Zone	Low-Medium Density Residential
Overlays	<p>Airport Environs Overlay - Aviation facility – Building restricted area – zone A/B and area of interest - Wildlife Hazard Buffer Zone – 8 kilometres</p> <p>Heritage Overlay - Indigenous Heritage High Risk Area</p> <p>Potential and Actual Acid Sulfate Soils Overlay - Land Above 5 Metres AHD and Below 20 Metres AHD</p>
Level of Assessment	Code Assessment
Referral Agencies	State Assessment Referral Agency – S10.9.4.2.1.1 – reconfiguring a lot near a state transport corridor
Submissions	Statutory public notification not required for Code Assessable application No submissions

2.0 SUBJECT SITE AND SURROUNDING DEVELOPMENT

The subject site is large residential zoned lot of 1,141m² with frontage to Hargrave Street and Hastings Street.

Existing development on the site comprises a large shed used for bus storage. Access to the shed is achieved via two access gates from the Hargrave Street frontage. The shed is serviced by reticulated water and sewerage from the Hastings Street frontage. The applicant has advised the internal service connections are along the northern side boundary.

The balance of the lot is vacant.

There are no registered easements burdening the site.

Development in the immediate vicinity of the site comprises of single detached dwellings, unit development and the former Thursday Island school.



FIGURE 2: Subject Site

3.0 BACKGROUND

The subject lot, Lot 1 originally formed part of a larger lot incorporating the dwelling house on adjoining Lot 2 SP216450. The current lot configuration was created through a subdivision approval around 2008 (Council file reference IDAS08/03).

A review of Council’s records has determined the use of the shed for the storage of buses was undertaken when the lot formed part of the original larger parcel and is taken to be an existing lawful use.

4.0 DESCRIPTION OF PROPOSAL

The application seeks to reconfigure the subject site into two lots.

Proposed lot	Lot size	Improvements	Road frontage
Lot 1	505m ²	Vacant	Hastings Street – approx. 24m

Lot 2	636m ²	Storage shed	Hargrave Street – approx.. 32 m
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The existing shed on proposed Lot 2 is connected to Council’s reticulated water and sewerage infrastructure located along the Hasting Street frontage. The applicant has indicated the internal water and sewerage services and stormwater infrastructure is located along the northern side boundary. An easement will be required over the service connections.



FIGURE 3: Proposed Development

5.0 PLANNING ASSESSMENT

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

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

Pursuant to section 45 (3)(a) of the Act, the categorising instrument for the development is the *Torres Shire Council Planning Scheme 2022 (v1.0)*.

Sections 26 and 27 of the *Planning Regulation 2017* prescribe additional assessment benchmarks and matters that must be considered in deciding a Code Assessable development application.

TABLE 2 – ADDITIONAL ASSESSMENT BENCHMARKS

Assessment Benchmarks	Comment
Schedule 9	Schedule 9 is not applicable as the application is not for building work under the Building Act
Schedule 10	The application triggered referral for reconfiguring a lot near a state transport corridor (refer section 7.1)

Assessment Benchmarks	Comment
Regional Plan	Not applicable. The Torres Strait and Northern Peninsula Area Regional Plan 2009-2029 is not a statutory plan.
State Planning Policy, part E	A review of the current version of the SPP (July 2017) and assessment benchmark mapping applicable to Part E has determined that the state interests are reflected in the Planning Scheme and no additional assessment provisions in the current SPP (Part E) or updated mapping are applicable requiring further assessment against the SPP. While the subject site is identified in the bushfire hazard overlay in the SPP, the bushfire hazard overlay was subject to localised refined mapping in the planning scheme. The site is not affected by bushfire hazard in the planning scheme.
Temporary State Planning Policy	There are no Temporary State Planning Policies.
Local Government Infrastructure Plan (LGIP)	This matter is addressed in a separate section of this report.
Any development approval for, and any lawful use of the premises, or adjacent premises	Refer section 3.0 of the report.
The common material	All the material received about the application has been assessed and has informed the recommendation of this report.

6.1 TORRES SHIRE PLANNING SCHEME 2022

6.1.1 Land Use Zone

The subject site is located within the Low-Medium Density Residential Zone.

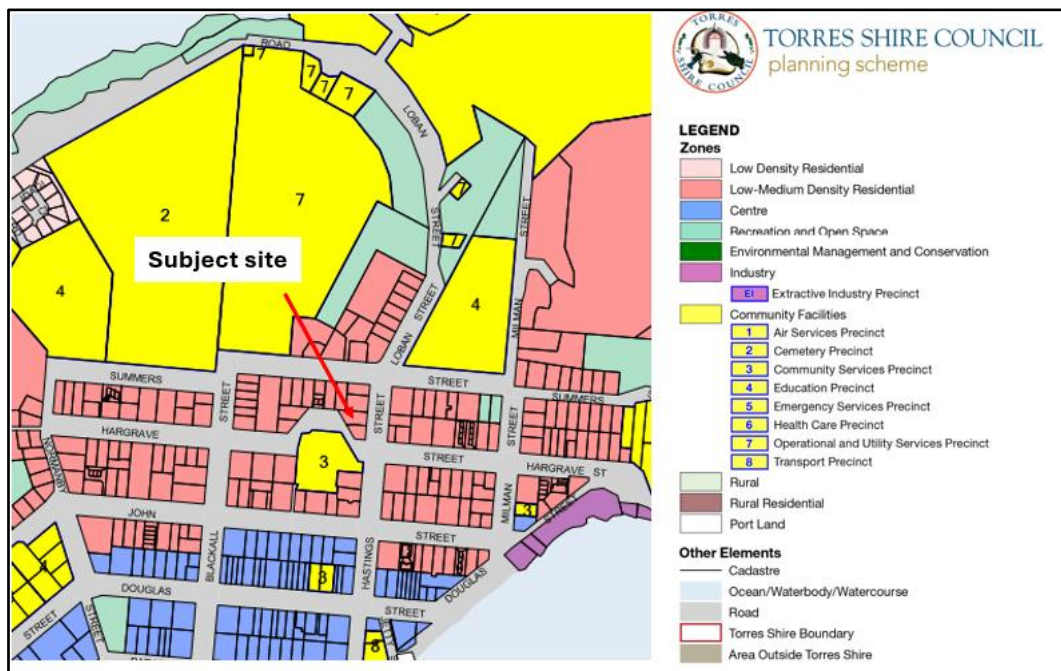


FIGURE 4: Extract of zoning map (Torres Shire Planning Scheme 2022)

6.1.2 Category of Development and Assessment

In accordance with the relevant categorisation tables, the category of development and assessment and applicable assessment benchmarks are identified in Table 3 below.

TABLE 3 – PLANNING SCHEME PROVISIONS (Part 3 Categorisation Tables)

Zone or Overlay	Category of Development and Assessment	Applicable Assessment benchmarks – Standard Outcomes
Low-medium density residential zone	Code Assessable	Low-medium Residential Zone Reconfiguring a Lot Works, Services and Infrastructure
Airport Environs Overlay	No change to level of assessment	Airport Environs Overlay
Heritage Overlay	No change to level of assessment	Heritage Overlay
Potential and Actual Acid Sulfate Soils	No change to level of assessment	Potential and Actual Acid Sulphate Soils Overlay

6.1.3 Assessment Benchmarks – Standard Outcomes

A summary of compliance with the applicable standard outcomes of the relevant assessment benchmarks are identified in Table 4 below.

TABLE 4 – ASSESSMENT BENCHMARKS

Low-Medium Density Residential Zone	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
SO1-SO3, SO5-SO9	n/a	Reconfiguring a lot only, no new building proposed as part of this application.
Boundary setback (SO4)	✓	Existing shed setback approximately 3.9m from the proposed new boundary.
SO10-SO11	n/a	Reconfiguring a lot only, landscaping and fencing not applicable.
Minimum lot size and frontage (SO12, SO13)	✓	Proposed lot sizes of 505m ² (proposed lot 1) and 636m ² (proposed lot 2) comply with the minimum lot size of 450m ² . Both lot frontage greater than minimum frontage width of 15m.
SO14	n/a	Site is not identified as former mining activity

Reconfiguring a Lot	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
SO1	n/a	Lot included in one land use zone
Infrastructure SO2	Can comply	Condition of approval will require all services to be wholly contained within each proposed lot or protected by registered easements.
Access easement SO3	✓	An access easement is not required.

Setbacks SO4	✓	Existing shed setback approximately 3.9m from the proposed new boundary, complies with required standard.
Rear lot SO5	n/a	
Access handle SO6, SO7	n/a	
SO8 – new road	n/a	Does not involve creation of new road
Subdivision design SO9	x	<p>The proposal will result in a lot (Lot 2) that is unlikely, due to existing built form to be used for preferred residential purposes. While the continued use of the shed for bus storage is consistent with current use and benefits from existing lawful use rights, the creation of proposed Lot 1 may result in land use conflict between residential and non-residential use. Historically the shed formed part of a larger lot with the dwelling on adjoining Lot 2 SP216450 and was an ancillary use to the dwelling house.</p> <p>Merit based assessment required – General Merit Outcomes and Reconfiguring a lot Merit Outcomes</p> <p>Taking into consideration the historical land use of the site and no change to the access arrangements to the shed from Hargrave Street it is considered the use would not have an adverse impact on the residential amenity of future development on proposed Lot 1. A property rates notation on proposed Lot 2 will note the existing lawful use of the shed for bus storage, however any change of use or increase in scale and intensity of the existing use will trigger a development approval for a Material Change of Use.</p>

Works, Services and Infrastructure	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
Water supply SO1	✓	Existing shed on proposed Lot 2 is connected to reticulated water supply. At the time of building approval on proposed Lot 1 a connection to the water main on the eastern side of Hastings Street will be required.
Sewerage SO2	✓	Existing shed on proposed Lot 2 is connected to reticulated sewerage infrastructure. At the time of building approval on proposed Lot 1 a connection to the reticulated sewerage main along Hastings Street will be required.
Stormwater SO3 – SO5, SO13	✓	Can comply – Existing shed on proposed Lot 2 discharges stormwater to Hastings Street through proposed Lot 1. A condition of approval will require an easement over exiting stormwater infrastructure along the northern side boundary. Future development on proposed Lot 1 can achieve lawful discharge of stormwater to Hastings Street.
Electricity and Telecommunications	✓	Can comply – condition of approval. Standard condition regarding connection to services.

SO6 and SO 7		
Infrastructure SO8	✓	Can comply – condition of approval. Standard condition regarding no damage to existing infrastructure.
Infrastructure SO11 and SO12	n/a	No public infrastructure proposed.
Amenity (Lighting and screening) SO9 and SO10	n/a	Reconfiguring a Lot application only

Airport Environs	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
SO1- SO12	n/a	Reconfiguring a Lot application only – proposal does not involve an application for land use that involves lighting, building height or land use that attracts wildlife.

Heritage	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
Indigenous Heritage high risk area SO4, SO5-SO7	✓	Site within established urban area. General advice clause regarding general duty of care. Specific heritage management controls not required.
SO1-SO3, SO8	n/a	Site is not a state heritage place, local indigenous or non-indigenous heritage place

Potential and Actual Acid Sulphate Soils	Compliance ✓ / ✗ / na	Standard Outcome Compliance Assessment
SO1	n/a	Extent of excavation will not disturb potential or actual acid sulphate soils.

6.2 Relevant Matters

There are no relevant matters to take into consideration.

7.0 REFERRALS

7.1 State Assessment Referral Agency

The application triggered a referral to the State Assessment Referral Agency (SARA) under Schedule 10, Part 9, Division 4, Subdivision 2, Table 1 – for Reconfiguring a lot near a state transport corridor.

The referral agency response, in a letter dated 2 December 2025, included conditions requiring the stormwater management and construction of access crossover from Hastings Street (state-controlled road) (Attachment B).

8.0 SUBMISSIONS

The proposed development application was subject to code assessment and statutory public notification was not required.

9.0 LGIP AND INFRASTRUCTURE CHARGES

The subject site is located within the Priority Infrastructure Area (PIA) and is not affected by mapped trunk infrastructure in the Local Government Infrastructure Plan (LGIP).

In accordance with the *Torres Shire Council Charges Resolution (No.1) 2022* the Infrastructure Charge for the proposed development is calculated to be **\$30,677.65** for one additional lot.

10.0 CONCLUSION

The proposed development is considered appropriate for the subject site and this report recommends approval subject to conditions.

The following reasons for the decisions are to be included in the Notice of Decision required under section 63(5) of the *Planning Act 2016*.

- (a) The proposal is compliant with the assessment benchmarks and consistent with the Torres Shire Council Planning Scheme 2022.
- (b) The creation of a lot containing the storage shed will not have an adverse impact on the residential amenity of the adjoining lots or future development on proposed Lot 1.

10.7 Operational Works Program Report

File Number	BSC/Governance/ Reporting/Executive Services Report/2026
Author:	Roger Naidoo, Executive Manager Engineering and Infrastructure
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	Nil

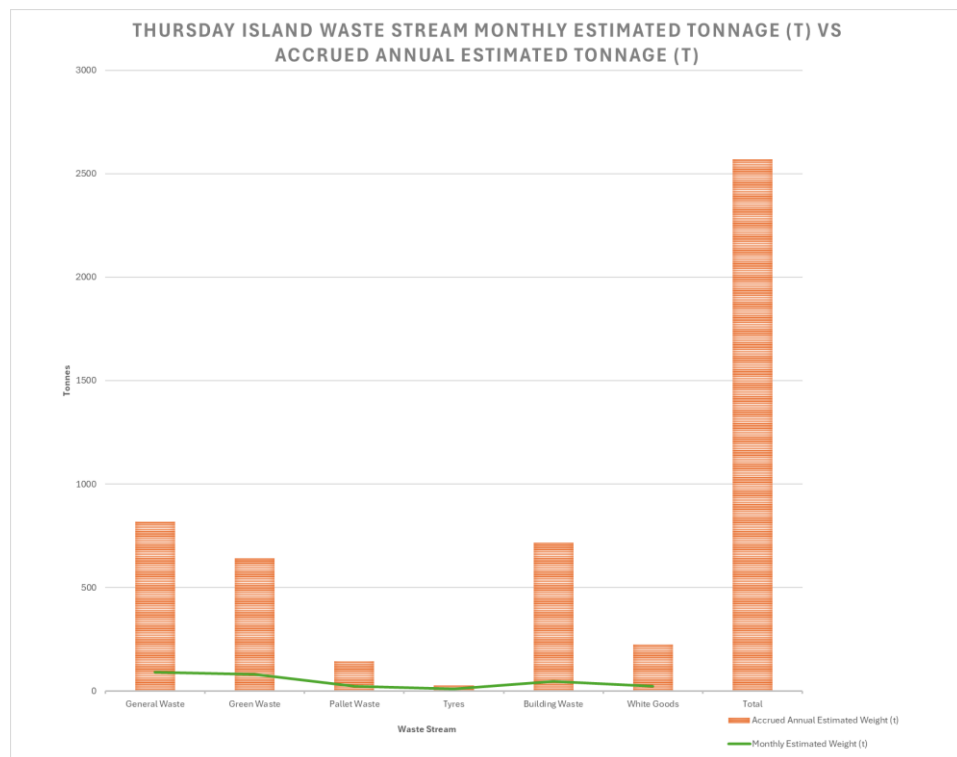
WORKS SUMMARY

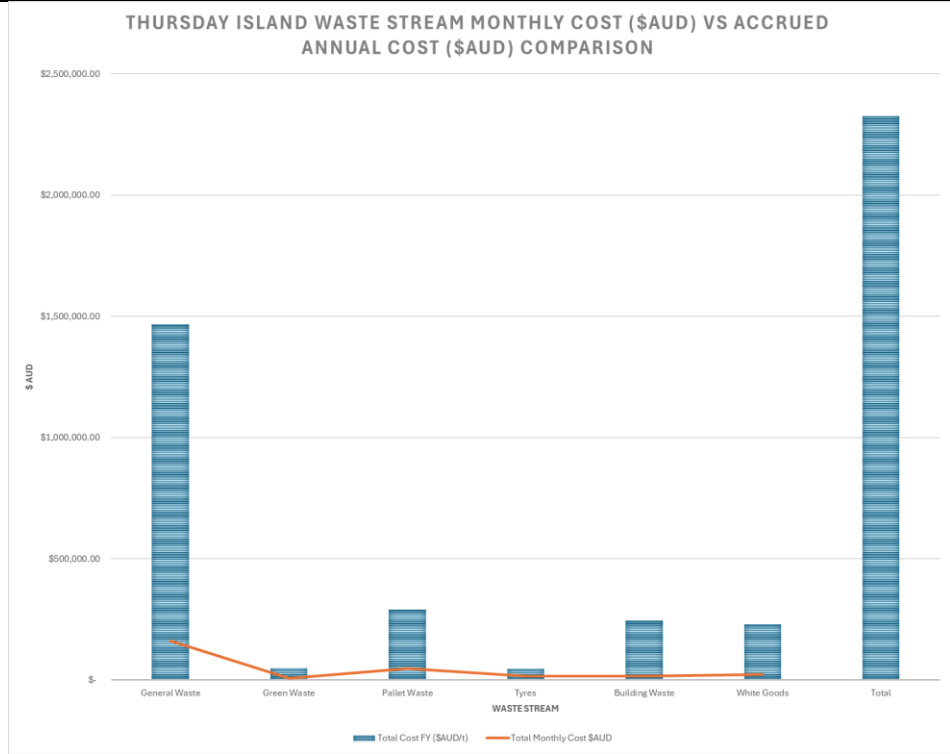
AREA	WORKS COMPLETED																													
1 Roads & Drainage	Ongoing Maintenance T.I and H.I <ul style="list-style-type: none"> • Pothole patching ring road, Douglas Street • Pothole repairs green hill road for Anzac Day • Grass gutting green hill road for Anzac Day • Drainage cleaning from Hardware to IBIS (Douglas Street) 																													
2 Parks & Gardens	Ongoing Maintenance																													
3 Street/Park Lighting	Non-working lights reported to Ergon																													
4 Airport	Paving Works to resume at end of April																													
5 Quarry	N/A																													
6 Private works	N/A																													
7 Boat ramps	Nothing to report																													
8 Plant workshop	Ongoing works, repairs etc. Servicing of fleet is 95% up to date. Draining oils and fluids from scrap vehicles continues. New Job truck and mower arrived. 1 x apprentice to be signed off as a tradesperson today 21/05/2026. 1 x apprentice 90% completed and expected to be completed soon.																													
9 Depot	Ongoing works																													
10 Waste Services	<p>Thursday Island Transfer station (NB tonnage totals are approximations only calculated through industry standard conversion factors.)</p> <p>Financial year vs monthly waste volume and tonnage totals</p> <table border="1"> <thead> <tr> <th rowspan="2">Item</th> <th colspan="2">Total to date (FY)</th> <th colspan="2">Monthly Total (April 26)</th> </tr> <tr> <th>m³</th> <th>t</th> <th>m³</th> <th>t</th> </tr> </thead> <tbody> <tr> <td>General Waste</td> <td>6144</td> <td>817.152</td> <td>672</td> <td>89.375</td> </tr> <tr> <td>Green Waste</td> <td>2592</td> <td>640.224</td> <td>320</td> <td>79.04</td> </tr> <tr> <td>Pallet Waste</td> <td>760</td> <td>144.4</td> <td>120</td> <td>22.8</td> </tr> <tr> <td>Tyres</td> <td>90</td> <td>27</td> <td>30</td> <td>9</td> </tr> </tbody> </table>	Item	Total to date (FY)		Monthly Total (April 26)		m ³	t	m ³	t	General Waste	6144	817.152	672	89.375	Green Waste	2592	640.224	320	79.04	Pallet Waste	760	144.4	120	22.8	Tyres	90	27	30	9
Item	Total to date (FY)		Monthly Total (April 26)																											
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Green Waste	2592	640.224	320	79.04																										
Pallet Waste	760	144.4	120	22.8																										
Tyres	90	27	30	9																										

Building Waste	1024	716.8	64	44.8
White Goods	450	225	45	22.5
Totals	11060	2570.576	1251	267.515

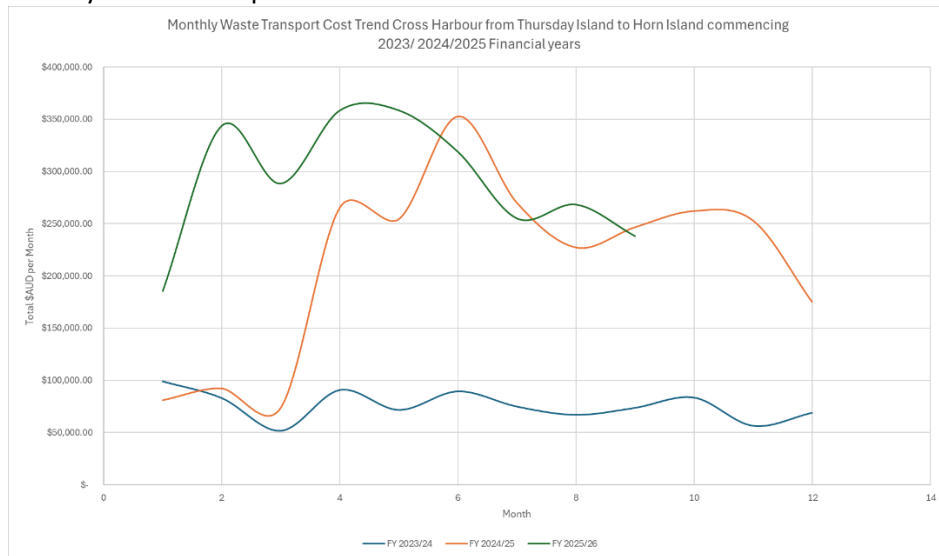
Thursday Island Transfer Station Customer numbers

	Total FY	Monthly (April 26)
Transactions	TBC	TBC





Three year cost comparison

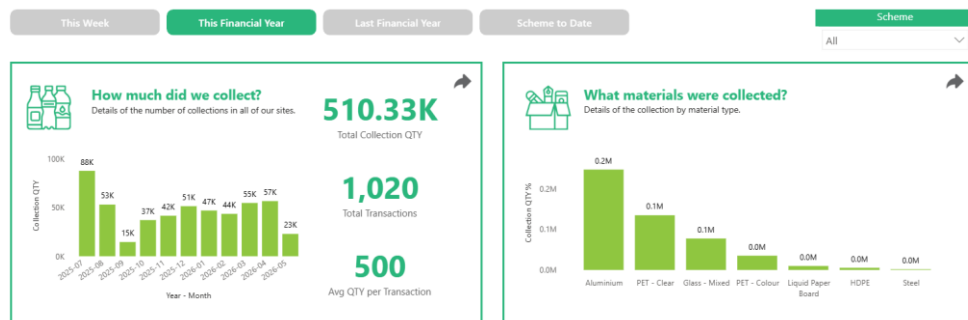


Scrap Metal Project.
 Cross Harbour Transfer of baled scrap to commence on 27th May.

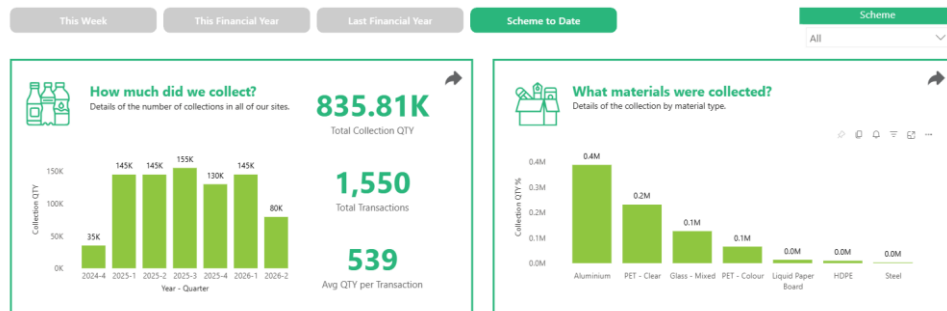
Containers for Change

Diverted material COEX Project	Number of Containers counted (each)	Exported material (t)
Total	954738	45.13
April 2026	64115	0

Scheme info gram below – Scheme this financial Year

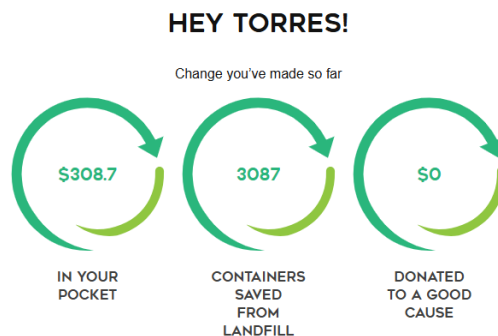


Scheme info gram below – Scheme to date



Since the commencement of this program containers generated in the main office have been collected and credited at \$0.10/ container to Councils general account to assist with in kind donations to the community. On receiving 240L bins, Torres Shire Council has placed and collects containers through kerbside bins which are placed at Anzac Park, JS Glass and Aluminium and in front of the Council office on Douglas Street. The below infogram displays the amount generated by this process to date.

Containers collected and paid to Torres Shire Council account



Council receives a handling fee for the number of containers counted. The graph below indicates the trend since commencement.

<p>11 Water Supply</p> <p>Water</p> <p>Horn Island Water</p> <p>Thursday Island</p>	<p>Loggy Creek Dam level 99.4 %. 2606 ML. 14.90 M. Restriction Level 1. Dam Outflow 2606 ML</p> <p>Upgrade of Communication Processor (CP12) to Communication Processor to (CP 35)</p> <p>Upgrade of Communication Processor (CP12) to Communication Processor to (CP 3)</p> <p>2 x Watermain Breaks on Douglas Street</p>
<p>12 Sewerage Services</p> <p>Thursday Island</p> <p>Horn Island</p>	<ul style="list-style-type: none"> • CP 35 installed at a number of Pump Stations • Decant Weir repair in process. <ul style="list-style-type: none"> • CP 35 installed at Pump station 1 • On going pump out at Airport Terminal and pump station which collect sewer from Helicopter hangers. • New guide rails on order to replace rusted on
<p>13 Staff Housing</p>	<p>April staff housing repairs 84A Hargrave Street</p> <ul style="list-style-type: none"> • Back deck removed • Beams found to have water damage – work on hold

- New beams procured and on Island
- Works to recommence 25 May 2026

Brown Donga completed by COB 15 May 2026



14 Building Infrastructure Management

TRAWQ Hall –

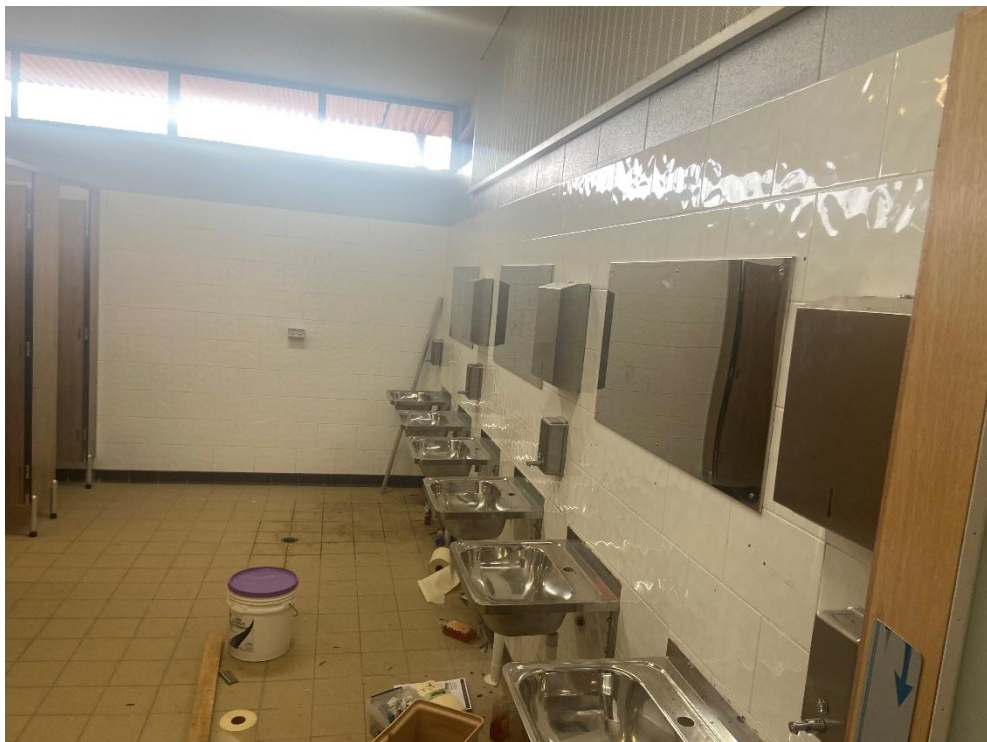
- Old carpet removed and new carpet laid
- Painting completed – touch up required in the reception area
- Major roof leak repaired – Ladies toilet
- Downstairs office area mould treated and leak above the affected area sealed
- Completed by COB 15 May 2026 Entry doors will be fixed on the second level
- External timber door replaced on New HR office


- Touch up to the reception area will be completed by COB Monday 18 May 2026

Horn Island Stadium refurbishment

Most of the refit has been completed. Outstanding items include

- Toilets
- Plumbing - sink and water connections
- Locks and weather strips
- Painting – Currently completed Weights room and Storeroom
- Carpet edging in the storeroom
- Overall clean



										
<p>15 Festivals – Department Support</p>	<p>Nil</p>									
<p>16 Recreation/ Leisure/ Community infrastructure</p>	<p>Nil</p>									
<p>17 Construction/ Maintenance</p>	<p>Ongoing Works</p>									
<p>18 Disaster Management – support</p>	<p>Nil</p>									
<p>19 Cemeteries - Maintenance</p>	<p>Ongoing Maintenance</p>									
<p>20 Airport</p>	<p>Regular Passenger Transport Data</p> <table border="1" data-bbox="395 1832 1383 2016"> <thead> <tr> <th data-bbox="395 1832 643 1895">QantasLink</th> <th data-bbox="643 1832 890 1895">March 2026</th> <th data-bbox="890 1832 1137 1895">April 2026</th> <th data-bbox="1137 1832 1383 1895">Comparison</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 1895 643 2016">Number of Flights</td> <td data-bbox="643 1895 890 2016">132</td> <td data-bbox="890 1895 1137 2016">146</td> <td data-bbox="1137 1895 1383 2016">14</td> </tr> </tbody> </table>		QantasLink	March 2026	April 2026	Comparison	Number of Flights	132	146	14
QantasLink	March 2026	April 2026	Comparison							
Number of Flights	132	146	14							

Cancelled Flights	18	6	12
Pax arrivals from Cairns	3,399	3,641	242
Pax departing to Cairns	3,238	3,408	170
Average Passenger per flight	50.28	48.28	(2)
Overnight Parking			
Overnight Parking	February 2026	March 2026	April 2026
Number of Aircraft	571	720	773
Babcock	0	1	1
Nautilus	10	4	0
Torres Strait Air	75	112	134
Cape Air Transport	98	128	141
Microflight	30	27	71
Hinterland	84	92	90
Horizon Airways	68	70	90
Coastal Rotors	54	66	80
Remote tech	108	126	109
Itinerants	44	94	57

LINK TO CORPORATE PLAN***Our People (PROVIDE)*****2.4 Our Organisation Alignment and Performance Planning**

- Council delivers strategic outcomes and is resilient and responsive to change

Our Governance (LEAD)**3.3 Council maintains effective governance processes**

- Maintains best practice financial and risk management procedures
- Maintains policies, procedures, frameworks and registers;
 - Maintain and meet audit requirements

CONSULTATION

Executive Leadership Team
Stakeholder Funding Bodies

LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

As per approved Operational Budget

RECOMMENDATION

That Council receives and notes the Operational Works Program Report for May 2026.

10.8 Building works and improvements on council facilities and housing

File Number	BSC/Governance/ Reporting/Executive Services Report/2026
Author:	Daniel Barron – Waste and Facilities Manager
Authoriser:	Mary Bani, Chief Executive Officer
Attachments:	Attach 1 – Facilities Inspection and site updates

EXECUTIVE SUMMARY

Private Works

During the 2024/25 financial year inspections were carried out on council facilities to determine the extent and level of maintenance required to improve and maintain life expectancy of buildings. The inspections revealed that there is a significant amount of maintenance work to be completed as well as programmed maintenance such as RCD testing and yard maintenance. The results of these observations for maintenance have been appended to this report. R&C Davi commenced with Torres Shire Council on 2 March 2026.

DISCUSSION

The following repairs have been carried out this financial year to date

- Step nosing and step tread repairs on most facilities
- 16 Summer Street
 - Rails and steps replaced
 - Landing replaced
 - Screen door repaired
 - Floor coverings repaired in front of the hall cupboard (minor – floor coverings lifting
 - Bathroom repair
 - New vanity and cupboard
 - New floor and wall tiles
 - Wall painted
 - New bath and shower screen
- CEO House refresh – approximate completion time 2 weeks
 - New paint throughout
 - Windowsills and window frame repairs in the downstairs room
 - Sliding door repairs
 - Deck repairs – in progress
 - New windows screens
 - Wall repairs
 - Louvre repairs
 - Roof and gutters cleaned
 - Outdoor step treads repaired and nosing attached
- H.I. Stadium refurbishment – approximate completion time 2 to 3 weeks
 - Removal of old partitioning
 - Removal of old doors
 - Removal of old sinks
 - Removal of old mirrors
 - Removal of soap dispensers and towel holders

- Installation of new partitions through out
- Installation of new handbasins, towel holders and soap dispensers
- Repairs to the roller door lifting chain
- Replacement floor coverings in the gym and storeroom
- Replacement of doors and FFE
- Painting throughout (in progress)
- Airport manger's house landing repair
 - Replacement post installed
 - New decking installed
 - Additional screws used for support beams
- AC fitment in the ARO office
- TRAWQ hall refurbishment and building repairs
 - Leaking roof in downstairs office area
 - Leaking roof in the ladies toilet
 - Ceiling repairs completed
 - Carpet removed and installed in upstairs offices
 - Painting completed in the upstairs area
 - Reception area refurbished
 - Walls repaired
 - Cupboards removed
 - New counter installed
 - Entry doors rehung with closers
 - New outside door fitted to the HR office
- Airport Kiosk – air curtain replacement
 - New architraves installed around the ceiling
- Brown Donga refurbishment
 - Roof repair
 - Electrical repairs
 - New lining on the bathroom walls and ceiling
 - Internal painting
 - New splash back on the sink
 - Cupboards installed above the fridge and stove
 - Soft spots in the floor reinforced
- Airport smoking area shelters - complete

The following work has been scoped and materials are on order

- Amenities for the TI Depot
 - All materials on island ready to commence
- Waste treatment plant roof
 - Materials on order
- Transfer Station Drop Shed roof
 - Materials on order
- KBO Kiosk, change rooms and library entry
 - Materials on island and ready to install
- CASA building repairs
 - Materials on order
- AMAI Place
 - stainless steel table skins

- Fencing the entire space and removing the existing fence
- Airport Kiosk roof/ ceiling
 - Materials on order
- Airport generator shed
 - Materials on order
- Airport boundary fence
 - Materials on order

The following has been inspected with material lists in progress for ordering

- Loban road hall
- 14 Stephen street
- Babcock Hanger

LINK TO CORPORATE PLAN

Nil

LEGAL IMPLICATIONS (STATUTORY, BASIS, LEGAL RISK)

Workplace Health and Safety Legislation

- *Work Health and Safety Act 2011*

Work Health and Safety Regulation 2011

Building Act 1975

Building Regulation 2021

National Construction Code 2025

AS/NZS Australian Standards

POLICY IMPLICATIONS

n/a

CONSULTATION

Consultation for engagement was conducted prior to tender release on the best way forward for the following reasons

- Building value for money
- Improved time frames for start and completion on facilities maintenance
- Professional development of existing staff

FINANCIAL AND RESOURCE IMPLICATIONS (BUDGETARY)

Improved cost efficiencies have already been noticed in the purchase of materials and building costs.

RECOMMENDATION

That Council notes the report.

11. LATE ITEMS

11.1 Late Item - Corporate and Community Services Monthly Report

11.2 Late item In-committee – RAF 1 funding - Infrastructure Design and Network Tender Award

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

11.3 Late item In-committee – RAF 2 funding - Undersea Water Pipeline Tender Award

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

11.4 Late item In-committee – QRA funding – Cox Road POW Island Betterment Funding Update

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

12. CONFIDENTIAL REPORTS

12.1 In Committee – Tender Report Council Chamber Roof replacement update report

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

12.2 In Committee – IDAS25_03 Report - Deemed approval RaL_Attach - 4A Wees Street report

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

12.3 In Committee – Consideration of Request for Road Reserve Purchase 67 Summer Street

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

13. GENERAL BUSINESS

TORRES SHIRE COUNCIL

MATTERS FOR ACTION

from

Council Meeting Minute Resolutions

COUNCIL ORDINARY MEETING –21 APRIL 2026

DISTRIBUTED TO DIRECTORS FOR
COMMENTS/ACTION TAKEN

- CEO - Mary Bani
- DCCS – Karren MacClure
- DEIS – Roger Naidoo
- DPPE – Edward Kulpa

For Chief Executive Officer on completion

Records – Karyn Robertson

Action Required for Resolutions

Officer
responsible

Comments or
Actions Taken

CORPORATE AND COMMUNITY SERVICES

CORPORATE AND COMMUNITY SERVICES – FINANCIAL REPORT

Min. 26/4/9 - That Council:

- Note the Financial Report for the period ended March 2026 as presented.
- Note the attachments for the period ended March 2026 listed as follows:
 1. Cash Position March 2026
 2. Income and Expenditure Airport March 2026
 3. Income and Expenditure all of Council March 2026
 4. Revenue Graph Actual vs Budget March 2026
 5. Expenses Graph Actual vs Budget March 2026
 6. Statement of Financial Position March 2026

FIN MGR

NFA

ADOPTION OF REVENUE POLICY 2026/27

Min 26/4/10 – That Council: Adopted the Revenue Policy 2026/27

FIN MGR

NFA

CORPORATE AND COMMUNITY SERVICES REPORT

Min. 26/4/11 - That Council note the Corporate and Community Services Report for March 2026 as presented.

DCCS

NFA

COUNCIL MEETING DATES 2026 ADJUSTMENT

Min. 26/4/12 - That pursuant to Section 257 of the *Local Government Regulation 2012* the Ordinary Meeting of Council dates for the month of May 2026 and October 2026 be amended to the following:

DCCS

Changes
published on
Council Website
and social media

Amended 2026 OCM Dates		
Month	Date	Time
May	Tuesday, 26 May	9.00am
October	Tuesday, 27 October	9.00am

And that the changes be published on the Council Website.

ENGINEERING AND INFRASTRUCTURE SERVICES

OPERATIONAL WORKS PROGRAM REPORT

Min. 26/3/12 - That Council receives and notes the Operational Works Update Report for April 2026.

DEIS

NFA

PROJECTS, PLANNING AND ENVIRONMENT

CAPITAL WORKS PROGRAM REPORT

Min. 26/4/13 - That Council receives and notes the Capital Works Program Report for April 2026.

DPPE

NFA

**MINOR CHANGE TO DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE DWELLING UNIT AND UNDEFINED LAND USE (CULTURAL ACTIVITIES) –IDAS24/02 – JOEY JOSIA LAIFOO & MELISSA LEANNE CRUMP C/ URBAN SYNC – 42 DOUGLAS STREET, THURSDAY ISLAND
Min. 26/4/14**

DPPE

**No further action.
Advisory notices
issued.**

RECOMMENDATION A – DECISION NOTICE

That Torres Shire Council approve the Change Application (Minor) for a Development Permit for Material Change of Use– Dwelling Unit and Undefined Land Use (Cultural Activities) on land located at 42 Douglas Street, Thursday Island, formally described as Lot 1 RP716988, subject to the following conditions:

(A) That condition 2.1 be amended as follows;

2.0	Approved Plans and Documents				
2.1	The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit.				At all times
	Drawing No.	Document Name	Revision	Date	Drawn by
	SK01	Cover Sheet	2	20/12/2023	Nevele
	SK02	Perspective Views	2	20/12/2023	Nevele
	SK03	Site Plan	2	20/12/2023	Nevele
	SK04	Ground Floor Plan	2	20/12/2023	Nevele
	SK05	First Floor Plan	2	20/12/2023	Nevele
	SK06	Roof Plan	2	20/12/2023	Nevele
	SK07	Elevations	2	20/12/2023	Nevele
	SK08	Section A-A	2	20/12/2023	Nevele
	<u>Stage 1</u>				
	<u>SK01</u>	<u>Cover Sheet</u>	<u>4</u>	<u>21/01/2026</u>	<u>Nevele</u>
	<u>SK03</u>	<u>Ground Floor Plan</u>	<u>4</u>	<u>20/12/2023</u>	<u>Nevele</u>
	<u>SK06</u>	<u>Elevations</u>	<u>4</u>	<u>21/01/2026</u>	<u>Nevele</u>
	<u>Stage 2</u>				
	<u>SK01</u>	<u>Cover Sheet</u>	<u>5</u>	<u>21/01/2026</u>	<u>Nevele</u>
	<u>SK03</u>	<u>Ground Floor Plan</u>	<u>2</u>	<u>20/12/2023</u>	<u>Nevele</u>
	<u>SK04</u>	<u>First Floor Plan</u>	<u>2</u>	<u>20/12/2023</u>	<u>Nevele</u>
	<u>SK05</u>	<u>Roof Plan</u>	<u>2</u>	<u>20/12/2023</u>	<u>Nevele</u>
	<u>SK06</u>	<u>Elevations</u>	<u>2</u>	<u>20/12/2023</u>	<u>Nevele</u>

(B) All other conditions remain as per decision notice dated 18 July 2024.

CHANGE REPRESENTATIONS - DEVELOPMENT APPROVAL – IDAS 25/20 – JOEY JOSIA LAIFOO & MELISSA LEANNE CRUMP C/ URBAN SYNC – 42 DOUGLAS STREET, THURSDAY ISLAND
Min. 26/4/15

RECOMMENDATION

1. That the application by Joey Josia Laifoo & Melissa Leanne Crump c/ Urban Sync seeking a Negotiated Decision Notice for the Development Approval for the Material Change of Use for Rooming Accommodation over Lot 1 RP716988 located at 42 Douglas Street, Thursday Island be approved in full.
2. That condition 2.1 be amended as follows;

2.0	Approved Plans and Documents				
2.1	The approved development must be completed and maintained generally in accordance with the approved plans and documents, except were amended by the conditions of this permit.				At all times
	Drawing No.	Document Name	Revision	Date	Drawn by
	SK01	Cover Sheet	4	21/01/2026	Nevele
	SK02	Site Plan	4	21/01/2026	Nevele
	SK04	Ground Floor Plan	4	21/01/2026	Nevele
	SK07	Elevations	4	21/01/2026	Nevele

3. That condition 3.0, including condition 3.1 and condition 3.2 be deleted.

COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS – THURSDAY ISLAND POST OFFICE – DEFERRED

This agenda item is put on the table.

ENQUIRY – PROPOSED BUOY MOORING – TORRES STRAIT SHIPPING PTY

Min. 26/4/16 - That Council delegates authority to the Chief Executive Officer to prepare a letter of response to be provided to the customer advising Council has no concerns with the proposal with respect to its location regarding known Council assets and further, Council recommends that MSQ considers a light to be installed as part of the buoy mooring siting.

DPPE

No further action. Advisory notices issued.

DPPE

Deferred. Awaiting response from Post Office as to proposed road frontage design.

DPPE

NFA

LATE ITEMS

AUDIT RISK COMMITTEE MEETING MINUTES 16 MARCH 2026

This agenda item is put on the table.

CEO

Deferred.
Pending ARC
committee
advise before
tabling.

**LOCAL GOVERNMENT (EMPOWERING COUNCILS) AND OTHER
LEGISLATION AMENDMENT BILL**

Min. 26/4/19

CEO

NFA

That Council notes update on the Local Government (Empowering Councils) and Other Legislation Amendment Bill (the Bill).

CONFIDENTIAL REPORTS

**IN-COMMITTEE – SCRAP MENTAL PROJECT – REQUEST TO ENGAGE A BARGE
COMPANY FOR CROSS HARBOUR TRANSPORT OF VEHICLES**

Min: 26/4/22

DEIS

Contractor
advised the
outcome

That Council:

1. Endorses the Report as presented; and
2. Supports the engagement of Strait Barging to undertake the work at a cost of \$336,000 (excl. GST); and
3. Endorses the expected expenditure as budgeted.

IN-COMMITTEE - TI STADIUM FLOOR REPAIR TENDER AWARD

Min. 26/4/25

It is recommended that Council:

- 1) Appoint **TI Concrete Works** as preferred tenderer to enter into a contract with Torres Shire Council for Works For Queensland 2024-27 Program – Thursday Island Stadium floor repair for the sum of **\$328,455.00 excluding GST**, and
- 2) delegates authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (QLD)*, the ability to execute the contract, approve payments, negotiate and finalise minor administrative or financial amendments and approve any variations, if required.

DPPE

Letter of tender
issued and pre-
start undertaken.

HORN ISLAND AIRPORT LICENSE AGREEMENT

Min: 26/4/26

That Council:

1. Approves the renewal of Licence Agreements for counter and office areas at Horn Island Airport as listed below for a term of three years commencing 1 August 2026 with a yearly increase of 4%.

DEIS

NFA

Check in Counters:

Counters B and C – Sunstate Airlines (Qld) Pty Limited (Qantas)

Counter G – Sutcliffe Pty Ltd (Horizon Air)

Counter K/L – McGilvray Aviation Pty Ltd (Cape Air Transport)

Offices and Check in Counters:		
Office F & Counter E– Torres Strait Air Pty Ltd		
Office J & Counter I – Hinterland Aviation Pty Ltd		
<p>2. Delegates the Chief Executive Officer to negotiate and finalise the Licence Agreements.</p>		
<p>HORN ISLAND AIRPORT FEES AND CHARGES 2026/27 Min: 26/4/27 That the Council:</p> <ol style="list-style-type: none"> 1. Adopt the recommended increase of 4% for the budget year 2026/27 2. Authorise the CEO to notify Qantas Airlines and other operators of the adopted fees and charges 2026/27 	<p>DEIS</p>	<p>-</p>
<p>CONSIDERATION OF REQUEST FOR ROAD RESERVE PURCHASE 67 SUMMER STREET - DEFER</p> <p>This agenda item put on the table</p>	<p>DPPE</p>	<p>Deferred. Awaiting legal advice before tabling.</p>
<p>IN COMMITTEE – HORN ISLAND AIRPORT FEES AND CHARGES 2026/27 Min. 26/4/27</p> <p>That the Council:</p> <ol style="list-style-type: none"> 1. Adopt the recommended increase of 4% for the budget year 2026/27 2. Authorise the CEO to notify Qantas Airlines and other operators of the adopted fees and charges 2026/27 	<p>DEIS</p>	<p>Letter of fees issued to Qantas</p>



MINUTES

Ordinary Council Meeting

21 APRIL 2026

UNCONFIRMED

**MINUTES OF TORRES SHIRE COUNCIL ORDINARY COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, THURSDAY ISLAND ON TUESDAY 21 APRIL 2026**

1 AGENDA CONTENTS

2 ATTENDANCE

Cr Elsie Seriat (Mayor), Cr Toshio Nakata (Deputy Mayor), Cr Gabriel Bani, Cr Thomas Loban, Mary Bani (Chief Executive Officer), Edward Kulpa (Director Planning, Projects and Environment), Roger Naidoo (Director Engineering and Infrastructure Services), Geoffrey Doyle (Director Corporate and Community Services), and Kimberley Yorkston (Executive Secretary) Dorene Riley (Finance Manager).

3 MEETING OPENED

The meeting opened with a prayer by Cr. Gabriel Bani at 9:10 am.

4 APOLOGIES

Cr Thomas Fujii

RECOMMENDATION Min. 26/4/1

Moved: Cr Gabriel Bani

Seconded: Cr Thomas Loban

That Council receive the apology from Cr Thomas Fujii.

CARRIED

5 ACKNOWLEDGEMENT OF COUNTRY

On behalf of all Councillors, the Mayor acknowledged the Kaurareg people, Traditional Custodians of the land on which we meet today, and paid respects to their Elders past, present and emerging and the Traditional Owners of Zenadth Kes.

Mayor Seriat welcomed Geoffrey Doyle to the position as Director of Corporate and Community Services and thanked Karren MacClure in the Temporary role as the Director of Corporate and Community Services.

6 CONDOLENCES

A minute's silence was observed as a mark of respect in memory of a deceased person or persons of our community and/or area of the Torres Strait.

Mr Richard Moigie Sam David (Thogo)

Mr Boggo Gela (Pompy)

Ms Annie Pearson

Mr Anthony Humphries

7 DECLARATIONS OF INTEREST**7.1 DECLARATION OF INTEREST – CR – TOSHIO NAKATA**

Deputy Mayor Cr Toshio Nakata stated that he has a declarable a conflict of interest in item 12.11, (as defined by *Local Government Act 2009, section 150ES (3)(a)(i)*) as follows:

I, Deputy Mayor Cr Toshio Nakata, inform the meeting that I have a declarable conflict of interest due to being close association with the applicant of Torres Strait Shippings Pty Ltd.

Although I have a declarable conflict of interest, I do believe I am able to stay in the meeting and participate. Therefore, I will choose to remain in the meeting however I will respect the decision of the meeting on whether I can remain and participate in the decision.

RECOMMENDATION Min. 26/4/2

Moved: Mayor Elsie Seriat

Seconded: Cr. Thomas Loban

In Favour:

That Council resolves that Deputy Mayor Cr Toshio Nakata has no greater interest than an ordinary member of the public in this matter and accordingly will remain in this meeting.

CARRIED**7.1 DECLARATION OF INTEREST – CR – THOMAS LOBAN**

Cr Thomas Loban stated that he has a declarable a conflict of interest in item 14.1 and 14.3, (as defined by *Local Government Act 2009, section 150ES (3)(a)(i)*) as follows:

I, Cr Thomas Loban, inform the meeting that I have a declarable conflict of interest due to being close associate of Torres Strait Shipping Pty Ltd.

In accordance with the Local Government Act 2009, Chapter 6, Part 2, Division 5A, Cr. Thomas Loban advise to depart the Council Meeting and take no part in the Agenda Item.

RECOMMENDATION Min. 26/4/3

Moved: Cr Gabriel Bani

Seconded: Mayor Elsie Seriat

CARRIED

7.2 DECLARATION OF INTEREST – CR – GABRIEL BANI

Cr Gabriel Bani stated that he has a declarable a conflict of interest in item 14.6, (as defined by *Local Government Act 2009, section 150ES (3)(a)(i)*) as follows:

I, Cr Gabriel Bani, inform the meeting that I have a declarable conflict of interest due to being close family associate.

In accordance with the Local Government Act 2009, Chapter 6, Part 2, Division 5A, Cr. Gabriel Bani advise to depart the Council Meeting and take no part in the Agenda Item.

RECOMMENDATION Min. 26/4/4

Moved: Cr Thomas Loban

Seconded: Mayor Elsie Seriat

CARRIED**8 CONFIRMATION OF MINUTES****8.1 ORDINARY COUNCIL MEETING – 17 MARCH 2026****RECOMMENDATION Min. 26/4 /5**

Moved: Cr Thomas Loban

Seconded: Mayor Elsie Seriat

That the minutes of the Ordinary Council Meeting held on 17 March 2026 be confirmed.

CARRIED**9 BUSINESS ARISING**

CEO referred to the 'Matters for Action following a Council Meeting' document provided to Councillors with updated information on the 17 March 2026 Council Meeting.

10 NOTIFIED MOTIONS

Nil

11 COUNCILLORS REPORTS**11.1 COUNCILLOR'S MONTHLY REPORTS****RECOMMENDATION Min. 26/4 /6**

Moved: Cr Gabriel Bani

Seconded: Cr Thomas Loban

That the activities contained in the Mayoral monthly report be endorsed by Council.

CARRIED

12 EXECUTIVE SERVICES REPORTS**12.1 FINANCIAL MANAGEMENT REPORT 2024 - 2025****RECOMMENDATION Min. 26/4 /7**

Moved: Deputy Toshio Nakata

Seconded: Cr Gabriel Bani

That the Council note the Torres Shire Council Final Management Report 2024-25.

CARRIED

12.2 CHIEF EXECUTIVE OFFICER'S MONTHLY REPORT**RECOMMENDATION Min. 26/4 /8**

Moved: Mayor Elsie Seriat

Seconded: Deputy Mayor Toshio Nakata

That the activities contained in the Chief Executive Officer's monthly report be endorsed by Council.

CARRIED

ADJOURNMENT: The meeting is adjourned for Morning Tea at 10:21am and resumed 10:47 am.

ATTENDANCE: Dorene Riley (Finance Manager) entered in the Council Meeting at 10:47AM

12.3 CORPORATE AND COMMUNITY SERVICES FINANCIAL REPORT**RECOMMENDATION Min. 26/4 /9**

Moved: Cr. Gabriel Bani

Seconded: Cr Thomas Loban

That Council:

Note the Financial Report for the period ended March 2026 as presented.

Note the attachments for the period ended March 2026 listed as follows:

1. Cash Position March 2026
2. Income and Expenditure Airport March 2026
3. Income and Expenditure all of Council March 2026
4. Revenue Graph Actual vs Budget March 2026
5. Expenses Graph Actual vs Budget March 2026
6. Statement of Financial Position March 2026

CARRIED

12.4 ADOPTION OF REVENUE POLICY 2026/27**RECOMMENDATION Min. 26/4 /10**

Moved: Mayor Elsie Seriat

Seconded: Deputy Mayor Toshio Nakata

That the Council:

1. Adopt the Revenue Policy 2026/27

CARRIED

12.5 CORPORATE AND COMMUNITY SERVICES REPORT**RECOMMENDATION Min. 26/4 /11**

Moved: Cr Gabriel Bani

Seconded: Mayor Elsie Seriat

That Council note the Corporate and Community Services Report for March 2026 as presented.

CARRIED

12.6 COUNCIL MEETING DATES 2026 ADJUSTMENT**RECOMMENDATION Min. 26/4 /12**

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Thomas Loban

That pursuant to Section 257 of the *Local Government Regulation 2012* the Ordinary Meeting of Council dates for the month of May 2026 and November 2026 be amended to the following:

Amended 2026 OCM Dates		
Month	Date	Time
May	Tuesday, 26 May	9.00am
October	Tuesday, 27 October	9.00am

And that the changes be published on the Council Website.

CARRIED

12.7 CAPITAL WORKS PROGRAM REPORT**RECOMMENDATION Min. 26/4/13**

Moved: Cr Thomas Loban

Seconded: Mayor Eslie Seriat

That Council receives and notes the Capital Works Program Report for April 2026.

CARRIED

Departure: Deputy Mayor Toshio Nakata departed the Council Meeting at 12:17pm

Arrival: Deputy Mayor Toshio Nakata returned in the Council Meeting at 12:19pm

12.8 MINOR CHANGE TO DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE – DWELLING UNIT AND UNDEFINED LAND USE (CULTURAL ACTIVITIES) – IDAS24/02 – JOEY JOSIA LAIFOO & MELISSA LEANNE CRUMP C/ URBAN SYNC – 42 DOUGLAS STREET, THURSDAY ISLAND

RECOMMENDATION Min. 26/4/14

Moved: Cr Gabriel Bani

Seconded: Mayor Elsie Seriat

RECOMMENDATION A – DECISION NOTICE

That Torres Shire Council approve the Change Application (Minor) for a Development Permit for Material Change of Use– Dwelling Unit and Undefined Land Use (Cultural Activities) on land located at 42 Douglas Street, Thursday Island, formally described as Lot 1 RP716988, subject to the following conditions:

(A) That condition 2.1 be amended as follows;

2.0	Approved Plans and Documents				
2.1	The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit.				At all times
	Drawing No.	Document Name	Revision	Date	Drawn by
	SK01	Cover Sheet	2	20/12/2023	Nevele
	SK02	Perspective Views	2	20/12/2023	Nevele
	SK03	Site Plan	2	20/12/2023	Nevele
	SK04	Ground Floor Plan	2	20/12/2023	Nevele
	SK05	First Floor Plan	2	20/12/2023	Nevele

SK06	Roof Plan	2	20/12/2023	Nevele
SK07	Elevations	2	20/12/2023	Nevele
SK08	Section A-A	2	20/12/2023	Nevele
<u>Stage 1</u>				
SK01	Cover Sheet	4	21/01/2026	Nevele
SK03	Ground Floor Plan	4	20/12/2023	Nevele
SK06	Elevations	4	21/01/2026	Nevele
<u>Stage 2</u>				
SK01	Cover Sheet	5	21/01/2026	Nevele
SK03	Ground Floor Plan	2	20/12/2023	Nevele
SK04	First Floor Plan	2	20/12/2023	Nevele
SK05	Roof Plan	2	20/12/2023	Nevele
SK06	Elevations	2	20/12/2023	Nevele

(B) All other conditions remain as per decision notice dated 18 July 2024.

CARRIED

12.9 CHANGE REPRESENTATIONS - DEVELOPMENT APPROVAL – IDAS 25/20 – JOEY JOSIA LAIFOO & MELISSA LEANNE CRUMP C/ URBAN SYNC – 42 DOUGLAS STREET, THURSDAY ISLAND

RECOMMENDATION Min. 26/4/15

Moved: Cr Gabriel Bani

Seconded: Cr Thomas Loban

RECOMMENDATION

1. That the application by Joey Josia Laifoo & Melissa Leanne Crump c/ Urban Sync seeking a Negotiated Decision Notice for the Development Approval for the Material Change of Use for Rooming Accommodation over Lot 1 RP716988 located at 42 Douglas Street, Thursday Island be approved in full.
2. That condition 2.1 be amended as follows;

2.0	Approved Plans and Documents				
2.1	The approved development must be completed and maintained generally in accordance with the approved plans and documents, except were amended by the conditions of this permit.				At all times
	Drawing No.	Document Name	Revision	Date	Drawn by
	SK01	Cover Sheet	4	21/01/2026	Nevele
	SK02	Site Plan	4	21/01/2026	Nevele
	SK04	Ground Floor Plan	4	21/01/2026	Nevele
	SK07	Elevations	4	21/01/2026	Nevele

3. That condition 3.0, including condition 3.1 and condition 3.2 be deleted.

CARRIED

12.10 COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS – THURSDAY ISLAND POST OFFICE

This agenda item is put on the table.

ADJOURNMENT: The meeting was adjourned for Lunch at 1:03pm and resumed 1:55pm.

12.11 ENQUIRY – PROPOSED BUOY MOORING – TORRES STRAIT SHIPPING PTY LTD

RECOMMENDATION Min. 26/4/16

Moved: Cr Gabriel Bani

Seconded: Mayor Elsie Seriat

That Council delegates authority to the Chief Executive Officer to prepare a letter of response to be provided to the customer advising Council has no concerns with the proposal with respect to its location regarding known Council assets and further, Council recommends that MSQ considers a light to be installed as part of the buoy mooring siting.

CARRIED

12.12 OPERATIONAL WORKS PROGRAM REPORT

RECOMMENDATION Min. 26/4/

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Gabriel Bani

That Council receives and notes the Operational Works Update Report for April 2026.

CARRIED

DEPARTURE: Edward Kulpa, DPPE departed the Council Meeting at 2:26pm

ARRIVAL: Edward Kulpa, DPPE arrived in the Council Meeting at 2:27pm

13 LATE ITEMS**13.1 AUDIT RISK COMMITTEE MEETING MINUTES 16 MARCH 2026**

This agenda item is put on the table.

13.2 LOCAL GOVERNMENT (EMPOWERING COUNCILS) AND OTHER LEGISLATION AMENDMENT BILL**RECOMMENDATION Min. 26/4/19**

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Gabriel Bani

That Council notes update on the Local Government (Empowering Councils) and Other Legislation Amendment Bill (the Bill).

CARRIED

DEPARTURE: Mayor Elsie Seriat departed the Council Meeting at 2:41pm

DEPARTURE: Deputy Mayor Toshio Nakata departed the Council Meeting at 2:41pm

DEPARTURE: CEO Mary Bani departed the Council Meeting at 2:41pm

ARRIVAL: Mayor Elsie Seriat arrived in the Council Meeting at 2:43pm

ARRIVAL: Deputy Mayor Toshio Nakata arrived in the Council Meeting at 2:43pm

ARRIVAL: CEO Mary Bani arrived in the Council Meeting at 2:44pm

14 CONFIDENTIAL REPORTS**RECOMMENDATION**

That Council consider the confidential report(s) listed below in a meeting closed to the public in accordance with Regulation s.254J of the *Local Government Regulation 2012*:

14.1 In Committee – Scrap Metal Project – Request to Engage a Barge Company for Cross Harbour Transport of Vehicles

14.2 In Committee – TI Stadium Floor Repair Tender Award

- 14.3 In Committee – Consideration of Request for Road Reserve Purchase 67 Summer
- 14.4 In Committee – Horn Island Airport License Agreement
- 14.5 In Committee – Horn Island Airport Fees and Charges 2026/27
- 14.6 In Committee – Chief Executive Officer (CEO) Contract Update

DEPARTURE: Cr Thomas Loban departed the Council Meeting at 2:45pm whilst agenda item 14.1 was discussed.

Time: 2:45PM

RECOMMENDATION Min. 26/4/20

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Gabriel Bani

That Council go into In Committee.

CARRIED

Time: 3:02pm

RECOMMENDATION Min. 26/4/21

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Gabriel Bani

That Council come out of In Committee.

CARRIED

14.1 IN COMMITTEE – SCRAP METAL PROJECT – REQUEST TO ENGAGE A BARGE COMPANY FOR CROSS HARBOUR TRANSPORT OF VEHICLES

RECOMMENDATION Min. 26/4/22

Moved: Cr Gabriel Bani

Seconded: Mayor Elsie Seriat

That Council:

1. Endorses the Report as presented; and
2. Supports the engagement of Strait Barging to undertake the work at a cost of \$336,000 (excl. GST); and
3. Endorses the expected expenditure as budgeted.

CARRIED

ARRIVAL: Cr Thomas Loban returned to the Council Meeting 3:03pm.

Time: 3:03PM

RECOMMENDATION Min. 26/4/23

Moved: Deputy Mayor Toshio Nakata

Seconded: Cr Gabriel Bani

That Council go into In Committee.

CARRIED

Time: 3:48pm

RECOMMENDATION Min. 26/4/24

Moved: Cr Thomas Loban

Seconded: Cr Gabriel Bani

That Council come out of In Committee.

CARRIED

14.2 IN COMMITTEE – TI STADIUM FLOOR REPAIR TENDER AWARD

RECOMMENDATION Min. 26/4/25

Moved: Cr Gabriel Bani

Seconded: Deputy Mayor Toshio Nakata

It is recommended that Council:

- 1) Appoint **TI Concrete Works** as preferred tenderer to enter into a contract with Torres Shire Council for Works For Queensland 2024-27 Program – Thursday Island Stadium floor repair for the sum of **\$328,455.00 excluding GST**, and
- 2) delegates authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009 (QLD)*, the ability to execute the contract, approve payments, negotiate and finalise minor administrative or financial amendments and approve any variations, if required.

CARRIED

DEPARTURE: Cr Thomas Loban departed the Council Meeting at 3:13pm whilst item 14.3 item was discussed.

14.3 IN COMMITTEE – CONSIDERATION OF REQUEST FOR ROAD RESERVE PURCHASE 67 SUMMER

This agenda item will stay on the table.

DEPARTURE: CEO, Mary Bani departed the Council Meeting at 3:17pm

ARRIVAL: CEO, Mary Bani returned in the Council Meeting at 3:21pm

ARRIVAL: Cr Thomas Loban returned to the Council Meeting at 3:35pm

14.4 IN COMMITTEE – HORN ISLAND AIRPORT LICENSE AGREEMENT

RECOMMENDATION Min. 26/4/26

Moved: Mayor Elsie Seriat

Seconded: Deputy Mayor Toshio Nakata

That Council:

1. Approves the renewal of Licence Agreements for counter and office areas at Horn Island Airport as listed below for a term of three years commencing 1 August 2026 with a yearly increase of 4%.

Check in Counters:
Counters B and C – Sunstate Airlines (Qld) Pty Limited (Qantas)
Counter G – Sutcliffe Pty Ltd (Horizon Air)
Counter K/L – McGilvray Aviation Pty Ltd (Cape Air Transport)
Offices and Check in Counters:
Office F & Counter E– Torres Strait Air Pty Ltd
Office J & Counter I – Hinterland Aviation Pty Ltd

2. Delegates the Chief Executive Officer to negotiate and finalise the Licence Agreements.

CARRIED

14.5 IN COMMITTEE – HORN ISLAND AIRPORT FEES AND CHARGES 2026/27

RECOMMENDATION Min. 26/4/27

Moved: Cr Thomas Loban

Seconded: Cr Gabriel Bani

That the Council:

1. Adopt the recommended increase of 4% for the budget year 2026/27
2. Authorise the CEO to notify Qantas Airlines and other operators of the adopted fees and charges 2026/27

CARRIED

14.6 IN COMMITTEE – CHIEF EXECUTIVE OFFICER (CEO) CONTRACT UPDATE

This item is removed as matter is now redundant and no longer needs council's consideration.

CARRIED

Monthly Activity Report | Mayor Elsie Seriat OAM| April to May 2026

Date	Meetings & Events	Venue & Details
24/04/2026	Combined School Commemorative Anzac Day Service	Tagai Primary School 1.30pm – 2.30pm Mayor Seriat
25/04/2026	ANZAC Day - Dawn Service & Morning Service Annual Ceremonies and Celebrations	Green Hill Fort- 5am-6am & Anzac Park 9am – 11am Mayor Seriat & Events Team. CEO attended.
29-30/04/2026	Meeting – LGAQ – Indigenous Leaders Forum and Indigenous Mayors Accord Meeting LGAQ Staff and Mayors, Councillors and CEOs of all 17 First Nations Discrete communities including TSC. <i>Topics - ILF and Accord Updates</i>	Pullman’s Hotel Meeting Room, Cairns 9am-10am Mayor Seriat, Deputy Mayor Nakata, Councillors’ Bani, Loban and Fujii & CEO
29/04/2026	Meeting - TCICA Executive Catchup	Pullmans, Cairns 5pm-5.30pm Mayor Seriat only
7/05/2026	Reconciliation QLD Gala	Brisbane. Mayor Seriat only
13/05/2026	Meeting - TCICA <i>Topic – May General Meeting</i>	Novotel, Cairns 8.30am – 5pm Mayor Seriat, Deputy Mayor Nakata and Strategic Planner
14/05/26	Meeting - Department of State Development (Regional Planning)	Mayor Seriat, Deputy Mayor Nakata and Strategic Planner
15/05/2026	Meeting - North Qld Illegal Foreign Fishing Stakeholder	Microsoft Teams 11.30am – 1.30pm Mayor Seriat
19-20/05/2026	Meeting - TSC Housing Forum Attended by representatives of State and Commonwealth government representatives and attendees form Community Housing Providers <i>Topics – Social Housing, Home Ownership and Enabling Infrastructure</i>	Airport, Yamazi Street on Horn Island and Tamwoy Hall on Thursday Island Mayor Seriat, Deputy Mayor Nakata, Councillors’ Bani, Loban and Fujii, CEO, Directors, TSC Staff, Kalair McArthur and Primary Advisory team.
20/05/2026	Meeting - Shadow Minister Leanne Enoch and Senior Media Advisor for Opposition Leader Steven Miles Chrstalline Brown <i>Topic - Post TSC Housing Forum de-brief</i>	Council Chambers Mayor Seriat and CEO 3.30pm-4.30pm

Upcoming Meetings and Travel

Date	Meetings & Events	Venue & Details
27/05/2026	GYAC & TSC - Pajinka Point meeting	TSC Council Chambers
8/06/2026	TSC Audit and Risk Committee Meeting	TSC Council Chambers
16/06/2026	June Ordinary Council Meeting	Council Chambers
23- 25/06/2026	ALGA National General Assembly	Canberra
9-10/6/2026	LGAQ Elected Member Update	Council Chambers
19/10/2026	LGAQ Indigenous Forum	Cairns
19- 21/10/2026	LGAQ 130 th Annual Conference	Cairns

Monthly Activity Report | CEO Mary Bani| April to May 2026

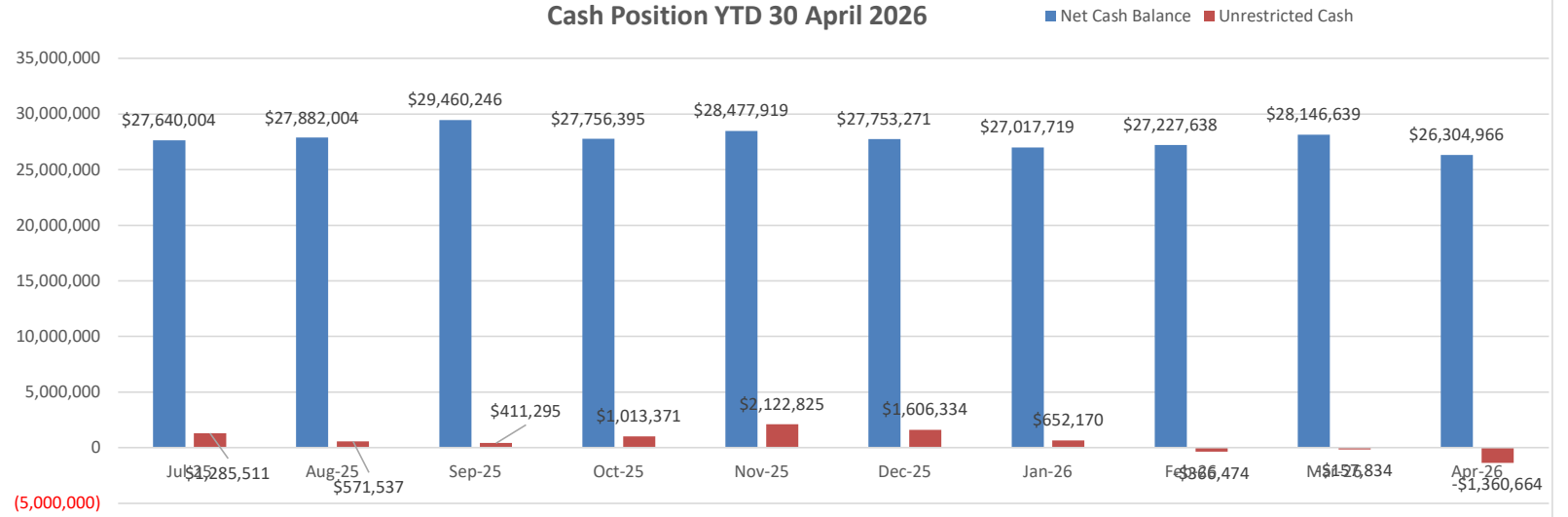
Date	Meetings & Events	Venue & Details
22/04/2026	Meeting – Department of Transport and Main Roads <i>Topic – Local Fares Scheme</i>	Council Chambers 9am – 10am CEO only.
25/04/2026	ANZAC Day - Dawn Service & Morning Service <i>Annual Ceremonies and Celebrations</i>	Green Hill Fort- 5am-6am & Anzac Park 9am – 11am Mayor Seriat & Events Team. CEO attended.
27/04/2026	Leadership Coaching Session - Matt Dale <i>Topic – Update 3/6 session</i>	Microsoft Teams. CEO only.
27/04/2026	Meeting – Torres Shire Council and QPS (TI Station) <i>Topic - Eyes of Safety – CCTV Project Collaborative approach between TSC and QPS – locations of CCTV and Interim and Long-term management arrangements options</i>	Council Chambers 11 am – 12.30pm Kalair McArthur attended. CEO was unavailable at the time, not on island.
27/04/2026	Meeting – KNTAC Chair Isaac Makaku <i>Topic – Next KNTAC and TSC meeting</i>	Pullman’s Hotel Foyer, Cairns 3.30pm-4.30pm CEO only.
28/04/2026	Meeting – Peter DeRoma, Old School Engineering <i>Topic – TSC Landfill and Muralag Works (history and lessons learned)</i>	Pullman’s Hotel Foyer, Cairns 9am-10am CEO only.
29-30/04/2026	Meeting – LGAQ – Indigenous Leaders Forum and Indigenous Mayors Accord Meeting LGAQ Staff and Mayors, Councillors and CEOs of all 17 First Nations discrete communities including TSC. <i>Topics - ILF and Indigenous Mayors Accord Updates</i>	Pullman’s Hotel Meeting Room, Cairns 9am-10am Mayor Seriat, Deputy Mayor Nakata, Councillors’ Bani, Loban and Fujii & CEO
1/05/2026	Meeting - Department of Housing and Public Works - Representative - Chantal Cora <i>Topics – Preparation for the TSC Housing Forum</i>	Café, Cairns City 8.30am-9.30am CEO only.
1/05/2026	Meeting - Department of Local Government Representatives - Emily Reid and Sioux Campbell <i>Topics – Alternative Funding Options for new Landfill cell on Horn Island</i>	Port North Building 9.30am-10.30am CEO only.
1/05/2026	Meeting - Department of Environment Representative – Eric Wasson <i>Topics – Alternative Funding Options for new Landfill cell on Horn Island</i>	McCormack Place 10.30am – 11.30am CEO only.

6/05/2026	Meeting - Department of Housing and Public Works - Representative – Jacob McKenna and Team <i>Topic - Home Ownership Pathways through Social Housing - preparation for TS Housing Forum</i>	Microsoft Teams 11am-12pm CEO, Director PPE and Strategic Planner.
11/05/2026	Leadership Coaching Session - Matt Dale Topic – Update 4/6 session	Microsoft Teams CEO only.
19-20/05/2026	Meeting - TSC Housing Forum Attended by representatives of State and Commonwealth government representatives and attendees form Community Housing Providers <i>Topics – Social Housing, Home Ownership and Enabling Infrastructure</i>	Airport, Yamazi Street on Horn Island and Tamwoy Hall on Thursday Island Mayor Seriat, Deputy Mayor Nakata, Councillors’ Bani, Loban and Fujii, CEO, Directors, TSC Staff, Kalair McArthur and Primary Advisory team.
19/05/2026	Meeting – Department of Natural Resources and Mines - Representatives - Deanna Holder and Julie Brogan <i>Topics - Status and Land Tenures for identified lots on Thursday Island and Horn Island</i>	Council Chambers 3.30pm-4.30pm CEO and Strategic Planner.
20/05/2026	Meeting - Shadow Minister Leanne Enoch and Digital Advisor for Opposition Leader Steven Miles Chrstalline Brown <i>Topic - Post TSC Housing Forum de-brief</i>	Council Chambers 3.30pm-4.30pm Mayor Seriat, Deputy Mayor Nakata and CEO.
25/05/2026	Leadership Coaching Session Matt Dale <i>Topic – Update 5/6 session</i>	Microsoft Teams 9am-9.40am CEO only.
25/05/2026	Meeting – Torres Shire Council and QPS (TI Station) <i>Topic - Eyes of Safety – CCTV Project Collaborative approach between TSC and QPS – locations of CCTV and Interim and Long-term management arrangements options</i>	Council Chambers 11am – 12.30pm CEO & Kalair McArthur.
25/05/2026	Officer Level Working Group- Torres Strait and Northern Peninsula Area Climate Resilience Centre	Microsoft Teams, TSC Office CEO & DPPE

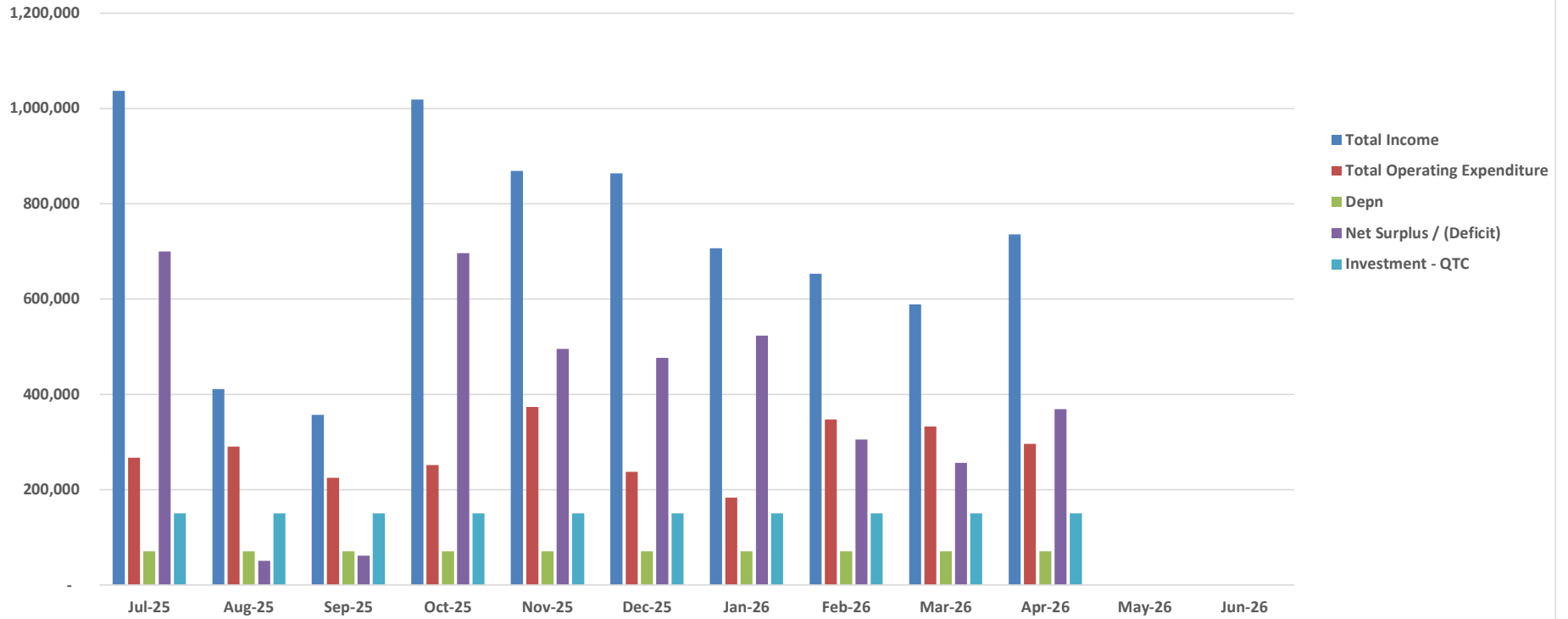
Upcoming Meetings and Travel

Date	Meetings & Events	Venue & Details
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8/06/2026	TSC Audit and Risk Committee Meeting	TSC Council Chambers
16/06/2026	June Ordinary Council Meeting	Council Chambers
23- 25/06/2026	ALGA National General Assembly	Canberra
9-10/6/2026	LGAQ Elected Member Update	Council Chambers
19/10/2026	LGAQ Indigenous Forum	Cairns
19- 21/10/2026	LGAQ 130 th Annual Conference	Cairns

Cash Position YTD 30 April 2026



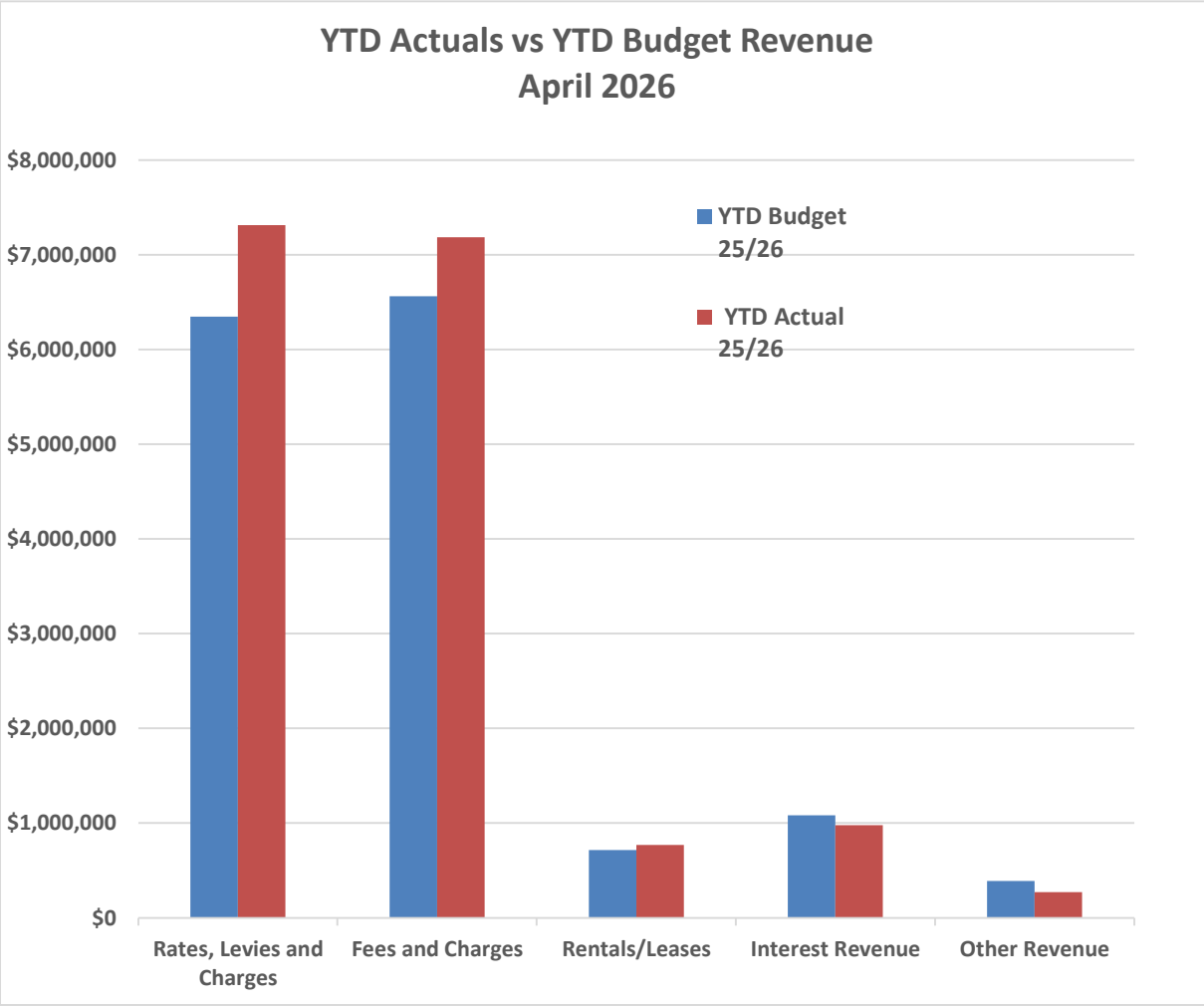
Airport Income and Expenditure incl Investment- April 2026



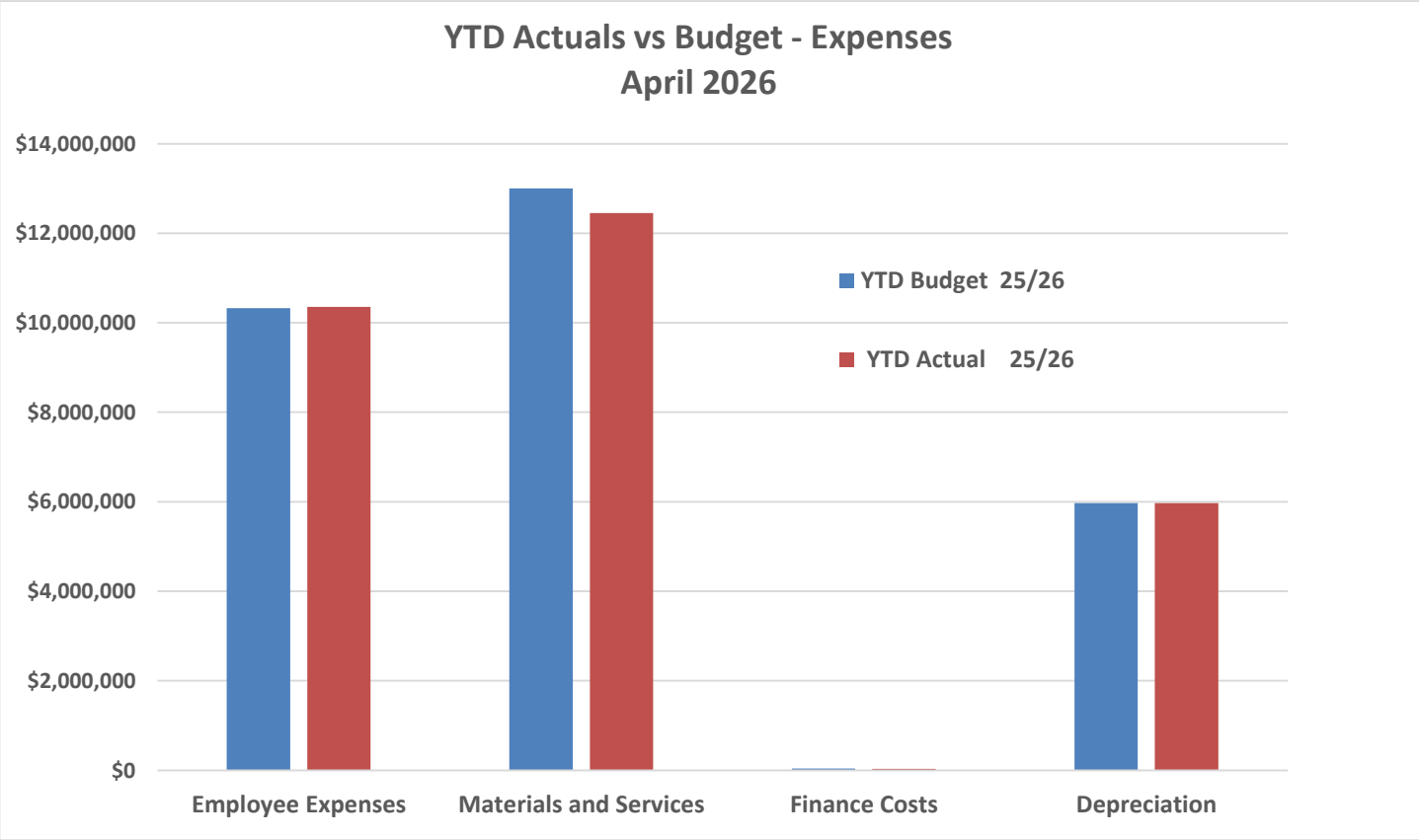
TORRES SHIRE COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
For the period ended 30 April 2026

	YTD Actual 25/26	Annual Budget to June 2026	YTD Budget 25/26
<i>Income</i>			
Rates, Levies and Charges	\$ 7,311,603	\$ 7,614,505	\$ 6,345,421
Fees and Charges	\$ 7,185,891	\$ 7,872,339	\$ 6,560,283
Rentals/Leases	\$ 768,173	\$ 859,586	\$ 716,322
Interest Revenue	\$ 978,178	\$ 1,300,000	\$ 1,083,333
Other Revenue	\$ 272,105	\$ 466,184	\$ 388,487
Operating Grants/Subsidies	\$ 6,928,410	\$ 10,433,113	\$ 8,694,261
<u>Total Operating Income</u>	<u>\$ 23,444,360</u>	<u>\$ 28,545,727</u>	<u>\$ 23,788,106</u>
<i>Capital Revenue</i>			
Grants, subsidies, contributions and donations	\$ 4,893,927	\$ 9,361,673	\$ 7,801,394
<u>Total Income</u>	<u>\$ 28,338,287</u>	<u>\$ 37,907,400</u>	<u>\$ 31,589,500</u>
<i>Operating Expenditure</i>			
Employee Expenses	\$ 10,482,050	\$ 12,392,963	\$ 10,327,469
Materials and Services	\$ 12,532,913	\$ 15,605,301	\$ 13,004,418
Finance Costs	\$ 36,870	\$ 46,473	\$ 38,728
Depreciation	\$ 5,972,574	\$ 7,167,089	\$ 5,972,574
<u>Total Operating expenditure</u>	<u>\$ 29,024,407</u>	<u>\$ 35,211,826</u>	<u>\$ 29,343,188</u>
<u>Operating Result</u>	<u>\$ (5,580,048)</u>	<u>\$ (6,666,099)</u>	<u>\$ (5,555,082)</u>
Net Surplus/(Deficit)	<u>\$ (686,121)</u>	<u>\$ 2,695,574</u>	<u>\$ 2,246,312</u>

TORRES SHIRE COUNCIL



TORRES SHIRE COUNCIL



TORRES SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION
as at 30 April 2026

	Actual Balance 25/26	Original Budget 30 June 2026
<i>Current Assets</i>		
Cash & cash equivalents	\$ 26,304,966	\$ 11,725,398
Trade & other receivables	\$ 8,450,086	\$ 3,250,866
Inventory	\$ 1,310,111	\$ 828,624
<u>Total Current Assets</u>	<u>\$ 36,065,164</u>	<u>\$ 15,804,888</u>
<i>Non Current Assets</i>		
Property, plant & equipment	\$ 244,626,745	\$ 252,975,585
Right of use assets	\$ 151,789	\$ 100,000
<u>Total Non Current Assets</u>	<u>\$ 244,778,534</u>	<u>\$ 253,075,585</u>
Total Assets	<u>\$ 280,843,698</u>	<u>\$ 268,880,473</u>
<i>Current Liabilities</i>		
Trade & other payables	\$ 136,191	\$ 1,756,988
Contract liabilities	\$ 10,027,790	\$ 6,817,442
Provisions	\$ 1,901,006	\$ 768,728
<u>Total Current Liabilities</u>	<u>\$ 12,064,987</u>	<u>\$ 9,343,158</u>
<i>Non Current Liabilities</i>		
NC Lease Liabilities	\$ 79,262	\$ -
NC Provision	\$ 1,261,179	\$ 1,158,835
<u>Total Non Current Liabilities</u>	<u>\$ 1,340,441</u>	<u>\$ 1,158,835</u>
Total Liabilities	<u>\$ 13,405,428</u>	<u>\$ 10,501,993</u>
Net Assets	\$ 267,438,270	\$ 258,378,480
<i>Equity</i>		
Asset Revaluation Surplus	\$ 133,464,508	\$ 123,945,607
Accumulated Surplus/Deficit	\$ 133,971,262	\$ 134,432,873
Total Equity	<u>\$ 267,438,270</u>	<u>\$ 258,378,480</u>



COUNCIL POLICY 2.8

Procurement Policy

Version: V2

OVERVIEW

PREAMBLE

Torres Shire Council is required to adopt a policy detailing how it conducts its procurement activities and the principles it follows when purchasing. This policy must be adopted annually in accordance with the s198 of the Local Government Regulation 2012.

INTENT

All Council procurement of goods and services must be carried out in compliance with the Local Government Act 2009 (the "Act") and the Local Government Regulation 2012 (the "Regulation"). This document sets out Council's policy for the procurement of goods and services. This policy applies to the procurement of all goods, equipment and services, construction contracts and service contracts.

SCOPE

Procurement means purchase, hire, lease, rental exchange or any other commercial transaction involving the outlay of funds in return for the provision of goods, equipment and related services, construction contracts and service contracts to Council, council officers and agents unless specifically exempted under the provision of this policy.

DEFINITIONS

medium-sized contract is a contract worth ~~\$15,000~~ \$21,000 or more but less than ~~\$200,000~~ \$280,000 ex GST.

large-sized contract is a contract worth ~~\$200,000~~ \$280,000 ex GST or more.

valuable non-current asset contract is a contract for the disposal of a valuable non-current asset.

valuable non-current asset is —

(a) land; or

(b) another non-current asset that has an apparent value that is equal to or more than the limit set by the local government

government body means —

(a) the State, a government entity, a corporate entity, or another local government; or

(b) another Australian government, an entity of another

(c) Australian government; or

(d) a local government of another State.

annual budget, for a local government, means its annual

budget under chapter 5, part 2, division 3.

contracting activities, are activities for the making of a contract for the carrying out of work, the supply of goods or services, or the disposal of non-current assets.

CPI (section 223E) means the index number for Brisbane stated in the all groups consumer price index numbers and percentage changes published by the Australian Bureau of Statistics.

preferred supplier arrangement, means a preferred supplier

arrangement under section 233 of the Local Government Regulation 2012.

pre-qualified supplier, is a supplier who has been assessed by the local government as having the technical, financial, and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

procurement policy, is a policy prepared by a local government about procurement.

POLICY STATEMENT

Procurement Principles

Council officers must have regard to the following sound contracting principles in all purchasing activities:

(a) Value for money

Council must use its purchasing power to achieve the best value for money. The concept of value for money is not restricted to price alone. The value for money assessment must include consideration of —

- (i) contribution to the advancement of Council's priorities;
- (ii) (ii) fitness for purpose, quality, services and support; and
- (iii) (iii) whole-of-life costs including costs of acquiring, using, maintaining and disposal;
- (iv) (iv) internal administration costs;
- (v) (v) technical compliance issues;
- (vi) (vi) risk exposure;
- (vii) the value of any associated environmental benefits; and
- (viii) (viii) advantages of local knowledge, networks and relationships, availability and access to after sales and support

(b) Open and effective competition

Purchasing should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all prospective suppliers.

(c) The development of competitive local business and industry

Council encourages the development of competitive local businesses within its local government area.

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In accordance with section 104(3) (c) of the Act, Council wishes to pursue the principle of development of competitive local business and industry as part of the process of making its purchasing decisions.

For this purpose, Council has adopted a Local Preference Procedure that prescribes the circumstances and terms on which Council will provide a preference in the purchase of goods and services to local suppliers.

Consideration must be given to the Local Preference Procedure when applying this principle.

(d) Environmental protection

Council promotes environmental protection through its purchasing procedures. In undertaking any purchasing activities Council will —

- (i) promote the purchase of environmentally friendly goods and services that satisfy value for money criteria; and
- (ii) foster the development of products and processes of low environmental and climatic impact; and
- (iii) provide an example to business, industry and the community by promoting the use of climatically and environmentally friendly goods and services; and
- (iv) encourage environmentally responsible activities.

(e) Ethical behaviour and fair dealing

Council officers involved in purchasing must act with impartiality, fairness, independence, openness, integrity, and professionalism in their discussions and negotiations with suppliers and their representatives.

ADMINISTRATION

Purchase orders are to be generated prior to any purchase commitments being made, for all goods and services other than

- (a) petty cash transactions; or
- (b) corporate card transactions; or
- (c) long-term supply contracts (Electricity, Telstra, etc.); or
- (d) direct payments and fees (bank charges etc.); or
- (e) emergency situations, for example, out of hours break downs and repairs required to essential infrastructure assets (purchase order should be completed on the next available business day).

GOODS AND SERVICES TAX

All values quoted in this policy are exclusive of GST unless otherwise stated.

OPTIMISATION OF VALUE IN PROCUREMENT

In order to optimise value in procurement, where applicable, Council will establish annualised or bi-annual purchasing arrangements. This is generally to occur where multiple similar purchases are likely to be required and the total value of goods will exceed \$50,000.

PURCHASING ARRANGEMENTS

In accordance with the sound contracting principles and the default contracting procedures in the Regulation, the following procurement financial thresholds have been adopted by Council. The below methods apply where the risks associated with the purchase are low to medium. Where the risk is assessed as high, then the next higher-level process is used, and careful consideration is given to the terms and conditions governing the transaction.

Table 1: Thresholds and forms of procurement

Estimated Expenditure (excl GST)	Type of Procurement			Responsibility
	General Purchasing	Council Register of Pre-Qualified Suppliers (RoPS) (s232 of Regulations)	Local Buy or other Government approved Pre-qualified suppliers (s232, s234 & s235 Regulations)	
\$200,000 \$280,000 or more - Large sized contract	Formal Tender (s226 & s228 of the regulation)	Invite 3 or more written quotes from the RoPS or formal tender	Invite 1 or more written quotes from prequalified supplier	Procurement Team, CEO or Directors
\$15,000 \$21,000 or more, but less than \$200,000 \$280,000 Medium Sized Contract	Invite 3 or more written quotes (s225 of the regulation)	\$50,000 or more but less than \$200,000 \$280,000 invite 3 or more written quotes from RoPS \$15,000 \$21,000 or more but less than \$50,000 invite 1 or more written quotes from RoPS	Invite 1 or more written quotes from prequalified supplier	Procurement Team, CEO, Directors or Council Officers
\$5,000 or more but less than \$45,000 \$21,000	Invite 2 or more written quotes	Invite 1 or more written quotes from RoPS	Invite 1 or more written quotes from prequalified supplier	Procurement Team, CEO, Directors or Council Officers
Less than \$5,000	Invite 1 verbal quote	invite 1 verbal quote from RoPS	Invite 1 verbal quote from prequalified supplier	Procurement Team, CEO, Directors or Council Officers

The above limits are to be reviewed and increased by CPI yearly in accordance with Local Government Regulation 2012 section 223E.

Responsibility will be dependent on the level of risk, overall cost and the terms and conditions required for the procurement. For further assistance in determining the responsibility, refer to the Procurement Team.

Where it is not mandatory to invite more than one written quote, it is recommended that where possible, officers obtain multiple quotes to ensure value for money in accordance with the sound contracting principles.

When considering the thresholds for medium-sized and large-sized contractual arrangements Council will take into account the proposed term of the contractual arrangement. Section 224 of the Local Government Regulation 2012 clarifies that:

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- A contractual arrangement for the supply of a service over a ~~5-year~~5-year period that is expected to be worth, exclusive of GST, \$80,000 each year has a total expected value of \$400,000.
- The expected value of a contractual arrangement with a supplier for a financial year, or over the proposed term of the contractual arrangement, is the total expected value of all of the local government's contracts with the supplier of goods and services of a similar type under the arrangement.

For all procurement with the exception of goods and/or services procured with a corporate credit card, an authorised purchase order is to be provided to suppliers at the time of request for the goods and/or services.

ACCEPTANCE OF QUOTATIONS

There is no requirement to accept the lowest quotation. However, where a staff member chooses a quotation other than the lowest quotation, they must provide a brief written justification which must be kept with the order.

TENDER PROCESS

Section 228 of the Regulation sets out how a local government must invite written tenders for —

- (a) A large-sized contract; or
- (b) a valuable non-current asset contract.

The invitation to tender must be conducted in accordance with the requirements of the Local Government Regulation 2012 and Council's Procurement Policy.

EXCEPTIONS

Chapter 6, part 3, division 3 of the Regulation identifies exceptions for medium and large sized contracts. If one of the exceptions applies, Council may enter into —

- (a) a medium-sized contract without first inviting written quotes; or
- (b) a large-sized contract without first inviting written tenders

The exceptions are —

- (a) the preparation of a quote or tender consideration plan in accordance with the requirements of section 230 of the Regulation; or
- (b) entering into a contract if the contract is made with an organisation who is on an approved contractor list established by Council in accordance with the requirements of section 231 of the Regulation; or
- (c) entering into a contract if the contract is entered into with a supplier from a register of pre-qualified suppliers established by Council in accordance with the requirements of section 232 of the Regulation; or
- (d) entering into a contract for goods or services if the contract is entered into with a preferred supplier under a preferred supplier arrangement that is made in accordance with the requirements of section 233 of the Regulation; or
- (e) entering into a contract under an LGA arrangement established in accordance with requirements of section 234 of the Regulation; or

- (f) entering into a medium-sized contract or a large-sized contract if —
- (i) Council resolves that it is satisfied that there is only one supplier who is reasonably available; or
- ii) Council resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders; or
- (iii) a genuine emergency exists; or
- (iv) the contract is for purchase of goods and is made by auction; or
- (v) the contract is for the purchase of second-hand goods; or
- (vi) the contract is made with, or under an arrangement with, a government body

A range of LGA arrangements has been put in place by Local Buy. When assessing the most effective method of obtaining goods and/or services, Council officers should consider the administrative and price costs to Council of seeking tenders or quotations independently, and the reduction of these costs which might be achieved by use of Local Buy arrangements.

VALUABLE NON-CURRENT ASSET CONTRACTS

Section 227 of the Regulation relevantly provides that Council cannot enter into a valuable non-current asset contract unless it first:-

- (a) invites written tenders for the contract under s228 of the Regulation; or
- (b) offers the non-current asset for sale by auction.

This requirement is subject to the exemptions identified in section 236 of the Regulation.

Notwithstanding the limits set out at Table 2 below, all non-current assets that have been identified as being obsolete or surplus to Council requirements, and with a written down value less than the set limits may be offered for sale by inviting written quotations.

The invitation for written quotations for the sale of non-current assets must—

- (a) be made by an advertisement in a newspaper that circulates generally in the local government area; and
- (b) allow written quotes to be given to the local government for at least 21 days after the advertisement is published.
- (c) Allow written quotes to be received for the sale of any non-current asset subject to Table 2. Sales above these amounts should be reported to Council for approval.

Table 2: Thresholds for sale of non-current assets

Asset Class	Limits set by Reg S223(D) 4(7)	Council Limit
Buildings	\$10,000 <u>\$14,000</u>	\$10,000 <u>\$14,000</u>
Other Structures	\$10,000 <u>\$14,000</u>	\$10,000 <u>\$14,000</u>
Plant and Equipment	\$5,000 <u>\$7,000</u>	\$5,000 <u>\$7,000</u>
Furniture and Fittings	\$5,000 <u>\$7,000</u>	\$5,000 <u>\$7,000</u>
Land	\$10,000 <u>\$14,000</u>	\$10,000 <u>\$14,000</u>

The above limits are to be reviewed and increased by CPI yearly in accordance with Local Government Regulation 2012 section 223E.

DELEGATIONS

Only the Council officers listed in table below are entitled to sign requisitions, and then only in accordance with their financial and operational delegation limits. By signing a requisition / purchase order all officers are confirming that they have taken full notice of this policy and will comply with all of the requirements of this policy. Requisitions can be completed to approval stage subject to direction of management.

All staff with requisitioning permissions are only authorised to order goods and services (up to their financial limit) against jobs over which they have clear operational authority and budget responsibility.

Table 3: Delegation limits

Classification	Range (GST Exclusive Inclusive) (note this is NOT a delegated authority)
Chief Executive Officer	Up to and including amounts approved in the annual budget for operational or capital expenditure, and up to \$250,000 <u>\$280,000</u> for expenditure outside of budget.
Executive Managers <u>Directors</u>	Up to \$120,000 <u>\$150,000</u>
Managers/Senior Officers	Up to \$55,000
Supervisors/Coordinators	Up to \$22,000
Other Officers	Up to \$2,000

Any order that will result in a budget being exceeded must be approved by the relevant manager or member of the executive management team.

The Chief Executive Officer, Executive Management or Finance Manager have special authority to authorise payments to the Australian Taxation Office and Queensland Treasury Corporation, even when those payments exceed \$200,000.

This process is subject to two signatories in a similar manner to usual purchasing processes.

RESPONSIBILITIES

It is the responsibility of the ~~Executive Manager~~ Director Corporate and Community Services to monitor the adequacy and effectiveness of this policy and recommend appropriate changes to Council.

Council officers responsible for the procurement of goods and services must comply with this policy. It is the responsibility of Council officers involved in the procurement process to understand the meaning and intent of this policy. It should be noted that this delegation relates to positions and covers employees in Acting or Relieving roles.

REVIEW

1.1. Section 198 of the Regulation requires Council to prepare and adopt a policy about procurement (a procurement policy) for each financial year.

1.2. This policy must be reviewed annually prior to the budget. However, the policy may be amended at any time.

1.3. This policy is to be reviewed [on or before 31/07/2026 yearly](#).

RELEVANT LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*

DOCUMENT CONTROL

Version	Resolution Date	Resolution No.	Policy Author
V1	20 May 2025	25/5/26	Executive Manager Corporate & Community Services
V2	21 April 2026		Director Corporate & Community Services

Review Frequency: Yearly

Kimberley Yorkston

From: randal.crabbe@ceqld.org.au
Sent: Monday, 30 March 2026 9:01 AM
To: Ed Kulpa
Cc: records; Mary Bani; Michael Dykes
Subject: RE: Torres Shire Council Douglas Street Planning - CEQ Site at 85 Douglas St query

Good morning Ed,

Regarding 85 Douglas St, CEQ does have an approved DA for the development of a new hardware store on this site.

Given current considerations, not least being the international circumstances, it is unlikely that this project will commence within 12 months.

However, CEQ will continue to utilise the property in the interim to support the Mitre 10 and Col Jones business requirements.

Blackall St entry is expected to remain the primary access to the property over the next 12 months.

I hope this answers your questions.

Please reach out if I can be of more assistance.

Regards,
Randal

Randal Crabbe
General Manager – Business Development
Community Enterprise Queensland

Shop 4, 269-277 Mulgrave Road
Cairns, QLD, 4870
P: (07) 4050 4334 | M: [0437 105 371](tel:0437105371)
randal.crabbe@ceqld.org.au
www.ceqld.org.au



From: Michael Dykes <michael.dykes@ceqld.org.au>
Sent: Thursday, 26 March 2026 1:33 PM
To: Ed Kulpa <ed.kulpa@torres.qld.gov.au>
Cc: records <records@torres.qld.gov.au>; Mary Bani <mary.bani@torres.qld.gov.au>; Randal Crabbe <randal.crabbe@ceqld.org.au>
Subject: RE: Torres Shire Council Douglas Street Planning - CEQ Site at 85 Douglas St query

Hi Ed,

Thanks for reaching out.

I understand our team here did have some discussions with Australia Post around that location so I will let Randal from my team come back to you with an update on CEQ plans and the impact on the road area.

Thanks,

Michael

Michael Dykes
Chief Executive Officer
Community Enterprise Queensland

Shop 4, 269-277 Mulgrave Road
Cairns, QLD, 4870
P: [\(07\) 4050 4322](tel:(07)40504322) | M: [0477 802 967](tel:0477802967)
michael.dykes@ceqld.org.au
www.ceqld.org.au



From: Ed Kulpa <ed.kulpa@torres.qld.gov.au>
Sent: Thursday, 26 March 2026 1:07 PM
To: Michael Dykes <michael.dykes@ceqld.org.au>
Cc: records <records@torres.qld.gov.au>; Mary Bani <mary.bani@torres.qld.gov.au>
Subject: Torres Shire Council Douglas Street Planning - CEQ Site at 85 Douglas St query

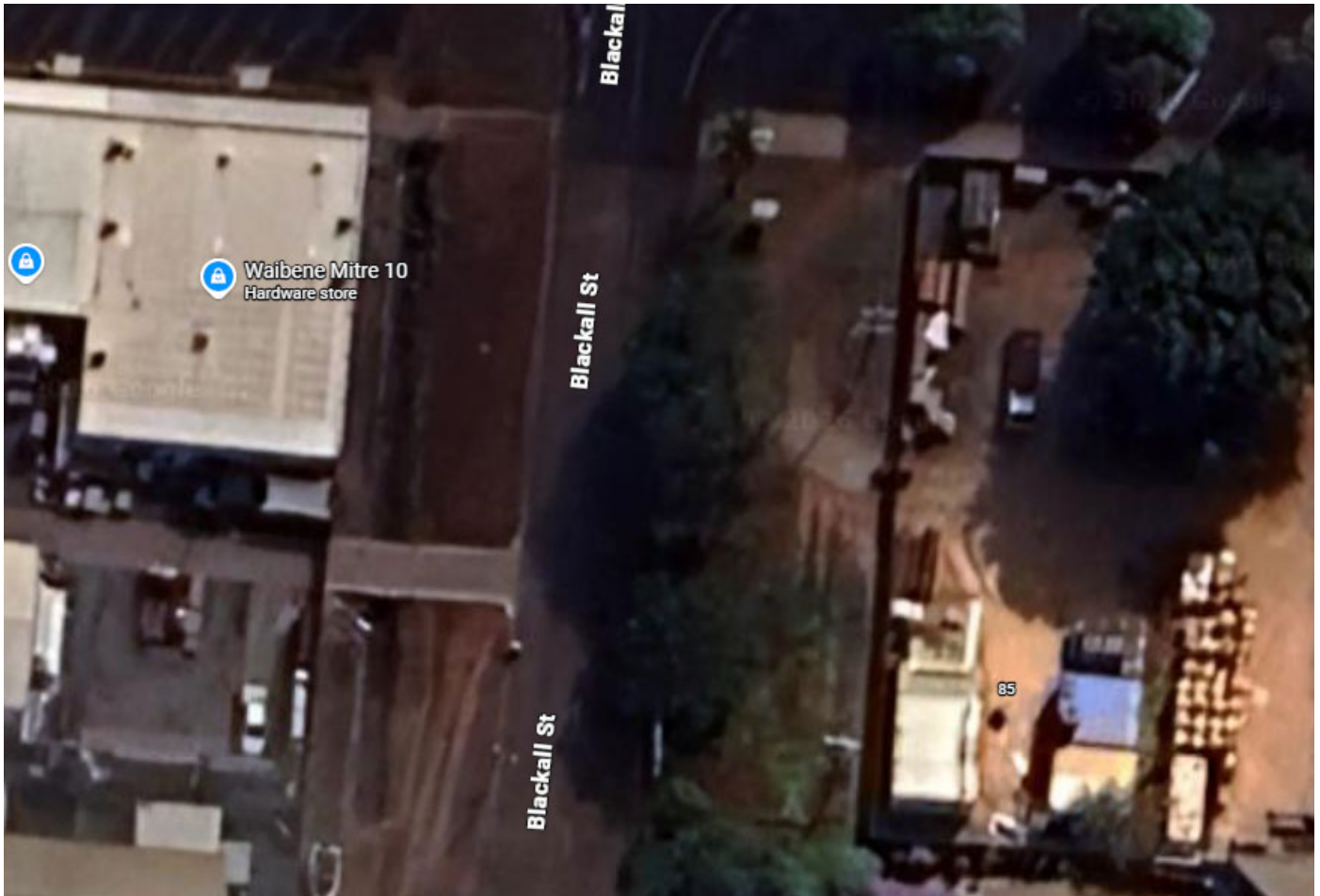
⚠ EXTERNAL EMAIL :: Do not click links or open any attachments unless you trust the sender and know the content is safe ⚠

Good afternoon Michael

You may be aware that the Thursday Island post office has been in a state of change over the last several months with the office moving from 42 Douglas St (See Hop's building) to a temporary position at 156 Douglas St (Mura Kosker Sorority building).

The location of the post office has now been finalised and it will be established at 79 Douglas Street over this coming weekend.

Due to the nature of Post Office operations, Council is considering the current road corridor form with respect to on-street carparking, access ramping, loading zones, etc. and is in the processing of planning out any revisions to best accommodate the needs of the community. It is understood that 85 Douglas Street is owned/ managed by CEQ and is currently used as overflow storage for the nearby Mitre10 store.



To ensure that Council is able to make an informed decision with regards to any proposed car parking, access points or other road form changes that work best with all stakeholders, are you able to please advise if CEQ have any plans or proposals for re-development of 85 Douglas Street in the next 12 – 24 months.

I am aware that CEQ did have a proposal a few years ago for an updated Mitre10 store and onsite accommodation a few years ago at no 85, however Council has not seen any advice recently regarding that proposal or alternatives.

Acknowledging some plans may be commercial in confidence at this time, Council is predominately interested in any planned changes to site accesses to no 85 from either Blackall St or Douglas St that may impact any road form changes.

If you are able to please advise on the above, or alternatively have another person in the CEQ team that you can forward on to assist with this query, that would be most appreciated. I am looking to provide a report to the Council's next Ordinary meeting on the 21st April and would therefore need the report finalised by the 14th.

If you or the team have any queries, please do not hesitate to reach out.

Kind regards
Ed



Ed Kulpa | Director Projects, Planning & Environment
Torres Shire Council | Main Office
PO Box 171 | 68 Douglas Street | Thursday Island QLD 4875
P: 07 4083 1200 | D: 07 4083 1239 | M: 0436 949 229
email: ed.kulpa@torres.qld.gov.au
web: www.torres.qld.gov.au



Torres Shire Council

TO LEAD, PROVIDE AND FACILITATE A SAFE,
SUSTAINABLE AND CULTURALLY VIBRANT COMMUNITY

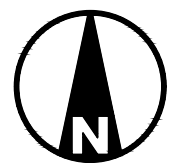
Torres Shire Council acknowledges
the Kaurareg Traditional Owners

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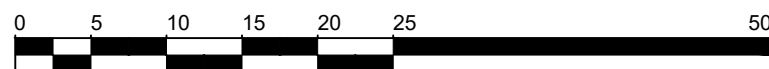
IMPORTANT NOTE

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 - F. lodgement of this plan with any local authority against the recommendation of RPS AAP Consulting Pty Ltd;
 - G. the accuracy, reliability, suitability or completeness of any approximations or estimates made or referred to by RPS AAP Consulting Pty Ltd in this plan.
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4. Scale shown is correct for the original plan and any copies of this plan should be verified by checking against the bar scale.
5. The dimensions, area, size and location of improvements, flood information (if shown) and number of lots shown on this plan are approximate only and may vary.
6. Cadastral boundaries are obtained by title dimensions and DCDB. These boundaries have not been verified and are approximate only.



Christine Connor
 Reconfiguration of a Lot - Cancelling Lot 1 on SP216450
 25A Hastings Street, Thursday Island

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PRELIMINARY - FOR DISCUSSION PURPOSES ONLY

Datum: MGA2020 Z55 | Scale: 1:500 @ A3 | Date: 03-09-2025 | Drawing: 416352-1

SARA reference: 2510-48978 SRA
 Council reference: IDAS25/18
 Applicant reference: 416352

2 December 2025

Chief Executive Officer
 Torres Shire Council
 PO Box 171
 Thursday Island QLD 4875
 admin@torres.qld.gov.au

Attention: Ed Kulpa

Dear Sir/Madam

SARA referral agency response—25A Hastings Street, Thursday Island

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 30 October 2025.

Response

Outcome:	Referral agency response – with conditions
Date of response:	2 December 2025
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Reconfiguring a Lot (1 Lot into 2 Lots)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 (Planning Regulation 2017) – Reconfiguring a lot near a state transport corridor	

SARA reference: 2510-48978 SRA
Assessment manager: Torres Shire Council
Street address: 25A Hastings Street, Thursday Island
Real property description: Lot 1 on SP216450
Applicant name: Waiben Enterprises ATF The Strawberry Fields Super Fund
C/- RPS AAP Consulting Pty Ltd
Applicant contact details: PO Box 1949
Cairns QLD 4870
stacey.devaney@rpsconsulting.com
State-controlled road access permit: This referral included an application for a road access location, under section 62A(2) of *Transport Infrastructure Act 1994*. Below are the details of the decision:

- Approved
- Reference: TMR25-048316
- Date: 27 November 2025

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at Far.North.Queensland.IDAS@tmr.qld.gov.au

Human Rights Act 2019 considerations:

A consideration of the 23 fundamental human rights protected under the *Human Rights Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Helen Reilly, Planning Officer, on (07) 4037 3239 or via email CairnsSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Poppy Ellis-Southwell
A/Manager

cc Waiben Enterprises ATF The Strawberry Fields Super Fund, stacey.devaney@rpsconsulting.com

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant

Attachment 3 - Reasons for referral agency response

Attachment 4 - Representations about a referral agency response provisions

Attachment 5 - Documents referenced in conditions

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the documents referenced below are found at Attachment 5)

No.	Conditions	Condition timing
<p>10.9.4.2.1.1 – Reconfiguring a lot near a state transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):</p>		
1.	<p>Stormwater management of the development must not cause worsening to the operating performance of the state-controlled road, such that any works on the land must not:</p> <ul style="list-style-type: none"> (a) create any new discharge points for stormwater runoff onto the state-controlled road. (b) concentrate or increase the velocity of flows to the state-controlled road. (c) interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road. (d) surcharge any existing culvert or drain on the state-controlled road. (e) reduce the quality of stormwater discharge onto the state-controlled road. 	At all times.
2.	<ul style="list-style-type: none"> (a) Road access is located generally in accordance with Reconfiguration of a Lot – Cancelling Lot 1 on SP216450, prepared by RPS AAP Consulting Pty Ltd, dated 03-09-2025, drawing 416352-1, as amended in red by SARA. (b) Provide road access works comprising of a sealed vehicular access crossover, at the road access location referred to in part (a) of this condition. (c) Design and construct the road access works, referred to in part (b) of this condition, in accordance with Far North Queensland Regional Organisation of Councils (FNQROC) Standard Drawing S1105 – Rural Allotment Accesses, dated 05/12/23, Revision G. 	<p>(a) At all times.</p> <p>(b) and (c): Prior to submitting the Plan of Survey to the local government for approval.</p>

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.3). If a word remains undefined it has its ordinary meaning.
Transport Noise Corridor	
2.	<p>Mandatory Part (MP) 4.4 of the Queensland Development Code (QDC) commenced on 1 September 2010 and applies to building work for the construction or renovation of a residential building in a designated transport noise corridor. MP4.4 seeks to ensure that the habitable rooms of Class 1, 2, 3 and 4 buildings located in a transport noise corridor are designed and constructed to reduce transport noise. Transport noise corridor means land designated under Chapter 8B of the <i>Building Act 1975</i> as a transport noise corridor. Information about transport noise corridors is available at state and local government offices.</p> <p>A free online search tool can be used to find out whether a property is located in a designated transport noise corridor. This tool is available at the State Planning Policy Interactive Mapping System website: https://www.planning.qld.gov.au/planning-framework/mapping and allows searches on a registered lot number and/or property address to determine whether and how the QDC applies to the land. Transport Noise Corridors are located under Information Purposes within Transport Infrastructure of the State Planning Policy (SPP) mapping system.</p>
Further development permits required	
Road Works Approval	
3.	<p>Under section 33 of the <i>Transport Infrastructure Act 1994</i>, written approval is required from the Department of Transport and Main Roads to carry out road works on a state-controlled road. Please contact the Cairns district office of the Department of Transport and Main Roads at Far.North.Queensland.IDAS@tmr.qld.gov.au to make an application for road works approval. This approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the Department of Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.</p>
Road Corridor Permit	
4.	<p>An application for a road corridor permit is required for any ancillary works and encroachments including connections required to public utility services (electricity, water, sewer, telecommunication) within a state-controlled road corridor.</p> <p>Under section 50(2) and Schedule 6 of the <i>Transport Infrastructure Act 1994</i> (TIA) and Part 5 and Schedule 1 of the <i>Transport Infrastructure (State-Controlled Roads) Regulation 2006</i>, the applicant must obtain a road corridor permit from the Department of Transport and Main Roads before carrying out ancillary and encroachments works on a state-controlled road. Please contact the Cairns district office of the Department of Transport and Main Roads at Far.North.Queensland.IDAS@tmr.qld.gov.au to make an application for a road corridor permit.</p>

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

- SARA assessed the development against the following code(s) of the State Development Assessment Provisions (SDAP), version 3.3:
 - State code 1: Development in a state-controlled road environment.
- The development complies with the assessment benchmarks of State code 1 of SDAP in that the development:
 - does not adversely impact on the safety of users of the state-controlled road
 - does not adversely impact the structural integrity or physical condition of the state-controlled road
 - does not adversely impact the function and efficiency of the state-controlled road
 - does not adversely impact the state's ability to plan, construct, maintain, upgrade or operate the state-controlled road

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.3), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system
- *Human Rights Act 2019*

Attachment 4—Representations about a referral agency response provisions

(page left intentionally blank)

Attachment 5—Documents referenced in conditions

(page left intentionally blank)

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE



SARA ref: 2510-48978 SRA

Date: 2 December 2025

IMPORTANT NOTE

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- Scale shown is correct for the original plan and any copies of this plan should be verified by checking against the bar scale.



Permitted road access location for proposed Lot 1 in accordance with condition 2(a) of the referral agency response

Amended in red by SARA on 2 December 2025



Christine Connor
 Reconfiguration of a Lot - Cancelling Lot 1 on SP216450
 25A Hastings Street, Thursday Island

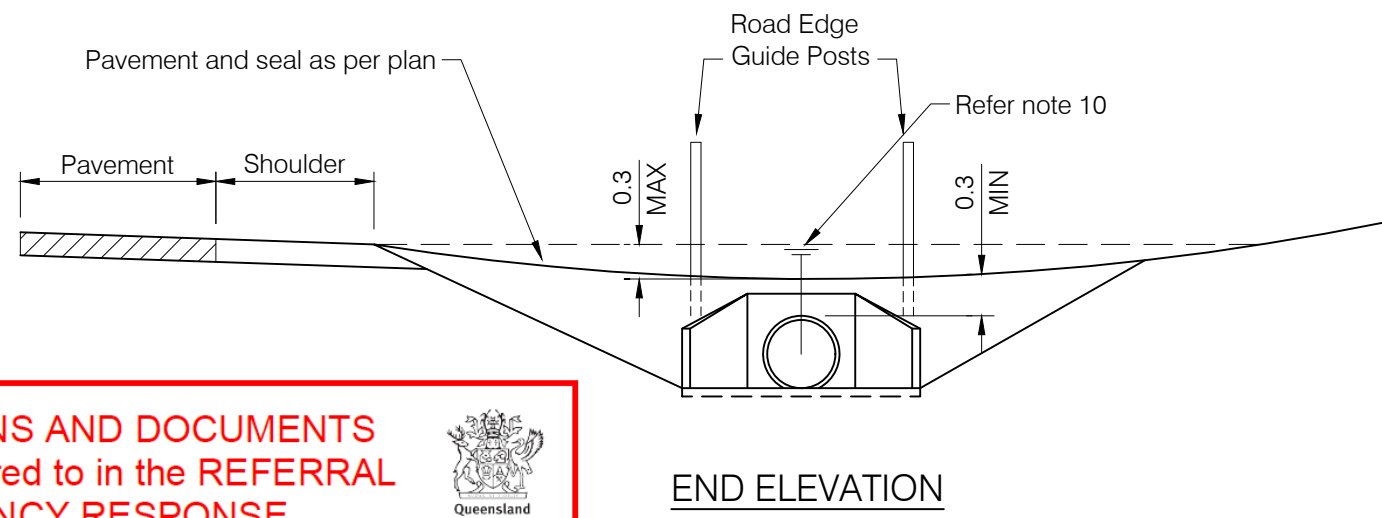
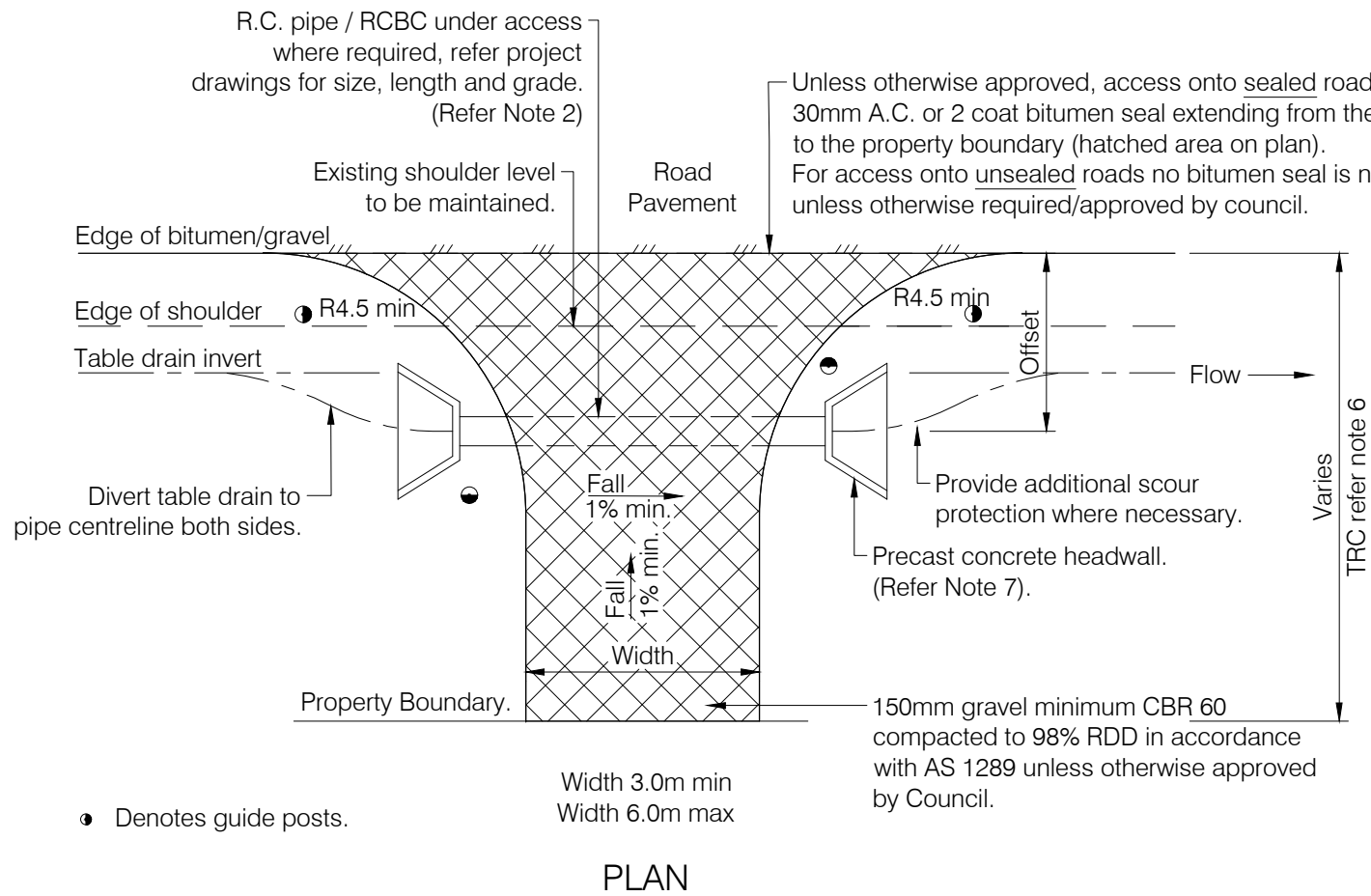


PRELIMINARY - FOR DISCUSSION PURPOSES ONLY

Datum: MGA2020 Z55 | Scale: 1:500 @ A3 | Date: 03-09-2025 | Drawing: 416352-1

RPS AAP Consulting Pty Ltd
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PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

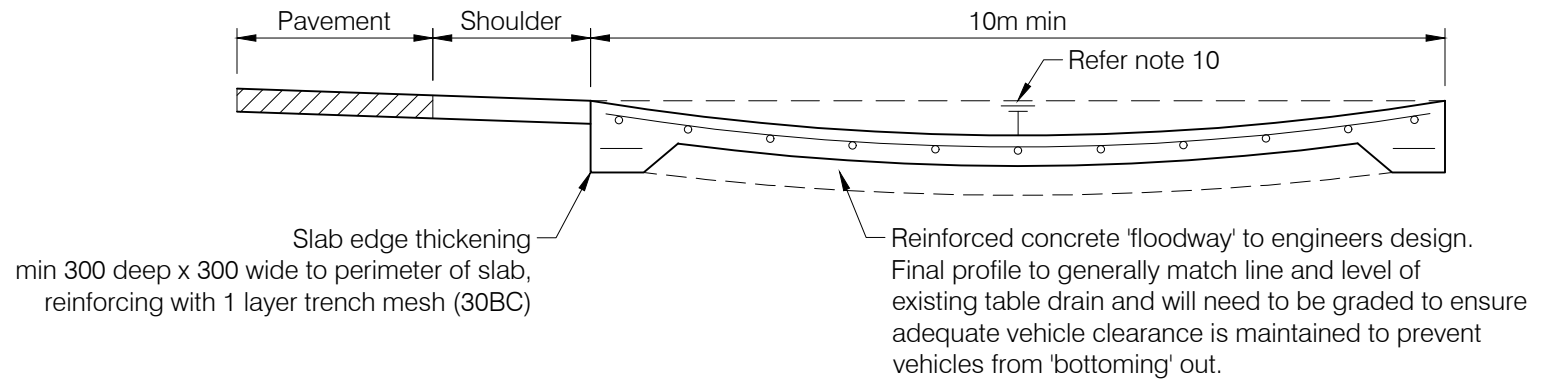
SARA ref: 2510-48978 SRA

Date: 2 December 2025



NOTES

1. Minimum length of culvert shall be 4.8m for single access, 7.2m for double access.
2. Minimum pipe size shall be Ø375. Minimum RCBC to be 300mm high.
3. Minimum RC pipe / RCBC gradient shall be 1:100.
4. Where cover to RC pipes is less than 260mm pipe shall have 100mm concrete encasement or bridging slab per S1015.
5. Drainage from access must not flow over the through road. All stormwater runoff shall be directed to the table drain.
6. Maximum 10 metres from edge of bitumen seal or where grade is steeper than 6% the bitumen seal shall extend from the road edge to the property boundary unless otherwise approved.
7. Precast sloping headwalls shall be used when :
 - a) the through road has a signposted speed of 80km/hr or greater.
 - b) the through road has a signposted speed of 60km/hr and the offset distance from the traffic lane to the culvert is less than 4.5m.
8. Concrete shall be grade N32 minimum in accordance with AS 1379 and AS 3600.
9. All dimensions are in millimetres.
10. Hydraulic capacity of pipe and access to match the capacity of the table drain. This may require the use of multiple pipes.
11. Minimum sight distances at accesses should comply with "Sight Distance at Property Entrances" Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections.
12. In instances where the detail/s shown on this drawing cannot be achieved due to existing constraints, Council shall be contacted to achieve an acceptable alternative.



TYPICAL ALTERNATIVE FLOODWAY TYPE ACCESS
(Where approved by Council)

Department of Transport and Main Roads note:
Site specific requirements may not reflect this example in its entirety. Drawing details must reflect site specific conditions for Road Works / Road Access Works.

REVISIONS		DATE
G	MINOR AMENDMENT TO NOTES	05/12/23
F	MINOR AMENDMENTS	27/08/20

DISCLAIMER

The authors and sponsoring organisations shall have no liability or responsibility to the user or any other person or entity with respect to any liability, loss or damage caused or alleged to be caused, directly or indirectly, by the adoption and use of these Standard Drawings including, but not limited to, any interruption of service, loss of business or anticipatory profits, or consequential damages resulting from the use of these Standard Drawings. Persons must not rely on these Standard Drawings as the equivalent of, or a substitute for, project-specific design and assessment by an appropriately qualified professional.



RURAL ALLOTMENT ACCESSSES

Standard Drawing
S1105

Our ref TMR25-048316
Your ref 416352
Enquiries Ronald Kaden



27 November 2025

Department of
Transport and Main Roads

Decision Notice – Permitted Road Access Location (s62(1) *Transport Infrastructure Act 1994*)

This is not an authorisation to commence work on a state-controlled road¹

Development application reference number IDAS25/18, lodged with Torres Shire Council involves constructing or changing a vehicular access between Lot 1SP216450, the land the subject of the application, and Thursday Island Road (a state-controlled road).

In accordance with section 62A(2) of the *Transport Infrastructure Act 1994* (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

Applicant Details

Name and address Waiben Enterprises ATF The Strawberry Fields Super Fund
C/- RPS AAP Consulting Pty Ltd
135 Abbott Street
Cairns QLD 4870

Application Details

Address of Property 25a Hastings Street, Thursday Island QLD 4875
Real Property Description 1SP216450
Aspect/s of Development Development Permit for Reconfiguring a Lot (1 Lot into 2 Lots)

Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing
1.	The Permitted Road Access Location is approximately 10m from the common boundary with Lot 2 on RP713040 and 70m north of Hargrave St (E) in accordance with: 1. TMR Layout Plan (669 – 0.34km), Issue A 20/11/2025.	At all times.
2.	Direct access is prohibited between Thursday Island Road and Lot 1 on SP216450 at any other location other than the Permitted Road Access Location described in Condition 1 .	At all times.

¹ Please refer to the further approvals required under the heading 'Further approvals'

No.	Conditions of Approval	Condition Timing
3.	Road Access Works comprising of a sealed property access must be provided at the permitted access location, generally in accordance with: <ul style="list-style-type: none"> (a) Far North Queensland Regional Organisation of Councils (FNQROC) Standard Drawing S1105 – Rural Allotment Accesses, dated 05/12/23, Revision G. 	Prior to the commencement of the use of the Road Access Works and to be maintained at all times.
4.	The use of the Permitted Road Access Location described in Condition 1 is to be restricted to <ul style="list-style-type: none"> (a) Design vehicles up to a maximum size short towing trailer - Class 2 Medium Length Light Vehicle** <p>Note: ** as described in Austroads Vehicle Classification System</p>	At all times.

Reasons for the decision

The reasons for this decision are as follows:

- a) The development is for reconfiguring a lot (1 lot into 2 lots).
- b) The subject site (Lot 1 on SP216450) has road frontage and vehicle access via Thursday Island Road (Hastings Street), a state-controlled road.
- c) The vehicular access via Thursday Island Road is unsealed.
- d) The reconfiguration (proposed lot 1) is increasing traffic generation via Thursday Island Road.
- e) The existing vehicular access via Thursday Island Road is required to be upgraded and sealed.
- f) A s62 approval is required to formalise the existing vehicular access via Thursday Island Road.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

Information about the Decision required to be given under section 67(2) of TIA

1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
2. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

Further information about the decision

1. In accordance with section 67(7) of TIA, this decision notice:
 - a) starts to have effect when the development approval has effect; and
 - b) stops having effect if the development approval lapses or is cancelled; and
 - c) replaces any earlier decision made under section 62(1) in relation to the land.

2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in **Attachment C** for information.
3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

Further approvals

The Department of Transport and Main Roads also provides the following information in relation to this approval:

1. Road Access Works Approval Required – Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the department to make an application.

If further information about this approval or any other related query is required, Mr Ron Kaden, Development Control Officer, Corridor Management should be contacted by email at ron.p.kaden@tmr.qld.gov.au or on (07) 4045 7151.

Yours sincerely



Liliya Yates
Principal Engineer (Civil)

Attachments: Attachment A – Decision evidence and findings
Attachment B - Section 70 of TIA
Attachment C - Appeal Provisions
Attachment D - Permitted Road Access Location Plan

Attachment A

Decision Evidence and Findings

Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version/Issue
TMR Layout Plan (669 –0.34km)	Queensland Government Transport and Main Roads	20/11/2025	TMR25-048316	A
Reconfiguration of a Lot – Cancelling Lot 1 on SP216450	RPS AAP Consulting Pty Ltd	03-09-2025	416352-1	-
Rural Allotment Accesses	Far North Queensland Regional Organisation of Councils (FNQROC)	05/12/23	S1105	G
Vehicle Access to state- controlled roads policy	Queensland Government Transport and Main Roads	2023	-	-

Attachment B

Section 70 of TIA

Transport Infrastructure Act 1994

Chapter 6 Road transport infrastructure

Part 5 Management of State-controlled roads

70 Offences about road access locations and road access works, relating to decisions under s 62(1)

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not—
 - (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
 - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
 - (c) obtain any other access between the land and the road contrary to the decision; or
 - (d) use a road access location or road access works contrary to the decision; or
 - (e) contravene a condition stated in the decision; or
 - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
 - (g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

- (3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

Attachment C
Appeal Provisions

Transport Infrastructure Act 1994
Chapter 16 General provisions

485 Internal review of decisions

- (1) A person whose interests are affected by a decision described in schedule 3 (the **original decision**) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
 - (a) applies to the review; and
 - (b) provides—
 - (i) for the procedure for applying for the review and the way it is to be carried out; and
 - (ii) that the person may apply to QCAT to have the original decision stayed.

485B Appeals against decisions

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
 - (a) applies to the appeal; and
 - (b) provides—
 - (i) for the procedure for the appeal and the way it is to be disposed of; and
 - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
 - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and

(b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

(5) The court may order—

(a) the appeals to be heard together or 1 immediately after the other; or

(b) 1 appeal to be stayed until the other is decided.

(6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.

(7) In this section—

original decision means a decision described in schedule 3.

reviewed decision means the chief executive's decision on a review under section 485.

31 Applying for review

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
 - (a) the notice did not state the reasons for the original decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

32 Stay of operation of original decision

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
 - (a) may be given on conditions the relevant entity considers appropriate; and
 - (b) operates for the period specified by the relevant entity; and
 - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.

(8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

relevant entity means—

(a) if the reviewed decision may be reviewed by QCAT—QCAT; or

(b) if the reviewed decision may be appealed to the appeal court—the appeal court.

35 Time for making appeals

(1) A person may appeal against a reviewed decision only within—

(a) if a decision notice is given to the person—28 days after the notice was given to the person; or

(b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

(2) However, if—

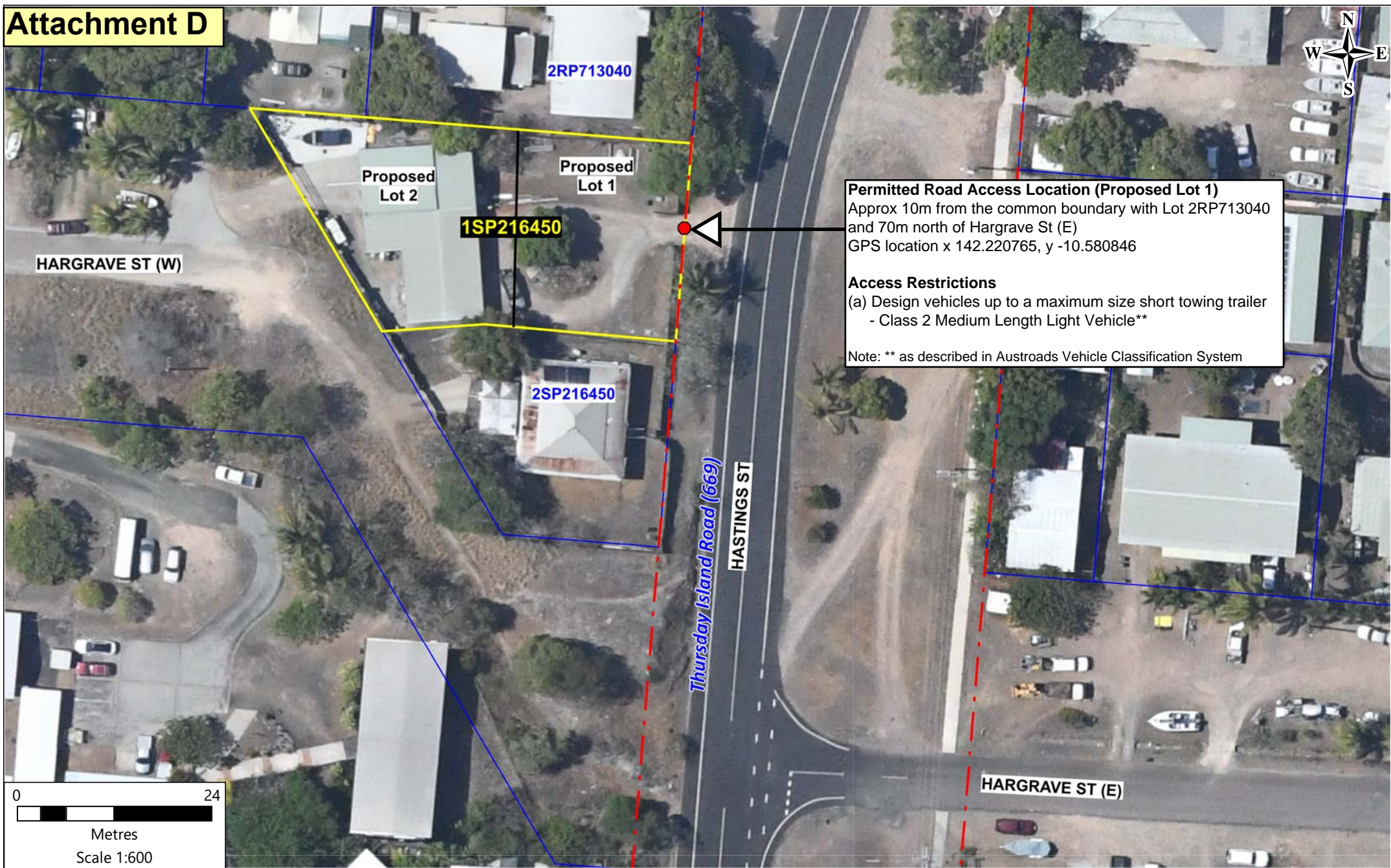
(a) the decision notice did not state the reasons for the decision; and

(b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.

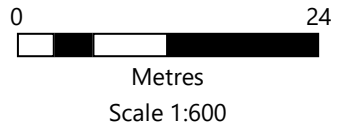
Attachment D



Permitted Road Access Location (Proposed Lot 1)
 Approx 10m from the common boundary with Lot 2RP713040 and 70m north of Hargrave St (E)
 GPS location x 142.220765, y -10.580846

Access Restrictions
 (a) Design vehicles up to a maximum size short towing trailer
 - Class 2 Medium Length Light Vehicle**

Note: ** as described in Austroads Vehicle Classification System



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Branch/Unit : **Corridor Management / Far North District**

Projection/Datum : Geocentric Datum of Australia (GDA) 2020

File ref: TMR25-048316

- Land parcel
- Subject land
- Proposed new boundary
- State-controlled road corridor

TMR Layout Plan (669 - 0.34km)

Plan: **1 / 1**
 Issue: **A**
 Drawn by: **RPK**



Queensland Government
Transport and Main Roads

Date: **20/11/2025**