

Torres Strait Island
REGIONAL COUNCIL

INFORMATION REPORTS

May 2021

Monday 24th May 2021

Tuesday 25th May 2021

Cairns

1. Chief Engineer

- 1.1 ENGINEERING – Divisional Operations
- 1.2 ENGINEERING – Capital Works
- 1.3 ENGINEERING – Disaster Management
- 1.4 ENGINEERING – Water and Wastewater

2. Chief Operating Officer

- 2.1 COMMUNITY SERVICES
 - a. Local Divisional Offices and administration
 - b. Aged Care Program
 - c. Child Care Services
 - d. Health and Wellbeing Program
 - e. Indigenous Knowledge Centres (IKC's)
 - f. Environmental Health Program
 - g. Housing Services
 - h. Fleet and Maintenance – March 2021
- 2.2 BUILDING SERVICES UNIT
 - a. New Builds
 - b. Upgrades
 - c. Repairs and Maintenance
- 2.3 PEOPLE AND WELLBEING



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING:	May 2021
DATE:	17 May 2021
ITEM:	Information Report for Noting
SUBJECT:	Divisional Operations, Engineering
AUTHOR:	Amanda Pearce – Engineering Operations Supervisor Robert See Kee – Engineering Operations Supervisor

Resolution:

That Council notes this report.

Purpose:

To provide information regarding the current status of Council's Divisional Engineering Operations.

Background:

Council is committed to undertake and deliver a range of operational and maintenance activities which provide high quality engineering services, public facilities and amenities, including but not limited to;

- Road, drains and ancillary works
- Parks, gardens and reserves
- Water and Wastewater (Sewerage) operations/schemes
- Collection and treatment of solid waste
- Airport facilities
- Marine facilities

As the monsoon season has finished, works are focusing on tidying up the communities and minimising hazards.

Officer Comment:

Division 1: Boigu

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance completed.
- Daily airport inspection completed.
- Litter collection undertaken throughout community.
- Garbage collection completed Monday and Thursday.
- Stockpile pushed back at landfill on Monday and Friday.
- Commenced Trimming grass around the waste site and cutting vines off fence line.

- Grass maintenance throughout community is being delayed due to constant rain. Once rain clears will attend to this task.
- Completed Desalination Plant service.
- Grass trimmed along feculence at water plant.
- Grass maintenance undertaken around Sewerage Treatment Plant.
- Mowing and slashing undertaken at airport.
- Grass maintenance around lights and gable markers undertaken.
- Sewer Officers assisted Koppens crew to fix pump causing sewage leakage on final effluent tank.

Division 2: Dauan

- Daily Water log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily Helipad Inspection completed.
- Daily seaport inspection completed.
- Daily bowser operations completed.
- Grass maintenance undertaken around water shed.
- Grass maintenance undertaken at Helipad area.
- Grass maintenance undertaken around council office.
- Grass maintenance undertaken along roadside; this is ongoing still in progress.
- Grass maintenance undertaken around guest house.
- Maintenance and inspection at seaport completed.
- Grass maintenance at Well 1, 2, 3 pump stations undertaken.
- Tidy up in and around mechanic workshop.
- Grass maintenance completed at builders shed and including foreshore area.
- Grass maintenance completed around lagoon area.
- Gurney blasting of ramp completed.

Division 3: Saibai

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily airport inspection completed.
- Daily seaport inspection.
- Weekly garbage service completed.
- Weekly Landfill inspection completed and submitted.
- Daily back wash completed.
- Housekeeping around water shed completed.
- Repair media filter intake pipe at water plant.
- Housekeeping around sewerage treatment plant.
- Monitor and trouble shooting at Sewerage pump station number 2. Technical Officer has arrived to assist with rectifying fault.
- Patch up broken fence at airport.
- Gurney blasting of boat ramp completed.
- Grass maintenance completed at jetty/ramp area including rubbish collection.
- Grass maintenance along roadside.
- Maintain and patch potholes along airport road.
- Grass maintenance completed around lagoon.
- Grass maintenance completed at airport.
- Grass maintenance completed around airport lights.

Division 4: Mabuiag

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Garbage run completed on Tuesday and Friday each week.
- Daily airport inspection completed.
- Daily seaport inspection completed.
- Weekly landfill inspection completed.
- Compacting of landfill undertaken.
- Garbage service completed every Tuesday and Friday.
- Grass maintenance completed around reservoir and water treatment plant.
- Water main has been turned off to new subdivision during night-time.
- Busted water main located at the front of council office and community hall repaired and fixed by water officer and tech officer.
- Busted water main repaired and fixed at old nursery site by water officer and tech officer.
- Mowing and slashing completed at airport.
- Road patch up and maintenance completed passed airport heading to ramp area.
- Clear and stack empty 200ltr fuel drums on pallet ready for shipment.
- White goods collection and dumping completed.

Division 5: Badu

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance completed.
- Daily airport inspection completed.
- Garbage run completed on Monday and Friday.
- Weekly landfill inspection completed and submitted.
- Push and pack rubbish stockpile at landfill.
- Stack white goods at landfill
- Grass maintenance completed at Well No.3.
- Water leaks identify at 35 Philip street, repair 25ml poly pipe.
- Repair water leak at contractor's camp and 701 Tamwoy street.
- Assist with upgrade at water treatment plant.
- Completed monthly sewerage sample.
- Grass maintenance completed at sewer ponds.
- Mowing and slashing completed at airport.
- Grass cutting around lights and gable markers completed.
- Patching up of erosion caused by rain alongside fence line at airport completed.
- Clearing of big rocks and sandpile at barge ramp.
- Monitor barge ramp for algae build up.
- Grass maintenance and rubbish collection completed at Mairu park, Majilale Park and Tamwoy park.
- Grass maintenance alongside road at Mairu street.

Division 6: Kubin

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance completed.
- Daily airport inspection completed.
- Daily seaport inspection completed.
- Garbage collection completed Monday and Wednesdays.

- Push stockpile back at landfill.
- Monitor illegal dumping at landfill surroundings.
- Install aeroplane signage on side of road.
- Push landfill back.
- Monitor illegal dumping happening everywhere outside of landfill area.
- Run cover pumps at water lagoon.
- Grass maintenance completed around water lagoon.
- Housekeeping completed at water shed.
- Clean sewer baskets.
- Wash down manholes and sewer pump stations.
- Mowing and slashing completed at airport.
- Grass maintenance along side road throughout community, still in progress as ongoing works.

Division 7: St Pauls

- Rubbish collection on Tuesday's & Thursday's completed.
- Grass maintenance at the waste tip completed.
- Reinstall signs for old tyres at the waste pit.
- General waste site pushed and cleaned completed.
- Daily Water log sheets/SWIM's completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily sewer log sheets completed.
- Daily sewer checks and maintenance at the STP & SPS completed.
- Daily seaport log sheet completed.
- Barge ramp pressure clean completed on 28/04/2021.
- Pressure clean slaughter/process she completed.
- Grass cutting on along Namai road shoulder completed.
- Grass cutting along Saveka St completed.
- Grass cutting around community hall completed.
- Grass maintenance at the cemetery

Division 8: Hammond

- Daily Water log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily seaport inspection completed.
- Weekly landfill report completed.
- Garbage collection every Monday and Friday.
- Pick up rubbish along fence line from people throwing rubbish over fence, this issue is ongoing.
- Backhoe still cannot go access pit area at landfill due to rain causing muddy/bogging. This maintenance at pit will be completed when accessible.
- Litter control completed at basketball court, afterschool acre and childcare area.
- Gurney blasting top of pontoon.
- Grass maintenance completed around community.
- Grass maintenance completed at cemetery.
- Installing all smart meters, still in progress.
- Grass maintenance completed around water plant.
- Grass maintenance completed around council office.
- Grass maintenance completed around fuel bowser and waiting shed.
- Grass maintenance completed around council compound area.
- Grass maintenance completed around fuel storage area.

Division 9: Iama

- Rubbish collected twice a week Monday and Thursday,
- White goods removed from community to landfill.
- Grass maintenance along the fence completed.
- Replaced old worn bins with new bins, completed.
- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Water leak at Mabuiag point fix, completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance at the STP & SPS completed.
- Grass maintenance at the STP completed.
- Daily airport inspection log sheets completed.
- Mowing and slashing at the Airport ongoing.
- Daily mail delivery & pick up completed.
- Daily seaport log sheets completed.
- Grass maintenance Sport complex/oval completed.

Division 10: Warraber

- Rubbish collected twice a week Monday and Thursday.
- General waste site pushed and compacted completed.
- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Monthly water sample sent, completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance completed.
- Daily airport inspection completed.
- Airport mowing and slashing completed.
- Daily seaport log sheets completed.
- Grass maintenance at the parks completed.
- Grass maintenance at the old basketball court completed.
- Grass maintenance at the cemetery completed.
- Barge ramp pressure clean completed on 29/04/2021.

Division 11: Poruma

- Rubbish collected three times a week Monday, Tuesday & Friday
- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily sewer checks and maintenance at the STP & SPS completed.
- Daily airport inspection log sheets completed.
- Grass maintenance around airport gable markers, cone, and solar lights.
- Clean airport waiting shed/area completed.
- Daily seaport log sheets completed.
- Removed sand from barge ramp surface completed.
- Quotation for trees to be cut down at the childcare centre was submitted for management to review and approve.

Division 12: Masig

- Rubbish collected twice a week Monday's & Fridays completed.
- Landfill log sheet completed.
- Waste pushed into the landfill completed.

- White goods and green waste collected from the community completed.
- Grass maintenance within and around the waste compound completed.
- Daily Water and Log sheets/SWIM's completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Flushing out water mains completed.
- Grass maintenance at the raw water pump stations completed.
- Daily sewer checks and maintenance at the STP & SPS completed.
- Daily sewer log sheets completed.
- Grass maintenance at the sewer pump station and treatment plant completed.
- Daily airport inspection log sheet completed.
- Airport grass maintenance completed.
- Grass maintenance around the waiting shed/area completed.
- Daily seaport log sheet completed.
- Grass maintenance at the cemetery completed.
- Wash/clean LPG bottles to be shipped of island completed.
- Road maintenance backfilling potholes within the community completed.
- Logistic team visited the community to conducting assets audits & brief training/familiarisation around our fuel and gas facilities. 08/04/2021

Division 13: Ugar

- Rubbish collection twice a week Monday's & Friday's.
- Landfill log sheet/SWIM's completed.
- Grass maintenance at the landfill completed.
- Dig new pit at the landfill completed.
- Daily Water Log sheets/SWIM's completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water checks and maintenance at the treatment plant completed.
- Daily helipad inspection completed.
- Install windsock completed.
- Daily seaport log sheets completed.
- Grass maintenance/clean up at the community hall completed.
- Grass maintenance on road shoulder within the community completed.
- Grass maintenance around the council office completed.
- Grass maintenance around the council units completed.

Division 14: Erub

- Daily Water and Sewer Log sheets completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Daily sewer tests completed.
- Daily sewer checks and maintenance completed.
- Daily airport inspection completed.
- Water run completed to new village.
- Weekly garbage run completed, and landfill cleaned.
- Desalination unit intake line keeps breaking, still in progress to fix issue.
- Desalination unit service completed.
- Water run to new village completed.
- Grass maintenance at airport still in progress.
- Grass maintenance completed at reservoir.
- Completed maintenance at Mogor Well.
- Water leak detection and fixing throughout community.

Division 15: Mer

- Rubbish collected Tuesday's & Friday is completed
- Daily Water Log sheets/SWIM's completed.
- Daily chlorine residual testing completed at 5 locations in the water reticulation.
- Daily water/desal checks and maintenance completed.
- Chlorine analyser repairs completed.
- Water leak fixed at 3 residences.
- Faulty raw water pump was issue resolved and is now operational.
- Daily Sewer log sheets completed.
- Daily sewer checks and maintenance completed.
- Sewer jump up line was cleared at the Health Centre with the jet blaster.
- Sewer officers trained on upgraded Sewer Treatment Plant.
- Daily airport log sheets completed.
- Obstacle (Bamboo) on the south-Eastern area of runway was reported by Pilots was cleared by cutting down, further works required to complete this.
- Grass maintenance within the airport completed.
- Drains at IBIS and Church/Sewer pump station 4 completed.

Considerations

Risk Management

Our communities are safe, healthy, and active.

Council Finance

Operating Cost - As per approved budget

Statutory Requirements:

Local Government and Environmental legislative requirements

Consultation:

- Chief Engineer
- Manager, Engineering Operations
- Manager, Water & Wastewater
- Manager, Capital Works
- Divisional Engineering Officers
- Councillors as appropriate

Attachments:

NIL

Author(s)



Amanda Pearce
Engineering Operations Supervisor
(Divisions 1-8)



Robert See Kee
Engineering Operations Supervisor
(Divisions 9-15)

Recommended

A handwritten signature in black ink, appearing to read 'Adeah Kabai', written in a cursive style.

Adeah Kabai
Acting Chief Engineer

Approved

David Baldwin
Acting Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING: May 2021

DATE: 17/05/2021

ITEM: Information Report

SUBJECT: **Engineering – Capital Works**

AUTHOR: Kristan Duthie – Acting Manager Capital Works

Recommendation:

That Council notes this report

Background:

The Engineering Department's Capital Works team is managing the delivery of the attached summary table of capital works projects.

Note: other capital works are being undertaken by the Water and Wastewater section and are listed in their Information Report.

The projects are funded by a combination of the following government agencies:

- Australian Government:
 - o National Indigenous Australians Agency (NIAA)
- Queensland Government:
 - o now Department of State Development, Infrastructure, Local Government and Planning (previously Department of Local Government, Racing and Multicultural Affairs (DLGRMA))
 - o Department of Transport and Main Roads (TMR)
 - ATSI TIDS
 - TransLink
 - o Queensland Reconstruction Authority (QRA)
- Local Government Association of Queensland (LGAQ)
- Torres Strait Regional Authority (TSRA)

Monthly Highlights:

- Poruma Seawalls Stage 2 'In House Bid' (IHB) interim version has been submitted to Seawalls Program Manager for review. TSIRC will work with the program manager to determine any revisions required.
- Mer and Erub Sewerage Treatment Plant (STP) upgrades are still undergoing performance verification and punchlisting. Both STP's have had adjustments made to the process in order to achieve increased results in accordance with compliance standards.
- Saibai Sewerage Treatment Plant upgrade project fabrication works are progressing well with layout completed and revised civil drawing completed which has significantly reduced the concrete requirements from the previous design.
- Boigu Seawalls Stage 2 project is still making very good progress, however has been slightly hampered by wet weather throughout the month;
 - o Treatment of unsuitable material under wave return wall is approx. 50% completed.
 - o Wave return wall installation progressing well.
- Metal Waste Expression of Interest (EOI) evaluation completed and shortlist compiled. Unsuccessful EOI letters have been sent out. Project tender has been drafted and currently under final review by TSIRC.
- Marine Infrastructure Condition Assessment and prioritisation project –TSIRC presented the project at the TSRA April board meeting to lobby for the required study funds. The response from TSRA was positive, however awaiting confirmation from TSRA.
- Tide Gauge – Paul Ware Construction was engaged to replace the tide gauge access ladders at Kubin and Iama, with works now completed.
- Badu Jetty Repairs has been awarded to Paul Ware, with estimated completion by end of June. Masig Jetty Repair is currently undergoing detailed preplanning, with repair works performed by Council's Civil Crew.
- Queensland Resilience and Risk Reduction Fund (QRRRF) submissions were completed for the below with interest shown from Queensland Reconstruction Authority to progress with Dauan reservoir road design works;
 - o Dauan reservoir road design
 - o Mabiug creek crossing design
 - o Mer STP backup generator

Items to Monitor:

- Poruma Seawalls Stage 2 – Ensure timely review of the IHB from PGC and allocated seawalls program manager. A new program manager has been announced, with document review currently underway.
- Dauan pontoon – inspection performed by insurance appointed engineer. TSIRC to engage a Quantity Surveyor to determine replacement costs as per insurance requirements. Final insurance result is pending this deliverable.
- Mer and Erub STP – ensure timely punchlisting and close out documentation.
- Lagoon Covers;
 - o Erub – Reinstatement of the suction line to the water treatment plant – temporary works completed, however further works on Site required.
 - o Boigu – Scoping and award of contract variation to ensure that the works are completed by EOY.
- Boigu Seawalls – continued monitoring of the roadway which Koppens are utilising for haulage of equipment and materials.
- Resolution of the funding issue for;
 - o Dauan Helipad road
 - o Saibai apron upgrade
- Erub Island – Kemus Road has been damaged due to additional downfalls post rectification works. Minor remedial works required prior to Coming of the Light.

Funding:

Table below outlines funding opportunities that are currently available to Council, status of funding applications and submissions.

Funding	Closing-Date	Projects Nominated	Status
Regional Airports Program	December 2020	- Aerodrome Seal and Pavement Condition Assessment	Awaiting response – likely May.
TMR ATSI TIDS 21/22	February 2021	- Dauan Island Pontoon and Gangway Redesign - Airstrip Condition Assessment - Marine Infrastructure - Poruma Road design - Saibai Road Design - Boigu Apron Study - Mer Aerodrome Safety Improvements	Awaiting response – likely May.
QRRRF	7 th April	- Mer STP backup generator. - Dauan reservoir road design. - Mabiug creek crossing design.	Awaiting response
W4Q 20/21	9 th April	- Ugar water shed upgrade - Dauan water shed upgrade - St Pauls Creek Weir	Allocations to be approved.

Process and Improvement:

- Project Register
 - o Smartsheet will be utilised to track and monitor the capital project list (current and upcoming projects). This will provide increased transparency over the projects which the team are working on.
- Project Finances
 - o Project Final Forecast Cost (FFC) have been completed and reviewed for all active projects. This will increase the use of available 'pool program funds'.

Resources:

- Resource planning for 2021 projects to be evaluated in conjunction with the approval of funding for new projects.
- Jarrah Doran-Smith has started within the capital works team as the Waste and Sustainability engineer.

Risks/Opportunities:

- Individual project risks assessments have been completed for each project. Key risks have been mentioned within the attached project summary table.
- Opportunities currently being evaluated to have key contractors complete some smaller packages or works whilst mobilised to varying Sites.

Considerations:

Corporate and Operational Plans

Corporate Plan: Sustainability - Outcome 5: We plan effectively for the future of our individual communities

Operational Plan: N/A

Statutory Requirements:

Nil

Consultation:

- Engineering Staff
- Government Agencies (TMR, TSRA, QRA, DLGRMA)
- Councillors as appropriate

Attachments:

1 – Capital Projects List Summary



Endorsed:

Kristan Duthie

Acting Manager, Capital Works



Recommended:

Adeah Kabai

Acting Chief Engineer

Community	Agency	Funding Program Round	Project Name	Construction Fin Year	Start Date	End Date	% Complete	Comment
TSIRC - VARIOUS ISLAND								
TSIRC - Various Islands	DLGRMA	ICCIP	ICCIP #01 - Waste Metal Cleanup	2021/2022	12-10-20	30-06-22	5%	EOI tenders have been evaluated and shortlist compiled. Unsuccessful tender notices have been sent out. Tender documentation for the execution of the works is currently underway. Project implementation planned for Sept 21 - June 22.
TSIRC - Various Islands	LGAQ	CHAS Rd 3	Coastal Hazard Adaptation Study - Phase 3 - All Islands	2020/2021	03-02-20	24-12-21	95%	Works completed. Acquittals outstanding.
TSIRC - Various Islands	LGAQ	CHAS Rd 4&5	Coastal Hazard Adaptation Study - Phase 4 & 5- All Islands	2020/2021	03-02-21	31-07-21	15%	Not Construction - strategy project Alluvium engaged and progressing well. Collating with LGAQ for funding timelines.
TSIRC - Various Islands	TSRA	Seawalls Stage 2	Various Islands - Construct seawalls & coastal inundation solutions (NIAA Funding)	2020/21/22	02-08-20	31-12-23	5%	Funding agreement extension for lama, Masig and Warraber coastal defence structures
TSIRC - Various Islands	TSRA	Resilience	Marine Infrastructure and Ferry service	2020/21/22	02-08-20	30-06-22	0%	Survey and Geotech to be completed by end of Apr, leading in to detailed design
TSIRC - Various Islands	QRA	DRFA	Flood Warning Infrastructure- Rain Gauges	2021/2022	01-01-21	31-12-21	0%	Funding agreement in discussion with TSRA
TSIRC - Various Islands	TSRA	MIP 6	Replace water lagoon covers - Saibai, Erub, Mer, Ugar	2019/20/21	01-10-18	30-06-21	98%	Funding agreement needs finalising - send letter to QRA
								Defects identified across all Sites in regards to cover pump sizing as well as inlet filters on the diaphragm pumps. Awaiting GDT to complete rectification works.
BADU								
Badu Island	DTMR	TMR TIDS 20/21	Badu Island Airport Safety Improvement (Co-funded with RAUP)	2020/2021	08-07-20	30-06-21	95%	RAUP funding to be exhausted first. Punchlisting required on Site.
Badu Island	DISER	RAUP	Badu Airstrip upgrades (Co-funded with TMR TIDS)	2020/2021	08-07-20	30-06-21	95%	Funding agreement has been executed. Punchlisting required on Site.
Badu Island	DLGRMA	ICCIP	ICCIP #76 - Chlorine Dosing Renew - Badu	2020/2021	21-03-21	31-07-21	90%	Tied to WTP upgrade works. P.O. awarded to Austek.
Badu Island	DLGRMA	ICCIP	ICCIP #05 - WTP Upgrade - Badu	2020/2021	21-03-21	31-07-21	20%	Detailed design in progress. Mobilisation scheduled for March 21.
Badu Island	DLGRMA	ICCIP	ICCIP #07 - Sewer PS Renewals x3 - Badu	2021/2022	30-06-21	22-11-21	10%	Detailed design completed and tender package being compiled. Implementation scheduled for dry season.
Badu Island	DLGRMA	ICCIP	ICCIP #08 - Desludge Lagoons - Badu	2021/2022	30-06-21	30-09-21	10%	Tender package being compiled. Implementation scheduled for dry season. Linked to projects 8, 46 and 70.
Badu Island	DLGRMA	ICCIP	ICCIP #06 - Reservoir Repairs - Badu				0%	Project not required following Site investigation in 2013 and 2020.
Badu Island	TSIRC	COF	Badu Finger Jetty Repairs (Fire Damage)	2020/2021	17-11-20	30-06-22	5%	Assessment of Jetty Completed, quotation for repair received.
Badu Island	QRA	Resilience	Badu Island Wells Road Culvert Crossing Repair	2020/2021	16-11-20	28-09-21	0%	Joint funded \$177,211.61 QRA TSIRC \$17,144. Design completed and tender scope currently being drafted.
BOIGU								
Boigu Island	TSRA	Seawalls Stage 2	Boigu Seawall Stage 2 (State Funding)	2020/21/22	04-11-19	31-08-21	35%	Works progressing well on Site. Commencement of wave return wall installation as well as unsuitable foundation treatment..
Boigu Island	DLGRMA	ICCIP	ICCIP #12 - Replace Lagoon Cover - Boigu	2020/2021	21-02-21	31-12-21	10%	EOT received for W4Q funding. Tender documentation currently being compiled.
Boigu Island	DLGRMA	W4Q RdCOVID	ICCIP #12 - Replace Lagoon Cover - Boigu	2020/2021	21-02-21	31-12-21	10%	EOT received for W4Q funding. Tender documentation currently being compiled.
Boigu Island	DLGRMA	ICCIP	ICCIP #16 - Raw Water Intake - Boigu	2020/2021	01-01-22	01-04-22	5%	Site investigation required.
Boigu Island	DLGRMA	ICCIP	ICCIP #18 - Water Pump Station - Boigu				0%	Not required.
Boigu Island	DLGRMA	ICCIP	ICCIP #10 - Lagoon Cover pump system upgrade - Boigu	2020/2021	21-02-21	31-05-21	15%	Linked to Boigu lagoon Cover

DAUAN						
Dauan Island	DTMR TMR TIDS 20/21	TMR TIDS 20/21 Dauan Island Helipad Road Upgrade	2020/2021	01-01-21	30-06-21	5% Tender preparation underway
Dauan Island	DLGRMA ICCIP	ICCIP #21 - Well upgrade 1,2,3,4 - Dauan	2021/2022	21-06-21	03-03-22	10% Preliminary investigations undertaken and tender documents developed.
Dauan Island	DLGRMA ICCIP	ICCIP #22 - Reservoir Repairs - Dauan				0% Site visit required to scope up
Dauan Island	TSIRC COF	Dauan Pontoon removal	2020/2021	01-10-20	30-06-21	90% Existing pontoon has been removed. Has been inspected in Cairns, and working with insurers to develop next steps
Dauan Island	DLGRMA ICCIP	ICCIP #23 - Replace Well 4 Bldg - Dauan	2021/2022	01-04-21	03-03-22	10% Not required
ERUB						
Erub Island	DITRDC R2R 2020/2024	Erub Island Airport Road, rehabilitate pavement - R2R funding	2020/2021	01-07-19	31-07-21	95% Additional 50m section completed by Koppens. Project to be closed out.
Erub Island	DLGRMA ICCIP	ICCIP #28 - Water Treatment Plant - Erub	2020/2021	11-11-20	30-06-21	95% Contract Awarded and design being completed by Contractor. Scheduled for mobilisation in Nov 20.
Erub Island	DLGRMA ICCIP	ICCIP #29 - Remove Accum. Sludge - Erub				0% Linked to project 28.
Erub Island	DLGRMA ICCIP	ICCIP #30 - Borneo Bore & PS - Erub	2021/2022	01-06-21	01-06-22	5% Project Scoping Still required.
Erub Island	DLGRMA W4Q RdCOVID	Erub 80 mm water main replacement TSIRC-W4QC20-1	2020/2021		30-06-21	5% Investigation stage complete. Design currently progressing.
Erub Island	DLGRMA ICCIP	ICCIP #27 - STP Refurbishment - Erub	2019/2020	10-08-20	30-06-21	85% Commissioning completed. Performance verification currently in progress.
HAMMOND						
Hammond Island	DLGRMA ICCIP	ICCIP #37 - Well 3 Galleries - Hammond				Not Required, post Site investigation. no damage to galleries found.
IAMA						
Iama-Yam Island	DLGRMA ICCIP	ICCIP #40 - Replace Rising Main - Iama	2021/2022	01-04-21	01-08-21	15% LoA drafted and currently circulating for sign off.
Iama-Yam Island	DLGRMA ICCIP	ICCIP #41 - Concrete Reservoir - Iama	2021/2022	30-06-21	31-12-21	15% Tender package being compiled. Implementation scheduled for dry season. Linked to project 6, 22, 49.
Iama-Yam Island	DLGRMA ICCIP	ICCIP #42 - Sewage PS Renewal - Iama	2021/2022	30-06-21	30-11-21	10% Detailed design almost complete and tender documents being compiled. Implementation scheduled for the dry season. Linked to project 7.
KUBIN						
Kubin-Moa Island	DLGRMA ICCIP	ICCIP #45 - WTP, Well, Weirs and Reservoirs Renewal - Kubin	2020/2021	14-06-21	31-12-21	Detailed design complete, with tender documents to be compiled. Linked 15% to 69.
Kubin-Moa Island	DLGRMA ICCIP	ICCIP #43 - Health Capacity Bldg - Kubin				Reservoir works are linked to 49.
Kubin-Moa Island	DLGRMA ICCIP	ICCIP #46 - Desludge Lagoons - Kubin	2021/2022	30-06-21	30-09-21	0% Justification to be validated.
						Tender package being compiled. Implementation scheduled for dry season. Linked to projects 8, 46 and 70.
MABUIAG						
Mabuiag - TSI	DISER RAUP	Airstrip upgrades	2020/2021	01-07-20	30-06-21	95% Works completed on Site. Project currently being closed out.
Mabuiag - TSI	DLGRMA ICCIP	ICCIP #48 - Water PS Upgrades - Mabuiag	2020/2021	30-08-21	30-12-21	15% Preliminary Design complete. Quotes to be obtained.
Mabuiag - TSI	DLGRMA ICCIP	ICCIP #49 - Reservoir - Mabuiag	2021/2022	30-06-21	31-12-21	15% Tender package being compiled. Implementation scheduled for dry season. Linked to project 6, 22, 49.
Mabuiag - TSI	DLGRMA ICCIP	ICCIP #51 - Mabuiag Well	2020/2021	28-02-21	30-06-21	15% P.O for the works issued. Co-funded W4Q and ICCIP
Mabuiag - TSI	DLGRMA W4Q RdCOVID	Mabuiag well, pump station, telemetry and riser upgrade TSIRC-W4QC20-2	2020/2021	28-02-21	30-06-21	10% Awaiting planning approval prior to issuing P.O.. Co-funded W4Q and ICCIP
MER						
Mer (Murray) Island	DLGRMA ICCIP	ICCIP #60 - Inspect Sewer Mains - Mer				0% Justification to be validated.
Mer (Murray) Island	DLGRMA W4Q RdCOVID	Mer Sewerage Treatment Ablution and Shower Block TSIRC-W4QC20-4	2020/2021	01-09-20	30-06-21	25% Design works for the ablation building completed, currently being priced.
Mer (Murray) Island	DLGRMA ICCIP	ICCIP #61 - STP Renewal - Mer	2020/2021	10-08-20	31-05-21	50% Commissioning works completed with punchlisting items identified to be completed within the month.
PORUMA						
Poruma (Coconut) Island	TSRA Seawalls Stage 2	Poruma Seawall (Sandbagging) Stage 2 - 5 (State Funding)	2020/21/22	01-07-19	30-06-22	5% Begin construction mid 2021
Poruma (Coconut) Island	DLGRMA ICCIP	ICCIP #64 - Replace Standby Pump -Poruma	2020/2021			0% Justification to be validated during investigation

SAIBAI							
Saibai (Kaumag) Island	DTMR TMR TIDS 20/21	TMR TIDS 20/21 Saibai Island Airport Apron Upgrade	2020/2021	01-07-20	31-08-21	15%	Tender evaluation completed. Not enough funds to complete the required works. Funding extension has been requested.
Saibai (Kaumag) Island	DLGRMA ICCIP	ICCIP #66 - Water Lagoon - Saibai	2020/2021	11-01-21	30-06-21	95%	P.O. submitted for approval for pressure and high lift pump upgrades. Fencing completed.
Saibai (Kaumag) Island	TSRA MIP 6	Sewer Treatment Plant - Ocean Outfall Replacement - MIP6	2020/2021	14-08-19	31-03-21	95%	Works completed on Site with practical completion to be issued to Bluewater.
Saibai (Kaumag) Island	DLGRMA ICCIP	ICCIP #67 - STP Renewal & Upgrade Saibai	2020/21/22	01-06-20	30-11-21	15%	Contract Executed. Design works progressing.
ST PAULS							
St Pauls-Moa Island	DLGRMA ICCIP	ICCIP #69 - WTP, Wells, Weir and Reservoir Renew St Pauls	2020/2021	14-06-21	31-12-21	15%	Detailed design complete, with tender documents to be compiled. Linked to 69.
St Pauls-Moa Island	DLGRMA ICCIP	ICCIP #70 - Desludge Lagoons - St Pauls	2021/2022	30-06-21	30-09-21	10%	Reservoir works are linked to 49.
St Pauls-Moa Island	DLGRMA W4Q RdCOVID	St Pauls wastewater lagoon fence replacement TSIRC-W4QC20-7	2020/2021	01-07-20	30-06-21	95%	Tender package being compiled. Implementation scheduled for dry season. Linked to projects 8, 46 and 70.
UGAR							
Ugar (Stephen) Island	DLGRMA ICCIP	ICCIP #71 - Desalination Plant - Ugar	2020/2021	28-02-21	30-11-21	15%	Old fence has been removed from Site. Project currently being closed out.
Ugar (Stephen) Island	TSRA UGAR Safe Access	Ugar Chanel Dredging Feasibility Study	2020/2021	18-11-20	04-04-22	5%	Works currently being rescope due to change in location of the unit.
Ugar (Stephen) Island	DLGRMA W4Q RdCOVID	Ugar bores - bag filter and pipework replacements TSIRC-W4QC20-8	2020/2021	28-02-21	30-06-21	15%	Initial community consultation completed. Survey to be scheduled for April.
WARRABER							
Warraber Island	DLGRMA ICCIP	ICCIP #72 - Lagoon Upgrades - Warraber	2021/2022	21-02-21	30-06-22	15%	Likely to be linked with 71, however tbc.
Warraber Island	DLGRMA ICCIP	ICCIP #73 - Reservoir Renewal - Warraber	2020/2021	01-04-21	30-09-21	15%	Joint funded by ICCIP & W4Q COVID Round.
Warraber Island	DLGRMA ICCIP	ICCIP #74 - Ballasts & Lamps - Warraber	2021/2022	01-01-22	30-06-22	5%	LoA has been drafted and currently circulating for approval.
Warraber Island	DLGRMA W4Q RdCOVID	Warraber Sewerage Treatment Plant Fencing Replacement TSIRC-W4QC20-6	2020/2021	01-07-20	30-06-21	95%	Justification to be validated during investigation
YORKE (MASIG) ISLAND							
Yorke (Masig) Island	DLGRMA ICCIP	ICCIP #54 - Wells 1 & 2 Renewal - Masig	2020/2021	19-10-20	30-04-21	95%	Project completed - in the close out stage.
Yorke (Masig) Island	TSIRC COF	Masig Jetty Assessment for Repair	2020/2021	10-01-21	19-07-21	0%	Punchlisting and defect works outstanding.
Yorke (Masig) Island	DLGRMA ICCIP	ICCIP #53 - Replace Lagoon Cover - Masig	2021/2022	21-02-21	30-06-22	15%	Project procurement is progressing. Works to be undertaken by the internal civil crew.
							Joint funded by ICCIP & W4Q COVID Round. Project will be scoped and tendered once Boigu contract is awarded.



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING:	May 2021
DATE:	17 May 2021
ITEM:	Information Report for Noting
SUBJECT:	Disaster Management
AUTHOR:	Mathew Brodbeck – Manager, Engineering Operations

Resolution:

That Council notes this report

Purpose:

To provide Council with an update of Disaster Management related activities, including reports relating to Prevention, Preparedness, Response and Recovery (PPRR).

Background:

Council is committed to developing effective Disaster Management programs by designing, reviewing, and assessing plans and procedures to reduce the adverse effects of an event and preparing for, responding to and recovery from a disaster event.

Comment:

Weather Events

Strong Wind Notification(s) have been issued since previous monthly report for the period below:

- NIL

April normally has the last monsoon pulse for the season, this last pulse has brought further rain to the region. The ENSO outlook has moved from La Nina to inactive with the outlook suggesting that the region will remain at neutral ENSO levels until winter.

The rainfall outlook for the next three months predicts that there is only a low chance the region will get greater than median rainfall. The temperature outlook shows a high chance that temperatures will be greater than average.

Communications

Satellite phone testing/checks is now being conducted on a fortnightly basis by Local Community Disaster Co-ordinator. A program for testing has been put in place and advised to the Divisional Managers and Divisional Engineering Officers at each division.

A testing regime for the HF Radio's is being developed and has been delivered to the communities. Monthly testing has been programmed for the testing of the HF Radio's.

(Attachment 1 provides an overview of the results of these checks).

Community Training

There has been no community training conducted over the past month, however Council's Local Community Disaster Coordinator is working with the SES to continue delivering the SES Storm Damage training and also the Participate In A Rescue Operation (PIARO) training.

Community Plans

Annual reviews to Community Disaster Management Plans (CDMP's) have completed. Copy of the plans have been disseminated to each division

(Attachment 3 details the amendment status of CDMP's).

Torres Strait Local Disaster Management Plan (TSLDMP) and Sub-plans

Annual reviews of TSLDMP and sub-plans are completed.

The media release version of the Torres Strait Local Disaster Management Plan is located on Torres Strait Island Regional Council's website.

Works have commenced on the update of TSLDMP and associated subplans in preparation for a stand alone TSIRC LDMG.

Local Disaster Management Group (LDMG)

The Torres Strait LDMG last met on 30th March 2021, this was to discuss the vaccination rollout and concerns, the Greater Brisbane restriction and impact on the region, returning students, PNG Vaccine and COVID Status and border protection.

The vaccination role out commenced in the Torres Strait on the 15 March 2021 however the rollout was postponed due concerns with the side effects. Torres and Cape Hospital and Health Service (TCHHS) has had to amend there schedule for the rollout and are currently making contact with each division regarding the rollout and community information sessions.

The Cairns DDMG held a meeting on 13 April 2021 to discuss the climate outlook, and COVID-19 vaccination rollout including the current pause in the rollout.

Considerations

Risk Management

Reputational Risk – failure to provide appropriate preparedness, preparation and mitigation to the communities has potential for reputational damage to Council.

Council Finance

N/A

Statutory Requirements:

Disaster Management Act 2003 (Qld)

Torres Strait Local Disaster Management Plan

Consultation:

Executive and Functional Managers
Queensland Fire & Emergency Services
Queensland Health
Queensland Police Service
Australian Border Force
Department of Affairs and Trade.
Torres Strait LDMG Members & Advisors

Attachments:

Attachment 1 – SATPHONE Serviceability Checks
Attachment 2 – HF Radio Serviceability Checks
Attachment 3 – Community Disaster Management Plans Status
Attachment 4 – Operational Sub Plans Status
Attachment 5 – Disaster Management Meetings

Author

Mathew Brodbeck
Manager, Engineering Operations

Recommended

Adeah Kabai
Acting Chief Engineer

Approved

David Baldwin
Acting Chief Executive Officer


SAT PHONE SERVICEABILITY CHECK													
		2020								2021			
Island Community	SAT Phone number	May	June	July	August	September	October	November	December	January	February	March	April
Boigu	0147 181 217	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
Dauan	0147 181 228	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Saibai	0147 169 314	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
Mabuiag	0147 169 325	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Badu	0147 181 778	✓	✓	✓	✓	✓	X	✓	✓	X	X	✓	✓
Kubin	0147 181 178	✓	✓	✓	✓	✓	✓	✓	✓	X	X	✓	✓
ST Paul's	0147 169 653	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	X
Hammond	0147 181 490	✓	X	✓	X	✓	U/S	✓	✓	✓	✓	U/S	U/S
Iama	0147 181 295	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Warraber	0147 168 409	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Poruma	0147 180 275	✓	✓	✓	✓	X	X	✓	✓	✓	✓	✓	✓
Masig	0147 181 972	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ugar	0147 167 527	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Erub	0147 168 918	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mer	0147 168 220	X	X	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
TI Office	0147 168 689	U/S	U/S	U/S	✓	✓	✓	✓	✓	✓	X	✓	✓
TI Engineering	0147 183 853	U/S	U/S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cairns	0147 186 884	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓




✓	Indicates succesful test
X	Indicates fail - test was not completed
U/S	Indicated Equipment requires servicing

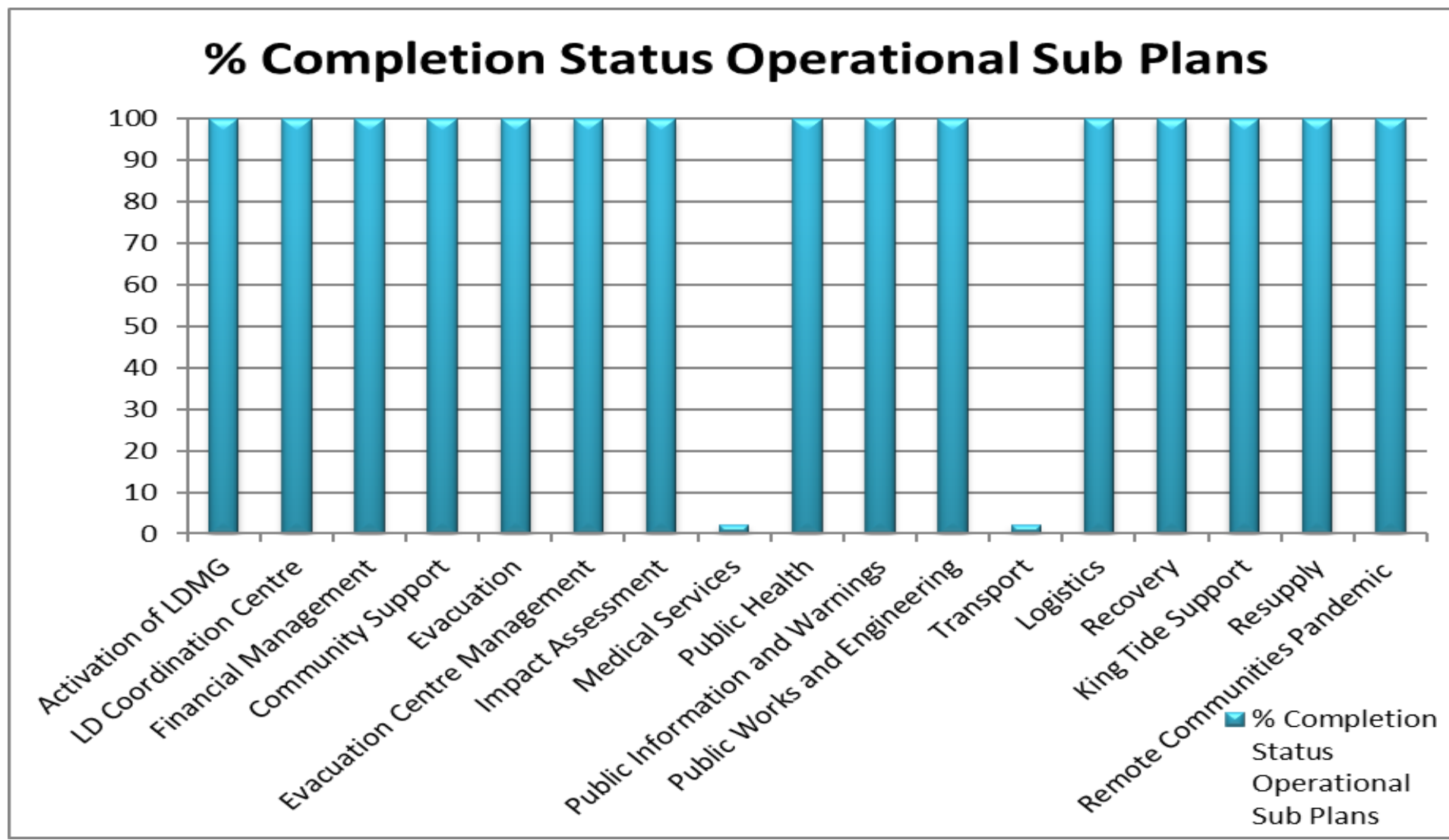
HF RADIO SERVICEABILITY CHECK												
	2021											
Island Community	January	February	March	April	May	June	July	August	September	October	November	December
Boigu			✓	X								
Dauan			✓	✓								
Saibai			X	X								
Mabuiag			X	X								
Badu			X	X								
Kubin	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
ST Paul's			X	X								
Hammond			✓	U/S								
Iama			U/S	U/S								
Warraber			U/S	U/S								
Poruma			U/S	U/S								
Masig			X	X								
Ugar			X	X								
Erub			X	X								
Mer			✓	X								

✓	Indicates succesful test
X	Indicates fail - test was not completed
U/S	Indicated Equipment Issue
NA	Not HF Radio Available

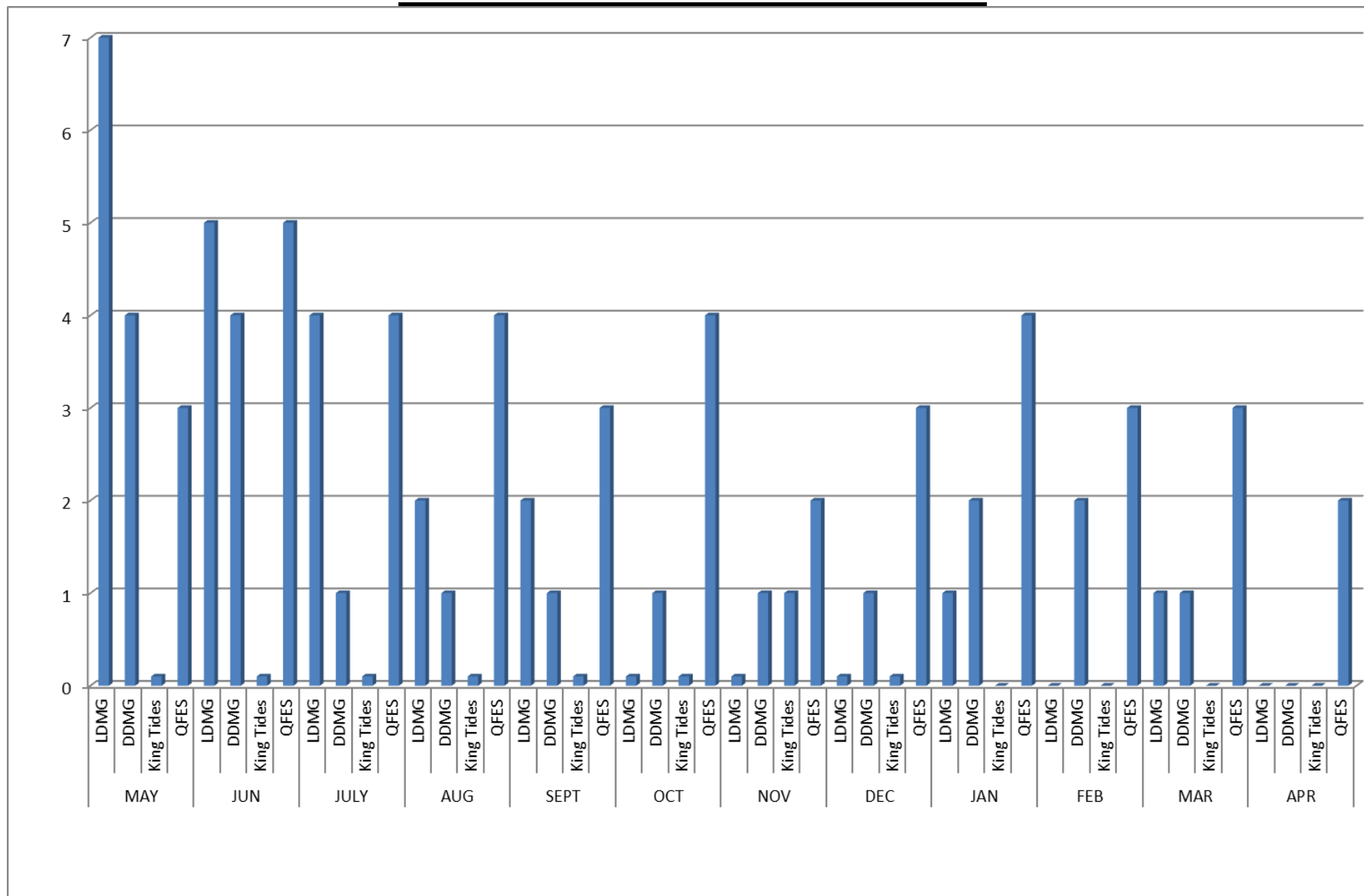
Community Disaster Management Plans Status

DIVISION	COMMUNITY	DATE OF PREVIOUS REVIEW	DATE OF NEXT REVIEW	STATUS
1	Boigu Island	14-Oct-20	14-Oct-21	
2	Dauan Island	17-Aug-20	17-Aug-21	
3	Saibai Island	17-Aug-20	17-Aug-21	
4	Mabuiag Island	27-May-20	27-May-21	
5	Badu Island	17-Aug-20	17-Aug-21	
6	Kubin Village	17-Aug-20	17-Aug-21	
7	St Pauls Village	17-Aug-20	17-Aug-21	
8	Hammond Island	17-Aug-20	17-Aug-21	
9	Iama Island	17-Aug-20	17-Aug-21	
10	Warraber Island	17-Aug-20	17-Aug-21	
11	Poruma Island	17-Aug-20	17-Aug-21	
12	Masig Island	17-Aug-20	17-Aug-21	
13	Ugar Island	17-Aug-20	17-Aug-21	
14	Erub Island	17-Aug-20	17-Aug-21	
15	Mer Island	17-Aug-20	17-Aug-21	

	CURRENT	REVIEWED WITHIN LAST 6 MONTHS
	DUE for REVIEW	REVIEWED WITHIN LAST 12 MONTHS
	REVIEW DATE EXPIRED	REVIEW DATE GREATER THAN 12 MONTHS



DISASTER MANAGEMENT MEETINGS



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING April 2021

DATE: 17/05/2021

ITEM: Information Report

SUBJECT: Engineering Services - Monthly Water and Wastewater Report

AUTHOR(S): Paul Ransom
Manager Water & Wastewater

EXECUTIVE SUMMARY

To provide Council with a status update of the water and wastewater scheme operations, as well as current details of capital works projects for water and wastewater assets.

BACKGROUND

Council is committed to undertake and deliver a range of maintenance, operations and planning activities associated with Council's water and wastewater schemes. This includes but is not limited to:

- Maintaining an adequate and safe potable water supply for the communities, which meets guidelines and regulatory requirements.
- Effective operation of the water treatment plants, water storage lagoons, reservoirs, water reticulation and associated plant and equipment.
- Effective operation of the wastewater treatment plant, pumping stations, sewerage reticulation and associated plant and equipment.
- Promoting the importance of water conservation to the community and promoting the importance of clean, safe water supply as an essential aspect of community wellbeing.
- Planning for and seeking future funding to ensure the security and reliability of water and wastewater services.
- Undertaking effective preventative and emergency repairs as required to ensure system reliability for both water and wastewater operations.

COMMENT

Please refer to the Monthly Water and Wastewater Report attached for April 2021.

OPTIONS

N/A

CONSIDERATIONS

Risk Management

Detail risk management process planned to be undertaken, key identified risks and how these risks are proposed to be managed. Include financial risk, technical risk, reputational risk, legal risk, participation and completion risk and or political risk.

Council Finance

For capital costs - If an asset is being proposed (expenditure >\$10,000) whether there are capital funds available. For Operating costs - If resources are required to be spent whether the operating funds are available.

Corporate and Operational Plans

Corporate Plan: People – Outcome 2: Our communities are safe, healthy, and active.

Operational Plan: Objective No. 47 Sustainable Water and Wastewater Management Project.

Statutory Requirements

- Water Supply (Safety and Reliability) Act 2008
- Public Health Act 2005
- Environmental Protection Act 1994

CONSULTATION

Engineering Staff

Councillors

Regulators

Funders

ATTACHMENTS

Monthly Water & Wastewater Report.

AUTHOR(S)



Name: Paul Ransom

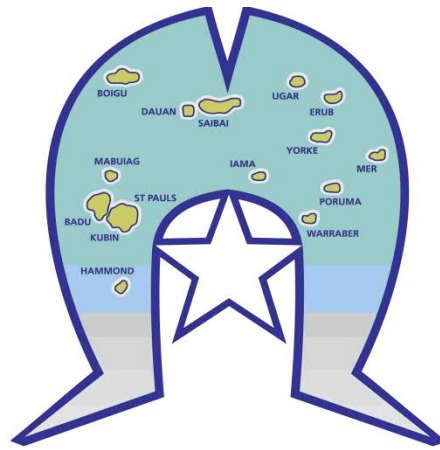
Position: Manager Water & Wastewater

OFFICER/MANAGER



Name: Adeah Kabai

Position: Acting Chief Engineer



Torres Strait Island
REGIONAL COUNCIL

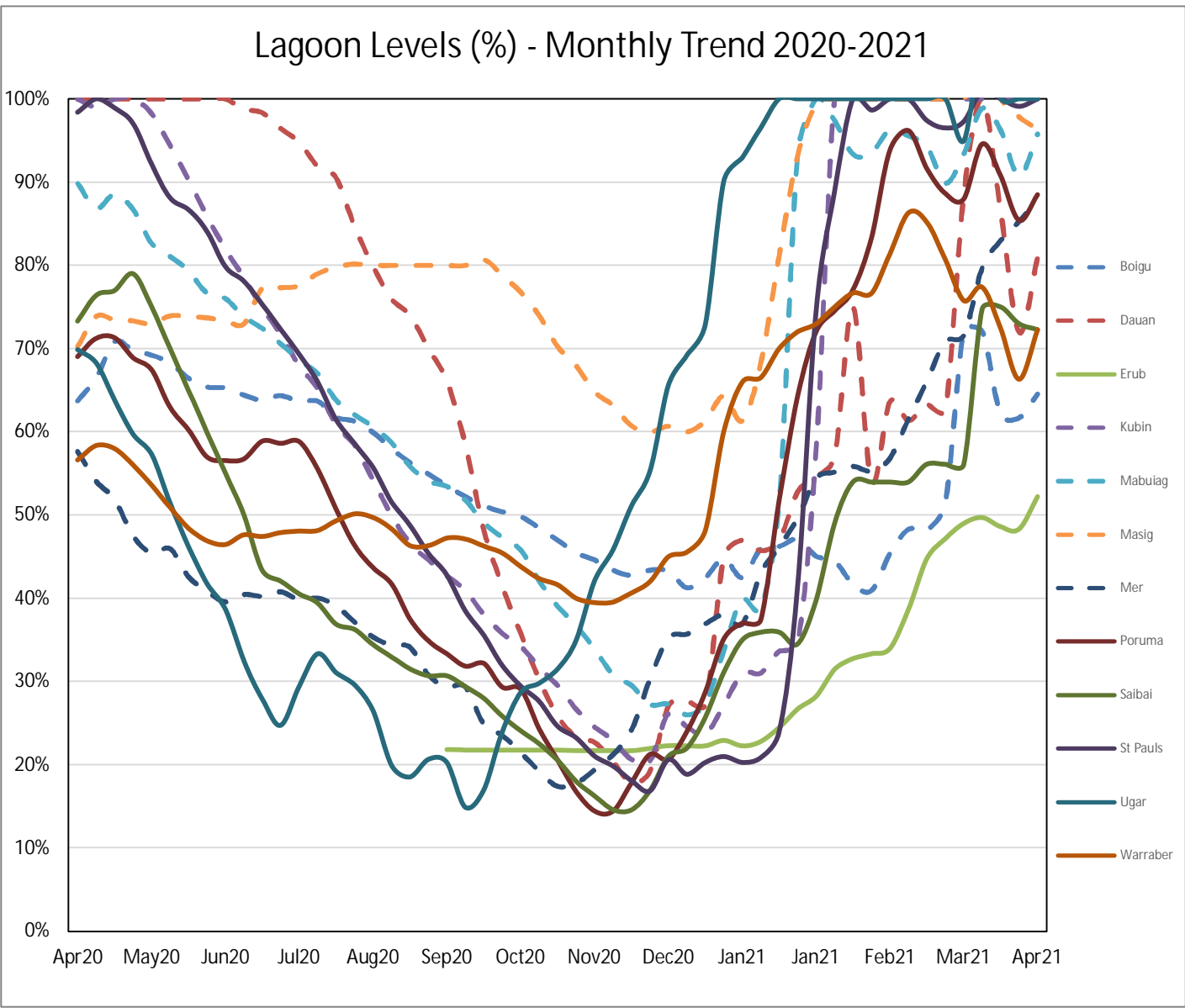
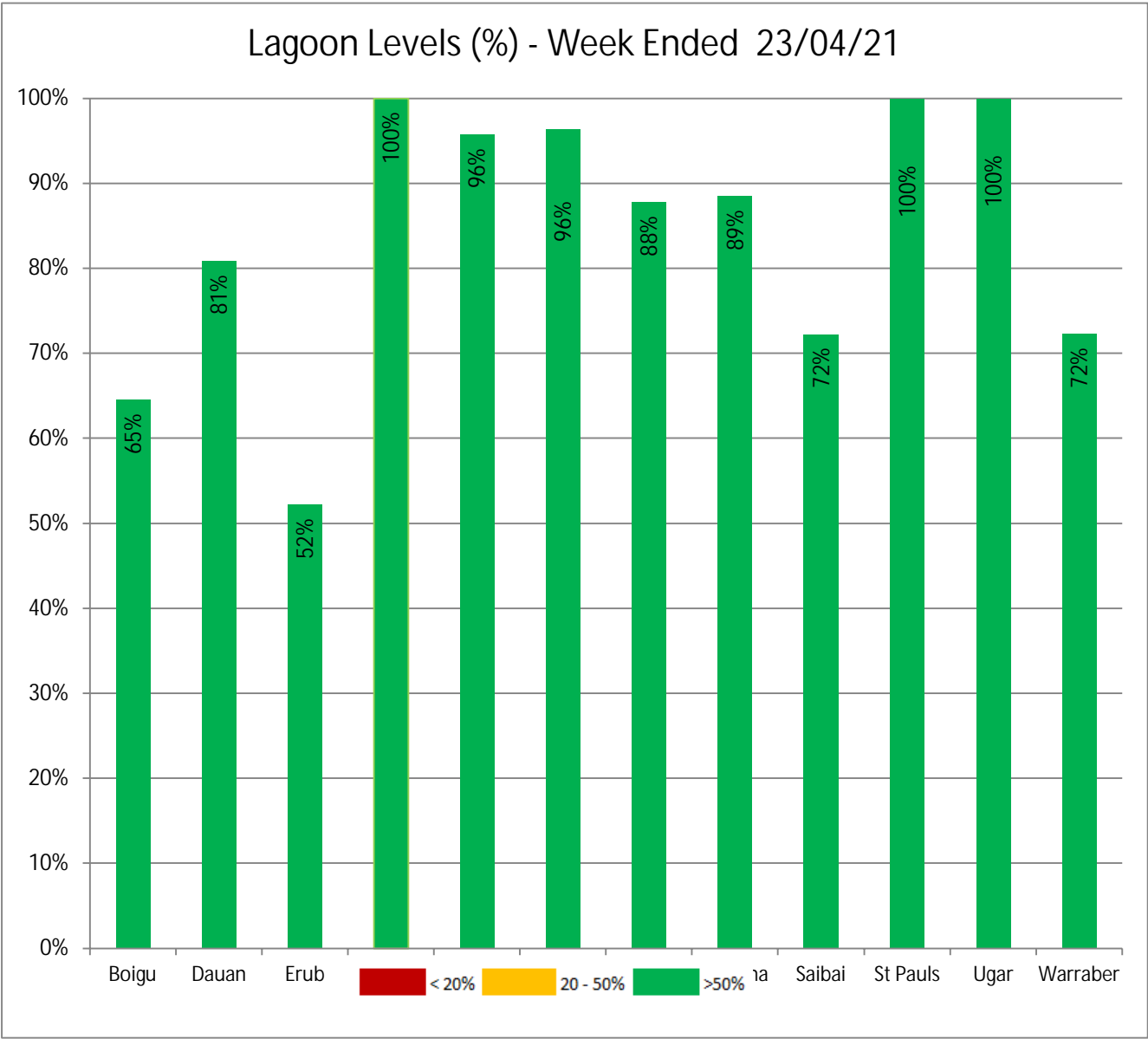
Engineering Services

MONTHLY WATER & WASTEWATER REPORT

April 2021

Author	Reviewer	Revision	Date
Patrick Whittington	Paul Ransom	1	28/03/2021

Lagoon Levels



Comments:

- Communities are urged to continue Water Wise practices.
- Erub lagoon data from September 2019 to September 2020 is not recoverable due to lagoon replacement cover works.

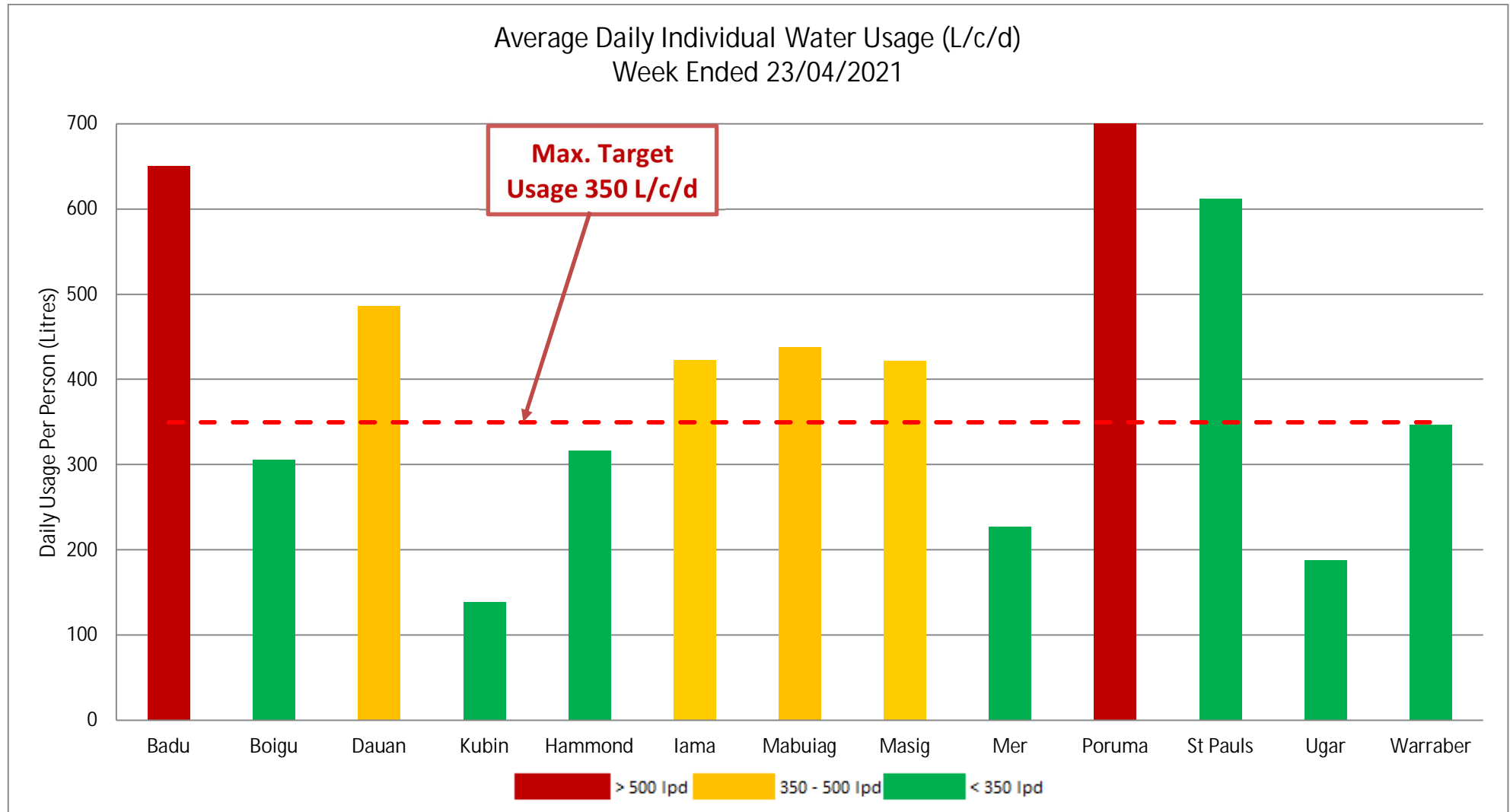
Water Production Status

	Badu	Boigu	Dauan	Erub	Kubin	Hammond	Iama	Mabuiag	Masig	Mer	Poruma	Saibai	St Pauls	Ugar	Warraber
No. Days Water Remaining in Lagoon #		>120 days	>120 days	No Data	>120 days			>120 days	>120 days	>120 days	>120 days	111	>120 days	>120 days	>120 days
No. Days Water Storage in Lagoon When Full based on 350 l/p/d *		270	91	650	293			438	246	123	212	261	359	136	284
Population based on 2016 Censis	813	271	191	328	187	268	319	210	270	453	167	465	248	85	245
Emergency Desal Status			Running 1 x 50 kL/day	Running 1 x 190 kL/day						Running 1x 55 kL/day	Running 1 x 70 kL/day	Standby 1 X 190 kL/day	Standby 1 x 70 kL/day	Standby 1 x 70 kL/day	Standby 1 x 70 kL/day
Permanent Desals		3 x 70 kL/day					3 x 70 kL/day		1 x 70 kL/day	3 x 70 kL/day	1 x 70 kL/day				1 x 70 kL/day
Running Off Maintenance Faulted		Running Off Maintenance Faulted					Running Off Maintenance Faulted		Running Off Maintenance Faulted	Running Off Maintenance Faulted	Running Off Maintenance Faulted				Running Off Maintenance Faulted

Comments:

No. Days Water Remaining in Lagoon totals are based on 4-week lagoon trends.
* Assumes no further inflows from rainfall, desalination or well water

Water Usage


















Comments:

- Usage data calculated on total supply values vs population estimates.
- Some usage is still higher than 350 Litres per capita per day (L/c/d) target, this may be due partially to mains leaks.
- Water usage averages for Erub has been removed due to not being able to be measured while emergency desalination unit is running due to the unit feeding directly into the water network.

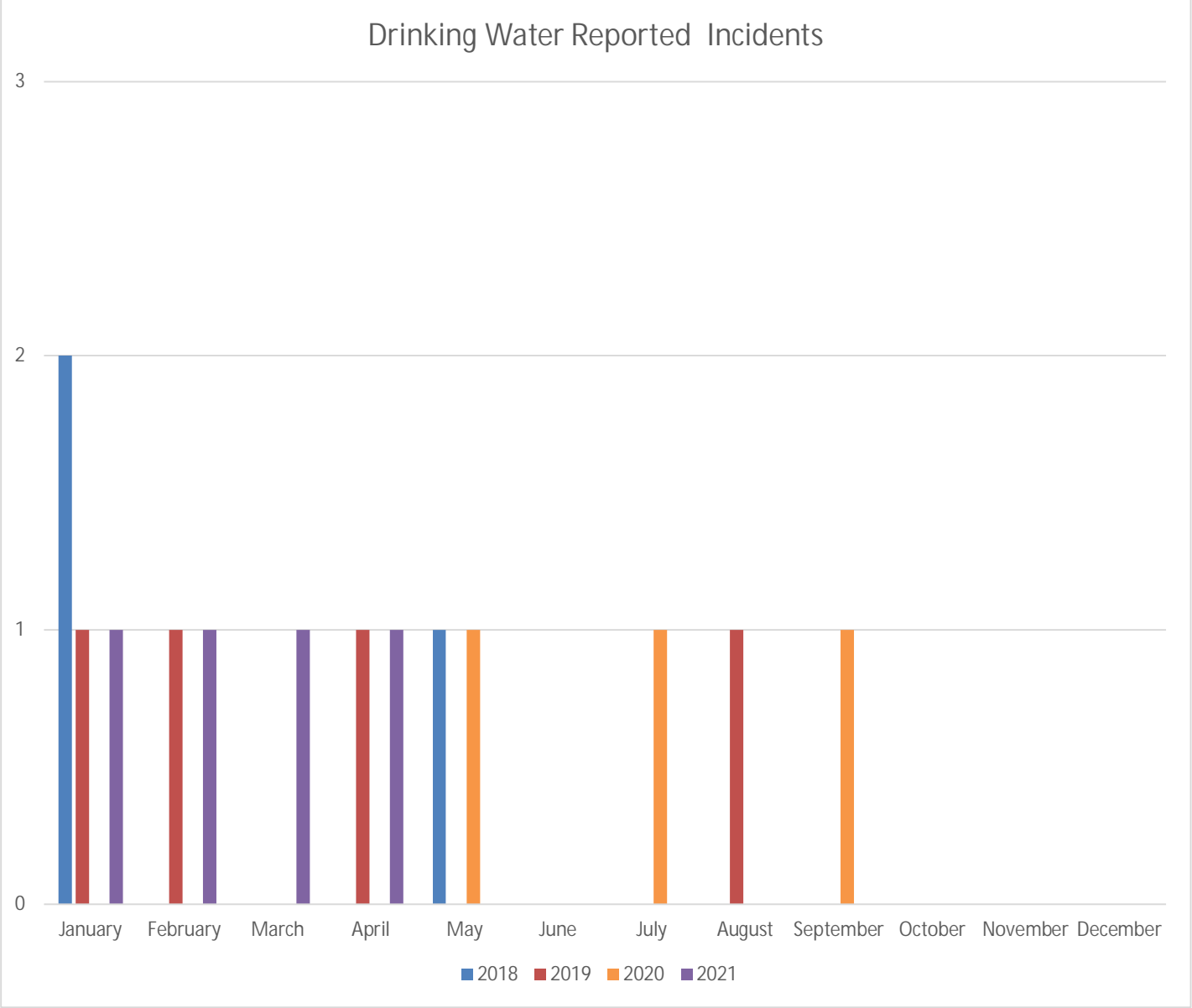
Actions being taken

Priority	Island	Description of Issues	Usage/Leaks Actions
1	St Pauls	<ul style="list-style-type: none"> Water usage was high last week – 613 litres/capita/day or 1064 kL/week Lagoon level increased at 0.9% to 100% There are >120 days water remaining based on the 4 week lagoon trend 	<ul style="list-style-type: none"> Leak rate currently 1.5 l/s. Reservoir is struggling to fill. Smart Water Meters accounts for 0.78 l/s usage. Continue Leak Investigation.
2	Badu	<ul style="list-style-type: none"> Water usage was high last week – 651 litres/capita/day or 3706 kL/week 3am flow was high 2.6 L/s 	<ul style="list-style-type: none"> Flow to smart meters 1.2 l/s indicating a mains leak. Town flow meter requires repairing. Continue leak investigation.
3	Poruma	<ul style="list-style-type: none"> Water usage was high last week – 737 litres/capita/day or 858 kL/week Lagoon level increased at 3.1% to 88.5% 3am flow was high 0.9 L/s There are >120 days water remaining based on the 4 week lagoon trend 	<ul style="list-style-type: none"> Continue leak investigation.
4	Dauan	<ul style="list-style-type: none"> Water usage was high last week – 487 litres/capita/day or 654 kL/week Lagoon level increased 9% to 80.9% There are >120 days water remaining based on the 4 week lagoon trend. 	<ul style="list-style-type: none"> Continue leak investigation. Smart Water Meter project to commence shortly.
5	Iama	<ul style="list-style-type: none"> Water usage was high last week – 423 litres/capita/day or 943 kL/week 3am flow was high 1.8 L/s 	<ul style="list-style-type: none"> Continue leak investigation. Water is still not being provided to community 24/7 due to major mains leak. Complete valves replacement program if not already completed.
Other High Water Users - <u>Ranked</u>		<ul style="list-style-type: none"> Mabuiag - 438 litres/capita/day or 641 kL/week Masig – 422 litres/capita/day or 797 kL/week 	
Other Comments:		Log Sheets not submitted by: Dauan or St Pauls Emergency Desalination Unit Log Sheets not submitted by: Dauan, Erub or Mer	

CURRENT WATER RESTRICTIONS

Location		Current restrictions? (Y/N)	Start Date	Details of current water restrictions (e.g. total hours sprinklers permitted per week, buckets only etc)	Total sprinkler ban (Y/N)	Total hose ban (Y/N)	Times water off
Badu		N	15/02/2020	None	N	N	
Boigu		N	9/02/2019	None	N	N	
Dauan		Y	1/10/2020	No Sprinklers. Water turned off overnight between 9pm and 7am	Y	Y	9pm-7am
Erub		Y	5/10/2018	No sprinklers. Handheld hoses permitted 8-9am and 5-6pm	Y	N	
Hammond		Y	24/11/2020	Watering permitted on 2 days per week	N	N	
Iama		Y	24/11/2020	No sprinklers, hoses or buckets	Y	Y	
Kubin		N	9/02/2021	None	N	N	
Mabuiag		N	9/02/2021	None	N	N	
Masig		N	2/05/2019	None	N	N	
Mer		N	19/04/2021	None	N	N	
Poruma		Y	9/02/2021	Sprinklers and hoses permitted 6-9am and 5-7pm	N	N	
Saibai		N	19/04/2021	None	N	N	
St Pauls		N	9/02/2021	None	N	N	
Ugar		N	9/02/2021	None	N	N	
Warraber		N	15/01/2020	None	N	N	

REPORTED WATER INCIDENTS



Comments:

- Ongoing Boil Water Alert at Erub.

WASTEWATER STATUS

#	Island	Comments
1	Boigu Island	<ul style="list-style-type: none"> Normal Operation
2	Dauan Island	No Sewerage Treatment Plant
3	Saibai Island	<ul style="list-style-type: none"> Normal Operation.
4	Mabuiag Island	<ul style="list-style-type: none"> Temporary repairs underway.
5	Badu Island	<ul style="list-style-type: none"> Normal Operation.
6	Kubin Community	<ul style="list-style-type: none"> Normal Operation.
7	St Pauls Community	<ul style="list-style-type: none"> Normal Operation.
8	Hammond Island	No Sewerage Treatment Plant
9	Iama Island	<ul style="list-style-type: none"> Normal Operation
10	Warraber Island	<ul style="list-style-type: none"> Normal Operation
11	Poruma Island	<ul style="list-style-type: none"> Normal Operation. Repairs required.
12	Masig Island	<ul style="list-style-type: none"> Normal Operation
13	Ugar Island	No Sewerage Treatment Plant
14	Erub Island	<ul style="list-style-type: none"> Normal Operation
15	Mer Island	<ul style="list-style-type: none"> STP upgrades currently underway

TABLE 2: WASTEWATER STATUS

TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING	MAY 2021
DATE:	17-18 MAY 2021
ITEM:	INFORMATION REPORT
SUBJECT:	COMMUNITY SERVICES
AUTHOR:	Rachel Pierce, Head of Community Services

RECOMMENDATION

For Information

PURPOSE

To provide Council with an update on the functional areas within the Community Services department.

BACKGROUND

Utilising a mix of own-source and external-source funding, Community Services department delivers a diverse range of programs including Community Care (child, aged and disability), Environmental Health, Health and Wellbeing (Healthy Island Communities and Indigenous Knowledge Centres), Housing Services and operation of Divisional Offices.

OFFICER COMMENT

Community Services continues to work in partnership with Aboriginal and Torres Strait Islander Legal Services (ATSILS) and the Department of Transport and Main Road's (Indigenous Driver Licencing Unit) to improve service delivery for TSIRC communities. Community Services will attend the consortium meeting for the first time on 5 May 2021.

TSIRC is collaborating with the Department of Education through the Connect for Children program through Mura Mapethaw Kaymel Zageth (the Torres Strait Early Childhood Interagency). Community Services will attend the governance meeting for the first time on 10 May 2021.

Community Services Management Team held a planning forum on Thursday Island during April. Students from the University of Sydney attended to support TSIRC's work in disaster management, climate change adaptation and visitor management. The recruitment processes for the TSRA funded positions of Manager, Visitor Operations and Events Coordinator were finalised and will be based at Mer and Warraber respectively.

The Environmental Health Workers attended their annual workshop in Cairns. The team received training in Biosecurity, iauditor (reporting application), first aid, food safety, workplace health and safety refresher and linked the strategic direction of TSIRC with daily their operations. Regionally the team began preparation for veterinarian visits and undertook pest treatments. Badu participated in the illegal dumping program working group meeting. Badu, Hammond and Mer undertook a parasitic efficacy trial in partnership with the University of Melbourne. Masig and Hammond participated in the mosquito project in partnership with James Cook University. Ugar participated in the biodiversity survey with TSRA. New Environmental Health Workers were appointed at Kubin and St Pauls.

Indigenous Knowledge Centre (IKC) Coordinators attended the IKC Workshop in Cairns where they received professional development in retaining Indigenous knowledge from original storytellers and influencing future generations, First Five Forever program delivery and presented on the TSIRC Professional Development workshop held at Badu.

The Aged Care program completed occupational therapy reviews or referrals at Boigu, Erub, Iama, Kubin, Masig, Mer, Saibai, St Pauls, Warraber and Hammond, where an Elders gathering was also held. At Aragun childcare centre Triple P parenting program was delivered in partnership with Mura Kosker. At Hammond After School Care enrolment and attendance has increased and playgroup sessions conducted.

Recruitment to multiple vacant Healthy Lifestyles Officer positions is underway. Warraber conducted the Keriba Way program and supported Warraber Sporting Association with Volleyball Carnival. Erub and Warraber participated in the community weigh in and waist measurement program. TSIRC supported ANZAC day celebrations across the region.

Recruitment process for the position of Manager, Housing was finalised. Senior Housing Officers, Manager, Health and Wellbeing and Environmental Health Officers will attend the Queensland Health funded

Healthy Housing workshop in Cairns during May. Erub, Hammond, Mabuiag, Poruma, St Pauls, Ugar and Warraber have rental collection rates above 90%. Saibai, Mer, Iama, Dauan, Boigu and Badu have rental collection rates above 80%. Masig's rental collection rate is at 89% and gradually increasing.

LINKS WITH STRATEGIC PLANS

Regional Plan

Corporate Plan

Operational Plan 20/21

STATUTORY REQUIREMENTS

Community Services' functional areas are subject to a range of Local, State and Commonwealth legislation.

FINANCE AND RISK

Improved financial governance, including austerity measures are being implemented to strengthen budget management within each functional area of Community Services.

SUSTAINABILITY

Community Services is currently considering opportunities to increase revenue through supply of services and submission for external-source funds.

OPTIONS

N/A

CONCLUSION

For information.

Rachel Pierce

Rachel Pierce
Head of Community Services

Ilario Sabatino

Ilario Sabatino
Chief Operating Officer

David Baldwin
Acting Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING:	May 2021
DATE:	17 th & 18 th May 2021
ITEM:	Departmental Report for Council
SUBJECT:	Building Services Department
AUTHOR:	Peter Jacques - Head of Building Services Natasha Nelson- BSU Accountant

Staffing

Nil report this month

Business Partners & Agreements

Agreements and Contracts

We continue to enjoy an excellent working Relationship with our Business Partners

Qbuild, Youth Sport and Rec, DEH and Datsip

BSU is using the new R & M pricing after a preliminary agreement with QBUILD

BSU Meeting with Qbuild to discuss pricing this Tuesday 11/5/21 as a result of that meeting Qbuild have agreed in principal to adopt the R & M pricing Structure as an amendment to the 2017 Agreement.

BSU Capital Projects

Task Description

Comments

W4Qld

Ugar Guest House Up Grade	The Guest House Internal Demolition Completed, New windows Installed and Kitchen & Bathroom Cupboards Constructed.
Poruma Airport Shed	BSU completing by our own staff due to high Quotes
Saibai Airport Shed	BSU completing Internally due to high Quotes
Masig Builders/Workshop	Aecom to be engaged for the design work. Timeframe for design development is 4 - 6 weeks. Surveyor to be engaged to inform design works.
Hammond Undercover shelter	Tender evaluation complete and council report / recommendation issued for May council meeting
Duan Comm Hall	Tender evaluation complete and council report / recommendation issued for May council meeting
Iama Covered Sporting Facility	Tender evaluation complete and council report / recommendation issued for May council meeting
Erub Staircase Refurbishment	Awaiting on delivery of Balustrade Completion by 30/6/21
Ugar Guest House Upgrade	The Guest House Internal Demolition Completed, New windows Installed and Kitchen & Bathroom Cupboards Constructed. 85% completed end date 30/6/21
C/Care Ctr School Rd Saibai	Work Completed
Erub 5 Star Accom Upgrade	90% completed on track for delivery on 30/6/21
Erub Refurbish Trade Accom Donga Lot 163	35% job on track
Lot 162 St Pauls - House Rebuild	Tender awaiting May Council Resolution
Dauan Basketball Court and Grandstand	Await Department funding as price has
Comm Hall Yorke Replace Roller Door	Gates being Fabricated underneath flooring bearers have been replaced
Boigu Contractors Accom Reroofing L 116.	Completed

Hammond- My Pathway Shed - WIP	Awaiting Council Resolution Materials Ordered
Saibai Fuel Bowser	Tenders returned awaiting confirmation by Tender Panel
Ugar Fuel Bowser	Design Pending
Badu Lighting	Awarded to Paul Ware
Community Building Grant Fund	3 Plug ins 2 x Badu and 1 @ Darnley Out to Tender after costing

Rural and Remote Plug In Program

Council Resolution approved
Five (5) two-bedroom, one bathroom, build under or plug in extensions.

DIVISION	ADDRESS	CURRENT BEDROOMS
DAUAN	102 MAIN RD	2
HAMMOND	110 FRANCIS	3
IAMA	74 GEJ RD	3
MABUIAG	9 MAP ST	4
SAIBAI	87 AIRPORT DVE	4

Remote capital Plug in Program; Council resolved to apply to have the plug ins reduced from 7 to 5 letter drafted and signed by CEO, which was received by Client, initial indications that they are in agreement, if so BSU intends to start this project as of the 1/June 2021.

TENDERS SUBMITTED

Please see below statistics for Tenders in the Month of MARCH 2021;

Tender Requests Received from QBuild (Procurement) April:

Tenders Submitted for the Month of April: **21**

Tender value \$1,530,093

Repairs & Maintenance

Continue to arrive at the rate of 100 per day, current BSU capacity to undertake works is running at approx 550 jobs per month. Central Cluster receiving approx 60% of all jobs, BSU currently has 483 jobs in excess of 90 days.

Action to remedy back log will be to transfer staff from neighbouring clusters to deal with backlog and then to move that team to the other clusters to deal with further backlogs.

New Builds

BSU has received advice to quote to build 3 plug ins on BADU which we are currently costings, this is from the Housing and Communities Fund, if successful Start date will also be July 1st.

- **Home Ownership**
- BSU has 37 Home Ownership due for completion by EOFY BSU is on Track to meet the completion dates.
- **DOE Hip**
- 63 jobs on the go at present at various stages on track for completion by December 2021 includes Warrabar Duplex
- **Up Grades**
- 155 Upgrades on the go with approx 9% being Katter leases on Tract for completion at various stages of Completion
- **Warrabar Duplex**
- Job is underway with the slab being poured this week on track to have the job totally finished by mid to Late July, 80% complete by EOFY

BSU RISKS

Delays in Council approving quotes. On average it takes Council 35 days to approve a quote over 200k the risk here is High, as TSIRC has to seek extensions of time to

- Put in an extension to tender for the price
- Put in extension for approval
- Put in an extension to start the works
- This coupled with the Tender Approval Process it takes approx. 2 months to get a single job through
- By allowing the solution below dramatically reduces the time factor but increases our Business Continuity and Reputation

Solution: HOB be delegated to submit **quotes** for works without Council approval up to 300k, as a standard Business Practice, this is acceptable solution as there is no commitment of Council funds and eliminates a 35 day delay in submitting quotes.

Increase in material prices

Timber prices in Cairns are up 193% due to the high demand in construction and the home buyers grants

On Friday 4/5/2021 the price of Timber per thousand board feet jumped \$1,048, That's an all time high and up 193% from a year ago, BSU prices have been adjusted accordingly and in some cases we have had reduced margins.

The raw price of steel rose 4.1% in March with a further 25.3% rise in June.

Solution: Investigate Bulk Purchase of Steel (Roofing) Timber Miscellaneous goods and storage on Badu.

Delay in shipping of materials

Freight delays: breakdowns, Damaged goods are out of BSU's control, but impact heavily on our bottom line, Freight represents 45% of all our tenders. Sea Swift take all care but most of this is out of there control as well

BSU is actively sourcing freight alternatives from Horn to all TSI Communities

Building Services Unit Accountancy

Natasha Nelson _Business Service Accountant

Progress Report –

Financial Performance

No financial report is available at the time of the report Financial records not available until week beginning 17th May



Peter Jacques
Head of Building Services



Ilario Sabatino
Chief Operating Officer

TORRES STRAIT ISLAND REGIONAL COUNCIL

INFORMATION REPORT

ORDINARY MEETING

DATE: May 2021

ITEM SUBJECT: Information Report – People and Wellbeing

AUTHOR: Hollie Faithfull – Chief Financial Officer

RECOMMENDATION

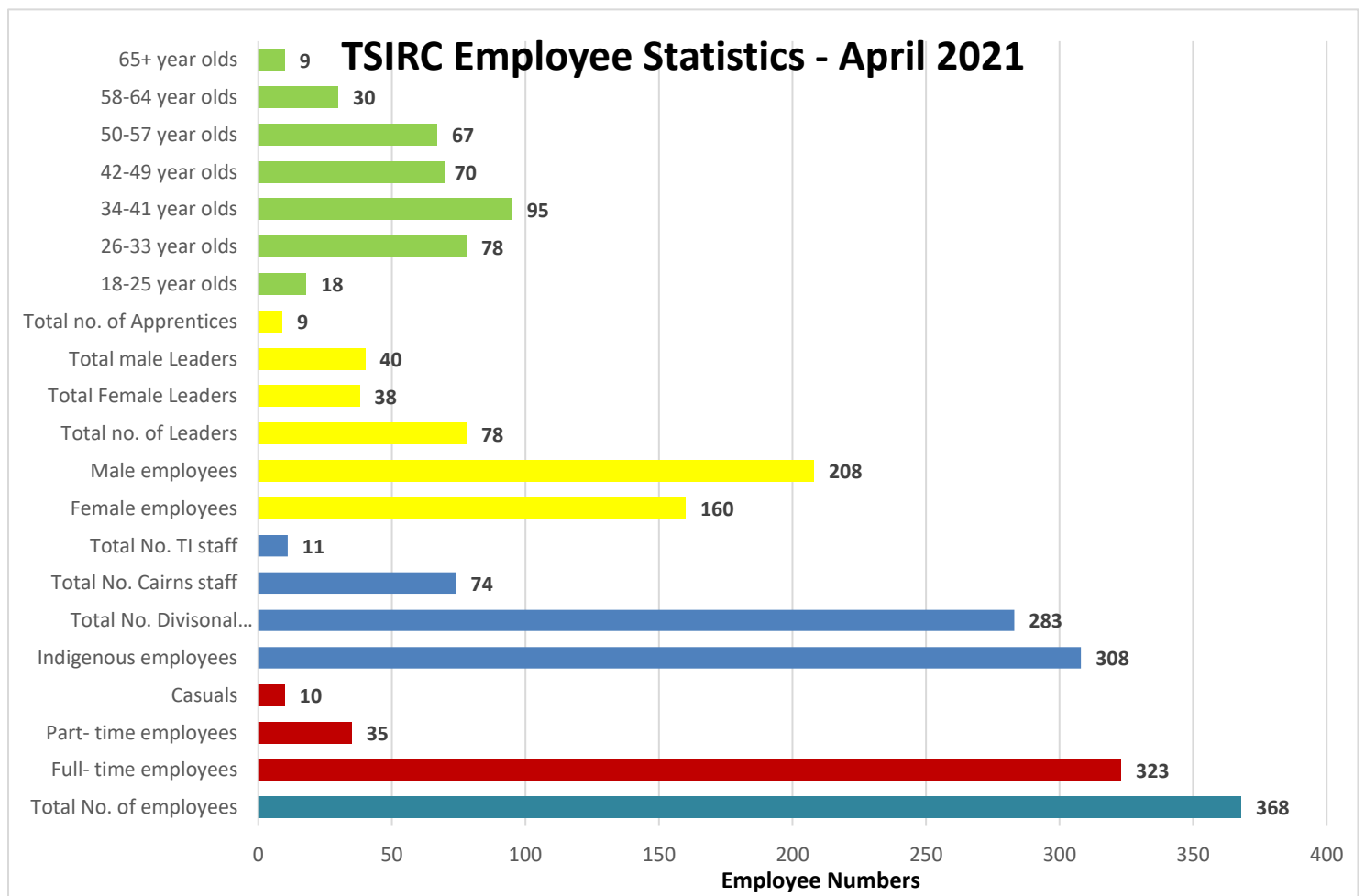
That Council note the contents of this report.

PURPOSE

The purpose of this report is to provide an update to Council on the current workforce statistics and progress of activities and projects undertaken by People and Wellbeing (P&W) including Recruitment, Training and Development and Safety and Wellbeing for the period of 1st April – 30th April 2021.

TSIRC EMPLOYEE STATISTICS

As of 30th April 2021, Council has 368 employees, 308 are Indigenous accounting for 83% of the workforce. The below graph gives a further overview of key Employee Statistics within Council.



Recruitment – Period 1st April 2021 to 30th April 2021

Transition Readiness Rating (TRR) Key:

TRR	Criteria
1	Certificate
2	Diploma
3	Bachelor
4	Post-Graduate/ Masters

Successful Appointments in April 2021: Total [5]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1-2	Manager Housing	Hammond	Successful appointment – 06/04/2021	External
1	Multi Skilled Administration Officer	Ugar	Successful appointment – 06/04/2021	External
1	Engineering Officer	Iama	Successful appointment – 07/04/2021	External
1	Multi Skilled Admin Officer	Mabuiag	Successful appointment – 12/04/2021	External
1	Engineering Officer	Boigu	Successful appointment – 28/04/2021	External

Advertised Positions in April 2021: TOTAL: [6]				
TRR	POSITION	LOCATION	STATUS/COMMENTS	APPOINTMENT TYPE
1-2	Safety & Wellbeing Coordinator (Internal EOI)	Any TSIRC Division or Office	Finalised Successful appointment – 10/05/2021	Internal
1-2	Administration Officer – Building Services (3 days) – Internal EOI	Cairns	No Applications – refer to temp recruitment agency	Internal
1-2	Divisional Manager	Kubin	Applications closed – interview scheduled for 10/5/21	External
1	Customer Service Officer Trainee (Identified position)	Cairns Office	Applications now closed – shortlisting in progress – great round of applications from young TSI candidates	External
1	IKC Coordinator	Dauan	Applications close – 14/5/21	Internal External
1	Casual Aged Care Support Worker	Masig	Position readvertised – Applications close – 14/5/21	External Internal
1-2	Administration Officer – Building Services (3 days) – Internal EOI	Cairns	No Applications – refer to temp recruitment agency	Internal
1-2	Divisional Manager	Kubin	Applications closed – interview scheduled for 10/5/21	External

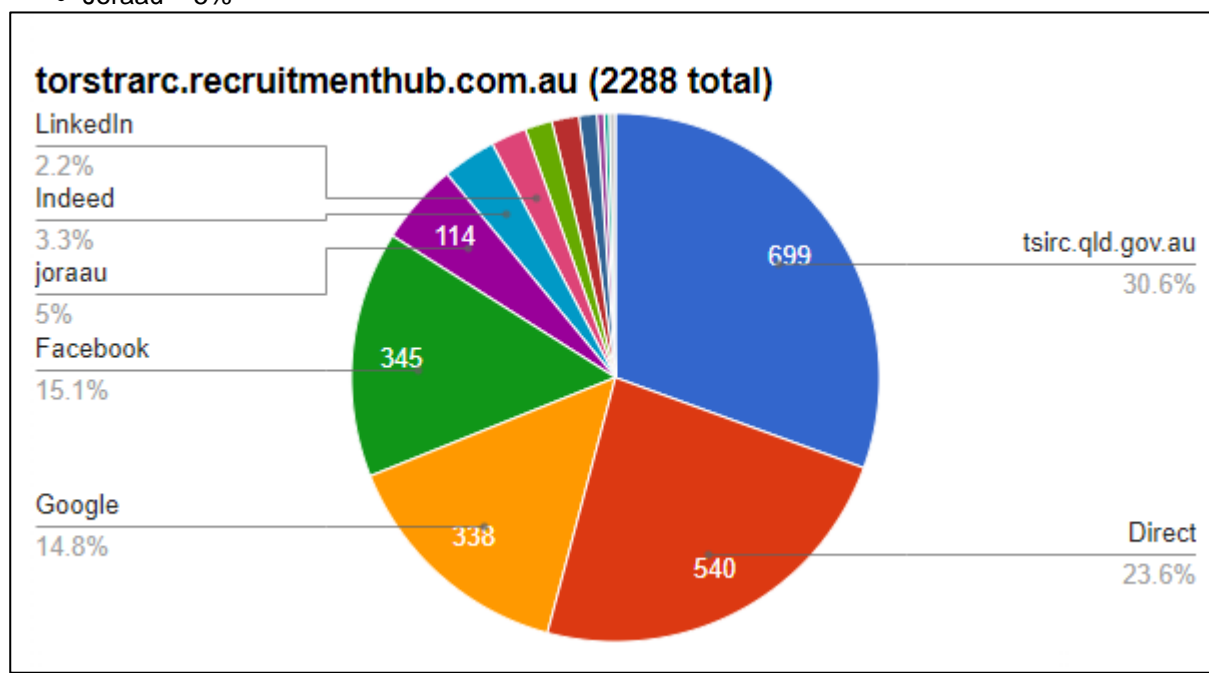
Recruitment Agency Temp – April 2021: TOTAL: [3]		
POSITION TITLE	LOCATION	END OF CONTRACT
Temp Debtor's Officer	Cairns	Ongoing
Temp Customer Service Officer	Cairns	Ongoing
Temp Administration Officer – Engineering Services	Cairns	July 2021

Cessation Of Employment in April 2021: Resignations [2] End of Contract [0] Termination [0] TOTAL: [2]			
TRR	POSITION TITLE	LOCATION	LAST DAY OF EMPLOYMENT
1-2	Senior Administration & Project Officer – Engineering Services	Cairns	16/4/2021
1-2-3	Chief Executive Officer	Thursday Island	16/4/2021

Talent Propeller – Recruiting Media Platform - Analytics tracking of site visits

Media Platform Analytics tracking of site visits:

- LinkedIn – 2.2%
- Indeed – 3.3%
- Google:14.8%
- Joraaau – 5%
- Facebook:15.1%
- Direct: 23.6%
- TSIRC: 30.6%



Where applicants are coming from 01/04/2021 to 30/04/2021

From	<input type="text" value="01/04/2021"/>	To	<input type="text" value="30/04/2021"/>																								
Range	<input checked="" type="checkbox"/> Council Jobs	<input checked="" type="checkbox"/> Ethical Jobs	<input checked="" type="checkbox"/> Facebook																								
	<input checked="" type="checkbox"/> Google	<input checked="" type="checkbox"/> Govjobs	<input checked="" type="checkbox"/> Indeed																								
	<input checked="" type="checkbox"/> Jobsearch	<input checked="" type="checkbox"/> Linked In	<input checked="" type="checkbox"/> Other																								
	<input checked="" type="checkbox"/> Seek	<input checked="" type="checkbox"/> TSIRC Career Site	<input checked="" type="checkbox"/> TSIRC Noticeboard																								
	<input checked="" type="checkbox"/> Talent Propeller	<input checked="" type="checkbox"/> Torres News	<input checked="" type="checkbox"/> Torres News Paper																								
	<input checked="" type="checkbox"/> Word of mouth/referral																										
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<table><thead><tr><th>Media Name</th><th># Candidates</th></tr></thead><tbody><tr><td>Council Jobs</td><td><u>1</u></td></tr><tr><td>Facebook</td><td><u>17</u></td></tr><tr><td>Govjobs</td><td><u>2</u></td></tr><tr><td>Indeed</td><td><u>14</u></td></tr><tr><td>Jobsearch</td><td><u>5</u></td></tr><tr><td>Linked In</td><td><u>2</u></td></tr><tr><td>Other</td><td><u>5</u></td></tr><tr><td>Seek</td><td><u>15</u></td></tr><tr><td>TSIRC Career Site</td><td><u>9</u></td></tr><tr><td>TSIRC Noticeboard</td><td><u>6</u></td></tr><tr><td>Word of mouth/referral</td><td><u>9</u></td></tr></tbody></table>				Media Name	# Candidates	Council Jobs	<u>1</u>	Facebook	<u>17</u>	Govjobs	<u>2</u>	Indeed	<u>14</u>	Jobsearch	<u>5</u>	Linked In	<u>2</u>	Other	<u>5</u>	Seek	<u>15</u>	TSIRC Career Site	<u>9</u>	TSIRC Noticeboard	<u>6</u>	Word of mouth/referral	<u>9</u>
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Word of mouth/referral	<u>9</u>																										

LEARNING and DEVELOPMENT – Period 1st April 2021 to 30th April 2021

- L&D Officer attended BSA Monthly meeting and provided advice on training role and types of training funding options available for teams.
- L&D Officer attended Environmental Health Workers professional development workshop in Cairns, with the People and Wellbeing team to introduce myself and to discuss the role of learning and development.
- L&D Officer supported Environmental Health team with organising the HLTAID001 Perform CPR and HLTAID003 Perform First Aid for environmental health workers.
- L&D Officer arranged HLTAID001 Perform CPR refresher training for A/Safety and Wellbeing Coordinator

Staff who completed the **Refresher** HLTAID001 Perform CPR in April

Ewan Gunn	Environmental Health
Rowena Johnson	Environmental Health
Tanaio Anau	Environmental Health
Dawson Mau	Environmental Health
Ettie Gela	Environmental Health
Susannah Mosby	Environmental Health
Zitha Mosby	Environmental Health
Mikari Sereako David	Environmental Health
Philomena E David	Environmental Health
Jarrold Batten	Safety & Wellbeing

Staff who completed the HLTAID001 Perform CPR and HTAID003 Provide First Aid in April

David Bosun	Environmental Health
Karyche Bowie	Environmental Health
Richard Gela	Environmental Health
Moses Kudub	Environmental Health
Josaiah Saylor	Environmental Health
Susannah Mosby	Environmental Health
Zitha Mosby	Environmental Health
Jarrold Batten	Safety & Wellbeing

Fuel Skills & Handling Dangerous Goods Training

- At the request of the Manager, Strategic Projects & Logistics, the L&D Officer has been engaging with an accredited Transport and Logistics Training Package trainer to identify and determine the type of fuel and gas training that would be appropriate for employees to complete as part of the fuel transition project. Information regarding the development of an eLearning package in the first instance, has been provided to the relevant managers for considerations.

BSU Training

The BSU Training scheduled for June has been rescheduled to the week 5-9 July. BSU identified the following courses to deliver and L&D Officer is currently working with the RTO to determine logistics delivering to approximately 30 employees. Courses are:

- Work Safely at Heights
- Confined Space Entry
- Provider First Aid / Perform CPR
- Asbestos Awareness

Training Plan and Training Methods

L&D Officer attended a virtual reality webinar called *Game Development and VR for workplace learning* delivered by Next World and have organised a 30day trial to use Virtual Reality Safety Training goggles, as a potential method of delivering refresher training. L&D Officer completed an onboarding zoom session with Next World and is currently organising come and try VR sessions for Cairns based staff.

DORIS Intranet

L&D Officer has been collaborating with the Content Officer to develop the People and Wellbeing intranet page and researching relevant industry training content for the L&D page, as well uploading information on safety and wellbeing, HR general, recruitment, apprenticeships and traineeships and learning and development.

Identify and prioritise needs

L&D Officer met with staff throughout the month of April to discuss individual training needs and is reviewing employee training plans and consolidating all the training qualifications into one central location.

Upcoming and Progressive Training and Professional Development

L&D Officer is delivering a Train the Trainer workshop on 13&14th May, at Bailey, Crystalbrook Collection. 10 employees expressed interest in attending the workshop that will focus on:

- Knowledge of human motivation and impact on learning
- Working knowledge of adult learning and development
- Application of instructional design models to support different learning styles
- Communication skills to deliver messages effectively
- Knowledge of Intellectual Property Principles
- Monitoring and evaluation of your learning activities

Applying insights from neuroscience, with current trends in learning and development together with the principles of adult learning, participants will discover, design and facilitate their very own Learning Activity.

Participants will have an opportunity to participate in a virtual reality learning experience.

People and Wellbeing

#TeamTSIRC #LearningAndDevelopment

REGISTER YOUR INTEREST
TRAIN THE TRAINER WORKSHOP
13th & 14th May 2021, Cairns

Applying Neuroscience insights to your learning activity

Six Learning Needs
Identify and understand brain-based needs of learners

Discover. Design. Facilitate.

1. **Discover** learning styles, learning methodologies, and collateral branding
2. **Design** your learning activity by applying different learning concepts and models
3. **Facilitate** learning with the user experience in mind

DETAILS
Thursday 13th and Friday 14th May 2021
Location: Cairns Venue: TBA
9.00am-4.30pm
Limited Space Availability

For more information contact:
Melissa Browne, L&D Officer
Training.Dept@tsirc.qld.gov.au
Mobile: 0448 301 488

SAFETY AND WELLBEING – Period 1st April 2021 to 30th April 2021

The purpose of this report is to provide an update to Council on the current workforce statistics and progress of activities and projects undertaken by the Safety & Wellbeing team for the Period 31st March 2021 - 30th April 2021

Safety Team Meetings:

Safety Team – 1

Incident Management:

A total of 2 incidents was reported for the period. The reported incidents related to:

- 1 x Repairs & Maintenance
Location - Hammond
- 1 x Near Miss / Hit / Other
Location – Warraber

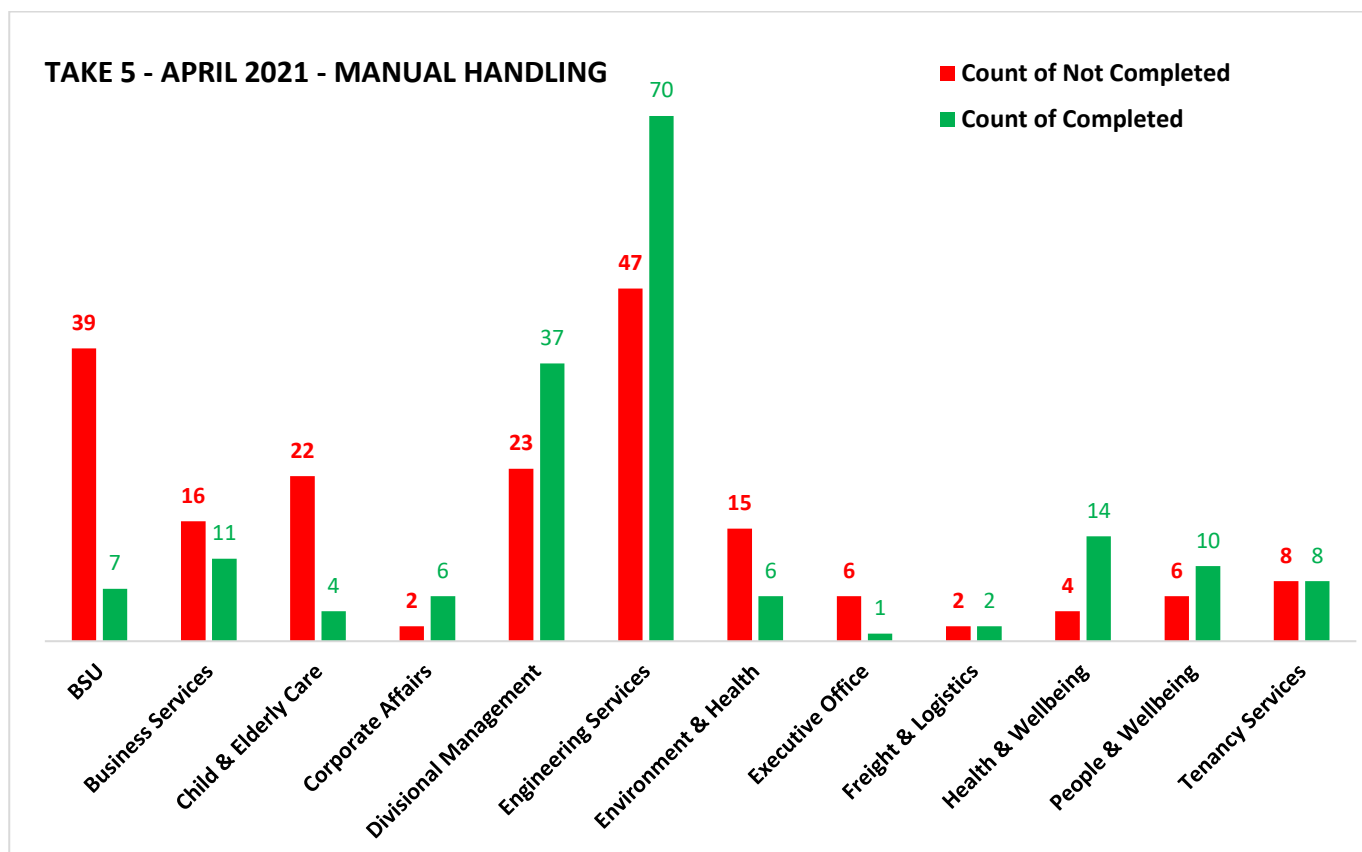
Take 5 APRIL 2021 – Manual Handling

The organisational KPI for monthly Take 5 completion is 80%, the April completion rate is below the target at 48%. A total of 184 employees completed the **Take 5 – Manual Handling**, for the month of **April 2021**. This represents a slight decrease in employee participation but falls short of the target.

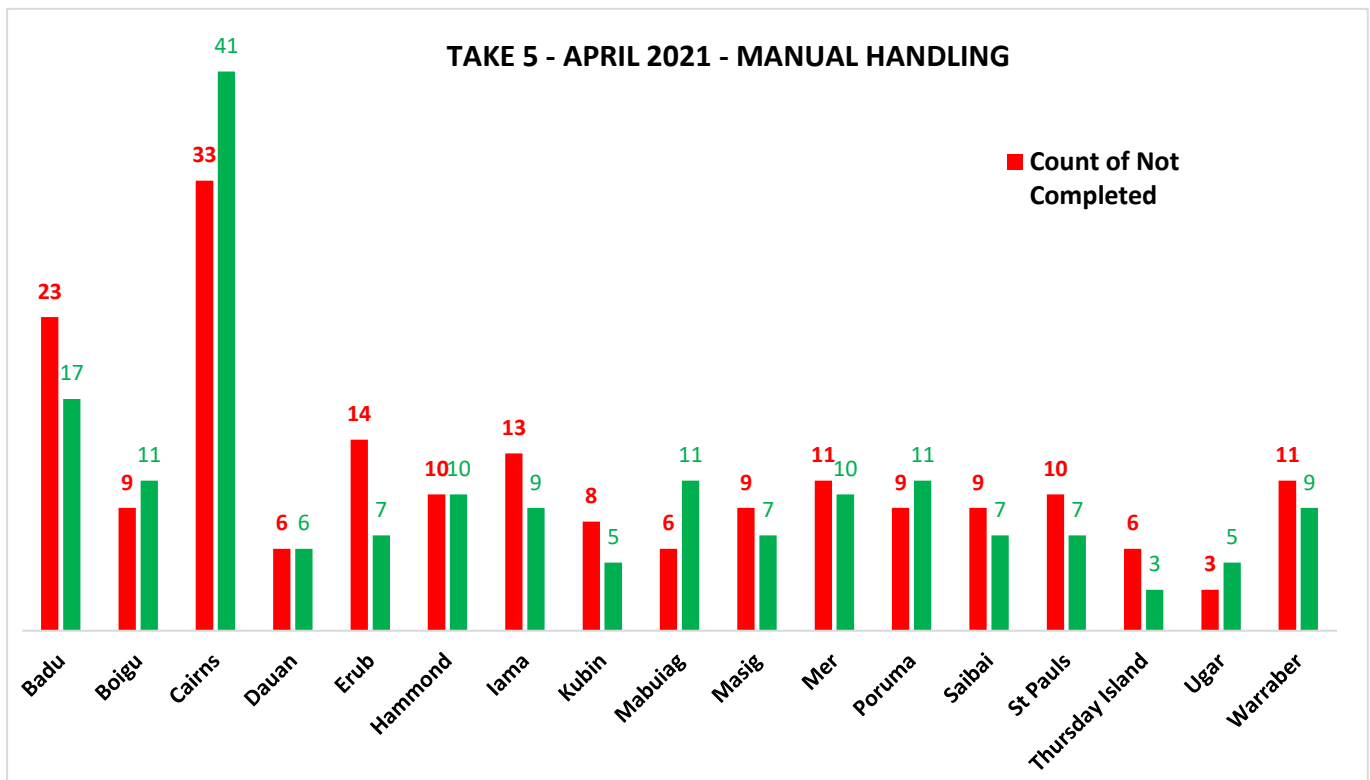
Take 5 **completion rates** over the past 4 periods:

- April 2021: 48 %
- March 2021: 50.5%
- February 2021: 52.4%
- January 2021: 24.6%

Take 5 - Completion rates by Business Unit



Take 5 - Completion rates by Divisions



Site Visits

During the month of April, the safety team visited the following Divisions:

- Ugar
- Erub
- Cairns (Training)

Safety have created a travel plan for 2021 which will include visits to each division for an average of 4 days conducting audits, inspections, site observations & a safety catch up with DM's & DEO's.

COVID-19

- TSIRC's COVID safe plan remained in place for the month of April with some restrictions easing. 2 Sqm rule now in place (Not 4sqm) and the showers on Level 4 (Cairns) are now open for staff to use.
- It is advised if you are feeling unwell or show Covid like symptoms, you should have a Covid test and isolate until the results are received.
- Hand sanitizer and face masks have been made available & accessible to all TSIRC staff.

Fit testing – P2 mask requirements for employees

All contractors and employees that are likely to be exposed to airborne contaminants such as silica dust and hazardous substances are required by legislation to wear a P2 respirator (mask) which has been fit tested and certified to ensure protection from exposure. Re-testing is to be conducted every 12 months.

P2 fit testing and training has now been rolled out across all divisions. The testing kit is based on division (Mabuiag) with our Safety & Wellbeing officer Crossfield Manual.

Safety & Wellbeing current action items

- Safety Management System - full documentation review, gap analysis -continuing
- Divisional site visits (audits, inspections, site observations) - ongoing
- Monitoring of Mango's incidents / accidents, improvements - ongoing
- Audit component development in Mango (Online Incident Reporting System) – ongoing
- Uploading all relevant employee information (details, competency's) within Mango - ongoing
- Chemwatch GOLDFFX (Chemical Management System) information is being quantified across all Divisions
- Monthly Take 5's development and delivery
- Fire Warden & Fire Equipment training (Cluster DM / DM's)
- Health & Safety Representatives (Divisional – Planned for July / August)
- P2 fit testing - As required
- Fuel & Gas - Advisory role only
- Safety briefing to all new Employees – Ongoing

Workers compensation

- Nil

Rehabilitation and return to work

- Nil

Acknowledgment

Action Officer: Tracey Burrell



Nicola Daniels
Acting Chief Financial Officer