

Torres Strait Island
REGIONAL COUNCIL

AGENDA

STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday 1st March 2022

Time: 1:00pm to 4:00pm

Venue: Video Conference

Agenda

1. Welcome (Chair)
2. Opening Prayer
3. Apologies
4. Conflict of Interest (COI) / Declarable / Prescribed
5. Noting of Ratified Minutes - SARG Meeting –
 - 1st February 2022 – VC – ratified at February 2022 OM
6. Strategic Action Items Review
7. **Mayor**
 1. SARG and Executive Directors Leadership Program 2022 - Verbal
 2. Meeting Protocols for SARG Members - Verbal
 3. 2022 Theme/Focus – Verbal
 4. Youth, Women, Employment and Training Standing Committee
8. **A/Chief Executive Officer**
 1. CEO Induction - Verbal
9. **Executive Director Corporate Services**
 1. Digital Connectivity Update
 2. RAP Status Update – Verbal
 3. TAP Update – Verbal
 4. 2022 Deputation | Outcomes and next steps – Verbal
 5. Regional Governance and LG name and Boundary change - Verbal

10. A/Executive Director, Building & Community Services

1. Queensland Health TORCH - Verbal

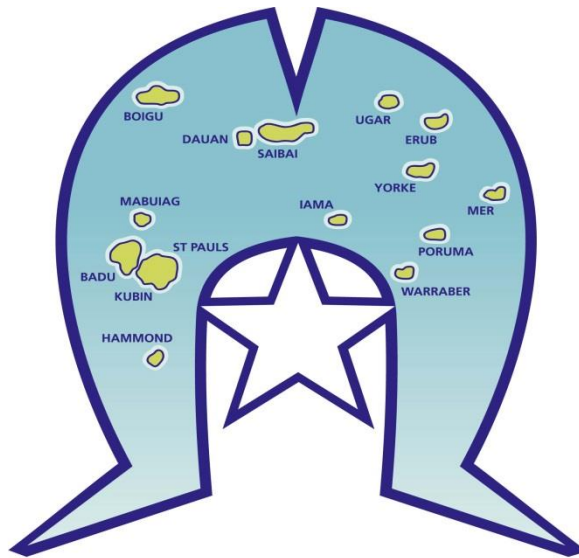
11. CLOSED BUSINESS

1. EDES – TSIRC Fuel Improvement Program Status Update Report
2. EDBCS – BSU Update – **late**
3. Mayor – Industrial Relations Matters – Verbal
4. Mayor – Matters related to CEO appointment - Verbal
5. Legal – Litigation Matters - Verbal
6. A/CEO & EDES – Elphinstone Close Business Case - Verbal

12. General/ Other Business (on notice)

13. Next meeting date – Tuesday 5th April 2022 | 1pm – 4pm

14. Closing Remarks and Prayer



Torres Strait Island
REGIONAL COUNCIL

MINUTES

STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday 1st February 2022

Time: 1:00pm to 4:00pm

Venue: Video Conference

PRESENT:

Cr Phillemon Mosby, Mayor – Poruma
Cr Getano Lui – Deputy Mayor - Iama
Cr Keith Fell – Mabuiag
Cr Rocky Stephen – Ugar
Cr Hilda Mosby – Masig

STAFF:

Ms Hollie Faithfull, Acting Chief Executive Officer
Mr David Baldwin, Executive Director, Engineering Services
Mr Dawson Sailor, Acting Executive Director Building and Community Services
Ms Megan Barrett, Executive Director Corporate Services
Ms Nicola Daniels, Acting Executive Director Financial Services
Mr Peter Krebs, Manager Legal Services
Mr Jacob Matysek – Executive Assistant to the Mayor
Ms May Mosby – Secretariat Officer

APOLOGIES:

Cr Aven Noah – Mer
Mrs Ursula Nai – Senior Executive Assistant to the CEO

1. **Welcome (Chair)**

Mayor Phillemon Mosby completed a roll call and welcomed everyone to the meeting. Mayor Mosby invited Deputy Mayor, Cr Getano Lui to open the meeting in prayer.

Mayor Mosby asked Deputy Mayor Cr Getano Lui to take over as chair due to sorry business in community of Poruma. Deputy Mayor accepted the role of Chair of the SARG Meeting.

Deputy Mayor, Cr Getano Lui gave condolences on behalf of the Committee to the families in sorry business.

1:15pm – Mayor Mosby left the meeting.

2. **Opening Prayer**

Deputy Mayor, Cr Getano Lui opened the meeting in prayer at 1:16pm.

3. **Apology**

- Cr Aven Noah – Division 15 – Mer

RESOLUTION:

Moved: Cr Rocky Stephen; Second: Cr Keith Fell

That the Strategic Advisory Reference Group Committee accepts the apology of Cr Aven Noah for his absence at this meeting.

MOTION CARRIED UNANIMOUS

Cr Rocky Stephen advised the Committee that Cr Hilda Mosby will be dialling in at 1:30pm.

4. **Conflict of Interest (COI) / Declarable / Prescribed**

No declarations made. Deputy Mayor, Cr Getano Lui encouraged Councillors to make a declaration at any time.

5. **Noting of Ratified Minutes - SARG Meeting**

- 11th January 2022 – VC – to be ratified at February 2022 OM

RESOLUTION:

Moved: Cr Keith Fell; Second: Cr Rocky Stephen

That the Minutes for the SARG meeting held on 11th January 2022 be adopted as a true and correct account of the meeting.

MOTION CARRIED UNANIMOUS

6. Strategic Action Items

Ms Hollie Faithfull, Acting Chief Executive Officer spoke to this agenda topic and updated the Committee on the outstanding action item.

ACTION: Executive Director, Corporate Services to present the Alcohol and Drug Management in the Workplace policy which was left laying on the table at the January SARG meeting to the March SARG meeting.

7. Acting Chief Executive Officer

1. Council Business Impacts – COVID Response

Ms Hollie Faithfull, Acting Chief Executive Officer spoke to this late report.

Ms Hollie Faithfull discussed the impacts COVID-19 is having on the operations of Council and duty of care to manage the well being of staff in Divisions and Cairns office.

Deputy Mayor, Cr Getano Lui asked whether Council could be provided with a snapshot of the COVID situation in the Divisional Offices and Cairns Office and possibly provide monthly feedback to Council.

Ms Hollie Faithfull advised that she will work with Ms Megan Barrett, Executive Director, Corporate Services to come up with a standardised document to release.

ACTION: Acting Chief Executive Officer and Executive Director, Corporate Services to provide Councillors monthly feedback to council in relation COVID-19 impacts on staffing in the Divisional Officers and Cairns Office.

RESOLUTION:

Moved: Cr Rocky Stephen; Second: Cr Keith Fell

That the Strategic Advisory Reference Group (SARG) notes the information contained in this report.

MOTION CARRIED UNANIMOUS

Deputy Mayor, Cr Getano Lui acknowledged Ms Hollie Faithfull and thanked her for taking over the role of Acting Chief Executive Officer.

1:32pm – Cr Hilda Mosby joined the meeting.

8. Executive Director Corporate Services

1. RAP Status Report

Ms Megan Barrett, Executive Director, Corporate Services spoke to the report and provided an update on the Reconciliation Action Plan (RAP).

RESOLUTION:

Moved: Cr Rocky Stephen; Second: Cr Hilda Mosby

That the Strategic Advisory Reference Group (SARG) notes the update regarding the TSIRC Reconciliation Action Plan (RAP).

MOTION CARRIED UNANIMOUS

2. Satellite Network Upgrade – Verbal

Ms Megan Barrett, Executive Director, Corporate Services provided a verbal update on this agenda topic. This matter was raised and discussed in the Economic Growth Committee Meeting on the 27th January 2022.

This topic was also discussed during the November workshop 2021 and Council was advised that there needs to be a budget allocated to cover costs to changes to our Telstra services.

Telstra advised that copper services will be discontinued in the Torres Strait region in August 2022. Telephone services within some divisional officers and other stakeholders will cease to operate. Ms Megan Barrett advised that conversations are still continuing with Telstra and Minister Enoch.

Cr Rocky Stephen advised SARG members that this matter has the full support of the Economic Growth Committee, and that the Committee will monitor this agenda topic closely.

ACTION: Executive Director, Corporate Services to provide an update on the Satellite Network to the next SARG meeting and provide a full report to the next Economic Growth Committee meeting.

9. Acting Executive Director, Building & Community Services

Mr Dawson Sailor, Acting Executive Director, Building and Community Services provided a verbal update on the following topics:

1. **Master Planning Project Status** – Verbal
2. **Regional Housing Plan** – Verbal
3. **Housing Building Authority Status** – Verbal

10. Acting Executive Director, Financial Services

Ms Nicola Daniels, Acting Executive Director, Financial Services provided a verbal update on the following topics:

1. **Indigenous Procurement Policy**
This policy was presented at the Economic Growth meeting last week.

2. **Councillor Remuneration** – Verbal

In depth discussions were held on the timings of Councillors wage's and sitting fees. Concerns were raised from Councillors regarding issues with timings of payments. Councillors have requested consistency on the timing of payments so that wages and sitting fees are paid at the same time and on time before close of business.

2:49pm - 3:00pm – Afternoon Tea

11. SARG COMMITTEE MOVED INTO CLOSED BUSINESS

RESOLUTION:

Moved: Cr Keith Fell; Second: Cr Hilda Mosby

That in accordance with section 254J of the *Local Government Regulation 2012* (Qld) it is resolved for the meeting to go into closed session to discuss matters of the following nature:

- (f) matters that may directly affect the health and safety of an individual or group of individuals;
- (g) 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.

MOTION CARRIED UNANIMOUS

- EDES – TSIRC Fuel Improvement Program Status Update Report – **late**
- EDES - Waste Metal Project – Contractual Matter – verbal update
- EDBCS – BSU Update – **late**
- EDCS – Torres Strait Flag – verbal update

COMMITTEE MOVED OUT OF CLOSED BUSINESS AND RESUME IN OPEN BUSINESS

RESOLUTION:

Moved: Cr Hilda Mosby; Second: Cr Keith Fell

That the Strategic Advisory Reference Group Committee move out of closed business and resume in open business.

MOTION CARRIED UNANIMOUS

11.3 BSU | Monthly Update – **Late**

RESOLUTION:

Moved: Cr Keith Fell; Second: Cr Hilda Mosby

SARG resolves to note the information on this report and submission to Council Ordinary Meeting.

MOTION CARRIED UNANIMOUS

11.1 ENGINEERING | TSIRC Fuel Improvement Program Status Update Report – Late

RESOLUTION:

Moved: Cr Keith Fell; Second: Cr Rocky Stephen

That the Strategic Advisory Reference Group (SARG) notes the report.

MOTION CARRIED UNANIMOUS

12. General/ Other Business (on notice)

Seaswift Barge:

Cr Rocky Stephen raised the concern of Seaswift delivery drivers walking around not wearing a face mask while unloading at Ugar. Safety measures are not complied with or maintained, and Cr Rocky Stephen requested these concerns should be reported to Seaswift management.

Deputy Mayor, Cr Getano Lui also raised concerns with Contractors coming into community without submitting a Visitor's Request form or contacting the Divisional Manager beforehand. Deputy Mayor also raised a question of COVID assistance payment and whether outer island communities are eligible to access financial assistance. Cr Getano Lui was advised there is certain criteria that the person must meet and if they meet the criteria, they will be eligible to apply.

13. Next meeting date – Tuesday 1st March 2022 | 1pm – 4pm

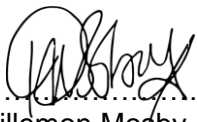
SARG members note the date for the next meeting.

14. Closing Remarks and Prayer

Cr Keith Fell closed the meeting in prayer.

MEETING CLOSED – 4:41PM


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Ms Hollie Faithfull
Acting Chief Executive Officer
Torres Strait Island Regional Council
Date: 15th February 2022


.....
Cr Phillemon Mosby
Mayor
Torres Strait Island Regional Council
Date: 15th February 2022

No. in Meeting	Month of Meeting	Year	Type of Meeting	Community	ne	Action	Lead Officer	Budget (Y/N)	Strategic / Operational	Linked to Council Plans eg. Op Plan, AMP (Y/N)	Status / Comments	Completion ETA
1	February	2022	SARG	VC	Strategic Action Items	Executive Director, Corporate Services to present the Alcohol and Drug Management in the Workplace policy which was left laying on the table at the January SARG meeting to the March SARG meeting.	Executive Director Corporate Services				The Policy is currently going before the JCC (Joint Union and TSIRC Committee) on Friday 25.02.2022 for review and input. The feedback from this committee will be included in the policy and a report will be presented to the April SARG meeting.	
1	February	2022	SARG	VC	Acting Chief Executive Officer	Acting Chief Executive Officer and Executive Director, Corporate Services to provide Councillors monthly feedback to council in relation COVID-19 impacts on staffing in the Divisional Officers and Cairns Office.	A/CEO and Executive Director Corporate Services				Currently in Progress	
1	February	2022	SARG	VC	Satelite Network Upgrade	Executive Director, Corporate Services to provide an update on the Satellite Network to the next SARG meeting and provide a full report to the next Economic Growth Committee meeting.	Executive Director Corporate Services				The report is included in the March Agenda	