

Torres Strait Island
REGIONAL COUNCIL

AGENDA

STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday, 7th February 2023

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. Confirmation of previous Draft Meeting Minutes – SARG Meeting
 - 10 January 2023 – VC
6. Strategic Action Items Review
7. **Mayor – Verbal**
 1. Terms of Reference (LTC Funding)
 2. ROC
 3. TSI & NPA Regional Leaders Meeting – Monday, 13th February 2023
 4. TAP – Deputy Mayor, Cr Getano Lui
 5. TORCH – Cr Keith Fell
 6. RIAC – DEE

Chief Executive Officer – Verbal

7. Elphinstone Close Business Proposal – Following November 2021 Workshop.
8. Fuel Business Proposal – Following November 2021 Workshop

Executive Director Corporate Services – Verbal

9. Climate Centre of Excellence (MoU)

8. **SARG COMMITTEE MOVES INTO CLOSED BUSINESS:**

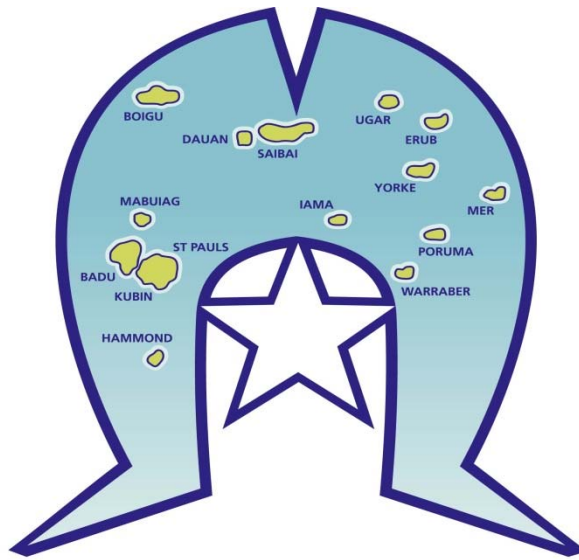
1. EDES - Confidential – Mechanical Service (Vehicles and Plant) to TSIRC
2. OCEO - HR Matter

9. **SARG COMMITTEE MOVES OUT OF CLOSED BUSINESS AND RESUME IN OPEN BUSINESS**

10. General/ Other Business (on notice)

11. Next meeting date – Tuesday, 7th March 2023| 1pm – 4pm

12. Closing Remarks and Prayer



Torres Strait Island
REGIONAL COUNCIL

Minutes

STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday 10th January 2023

Time: 1:00pm to 4:00pm

Venue: Video Conference

PRESENT:

Cr Phillemon Mosby, Mayor – Poruma (Coconut)
Cr Getano Lui, Deputy Mayor, Division 9 – Iama (Yam)
Cr Hilda Mosby, Division 12 – Masig (Yorke)
Cr Rocky Stephen, Division 13 – Ugar (Stephen)
Cr Aven Noah, Division 15 – Mer (Murray)

STAFF:

Ms James William, Chief Executive Officer
Ms Noeleen Selke, Executive Director, Corporate Services
Mr Wayne Green, Executive Director Building Services
Mr Dawson Sailor, Head of Community Services
Ms Nicola Daniels, Acting Executive Director Financial Services
Mr Jacob Matysek, Executive Officer
Ms Julie Marino, Senior Executive Assistant to the Chief Executive Officer
Ms Trudy Lui, Executive Assistant to the Mayor

APOLOGY:

Cr Keith Fell, Division 4 – Mabuiag (technical issues)
Mr David Baldwin, Executive Director Engineering Services (meeting engagement)

AGENDA

1. Welcome (Chair)

Mayor Phillemon Mosby completed a roll call of committee members and staff and welcomed everyone from the Christmas break and welcome them to the first SARG meeting for 2023. Quorum was reached for this meeting to continue.

Mayor Phillemon Mosby also acknowledged the following:

- Our Heavenly Father for his awesome knowledge, wisdom, understanding, favour and blessing upon our lives. A blessing on our families, our organisation and our people.
- Traditional owners across the length and breadth of Zenadth Kes including, Cairns office.
- Trust that we all had time over the holidays to spend with our family and friends.

2. Opening Prayer

Mayor Mosby invited our Deputy Mayor Cr Getano Lui, to open the meeting in a word of prayer at 1:11pm.

A minute silence was observed for those families in sorry business.

3. Apologies

Cr Keith Fell, Division 4 – Mabuiag (due to technical issues)
Mr David Baldwin, Executive Director Engineering Services (prior meeting engagement)

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

Mayor Mosby encouraged Councillors to make a declaration at any time. Mayor Mosby also asked if there was knowledge of any legal matters that would prevent Councillors to participate in this meeting today. No declarations made.

Just before commencement of Item 5 on our Agenda, Mayor Mosby wanted to share with SARG members of 'where we are now' in reference to Councillor's term of office. We are two years into our term of office and this is the last stretch of our term of office. We were reminded the importance of directed leadership to the operational strategic arm of Council.

Mayor Mosby also welcomed our new Executive Director for Corporate Services, Ms Noeleen Selke to the meeting and looks forward to working with Ms Selke through Council. Mayor Mosby also acknowledged the experience and knowledge Ms Selke brings to Council and trusts that she will use this knowledge to enable, assist and guide the collective team to progress the region moving forward.

Executive Director for Corporate Services, Ms Selke acknowledged and thanked Mayor Mosby.

Mayor Mosby acknowledged and thanked our CEO, James William for the work that he has done in guiding the strategic staff into the discipline of the organisation with the current resources.

We were reminded that the elections will be held next year and this Council will proceed to caretaker mode around December of this year. It is absolutely critical that the SARG meetings and Standing Committee Meetings take full advantage of the remaining time. The Standing Committees were to bring their issues to the SARG meetings and the SARG meeting will be their to out any issues remaining and embrace the knowledge gained from the process of lessons learned.

Mayor Mosby sees 2023 as a year of great breakthrough for our Council and our region. Some setbacks will be out of our control but we must remain smart about our approach, be strategic and proactive and remain disciplined. We must understand that we work collectively together, we are on the same page.

Deputy Mayor Cr Getano Lui, also expressed his vision for 2023 and put forward words of wisdom and leadership and courage.

Our Chief Executive Officer, Mr James William introduced our new Executive Director, Corporate Services, Ms Noeleen Selke to the Committee Members. Chief Executive Officer spoke further on the leadership of this role and of Ms Selke, a proud Kaurareg woman. Ms Selke possesses insight and the ability to lead the organisation with our other executives to advocate for our people on ground. Chief Executive Officer also acknowledged Mr Wayne Green and Ms Nicola Daniels on doing an amazing job.

Ms Noeleen Selke introduced herself and is happy 'to be home' and excited to be part of the team, to use her skills and experience for the benefit of our people.

5. Noting of Draft Minutes - SARG Meeting

- 2nd December 2022. Mayor asked if there are any amendments or changes to the meeting minutes

RESOLUTION:

Moved: Cr Aven Noah; Second: Cr Rocky Stephen

That the Minutes for the SARG meeting held on 2nd December be adopted as a true and correct account of the meeting.

MOTION CARRIED UNANIMOUS

6. Strategic Action Items Review

Chief Executive Officer, Mr James William provided an update on the Strategic Action Items. Action to be reviewed was for the Executive Officer to contact SARGE members and to walk them through the ten key priority item document and resolve any issues with feedback from the Councillors

The Executive Officer has reviewed the priority items with Executive Director, Corporate Services, who has provided valuable feedback and also spoke with Executive Director Engineering Services in depth – particularly of the marine infrastructure matter which is the \$40M commitment. Advocacy policy and Terms of Reference were also discussed. The drafted priority items booklet will be sent out to Mayor Mosby, Deputy Mayor Cr, Getano Lui and Councillors for final review as soon as Executive Officer and Executive Director, Corporate Services have reviewed the document satisfactorily.

Mayor Mosby thanked Executive Officer for the update. Mayor sent out an email on 28th December, 2022 to all SARG committee members regarding the ten priorities. If members could place that email on the agenda for discussion at their next prospective Standing Committee and report back on the outcomes.

Air Services returning to Mabuiag, Erub and Mer Islands

Chief Executive Officer, Mr James William advised that all relevant regulation actions have been signed off (December). Skytrans is still working with CASA to ensure safe take-off and landing procedures are risk assessed.

There were a number of individual items to be addressed on each island. Council has engaged a contractor for Erub Island as it requires clearing and removal of vegetation (bamboo). This action will take place in the next ten days. The other two islands – all items on Council's list to action and complete has been done. When the Erub vegetation situation has been completed, it is then up to CASA and Skytrans to carry the batten. The Chief Executive Officer will continue to monitor the situation to Council.

Further discussions took place on this topic.

1:58pm - Cr Hilda Mosby left the meeting.

2:01pm – Cr Hilda Mosby re-joined the meeting.

ACTION

Executive Director, Corporate Services to explore North Queensland airports who as part of their strategic plan, have an Aboriginal and Torres Strait Island component. In order to draw on their experience and knowledge to use as leverage and also gain from their experience and lessons learned so we may continually maintain this asset appropriately.

ACTION

Chief Executive Officer will call CASA and speak to the head of regulations to see the possibility around special dispensation and what our options are.

ACTION:

Chief Executive Officer to organise a meeting with the responsible Minister as soon as possible together with appropriate Executive Staff and discuss a possibility of a special dispensation towards fixing the short airstrips and what Council's options are.

Mayor Mosby said there are mixed messages in the community about what we are doing or not doing. We have to show our community that we have done everything that CASA/Skytrans required of us down to the finest detail, to have the air strips prepared to CASA's safety requirements. We have done this without delay knowing that transport is the spine of our community without transport being managed properly as a priority – we are really struggling. Our communities need to know it is now up to CASA/Skytrans to complete the final aspects in order to re-open the airstrips providing safe, reliable, affordable transport to our people and our region.

ACTION:

Executive Officer to prepare media release – positive review for Council regarding Air Services returning to Mabuia, Erub and Mer Islands

7. Mayor - Verbal

1. Standing Committee's Key Priorities

Our Mayor Mosby provided the committee with a verbal update on what the objectives and strategies are for the Standing Committees. Mayor Mosby sent out to Committee Chairs a hyperlink of Standing Committee key priorities. Due to a lack of response he pre-populated the table for their review.

ACTION:

Chief Executive Officer to gain assistance from appropriate Executive Directors to collaborate with and guide Standing Committee chairs in populating the table.

ACTION:

Executive Officer to send the draft advocacy policy to all Councillors.

2. Proposed date for SARG and Executive Officers Leadership Workshop

Mayor Mosby provided the committee with a verbal update of the above. Proposed date for the leadership workshop is at the end of February 2023 at which time we should already have the draft together for the 10 key priorities.

Executive Officer – Verbal

3. Advocacy Policy, Action Plan and Priorities

Executive Officer, Mr Jacob Matysek advised that he is waiting for Graphics Officer, Corporate Affairs, Brendan John, to return to work who has the templates ready. Once Executive Director, Corporate Services has had a chance to review the priorities, we will then fast track the first release for Council's review in March, 2023.

4. Terms of Reference Local Thriving Communities (LTC)

Executive Officer, Mr Jacob Matysek, provided the committee with a verbal update, explanation and background of the Terms of Reference and local Thriving Communities.

3:15pm - Executive Officer left the meeting.

8. SARG COMMITTEE MOVED INTO CLOSED BUSINESS

RESOLUTION:

Moved: Cr Rocky Stephen, Second: Cr Getano Lui

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:

- (a) The appointment, discipline or dismissal of the chief executive officer.**
- (c) local government budget.**

MOTION CARRIED UNANIMOUS

1. OCEO - CEO KPI Performance Review Report | 12 x KPI – Danielle Turner – Preston Law

3:20pm – For minute taking purposes all staff were asked to leave the meeting for a closed meeting session except for the Chief Executive Officer.

SARG COMMITTEE MOVED OUT OF CLOSED BUSINESS

RESOLUTION

Move: Cr Hilda Mosby, Second: Cr Rocky Stephen

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

MOTION CARRIED UNANIMOUS

2. General/ Other Business (on notice)

No other business.

3. Next meeting date – Tuesday 7th February 2023 | 1pm – 4pm

4. Closing Remarks and Prayer

Mayor Mosby thanked SARG members, Chief Executive Officer and Executive Staff for their attendance and invited Cr Rocky Stephen to close the meeting in a word of prayer.

MEETING CLOSED – 3:58PM

.....
Mr James William
Chief Executive Officer
Torres Strait Island Regional Council
Date:

.....
Cr Phillemon Mosby
Mayor
Torres Strait Island Regional Council
Date:

Strategic Advisory Reference Group (SARG) Action Items Register

Date of Meeting	Month of Meeting	Year	Type of Meeting	Community	Agenda Item	Action	Lead Officer	Budget (Y/N)	Strategic / Operational	Linked to Council Plans eg. Op Plan, AMP (Y/N)	Status / Comments	Completion ETA
10	January	2023	SARG	VC	Air Services returning to Mabuiag, Erub and Mer Islands	Executive Director, Corporate Services to explore North Queensland airports who as part of their strategic plan, have an Aboriginal and Torres Strait Island component. In order to draw on their experience and knowledge to use as leverage and also gain from their experience and lessons learned so we may continually maintain this asset appropriately.	Executive Director Corporate Services					
10	January	2023	SARG	VC	Air Services returning to Mabuiag, Erub and Mer Islands	Chief Executive Officer will call CASA and speak to the head of regulations to see the possibility around special dispensation and what our options are.	Chief Executive Officer					
10	January	2023	SARG	VC	Air Services returning to Mabuiag, Erub and Mer Islands	Chief Executive Officer to organise a meeting with the responsible Minister as soon as possible together with appropriate Executive Staff and discuss a possibility of a special dispensation towards fixing the short airstrips and what Council's options are.	Chief Executive Officer					
10	January	2023	SARG	VC	Air Services returning to Mabuiag, Erub and Mer Islands	Executive Officer to prepare Media Release – positive review for Council regarding Air Services returning to Mabuiag, Erub and Mer Islands	Executive Officer					
10	January	2023	SARG	VC	Standing Committees Key Priorities	Chief Executive Officer to gain assistance from appropriate Executive Directors to collaborate with and guide Standing Committee chairs in populating the table.	Chief Executive Office					
10	January	2023	SARG	VC	Standing Committees Key Priorities	Executive Officer to send the draft advocacy policy to all Councillors.	Executive Officer					