



**Torres Strait Island**  
REGIONAL COUNCIL

# MINUTES

## STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday 2<sup>nd</sup> March 2021

Time: 1:13pm to 5:27pm

Venue: Video Conference

## **SARG – Tuesday 2<sup>nd</sup> March 2021**

### **Present:**

Mayor Phillemon Mosby  
Cr Getano Lui  
Cr Rocky Stephen  
Cr Aven Noah  
Cr Keith Fell  
Cr Kabay Tamu (Proxy)

Ilario Sabatino – Acting Chief Executive  
Officer Hollie Faithfull – Chief Financial Officer  
David Baldwin – Chief Engineer  
Rachel Pierce – Acting Chief Operating Officer  
Ursula Nai – Senior Executive Assistant  
Kathy Cochran – Secretariat Officer

### **Apology**

Cr Hilda Mosby

## **Agenda**

### **1. Welcome (Chair)**

Mayor Mosby welcomed everyone to the March 2021 SARG meeting and paid respects and acknowledge Father God, traditional owners for the Zenadth Kes Region and the Cairns Region.

### **2. Opening Prayer**

Mayor Mosby invited Cr Fell to open the meeting in prayer.

### **3. Apologies**

- Cr Hilda Mosby is an apology and her nominated proxy Cr Tamu is in attendance.

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

No declaration made; Mayor Mosby encouraged everyone to declare at any time during the meeting if the need arise.

### **5. Confirmation of Minutes - SARG Meeting – 9<sup>th</sup> February 2021 – VC**

#### **RESOLUTION:**

*Moved:* Cr Lui; *Second:* Cr Fell

That the minutes for the February 2021 SARG meeting be adopted as true and accurate.

**MOTION CARRIED**

### **6. Strategic Action Items Review**

Acting Chief Executive Officer, Mr Ilario Sabatino spoke to the report and provided an update on the Action Items list.

**ACTION:** ACEO to develop recommendation – report to be added to April SARG Agenda.

## 7. **Strategic Updates**

### a. Mayor

1. SWOT Analysis - to be added to the April 2021 SARG meeting.
  - Sustainability Plan
  - Strategic Business model
  - Weakness and strength – strategy to address
  - Organisational

Cr Lui suggested we start from scratch and make sure we encompass everything.

Cr Stephen mentioned with the community priority some have already had funds approved so we're not looking for funds.

### 2. Agenda May Workshop

Acting Chief Executive Officer spoke to this item.

CFO – Asset Management Plan for Councillors. Hollie flagged she will be away for the first week of the workshop.

### b. Chief Executive Officer

1. Memorandum of Understanding TSRA, GBK, ML, MGNM

Acting Chief Executive officer informed SARG this discussion was placed on hold due to the TSRA elections and conflict of interest issues. SARG can participate in discussion – proxy to attend SARG.

- Lessons learnt from previous MOU
- Partnership
- Look at what's not working in the MOU. Better engagement of the elected arm
- Align TSIRC standing committee with TSRA portfolio members
- Employees

**ACTION:** ACEO to provide a draft with the following for the April SARG meeting.

**ACTION:** TSIRC legal to provide advice on our members and TSRA Legal on their members

**ACTION:** SO to send a copy of the old MOU to SARG members – actioned – sent to SARG members during the meeting.

*SARG moves into Closed Business*

**RESOLUTION:**

Moved: Cr Noah; Second: Cr Stephen

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:

(b) industrial matters affecting employees;

(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;

(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**

1. CLOSED BUSINESS - Elphinstone Close
2. CLOSED BUSINESS - Transition Action Plan (TAP)
3. CLOSED BUSINESS - Reconciliation Action Plan (RAP)
4. CLOSED BUSINESS - Strategic Organisation Sustainability Action Plan
5. CLOSED BUSINESS - Industrial Matter – Staffing Issue

**ACTION:** Provide an update to the Mayor and ACEO on Friday afternoon – meeting with QTC.

**2:25pm** – SEA and O leaves the meeting for TAP discussions.

**2:53pm** – SO back in the meeting.

**c. Chief Engineer**

1. CLOSED BUSINESS - MIP 7 Marine Infrastructure

Chief Engineer spoke to the report.

**ACTION:** Send letter under the Mayor’s hand to TSRA inquiring about MIP7.

**RECOMMENDATION:**

That the Closed Business - MIP7 Report go to the full Council March Ordinary meeting for noting.

**ACTION:** SEA to arrange for the Mayor to have a deputation with the TSRA Board.

*SARG moves out of Closed Business*

**RESOLUTION:**

Moved: Cr Tamu; Second: Cr Noah  
That SARG moves out of closed business.

**MOTION CARRIED**

**d. Chief Financial Officer**

1. Standing Agenda Item – Project Plan Update – verbal

Chief Financial officer spoke to this item and provided SARG with a verbal update on the Project Plan.

**ACTION:** 1. Send a letter of Intent.

2. Deputation Policy

CFO spoke to this item, draft Policy presented, reviewed by CFO and CEO.

3. Parliamentary Engagement Procedure

CFO spoke to this item and presented a draft Parliamentary Engagement Procedure.

4. Councillors Top 5 Priorities – **Late**

CFO spoke to this item. Grant funding pipeline – distributed to Executive on 9<sup>th</sup> March.

Cr Fell asked for a timeline for Priority 1. CFO advised it's captured in the pipeline.

**ACTION:** Send a letter under the Mayor's hand to the TSRA Chair with the Councillors top five (5) priorities.

5. Communication Policy

CFO provided an update on the policy.

6. Update on Grant Funding Pipeline – verbal

CFO provide SARG with a verbal update.

7. Update on Asset and Management Planning – verbal

CFO provided an update.

**ACTION:** SEA to place on May Workshop Agenda – Assets Management Plan.

8. Update on Risk Register – Late

**4:40pm** – Nerida Carr joined the meeting.

CFO introduces Nerida and invites her to speak to this item. Nerida provided and SARG with a brief update on the risk.

Cr Lui asked how we are performing with our risk mitigation – asset management plan. CFO explains reactive rather than proactive with repairs.

**ACTION:** Provide a high level overview monthly information report to the Full Council.

**5:02pm** – Nerida Carr and Cr Lui are excused and leaves the meeting.

**e. Chief Operating Officer**

1. Standing Agenda Item – Housing Authority Update – verbal

COO provide SARG with an update.

2. Fuel and Gas transition update – verbal

COO spoke to this item and update SARG on the fuel and gas transition status and informed there will be an agenda report tabled at the April SARG for recommendation to the April OM.

**8.** General/ Other Business (on notice)

Cr Noah asked for a review of the sub local law – visitors coming into community whether permission was granted or not before. Day trippers and contract workers in particular.

**ACTION:** Refer to standing committee to workshop through, next meeting date 21 June 2021.

**ACTION:** Website update to have a comment section on the form. Discussion at OM prior.

Cr Fell asked about Community Grants. CFO informed SARG we are working with McDonald Law – still being workshopped internally.

Cr Lui asked about two applications for community grants. CFO to take offline with Cr Lui.

Cr Lui asked if we have a policy on having virtual meeting (due to COVID) if not we should develop one and ensure it is set up for Councillors.

**5:19pm** – Cr Lui and Cr Tamu both leave the meeting.

Mayor raised the meeting being held by Video conference; he would like to see community attend. Office staff on ground to promote these VC meeting more and provide space in the office and being COVID compliant and or live streaming our meetings.

**ACTION:** IT section to see what's available and space in the Divisional offices.

**9.** Next meeting date – proposed Tuesday 6<sup>th</sup> April 2021

Cr Lui asked if the Member for Cook has been notified of our March OM. SEA confirmed, yes, she was notified.

**10.** Closing Remarks and Prayer

Mayor thanked everyone for their work and contribution and closed the meeting in prayer.