



Torres Strait Island
REGIONAL COUNCIL

MINUTES

STRATEGIC ADVISORY REFERENCE GROUP

Date: Tuesday 9th February 2021

Time: 9:33am to 12:06pm

Venue: Video Conference

Strategic Advisory Reference Group Meeting

Tuesday 9th February 2021

Agenda

1. 9:00am – 9:03am Welcome (Chair)
2. 9:03am – 9:06am Opening Prayer
3. 9:06am – 9:08am Apologies
4. 9:08am – 9:10am Conflict of Interest (COI)/ Declarable / Prescribed
5. 9:10am – 9:15am Outstanding Strategic Action Items
6. 9:15am - 9:20am Minutes – SARG Meeting – 19 January 2020 – Cairns
7. 9:20am – 10:00am **Deputation** – TSIRC DOGIT Transfer – Peter Lawrence,
Principal
Land Officer, Department of Natural Resource and Mines

Morning Tea - 10:00am - 10:15am

8. 10:15am – 11:45am Strategic Updates
 1. **Mayor**
 - a. Secretariat for Regional Governance Resolution
 - b. State and Federal Deputation Policy
 - c. Council Meeting Deputation
 - d. 150th Community of the Light Celebrations
 - e. SWOT Analysis Report
 - f. Community Priorities Report Update
 - g. Grant Funding Update
 - h. May Workshop Agenda (November Councillors Workshop feedback)
 - i. Standing Committee's Update - verbal
 - Culture, Arts, Land and Heritage – Cr. Aven Noah
 - Governance and Leadership – Cr. Getano Lui
 - Economic Growth – Cr. Rocky Stephen
 - Housing and Safe and Healthy Communities – Cr. Keith Fell
 - Climate Change Adaptation and Environment – Cr. Hilda Mosby

2. Chief Engineer

3. Chief Financial Officer

- a. CLOSED BUSINESS - Analysis of Freight Consolidation Business Case - **Late**

4. Chief Executive Officer

- a. Department of Housing Public Works Funding
- b. Building Services Unit Performance Update
- c. CLOSED BUSINESS – Industrial Matters 2 - **Late**

- 9. 11:45am – 11:50am General/ Other Business (on notice)
- 10. 11:55am – 11:57am Next meeting date – March 2021
- 11. 11:567am – 12:00pm Closing Prayer

**SARG Meeting
TSIRC Committee Room, Cairns**

**Tuesday 9th February 2021
9:33am – 12:06pm**

Present: Mayor Mosby (Cairns)
Cr Getano Lui Jnr (Cairns)
Cr Keith Fell, (Mabuiag)
Cr Hilda Mosby (Masig)
Ilario Sabatino, Acting Chief Executive Officer (Cairns)
Hollie Faithfull, Chief Financial Officer (Cairns)
Rachel Pierce, Acting Chief Operating Officer (Cairns)
Peter Krebs, Senior Legal Counsel (Cairns)
Ursula Nai, Senior Executive Assistant (Hammond)
Kathy Cochran, Secretariat Officer (Cairns)

Apologies: Cr Aven Noah
Cr Rocky Stephen
David Baldwin, Chief Engineer

1. Welcome (Chair)

Mayor Mosby welcomed everyone to the meeting. Thanked and acknowledged our Papa God, the Traditional Owner both for Cairns and Zenadth Kes Region.

2. Opening Prayer

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

3. Apologies

- David Baldwin – Chief Engineer
- Cr Aven Noah – Chair, Culture Art Land and Heritage Committee
- Cr Rocky Stephen – Chair, Economic Growth Committee

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

No declaration made. Mayor encouraged Councillors and staff to make a declaration at any time.

5. Outstanding Strategic Action Items

Acting Chief Executive Officer updated the SARG Committee on the Action Items

6. Minutes – SARG Meeting – 19th January 2021 – Cairns

Minutes to be endorsed after TSIRC DOGIT Transfer presentation.

7. DEPUTATION – TSIRC DOGIT Transfer – Peter Lawrence, Principal Land Officer, Department of Natural Resource and Mines

ACTION: Under the Mayor’s hand a letter of invitation is drafted to respective Minister to discuss the pertinent issue of DOGIT transfer in the Torres Strait

8. Minutes – SARG Meeting – 19th January 2021 – Cairns

RESOLUTION:

Moved: Cr Fell; *Second:* Cr Noah

That the minutes from the January 2021 SARG meeting be adopted as true and accurate.

MOTION CARRIED

9. Strategic Updates

1. Mayor

a. Secretariat for Regional Governance Resolution

ACTION: Secretariat to place on Agenda for February 2021 Ordinary meeting. Invite Holding Redlich to February OM.

ACTION: Secretariat to place greater emphasis on quality and timings of papers and minutes provided to SARG and Ordinary Meeting. This is to include action items to be sent to Chiefs for implementation in a timely manner.

b. State and Federal Deputation Policy

Discussions were held on lessons learnt from previous deputations. The Mayor requested the team develop a clear process for when TSIRC is deputizing with Ministers and other external stakeholders deputise with TSIRC at our Monthly Council Meeting.

ACTION: Head of Corporate Affairs and Engagement to develop a draft Policy for State and Federal Deputation that integrates Council Meeting Deputation to be presented at March SARG.

c. Council Meeting Deputation

Discussions were held and this process will be incorporated in the Deputation Policy.

ACTION: As above.

d. 150th Coming of the Light Celebrations

Each Division has the \$4k allocation for community events per year. Council to decide on level of contribution (in-kind) of facilities for that day per Division.

ACTION: Acting Chief Operating Officer to present a report to February Ordinary Meeting for Council to decide on level of contributions i.e. in-kind of facilities for the day for each division, noting the \$4,000.00 Community and Regional Grant opportunities.

e. SWOT Analysis Report

SWOT Analysis workshop completed. Mayor wants value for money and some strategies to come out of the exercise.

ACTION: Chief Financial Officer to email the SWOT Analysis Report to Pacifica to inform the Organisational sustainability plan.

ACTION: Acting Chief Executive Officer to present the Draft Organisational Sustainability Plan at the March SARG

f. Community Priorities Report Update

Team to contact each Councillors to confirm or update their top five (5) priorities and report on whether there's existing funding allocated and or if funding is being sourced.

ACTION: Head of Corporate Affairs and Engagement to present a report to the March SARG meeting on the Top 5 Community Priorities.

g. Grant Funding Update

New officer appointed and started yesterday.

MORNING TEA – 11:15am – 11:25am

h. May Workshop Agenda (November Councillors Workshop feedback)

Mayor requested two items;

- QTC – Update – Financial – this training should cover the following:
 - What to look for in reports
 - What questions to ask regarding reports

- Areas of further investigation
 - Financial strengths etc
 - Dashboard for Community – Show Councillors how to interpret the financial report so they can present to Community and have members understand the Financial Status of Council during Community Information sessions.
- LGAQ – this training to cover:
 - Chairing standing committees
 - Agenda Topics

ACTION: SEA to contact the above course outline/costing/availability and include on draft May workshop agenda. SEA to seek approval from both the Mayor and CEO on the training contents.

i. Standing Committee's Update – verbal

Committee Chair's non-attendance at SARG. As per TOR Chairs are to nominate a proxy to attend.

ACTION: Secretariat to follow up and advise at least 1 day out of SARG Meeting.

2. Chief Executive Officer

a. Department of Housing and Public Works Funding

Acting Chief Executive Officer spoke to the report.

ACTION: Cr Fell requested that Councillors are informed of when works are completed on their Division and ACEO to confirm the rollout.

ACTION: Secretariat to provide a copy of the paper to the Housing and Safe and Healthy Communities Committee.

RESOLUTION:

Moved: Cr Fell; *Second:* Cr H Mosby

That SARG resolves to note the Department of Public Works Funding report as presented.

MOTION CARRIED

SARG MOVES INTO CLOSED BUSINESS

RESOLUTION:

Moved: Cr Fell; *Second:* Cr H 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:

- (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

- CLOSED BUSINESS – Analysis of Freight Consolidation Business Case
- CLOSED BUSINESS – Industrial Matters 2

11:45am – All staff exited meeting except for Chief Financial Officer.

SARG MOVES OUT OF CLOSED BUSINESS

RESOLUTION:

Moved: Cr H Mosby; *Second:* Cr Fell
That SARG moves out of closed business.

MOTION CARRIED

10. Next Meeting date – March 2021

- Tuesday 2nd March 2021

11. Closing Remarks and Prayer

12:06pm – Mayor Mosby closed the meeting in prayer.

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Ilario Sabatino
Acting Chief Executive Officer
Torres Strait Island Regional Council
2nd March 2021

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Phillemon Mosby
Mayor
Torres Strait Island Regional Council
2nd March 2021