



Torres Strait Island
REGIONAL COUNCIL

MINUTES

ORDINARY MEETING

TUESDAY 21 JULY – WEDNESDAY 22 JULY 2015

Please find attached Minutes of the above meeting held on Tuesday 21st July 9.13am –3.57pm,
Wednesday 22nd July 9.23am – 3.38pm at the Phillemon Memorial Hall.

Tuesday 21st JULY 2015

Present

Cr Fred Gela, Mayor

Cr Joel Gaidan, Division 2 – Dauan Island

Cr Ron Enosa, Division 3 – Saibai Island

Cr Horace Baira, Division 5 – Badu Island

Cr David Bosun, Division 6 – Kubin Community at Moa Island

Cr Toshie Kris, Division 7 – St Pauls Community at Moa Island

Cr Mario Sabatino, Division 8 – Hammond Island

Cr Willie Lui, Division 10 – Warraber Island

Cr Pillemon Mosby, Division 11 – Poruma Island

Cr Ted Nai, Division 12 – Masig Island

Cr Rocky Stephen, Division 13 – Ugar Island

Cr Jimmy Gela, Division 14 – Erub Island

Cr William Akee, Division 15 – Mer Island

Ms Dania Ahwang, Chief Executive Officer (CEO)

Mr Chris McLaughlin, Executive Manager Corporate Services (EMCS)

Mr David Baldwin, Executive Manager Engineering Services (EMES)

Ms Katherine Wiggins, Manager Performance and Advocacy (MPA)

Ms Catharine Enosa, Multi-skilled Administration Officer, Warraber Island (Minute Taker)

Apologies

Cr Keith Fell, Deputy Mayor, Division 4 – Mabuiag Island

Cr Dimas Toby, Division 1 – Boigu Island

Cr Getano Lui Jnr, Division 9 – Iama Island

Mr David Abednego, Executive Manager Community Services (EMCoS)

Ms Melissa Barmettler, Executive Manager Financial Services (EMFS)

Ms Daisy Ketchell, Executive Officer (EO)

1. **9:13am – 9.19am** **Opening Prayer and Welcome**

Cr Gaidan opened the meeting in prayer. There was a minute silence to pay respect to families who have lost their loved ones recently.

PBC Welcome

Mr Harold Pearson, on behalf of PBC, welcomed Council to Warraber Island community.

Mayor's Welcome and Opening Remarks

The Mayor welcomed the Councillors to the meeting and acknowledged the Traditional Owners of the Land.

2. **9:19am – 9.25 am** **Apologies**

RESOLUTION

Cr Keith Fell – Approved Council Leave

Moved Cr W Lui Seconded Cr Bosun

That Council accept the apology from Cr Fell for his absence at this meeting.

MOTION CARRIED

Cr Baira against

RESOLUTION

Cr G Lui – Approved Council Leave

Moved Cr Baira, Seconded Cr Enosa

That Council accept the apology from Cr G.Lui for his absence at this meeting, subject to receipt of a medical certificate.

MOTION CARRIED

RESOLUTION

Cr Toby – Approved Council Leave

Moved Cr Akee Seconded Cr J Gela

That Council accept the apology from Cr Toby for his absence at this meeting.

MOTION CARRIED

Cr Baira against

RESOLUTION

Cr Stephen – Approved Council Leave for 22 July 2015 Council Meeting day

Moved Cr Enosa Seconded Cr Nai

That Council accept the apology from Cr Stephen for his absence at this meeting.

MOTION CARRIED

3. 9:25am – 9:27am Confirmation of June 2015 Minutes

Cr Baira stated that an amendment was required on Page 10 of the Minutes, “Reimbursement and Facilities Provision” should replace “Vehicle Car Hire Policy”.

Action Item

MPA to amend June 2015 Council minutes, page 10.

RESOLUTION

Moved Cr J Gela, Seconded Cr Kris

That the minutes of Council meeting held June 2015 – be adopted as true and accurate, subject to amendment on Page 10.

MOTION CARRIED

9:28am – 9:47am Action Item Summary From Previous Meeting

Cr Mosby raised concerns in the roll-out of the housing within Council, in particular the bedroom sizes being delivered that do not address housing needs.

Action Item

EMCoS to ensure the housing waiting list is updated, and regularly monitored and updated thereafter by 1) Families to be contacted to make sure their requirements are still the same, and 2) Councillors to provide input into the waiting list.

Action Item

EMCoS to provide regular Information Report on the roll-out of the housing program

Action Item

MPA to invite Director General Housing and Public Works to August 2015 Council meeting

5. 9:48am –10:44am Agenda Report – Regional Community Grants

Cr Baira enquired about the eligibility requirements for applications to Community Grants in regard to application being written on behalf applicants whilst being located outside the Council geographical area.

Action Item

EMFS to review the Community Grant procedure and application form to ensure it is clear whether the writer of the applications (when written on behalf of an applicant) also need to be based in the Council Geographical area (for both Council Discretionary and Regional Grants).

Action Item

EMFS to provide information within the Council information reports on the type of grants that have been funded from the regional bucket i.e., noting whether they are sporting; arts; leadership etc, and the benefits to the community as noted within acquittal reports.

Action Item

EMFS to include information in future Council reports on how much was previously given to the applicant, what funds were used for, what benefits were reported and what benefits were actually achieved with the funds provided.

Council also discussed the need for an “Investment Policy”.

Action Item

EMFS to review the need for consideration of investment within the Community Grants Procedure.

Cr Kris raised the need to work with other state and federal Government Departments to access in kind support of community events.

Cr Sabatino declared his COI for Kulka Balas applicant and left the room.

Cr Mosby declared his COI for Kulka Balas

Cr W Lui declared his COI for Kulka Balas

Cr Enosa declared his COI for Mura Buai Siba Wum Rugby League Team.

Cr W Gaiden declared his COI for Mura Buai Siba Wum Rugby League Team.

RESOLUTION

Moved Cr Baira, Seconded Cr Enosa

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Kulpiyam Football Club.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Cr Baira, Seconded Cr Nai

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Mura Buai Siba Wum Rugby League Team.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Cr Nai, Seconded Cr W Lui

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Kulka Balas Rugby League Club.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Cr Nai, Seconded Cr Mosby

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Mulga United Ladies Team.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Baira, Seconded Cr J Gela, that Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Wakaid Warriors.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Cr Baira, Seconded Cr Akee

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Aragon Warriors Rugby League Team on behalf of the Arthur Beetson Memorial application.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

RESOLUTION

Moved Cr Baira, Seconded Cr Enosa

That Council provide Community Grants support to the maximum amount available being \$2,500 in accordance with the Community Grants policy to Aragon Warriors Rugby League Team.

Cr Sabatino was absent due to conflict of interest and/or material personal interest and did not vote.

MOTION CARRIED

Cr Nai blessed the Morning Tea

11:11am – 12.00pm Morning Break

6. **12.00pm – 1.28pm** **Closed Business**

RESOLUTION

Moved Cr Mosby, Seconded Cr Sabatino

That in accordance with s275 of the Local Government Regulation 2012 it is resolved for the meeting to go into closed session to discuss:

- (a) The appointment, dismissal or discipline of employees; or
- (b) Industrial matters affecting employees; or
- (c) The local government's budget; or
- (d) Rating concessions; or
- (e) Contracts proposed to be made by it; or
- (f) Starting or defending legal proceedings involving the local government; or
- (g) Any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
- (h) Other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Further the public in attendance are asked to leave.

MOTION CARRIED

1.28pm End of Closed Business

RESOLUTION

Moved Cr Mosby, Seconded Cr Sabatino
That Council move out of Closed Business.

MOTION CARRIED

6.1. 1.28pm – 1.30pm Agenda Report – Building Services Review

RESOLUTION

That Council adopt a staged approach to commercialisation of the BSU commencing with the establishment of a full cost pricing model from 1 July 2015 and then a commercialised business unit commencing on 1 July 2016.

Matter left laying on table

6.2. 1.30pm – 1.33pm Agenda Report – Port Kennedy Association

RESOLUTION

Moved Cr Nai, Seconded Cr J Gela

That Council provides in principle support to the "Access and Engagement to Social Services Project" targeted at improving health and well-being outcomes of people living in the Torres Strait by identifying effective access and engagement pathways to health and

well-being services. Further that in supporting the Access and Engagement to Social Services Project, Council endorses the exercise of the Chief Executive Officer's delegation to provide support, primarily by way of in kind support, to the Project in accordance with approved operating budget and within the Chief Executive Officer's delegation, subject to clarification of access to research data.

MOTION LOST

- 6.3. **1:33pm – 1:36pm** **Project Implementation Plan – One Boat: Lagual Oroaire Consultancy**

RESOLUTION

Moved Cr Bosun, Seconded Cr Sabatino

That Council engage the consultancy services of Adam Vai Delaney (AVD) to develop and assist with delivery of the One Boat: Lagual Oroarie Project Implementation Plan under section 235(b) of the Local Government Regulation 2012 given the specialized nature of the work.

MOTION LOST

- 6.4. **1:36pm – 1:39pm** **St Paul's Community Hall**

RESOLUTION

Moved Cr Mosby, Seconded Cr Sabatino

That Council resolve to vary St Paul's Stadium funding and redirect to the St Paul's Community Hall, subject to TSRA funding variation.

MOTION CARRIED

1:39pm – 2:49pm Lunch Break

7. **2:49pm – 3:13pm** **Business Arising from Information Reports**

Cr Baira sought and obtained clarity on co-contributed TSRA funding and TSRA's Minor Infrastructure Program was discussed.

Cr W Lui requested the dates for the upcoming Vet Visit.

Action Item

EMCoS to provide details and schedule of the vet visit to Councillors.

The Mayor highlighted the update from Environment and Health within the Information Reports and noted that it demonstrated the positive activity occurring in the Environment and Health Team. The Mayor encourages the Councillors to review the Information Reports for further information.

Cr Baira sought and obtained clarity on Council's operating surplus and other budgetary queries.

Action Item

EMCS to include updated Capital Works Prioritisation Matrix in monthly Information Reports.

Action Item

MPA to provide information report on War Memorial Funding and other possible funding opportunities to further increase budget.

8. 3:13pm – 3:56pm General Business

Cr W Lui raised safety concerns with lack of lighting at Warraber Island wharf and power supply to recycling program is not operating.

Action Item

EMES to investigate the repair of Warraber Wharf lights and power supply at wharf and recycling plant.

It was noted Cr Stephen left the meeting at 3:30pm.

Cr J Gela requested update on dump site. EMCS advised that no funds have been identified for compensation to a future site and instead will need to look at Indigenous Land Use Agreement for current site.

Action Item

EMES to direct staff to continue to perform garbage runs at Erub until otherwise directed.

Cr Kris sought and obtained clarity on the 3 vacant positions advertised in Torres News. CEO provided information on Executive Assistant to CEO and Management Accountant. EMCS provided information on Legal Counsel – Lands position.

Cr Baira sought and obtained clarity on PBC Schedule of fees.

Cr Enosa enquired about the new pergolas / gazebos to be built on Saibai through My Pathway Participants as a work for the dole program. CEO advised that it was vital that any proposed projects go through the appropriate approvals before being built and accepted on the Council's Asset Register, this includes assessment of the Whole of Life cost to Council.

Action Item

MPA to work with My Pathways to progress assessment of viability of building gazebos in Saibai in terms of Whole of Life cost.

Cr Enosa advised that Saibai needs a new garbage truck.

Action Item

EMCS to consider replacement of garbage truck at Saibai as part of fleet replacement capital budget item.

Cr Baira requested further discussion on meeting fees and deputation topics for upcoming Prime Minister's visit at tomorrow's meeting.

Council discussed deputation topics for the upcoming Prime Minister visit.

Meeting closed in prayer by Cr Enosa

3:57pm Council Meeting Close

Wednesday 22nd JULY 2015

Cr Fred Gela, Mayor

Cr Joel Gaidan, Division 2 – Dauan Island

Cr Ron Enosa, Division 3 – Saibai Island

Cr Horace Baira, Division 5 – Badu Island

Cr David Bosun, Division 6 – Kubin Community at Moa Island

Cr Toshie Kris, Division 7 – St Pauls Community at Moa Island

Cr Mario Sabatino, Division 8 – Hammond Island

Cr Willie Lui, Division 10 – Warraber Island

Cr Phillemon Mosby, Division 11 – Poruma Island

Cr Ted Nai, Division 12 – Masig Island

Cr Jimmy Gela, Division 14 – Erub Island

Cr William Akee, Division 15 – Mer Island

Ms Dania Ahwang, Chief Executive Officer (CEO)

Mr Chris McLaughlin, Executive Manager Corporate Services (EMCS)

Mr David Baldwin, Executive Manager Engineering Services (EMES)

Ms Katherine Wiggins, Manager Performance and Advocacy (MPA)

Apologies

Cr Keith Fell, Deputy Mayor, Division 4 – Mabuiag Island

Cr Dimas Toby, Division 1 – Boigu Island

Cr Getano Lui Jnr, Division 9 – Iama Island

Cr Rocky Stephen, Division 13 – Ugar Island

Mr David Abednego, Executive Manager Community Services (EMCoS)

Ms Melissa Barmettler, Executive Manager Financial Services (EMFS)

Ms Daisy Ketchell, Executive Officer (EO)

9. **9.23 am – 9.25am** **Opening Prayer and Welcome**

Cr Mosby opened the meeting in prayer.

Mayor outlined agenda for today's discussion with general business to be followed by sustainability discussions.

8. **9.25am - 10.49am** **General Business**

Mayor to consider attendance at September meeting of TSRA Board to continue financial and sustainability discussions.

Action Item

CEO to request attendance of Mayor and prepare presentation to TSRA Board for its September Meeting

Cr W Lui requested information on bulka bags delivered to Warraber and whether they were for the plug in program. Also, Cr W Lui sought clarification on reported 2 bedroom stand alone construction rather than building in underneath existing dwelling.

Action Item

EMCoS to provide update to Cr W Lui on Warraber Housing Plug Ins and housing project.

Sustainability Discussions

CEO outlined potential impacts on funding, costs, service delivery including influences of external and internal reforms and changes affecting Council now and into the future. CEO also presented on possible future projects and feasibility studies to meet Corporate and Operational Plan needs.

Action Item

EMCoS to review the funding for the Badu Childcare Centre in view of any funding reforms

Action Item

EMCoS to review funding for Environment and Health services post June 2016 and consider alternative delivery models factoring in grant funding continuation.

Action Item

EMES to provide details on production cost per litre of water and consider aquifer water supply as an alternative to desalinated water supply.

Action Item

EMFS to work with Executive Team to identify the cost of non-core service delivery

Action Item

EMCS to prepare memo on the need for staff to support Council reducing the carbon footprint of Council through efficient use of air conditioners and lighting in Council buildings.

Councillors discussed revenue raising and cost saving initiatives such as lifting the fossil fuel moratorium, local government partnering beyond the Torres Strait and Northern Peninsula region and savings on travel costs.

Action Item

CEO to consider revenue raising and cost saving initiatives and develop key performance indicators for prioritized initiatives with monthly standing item in Council meeting information reports.

Action Item

CEO, working with Executive, to report on cost saving and revenue raising initiatives already progressing within Council.

**Cr W Lui blessed the morning tea
10.49am – 11.30am Morning Tea**

It was noted Cr Mosby left the meeting at start of morning tea

11.30am – 12.30pm

Resume - Council Session – Future Sustainability

CEO outlined the draft terms of reference of the Strategic Workforce Advisory Group. Cr Sabatino recommended removal of “Workforce” from group’s title and role as the draft terms of reference reflect a broader scope. Mayor Gela recommended more regular meetings than monthly in the early stages of the group’s establishment.

Action Item

CEO to remove “Workforce” from group’s title and draft terms of reference to be updated including more regular meetings in the start up stage and circulated to Councillors.

Council appointed Cr Kris, Cr Sabatino and Cr Bosun to the group’s membership.

Cr Bosun requested a review of the Oyster Farm feasibility report. A review was also recommended of the cabinet and joinery works feasibility report.

Action Item

MPA to identify the previous feasibility studies that have been completed and generate report of recommendations and costs.

Draft terms of reference of the advisory group should factor in demographics of each community.

Action Item

MPA to generate Australian Bureau of Statistics (ABS) population and demographic report and circulate weblink to Councillors.

Councillor induction should also cover sustainability initiatives.

Action Item

CEO to include sustainability as part of Councillor induction package.

**Cr Nai blessed Lunch
12.30pm – 1.31pm Lunch Break**

8. 1.31pm – 3.35pm General Business

Councillors requested clarification on Councillor Remuneration. EMCS reiterated current procedure noting that Council may, by resolution at a Meeting, give Approved Leave to a Councillor in advance for one (1) or more Meetings (or part thereof), and that there was no limit to the frequency of apologies submitted for endorsement by Council. EMCS advised that Council could amend the procedure to reduce the allowable absences.

August meeting dates were confirmed with Council as 20 and 21 August at Masig.

Councillor meal and incidental allowances to be reviewed where Council does not provide meals.

Action Item

CEO to review meals not provided at June Council meeting and pay meals and incidentals to Councillors.

Councillors were reminded to spend time with community members while visiting community.

Cr Kris requested the review of CEO's KPI's.

Action Item

CEO to distribute draft self ratings and schedule CEO KPI meeting with all Councillors.

Cr W Lui requested a report on the Warraber Stadium and what will happen now it has been temporarily closed.

Action Item

EMCoS to work with Building Unit to report on Warraber Stadium.

Cr W Lui enquired on progress of Warraber Kiosk lease to My Pathways and requested prioritization of action.

Action Item

EMCS to progress the Warraber Kiosk lease with My Pathways.

Cr Kris reiterated Ailan Kastom considerations to be factored in to decision making and not just financial factors.

Cr Baira requested security lighting at Badu Office to address theft of diesel from work vehicles.

Cr Bosun reported vandalism of community infrastructure and break and enter of builders' accommodation and suggested CCTV, lighting or patrols to address.

Action Item

MPA and EMCS to review situational crime prevention strategies to reduce property offences in Badu and Kubin.

Cr Sabatino requested information on funding source of HACC and Child Care positions at Hammond and a community consultation with EMCoS to progress Community Services delivery at Hammond. Discussions have commenced between Functional Manager and Cr Sabatino to re-purpose the Council buildings and Hammond Island community have supported this approach. Presentation within community by Community Services on current service levels and delivery. Community consultation to be supported by door to door contact with community members.

Action Item

EMCoS to program Hammond Island community consultation on Community Services and provide funding source information to Cr Sabatino on staff positions for HACC and Child Care services.

Cr Akee raised the breach of subordinate law as per his email dated 15 July 2015.

Action Item

EMCoS to follow up on potential breach of subordinate law.

Cr Akee requested follow up of airstrip gateway and mural for waiting house in preparation for Prime Minister's visit.

Action Item

MPA to follow up on airstrip and waiting house projects.

Cr J Gela reported safety issues with back step at Warraber guest house.

Action Item

CEO to follow up with Warraber Divisional Manager to raise a work request for the Warraber guest house back step.

Cr Baira requested an update on prior request for information on whether treaty movement approvals could be divested to PBC.

Action Item

EMCS to review possibility of divesting the responsibility of treaty visitor movement approval to PBC or appointing PBC as proxy and schedule as part of planned upcoming discussions with Badu PBC.

Cr Sabatino recommended investigation of head tax application to treaty visitor movements.

Action Item

Head tax investigation to include treaty movements.

Cr Kris requested review of treaty arrangements in preparation for Prime Minister's visit.

Action Item

Treaty to be included as deputation topic for discussion with Prime Minister.

Cr Sabatino raised the need for Council to look at the change in eligibility for next local government election given the removal of residential status requirements, in particular, Council policies, procedures, operations and financial implications of remotely based elected members.

Action Item

Council's policies, procedures and budget to be reviewed and monitored for potential impacts of upcoming election.

Cr Nai to attend NQLGA Conference at Palm Island in early August 2015 along with Cr Baira and MPA.

Mayor and Councillors drafted a list of topics for discussion with Prime Minister and federal ministers during upcoming trip.

Cr Gaidan requested update on Dauan Ferry. EMCS advised that the ferry is currently undergoing certification and further advised that the Dauan Pontoon is being investigated by insurer for potential coverage to fix under the insurance policy.

Cr Baira recommended the presentation from EMFS on Rates and Charges calculations and requested costs of non-core local government services be presented at a future Council meeting.

Action Item

EMFS to prepare presentation on costs of non-core local government services for future Council meeting.

Action Item

Travel Administration Officer (TAO) to coordinate the updating of Councillor Register of Interest form at next Council meeting.

Council requested an update on the Company Directors Course and whether Council would still deliver it. CEO advised that subject to entering caretaker mode with upcoming elections, further training may not happen in latter part of this calendar year. However, as training was identified some time ago, the director training could still be progressed.

Action Item

CEO to schedule training for Councillors in Company Directors Course.

Mayor advised Council that CEO delegations would need to be reviewed prior to entering caretaker mode so that Council could continue its business during caretaker period.

Action Item

EMFS to report balance of Councillor discretionary professional development budget to Council via information report.

Cr Kris raised initiative with Council to consider assisting tradespeople to get their subcontractor licenses.

Action Item

CEO to consider as an economic development and/or local business development initiative or as part of building services review to support local tradespersons to get their subcontractor license.

Cr Kris requested taxi booking between St Paul's and Kubin as part of Council travel bookings.

Action Item

TAO to include taxi booking for Cr Kris' Council meeting travel.

Mayor thanked Cr W Lui, Warraber Island community and Warraber Island staff for their hosting of the Council meeting.

Leave in advance

Cr Gaiden requested leave in advance for the August 2015 Council meeting.

Cr W Lui closed the Council meeting in Prayer
3.38pm – Council Meeting Close