



ORDINARY MEETING
11 DECEMBER 2024

MINUTES

Time: 10.55am

Venue: *Microsoft (TEAMS) | Meeting ID: 489 019 723 71 | Passcode: QutKVv*

PRESENT:

Mayor

Division 1 – Boigu
Division 2 – Dauan
Division 3 – Saibai
Division 5 – Badu / **Deputy Mayor**
Division 6 – Arkai
Division 7 – Wug (St. Pauls), Mua Island
Division 8 – Kirirri (Hammond Island)
Division 9 – Iama
Division 10 – Warraber
Division 11 – Poruma
Division 13 – Ugar
Division 14 – Erub
Division 15 – Mer

Cr Phillemon Mosby
Cr Dimas Toby
Cr Torenzo Elisala
Cr Chelsea Aniba
Cr Ranetta Wosomo
Cr Iona Manas
Cr John Levi
Cr Seriako Dorante
Cr Aggie Hankin
Cr Kabay Tamu
Cr Francis Pearson
Cr Rocky Stephen
Cr Nixon Mye
Cr Bob Kaigey

APOLOGIES:

Division 4 – Mabuiag
Division 12 – Masig

Cr Keith Fell – *Prior commitments*
Cr Ted Mosby – *personal leave*

OFFICERS:

Chief Executive Officer
Executive Director Building Services
Executive Director Community Services
Executive Director Corporate Services
Executive Director Engineering Services
Executive Director Financial Services
DOGIT Transfer, Land Tenure and Native Title Advisor
Manager Governance & Risk
Consultant
Executive Assistant to the Mayor
TSIRC Secretariat
TSIRC Secretariat Support

Mr James William
Mr Wayne Green
Mr Dawson Sailor
Ms Susanne Andres
Mr David Baldwin
Ms Hollie Faithfull
Ms Joanne Bryant
Ms Kim Kerwin
Mr Anthony Ottaway – *Agenda Item 3.4 only*
Ms Trudy Lui
Mr Darryl Brooks
Ms Julie Marino

A. WELCOME & QUORUM CONFIRMATION | ACKNOWLEDGEMENTS | OPENING PRAYER | OBSERVANCES

At 10.55am, the Mayor welcomed Councillors to the Ordinary Council meeting for the month of December 2024, noting that a quorum of members was present.

The Mayor made the following acknowledgements:

- Our Heavenly Father for His awesome wisdom, knowledge, understanding, favour and blessings upon our lives, our families, our people – especially our Elders and our children, our region and our Council;
- The Traditional Custodians throughout the length and breadth of Zenadth Kes and Gimuy in Cairns.

The Mayor also conveyed to those members of the Torres Strait Islander community throughout the homelands and on the Australian mainland who may be observing Sorry Business at this time, the thoughts, prayers and well wishes of Council.

B. NOTING OF APOLOGIES

#C24-28/2024-12/B

Council accepts the following apologies for the December 2024 Ordinary Council Meeting:

| Division | Councillor/Reason | Mover/Seconder |
|----------------------|---|------------------------|
| Division 4 – Mabuiag | Cr Keith Fell – <i>Prior commitment</i> | CR WOSOMO / CR PEARSON |
| Division 12 – Masig | Cr Ted Mosby – <i>personal leave</i> | CR WOSOMO / CR LEVI |

C. CONFLICT OF INTEREST (COI) DECLARATIONS

The Mayor advised that he had received no COI declarations from Councillors in relation to this month's agenda items and invited Councillors to declare any COI matters.

The Mayor also requested that if there are any legal matters involving Councillors, then Councillors should advise the Mayor as soon as possible.

D. LIVE STREAM

The Mayor advised Council that this meeting is being LIVE STREAMED on Council's YouTube Channel and welcomed members of the general public who may be viewing proceedings.

1. CONFIRMATION OF MINUTES (15 NOVEMBER 2024)

#C24-28/2024-12/1

CR PEARSON / CR ANIBA

Council confirms the Minutes of the Ordinary Meeting held on 15 November 2024, subject to an amendment requested by Cr Iona Manas to indicate that he was present at the meeting.

CARRIED UNANIMOUSLY

1.1. ACTION ITEMS UPDATE

The Chief Executive Officer (Mr James William) spoke to this item. Items noted as 'completed' during this update will be deleted from future reports. The update was noted by Council.

2. MAYORAL REPORT

The Mayor spoke to his report. The report was noted by Council.

3. CHIEF EXECUTIVE OFFICER REPORT

3.1. CEO Monthly Report (December 2024)

The Chief Executive Officer (Mr James William) spoke to his report. The report was noted by Council.

3.2. TSIRC Advocacy Framework

#C24-28/2024-12/3.2

CR WOSOMO / CR ANIBA

Council:

1. agrees to review and provide feedback on Council's Advocacy Framework;
2. endorses the Advocacy Framework for implementation into Council operations; and
3. determine whether the Framework is to be included in Council meeting papers.

CARRIED UNANIMOUSLY

3.3. TSIRC Community Advocacy Statements – Boigu, Dauan, Erub, Poruma and Masig

#C24-28/2024-12/3.3

CR ELISALA / CR PEARSON

Council:

- (a) agrees to review and provide feedback on final draft Community Advocacy Statements for Boigu, Dauan, Erub, Poruma and Masig;
- (b) agrees to continue to support the development and finalisation of all 15 Community Advocacy Statements; and
- (c) accepts the final draft Community Advocacy Statements for Boigu, Dauan, Erub, Poruma and Masig and that that all 15 Community Advocacy Statements be finalised for endorsement at the February 2025 Council meeting.

CARRIED UNANIMOUSLY

3.4. Organisational Sustainability Update

Council noted a verbal update by Mr Anthony Ottaway (Consultant) in relation Organisational Sustainability (referencing particularly Attachment 2 to Agenda Item 8.3 of the December 2024 Ordinary Council meeting).

The verbal update was noted by Council.

➤ *Meeting suspended for lunch break from 12.05pm to 1.00pm*

4. BUILDING SERVICES DIRECTORATE**4.1. TSIRC Social Housing Strategy 2024**

#C24-28/2024-12/4.1

CR PEARSON / CR LEVI

Council resolves to:

- (a) **Approve and adopt the TSIRC Social Housing Strategy 2024 as the guiding framework for addressing the housing needs of the Torres Strait Island Regional Council communities.**
- (b) **Commit to implementing the identified objectives and priorities within the Strategy, including increasing housing supply, managing land availability and improving the quality and sustainability of housing infrastructure across the region.**
- (c) **Pursuant to Section 257 of the *Local Government Act 2009*, delegate authority to the Chief Executive Officer to negotiate, finalise, and execute matters associated with implementing the strategy, including funding arrangements, partnership agreements, and project delivery, in accordance with TSIRC's procurement and ethical sourcing policies.**

CARRIED UNANIMOUSLY

- *The Mayor noted and thanked the Building Services and Community Services Directorates for their consultative work leading up to the finalisation of the TSIRC Social Housing Strategy 2024.*

5. COMMUNITY SERVICES DIRECTORATE

Nil.

6. CORPORATE SERVICES DIRECTORATE**6.1. Community Grants Program Allocation (November 2024)**

#C24-28/2024-12/6.1

1. Council resolves to allocate Community Grants Program funding to the following applicant in accordance with the *Community Grants Policy*:

- CG2025-061 – P&C ASSOCIATION, MABUIAG for \$2,000.00, exclusive of GST;
- CG2025-062 – P&C ASSOCIATION, MABUIAG for \$2,000.00, exclusive of GST;

*MOVED/SECONDED: CR ELISALA / CR HANKIN****CARRIED UNANIMOUSLY***

2. Council resolves to allocate Community Grants Program funding to the following applicant in accordance with the *Community Grants Policy*:

- CG2025-063 – MOKATHANI LUI, PORUMA for \$400.00, exclusive of GST;

*MOVED/SECONDED: CR STEPHEN / CR MANAS****CARRIED UNANIMOUSLY***

3. Council notes the following:

- (a) four (4) Community Grants applications were declined due to unavailable funds;
- (b) one (1) Community Grants applications was deemed ineligible for funding;
- (c) one (1) conflict of interest (COI) was declared;
- (d) the grant applications processed out-of-cycle and funeral donations provided in November 2024.

*MOVED/SECONDED: CR HANKIN / CR ANIBA****CARRIED UNANIMOUSLY*****6.2. Funding Acquisition Report (November 2024)**

The Executive Director Corporate Services (Ms Susanne Andres) spoke to this report. The report was noted by Council.

6.3. Policy Review – Community Grants Policy

#C24-28/2024-12/6.3

CR MYE / CR PEARSON

Council:

1. Adopts the updated Torres Strait Island Regional Council Community Grants Policy; and
2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the new policy, including the power to make any further minor administrative amendments to the policy as they arise.

CARRIED UNANIMOUSLY

6.4. Policy Review – Investigations Policy

#C24-28/2024-12/6.4

CR ANIBA / CR PEARSON

Council:

1. **Adopts the updated Torres Strait Island Regional Council's Investigation Policy; and**
2. **Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the new policy, including the power to make any further minor administrative amendments to the policy as they arise.**

CARRIED UNANIMOUSLY**6.5. Artificial Intelligence (AI) Use Policy**

#C24-28/2024-12/6.5

CR WOSOMO / CR MYE

Council:

1. **Adopts Torres Strait Island Regional Council Artificial Intelligence Use Policy; and**
2. **Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the new policy, including the power to make any further minor administrative amendments to the policy as they arise.**

CARRIED UNANIMOUSLY**6.6. Policy Review – Risk Management Policy & Enterprise Risk Management Guidelines**

#C24-28/2024-12/6.6

CR TOBY / CR DORANTE

Council:

1. **Adopts the Torres Strait Island Regional Council Risk Management Policy and Enterprise Risk Management Guidelines; and**
2. **Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the new policy, including the power to make any further minor administrative amendments to the policy as they arise.**

CARRIED UNANIMOUSLY

7. ENGINEERING SERVICES DIRECTORATE**7.1. Zenadth Kes Coastal Hazard Adaptation Strategy (CHAS)**

#C24-28/2024-12/7.1

CR TAMU / CR MANAS

Council adopts the Zenadth Kes Coastal Hazard Adaptation Strategy (CHAS).**CARRIED UNANIMOUSLY**

- *Cr Tamu acknowledged former Councillor Hilda Mosby for her leadership and work as Chairperson of Council's former Climate Change Adaptation and Environment Committee in the development of the CHAS.*
- *Cr Dorante supported Cr Tamu's acknowledgement and also thanked the Executive Director Engineering Services and his team for their sustained administrative support and advice in the development of the CHAS.*

8. FINANCIAL SERVICES DIRECTORATE**8.1. Financial Dashboard Report (November 2024)**

#C24-28/2024-12/8.1

CR MYE / CR PEARSON

Council receives and endorses the monthly financial statements attached to the officer's report for the 2024-25 year to date, for the period ended 30 November 2024, as required under Section 204 of the *Local Government Regulation 2012*.**CARRIED UNANIMOUSLY****8.2. Policy Matter – Update to Financial and Contractual Delegations**

#C24-28/2024-12/8.2

CR PEARSON / CR ELISALA

Council resolves:

- 1. To endorse the amended Procurement and Ethical Sourcing Policy appended to this report as Attachment B;**
- 2. Pursuant to sections 236, 257 and 262 of the *Local Government Act 2009*, and subject to the limitations provided for in the Procurement & Ethical Sourcing Policy, to delegate to the Chief Executive Officer the power to enter into, negotiate, make, sign, amend or discharge contracts or sub-delegate such powers:**
 - (a) up to a value of \$500,000 excluding GST, subject to the limitations provided for in the Procurement & Ethical Sourcing Policy;**
 - (b) up to an unlimited value for recurring operational expenditure; and**
 - (c) up to \$1,000,000 excluding GST for Council's Building Services team to comply with any contractual obligations Council has to undertake works for QBuild;**

3. The CEO may not sub-delegate its delegated powers under resolution 2(c) above where such sub-delegation would exceed \$500,000 excluding GST; and
4. To direct the CEO to provide a quarterly report to Council reporting on any contracts entered into pursuant to the delegation (and sub-delegation) in resolutions 2 and 3 above and valued at or above \$200,000 excluding GST.

CARRIED UNANIMOUSLY

8.3. Debt Policy Review

#C24-28/2024-12/8.3

CR ANIBA / CR WOSOMO

Council resolves to:

1. Amend and adopt Torres Strait Island Regional Council's debt policy in the terms presented to Council at today's Ordinary Meeting; and
2. Delegate authority to the Chief executive Officer in accordance with the *Local Government Act 2009* to exercise the functions and powers assigned to the Chief Executive Officer under the amended and endorsed policy, including the power to make any further minor administrative amendments to the policies as they arise.

CARRIED UNANIMOUSLY

8.4. Minutes of Audit Committee Meetings – 15 August 2024, 27 September 2024 and 11 October 2024

#C24-28/2024-12/8.4

CR PEARSON / CR ANIBA

Council receives and notes the minutes of the Audit Committee Meetings held on 15 August 2024, 27 September 2024 and 11 October 2024.

CARRIED UNANIMOUSLY

- *The Mayor expressed disappointment at the lack of attendance by the TSIRC representatives at scheduled meetings of the Audit Committee and advised Council that the current membership on the Committee is to be reviewed at the January 2025 Ordinary Council Meeting.*

Action:

Executive Director Financial Services to prepare a briefing for the January 2025 Ordinary Council Meeting in relation to TSIRC representation on the Audit Committee.

8.5. Auditor-General's Observation Report on the Audit of the 2023–24 TSIRC Financial Statements

#C24-28/2024-12/8.5

CR LEVI / CR PEARSON

Council notes the Auditor-General's Observation Report on the audit of the 2023–24 Torres Strait Island Regional Council Financial Statements.

CARRIED UNANIMOUSLY

9. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

#C24-28/2024-12/9

CR STEPHEN / CR ELISALA

The Council resolves to close the meeting to the public pursuant to section 254J of the *Local Government Regulation 2012* to allow the Council to discuss items listed on the agenda for closed discussion and for the reasons outlined under those items.

CARRIED UNANIMOUSLY

10. BUILDING SERVICES DIRECTORATE

10.1. Warraber Resort Upgrade

[Reason for Closed Discussion: In accordance with section 254J of the Local Government Regulation 2012, it is recommended that this matter be considered by Council in Closed Business as it is "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".]

#C24-28/2024-12/10.1

CR STEPHEN / CR ELISALA

Council resolves to:

- 1. Award Tender No. TSIRC 2023-792 Warraber Resort Upgrade to T.I Concrete Works Pty Ltd for an amount of and up to \$1,043,838.98; and**
- 2. Delegate power to the Chief Executive Officer, pursuant to section 257 of the *Local Government Act 2009* to negotiate, finalise, and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement and ethical sourcing policy.**

CARRIED UNANIMOUSLY

11. COMMUNITY SERVICES DIRECTORATE**11.1. QuickStarts Island Extension Program**

[Reasons for this matter to be discussed in Closed Business: These matters involve negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests or the local government.]

#C24-28/2024-12/11.1

CR PEARSON / CR WOSOMO

Council resolves to:

- (a) **Approve and formalise the identified lots for each community in the Quickstarts Detached Extension Program, as detailed in the TSIRC Housing Needs Register; and**
- (b) **Pursuant to Section 257 of the *Local Government Act 2009*, delegate authority to the Chief Executive Officer to negotiate, finalise, and execute all matters associated with or related to this project, funding, and contracts. This delegation includes, without limitation, any options, variations, and actions in compliance with Council's procurement and ethical sourcing policy.**

CARRIED UNANIMOUSLY

12. CHIEF EXECUTIVE OFFICER**12.1. TAP Update – verbal update by Mr Scott Mason (CEO LG Services Group)**

[Reason for this matter to be discussed in Closed Business: These matters may directly affect the health and safety of an individual or a group of individuals.]

Not discussed, as arrangements could not be confirmed. To be scheduled for the January 2025 Ordinary Council meeting.

13. ENGINEERING SERVICES DIRECTORATE**13.1 Information Report – Capital Works**

[Reason for this matter to be discussed in Closed Business: This matter contains information on 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".]

#C24-28/2024-12/13.1

CR STEPHEN / CR HANKIN

Council resolves to note this report.

CARRIED UNANIMOUSLY

14. FINANCIAL SERVICES DIRECTORATE**14.1. Strategic Investment Plan – 5-Year Capital Plan**

[Reason for this matter to be discussed in Closed Business: This matter contains information relating to the local government budget and 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.]

#C24-28/2024-12/14.1

CR TAMU / CR WOSOMO

Council endorses the Strategic Investment Plan (FY2025–FY2029).

CARRIED UNANIMOUSLY

15. RESOLUTION TO RETURN THE MEETING TO OPEN DISCUSSION

#C24-28/2024-12/15

CR STEPHEN / CR MANAS

The Council resolves to move out of closed discussions pursuant to Section 254I of the *Local Government Regulation 2012*.

CARRIED UNANIMOUSLY

16. CONSIDERATION OF MATTERS DISCUSSED IN CLOSED SESSION

Council formally resolved on the decisions taken in relation to Agenda Items 10-14 above.

17. MATTERS ARISING**(a) “Too Deadly for Diabetes Program” Rollout**

Cr Kaigey sought clarification around the roll-out of the “Too Deadly for Diabetes Program.”

Action:

Executive Director Community Services to follow-up further with Cr Kaigey by providing additional information out of session.

(b) Budget Bids to the Queensland and Australian Governments

Cr Stephen requested consideration be given to strategic planning to lobby the Queensland and Australian Governments in relation to TSIRC budget priorities, including face-to-face deputations.

Cr Tamu also recommended that Council's strategic planning documents (11 x priorities, MOUs, Community Advocacy Statements, etc.) be utilised (and promoted to the Governments) to support the reasons for this lobbying.

Cr Dorante also recommended that as part of this process, a simple, clear and straightforward information paper (with a diagram) be made available so that community members can easily see and understand how Council is lobbying on their behalf.

Action:

Chief Executive Officer and Executive Director Financial Services to coordinate the preparation of a briefing for the SARG Standing Committee to endorse to Council which outlines the 'What / When / Who' details as soon as practicable in 2025 (including lobbying to the newly-elected TSRA Board).

(c) Strategic Progress

The Mayor advised the following:

- (i) TSRA/TSIRC Memorandum of Understanding (MOU) has been signed and the Mayor will be contacting the TSRA Chairperson by email today to outline his thoughts in relation to working collaboratively with the TSRA and other Australian Government Departments and Agencies to advocate TSIRC priorities, as well as the Five (5) Main Recommendations/Outcomes from the Torres Strait and NPA Joint Leaders' Forum at the November 2024 Council Workshop;
- (ii) 40th Anniversary of the Torres Strait Treaty (coincidentally being the 50th Anniversary of the agreement between Australia and Papua New Guinea to establish the Treaty). Arrangements are currently underway to organise official commemoration of the anniversary, as well as looking forward in relation to the Treaty;
- (iii) Advancing the Masig Statement TSIRC Action Plan (2024-28) (Version 4.0) - the Mayor's Office will circulate to Councillors. Cr Toby's Advisory Committee will review the Action Plan in January 2025 and report back to Council;

Action:

1. Mayor's Office to circulate (Version 4.0) of the Advancing the Masig Statement TSIRC Action Plan (2024-28) to Councillors.
2. Cr Toby to convene a meeting of the Governance and Leadership Advisory Committee in January 2025 to review the Action Plan and report back to Council.

- (iv) TSIRC Advisory Committees (Action Plans) – to be completed ASAP, using the Workplan developed by Cr Fell's HFSHC Advisory Committee as a model template.

Action:

Advisory Committee Chairs to progress the completion of their respective Committee's Workplan to progress Council's strategic priorities.

18. INFORMATION REPORTS

- 13.2 BUILDING SERVICES – Building Services Report (November 2024)**
- 13.3 COMMUNITY SERVICES - Community Services (November 2024)**
- 13.4 CORPORATE SERVICES - Corporate Services Information Report (November 2024)**
- 13.5 ENGINEERING SERVICES – Engineering Operations**
- 13.6 ENGINEERING SERVICES – Water and Wastewater**

Council noted the reports.

19. NEXT MEETING – 29 JANUARY 2025 (Microsoft TEAMS)

Noted by Council.

20. CLOSE OF MEETING & PRAYER

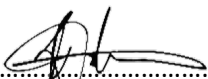
The Mayor thanked Councillors for a very productive 9 months since this term of Council was elected. The Mayor extended to all Councillors, Executives and staff his congratulations and 'job well done' for their contributions and hard work over during the previous 9 months. Council's motto of 'Look Listen Adapt' is resonating across the region and delivering results.

The Mayor formally closed the meeting at 4.00pm, wishing all a safe, happy, healthy and restful Christmas and New Year. The Mayor delivered the closing prayer.

MINUTES CONFIRMED – 29 January 2025



Cr Pillemon Mosby
Mayor
Torres Strait Island Regional Council
Date: 29 January 2025



James William
Chief Executive Officer
Torres Strait Island Regional Council
Date: 29 January 2025