



AGENDA

TORRES STRAIT ISLAND REGIONAL COUNCIL

February 2023

Tuesday 21st February 2023, 10:45am – 2:00pm

Video Conference

COUNCIL ORDINARY MEETING
Tuesday, 21st February 2023
Agenda Items:

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|---|--------------------------|---|
| 1. | <u>10:45am – 10:50am</u> | <u>Welcome and Opening Remarks</u> |
| 2. | <u>10:50am – 10:55am</u> | <u>Apologies</u> |
| 3. | <u>10:55am – 11:00am</u> | <u>Declaration of Conflict of Interest (COI) (Prescribed and Declarable)</u> |
| 4. | <u>11:00am – 11:05am</u> | <u>Confirmation of Previous Council Ordinary Meeting Minutes</u> <ul style="list-style-type: none">• 24th and 25th January 2023 |
| 5. | <u>10:40am – 10:45am</u> | <u>Confirmation of Draft Climate Change Adaptation and Environment Committee Meeting Minutes</u> <ul style="list-style-type: none">• 17th January 2023 |
| 6. | <u>10:45am – 10:50am</u> | <u>Confirmation of Draft Housing and Safe and Healthy Communities Committee Meeting Minutes</u> <ul style="list-style-type: none">• 2nd February 2023 |
| 7. | <u>10:50am – 11:00am</u> | <u>Outstanding Council Ordinary Meeting Action Items</u> |
| 8. | <u>11:00am – 11:15am</u> | <u>BUILDING – Building Services Update (January) 2023</u> |
| 9. | <u>11:15am – 11:30am</u> | <u>CORPORATE – Community Grants Program – February 2023</u> |
| 10. | <u>11:30am – 11:45am</u> | <u>CORPORATE – Funding Acquisition Report</u> |
| 11. | <u>11:45am – 12:00pm</u> | <u>CORPORATE – Standing Committee Terms of Reference</u> |
| 12. | <u>12:00pm – 12:15pm</u> | <u>CORPORATE – Change of Meeting Dates</u> |
| 13. | <u>12:15pm – 12:30pm</u> | <u>CORPORATE – Special Holidays 2023</u> |
| 14. | <u>12:30pm – 12:30pm</u> | <u>COUNCIL MOVES INTO CLOSED BUSINESS</u> |
| 15. | <u>12:30pm – 12:45pm</u> | <u>FINANCE – CB – Finance Dashboard Report</u> |
| 16. | <u>12:45pm – 1:00pm</u> | <u>ENGINEERING – CB – Contractual Matter – Award Contract TSIRC 2022-369 Vehicle Plant & Equipment Maintenance</u> |
| 17. | <u>1:00pm – 1:00pm</u> | <u>COUNCIL MOVES OUT OF CLOSED BUSINESS AND RESUMES IN OPEN BUSINESS</u> |
|
<u>LUNCH 1:00pm – 1:30pm</u>

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| 18. | <u>1:30pm – 1:45pm</u> | <u>Business Arising from Information Reports</u> |
| 19. | <u>1:45pm – 1:55pm</u> | <u>Strategic Matters</u> |
| 20. | <u>1:55pm – 1:55pm</u> | <u>Next Council Meeting Date – 22nd and 23rd March 2023 – Warraber</u> |
| 21. | <u>1:55pm – 2:00pm</u> | <u>Closing Remarks and Prayer</u> |

COUNCIL ORDINARY MEETING
Wednesday, 22nd February 2023
Agenda Items:

STRATEGIC AND OPERATIONAL ACTIONS FROM COUNCIL TRUSTEE/ORDINARY MEETING

Date	Month of Meeting	Year	Type of Meeting	Community	Agenda Report	Action	Lead Officer	Lead Officer Comments
24	January	2023	Ordinary	VC	Declaration of COI	Senior Legal Officer to clarify at next Council Meeting the obligations and responsibilities of declaring a COI/Prescribed or Declarable.	Senior Legal Officer	



TORRES STRAIT ISLAND REGIONAL COUNCIL

COUNCIL REPORT

ORDINARY MEETING:	January 2023
DATE:	21-22 February 2023
ITEM:	Agenda Item for Noting by Council
SUBJECT:	Building Services Update (January 2023)
AUTHOR:	Wayne Green – Executive Director TSIRC BSU

Recommendation:

Council resolves to note the Building Services Report for January 2023.

Executive Summary:

This report outlines the current business activities of the Building Services Unit (BSU) for the reporting period of January 2023.

Upgrade & HO Program

BSU is continuing to focus on the delivery of the aged Upgrade and HO projects which is currently sitting at:

- 2019 : 4 projects remaining
- 2020 : 3 projects remaining
- 2021 : 24 projects remaining

BSU has commenced tendering on 2022-2023 Upgrade Works and is meeting with funding partners weekly to discuss the high cost of delivery and excessive timeframes to deliver these works.

Strategies currently being implemented to forward plan for the part delivery of NAHA upgrade program. These strategies include, but are not limited to:

- o Reviewing contractors existing workloads
- o Prioritisation of deliverable works
- o Bulk tendering of all upgrades at each of the communities
- o Reviewing and adjusting contracts to reduce risk to TSIRC (material/freight/flights etc)
- o Contractor accountability

Communication and updated Upgrade programs will recommence in February through to Councillors and Housing Officers.

R&M Program

The restructure of the Tier 1 stream has improved service delivery to our customers and most importantly our communities.

Current backlog of maintenance work as of 9 February 2023 which is approx \$1.65m that is above 30

days

Housing Investment Plan (Capital Housing Program) - \$14.4M

Stage 1 funding was released 27 September 2022. BSU and Housing currently finalising proposed program.

Current review has found challenges with land availability, demolitions of existing buildings and limited funding.

TSIRC is looking to partner with QBuild by using a new Procurement procedure that is in development. This procedure has to date short listed 11 suppliers to deliver 1,2,3 and 4 bedroom dwellings across the state. QBuild have advised this should be fully implemented in July 2023 and will provide further updates (plans and costings) to Council.

Business Relationships

BSU has continued to focus on the rectification and close-out of defects in partnership with QBuild.

Meetings are still occurring on a weekly/fortnightly basis between BSU and key stakeholders.

Logistics

Currently the new Register Of Prequalified Suppliers (ROPS) has been called to close 14 March 2023. BSU has amended documents to remove all future risk to TSIRC ensuring all contractors are accountable for the delivery of services that have been requested within required timeframes.

Considerations

Risk Management

- Continued review of tabled works for this financial year to clarify actual projects and financial impact.
- BSU ongoing review of structure, resourcing and processes within the department to improve delivery of services at all levels.
- Monitoring of performance regularly being undertaken to manage revenue, expenses, service delivery and outcomes to community.

Consultation:

- Building Services Executive Director
- Building Services Management
- Business Services Accountant
- Building Services Construction Software
- Procure Published Industry statistical data.

Links to Strategic Plans

Corporate Plan 2020-2025

- Operational Plan 2022-2023
- Delivery of Capital Works program

Statutory Requirements:

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *National Construction Code Building Act 1975*
- *Building Regulation 2006*
- *Queensland Building and Construction Commission Act 1991*
- *Queensland Building and Construction Commission Regulation 2018*

Conclusion:

That Council notes the information contained in this report.



Recommended:

Wayne Green
Executive Director Building Services



Approved:

James William
Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

AGENDA REPORT

ORDINARY MEETING: February 2023

DATE: 21/22 February 2023

ITEM: Agenda Item for Resolution by Council

SUBJECT: Community Grants Program Allocation – February 2022

AUTHOR: Katherine Epsge, Customer Services Officer, Enterprise Development and Delivery Team

Recommendation:

Council resolves to allocate Community Grants Program funding to the following applicants in accordance with the Community Grants Policy:

- Based on the balance of available funds in the Badu Community Grants of \$2,221.64, such funds be apportioned to the two applicants as follows:
 - Mura Kosker Sorority – Badu Island for the amount of \$1,110.82 exclusive of GST, being approximately 45% of the grant funds requested.
 - Jermain Reuben for the amount of \$1,110.82 exclusive of GST, being approximately 45% of the grant funds requested.

Executive Summary:

In accordance with Council's Community Grants Policy, two Community Grant applications meeting eligibility requirements were received during the reporting period that require Council resolution:

Applicant	Amount Requested	Project/Event	Amount Supported by Councillor	Location
Mura Kosker Sorority	\$2,500.00	Catering for the 2023 International Women's Week on Badu Island,	Verbal support was received from Cr Laurie Nona to equally divide Badu's remaining balance of \$2,221.64 between both applicants.	Badu
Jermaine Reuben	\$2,000.00	Travel costs to participate in the Australian Indigenous Oztag Team in Ireland,		Badu

Nil applications were received under round 2 of the Regional Grants Program.

Other Applications Processed During the Reporting Period for Noting:

Application Type	Community Entity Applicants	Amount Requested	Project/Event	Amount Approved	Location
Out-of-Cycle	St Paul's Anglican Church	\$2,000.00	Contribution towards costs associated with celebrating the St Paul's Anglican Church Day, 25/01/2023	\$2,000.00	St Paul's
Funeral Donations	Petrine Saunders	\$4,414.72	Contribution towards funeral travel costs associated with the funeral of the Late Mrs Ellen Mills on Thursday Island, 21/01/2023.	\$4,414.72	St Paul's
	Bana Sailor	\$4,412.00	Contribution towards funeral travel costs to attend the funeral of the Late Mr Amos Namok in Mackay, 27/01/2023	\$4,412.00	St Paul's
	Bana Sailor	\$480.00	Contribution towards funeral travel costs to attend the funeral of the Late Mr Amos Namok in Mackay, 27/01/2023	\$480.00	St Paul's
In-Kind Assistance	Layla Kaitap		Hire of Kubin Community Hall to host a community 60 th birthday celebration for a Kubin Elder, 20-21/01/2023	\$312.00 (Waiver of Fees Value)	Kubin
	Kulpiyam Youth & Sports Inc		Hire of the Community Hall to host the 2023 Kuki Carnival on Badu Island, 13-15/01/2023	\$912.00 (Waiver of Fees Value)	Badu

Links to Strategic Plans:

These projects strategically align to specific delivery objectives under the People and Prosperity pillar of Council's Corporate Plan.

Finance & Risk:

No financial risk identified as the allocation is within existing Community Grants budget.

Sustainability:

N/A

Statutory Requirements:

Local Government Act 2009

Conclusion:

That Council resolves to provide Community Grant support to the eligible applicants in accordance with the Community Grants policy.



Endorsed:

Melissa Wright
Acting Manager Enterprise Development & Delivery



Recommended:

Noeleen Selke
Executive Director,
Corporate Services



Approved:

James William
Chief Executive Officer

Attachment: *Fund Balances*

Attachment: Fund Balances

(Balance after payment of applications are endorsed at the February 2023 OM)

Please note that Divisional Closing Balances may vary between reporting periods due to variances between committed and actual expenditure, as well as applications that have been cancelled or withdrawn.

Division	Councillor	Budget	Less Approved Funding	Closing Balance
Boigu	Cr. Toby	\$25,000.00	\$24,220.00	\$780.00
Hammond	Cr. Dorante	\$25,000.00	\$2,200.00	\$22,800.00
St Pauls	Cr. Levi	\$25,000.00	\$25,000.00	\$0.00
Ugar	Cr. Stephen	\$25,000.00	\$12,030.00	\$12,970.00
Badu	Cr. Nona	\$25,000.00	\$22,778.36	\$2,221.64
Dauan	Cr. Elisala	\$25,000.00	\$13,615.00	\$11,385.00
Erub	Cr. Gela	\$25,000.00	\$9,940.80	\$15,059.20
Iama	Cr. Lui	\$25,000.00	\$1,553.45	\$23,446.55
Kubin	Cr. Trinkoon	\$25,000.00	\$17,453.40	\$7,546.60
Mabuiag	Cr. Fell	\$25,000.00	\$17,144.36	\$7,855.64
Mer	Cr. Noah	\$25,000.00	\$14,049.10	\$10,950.90
Poruma	Cr. Pearson	\$25,000.00	\$17,707.14	\$7,292.86
Saibai	Cr. Tabuai	\$25,000.00	\$19,013.19	\$5,986.81
Warraber	Cr. Tamu	\$25,000.00	\$10,900.00	\$14,100.00
Yorke	Cr. Mosby	\$25,000.00	\$13,327.56	\$11,672.44
Mayor	Cr. Mosby	\$30,000.00	\$20,000.00	\$10,000.00
Regional Grant		\$50,000.00	\$2,500.00	\$47,500.00
		\$455,000.00	\$243,432.36	\$211,567.64



TORRES STRAIT ISLAND REGIONAL COUNCIL

AGENDA REPORT

ORDINARY MEETING:	February 2023
DATE:	21/22 February 2023
ITEM:	Agenda Report
SUBJECT:	Funding Acquisition Report
AUTHOR:	Sharon Russell – Grants Administration Officer

Recommendation:

That Council resolves to note this report and its content.

Executive Summary:

The Funding Acquisition Report provides an update and summary of Council's current grant application and acquisition outcomes for the reporting period. Funding opportunities were minimal during the month of January with only one application submitted during the reporting period:

- Department of Justice and Attorney General
Youth Justice Empowerment Program
Total requested - \$300,000 to establish a program aimed at reducing youth crime through positive educational outcomes.

Notification of successful funding applications received during the reporting period:

- The State Library of Queensland to purchase new computers for the IKC program,
Total value - \$21,200.

Unsuccessful application outcomes:

- Department of Justice and Attorney General
Safe and Diverse Communities Program
\$25,000 to fund activities centred around the implementation of the DFV Action Plan.
 - Feedback received: Council were unsuccessful due to the previously funded DFV Action Plan project being incomplete at the time of the application.

This financial year to date Council have secured just over \$5 million of funding through successful applications, which is on par with the equivalent period in the 2021/22 financial year. The total value of unsuccessful applications to date is \$221,150, which generates an overall success rate of 96%.

New Agreements/Variations:

The following is a list of all new agreements and/or variations that were executed during the month of January 2023 within the Chief Executive Officer's financial delegation limit of \$1,000,000 as per Council's Strategic External Grant Funding Policy:

- State Library of Queensland
IKC Computers
\$21,200

Current Application Status Report:

The following two tables highlight all current and pending funding applications, including details on their outcome and a status report on all unsuccessful and long-term pending applications separated into Recurrent & Operational Funding and Capital Project Funding. Some applications can span numerous financial years. Please note, whilst the reporting period is for the fiscal year to align with Council's budget and projected forecasts, there will be a level of discrepancy between the figures listed on this report to and actuals reported in budget and financial reports. This is largely due to the carry-over of project underspends from operational funding, as well as capital projects that receive progress payments spanning over multiple financial years combined with revenue recognition requirements per Accounting Standards.

Operational Funding								
Funding Stream	Total	2022/23 FY	2023/24 FY	2024/25 FY	Project Details	Date of Application	Outcome	Current Status Report
<i>Department of Justice and Attorney General – Youth Justice Round 2 – ORRCA Empowerment Program</i>	\$300,000		\$300,000		<i>Funding that focuses on the importance of education and furthering work skills and job opportunities to reduce youth crime.</i>	<i>30th January 2023</i>	<i>Pending</i>	<i>TBA</i>
<i>Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships – Celebrating Reconciliation Grants</i>	\$3,000	\$3,000	-	-	<i>Funding to run activities during Reconciliation Week 2023</i>	<i>23rd December 2022</i>	<i>Pending</i>	<i>The outcome for this funding is expected by mid-April 2023</i>
<i>State Library of Queensland – 2023 IKC Computers</i>	\$21,200		\$21,200		<i>Funding to provide one new PC for each IKC across 10 Divisions</i>	<i>13th December 2022</i>	<i>Successful</i>	
<i>State Library of Queensland – 2022 IKC Establishment and Refurbishment Grant</i>	\$35,079.25	35,079.25	-	-	<i>Funding to refurbish IKCs</i>	<i>7th December 2022</i>	<i>Pending</i>	<i>The outcome for this funding is expected by the end of January 2023</i>
<i>Director of National Parks – Ghost Nets Solution</i>	\$400,000	200,000	\$200,000	-	<i>Funding to undertake beach and ocean clean-ups of ghost nets and marine debris using drone technology and software</i>	<i>5th December 2022</i>	<i>Pending</i>	<i>The outcome for this funding is expected by March 2023</i>
<i>Department of Environment & Science - Queensland Feral Pest Initiative Rd 7</i>	\$53,000	-	\$53,000	-	<i>Funding to monitor and collect data on the population of black rats on Poruma and other islands.</i>	<i>30th November 2022</i>	<i>Pending</i>	<i>TBA</i>

<i>Department of Environment & Science - Queensland Feral Pest Initiative Rd 7</i>	\$81,500	-	\$81,500	-	<i>Funding to conduct in-depth community education and awareness about the Brown Dog Tick which carries the Ecanis virus. Mitigating the risk of spread using preventative veterinary measures.</i>	30 th November 2022	<i>Pending</i>	<i>TBA</i>
<i>Department of Environment & Science- Queensland Feral Pest Initiative Rd 7</i>	\$130,000	-	\$130,000	-	<i>Funding to monitor and collect data on the population of feral horses on MOA (St Pauls, Kubin) and Badu.</i>	30 th November 2022	<i>Pending</i>	<i>TBA</i>
<i>Department of Children, Youth Justice & Multicultural Affairs - Celebrating Multicultural QLD Youth & Community Connections Projects</i>	\$87,000	\$87,000	-	-	<i>Funding to support a youth rugby league mentorship program on the school holidays to promote community inclusion.</i>	12 th November 2022	<i>Pending</i>	<i>The outcome of this funding is expected by March 2023</i>
<i>Department of Social Services - Strong and Resilient Communities (SARC)</i>	\$360,000	-	\$180,000	\$180,000	<i>Funding to provide vocational opportunities to our year 10-12 students boarding in Cairns.</i>	3 rd November 2022	<i>Pending</i>	<i>TBA</i>
<i>Department of Justice and Attorney General – Safe and Diverse Communities Grants Program</i>	\$25,000				<i>Funding for activities centred around introducing the new DFV action plan.</i>	28 th October 2022	<i>Unsuccessful</i>	<i>Council had not yet completed the DFV Action Plan project funded through the previous round.</i>
<i>Department of Veteran Affairs – Saluting Their Service</i>	\$10,000 \$7,700		\$7,700		<i>Funding to restore the St Pauls War Memorial</i>	11 th October 2022	<i>Partially successful</i>	
<i>Department of Tourism, Innovation and Sport – Eco certified tourism destination program</i>	\$121,150	-	-	-	<i>Funding to support Masig and Poruma Islands in obtaining or advancing certified destination status.</i>	7 th October 2022	<i>Unsuccessful</i>	<i>There was a high volume of applicants and not being able to contribute financially influenced the outcome.</i>
<i>National Australia Bank- NAB Foundation Community Grants</i>	\$10,000	\$10,000	-	-	<i>To fund education and awareness activities which promote and encourage sustainable and integrated practices.</i>	31 st August 2022	<i>Successful</i>	

<i>Department of Environmental Science- Looking After Country Grant Program</i>	\$75,000	-	-	-	<i>To fund activities outlined in newly developed Feral Horse Management Program 2022/2023. Activities include control and compliance measures, education, and maintenance.</i>	<i>25th August 2022</i>	<i>Unsuccessful</i>	<i>The suggested activities did not align with the Dept's expectations of community collaboration.</i>
<i>Department of Justice and Attorney General- Investing in QLD Women Grant Program</i>	\$15,000	\$15,000	-	-	<i>To fund activities during International Women's Week 2023. Theme is to be centred around DFV action plan, which is set to be finalised this year.</i>	<i>5th August 2022</i>	<i>Successful</i>	
<i>Department of Environment and Science - Illegal Dumping Partnerships Program</i>	\$170,000	\$85,000	\$85,000	-	<i>Employment of 4x part time waste management officers to carry out education awareness for illegal dumping.</i>	<i>27th July 2022</i>	<i>Successful</i>	
<i>Department of State Development, Infrastructure and Local Government Planning - Qld Resilience & Risk Reduction Fund – Formal Application</i>	\$290,000	\$145,000	\$145,000	-	<i>Employment of a Coastal Hazard Resilience Officer</i>	<i>16th May 2022</i>	<i>Successful</i>	
<i>Department of Agriculture and Fisheries - Enhancing Local Government Biosecurity Capacity in FNQ</i>	\$115,000	\$57,500	\$57,500	-	<i>Sustainability Biosecurity Project – Employment of 2 FTE Biosecurity Officers to implement the Waste & Material Biosecurity Management Plan</i>	<i>14th May 2022</i>	<i>Successful</i>	
Total of Funding Applied <i>*Noting funding can span over numerous financial years</i>	\$2,299,629.25							
<i>Total of Funding Successful</i>	\$628,900.00							
<i>Total of Funding Unsuccessful</i>	\$221,150.00							
<i>Total of Funding Pending</i>	\$1,449,579.25							

Capital Project Funding

Funding Stream	Total	Project Details	Date of Application	Outcome	Current Status Report
<i>Department of Agriculture, Fisheries & Forestry – Biosecurity Business Grants Round 2</i>	\$389,000	<i>Funding to provide critical infrastructure required to effectively manage biosecurity risks associated with the storage, treatment and transport of waste and materials in the Torres Strait region and through the Protected Biosecurity Zone.</i>	<i>14th November 2022</i>	<i>Pending</i>	<i>The outcome of this funding is expected by March 2023</i>
<i>Department of Environment & Science – Metal Waste Legacy Stockpile Clean-up</i>	\$1,750,000	<i>Funding for the removal of legacy metal waste from the 6 outer islands that are not currently covered by the metal waste clean-up contract.</i>	<i>14th October 2022</i>	<i>Successful</i>	
<i>Building our Regions Round 6 – Warraber Sewer Replacement –</i>	\$1,875,000	<i>Replacement of sewer Pumpstation 1 on Warraber Island</i>	<i>17th May 2022</i>	<i>Successful</i>	
<i>Building our Regions Round 6 – Badu & Mabuiag Water Network Management –</i>	\$280,000	<i>Implementation of smart meters and additional valving into water network</i>	<i>17th May 2022</i>	<i>Successful</i>	
<i>Building our Regions Round 6 – Badu Reservoir Main – formal Application</i>	\$500,000	<i>Construction of a new section of water main from the reservoir to the town network – Badu</i>	<i>17th May 2022</i>	<i>Successful</i>	
Total of Funding Applied <i>*Noting funding can span over numerous financial years</i>	4,794,000				
<i>Total of Funding Successful</i>	<i>4,405,000</i>				
<i>Total of Funding Unsuccessful</i>	<i>-</i>				
<i>Total of Funding Pending</i>	<i>\$389,000</i>				

Annual Local Government Funding

The table below highlight all Annual Local Government Funding, Council was allocated for 2022/23. No application is required for this type of funding. Council officers note that the below figures will not reconcile to budget documents or financial statements as per AASB 1058, Council is required to recognise revenue on receipt of funds. The State Government Financial Aid and Revenue Replacement Program funds have been received in the 2022/23 financial year, however a significant portion of the Financial Assistance grant was paid in advance in April 2022.

Annual Local Government Funding				
Funding Stream	22/23 Total Allocation	Project Details	Date of Application	Comments
<i>State Government Financial Aid</i>	<i>\$7,577,811</i>	<i>SGFA is an annual allocation-based program to assist local governments in meeting the costs associated with providing essential services to their communities</i>	<i>Annual Allocation</i>	
<i>Financial Assistance – General Purpose</i>	<i>\$13,536,062</i>	<i>Financial Assistance General Purpose is an annual allocation-based program for local government bodies based on the principal of horizontal fiscal equalisation</i>	<i>Annual Allocation</i>	<i>12% increase on 21/22 allocation. Approx 75% paid upfront during previous financial year (21/22).</i>
<i>Financial Assistance – Local Roads</i>	<i>\$236,246</i>	<i>Financial Assistance Local Roads is an annual allocation-based program to assist local governments with roads expenditure and to preserve its roads assets.</i>	<i>Annual Allocation</i>	<i>12% increase on 21/22 allocation. Approx 75% paid upfront during previous financial year (21/22).</i>
<i>Revenue Replacement Program</i>	<i>\$546,200</i>	<i>RRP is an annual allocation-based program that provides funding to assist Indigenous Councils that have divested or surrendered profitable general liquor licenses.</i>	<i>Annual Allocation</i>	
<i>Total Allocation for 22/23</i>	<i>\$21,896,319</i>			

Councilor's Top 5 Priorities Status:

The Councilor Top 5 Priority Projects will be reported in a separate report on a quarterly basis during January, April, July, and October Council meetings.

Links to Strategic Plans:

- Corporate Plan 2020-2025:
 - People - Outcome 4: We are a transparent, open, and engaging Council.
 - Sustainability - Outcome 8: We manage Council affairs responsibly to the benefit of our communities.

Statutory Requirements:

- *Local Government Act 2009*
- *Local Government Regulation 2012*

Conclusion:

That Council resolves to note and provide any necessary feedback to this report.



Endorsed:

Melissa Wright
Acting Manager Enterprise Development & Delivery



Recommended:

Noeleen Selke
Executive Director of Corporate Services



Approved:

James William
Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

COUNCIL REPORT

ORDINARY MEETING:	February 2023
DATE:	21-22 February 2023
ITEM:	Agenda Item for Resolution by Council
SUBJECT:	Standing Committee Terms of Reference
AUTHOR:	Mette Nordling, Manager Governance and Compliance

Recommendation:

That Council resolves to:

- Amend and endorse the Terms of Reference for Council's
 - Governance and Leadership Committee;
 - Economic Growth Committee;
 - Culture, Arts, Land and Heritage Committee;
 - Housing, and Safe and Healthy Communities Committee;and
- Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to make any further minor administrative amendments to the Terms of Reference as they arise.

Executive Summary:

Following the November Ordinary Council meeting, where Council delegated the consideration and decision-making power for matters concerning Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation (GBK) to the Governance and Leadership Committee, the terms of reference for the committee has been updated to reflect this delegation.

Following discussion at the April 2022 Strategic Advisory Reference Group Committee Meeting it was requested that the Terms of Reference for the Housing, and Safe and Healthy Communities Committee and the Economic Growth Committee were changed to update the portfolio responsibilities.

Background:

Standing Committees:

Council has six standing committees that were all established in July 2020, with Councillors elected for each of the five 'subject' committees and a chair elected from the members. The chairs from these 'subject' committees along with the Mayor form the Strategic Advisory Reference Group Committee.

The terms of reference for each of these committees have been amended and updated during the life of the committees to reflect operational and strategic changes.

Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation:

Council is regularly required to have discussions and make decisions in relations to matters pertaining to the the Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation.

However, during the current term of Council it has become evident that a majority of Councillors have a conflict of interest in relation to matters concerning the Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation, which makes it challenging for Council to discuss and make decisions and it was considered prudent to come up with an appropriate way of making informed decisions.

Following the April 2022 Strategic Advisory Reference Group Committee Meeting it was requested that the Terms of Reference for the Housing, and Safe and Healthy Communities Committee and the Economic Growth Committee were changes to amend the portfolios.

The Housing, and Safe and Healthy Communities portfolio has been expanded to include Youth, Women and Employment.

The Economic Growth Committee portfolio has been expanded to include Employment and Training.

The terms of reference for the two committees have been updated to reflect these changes.

Comment:

In November 2022 Council passed a resolution, following discussion of different options and solutions, to delegate consideration and decision-making power for matters concerning Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation (GBK) to the Governance and Leadership Committee.

Following the April 2022 Strategic Advisory Reference Group Committee Meeting it was requested that the Terms of Reference for the Housing, and Safe and Healthy Communities Committee and the Economic Growth Committee were changes to amend the portfolios.

The Housing, and Safe and Healthy Communities portfolio has been expanded to include Youth, Women and Employment.

The Economic Growth Committee portfolio has been expanded to include Employment and Training.

Further, a reallocation of executive support to the standing committees has also taken place to better balance operational responsibilities and resources and the respective terms of reference have been updated to reflect this reallocation.

Governance and Leadership Committee	Chief Executive Officer
Culture, Arts, Land and Heritage Committee	Executive Director, Corporate Services

Links to Strategic Plans:

These Committees provide support for Council to deliver objectives under the People, Sustainability, and Prosperity pillars of Council’s Corporate Plan.

Finance & Risk:

N/A

Sustainability:

N/A

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

That Council resolves to endorse the amended terms for reference for the standing committees.



Endorsed:

Mette Nordling
Manager, Governance and Compliance



Recommended:

Noeleen Selke
Executive Director, Corporate Services



Approved:

James William
Chief Executive Officer

Attachment:

- Draft Terms of Reference for the Governance and Leadership Committee
- Draft Terms of Reference for the Housing, and Safe and Healthy Communities Committee
- Draft Terms of Reference for the Economic Growth Committee
- Draft Terms of Reference for the Culture, Arts, Land and Heritage Committee

Terms of Reference for the Culture, Arts, Land and Heritage Committee

1. Objective

The Culture, Arts, Land and Heritage Committee is established as a standing committee under section 264 of the *Local Government Regulation 2012*.

The Committee members should:

- Be proactively involved in the portfolio area
- Review and shape Council's policy position of portfolio area
- Develop desktop management system for the portfolio area
- Develop, advocate and lead community engagement process/program with key stakeholders and departments in the portfolio area
- Represent the Mayor/Deputy at conferences/workshops/meetings in the absence of the Mayor/Deputy
- Address Council on strategic matters in relations to the portfolio areas
- Provide cultural advice and assistance

2. Portfolio Area

The Committee's portfolio area covers:

- Alian Kastom
- Cultural Heritage Advisory Committee
- Language & Arts Advisory Committee
- Regional Events
- Reconciliation Action Plan (RAP)
- Native Title
- Deeds of Grant in Trust
- Land transfer

3. Term

The Culture, Arts, Land and Heritage Committee is effective from 1 August 2020 until terminated by Council.

4. Membership

Members shall be:

- The Mayor
- Three Councillors – as nominated by Council

The Council will determine who will be the chair.

Councillor members elected by Council at Council's June 2020 Ordinary Meeting:

- Cr Noah - **Chair**
- Cr Elisala
- Cr Nona

5. Standing Orders and Meeting Procedures

Council's Standing Orders Policy and Meeting Procedures Policy apply to the meetings of the Committee.

Where a member misses two consecutive meetings without formal apology, the member will be removed from the Committee and Council will nominate a replacement at its next ordinary meeting.

6. Meetings

The Committee will meet quarterly unless otherwise scheduled. The Committee will meet monthly unless otherwise scheduled. These meetings will be open to the public unless the Committee resolve to close the meeting under section 275 of the *Local Government Regulation 2012*.

Meeting quorum shall be two members.

Attendance may be via videoconference or teleconference; however, the Reference Group will meet face-to-face wherever possible by aligning meeting times with other Council approved travel e.g. Monthly Council Meetings, Council workshops.

Agenda items and papers must be provided to the Secretariat at least ten (10) working days prior to the meeting date. Late submissions will only be included with the written approval of the Chair.

Agenda items and papers will be distributed via email to members at least five (5) working days prior to the meeting date.

Written minutes are required to be published within ten days of the meeting and endorsed at the following Ordinary meeting.

7. Amendment, Modification or Variation

These Terms of Reference may be amended, varied, or modified in writing with approval from Council.

8. Executive Support

An Executive Officer will be assigned to the Committee to provide support to the committee members and be liaison between the elected members and the administration.

Executive Officer assigned to Committee: Executive Director, ~~Community and Building~~ Corporate Services.

9. Administrative Support

Secretariat support will be provided by the Secretariat Office.

Terms of Reference endorsed by Council resolution at February 2023 Ordinary Meeting.

Terms of Reference for the Economic Growth Committee

1. Objective

The Economic Growth Committee is established as a standing committee under section 264 of the *Local Government Regulation 2012*.

The Committee members should:

- Be proactively involved in the portfolio area
- Review and shape Council's policy position of portfolio area
- Develop desktop management system for the portfolio area
- Develop, advocate and lead community engagement process/program with key stakeholders and departments in the portfolio area
- Represent the Mayor/Deputy at conferences/workshops/meetings in the absence of the Mayor/Deputy
- Address Council on strategic matters in relations to the portfolio areas
- Provide cultural advice and assistance

2. Portfolio Area

The Committee's portfolio area covers:

- Divestment of Enterprises
- Regional Stimulus Projects
- Industry Development
- Torres Strait Procurement Policy
- Connectivity & Tele-communication
- Employment
- Training

3. Term

The Economic Growth Committee is effective from 1 August 2020 until terminated by Council.

4. Membership

Members shall be:

- The Mayor
- Three Councillors – as nominated by Council

The Council will determine who will be the chair.

Councillor members elected by Council at Council's June 2020 Ordinary Meeting:

- Cr Stephen - **Chair**
- Cr Tabuai
- Cr Gela – elected by Council at Council's February 2021 Ordinary Meeting

5. Standing Orders and Meeting Procedures

Council's Standing Orders Policy and Meeting Procedures Policy apply to the meetings of the Committee.

Where a member misses two consecutive meetings without formal apology, the member will be removed from the Committee and Council will nominate a replacement at its next ordinary meeting.

6. Meetings

The Committee will meet quarterly unless otherwise scheduled. The Committee will meet monthly unless otherwise scheduled. These meetings will be open to the public unless the Committee resolves to close the meeting under section 275 of the *Local Government Regulation 2012*.

Meeting quorum shall be two members.

Attendance may be via videoconference or teleconference; however, the Reference Group will meet face-to-face wherever possible by aligning meeting times with other Council approved travel e.g. Monthly Council Meetings, Council workshops.

Agenda items and papers must be provided to the Secretariat at least ten (10) working days prior to the meeting date. Late submissions will only be included with the written approval of the Chair.

Agenda items and papers will be distributed via email to members at least five (5) working days prior to the meeting date.

Written minutes are required to be published within ten days of the meeting and endorsed at the following Ordinary meeting.

7. Amendment, Modification or Variation

These Terms of Reference may be amended, varied, or modified in writing with approval from Council.

8. Executive Support

An Executive Officer will be assigned to the Committee to provide support to the committee members and be liaison between the elected members and the administration.

Executive Officer assigned to Committee: Executive Director, Financial Services

9. Administrative Support

Secretariat support will be provided by the Secretariat Office.

Terms of Reference endorsed by Council resolution at February 2023 Ordinary Meeting.



Terms of Reference for the Governance and Leadership Committee

1. Objective

The Governance and Leadership Committee is established as a standing committee under section 264 of the *Local Government Regulation 2012*.

The Committee members should:

- Be proactively involved in the portfolio area
- Review and shape Council's policy position of portfolio area
- Develop desktop management system for the portfolio area
- Develop, advocate and lead community engagement process/program with key stakeholders and departments in the portfolio area
- Represent the Mayor/Deputy at conferences/workshops/meetings in the absence of the Mayor/Deputy
- Address Council on strategic matters in relations to the portfolio areas
- Provide cultural advice and assistance

2. Portfolio Area

The Committee's portfolio area covers:

- Regional Assembly
- Transition Action Plan (TAP)
- Torres Strait Treaty
- Local Government Boundaries
- Matters pertaining to Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation

3. Delegation

Council has delegated consideration and decision-making power for matters concerning Gur A Baradharaw Kod Sea and Land Council Torres Strait Islander Corporation (GBK) to the Governance and Leadership Committee (Council Ordinary meeting 17 November 2022).

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3.4. Term

The Governance and Leadership Committee is effective from 1 August 2020 until terminated by Council.

4.5. Membership

Members shall be:

- The Mayor
- Three Councillors – as nominated by Council

The Council will determine who will be the chair.

Councillor members elected by Council at Council's June 2020 Ordinary Meeting:

- Cr Lui - **Chair**
- Cr Trinkoon
- Cr Toby

5.6. Standing Orders and Meeting Procedures

Council's Standing Orders Policy and Meeting Procedures Policy apply to the meetings of the Committee.

Where a member misses two consecutive meetings without formal apology, the member will be removed from the Committee and Council will nominate a replacement at its next ordinary meeting.

6.7. Meetings

The Committee will meet quarterly unless otherwise scheduled. The Committee will meet monthly unless otherwise scheduled. These meetings will be open to the public unless the Committee resolves to close the meeting under section 275 of the *Local Government Regulation 2012*.

Meeting quorum shall be two members.

Attendance may be via videoconference or teleconference; however, the Reference Group will meet face-to-face wherever possible by aligning meeting times with other Council approved travel e.g., Monthly Council Meetings, Council workshops.

Agenda items and papers must be provided to the Secretariat at least ten (10) working days prior to the meeting date. Late submissions will only be included with the written approval of the Chair.

Agenda items and papers will be distributed via email to members at least five (5) working days prior to the meeting date.

Written minutes are required to be published within ten days of the meeting and endorsed at the following Ordinary meeting.

7.8. Amendment, Modification or Variation

These Terms of Reference may be amended, varied, or modified in writing with approval from Council.

8.9. Executive Support

An Executive Officer will be assigned to the Committee to provide support to the committee members and be liaison between the elected members and the administration.

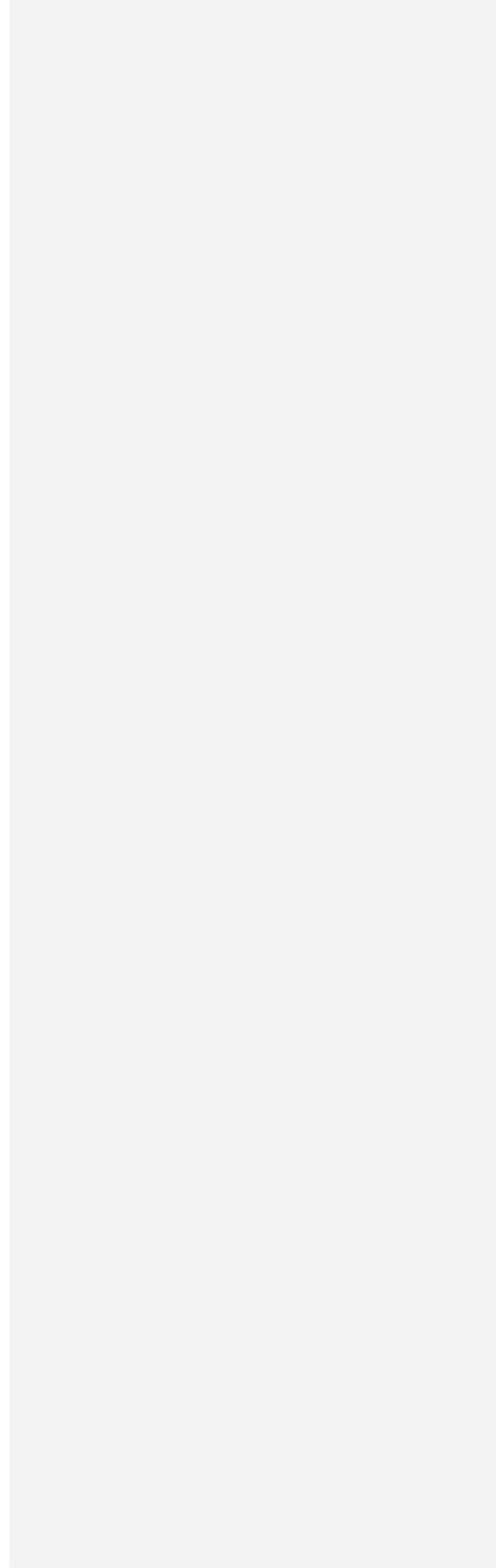
Executive Officer assigned to Committee: Executive Director, Community and Building Services.

9.10. Administrative Support

Secretariat support will be provided by the Secretariat Office.

Terms of Reference endorsed by Council resolution at ~~November-February 2023~~ Ordinary

Meeting.



Terms of Reference for the Housing and Safe and Healthy Communities Committee

1. Objective

The Housing and Safe and Healthy Communities Committee is established as a standing committee under section 264 of the *Local Government Regulation 2012*.

The Committee members should:

- Be proactively involved in the portfolio area
- Review and shape Council's policy position of portfolio area
- Develop desktop management system for the portfolio area
- Develop, advocate and lead community engagement process/program with key stakeholders and departments in the portfolio area
- Represent the Mayor/Deputy at conferences/workshops/meetings in the absence of the Mayor/Deputy
- Address Council on strategic matters in relations to the portfolio areas
- Provide cultural advice and assistance

2. Portfolio Area

The Committee's portfolio area covers:

- Housing
- Water and Wastewater
- Access and transport
- Health
- Master Planning
- Youth
- Women
- Employment

3. Term

The Housing and Safe and Healthy Communities Committee is effective from 1 August 2020 until terminated by Council.

4. Membership

Members shall be:

- The Mayor
- Three Councillors – as nominated by Council

The Council will determine who will be the chair.

Councillor members elected by Council at Council's June 2020 Ordinary Meeting:

- Cr Fell - **Chair**
- Cr Levi
- Cr Pearson

5. Standing Orders and Meeting Procedures

Council's Standing Orders Policy and Meeting Procedures Policy apply to the meetings of the Committee.

Where a member misses two consecutive meetings without formal apology, the member will be removed from the Committee and Council will nominate a replacement at its next ordinary meeting.

6. Meetings

The Committee will meet quarterly unless otherwise scheduled. The Committee will meet monthly unless otherwise scheduled. These meetings will be open to the public unless the Committee resolves to close the meeting under section 275 of the *Local Government Regulation 2012*.

Meeting quorum shall be two members.

Attendance may be via videoconference or teleconference; however, the Reference Group will meet face-to-face wherever possible by aligning meeting times with other Council approved travel e.g. Monthly Council Meetings, Council workshops.

Agenda items and papers must be provided to the Secretariat at least ten (10) working days prior to the meeting date. Late submissions will only be included with the written approval of the Chair.

Agenda items and papers will be distributed via email to members at least five (5) working days prior to the meeting date.

Written minutes are required to be published within ten days of the meeting and endorsed at the following Ordinary meeting.

7. Amendment, Modification or Variation

These Terms of Reference may be amended, varied or modified in writing with approval from Council.

8. Executive Support

An Executive Officer will be assigned to the Committee to provide support to the committee members and be liaison between the elected members and the administration.

Executive Officer assigned to Committee: Executive Director, Engineering Services and Executive Director, Community and Building Services.

9. Administrative Support

Secretariat support will be provided by the Secretariat Office.

Terms of Reference endorsed by Council resolution at February 2023 Ordinary Meeting.



TORRES STRAIT ISLAND REGIONAL COUNCIL

AGENDA REPORT

ORDINARY MEETING:	February 2023
DATE:	21-22 February 2023
ITEM:	Agenda Item for Resolution by Council
SUBJECT:	Change of meeting dates
AUTHOR:	Mette Nordling, Manager, Governance and Compliance

Recommendation:

That Council resolves to:

1. Change the meeting date for the March Ordinary Council meeting from 21-22 March to 22-23 March 2023
and
2. Change the meeting dates for the Culture, Arts, Land, and Heritage Committee, from 23 August 2023 to xx August 2023.

Executive Summary:

Due to the adopted meeting dates for the March Ordinary Council meeting coinciding with the Cost-of-Living Summit on Thursday Island it is considered appropriate to change the dates of the ordinary meeting to allow for attendance at this summit.

The August meeting for the Culture, Arts, Land, and Heritage Committee has been scheduled for 23 August 2023. As this day is a gazetted special holiday for the region, it is considered appropriate to move the date of this meeting.

Background:

At Council's Ordinary Meeting in December 2022 Council resolved to hold Council's Ordinary meeting for March 2023 on 21 and 22 March 2023 and resolved to hold a Culture, Arts, Land, and Heritage Committee meetings on 23 August 2023.

Following on from this meeting, it has come to the attention of the Secretariat that these dates coincide with other events in the region, the Cost-of-Living Summit on Thursday Island in March and the 86th Anniversary of the First Councillors Conference in August.

It is therefore considered appropriate to reschedule these meetings to ensure Councillors are able to attend both meetings and regional events.

Comment:

The March Ordinary Council meeting is scheduled to take place on Warraber, and the Committee meeting will be held via video conference. The change of dates is not considered to create any attendance issues for Councillors or the community.

Considerations

Risk Management

There is not considered to be any risk associated with this date change.

Council Finance

The March Ordinary Council meeting will still be taking place in person on Warraber, and no financial impact is anticipated by the rescheduling. The Committee meeting will be conducted via video-conference and rescheduling has no financial implications to Council.

Consultation:

- Secretariat
- Mayor Mosby
- Committee Chair, Councillor Noah

Links to Strategic Plans:

These projects strategically align to specific delivery objectives under the People and Sustainability pillars of Council's Corporate Plan.

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

That Council resolves to change the meeting dates for the March Ordinary Council meeting from 21-22 March 2023 to 22-23 March 2023 and the Culture, Arts, Land, and Heritage Committee, from 23 August 2023 to xx August 2023.



Author:

Mette Nordling
Manager, Governance and Compliance

Recommended:

Noeleen Selke
Executive Director Corporate Services



Approved:

James William
Chief Executive Officer



TORRES STRAIT ISLAND REGIONAL COUNCIL

COUNCIL REPORT

ORDINARY MEETING: February 2023

DATE: 21-22 February 2023

ITEM: Agenda Item for noting by Council

SUBJECT: Special holidays 2023

AUTHOR: **Noeleen Selke, Executive Director Corporate Services**

Recommendation:

Council resolves to note the content and recommendation of this report.

Executive Summary:

In October 2022 Council considered the proposed special holidays for the Council region for 2023.

The minuted and ratified resolution states that Council endorse the 2023 special holidays as outlined in attachment A to the report. Attachment A to the report lists **all** proposed special holidays for the year both local and region wide.

Council therefore will need to honour these special holidays for 2023.

Background:

Every year Council considers the special holidays for the coming calendar year and an application is made to the Queensland Office of Industrial Relations to get these special holidays gazetted for the coming year.

A report went to Council in October 2022 to seek endorsement of the special holidays for 2023 (attachment 1).

The report provided the opportunity for Council to consider and discuss these holidays and in particular:

The purpose of this report is to seek Councils endorsement of the 2023 nominated special holidays.

In September 2021 Council Ordinary Meeting, Council discussed 2022 Special Holidays at great lengths. It was agreed then that full Council is afforded opportunity to consider and discuss the following, in addition to respective Division-specific holidays as per attachment one:

Proposed Action	Details of Special Holiday	Reason
Exclude	TSIRC Amalgamation Day 14 th March	Significance to Council and region
Exclude	Community Services Act Day 31 st May	Significance to Council and region
	Specific Divisional Holidays that falls on non-working days (identified on attach 1)	1. Recognition after actual date 2. closure of operations after actual date of event.

Per the drafted and ratified minutes (attachment 2), it appears, that some discussion was had regarding these holidays and that two motions were put forward to remove these holidays but were lost:

The proposed special holidays region wide to be removed:

TSIRC Amalgation Day – Motion lost
Community Services (Act) Day – Motion lost

Specific Division Holidays to be removed:

Hammond – Patron St Joseph Day
Hammond – Church Opening day
Masig – Halfway Island Native Title Determination Day
Masig – Parish of Ioane – Independent Church of Torres Strait
Masig – Aureed Island Native Title Determination Day
Poruma – Zaranguai Day
Poruma – Indigenous Protected Area Celebration

Per the minutes the following resolution was passed:

RESOLUTION:

Moved: Cr Aven Noah; Second: Cr Francis Pearson
That the Council

- Endorse Council nominated 2023 Special Holidays outlined in Attachment A to this report
And
- delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to submit the final list of 2023 special holidays to the Minister for Industrial Relations, for approval.

MOTION CARRIED UNANIMOUS

Comment:

Based on the minutes, it appears that all the special holidays listed in attachment A to the original report were endorsed and that delegation was provided to submit this list of 2023 special holidays to the Minister for Industrial Relations for approval.

Considerations

Risk Management

Risk of industrial disputes if special holidays not honoured.

Council Finance

Possible impact on Council finance by honouring these special holidays will be payment of overtime for any officers required to work on these days as well as loss of productivity.

Possible impact on Council finance could be cost incurred having to deal with industrial disputes caused by not honouring the endorsed special holidays.

Consultation:

Chief Executive Officer
Executive Director Corporate Services
Executive Director Engineering Services
Executive Director Financial Services
Head Community Services

Links to Strategic Plans:

Corporate Plan 2020-25 – Outcome 4 – We are a transparent, open and engaging Council.

Corporate Plan 2020-25 – Outcome 8 – We manage council affairs responsibly to the benefit of our communities, Develop Council as employer of choice within the region and nationally.

Statutory Requirements:

Local Government Act 2009

Local Government Regulation 2012

Conclusion:

That Council notes this report and honours the special holidays as listed in Attachment A to original report.

**Endorsed:**

Noeleen Selke
Executive Director, Corporate Services

**Approved:**

James William
Chief Executive Officer

Attachment 1 - Council report for October 2022 Ordinary Meeting

Attachment 2 - Ratified minutes from October 2022 Ordinary Meeting

22. **3:16pm – 3:20pm** **CORPORATE – Annual Report 2022**

Mr Peter Krebs, Acting Executive Director Corporate Services spoke to the report. The annual report provides an assessment of operations of Council for the 2021-2022 financial year.

RESOLUTION:

Moved: Cr Francis Pearson; Second: Cr Keith Fell

Council resolves to:

1. Adopt the Annual Report for the period of 1 July 2021 to 30 June 2022 for the Torres Strait Island Regional Council in accordance with the requirements of the *Local Government Act 2009* and associated regulation, subject to Audit review and approval.
2. Delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to make minor administrative amendments and finalise all matters associated with publishing this report.

MOTION CARRIED UNANIMOUS

23. **3:20pm – 3:40pm** **COMMUNITY SERVICES – AR – Special Holidays 2023 – Late**

3:24pm – Cr Aven Noah re-joined the meeting.

Mr Dawson Sailor, Head of Community Services spoke to the report. The purpose of the report is to seek Council's endorsement of the 2023 nominated special holidays.

The proposed special holidays region wide to be removed:

TSIRC Amalgamation Day – Motion lost

Community Services (Act) Day – Motion lost

Specific Division Holidays to be removed:

Hammond – Patron St Joseph Day

Hammond – Church Opening day

Masig – Halfway Island Native Title Determination Day

Masig – Parish of Ioane – Independent Church of Torres Strait

Masig – Aureed Island Native Title Determination Day

Poruma – Zaranguai Day

Poruma – Indigenous Protected Area Celebration

RESOLUTION:

Moved: Cr Aven Noah; Second: Cr Francis Pearson

That the Council

- Endorse Council nominated 2023 Special Holidays outlined in Attachment A to this report
And
- delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to submit the final list of 2023 special holidays to the Minister for Industrial Relations, for approval.

MOTION CARRIED UNANIMOUS

24. **3:40pm – 3:42pm** **Change of November OM meeting date**

Mr Peter Krebs, Acting Executive Director Corporate Services spoke to the report.

RESOLUTION:

Moved: Cr Keith Fell; Second: Cr Conwell Tabuai

Council resolves to move the November 2022 Ordinary Meeting of Council from 14-15 November 2022 to 17-18 November 2022.

MOTION CARRIED UNANIMOUS



TORRES STRAIT ISLAND REGIONAL COUNCIL

LATE AGENDA REPORT

ORDINARY MEETING:	October 2022
DATE:	11 – 12 October 2022
ITEM:	Agenda Item for Approval
SUBJECT:	Agenda Report – Special Holidays 2023
AUTHOR:	Dawson Sailor, Head of Community Services

Recommendation:

That the Council

- Endorse Council nominated 2023 Special Holidays outlined in Attachment A to this report

And

- delegate authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to submit the final list of 2023 special holidays to the Minister for Industrial Relations, for approval.

Executive Summary:

The purpose of this report is to seek Councils endorsement of the 2023 nominated special holidays.

In September 2021 Council Ordinary Meeting, Council discussed 2022 Special Holidays at great lengths. It was agreed then that full Council is afforded opportunity to consider and discuss the following, in addition to respective Division-specific holidays as per attachment one:

Proposed Action	Details of Special Holiday	Reason
Exclude	TSIRC Amalgamation Day 14 th March	Significance to Council and region
Exclude	Community Services Act Day 31 st May	Significance to Council and region
	Specific Divisional Holidays that falls on non-working days (identified on attach 1)	1. Recognition after actual date 2. closure of operations after actual date of event.

Background:

In accordance with *Holidays Act 1983*, each year Qld Local Government entities are invited to request special holidays to be observed during the following year for districts in respected areas. Special Holidays are subject to approval of The Minister for Industrial Relations.

Proposed 2023 submission lists special holidays approved for 2022 year. Both Regional and Division-specific days totals 70 days Special Holidays. This is in addition to national Public Holidays.

Comment:

There are ongoing concerns that Divisions don't always host event/s to recognise significance on approved gazetted holidays. Whilst TSIRC operations cease on gazetted holidays there is an expectation from Community that some form of event or recognition is arranged.

Considerations

Risk Management

TSIRC employees are entitled to be absent from work and paid at standard rates.

Sustainability

Community Services department is undertaking a cost benefit analysis specifically to identify impacts to operations.

Consultation:

- Community Services, TSIRC
- Office of Industrial Relations

Links to Strategic Plans:

Corporate Plan 21/22
Operational Plan 22/23

Statutory Requirements:

Local Government Act 2009
Local Government Regulation 2012
Holidays Act 1983
Trading (Allowable Hours) Act 1990

Conclusion:

That the Council review and discuss the information contained in this report and resolves to endorse the recommendation.



Recommended:
Dawson Sailor
Head of Community Services



Approved:
James William
Chief Executive Officer

PROPOSED SPECIAL HOLIDAY NOMINATION FOR 2023

Region-Wide	Description	Actual Date of Event	Proposed Date for 2023	Comments
All TSIRC	TSIRC Amalgamation Day	14-Mar	14/03/2023	
All TSIRC	Torres Strait Flag Day	29-May	29/05/2023	
All TSIRC	Community Services (Act) Day	31-May	31/05/2023	
All TSIRC	Mabo Day	3-Jun	5/06/2023	3/6/23 falls on Saturday. 5/6/23 Monday is proposed for approval
All TSIRC	Coming of the Light	1-Jul	3/07/2023	1/7/23 falls on Saturday. 3/7/23 Monday is proposed for approval
Cairns Office Only	Cairns Show Day	19-Jul	21/07/2023	(Cairns Based Staff only)
All TSIRC	First Councillors Conference	23-Aug	23/08/2023	
TSIRC Region Only	Torres Shire Council Cultural Festival Holiday	Sept		Actual date to be confirmed with TSC.

Specific Division Holidays

Division	Description	Actual Date of Event	Proposed Date for 2023	Comments
Badu	Deed of Grant in Trust Hand Over Day	1-Feb	1/02/2023	
Badu	St Marks Church Day	25-Apr	25/04/2023	
Badu	Coming of the Light to Badu	30-Oct	30/10/2023	
Badu	Native Title Determination Day	14-Dec	14/12/2023	
Boigu	United Pentecostal Church Day (Church of Rock)	28-Feb	28/02/2023	
Boigu	St Saviour Church Day - Torres Strait Church	19-Jun	19/06/2023	
Boigu	Coming of the Light	8-Jul	10/07/2023	8/7/23 falls on Saturday. 10/7/23 is Monday and nominated for approval.
Boigu	August Festival	7-Aug	7/08/2023	
Boigu	Blood Covenant Church Dedication Day	26-Sep	26/09/2023	
Boigu	Native Title Determination Day	10-Dec	11/12/2023	10/12/23 falls on Sunday. 11/12/23 is Monday, nominated for approval.
Dauan	Ascension Day (Church Day of Parish of Ascension)	8-May	8/05/2023	
Dauan	Coming of the Light and Native Title Determination Day	6-Jul	6/07/2023	
Dauan	Church of the Holy Cross Day	14-Sep	14/09/2023	
Erub	Coming of the Light Celebrations (Service and Re-enactment at	1-Jul	3/07/2023	1/7/23 falls on Saturday. 3/7/23 is Monday and nominated for approval
Erub	The Ark of Transfiguration (Ugar Church Day)	6-Aug	7/08/2023	6/8/23 falls on Sunday. 7/8/23 is Monday and nominated for approval
Erub	Annual Daisy Mye Sports Carnival	24-Sep	25/09/2023	24/9/23 falls on Sunday. 25/9/23 is Monday and nominated for approval
Erub	All Saints Church Day	1-Nov	1/11/2023	
Erub	Native Title Determination Day	8-Dec	8/12/2023	
Hammond	Patron St Joseph Day	2-May	2/05/2023	
Hammond	Church Opening Day	15-Sep	15/09/2023	
Iama	St John Divine Church Day	19-Jun	19/06/2023	
Iama	Turan Tabernacle Church Day Iama UPC	14-Sep	14/09/2023	
Iama	Native Title Determination Day	13-Dec	13/12/2023	
Kubin	Mualgal Native Title Determination Day	12-Feb	13/02/2023	12/2/23 falls on Sunday. 13/2/23 is Monday and nominated for approval
Kubin	St Peter's Church Day	29-Jun	26/06/2023	

Mabuiag	St Mary's Church Day	2-Feb	2/02/2023	
Mabuiag	Wagadagam Tribal Chief Initiation Day	29-Jun	29/06/2023	
Mabuiag	Native Title Determination Day	6-Jul	6/07/2023	
Mabuiag	St.Mary's Church Dedication Day	1-Aug	1/08/2023	
Mabuiag	Coming of the Light to Mabuiag	3-Sep	4/09/2023	3/9/23 falls on Sunday. 4/9/23 is Monday and nominated for approval
Masig	Halfway Island Native Title Determination Day	19-Jun	19/06/2023	
Masig	Parish of Ioane - Independent Church of Torres Strait	24-Jun	26/06/2023	24/6/23 falls on saturday. 26/6/23 is Monday and nominated for approval.
Masig	Coming of the Light	3-Jul	3/07/2023	
Masig	Native Title Determination	7-Jul	7/07/2023	
Masig	Aureed Island Native Title Determination Day	7-Dec	7/12/2023	
Masig	St John the Evangelist Church Day	27-Dec	27/12/2023	
Mer	Dauar Waier Observance Festival	14-Jun	14/06/2023	
Mer	Coming of the Light Celebrations	2-Jul	3/07/2023	2/7/23 falls on Sunday. Monday 3/7/23 is nominated for approval
Mer	St. James Anglican Church Day	25-Jul	25/07/2023	
Mer	Cease Fire Day	15-Aug	15/08/2023	
Poruma	Zaranguai Day	8-Jan	9/01/2023	8/1/23 falls on Sunday. Monday 9/1/23 is nominated for approval.
Poruma	Native Title Determination Day	7-Jul	7/07/2023	
Poruma	Indigenous Protected Area Celebration	18-Jul	18/07/2023	
Poruma	St Andrews Church Day	30-Nov	30/11/2023	
Saibai	Saibai Native Title Determination Day	12-Feb	13/02/2023	12/2/23 falls on Sunday. 13/2/23 is Monday and nominated for approval
Saibai	Holy Trinity Church Day	5-Jun	5/06/2023	
Saibai	Annexure Day	1-Aug	1/08/2023	
Saibai	Church Dedication Day	4-Dec	4/12/2023	
St Pauls	St Pauls Anglican Church Day	25-Jan	25/01/2023	
St Pauls	Mualgal Native Title Determination Day	12-Feb	13/02/2023	12/2/23 falls on Sunday. 13/2/23 is Monday and nominated for approval
St Pauls	Kozan Outreach Church Day	18-Apr	18/04/2023	
St Pauls	Florence Buchanan Day (Coming of the Light)	19-May	19/05/2023	
Ugar	Coming of the Light Celebrations	2-Jul	3/07/2023	2/7/23 falls on Sunday. Monday 3/7/23 is nominated for approval
Ugar	The Ark of Transfiguration (Church Day)	6-Aug	7/08/2023	6/8/23 falls on Sunday. Monday 7/8/23 is nominated for approval
Ugar	All Saints Church Day	1-Nov	1/11/2023	
Ugar	Native Title Determination Day	9-Dec	11/12/2023	9/12/23 falls on Saturday. Monday 11/12/23 is nominated for approval
Warraber	Zaranguai Day	8-Jan	9/01/2023	8/1/23 falls on Sunday. Monday 9/1/23 is nominated for approval.
Warraber	Church Day	29-Jun	29/06/2023	
Warraber	Native Title Determination - Aureed Island Claim Day	7-Dec	7/12/2023	
Warraber	Coming of the Light	10-Jul	10/07/2023	
Warraber	Indigenous Protected Area Celebration	18-Jul	18/07/2023	
Warraber	Native Title Determination Day	24-Aug	24/08/2023	