



RECORD OF MATTERS

DATE >> 23 November 2021
TIME >> 8:45am
VENUE >> Innisfail Shire Hall, Level 2 Boardroom
PRESENT>> **Councillors:**
Mayor, Cr Mark Nolan; Deputy Mayor, Cr Barry Barnes; Cr Teresa Millwood; Cr Trudy Tschui;
Cr Nicholas Pervan; Cr Jeff Baines; Cr Renee McLeod.

Executive Management Team:
CEO – Andrew Graffen; Director Delivery Services – Adam Sadler; Governance Lead – Kelly
Slattery; Director Infrastructure Services – David Goodman.

Matters Recorder
Executive Assistant – Diane Vitali

GUESTS >> Business Opportunities and Improvement Lead – Dan Bradford; Manager Regulatory Services
– Gavin Hammond; Community Education Officer – Maria Anselmo; Senior Planner/Strategic
Planner – Byron Jones; Manager Planning Services – Dan Horton; Michael Brennan from
Offermans via Microsoft Teams at 1:00pm.

APOLOGIES >> CFO – Gurbindar Singh; Chief People & Culture Officer – Peter Crosby

BUSINESS ITEMS

Item 1 – Declaration of Prescribed Conflicts of Interest or Declarable Conflicts of Interest

Nil

Topics Discussed:

Item 2 – Governance Refresher

Item 3 – Cardwell Sewerage Treatment Plant

Item 4 – First Quarter Update: Waste and Animal Management Education Presentation

10:35am Mayor Nolan appointed Deputy Mayor, Cr Barnes as Chair of the CIS as Mayor Nolan had
a previously scheduled meeting to attend and left the room.

Item 5 – Findings of Green Waste Tender

Item 6 – Planning Scheme Discussion: Mission Beach

12:26pm Cr Tschui retired from the CIS
12:56pm Mayor Nolan re-entered the CIS

Cassowary Coast Regional Council

Councillor Information Session – Record of Matters

Item 7 – Port Hinchinbrook

1:00pm Mr Brennan joined the CIS via Microsoft Teams

1:48pm Mr Brennan retired from the CIS and disconnected from Microsoft Teams

CEO's Summary

Mr Graffen summarised the CIS to ensure clarity regarding the items discussed.

COUNCILLOR INFORMATION SESSION CLOSED 2:06pm