

## Councillor Information Session Agenda Briefing Record of Matters

---

DATE	23 January 2024
TIME	8:45am
VENUE	Innisfail Shire Hall, Level 2 Boardroom
ATTENDEES	<p><b>Councillors:</b> Mayor, Cr Mark Nolan; Deputy Mayor, Cr Barry Barnes; Cr Trudy Tschui; Cr Nicholas Pervan; Cr Jeff Baines; Cr Renee McLeod. <i>Via Teams:</i> Cr Teresa Millwood</p> <p><b>Executive Management Team:</b> CEO – Andrew Graffen; Director Infrastructure Services – David Goodman; Director Commercial Services – Kerry Bull; Director Corporate and Community Services – Elizabeth Stavreski; <i>Via Teams:</i> Director Development &amp; Environmental Services – Chris McNamara; Manager Governance, Risk &amp; Performance – Vanessa Kerr.</p> <p><b>Matters Recorder</b> Mayor &amp; Councillor Secretary – Diane Vitali</p>
GUESTS	<p>Manager Finance – Hannah Peters; CDO – Andrea Sorbello; Principal Rates and Revenue – Kelly Vick; Manager Project Delivery – Joshua Chugg; A/g Manager Procurement – Adam McKeivitt; <i>Via Teams:</i> Manager Engagement &amp; Community – Louise Knol</p>
APOLOGIES	<p>Manager People &amp; Safety – Peter Crosby; Manager Development – Dan Horton.</p>

---

### BUSINESS ITEMS

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

Cr Barry Barnes advised that he had a Declarable Conflict of Interest in relation to Item 18 *CONFIDENTIAL - Mourilyan Road Footpath Reconstruction Tender – CCW000246* saying that his neighbour is one of the contract tenderers. Commenting further Cr Barnes said he would leave the room during the discussion Item 18.

Mr David Goodman advised that he had a Perceived Conflict of Interest in relation to *Item 15 – Mission Beach CBD Revitalisation*, saying that a relative of his wife is employed by one of the contract tenderers. Commenting further Mr Goodman said he would leave the room during the discussion of Item 15.

#### **Topics Discussed:**

#### **Item 2 – Regional Arts Development Fund (RADF), Round 1 2023-2024 Assessment Panel Recommendations**

#### **Item 3 – Innovate Reconciliation Action Plan (RAP) 2023-2025 Outcome Report January 2023 to December 2023**



**Item 4 – Community Grants and Support - ANZAC Day and Battle of the Coral Sea Commemorations Round 1**

**Item 5 – DRAFT Rating Advisory Committee Recommendations 2023-2024**

**Item 10 – Monthly Financial Performance Report – December 2023**

**Item 11 – Quarterly Capital Performance Report – December 2023**

**Item 6 – Policy Review**

**Item 7 – Adoption of amended Subordinate Local Laws 2022**

**Item 9 – Audit Committee Report**

9:55am Mr McNamara left the CIS to attend a previously scheduled meeting

**Item 8 – Operational Plan 2023/24 Progress Review as at 31 December 2023**

10:00am Ms Bull left the CIS to attend a previously scheduled meeting

**Item 12 – Material Change of Use for a Food and Drink Outlet and Operational Works for an Advertising Device (Freestanding Pylon Sign associated with the Material Change of Use) on land described as Lot 7 on I28115 and Lot 8 on I28115 situated at 23 and 25-27 Lily Street INNISFAIL QLD 4860**

**Item 13 – 5.2. FNQROC Regional Development Manual - SC6.3 Planning Scheme Policy - Review of Submissions and Adoption of Amendments for Version 05/23 (Issue 9)**

10:14am Break for morning tea and recommended 10:31am

10:31am Ms Bull & Mr McNamara re-entered the CIS

**Item 14 – CONFIDENTIAL - Quarterly Debtors & Rates and Charges Report**

10:52am Mr Goodman left the room for the discussion of Item 15

**Item 15 – CONFIDENTIAL - Mission Beach CBD Revitalisation**

11:25am Cr Barnes left the room for the discussion of Item 18

**Item 18 – CONFIDENTIAL - Mourilyan Road Footpath Reconstruction Tender – CCW000246**

11:26am Mr Goodman re-entered the room

**Item 16 – CONFIDENTIAL - Sole, Specialised, Confidential Supplier Nomination for Community Scorecard Survey**

11:35am Cr Barnes re-entered the room

**Item 17 – CONFIDENTIAL - Kerbside Waste Collection Interim Contract**

**COUNCILLOR INFORMATION SESSION CLOSED 11:55am**