

Councillor Information Session – Record of Matters

DATE	8 October 2024
TIME	8:45am
VENUE	Tully Civic Centre, Level 2 Boardroom
ATTENDEES	<p>Councillors: Mayor, Cr Teresa Millwood; Deputy Mayor, Cr Nicholas Pervan; Cr Ellen Jessop; Cr Jeff Baines; Cr Renee McLeod.</p> <p>Executive Management Team: CEO – Andrew Graffen; Director Infrastructure Services – David Goodman; Director Development & Environmental Services – Chris McNamara; Director Corporate and Community Services – Elizabeth Stavreski; Manager Governance, Risk & Performance – Vanessa Kerr. <i>Via Teams:</i> Director Commercial Services – Kerry Bull.</p> <p>Matters Recorder Mayor & Councillor Secretary – Diane Vitali</p>
GUESTS	<p>Asset Engineer – Chris Accatino; Manager Procurement – Adam McKeivitt; Technical Officer Environment – Damon Sydes; Darryl Dickson; Manager Natural Environment & Sustainability – Michael Anderson; Manager Finance – Hannah Peters; <i>Via Teams:</i> Representing Zwart Transport Planning – Jerryn Zwart & Xanthia Dubler; Principal Corporate & Planning – Rachel Teariki; Land Management & Biosecurity Officer – Rowan Ward.</p>
APOLOGIES	Cr Chris Littlemore; Cr Trudy Tschui; Manager People & Safety – Peter Crosby.

BUSINESS ITEMS

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

Nil

Topics Discussed:

Item 2 – Innisfail Walking Network Plan

Ms Zwart and Ms Dubler provided a presentation for the above item. Mr Accatino provided comments where required.

9:26am Ms Zwart and Ms Dubler retired from the CIS.

9:29am Messrs Goodman and Accatino retired from the CIS.

Item 3 – Governance Refresher

Ms Kerr discussed Customer Requests as the Governance Refresher.

9:39am Cr Pervan entered the room.

Item 4 – Draft Annual Report

Ms Teariki discussed the draft Annual Report.



Item 5 – Draft Corporate Plan

Mr Graffen discussed the draft Corporate Plan.

Mr Graffen advised the Councillors to read through the document thoroughly and make any comments on the pages they think require additional information.

10:51am Break for morning tea and re-commenced at 11:08am

Item 6 – Procurement Review Board

Mr McKevitt discussed the above item via a presentation.

Item 7 – Biosecurity Plan

Mr Anderson discussed the above item via a presentation.

11:20am Mr McKevitt retired from the CIS

11:21am Mr Sydes and Ms Dickson entered the room

Item 8 – Mahogany Gliders Policy

Ms Dickson discussed the above item via a presentation.

12:34pm Ms Dickson retired from the CIS.

Item 9 – NES Strategic Framework Plan

Mr Anderson discussed the above item via a presentation.

Item 10 – External Audit

Ms Peters discussed the above item via a presentation.

COUNCILLOR INFORMATION SESSION CLOSED 1:09pm