



# **MINUTES**

**Ordinary Council Meeting**

**25 January 2022**

**MINUTES OF COOK SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATION OFFICE, 10 FURNEAUX STREET,  
COOKTOWN  
ON TUESDAY, 25 JANUARY 2022 AT 9.00AM**

**1 AGENDA CONTENTS**

**2 ATTENDANCE**

**Mayor Peter Scott, Deputy Mayor Robyn Holmes, Councillor Peter Burns, Councillor Larissa Hale, Councillor Ross Logan, Councillor Marilyn Morris (via videoconference)**

Linda Cardew, Chief Executive Officer; Sally Eales, Acting Director, Community, Economy and Innovation; Peter Tonkes, Director Infrastructure.

**3 MEETING OPENED**

9.03am

**4 APOLOGIES**

Cr John Dessmann, Heather Kelly (Director Organisational Business Services)

**5 ACKNOWLEDGEMENT OF COUNTRY**

ON BEHALF OF ALL COUNCILLORS, THE CHAIR ACKNOWLEDGED THE WAYMBURR WARRA PEOPLE, TRADITIONAL CUSTODIANS OF THE LAND ON WHICH THE MEETING WAS HELD TODAY, AND PAID RESPECTS TO ALL TRADITIONAL OWNERS, PAST, PRESENT AND EMERGING THROUGHOUT COOK SHIRE.

**6 DECLARATIONS OF INTEREST**

Nil

**7 MAYORAL MINUTE**

Nil

**8 NOTICE OF BEREAVEMENT**

A minute's silence was observed as a mark of respect for those residents who passed away during the previous month.

**9 LEAVE OF ABSENCE**

Cr John Dessmann submitted notice of a leave of absence from 24 to 28 January 2022.

Cr Larissa Hale submitted notice of a leave of absence from 3 to 14 February 2022.

Cr Marilyn Morris gave notice that she will be away for at least the next two weeks, but will continue to attend meetings via teleconference or videoconference wherever possible.

## 10 CONFIRMATION OF PREVIOUS MINUTES

### ORDINARY COUNCIL MEETING – 14 DECEMBER 2021

#### RESOLUTION 2022/1

Moved: Councillor Ross Logan

Seconded: Councillor Larissa Hale

That the minutes of the Ordinary Meeting held on 14 December 2021 be confirmed.

**CARRIED**

## 11 BUSINESS ARISING

Nil

## 12 NOTIFIED MOTIONS

Nil

## 13 COUNCILLORS' REPORTS

### 13.1 COUNCILLORS' MONTHLY REPORTS

#### RESOLUTION 2022/2

Moved: Councillor Larissa Hale

Seconded: Councillor Peter Burns

That the activities contained in the individual Councillors' monthly reports tabled on 25 January 2022, including future travel requirements, be noted and endorsed by Council.

**CARRIED**

## 14 EXECUTIVE SERVICES - REPORTS

### 14.1 CHIEF EXECUTIVE OFFICER'S MONTHLY REPORT

#### RESOLUTION 2022/3

Moved: Deputy Mayor Robyn Holmes

Seconded: Councillor Peter Burns

That the activities contained in the Chief Executive Officer's monthly report tabled on 25 January 2022, be noted and endorsed by Council.

**CARRIED**

**15 COMMUNITY, ECONOMY AND INNOVATION - REPORTS****15.1 PRESENTATION OF THE BARRIER REEF CHILDCARE CENTRE STEERING COMMITTEE MEETING MINUTES****RESOLUTION 2022/4**

Moved: Councillor Larissa Hale

Seconded: Councillor Peter Burns

That Council notes the minutes of the Barrier Reef Childcare Centre Steering Committee Meeting held on 29 November 2021.

**CARRIED**

*Cr Morris noted that an acknowledgement of country occurred at Barrier Reef Childcare Steering Committee meeting, however it does not appear in the minutes. The minutes will be amended accordingly.*

**15.2 PRESENTATION OF NATURES POWERHOUSE STEERING COMMITTEE MEETING MINUTES****RESOLUTION 2022/5**

Moved: Councillor Peter Burns

Seconded: Councillor Larissa Hale

That Council notes the Minutes of the Nature's Powerhouse Steering Committee Meeting held on 25 November 2021.

**CARRIED**

**16 ORGANISATIONAL BUSINESS SERVICES - REPORTS****16.1 PRESENTATION OF AUDIT AND RISK COMMITTEE MINUTES****RESOLUTION 2022/6**

Moved: Deputy Mayor Robyn Holmes

Seconded: Councillor Larissa Hale

That Council note the minutes of the Audit and Risk Committee Meeting held 3 December 2021.

**CARRIED**

**16.2 AUDIT & RISK COMMITTEE CHARTER****RESOLUTION 2022/7**

Moved: Deputy Mayor Robyn Holmes

Seconded: Councillor Larissa Hale

That Council adopts the Audit & Risk Committee Charter dated 8 February 2021.

**CARRIED**

**16.3 NAMING OF ROAD ASSETS POLICY****RESOLUTION 2022/8**

Moved: Councillor Ross Logan

Seconded: Councillor Peter Burns

That Council adopt the Naming of Road Assets Policy dated 25 January 2022.

**CARRIED**

**16.4 PROCUREMENT POLICY****MOTION**

Moved: Councillor Peter Burns

Seconded: Councillor Larissa Hale

That Council adopts the revised Procurement Policy dated 25 January 2022.

*Cr Burns moved an amendment to the motion.*

**RESOLUTION 2022/9**

Moved: Councillor Peter Burns

Seconded: Councillor Ross Logan

That Council adopts the revised Procurement Policy dated 25 January 2022, pending an amendment to include the Weipa Town Authority as part of the newly defined list of what areas are considered local.

**CARRIED**

*The amended motion became the new substantive motion and was put to the vote.*

**RESOLUTION 2022/10**

Moved: Councillor Peter Burns

Seconded: Councillor Ross Logan

That Council adopts the revised Procurement Policy dated 25 January 2022, pending an amendment to include the Weipa Town Authority as part of the newly defined list of what areas

are considered local.

In Favour: Crs Peter Scott, Peter Burns, Larissa Hale, Robyn Holmes, Ross Logan and Marilyn Morris

Against: Nil

**CARRIED**

Mayor Scott called a break for morning tea at 10.11am.

Mayor Scott resumed the meeting at 10.31am.

#### **16.5 OPERATIONAL PLAN 2021/22 - QUARTERLY REPORT - OCTOBER TO DECEMBER 2021**

##### **RESOLUTION 2022/11**

Moved: Councillor Larissa Hale

Seconded: Deputy Mayor Robyn Holmes

That Council note the 2021/22 Operational Plan Quarterly Report for October to December 2021.

**CARRIED**

#### **16.6 MONTHLY FINANCIAL REPORT - DECEMBER 2021**

##### **RESOLUTION 2022/12**

Moved: Councillor Larissa Hale

Seconded: Councillor Ross Logan

That Council resolves to note the Financial Report for December 2021, as required under section 204 of the *Local Government Regulation 2012*.

**CARRIED**

#### **17 INFRASTRUCTURE - REPORTS**

##### **17.1 RFQ Q04121 - LAURA OPEN SPACE AND WASTE MAINTENANCE - SOLE SUPPLIER**

##### **RESOLUTION 2022/13**

Moved: Councillor Larissa Hale

Seconded: Deputy Mayor Robyn Holmes

That Council:

1. Approve the award of a contract as sole supplier Q04121 to ANG-GNARRA ABORIGINAL CORPORATION in the amount of \$70,000.00 (excluding GST) for the period 1 April 2022 to 31 March 2023, and;
2. Delegate authority to the Chief Executive Officer, under section 257 of the *Local Government*

*Act 2009 (QLD)*, the ability to execute the contract for a period of twelve (12) months and exercise the option of a future twelve (12) months subject to satisfactory performance.

**CARRIED**

### **17.2 CAPITAL WORKS PROGRAM 2021/22 - QUARTERLY REPORT - OCTOBER TO DECEMBER 2021**

#### **RESOLUTION 2022/14**

Moved: Councillor Ross Logan

Seconded: Councillor Peter Burns

That Council receives and notes the Capital Works Program 2021-2022, Quarterly Report, October to December 2021, dated 25 January 2022.

**CARRIED**

### **17.3 DISASTER RECOVERY FUNDING ARRANGEMENTS (DRFA) 2021/22 - QUARTERLY REPORT - OCTOBER TO DECEMBER 2021**

#### **RESOLUTION 2022/15**

Moved: Deputy Mayor Robyn Holmes

Seconded: Councillor Larissa Hale

That Council receives and notes the Disaster Recovery Funding Arrangements (DRFA) 2021/22 Quarterly Report for October to December 2021.

**CARRIED**

**18 CONFIDENTIAL REPORTS****CONSIDERATION OF CONFIDENTIAL REPORTS****RESOLUTION 2022/16**

Moved: Councillor Peter Burns

Seconded: Deputy Mayor Robyn Holmes

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the *Local Government Regulation 2012*:

**18.1 QAO - Final Management Letter 2020/2021**

This matter is considered to be confidential under Section 254J(b) and (c) of the Local Government Regulation 2012, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees and the local government's budget.

**CARRIED**

**MOVING INTO CLOSED SESSION****RESOLUTION 2022/17**

Moved: Councillor Peter Burns

Seconded: Deputy Mayor Robyn Holmes

That Council moves into closed session.

**CARRIED**

**MOVING OUT OF CLOSED SESSION INTO OPEN SESSION****RESOLUTION 2022/18**

Moved: Councillor Ross Logan

Seconded: Councillor Peter Burns

That Council moves out of closed session and into open session.

**CARRIED**



**18.1 QAO - FINAL MANAGEMENT LETTER 2020/2021**

**RESOLUTION 2022/19**

Moved: Councillor Larissa Hale

Seconded: Deputy Mayor Robyn Holmes

That Council notes the Queensland Audit Office’s Final Management Letter for the 2021 audit and Management’s progress in resolving the outstanding audit matters.

**CARRIED**

**The Meeting closed at 11.16am.**

**The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 22 February 2022.**

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**CHAIRPERSON**