

Douglas Shire Council Transfer Committee Minutes – Meeting Number 10

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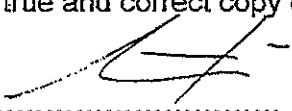
Date	Tuesday 1 October 2013	Start Time N/A	Finish Time N/A	Location N/A	Via email Out of Session
Attendees	Cairns Regional Council - Kelly Reaston (A/CEO), and Douglas Shire Council - Jeff Tate (Transfer Manager)				

Actions and Agreements

No	What	Who	When	Completed
1	<p>Opening of Meeting – Attendance and Apologies</p> <p><i>An apology was noted from Peter Tabulo who is on leave.</i></p>			
2	<p>Minutes of previous Transfer Committee Meeting</p> <p>Decision</p> <p>The minutes of Transfer Committee meeting no 9 held on 30 September 2013 will be considered at meeting no 11.</p>			
3	<p>Matters for Information Only</p> <p>a) Nil.</p>			
4	<p>Matters for decision</p> <p>Background:</p> <p>Three responses were received to the request for quotation for the consultancy 'Independent Review of FDDWG Outcomes' from the four sought. Next step is to review the responses and recommend a preferred supplier to the Transfer Committee. It is anticipated a recommendation will be made to the Transfer Committee by COB Thursday 10 October 2013.</p> <p>a) Evaluation Committee</p> <p><i>That the Transfer Committee approve an Evaluation Committee be formed to determine the preferred provider. The Committee to comprise:</i></p> <p><i>Darryl Crees (Chair), John Andrejic, Lisa Whitton and Geoff Haberfeld.</i></p> <p><i>Approved.</i></p>			

5	Other Business <i>Nil</i>		
6	Next Meeting <i>To be determined</i>		
7	Closure of meeting <i>N/A – out of session</i>		

Signed as a true and correct copy of the minutes of the Transfer Committee meeting held on Tuesday 1 October 2013.



 Kelly Reaston
 A/Chief Executive Officer – Cairns Regional Council



 Jeff Tate
 Transfer Manager – Douglas