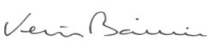


Assembly of Councillors Record

Description of Meeting: Council Briefing					
Responsible Officer: Keith Baillie – Chief Executive Officer					
Date: 1 September 2015					
In Attendance:					
Yes (✓) No (X) N/R (Not Required)					
Councillors		Officers		Others	
Cr. Margot Smith, Mayor	✓	Chief Executive Officer – Keith Baillie	✓	CEO Give Where You Live - Bill Mithen	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure – Sunil Bhalla	✓	Give Where You Live – Sheridan Salmon	✓
Cr. Libby Coker	✓	General Manager Environment & Development– Kate Sullivan	✓		
Cr. Eve Fisher	✓	General Manager Culture & Community – Chris Pike	✓		
Cr. Clive Goldsworthy	✓	Team Leader Governance - Candice Holloway	✓		
Cr. Rose Hodge	✓	Coordinator Environment – Kate Smallwood	✓		
Cr. Carol McGregor	✓	Manager Aged and Family – Robyn Stevens	✓		
Cr. Brian McKiterick	X	Manager Community Relations – Damian Waight	✓		
Cr. Heather Wellington	X	Manager Environment & Community Safety – Rowan Mackenzie	✓		
		Manager Program Management Office – Rowena Frost	✓		
		Manager Economic Development and Tourism – Matt Taylor	✓		
Matters Considered at the Meeting (or attach agenda)					
1. Advocacy Agenda					
2. Give Where You Live - External Presentation					
3. Confirmation of Minutes – 4 August and 11 August 2015					
4. Conflicts of Interest					
5. Community Satisfaction in Local Government Survey Results - Improvement Action Plan 2015 - 2016					
6. Policy Review - SCS-025 Capital Works Community Engagement, SCS-016 Investment Policy & SCS-007 Kindergartens & Surf Coast Toy Library					
7. Community feedback regarding proposal to construct and seal part of Aireys Street, Aireys Inlet					
8. Carbon Emission Target Status - Climate Change Strategy - Presentation					
9. Environmental Leadership Top 5 - Presentation					
10. Program Status Report Development Update - Presentation					
11. Regional Jobs & Infrastructure Fund Applications					
12. Review of Visitor Servicing in Great Ocean Road Region					
13. National Disability Insurance Scheme (NDIS) Update - Presentation					
14. Torquay North Children's Centre Update - Presentation					

15. MAV State Council Motions 23 October 2015

16. Winchelsea Health Club Business Plan 2015/16

Councillor/Officer Declarations of Interest:		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Responsible Officer Signature:		Print Name: KEITH BAILLIE
Chief Executive Officer Signature: 		Print Name: KEITH BAILLIE
Date: 1 September 2015		
To be completed on conclusion of session and provided to Governance Support Officer		

Disclosure of Interest:

- A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].
- A Councillor must disclose the conflict of interest either immediately before the matter is considered, or where the Councillor realises he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware he or she has a conflict of interest [s.80A(4)].
- The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s.80A(1)].
- The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s80A(2)].

**The new Part 4 'Conflict of Interest' provisions come into operation by proclamation on 2 December 2008.*