





## Assembly of Councillors Record

Description of Meeting: Open Space Strategy – Agency Feedback					
Responsible Officer: Janice Lane, Manager Leisure & Wellbeing					
Date: 11 August 2015					
In Attendance:					
Yes (✓) No (X) N/R (Not Required)					
Councillors		Officers		Others	
Cr. Margot Smith, Mayor	✓	Manager Leisure & Wellbeing – Janice Lane	✓	Tammy Smith – DELWP	✓
Cr. David Bell	✓	Leanne Lucas - Co-ordinator Open Space Projects	✓	Frank Gleeson – Parks Vic	✓
Cr. Libby Coker	X	Ross Wissing - Environment & Land Management Officer	✓		
Cr. Eve Fisher	X				
Cr. Clive Goldsworthy	✓				
Cr. Rose Hodge	✓				
Cr. Carol McGregor	✓				
Cr. Brian McKiterick	X				
Cr. Heather Wellington	X				
Matters Considered at the Meeting (or attach agenda)					
1. See attached agenda					
Councillor/Officer Declarations of Interest: NIL					
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed			
Responsible Officer Signature:				Print Name: JANICE LANE	
Chief Executive Officer Signature:				Print Name: KEITH BAILLIE	
Date: 11 August 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.



# AGENDA

## OPEN SPACE STRATEGY 2015 – 2025 (draft) AGENCY FEEDBACK ON DRAFT DOCUMENT

**DATE:** 11 AUGUST 2015

Held at the

**SCS Council Chambers**

**1 Merrijig Drive Torquay**

**Starting at 10.00am – 11.00 am**

**Duration:** 1 hour

**ATTENDEES:** SCS Councillors, Frank Gleeson (Parks Victoria - PV), Tammy Smith (Department of Environment, Land Water & Planning - DELWP), Aaron Garrett (Department of Transport, Planning and Local Infrastructure DTPLI), Janice Lane (SCS), Ross Wissing (SCS), Leanne Lucas (SCS)

**APOLOGIES:** Richard Davies (Great Ocean Road Coast Committee - GORCC), Guy Werner (Western Coastal Board - WCB), Jill Parker (WCB), Jayden Woolley (Corangamite Catchment Management Authority CCMA)

**CHAIR:** Janice Lane (SCS)

### PURPOSE OF THE WORKSHOP

- To provide the external agencies a forum to discuss their feedback on the SCS draft Open Space Strategy document 2015 – 2025 with the Open Space Strategy Surf Coast Shire Project Team.

and

- To provide Councillors an opportunity to hear the feedback first hand prior to the document being presented to a Council meeting on 22 September 2015 before it is placed on public exhibition.
  - **Welcome**  
Welcome, apologies and brief introductions.
  - **Quick re cap on project progress to date**  
Quick re cap on what has happened to date with the project.
  - **Feedback discussions**

Opportunity for key agency representatives to provide their comments on the draft document and discuss.

- **Tabling of any comments from agencies unable to attend.**  
SCS staff to table any comments received from those unable to be present at the meeting.
- **Summarise the key outcomes from the feedback**  
Summarise the key outcomes from the discussions and feedback from the agencies.
- **Next steps**  
Highlight the next steps for the project.

Will be taken to the Council meeting 22 September 2015 with a view to placing the document on public exhibition for a 4 week period. During this time community open house workshops will be undertaken most likely in the following key locations:

- **Torquay**
- **Winchelsea**
- **Anglesea**
- **Lorne**

All Councillors are welcome and encouraged to attend the workshops where possible.

Feedback will be collated and summarised.

Final document will be developed.

Final document to go to the December 2015 Council meeting.