
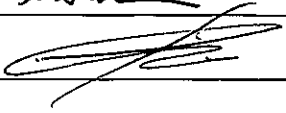


Assembly of Councillors Record

Description of Meeting: Spring Creek Project Steering Committee					
Responsible Officer: Kate Sullivan					
Date: 22/9/2015					
In Attendance: Yes (✓) No (X) N/R (Not Required)					
Councillors	<input type="checkbox"/>	Officers	<input type="checkbox"/>	Others	<input type="checkbox"/>
Cr. Margot Smith, Mayor		Chief Executive Officer - Keith Baillie		Karen Hose Coordinator Strategic Planning	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure - Sunil Bhalla		Michelle Warren Project Manager	✓
Cr. Libby Coker		General Manager Environment & Development- Kate Sullivan	✓	Jorgen Peters Senior Strategic Planner	✓
Cr. Eve Fisher	✓	General Manager Culture & Community - Chris Pike		Tim Peggie, Metropolitan Planning Authority (via Phone)	✓
Cr. Clive Goldsworthy	✓				
Cr. Rose Hodge	✓				
Cr. Carol McGregor					
Cr. Brian McKitterick	✓				
Cr. Heather Wellington					
Matters considered at the meeting (or attach agenda)					
Project Status Report and general discussion on project issues					
Councillor/Officer Declarations of Interest; None declared					
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed			
Responsible Officer Signature:				Print Name: Kate Sullivan	
Chief Executive Officer Signature:				Print Name: Chris Pike (Acting)	
Date:					

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.*