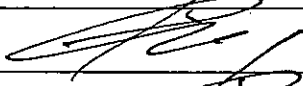
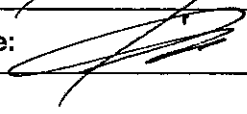


Assembly of Councillors Record

Description of Meeting: Council Briefing					
Responsible Officer: Chris Pike – Acting Chief Executive Officer					
Date: 6 October 2015					
In Attendance:					
Yes (✓) No (X) N/R (Not Required)					
Councillors		Officers		Others	
Cr. Margot Smith, Mayor	✓	Acting Chief Executive Officer – Chris Pike	✓		
Cr. David Bell	✓	General Manager Governance & Infrastructure - Sunil Bhalla	✓		
Cr. Libby Coker	✓	General Manager Environment & Development - Kate Sullivan	✓		
Cr. Eve Fisher (Acting Mayor)	✓	Acting General Manager Culture & Community – Damian Waight	✓		
Cr. Clive Goldsworthy	✓	Manager Business Improvement – Brendan Walsh	✓		
Cr. Rose Hodge	✓	Manager Engineering Services – Peter McLean	✓		
Cr. Carol McGregor	✓	Manager Governance & Risk – Wendy Hope	✓		
Cr. Brian McKitterick	X	Manager Economic Development and Tourism – Matt Taylor	✓		
Cr. Heather Wellington	✓	Manager Leisure and Wellbeing – Jance Lane	✓		
		Manager Assets and Capital Works – John Bertoldi	✓		
		Coordinator Business and Tourism Strategy – Simon Loone	✓		
Matters Considered at the Meeting (or attach agenda)					
1. Confirmation of Council Briefing Minutes – 8 September 2015					
2. Conflicts of Interest					
3. Developer Contributions Plan (DCP) Year End Status Report - Presentation					
4. Response on Petition requesting Advocacy to VicRoads for the Redesign of Intersections of Princes Highway with Hendy Main Road and Cape Otway Road					
5. Road Network Management Plan - Presentation					
6. Review of Procurement Policy (FOR NOTING)					
7. Rebranding - Australian National Surfing Museum					
8. Torquay CBD Commercial Market Sounding Report					
9. Bells Beach Commercial Tour Operator Licences					
10. Service Review - Winchelsea Health Club					

Councillor/Officer Declarations of Interest:		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed

Responsible Officer Signature: 	Print Name: CHRIS PIKE
Acting Chief Executive Officer Signature: 	Print Name: CHRIS PIKE
Date: 6 October 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.*