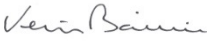


Assembly of Councillors Record

Description of Meeting: Council Briefing					
Responsible Officer: Keith Baillie – Chief Executive Officer					
Date: 14 July 2015					
In Attendance:					
Yes (✓) No (X) N/R (Not Required)					
Councillors		Officers		Others	
Cr. Margot Smith, Mayor	✓	Chief Executive Officer – Keith Baillie	✓	Outside the Square Consulting - Lesley Humphries	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure – Sunil Bhalla	✓	Outside the Square Consulting - Wendy Dunstan	✓
Cr. Libby Coker	✓	General Manager Environment & Development– Kate Sullivan	✓		
Cr. Eve Fisher	X	General Manager Culture & Community – Chris Pike	✓		
Cr. Clive Goldsworthy	✓	Manager Planning & Development – Brydon King	✓		
Cr. Rose Hodge	✓	Manager Leisure and Wellbeing – Janice Lane	✓		
Cr. Carol McGregor	✓	Manager Business Improvement – Brendan Walsh	✓		
Cr. Brian McKiterick	X	Manager Environment & Community Safety – Rowan Mackenzie	✓		
Cr. Heather Wellington	X	Manager Community Relations – Damian Waight	✓		
		Manager Economic Development and Tourism – Matt Taylor	✓		
		Manager Governance & Risk – Wendy Hope	✓		
		Manager Aged and Family – Robyn Stevens	✓		
		Coordinator Customer Service – Cindy Marshall	✓		
		Property & Legal Services Officer – Trina Hughes	✓		
		Team Leader Governance – Candice Holloway	✓		
Matters Considered at the Meeting (or attach agenda)					
1. Confirmation of Briefing Minutes					
2. Business Improvement Program – Candidates for Service Review					
3. Business Improvement Project Charters – Aireys Inlet and Winchelsea Social Housing					
4. Land Exchange at 10 Carnarvon Avenue Jan Juc (Jan Juc Creek Reserve)					
5. Development of the Surf Coast Shire Annual Report 2014 - 2015					
6. Proposed Action Plan to Deliver the Council Plan in 2015 - 2016					
7. National Stronger Regions Fund: Round 2 Applications					
8. Hazelwood Mine Fire Inquiry Public Hearing					
9. Amendment C97 – Implementation of Anglesea Great Ocean Road Study – Consideration of Submissions (FOR NOTING)					

10. Aireys Inlet to Eastern View Planning for the Future (FOR NOTING)
11. Aldi Update (Verbal)
12. Arts Space Feasibility Study
13. Victorian Creative Industries Strategy - Surf Coast Shire Submission
14. Customer Service Strategy 2015-2018 (FOR NOTING)
15. G21 Regional Tennis Strategy 2015- 2025 (FOR NOTING)

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: 14 July 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.