

Assembly of Councillors Record

Description of Meeting: Council Briefing
Responsible Officer: Keith Baillie
Date: 1 March 2016
In Attendance: Yes (✓) No () N/R (Not Required)

Councillors		Officers		Others	
Cr Rose Hodge, Mayor	✓	Chief Executive Officer - Keith Baillie (Left at 12:20pm)	✓	Bastion Consultant - Phil Martin	✓
Cr. David Bell	✓	Acting General Manager Governance & Infrastructure – Peter McLean	✓	Bastion Consultant – Emma Steele	✓
Cr. Libby Coker	X	General Manager Environment & Development– Kate Sullivan	✓	Bastion Consultant – Tim Blanch	✓
Cr. Eve Fisher)	X	General Manager Culture & Community – Chris Pike	✓		
Cr. Clive Goldsworthy (Left at 12:20pm)	✓	Team Leader Governance – Daniella Vasiloski	✓		
Cr. Margot Smith	✓	Executive Assistant Governance & Infrastructure – Lisa Robinson	✓		
Cr. Carol McGregor	✓	Manager Planning & Development – Bill Cathcart	✓		
Cr. Brian McKiterick	X	Senior Strategic Planner – Jorgen Peeters	✓		
Cr. Heather Wellington (Arrived at 2:06pm)	✓	Senior Strategic Planner – Barbara Noelker	✓		
		Coordinator Strategic Planning – Karen Hose	✓		
		Project Manager – Michelle Warren	✓		
		Manager Community Relations – Damian Waight	✓		
		Senior Strategic Planner - Jorgen Peeters	✓		
		Senior Strategic Planner - Barbara Noelker	✓		
		Coordinator Strategic Planning - Karen Hose	✓		
		Manager Economic Development and Tourism - Matt Taylor	✓		
		Senior Strategic Planner - Sally Conway	✓		
		Manager Leisure and Wellbeing - Shaan Briggs	✓		

MEETING COMMENCED	11.00am	MEETING CONCLUDED	2.44pm
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Matters considered at the meeting (or attach agenda)
1. Council's Advocacy Priorities
2. Confirmation of Council Briefing Minutes - 9 February 2016
3. Conflicts of Interest
4. Clarification on the Process for the Road Closure in the McMillan Street Precinct, Anglesea - Verbal
5. Amendment C110 - Aireys Inlet to Eastern View Structure Plan Implementation
6. Amendment C108 - Combined Rezoning and Subdivision Application for 69B Harvey Street, Anglesea (Barwon Water Basin)

7. Spring Creek PSP Framework Submissions - Presentation		
8. Review of Community Engagement Policy		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Responsible Officer Signature:		<i>Keith Baillie</i>
		Print Name: KEITH BAILLIE
Chief Executive Officer Signature:		<i>Keith Baillie</i>
		Print Name: KEITH BAILLIE
Date: 1 March 2016		
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.*