

Assembly of Councillors Record


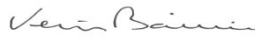
Description of Meeting: Council Briefing
Responsible Officer: Keith Baillie
Date: 5 April 2016
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr Rose Hodge, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Housing Choices Karingal - Judy Simkin, Jacqui Pierce	
Cr. David Bell	✓	General Manager Governance & Infrastructure – Anne Howard	✓		
Cr. Libby Coker	✓	General Manager Environment & Development– Kate Sullivan	✓		
Cr. Eve Fisher	X	General Manager Culture & Community – Chris Pike	✓		
Cr. Clive Goldsworthy	X	Team Leader Governance – Danni Vasiloski	✓		
Cr. Margot Smith	✓	Manager Information Management – Neil McQuinn	✓		
Cr. Carol McGregor	✓	Manager Business Improvement – Brendan Walsh	✓		
Cr. Brian McKiterick <i>(Left meeting at 1.30pm)</i>	✓	Manager Aged and Family – Robyn Stevens	✓		
Cr. Heather Wellington	✓	Coordinator Early Years – Jackie Welsh	✓		
		Team Leader Youth Development – Blake Edwards	✓		
		Manager Finance - John Brockway	✓		
		Coordinator Management Accounting – Gabby Spiller	✓		
		Finance Graduate – Tim Dickson	✓		

MEETING COMMENCED	10.30am	MEETING CONCLUDED	2:42pm
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Matters considered at the meeting (or attach agenda)
1. Housing Choices Karingal – External Presentation
2. Draft Budget
3. Council Chambers Microphone Testing
4. Confirmation of Council Briefing Minutes 8 March 2016
5. Conflicts of Interest
6. Service Review - Council Owned or Managed Buildings - Project Initiation
7. Service Review - Large Scale Mail Outs
8. 2016/17 Business Improvement Program - Presentation
9. Council Meeting Recordings
10. SCS-008 Plastic Wise Events & Markets Policy
11. Youth Activities and Participation - Presentation

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

Responsible Officer Signature: 	Print Name: KEITH BAILLIE
Chief Executive Officer Signature: 	Print Name: KEITH BAILLIE
Date: 5 April 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.*