

## Assembly of Councillors Record

<b>Description of Meeting:</b> Council Briefings
<b>Responsible Officer:</b> General Manager Governance & Infrastructure - Anne Howard
<b>Date:</b> 12 July 2016
<b>In Attendance:</b> Yes (✓) No (X)      N/R (Not Required)

Councillors		Officers		Others	
Cr Rose Hodge, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. David Bell	✓	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Eve Fisher	✓	Acting General Manager Environment & Development – Rowena Frost	✓		
Cr. Clive Goldsworthy	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Carol McGregor	✓	Team Leader Governance - Danni Vasiloski	✓		
Cr. Brian McKiterick	X	Manager Business Improvement – Brendan Walsh	✓		
Cr. Margot Smith <i>(Leave of absence)</i>	X	Manager Aged & Family – Shaan Briggs	✓		
Cr. Heather Wellington	X	Coordinator Design & Traffic – Mark Gibbons	✓		
		Project Design Engineer – Aoife Corcoran	✓		
		Manager Planning & Development – Bill Cathcart	✓		
		Coordinator Visitor Centres & Aust. Nat. Surfing Museum – Gordon Johnston	✓		
		Senior Planner – Ben Schmied	✓		
		Manager Economic Development and Tourism – Matt Taylor	✓		
		Manager Community Relations – Damian Waight	✓		
		Coordinator Sport & Recreation - Jarrod Westood	✓		
		Senior Strategic Planner - Sally Conway	✓		
		Senior Strategic Planner – Cletus Okai	✓		

<b>MEETING COMMENCED</b>	9.38am	<b>MEETING CONCLUDED</b>	12.47pm
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<b>Matters considered at the meeting (or attach agenda)</b>	
1.	Confirmation of Council Briefing Minutes - 5 July 2016
2.	Conflicts of Interest
3.	Pre Caretaker Priorities
4.	Customer Request Card
5.	Project Initiation - Service Review - Council Involvement in the Winchelsea Golf Club
6.	Project Initiation - Service Review - Council's Involvement in Tennis Clubs
7.	Road Safety Strategy 2016-2021
8.	C106 - Combined Planning Scheme Amendment and Planning Permit Application 85 Grossmans Road, Torquay - Submissions
9.	Amendment C110 - Aireys Inlet to Eastern View Structure Plan Implementation
10.	Amendment to Approved Development Plan for 1095 Horseshoe Bend Road Torquay
11.	Australian National Surfing Museum - Strategic Assessment & Future Options

12. Advocacy Update – Federal Election		
13. Development Plan 12 Merrijig Drive Torquay (Torquay North Children's Centre)		
<b>Councillor/Officer Declarations of Interest</b>		
<b>Councillor/Officer</b>	<b>Left Meeting (Yes/No)</b>	<b>Type &amp; Details of Interest(s) Disclosed</b>
Cr Clive Goldsworthy	Yes	Indirect Conflict of Interest under section 78B of The Local Government Act 1989 due to conflicting duties in item 11 Australian National Surfing Museum - Strategic Assessment & Future Options as he is a board member of Great Ocean Road Regional Tourism.
Keith Baillie (CEO)	No	Direct Conflict of Interest under section 77A of The Local Government Act 1989 due to residential amenity in Briefing item 10 - Amendment to Approved Development Plan for 1095 Horseshoe Bend Road Torquay, as he is building on land 50-70m away from the site.
		
<b>Responsible Officer Signature:</b>		<b>Print Name: ANNE HOWARD</b>
<b>Date: 12 July 2016</b>		
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.*