

Assembly of Councillors Record

Description of Meeting: Council Briefing
Responsible Officer: Keith Baillie
Date: 19 January 2016
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr Rose Hodge, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Lorne Arts Festival - Peter Spring	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure - Sunil Bhalla	✓	Vic Roads – Mark Koliba	✓
Cr. Libby Coker	X	General Manager Environment & Development– Kate Sullivan	✓	Vic Roads – Timothy Price	✓
Cr. Eve Fisher	✓	General Manager Culture & Community – Chris Pike	✓	Vic Roads – Sam Pirrotta	✓
Cr. Clive Goldsworthy	✓	Team Leader Governance - Candice Holloway	✓	Vic Roads – Nigel Powers	✓
Cr. Margot Smith	✓	Coordinator Business and Tourism Strategy - Simon Loone	✓		
Cr. Carol McGregor	✓	Manager Environment & Community Safety - Rowan Mackenzie	✓		
Cr. Brian McKiterick	✓	Manager Business Improvement - Brendan Walsh	✓		
Cr. Heather Wellington	✓	Special Projects Co-ordinator - Richard Bain	✓		
		Manager Program Management Office - Rowena Frost	✓		
		Senior Strategic Planner - Jorgen Peeters	✓		
		Coordinator Strategic Planning - Karen Hose	✓		
		Project Manager – Capital and Operational Projects - Susan Green	✓		
		Acting Manager Aged and Family - Jackie Welsh	✓		
		Manager People & Culture - Leanne Perryman	✓		
		Manager Leisure & Wellbeing - Shaan Briggs	✓		
		Manager Community Relations - Damian Waight	✓		
		Coordinator Communications and Community Relations - Darryn Chiller	✓		
		Community Engagement Facilitator - Robyn Lucas	✓		

MEETING COMMENCED	11.00am	MEETING CONCLUDED	5:30pm
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Matters considered at the meeting (or attach agenda)
1. Lorne Arts Festival Signature Event Funding Request
2. Vic Roads
3. Confirmation of Council Briefing Minutes - 10 November 2015, 11 November 2015, 1 December 2015
4. Conflicts of Interest
5. Fire Preparedness Update - Jamieson Track-Wye River Fire - Verbal
6. CEO All Staff Presentation - 18 December 2015
7. Hopkins Street Construction, Aireys Inlet
8. Sale of Council Land - 3 Deans Marsh-Lorne Road, Deans Marsh

9. Proposal to Lease Council Land for Commercial Use - 325 Mousley Road Winchelsea
10. Program Status Report - October to December 2015 Quarter
11. Project Delivery Framework
12. Event Grant Program Funding Recommendations - September 2015 Round
13. Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc
14. Amendment C97 - Implementation of Anglesea Great Ocean Road Study 2013 - Adoption
15. Anglesea River Update - Presentation
16. Petition regarding the Winchelsea Go Cart Track - Verbal
17. Torquay North Children's Centre Operating Model - Presentation
18. Update to Extreme & Code Red Policy (MPP-021)
19. The Future of Surf Lifesaving in Surf Coast Shire
20. Open Space Strategy 2016 - 2025 Final
21. Advocacy Priorities - Presentation
22. Casuarina Project Briefing - Presentation

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Councillor/Officer Declarations of Interest

Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Cr Clive Goldsworthy	Yes	Cr. Clive Goldsworthy declared a conflict of interest in Briefing Item No 8 - Sale of Council Land - 3 Deans Marsh-Lorne Road, Deans Marsh.

Keith Baillie

Responsible Officer Signature: **Print Name: KEITH BAILLIE**

Keith Baillie

Chief Executive Officer Signature: **Print Name: KEITH BAILLIE**

Date: 19 January 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.