

Assembly of Councillors Record

Description of Meeting: Council Briefings
Responsible Officer: Keith Baillie
Date: 7 June 2016
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr Rose Hodge, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	NDIA - Padmini Saxena	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure - Anne Howard	✓	NDIA - Liam O'Hagan	✓
Cr. Eve Fisher	✓	General Manager Environment & Development - Kate Sullivan <i>(arrived 10:26am)</i>	✓	All Abilities Advisory Committee – John Olsen	✓
Cr. Clive Goldsworthy	X	General Manager Culture & Community - Chris Pike	✓	All Abilities Advisory Committee – Leone Mervin	✓
Cr. Carol McGregor	✓	Team Leader Governance - Danni Vasiloski	✓	All Abilities Advisory Committee – Janet Brown	✓
Cr. Brian McKiterick	✓	Manager Community Relations – Damian Waight	✓		
Cr. Margot Smith	✓	Manager Aged & Family – Robyn Stevens	✓		
Cr. Heather Wellington <i>(Leave of absence)</i>	X	Manager Program Management Office – Rowena Frost	✓		
		Manager Planning & Development – Bill Cathcart	✓		
		Environment Officer – Donna Groves	✓		
		Manager Environment & Community Safety – Rowan Mackenzie	✓		
		Social Planner – Dee Johnson	✓		
		Health & Wellbeing Project Officer – Colette Naufal	✓		
		Project Manager – Capital and Operational Projects – Susan Green	✓		
		Manager Leisure & Wellbeing – Shaan Briggs	✓		
		Coordinator Sport & Recreation – Jarrod Westwood	✓		
		Coordinator Corporate Planning – Danielle Foster	✓		
		Rural Access Officer – Kerri Deague	✓		
		Community Engagement Facilitator – Rochelle Griffith	✓		

MEETING COMMENCED	10.06am	MEETING CONCLUDED	2.25pm
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Matters considered at the meeting (or attach agenda)
1. NDIA Housing Presentation (External)
2. Confirmation of Council Briefing Minutes - 10 May 2016
3. Conflicts of Interest
4. 2015-2016 Program Update – Target Presentation
5. Grasstree Park Masterplan - Presentation
6. Health and Wellbeing Quarterly Progress Report and Anglesea Health and Wellbeing Profile

7.	Torquay North Children's Centre	
8.	Advocacy Verbal Update	
9.	The Sands Update – Verbal Presentation	
10.	2017-18 Community Sports Infrastructure Fund - Sport and Recreation Victoria Grants	
11.	2016 Surf Coast Shire Community Satisfaction Survey in Local Government Results	
12.	Petition Requesting Investigation of Feasibility of Public Transport for Moriac	
13.	Draft Funding Agreements - Great Ocean Road Regional Tourism	
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Cr Clive Goldsworthy	Did not attend meeting	Indirect conflict of interest via the CEO in item 13 Draft Funding Agreements - Great Ocean Road Regional Tourism due to conflicting duties as he is on the board of GORRT in an individual capacity.
Responsible Officer Signature:		<i>Keith Baillie</i>
		Print Name: KEITH BAILLIE
Chief Executive Officer Signature:		<i>Keith Baillie</i>
		Print Name: KEITH BAILLIE
Date: 7 June 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.