

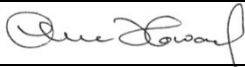
Assembly of Councillors Record

Description of Meeting: Council Briefing
Responsible Officer: General Manager Governance & Infrastructure – Anne Howard
Date: 13 December 2016
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. Brian McKitterick, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Kylie Warne – Barwon Regional Partnerships Meeting Chair	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure - Anne Howard	✓	Unni Menon – Regional Development Victoria, Regional Manager	✓
Cr. Libby Coker	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Martin Duke	✓	General Manager Environment & Development - Phil Rowland	✓		
Cr. Clive Goldsworthy	✓	Team Leader Governance - Danni Vasiloski	✓		
Cr. Rose Hodge	✓	Business Improvement Officer - Trevor Britten	✓		
Cr. Carol McGregor, Deputy Mayor	✓	Manager Recreation & Open Space Planning – Shaan Briggs	✓		
Cr. Margot Smith	✓	Manager Business Improvement – Brendan Walsh	✓		
Cr. Heather Wellington <i>(arrived at 1.59pm)</i>	✓	Coordinator Recreation Planning – Jarrod Westwood	✓		
		Manager Development & Planning – Bill Cathcart	✓		
		Strategic Initiatives Manager – Kate Sullivan	✓		
		Manager Finance – John Brockway	✓		
		Coordinator Management Accounting – Gabby Spiller	✓		
		Manager People & Culture – Leanne Perryman	✓		
		Manager Program Management Office – Rowena Frost	✓		

MEETING COMMENCED	1.00pm	MEETING CONCLUDED	5.11pm
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Matters considered at the meeting (or attach agenda)		
1. Confirmation of Council Briefing Minutes – 6 December 2016		
2. Conflicts of Interest		
3. Parking Revenue Study Commencement – Presentation		
4. Review of Council Support of Surf Life Saving		
5. New Statutory Planning and Subdivision Fees – Presentation		
6. Service Review Update – Council Involvement in Tennis Clubs – Presentation		
7. Road Management Plan – Presentation		
8. Geelong Saleyards - Discussion		
9. 2017/2018 Budget Briefing 1 (including Long Term Financial Plan)		
10. External Presentation - Barwon Regional Partnership and Regional Development Victoria		
11. Our Approach - 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: Anne Howard
Date: 13 December 2016		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

- (a) the subject of a decision of the Council; or
- (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
- 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 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)].
- 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)].
- 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)].