

Management report to Council

Agenda item 6.1

Records of Assemblies of Councillors

29 July 2014

Presenter: Keith Williamson, Manager Governance Services

Purpose and background

1. The purpose of this report is to present the most recent written records of assemblies of Councillors for Council to note.
2. In accordance with section 80A of the *Local Government Act 1989* (the Act), written records of assemblies of Councillors are to be reported at an ordinary meeting of the Council as soon as practicable.

Key issues

3. Amendments to the Act, which came into effect on 24 September 2010, altered the definition of an assembly of Councillors to include advisory committees where one or more Councillors were present, along with planned or scheduled meetings involving at least half the Councillors and an officer.
4. A Councillor who has a conflict of interest at an assembly of Councillors must disclose to the meeting that he or she has a conflict of interest, and leave the meeting while the matter is being discussed.
5. A written record is required to be kept of every assembly of Councillors including the names of all Councillors and staff at the meeting, a list of the matters considered, any conflict of interest disclosed by a Councillor and whether a Councillor who disclosed a conflict left the room.
6. Assemblies of Councillors that consider information that has been declared confidential under section 77 of the Act, require only the title of the written record to be disclosed. If the title of the written record is considered confidential, the written record will be reported upon in the closed session of the Council meeting.

Recommendation from management

7. That Council notes the written records of the assemblies of Councillors as detailed in Attachment 2.

Attachments:

1. Supporting Attachment
2. Records of Assemblies of Councillors

Support attachment

Legal

1. The written records of the assemblies of Councillors are presented in accordance with section 80A of the Act.
2. Under section 79 of the Act, a Councillor must disclose to an assembly that he or she has a conflict of interest and leave the assembly whilst the matter is being considered by the assembly. The penalty for not declaring a conflict of interest and leaving the assembly while the matter is being considered and decided includes a maximum fine of 120 penalty units.

Finance

3. There are no direct financial implications arising from the recommendation in this report.

Conflict of interest

4. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

Stakeholder consultation

5. There is no requirement to consult with external stakeholders.

Relation to Council policy

6. The recommendations within this report align with priorities and goals as identified in the *Council Plan 2009–13* (Goal 7 – Lead by example; Outcome 7.1 – Respected and credible leadership).

Environmental sustainability

7. This proposal has no significant impact on environmental sustainability.

Records of Assemblies of Councillors: summary

Date	Meeting name	Matters discussed
16 June 2014	Homelessness Advisory Committee	<ul style="list-style-type: none"> • StreetCount 2014 • Draft Homelessness Strategy 2014 – 2017 • Update on Current Homelessness Projects and Plans • General Discussion
17 June 2014	Councillor Forum	<ul style="list-style-type: none"> • Melbourne Chamber of Commerce • QVM - status report • Docklands Governance • Small Business Grants and Social Enterprise Grants • Event Partnership Program funding • CEO Report • Financial A3 • Planning matters <ul style="list-style-type: none"> • TPD-2014-20, 847-869 Bourke Street Docklands • TP-2013-987 Malthouse Plaza, 101-111 Sturt Street Southbank
19 June 2014	Disability Advisory Committee meeting	<ul style="list-style-type: none"> • Accidents between pedestrians and cyclists over the past five years and actions to improve safety situation. Bicycle Victoria and BUG to be invited to next Working Group Meeting. • Update on Melbourne for All People with focus on second round of community consultations. Disability groups being consulted with and next stages in completion of strategy and presentation to Council. • Response from Parliament of Victoria to DAC submission to Parliamentary Inquiry into Social Inclusion and Victorians with a Disability was tabled. • Presentation by Fiona Whitworth, Project Manager, Capital Works on redevelopment on the Queen Victoria Market with a focus on access and inclusion. Draft Discussion Paper presented to DAC. • Report on last working group meeting covering MFAP, ideas for inclusion in the discussion paper on the renewal of Queen Victoria Market. Presented by Jane Crawley. • Feedback from Deaf/Bling forum convened by Deaf Blind Support Group at Ross House. Recommendation a Briefing Paper be prepared and a rep from deaf blind group present at next DAC meeting. • Update on Changing Places Forum being planned by Maroondah City Council to be held on 11 September. This will take place at Federation Square where an accessible toilet and adult change facility will be displayed. • Need for personal care facilities in the university • Precinct. Draft letter presented and endorsed
24 June 2014	Councillor Forum	<ul style="list-style-type: none"> • QVM Capire Report • Current and future needs for schools in City of Melbourne • Community Infrastructure Framework (deferred)

		<ul style="list-style-type: none"> • State Government Wi-Fi project actions (deferred) • 10 Year Financial Plan Community Engagement "Defining the Problem Statement" • Annual Plan May Report • Council Meeting agenda items discussion
1 July 2014	Councillor Forum	<ul style="list-style-type: none"> • Victoria Racing Club's proposed Flemington redevelopment • Kensington Town Hall Eol process • Supply and demand for child care • Proposed 2014-15 smoke free areas • FMC1 meeting agenda items - discussion • Planning matters TP-2011-520/A 91-93 & 95 Flemington Road
8 July 2014	Councillor Forum	<ul style="list-style-type: none"> • Arts grants • Wi-Fi project • QVM • Capital Works • Planning Matters
15 July 2014	Councillor Forum	<ul style="list-style-type: none"> • Melbourne Park (tennis Centre) to Birrarung Marr Pedestrian Bridge (over Batman Avenue) • The Guild and Carlton Connect • CEO report • Financial A3

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	5.30 – 7.30 pm Monday 16 June 2014
2. Name of meeting:	Homelessness Advisory Committee
3. Councillors present:	Councillor Richard Foster
4. Officers present:	Alison Duncan; Nanette Mitchell
5. Matters discussed:	<ul style="list-style-type: none"> • StreetCount 2014 • Draft Homelessness Strategy 2014 – 2017 • Update on Current Homelessness Projects and Plans • General Discussion

6. Were there any conflict of interest disclosures by Councillors? NO

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?			
			YES		NO
			YES		NO
			YES		NO
			YES		NO
			YES		NO

7. Record produced by:	<p>Name of Officer: ...Nanette Mitchell</p> <p>Date: 17 June 2014</p>
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	17 June at 11.30am
2. Name of meeting:	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Cr Richard Foster, Cr Kevin Louey, Cr Stephen Mayne, Cr Cathy Oke, Cr Ken Ong, Cr Beverley Pinder-Mortimer, Cr Arron Wood
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Geoff Lawler, Mark Stoermer, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Mary Chrystiuk, Maureen Maginness, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Shelley Blake, Katie Hall, Lucan Creamer, Stephen Nagle, Michael Anderson, Andrea Kleist, Trudy McPhee, Angela Meinke, Leanne Mitchell, Jenny Ford, Phu Nguyen, Sean Cadd, Karen Snyders, Evan Counsel, Paul Miziewicz Andrea Durrant (Melbourne Chamber of Commerce, Jan Cochrane-Harry, CEO QVM, Paul Guerra Chair QVM Board

5. Matters discussed:	<ul style="list-style-type: none"> 1.1 Melbourne Chamber of Commerce 1.2 QVM - status report 1.3 Docklands Governance 1.4 Small Business Grants and Social Enterprise Grants 1.5 Event Partnership Program funding 1.6 CEO Report 1.7 Financial A3 1.8 Planning matters <ul style="list-style-type: none"> -TPD-2014-20, 847-869 Bourke Street Docklands -TP-2013-987 Malthouse Plaza, 101-111 Sturt Street Southbank
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6. Were there any conflict of interest disclosures by Councillors? Yes No

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?		
		YES		NO


7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...18.../...06...../...2014.....
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Date and time of meeting:	19 June 2014 3.00-5.00pm
2. Name of meeting:	Disability Advisory Committee meeting
3. Councillors present:	Cr Ken Ong
4. Officers present:	Jane Foley Peter Whelan Elise Baro Bob Rosen Jane Crawley
5. Matters discussed: <i>(attach agenda if relevant and list other matters discussed)</i>	<p>A. Accidents between pedestrians and cyclists over the past five years and actions to improve safety situation. Bicycle Victoria and BUG to be invited to next Working Group Meeting.</p> <p>B. Update on Melbourne for All People with focus on second round of community consultations. Disability groups being consulted with and next stages in completion of strategy and presentation to Council.</p> <p>C. Response from Parliament of Victoria to DAC submission to Parliamentary Inquiry into Social Inclusion and Victorians with a Disability was tabled.</p> <p>D. Presentation by Fiona Whitworth, Project Manager, capital Works on redevelopment on the Queen Victoria Market with a focus on access and inclusion. Draft Discussion Paper presented to DAC.</p> <p>E. Report on last working group meeting covering MFAP, ideas for inclusion in the discussion paper on the renewal of Queen Victoria Market. Presented by Jane Crawley</p> <p>F. Feedback from Deaf/Bling forum convened by Deaf Blind Support Group at Ross House. Recommendation a Briefing Paper be prepared and a rep from deaf blind group present at next DAC meeting.</p> <p>G. Update on Changing Places Forum being planned by h Maroondah City Council to be held on 11 September. This will take place at Federation Square where an accessible toilet and adult change facility will be displayed.</p> <p>H. Need for personal care facilities in the university precinct. Draft letter presented and endorsed</p>
6. Were there any conflict of interest disclosures by Councillors? No	

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?			
5. A - G	Nil disclosure				NO
7. Record produced by:	Name of Officer: Peter Whelan Date: 25/06/2014 				

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	24 June at 11.30am
2. -	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Deputy Lord Mayor Susan Riley, Cr Rohan Leppert, Cr Kevin Louey, Cr Stephen Mayne, Cr Cathy Oke, Cr Ken Ong, Cr Beverley Pinder-Mortimer, Cr Jackie Watts, Cr Arron Wood
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Geoff Lawler, Mark Stoermer, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Maureen Maginness, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, David Mayes, Leanne Mitchell, Denise Bennett, Ian Hicks, Jennifer Torrance, Jenny Ford Jan Cochrane-Harry & Fiona Whitworth QVM
5. Matters discussed:	<ul style="list-style-type: none"> 1.1 QVM Capire Report 1.2 Current and future needs for schools in City of Melbourne 1.3 Community Infrastructure Framework (deferred) 1.4 State Government Wi-Fi project actions (deferred) 1.5 10 Year Financial Plan Community Engagement "Defining the Problem Statement" 1.6 Annual Plan May Report 1.7 Council Meeting agenda items discussion

6. Were there any conflict of interest disclosures by Councillors? Yes No

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?		
		YES		NO

7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...16.../...07...../...2014.....
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	1 July at 11.30am
2. -	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Deputy Lord Mayor Susan Riley, Cr Richard Foster, Cr Rohan Leppert, Cr Kevin Louey, Cr Stephen Mayne, Cr Cathy Oke, Cr Ken Ong, Cr Beverley Pinder-Mortimer, Cr Jackie Watts, Cr Arron Wood
4. Officers present:	Kathy Alexander, Geoff Lawler, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Mary Chrystiuk, Maureen Maginness, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, Cherie Rae, Daniel Soussan, Angela Meinke, Robyn Hellman, Jane Foley, Ian Hicks, Russell Webster, Ian Sumpter, Lauren Nowak, Alistair Miller Michael Barlow, Urbis, Roger Darling & Peter Korkolis Woods Bagot, Paul Chen, Greenland, Simon Love, VRC
5. Matters discussed:	1.1 Victoria Racing Club's proposed Flemington redevelopment 1.2 Kensington Town Hall Eol process 1.3 Supply and demand for child care 1.4 Proposed 2014-15 smoke free areas 1.5 FMC1 meeting agenda items - discussion 1.6 Planning matters -TP-2011-520/A 91-93 & 95 Flemington Road

6. Were there any conflict of interest disclosures by Councillors? **Yes/ No**

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?	
5.1.1	Susan Riley	YES	NO
5.1.1	Ken Ong	YES	NO

7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...16.../...07...../...2014.....
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	15 July at 11.30am
2. -	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Deputy Lord Mayor Susan Riley, Cr Rohan Leppert, Cr Kevin Louey, Cr Stephen Mayne, Cr Cathy Oke, Cr Ken Ong,
4. Officers present:	Rob Adams, Martin Cutter, Geoff Lawler, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Mary Chrystiuk, Maureen Maginness, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Julie Browning, Rob Moore, Jane Crawley, Phu Nguyen, Eleni Arbus, Ron Leong Justine Berry, Tim Bennett, Annette Pitman and Lucy Carrigg Major Projects, Brian Morris, Melbourne & Olympic Parks Trust
5. Matters discussed:	1.1 Melbourne Park (tennis Centre) to Birrarung Marr Pedestrian Bridge (over Batman Avenue) 1.2 The Guild and Carlton Connect 1.3 CEO report 1.4 Financial A3

6. Were there any conflict of interest disclosures by Councillors? Yes / **No**

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?	
		YES	NO

7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...16.../...07...../...2014.....
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and date of meeting:	11.30pm 8 July 2014				
2. Name of meeting:	Councillor Forum				
3. Councillors present:	DLM Susan Riley, Cr Foster, Cr Leppert, Cr Louey, Cr Mayne, Cr Oke, Cr Ong, Cr Pinder-Mortimer, Cr Watts, Cr Wood				
4. Officers present:	Kathy Alexander, Geoff Lawler, Linda Weatherson, Martin Cutter, Rob Adams, Mary Chrystiuk, Maureen Maginness, Rachelle Jordan, Ruth Caldwell, Keith Williamson, Jane Crawley, Lorraine Tighe, Michelle Ely, Candy Mitchell, Phu Nguyen, David Mayes, Amelia Bitsis, Toby Hayes, Chanelle Pearson, Shelley Blake, Brett Moffitt, Graham Porteous, Denise Bennett, Julie Browning, Bob Rosen, Sally Gunn, Vivian Blake, Libby Bexton, Angela Meinke, Richard Smithers, Angela Hill				
5. Matters discussed:	(1) Arts grants (2) Wi-Fi project (3) QVM (4) Capital Works (5) Planning Matters				
6. Were there any conflict of interest disclosures by Councillors? Yes / <input checked="" type="radio"/> No					
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?			
			YES		NO
			YES		NO
			YES		NO
7. Record produced by:	Name of Officer: Mary Chrystiuk				
	Date: 9 July 2014				

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