

Management report to Council

Agenda item 6.1

Records of Assemblies of Councillors

30 September 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* (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 2013–17 (Goal 8 – An Accessible, transparent and responsive organisation)*.

Environmental sustainability

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

Records of Assemblies of Councillors: summary

Date	Meeting name	Matters discussed
12 August 2014	Cr Forum	<ul style="list-style-type: none"> • Confidential matter • Pathway Homelessness Strategy • Melbourne for All People • Moomba Festival • FMC meeting agenda items – discussion • Planning matters: <ul style="list-style-type: none"> ○ TPM-2014-22, 185 Rosslyn Street, West Melbourne ○ Proposed Planning Scheme Amendment C247 (ID-2014-3) (Suncorp)
19 August 2014	Cr Forum	<ul style="list-style-type: none"> • 2013–14 Annual Plan and Budget actions: Year-end status • CEO report • Quarterly Major Projects Report
26 August 2014	Supply and Demand for Child Care	<ul style="list-style-type: none"> • Current and future – supply and demand • What role should Council have in ensuring growth needs are met?
26 August 2014	Cr Forum	<ul style="list-style-type: none"> • Beyond the Safe City Strategy • Minister for Planning’s approval decision on the East West Link • Procurement Policy • Council meeting agenda items – discussion • Planning matter: <ul style="list-style-type: none"> ○ TPM-2014-29, 477 Collins Street, Melbourne
2 September 2014	Cr Forum	<ul style="list-style-type: none"> • Collingwood Football Club – Community facility funding proposal • Victorian Major Events Company • Proposal to operate Melbourne Pedicab Service • Skateboarding in Lincoln Square • State Government Major Projects advice • PMC meeting agenda item - discussion
9 September 2014	Cr Forum	<ul style="list-style-type: none"> • Confidential item • FMC2 meeting agenda items – discussion • Planning matters: <ul style="list-style-type: none"> ○ TPM-2014-15, 250 Sturt Street, Southbank ○ TPM-2010-29A, 58-64 A’Beckett Street, Melbourne ○ TPM-2014-24, 334-344 City Road Southbank ○ Melbourne Planning Scheme Amendment C247 (ID-2014-03, 433-455 Collins Street, Melbourne ○ ID-2014-4 and TPM-2014-36, 555 Collins Street, Melbourne
15 September 2014	Homelessness Advisory Committee	<ul style="list-style-type: none"> • Homelessness Strategy 2014 – 2017 Implementation Plan – Year One Priorities • Update on Current Homelessness Projects and Plans • General Discussion



RECORD OF ASSEMBLY OF COUNCILLORS

1. Time and Date of meeting:	12 August at 11.30am		
2. Name of meeting:	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		
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Mark Stoermer, Linda Weatherson, Amelia Bitsis, Angelo Grizos, Mary Chrystiuk, Maureen Maginness, Rachelle Jordan, Ruth Caldwell, Margie Samai, Katie Hall, Julie Browning, Laura McKelvey, Cherie Fraser, Lindy Tan, Jane Foley, Angela Meinke, Austin Ley, Dean Griggs, Stephen Nagle, Lucan Creamer, Katherine Miller, Phu Nguyen, Karen Snyders, Daniel Soussan, James Regan, Julian Larkins, Alison Duncan		
5. Matters discussed:	<p>1.1 Confidential matter</p> <p>1.2 Pathway Homelessness Strategy</p> <p>1.3 Melbourne for All People</p> <p>1.4 Moomba Festival</p> <p>1.5 FMC meeting agenda items – discussion</p> <p>1.6 Planning matters:</p> <ul style="list-style-type: none"> • TPM-2014-22, 185 Rosslyn Street, West Melbourne • Proposed Planning Scheme Amendment C247 (ID-2014-3) (Suncorp) 		
6. Were there any conflict of interest disclosures by Councillors? Yes <input type="radio"/> No <input checked="" type="radio"/>			
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?	
		<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO
7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...15.../...08...../...2014.....		

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	19 August at 11.30am
2. Name of meeting:	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Cr Rohan Leppert, Cr Stephen Mayne, Cr Cathy Oke, Cr Ken Ong, Cr Beverley Pinder-Mortimer, Cr Jackie Watts
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, Alistair Miller, Rose Bruhn, Bob Rosen, Veronica Furnier-Tosco, Vivian Blake, Denise Bennett
5. Matters discussed:	1.1 2013-14 Annual Plan and Budget actions: year-end status 1.2 CEO Report 1.3 Quarterly Major Projects Report

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: ...20.../...08...../...2014.....
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	Tuesday 26 August 2014 at 9.00am			
2. Name of meeting:	Supply and Demand for Child Care			
3. Councillors present:	Lord Mayor, Robert Doyle, Deputy Lord Mayor Susan Riley, Cr Richard Foster, Cr Stephen Mayne, Cr Cathy Oke and Cr Ken Ong,			
4. Officers present:	Linda Weatherson, Jane Foley, Maree Lehmann, Martin Giovannetti and Cherie Rae			
5. Matters discussed:	<ul style="list-style-type: none"> • Current and future - supply and demand • What role should Council have in ensuring growth needs are met ? 			
6. Were there any conflict of interest disclosures by Councillors? Yes / <u>No</u>				
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?		
			YES	NO
			YES	NO
7. Record produced by:	Name of Officer:Linda Weatherson..... Date: ...29.../...08...../...2014.....			

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RECORD OF ASSEMBLY OF COUNCILLORS



1. **Time and Date of meeting:** 26 August at 11.30am
2. **Name of meeting:** 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 Arron Wood
4. **Officers present:** Kathy Alexander, Rob Adams, Mark Stoermer, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, Dean Griggs, Alistair Miller, Sue Jolme, Katherine Millar, Angela Meinke, David Mayes, Eamonn Fennessy, Ian Shears, Phu Nguyen, Damon Rao, Brendan Cousins, Karen Snyders, Richard Smithers
5. **Matters discussed:**
 - 1.1 Beyond the Safe City Strategy
 - 1.2 Minister for Planning's approval decision on the East West Link
 - 1.3 Procurement Policy
 - 1.4 Council Meeting agenda items – discussion
 - 1.5 Planning matter:
 - TPM-2014-29, 477 Collins Street Melbourne
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: ...27.../...08...../...2014.....

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	2 September at 11.30am
2. Name of meeting:	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 Arron Wood
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Geoff Lawler, Linda Weatherson, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Helena Campbell, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, Rebecca Rennie, Graham Porteous, Geoff Robinson, Lindy Tan, Sue Jolme, Angela Hill, Eamonn Fennessy, Gary Pert & David Emerson (Collingwood Football Club) Brendan McClements & Kelly Dickson (Victorian Major Events Company)
5. Matters discussed:	1.1 Collingwood Football Club – community facility funding proposal 1.2 Victorian Major Events Company 1.3 Proposal to operate Melbourne Pedicab Service 1.4 Skateboarding in Lincoln Square 1.5 State Government Major Projects advice 1.6 FMC 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: ...04.../...09...../...2014.....

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	9 September at 11.30am
2. Name of meeting:	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 Ken Ong, Cr Beverley Pinder-Mortimer,
4. Officers present:	Kathy Alexander, Rob Adams, Martin Cutter, Geoff Lawler, Amelia Bitsis, Chanelle Pearson, Angelo Grizos, Rachelle Jordan, Ruth Caldwell, Margie Samai, Julie Browning, Lindy Tan, Sue Jolme, Stephen Nagle, Elise Peyronnet, Beck Aldridge, Angela Meinke, Karen Snyders, Daniel Soussan, James Regan, Julian Larkins, Evan Counsel
5. Matters discussed:	<p>1.1 Confidential item</p> <p>1.2 FMC2 meeting agenda items – discussion</p> <p>1.3 Planning matters:</p> <ul style="list-style-type: none"> • TPM-2014-15, 250 Sturt Street, Southbank • TPM-2010-29A, 58-64 A'Beckett Street, Melbourne • TPM-2014-24, 334-344 City Road Southbank • Melbourne Planning Scheme Amendment C247 (ID-201403), 433-455 Collins Street, Melbourne • ID-2014-4 & TPM-2014-36, 555 Collins Street Melbourne

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: ...09.../...09...../...2014.....

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	5.30 – 7.30 pm Monday 15 September 2014
2. Name of meeting:	Homelessness Advisory Committee
3. Councillors present:	Councillor Richard Foster
4. Officers present:	Dean Griggs; Alison Duncan; Nanette Mitchell; Barney Wilson
5. Matters discussed:	<ul style="list-style-type: none"> • Homelessness Strategy 2014 – 2017 Implementation Plan – Year One Priorities • 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	NO
			YES	NO
			YES	NO
			YES	NO
			YES	NO

7. Record produced by:	<p>Name of Officer: ...Nanette Mitchell</p> <p>Date: 18 September 2014</p>
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