

Management report to Council

Agenda item 6.1

Records of Assemblies of Councillors

Council

Presenter: Marlo Emmitt, Director Governance

25 August 2020

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. The definition of an assembly of Councillors in the Act includes advisory committees where one or more Councillors are 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 they have 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 or defined as confidential information under section 3(1) of the *Local Government Act 2020*, 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 of the report from management.

Attachments:

1. Supporting Attachment (Page 2 of 7)
2. Records of Assemblies of Councillors (Page 3 of 7)

Supporting 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.

Health and Safety

5. No Health and Safety issues or opportunities have been identified.

Stakeholder consultation

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

Relation to Council policy

7. 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

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

Records of Assemblies of Councillors: summary

Date	Meeting name	Matters discussed
21 July 2020	Councillor Forum	<ul style="list-style-type: none"> • Future Melbourne Committee – list of items • Western Pavilion in Royal Park • Maritime Heritage Museum and Mission to Seafarers • Monthly A3 Financials • Monthly reporting • City of the Future Taskforce Terms of Reference • CEO update
28 July 2020	Councillor Forum	<ul style="list-style-type: none"> • Council meeting – items • United Nations Sustainable Development Goals • Heritage Design Guide and Heritage Owner's Guide • City Road Masterplan – update • Reactivating Melbourne's Central City
4 August 2020	Councillor Forum	<ul style="list-style-type: none"> • Former Corkman Hotel • Kensington Community Recreation Centre redevelopment • Covid-19 Response: Reactivating Melbourne's Central City
11 August 2020	Councillor Forum	<ul style="list-style-type: none"> • Presentation from Cohealth • 2021-2024 Arts and Creative Investment Partnership • Melbourne Magazine

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:		11.30am, Tuesday 21 July 2020
2. Name of meeting:		Councillor Forum
3. Councillors present:		Lord Mayor Sally Capp, Deputy Lord Mayor Arron Wood, Cr Cathy Oke, Cr Jackie Watts, Cr Kevin Louey, Cr Nicolas Frances Gilley, Cr Nick Reece, Cr Philip Le Liu, Cr Rohan Leppert, Cr Susan Riley, Cr Beverley Pinder.
4. Officers present:		Justin Hanney, Alison Leighton, Anthony Neal, Garry Ormston, Giulia Baggio, Joanne Wandell, Jonathan Kambouris, Katrina McKenzie, Kaye Estoesta, Michael Tenace, Michelle Fitzgerald, Voula Moutsos, Maureen Maginness, Anthony Templeton, Fiona Ward, Rachelle Jordan, Cathy Grauf, Graham Porteous, Liam Routledge, Marlo Emmitt, Jocelyn Chiew
5. Matters discussed:		<ol style="list-style-type: none"> 1. Future Melbourne Committee – list of items 2. Western Pavilion in Royal Park 3. Maritime Heritage Museum and Mission to Seafarers 4. Monthly A3 Financials 5. Monthly reporting 6. City of the Future Taskforce Terms of Reference 7. CEO update
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?
7. Record produced by:		Name of Officer: Cathy Grauf Date: 21 July 2020

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	11.30am, Tuesday 28 July 2020
2. Name of meeting:	Councillor Forum
3. Councillors present:	Lord Mayor Sally Capp, Deputy Lord Mayor Arron Wood, Cr Nicolas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Kevin Louey, Cr Cathy Oke, Cr Beverley Pinder, Cr Nicholas Reece, Cr Susan Riley, Cr Jackie Watts
4. Officers present:	Justin Hanney, Rob Adams, Katrina McKenzie, Linda Weatherson, Alison Leighton, Keith Williamson, Michael Tenace, Jo Wandel, Giulia Baggio, Fiona Ward, Voula Moutsos, Jack Hanna, Angelo Grizos, Maureen Maginness, Anthony Templeton, Kaye Estoesta, Krista Milne, Paul Whelan, Tanya Wolkenberg, Waseem Qazi, Luke Flanagan, Andrew Wear, Kim wood, Emma Appleton
5. Matters discussed:	<ol style="list-style-type: none"> 1. Council meeting – items 2. United Nations Sustainable Development Goals 3. Heritage Design Guide and Heritage Owner’s Guide 4. City Road Masterplan – update 5. Reactivating Melbourne’s Central City

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?

7. Record produced by:	Name of Officer: Angelo Grizos Date: 30 July 2020
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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:		11.30am, Tuesday 4 August 2020
2. Name of meeting:		Councillor Forum
3. Councillors present:		Lord Mayor Sally Capp, Deputy Lord Mayor Arron Wood, Cr Nicholas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Kevin Louey, Cr Cathy Oke, Cr Nicholas Reece, Cr Susan Riley, Cr Jackie Watts, Cr Beverley Pinder
4. Officers present:		Justin Hanney, Alison Leighton, Katrina McKenzie, Keith Williamson, Michael Tenace, Linda Weatherson, Rob Adams, Jo Wandel, Giulia Baggio, Anthony Templeton, Kaye Estoesta, Fiona Ward, Voula Moutsos, Jack Hanna, Angelo Grizos, Rachele Jordan, Evan Counsel, Jocelyn Chiew, Waseem Qazi, Anthony Neal, Jo Whyte, Lucia Perera and Louise Scott
5. Matters discussed:		<ol style="list-style-type: none"> 1. Future Melbourne Committee 2. Former Corkman Hotel 3. Kensington Community Recreation Centre redevelopment Covid-19 Response: 4. Reactivating Melbourne's Central City:
6. Were there any conflict of interest disclosures by Councillors? YES		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?
2 – Former Corkman Hotel	Cr Oke and Cr Reece	Yes
7. Record produced by:		Name of Officer: Rachele Jordan Date: 6 August 2020

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:			11.30am, Tuesday 11 August 2020
2. Name of meeting:			Councillor Forum
3. Councillors present:			Lord Mayor Sally Capp, Deputy Lord Mayor Arron Wood, Cr Nicholas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Kevin Louey, Cr Cathy Oke, Cr Nicholas Reece, Cr Susan Riley, Cr Jackie Watts, Cr Beverley Pinder
4. Officers present:			Justin Hanney, Alison Leighton, Katrina McKenzie, Keith Williamson, Michael Tenace, Linda Weatherson, Rob Adams, Jo Wandel, Giulia Baggio, Kaye Estoesta, Fiona Ward, Voula Moutsos, Jack Hanna, Angelo Grizos, Rachelle Jordan, Melisa McDonald, Justine Hyde.
			<u>External guests:</u> <ul style="list-style-type: none"> • Cohealth • Victorian Government consultant
5. Matters discussed:			<ol style="list-style-type: none"> 1. Presentation from Cohealth 2. 2021-2024 Arts and Creative Investment Partnership 3. Melbourne Magazine
6. Were there any conflict of interest disclosures by Councillors? YES			
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the assembly?	
2 - 2021-2024 Arts and Creative Investment Partnership	Lord Mayor	Yes	
7. Record produced by:			Name of Officer: Rachelle Jordan Date: 14 August 2020