

Management report to Council

Agenda item 6.1

Records of Assemblies of Councillors

Council

Presenter: Keith Williamson, Manager Governance and Legal

30 May 2017

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 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 (Page 2 of 8)
2. Records of Assemblies of Councillors (Page 3 of 8)

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
18 April 2017	Cr Forum	1.1 Carlton Primary School Redevelopment 1.2 FMC2 Agenda Discussion 1.3 Council Meeting 26 April Discussion 1.4 Planning Matters - Ministerial Referral TPM-2015-2, 611-681 Elizabeth Street, Melbourne
2 May 2017	Cr Forum	1.1 West Gate Tunnel Project (formerly Western Distributor) 1.2 Reporting on Year 4 Annual Plan Actions 1.3 Financial Performance Snapshot 1.4 FMC1 agenda discussion 1.5 Planning Matters - TP-2016891: 315-321 and 323 Elizabeth Street, Melbourne - TPMR-2016-21: 308 Exhibition Street, Melbourne
8 May 2017	Homelessness Advisory Committee	1.1 Pathways Innovative Package 1.2 Proposed Change to Local Laws
9 May 2017	Cr Forum	1.1 Melbourne Day Sponsorship 1.2 Metro Tunnel Project Compensation Framework 1.3 NDIS Reform 1.4 CEO Update
16 May 2017	Cr Forum	1.1 QVM Update 1.2 Hoardings Beautification 1.3 Moonee Ponds Creek updates 1.4 FMC2 Agenda 1.5 CEO Update

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	Tuesday 18 April 2017 at 11.30am
2. Name of meeting:	Cr Forum
3. Councillors present:	Lord Mayor Robert Doyle, Deputy Lord Mayor Arron Wood, Cr Nicolas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Cathy Oke, Cr Nicholas Reece, Cr Tessa Sullivan, Cr Jackie Watts
4. Officers present:	Rob Adams, Martin Cutter, Linda Weatherson, Kate Vinot, Katrina McKenzie, Angelo Grizos, Helena Campbell, Keith Williamson, Jane Birmingham, Evan Counsel, Alison Duncan
5. Matters discussed:	1.1 Carlton Primary School Redevelopment 1.2 FMC2 Agenda Discussion 1.3 Council Meeting 26 April Discussion 1.4 Planning Matters (i) Ministerial Referral TPM-2015-2, 611-681 Elizabeth Street, Melbourne
6. Were there any conflict of interest disclosures by Councillors?	No
Matter No.	Names of Councillors who disclosed conflicts of interest
7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...20.../...04...../...2017.....

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	Tuesday 2 May 2017 at 11.30am				
2. Name of meeting:	Cr Forum				
3. Councillors present:	Lord Mayor Robert Doyle, Cr Nicolas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Kevin Louey, Cr Cathy Oke, Cr Nicholas Reece, Cr Susan Riley, Cr Tessa Sullivan, Cr Jackie Watts				
4. Officers present:	Ben Rimmer, Rob Adams, Martin Cutter, Kate Vinot, Katrina McKenzie, Amelia Bitsis, Chanelle Pearson, Lindy Tan, Rosie Pham, Angelo Grizos, Mary Chrystiuk, Maureen Maginness, Helena Campbell, Rachelle Jordan, Cathy Grauf, Margie Samai, Madison Johnson, Angela Meinke, Evan Counsel, Keith Williamson, Phu Nguyen, Emma Appleton, Jo Wandel, Richard Smithers, Melisa McDonald, Sarah Lowcock, Patrick Philips, Voula Moutsos, Karllie Lucas, Debbie Guest Peter Sammut, Paul Smith, Liz Evans (Western Distributor Authority)				
5. Matters discussed:	1.1 West Gate Tunnel Project (formerly Western Distributor) 1.2 Reporting on Year 4 Annual Plan Actions 1.3 Financial Performance Snapshot 1.4 FMC1 agenda discussion 1.5 Planning Matters (i) TP-2016891: 315-321 and 323 Elizabeth Street, Melbourne (ii) TPMR-2016-21: 308 Exhibition Street, Melbourne				
6. Were there any conflict of interest disclosures by Councillors?	No				
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillors leave the assembly?			
7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...03.../...05...../...2017.....				

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	5.30 - 7.30 pm Monday 8 May 2017
2. Name of meeting:	Homelessness Advisory Committee
3. Councillors present:	Lord Mayor Robert Doyle Councillor Tessa Sullivan Councillors Jackie Watts
4. Officers present:	Dean Griggs; Leanne Mitchell; Nanette Mitchell
5. Matters discussed:	<ul style="list-style-type: none"> • Pathways Innovative Package • Proposed Change to Local Laws

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
	N/A				
		YES	NO		
		YES	NO		
		YES	NO		

7. **Record produced by:**

Name of Officer: ...Nanette Mitchell

Date: 12 /5/17

RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	Tuesday 9 May 2017 at 11.30am				
2. Name of meeting:	Cr Forum				
3. Councillors present:	Lord Mayor Robert Doyle, Cr Nicolas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Nicholas Reece, Cr Tessa Sullivan, Cr Jackie Watts				
4. Officers present:	Ben Rimmer, Rob Adams, Martin Cutter, Linda Weatherson, Katrina McKenzie, Amelia Bitsis, Chanelle Pearson, Lindy Tan, Rosie Pham, Angelo Grizos, Maureen Maginness, Rachelle Jordan, Cathy Grauf, Phu Nguyen, Melisa McDonald, Emily Abbott, Rob Moore, Ian Sumpter, Cherie Fraser, Dean Griggs, Vickie Feretopoulos, Olivia Ng, Alison Duncan				
5. Matters discussed:	1.1 Melbourne Day Sponsorship 1.2 Metro Tunnel Project Compensation Framework 1.3 NDIS Reform 1.4 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 Councillors leave the assembly?			
7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...10.../...05...../...2017.....				

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RECORD OF ASSEMBLY OF COUNCILLORS



1. Time and Date of meeting:	Tuesday 16 May 2017 at 11.30am				
2. Name of meeting:	Cr Forum				
3. Councillors present:	Lord Mayor Robert Doyle, Deputy Lord Mayor Arron Wood, Cr Nicolas Frances Gilley, Cr Philip Le Liu, Cr Rohan Leppert, Cr Kevin Louey, Cr Cathy Oke, Cr Nicholas Reece, Cr Susan Riley, Cr Tessa Sullivan, Cr Jackie Watts				
4. Officers present:	Ben Rimmer, Rob Adams, Martin Cutter, Linda Weatherson, Kate Vinot, Amelia Bitsis, Chanelle Pearson, Lindy Tan, Rosie Pham, Angelo Grizos, Rachelle Jordan, Margie Samai, Madison Johnson, Melisa McDonald, Angela Meinke, Jane Birmingham, Evan Counsel, Phu Nguyen, Jo Wandel, Jo Mair, Bronwen Colman, Kaye Glamuzina, Eamonn Fennessy, Geraldine Plas, Alice Reynolds Andrew McDougall & James Atkinson – SGS Economics and Planning				
5. Matters discussed:	1.1 QVM Update 1.2 Hoardings Beautification 1.3 Moonee Ponds Creek updates 1.4 FMC2 Agenda 1.5 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 Councillors leave the assembly?			
7. Record produced by:	Name of Officer: ...Angelo Grizos..... Date: ...18.../...05...../...2017.....				

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