

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

Details of Assembly of Councillors

Title of Assembly	Municipal Emergency Management Planning Committee (incorporating Relief & Recovery Sub Committee)		
Time commenced:	12:30	Time concluded:	
Location:	Videoconference via MS Teams		
Division:	Resilient Communities	Date:	01/06/2020


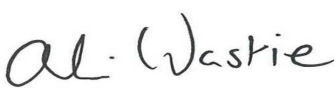
Attendees

Deputy Mayor Bruce Kent	<i>*Arrived after meeting began, did not chair</i>
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Matters discussed	Attendees
<p><i>Meeting Agenda ED20/62539</i></p> <p><i>Meeting Minutes ED20/65853</i></p> <p>Risk Review (CERA)</p> <p>Public Events</p> <p>Relief & Recovery</p> <p>Bass Coast Shire Council COVID 19 Response & Recovery Plan 2020</p> <p>Planned Exercises or Training – feedback from Agencies*</p> <p>Agency Capability and Capacity Report*</p> <p>REMPC and the Emergency Management Legislation Amendment Act 2018</p> <p>General Business</p>	<p>James Bremner (BCSC- Acting Chair); David Bartley (VICSES); Ben Driscoll (PINP); Pauline (DPI); Jamey Mullen (BCSC); Lyle Clausen (BCSC); JJ Edmondson (Red Cross); Navsheil Singh (DHHS); Pauline Boulton (DPI); Greg Tingate (BCH); Adele Prescott (Red Cross); Stephen Keating (CFA); Danny Slattery (AV); Tim Scholtes (Westernport Water); Tim Ryan (Ausnet); Mark Lindsay (BCSC)</p>

Conflict of interest disclosures

Councillor	LGA Act section	Item no	Left the room during the discussion ✓	Form completed ✓

Form completed by:	Corin Spencer
 Signature:	Date: 09/06/2020
Received CEO's Office: 	Date: 16/06/2020

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for processing.

Details of Assembly of Councillors

Title of Assembly	Policy Workshop		
Time commenced:	10.30am	Time concluded:	12.27pm
Location:	Go To Meeting		
Division:	Governance	Date:	3 June 2020

Attendees

Mayor, Cr B Tessari	Deputy Mayor, Cr G Ellis
Cr S Fullarton -	Cr M Whelan
Cr P Rothfield	Cr C Le Serve
Cr L Larke	Cr B Kent
Cr J Brown - apology	

Time	Matters discussed	Attendees
10.30am	Item 1- Gift, Benefits & Hospitality Policy and the Council Support and Resources Policy	Ali Wastie, James Stirton. David Filmlter, Christian Stefani, Allison Jones & Robyn Borley
11.00am	Item 2 – Bass Coast Dinosaur Trail Cr Fullarton apology	Ali Wastie, Jodi Kennedy, James Stirton. David Filmlter, Christian Stefani, Robyn Borley, Mark Lindsay, Greg Poulson & David Burrows, Peter Francis, Ella Angalene Externals – Mike Cleeland & Greg Box
11.30am	Item 3 – Drainage Asset Management Plan Review	Ali Wastie, Jodi Kennedy, James Stirton. Robyn Borley, Angus Cameron & Simon Harris, Phil Pritchard
12.00pm	Item 4 – Integrated Water Management Plan	Ali Wastie, Jodi Kennedy, James Stirton. David Filmlter, Christian Stefani, Allison Jones, Robyn Borley, Angus Cameron & Simon Harris

Conflict of interest disclosures (Conflict of Interest declaration form to be completed and attached)

Councillor	LG Act section	Item no	left	returned	Form completed ✓
Nil					

Form completed by:	Robyn Borley	
Signature: <i>Robyn Borley</i>		Date: 3/6/2020
Received CEO's Office:	<i>Al. Wastie</i>	Date: 2/7/2020

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for processing.

Details of Assembly of Councillors

Title of Assembly	Policy Workshop		
Time commenced:	10.30am	Time concluded:	2.22pm
Location:	Go To Meeting		
Division:	Governance	Date:	10 June 2020


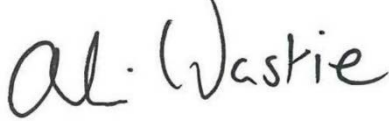
Attendees

Mayor, Cr B Tessari	Deputy Mayor, Cr G Ellis
Cr S Fullarton	Cr M Whelan
Cr P Rothfield	Cr C Le Serve
Cr L Larke	Cr B Kent
Cr J Brown	

Time	Matters discussed	Attendees
10.30am	Item 1 - Domestic Animal Management Plan	Ali Wastie, Jodi Kennedy, Christian Stefani, Robyn Borley, Mark Lindsay & James Bremner
11.00am	Item 2 – Sports Infrastructure Plan	Ali Wastie, Jodi Kennedy, James Stirton. Christian Stefani, Robyn Borley, Mark Lindsay & Greg Poulson, Angus Cameron, Ella Angarane.
11.30am	Item 3 – Cowes Activity Centre Plan Update	Ali Wastie, Jodi Kennedy, James Stirton, Christian Stefani, Robyn Borley, Donna Taylor, Craig Dinsdale, Damian Prendergast
1.00pm	Item 4 – Planning Applications Meeting	James Stirton, Robyn Borley, Donna Taylor & Patrick Doyle
1.30pm	Item 5 – Discussion on Council Meeting Agenda	Ali Wastie, Jodi Kennedy, James Stirton. David Filmalter, Christian Stefani, Allison Jones, Robyn Borley, Donna Taylor & Lee-Anne Harmer, Angus Cameron

Conflict of interest disclosures (Conflict of Interest declaration form to be completed and attached)

Councillor	LG Act section	Item no	left	returned	Form completed ✓

Form completed by:	Robyn Borley	
Signature:		Date: 10 June 2020
Received CEO's Office:		Date: 2/7/2020

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

Details of Assembly of Councillors

Title of Assembly	Municipal Fire Management Planning Committee		
Time commenced:	10.00	Time concluded:	12.07
Location:	Videoconference via MS Teams		
Division:		Date:	11/06/2020

Attendees



Deputy Mayor Bruce Kent	<i>* did not chair the meeting</i>
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	Matters discussed	Attendees
1	Welcome	
2	Attendance	James Bremner (BCSC); Andrew O'Brien (VICPOL); Stefan Poll (PINP); Tim Bessel-Browne (Parks Vic); Brian Martin (Parks Vic); David Gallacher (DELWP); David Martin (BCSC); Corin Spencer (BCSC); April Meredith (CFA); Peter Walters (CFA); Micheal Kearns (DOT); Tim Scholtes (Westernport Water); Guest: Lucas Bluff (DELWP)
3	Confirmation of Minutes	
4	Agency Reports	
5	Correspondence	
6	Actions Update	
7	MERI Reporting	
8	Exercise & Training	
9	Fire Access Roads Subsidy Scheme	
10	CERA risk Review	
11	Victorian Fire Risk Register	
12	Terms of Reference	
13	Safer Together	
14	Community Engagement	
15	General Business	

See also: Meeting Agenda-ED20/68554, Meeting Minutes-ED20/69948

Conflict of interest disclosures

Councillor	LGA Act section	Item no	Left the room during the discussion ✓	Form completed ✓

Form completed by:	Corin Spencer
 Signature:	Date: 12/06/2020
Received CEO's Office: 	Date: 16/06/2020

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for filing. Please also attach any other material circulated at the assembly.

Details of Assembly of Councillors

Title of Assembly	Policy Workshop		
Time commenced:	9.35 am	Time concluded:	10.15am
Location:	Via Video Conference		
Division:	Governance	Date:	17 June 2020


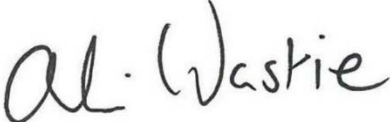
Attendees

Mayor, Cr B Tessari	Deputy Mayor, Cr G Ellis
Cr S Fullarton	Cr M Whelan
Cr P Rothfield	Cr C Le Serve
Cr L Larke	Cr B Kent
Cr J Brown	

Time	Matters discussed	Attendees
9.30am	Item 1 – Discussion on the Council Meeting Agenda	Ali Wastie, Jodi Kennedy, James Stirton. David Filmlter, Christian Stefani, Allison Jones, Donna Taylor, Robyn Borley, Lee-Anne Harmer

Conflict of interest disclosures (Conflict of Interest declaration form to be completed and attached)

Councillor	LG Act section	Item no	left	returned	Form completed ✓

Form completed by:	Robyn Borley	
Signature:		Date: 17-06-2020
Received CEO's Office:		Date: 2/7/2020

This form must be completed by the attending Council Officer and returned immediately to Governance Officer for filing. Please also attach any other material circulated at the assembly.

Details of Assembly of Councillors


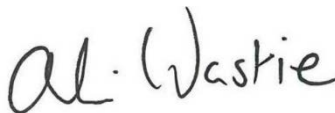
Title of Assembly	Policy Workshop – morning session		
Time commenced:	10.30 am	Time concluded:	12.20pm
Location:	Via Video Conference		
Division:	Governance	Date:	1 July 2020

Attendees

Mayor, Cr B Tessari	Deputy Mayor, Cr G Ellis	
Cr S Fullarton	Cr M Whelan	
Cr P Rothfield	Cr C Le Serve – on leave	
Cr L Larke	Cr J Brown – on leave	
Cr B Kent		
Time	Matters discussed	Attendees
10.30am	Item 1 – Planning Applications	Ali Wastie, James Stirton, Donna Taylor, Patrick Doyle & Tess Moore
11.00am	Item 2 – PICAL project update	Ali Wastie, Jodi Kennedy, James Stirton. David Filmalter, Craig Dinsdale, Mark Lindsay & Tess Moore
11.30am	Item 3 - Waste Services Contract – Impact of Recycling Industry Processors	Ali Wastie, Jodi Kennedy, David Filmalter, Christian Stefani, Tony Price & Tess Moore
12.00noon	Item 4 – Drainage Risk Matters	Ali Wastie, Jodi Kennedy, James Stirton. David Filmalter, Christian Stefani, Angus Cameron & Tess Moore

Conflict of interest disclosures (Conflict of Interest declaration form to be completed and attached)

Councillor	LG Act section	Item no	left	returned	Form completed ✓
Nil					

Form completed by:	Tess Moore
Signature: 	Date: 1 July 2020
Received CEO's Office: 	Date: 1 July 2020