



INFORMAL MEETING OF COUNCILLORS RECORD

In accordance with Council's Governance Rules (Chapter 5 Rule 1), this form must be completed if there is a meeting of Councillors that:

- *Is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors*
- *Is attended by an **absolute majority of Councillors (at least 4)** and **one member of Council staff**; and*
- *Is not a Council meeting, delegated committee meeting or Community Asset Committee meeting.*

Name of meeting:	Councillor Briefing					
Date and time:	Date: 20 June 2023			Time commenced: 12.05pm		
Name of officer completing this form:	Sophie Brown					
Councillors present:		In person	Virtual		In person	Virtual
<i>Please mark the Councillors present</i>	Cr Cunningham	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Rowe	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Gamble	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sharkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Getsom	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Whitfield	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Kirby	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present:				In person	Virtual	
<i>Please mark the staff present</i>	Eric Braslis (Chief Executive Officer)			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Phil Josipovic (Director Infrastructure and Environment)			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Lynnere Gray (Director Corporate Services)			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Steven Sagona (Director Community, Planning and Growth)			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Other staff:					
	Manager Finance					
	Manager Asset Services					
	Acting Manager Environment & Open Spaces					
	Coordinator Communications and Engagement					
	Coordinator Environmental Health					
Other people present: <i>e.g. consultants, presenters.</i>						
Matters considered / discussed:	Internal Presentations 2.1 Community Awards – Administrative Review Briefing Council Reports* Citizenship Ceremony					



GOLDEN PLAINS SHIRE

<p><i>Provide a brief list of the matters considered.</i></p> <p><i>* indicates items where a report was provided but was not discussed.</i></p>	3.2	* Delegates Report & Informal Meetings of Councillors Records
	3.3	Adoption of the Golden Plains Shire Council Budget 2023-24
	3.4	Community Vision 2040 Refresh
	3.5	Adoption of the Domestic Wastewater Management Plan 2023
	3.6	Awarding of a Tender for the Provision of Concreting Services
	3.7	* Review of Audit and Risk Committee Charter
	3.8	Adoption of the Councillor Support and Expenses Policy
	3.9	* Review of Instrument of Appointment and Authorisation – Planning and Environment Act 1987
	Administrative Updates	
	4.1	SMT Only
	4.2	CEO Only
	4.3	Councillor Only
	Updates for Noting	
	4.4	Gravel Road Grading Audit
	4.5	Essential Services Commission – Local Government Outcomes Report
Confidential Items		
5.1	CEO Performance Review Workshop	
5.2	* Glass Early Adopter Expression of Interest	

Conflict of interest disclosures:

If any meeting attendee declares a conflict of interest, a separate disclosure form must be completed and returned to Governance.

Name	Subject/matter	Did they leave the meeting before discussion on the matter?
Nil		

Once completed, please return this form to governanceadministration@gplains.vic.gov.au