



**13.3** **RECORDS OF INFORMAL MEETINGS OF COUNCIL**

**EXECUTIVE MEMBER:** **CLAIRE STEVENS, GENERAL MANAGER, GOVERNANCE AND ORGANISATIONAL CAPABILITY**

**PREPARED BY:** **MERRYN SHAW, GOVERNANCE AND COUNCIL MEETINGS OFFICER**

**1. PURPOSE**

- 1.1 The purpose of this item is to report to Council written records of Informal Meetings of Councillors at the City of Port Phillip as required by the Governance rules

**2. RECOMMENDATION**

That Council

- 2.1 Receives and notes the written records of Informal Meetings of Council (attached) as required by the Governance Rules.

**3. KEY POINTS/ISSUES**

- 3.1 An Informal meeting of Council record is required by the City of Port Phillip Governance rules if there is a meeting of Council that, is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors; is attended by at least one member of Council staff; and is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.
- 3.2 The record on Nature Strip Guidelines provided to the Council meeting on 20 July 2022 has been amended to include Cr Cunsolo's attendance. The amended record is provided in Attachment 1.

**4. OFFICER DIRECT OR INDIRECT INTEREST**

- 4.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

**TRIM FILE NO:**

**ATTACHMENTS**

**1. Informal Meetings of Council 3 August 2022 Report**