



13.1 RECORDS OF INFORMAL MEETINGS OF COUNCIL

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

PREPARED BY: EMILY WILLIAMS, 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 Local Government Act.

2. RECOMMENDATION

That Council

- 2.1 Receives and notes the written records of Informal Meetings of Councillors (attached) as required by the Local Government Act.

3. KEY POINTS/ISSUES

- 3.1 An Informal meeting of Councillors record is required by the City of Port Phillip Governance rules 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 at least one member of Council staff; and is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

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.

ATTACHMENTS 1. Informal Meetings of Council forms - 2 March Council Meeting Report 