

## 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.*

|  |   |                          |                                     |                                     |
|--|---|--------------------------|-------------------------------------|-------------------------------------|
| <b>Name of meeting:</b>  | Briefing  |                          |                                     |                                     |
| <b>Date and time:</b>  | Date: 10 December 2024  |                          | Time commenced: 1.00pm              |                                     |
| <b>Name of officer completing this form:</b>   | Shane Walden  |                          |                                     |                                     |
| <b>Councillors present:</b><br><i>Please mark the Councillors present</i>                      | In person   | Virtual                  | In person                           | Virtual                             |
| Cr Hayden  | <input checked="" type="checkbox"/>   | <input type="checkbox"/> | Cr Robbins                          | <input checked="" type="checkbox"/> |
| Cr Glen  | <input type="checkbox"/>  | <input type="checkbox"/> | Cr Kirby                            | <input checked="" type="checkbox"/> |
| Cr Phelan  | <input checked="" type="checkbox"/>   | <input type="checkbox"/> | Cr Sharkey                          | <input type="checkbox"/>            |
| Cr Cunningham  | <input checked="" type="checkbox"/>   | <input type="checkbox"/> |                                     |                                     |
| <b>Staff present:</b><br><i>Please mark the staff present</i>                                  |   |                          | In person                           | Virtual                             |
| Shane Walden (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 type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Emma Wheatland (Acting Director Community Planning & Growth)                                   |   |                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | <b>Other staff:</b>   |                          |                                     |                                     |
|  | <ul style="list-style-type: none"> <li>• Manager Planning</li> <li>• Coordinator Strategic Planning</li> <li>• Strategic Planner</li> <li>• Manager Finance</li> </ul>  |                          |                                     |                                     |
| <b>Other people present:</b><br><i>e.g. consultants, presenters.</i>                           | <ul style="list-style-type: none"> <li>• Acting Strategic Planning Manager, VPA</li> <li>• Director Regional Victoria, VPA</li> <li>• 2 x staff, VPA</li> </ul>   |                          |                                     |                                     |
| <b>Matters considered/discussed:</b><br><i>Provide a brief list of the matters considered.</i> | <ul style="list-style-type: none"> <li>• Councillor Only</li> <li>• CEO Only</li> <li>• Corporate Memberships</li> <li>• Citizen Recognition Award</li> <li>• Council Meeting Dates 2025</li> <li>• Quarter 1 Finance Report</li> <li>• Review of Statutory Planning Operational Policies and Procedures</li> <li>• Delegates' Report &amp; Informal Meetings of Councillors Records</li> <li>• 2025-26 Draft Budget Timelines</li> <li>• Golden Plains Local Food Network</li> <li>• Major Drainage Initiatives</li> </ul> |                          |                                     |                                     |



GOLDEN PLAINS SHIRE

|  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>• Proposed Yellowglen Development Update</li><li>• Change of name of the Active Ageing and Inclusion Committee to Disability Advisory Committee</li><li>• SMT Only</li><li>• Confidential Item</li><li>• Statutory Planning Performance Results - Quarter 4</li></ul> |
|--|---|

|  |                       |  |
|--|-----------------------|--|
| <p style="text-align: center;"><b>Conflict of interest disclosures:</b></p> <p>If any meeting attendee declares a conflict of interest, a separate disclosure form must be completed and returned to Governance.</p> |                       |  |
| <b>Name</b>  | <b>Subject/matter</b> | <b>Did they leave the meeting before discussion on the matter?</b> |
|  |                       |  |

Once completed, please return this form to [governanceadministration@GPLAINS.vic.gov.au](mailto:governanceadministration@GPLAINS.vic.gov.au)