Docusign Envelope ID: BC45206F-3233-4D7B-8D6B-EB504EE96EDF

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Briefings		
Time commenced:	9.15am	Time concluded:	
Location:	Wonthaggi Civic Centre		
Division:	Governance & Finance	Date: 5 February 2025	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor)
Cr R Bauer	Cr J Thompson
Cr M Morgan	Cr T Bell
Cr T O'Brien	Cr J Temby
Cr Edwards	

Matters discussed	Attendees
Graydens Reserve Master Plan	Greg Box, Donna Taylor, Teena Hale Pennington, Daniel Fokkens, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Ella Angarane, Greg Polson, Angus Cameron
Planning Application Bursaria Grove, Inverloch	Greg Box, Donna Taylor, Teena Hale Pennington, Daniel Fokkens, Jodi Kennedy, Damian Prendergast, Chelsea Wilson
Draft Capital Works Plan	Greg Box, Donna Taylor, Teena Hale Pennington, Daniel Fokkens, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, David Filmalter, Joseph Kay, Daniel Fokkens
Traditional Owners	Greg Box, Donna Taylor, Teena Hale Pennington, Daniel Fokkens, Jodi Kennedy, Damian Prendergast, Chelsea Wilson External - Jillian West, Alexandra Prouse - Bunurong Land Council

Docusign Envelope ID: BC45206F-3233-4D7B-8D6B-EB504EE96EDF

Communications, Engagement and Advocacy Induction	Greg Box, Donna Taylor, Teena Hale Pennington, Daniel Fokkens, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nicola Glassey, Johanna Radford

Conflict of interest disclosures: General s127 or Material s128 of the Act

Councillor Edwards – Planning Application Bursaria Grove Inverloch

Form completed by:	Donna Taylor	
Signature: 		Date: 5/02/2025
Received CEO's Office: 		Date: 14 February 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors and contains three or more Councillors;

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1.3 is attended by at least one member of Council staff; and

1.4 is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient *Council meeting*; and

(b) recorded in the minutes of that *Council meeting*.

Docusign Envelope ID: C0D672A4-5C65-41FC-9E81-8636EA68AF91

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Briefings		
Time commenced:	9.15am	Time concluded:	4.00pm
Location:	Wonthaggi Civic Centre		
Division:	Governance & Finance	Date: 12 February 2025	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor)
Cr R Bauer	Cr J Thompson
Cr M Morgan	Cr T Bell
Cr T O'Brien	Cr J Temby
Cr M Edwards	

Matters discussed	Attendees
Deliberative Engagement Workshop	Greg Box, Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Kathy Pompetti, Kiara Tonello, Nicola Glassey External – Naomi Osting – Mosaic Lab
San Remo Structure Plan - Update on the Structure Plan and Community Consultation	Greg Box, Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nicolas Felstead, Ellen Whatley, Nicola Glassey
Distinctive Areas and Landscapes	Greg Box, Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nicola Glassey, Nick Felstead
Youth Services Tender	Greg Box, Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nick Grant-Collins, Colette McMahon, Nick Glassey
Bass Coast Leisure Facilities Contract	Greg Box, Donna Taylor, Teena Hale Pennington, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Angus

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	Cameron, Greg Polson, Susie Nogic, Nick Grant-Collins, Nicola Glassey
Advocacy and Grant Funding	Greg Box, Donna Taylor, Teena Hale Pennington, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Johanna Radford Nicola Glassey
Agenda Run Through	Greg Box, Donna Taylor, Teena Hale Pennington, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nicola Glassey

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Chelsea Wilson	
Signature: C. Wilson		Date: 12/02/2025
Received CEO's Office:		Date: 15 February 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

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(b) recorded in the minutes of that *Council meeting*.

Docusign Envelope ID: CF954E5E-FA5B-40F1-8DD2-806D30384373

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Agenda Run Through		
Time commenced:	10.30am	Time concluded:	11.30
Location:	Wonthaggi Civic Centre		
Division:	Governance & Finance	Date: 19 February 2025	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor)
Cr R Bauer	Cr J Thompson
Cr M Morgan	Cr T Bell
Cr T O'Brien	Cr J Temby
Cr M Edwards	

Matters discussed	Attendees
Council Agenda Run Through	Greg Box, Donna Taylor, Teena Hale Pennington, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Nicola Glassey, Nicholas Felstead.

Conflict of interest disclosures: General s127 or Material s128 of the Act

Cr Bauer declared a conflict of interest in section of the Council Agenda Run Through.

Form completed by:	Chelsea Wilson	
Signature: C. Wilson		Date: 19/02/2025
Received CEO's Office:		Date: 24 February 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

Docusign Envelope ID: CF954E5E-FA5B-40F1-8DD2-806D30384373

1. Informal Meetings of Councillors

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Docusign Envelope ID: F364A36A-08E3-42AD-A38A-EEAA9FBE611B

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Briefings		
Time commenced:	10.00am	Time concluded:	11:30am
Location:	Wonthaggi Civic Centre		
Division:	Governance & Finance	Date: 26 February 2025	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor) (virtual)
Cr R Bauer	Cr J Thompson (virtual)
Cr M Morgan	Cr T Bell (virtual)
Cr M Edwards (virtual)	Cr J Temby

Matters discussed	Attendees
Draft Fees and Charges 2025-26	Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, David Filmalter, Joseph Kay, Nicola Glassey, Angus Cameron, Colette McMahon, Simon Woodland,
Dust suppressant seal removal	Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Angus Cameron, Luke Bryant, Simon Harries, Heath Kolac
Tracks and Trails Delivery Plan	Donna Taylor, Jodi Kennedy, Damian Prendergast, Chelsea Wilson, Angus Cameron, Luke Bryant

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Chelsea Wilson	
Signature: C. Wilson		Date: 26.02.2025

Docusign Envelope ID: F364A36A-08E3-42AD-A38A-EEAA9FBE611B

Received CEO's Office:	Date: 26 February 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

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Docusign Envelope ID: 33FA7C47-E91C-477F-9D3D-9F56C2705B35

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Briefings		
Time commenced:	1.00pm	Time concluded:	4.56pm
Location:	Wonthaggi Civic Centre		
Division:	Governance & Finance	Date: 5 March 2025	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor)
Cr R Bauer	Cr J Thompson (virtual)
Cr M Morgan (virtual)	Cr T Bell
Cr T O'Brien	Cr J Temby
Cr M Edwards	

Matters discussed	Attendees
Departmental Plans & Budget Metrics 2025/2026	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, David Filmalter, Joseph Kay
Department of Transport Overview	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Angus Cameron, Nicola Glassey External: Beth Liley, Executive Director Gippsland and Capital Delivery Regional Transport – Department of Transport and Planning Matt Briggs, Director Regional Operations Gippsland – Department of Transport and Planning Harvey Dinelli, Associate Director – Transport Strategy Pas Monacella, Associate Director, Scoping and Development Regional Transport – Department of Transport and Planning

Docusign Envelope ID: 33FA7C47-E91C-477F-9D3D-9F56C2705B35

Government Reform of Visitor Economy Partnerships	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Shannan Little, Nicola Glassey

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Kristy Grattan, Governance Coordinator	
Signature: KGrattan		Date: 05/03/2025
Received CEO's Office:		Date: 10 March 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

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Docusign Envelope ID: 0DB02BA2-0D71-4830-A7CE-40A6D4954ED9

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Briefings		
Time commenced:	11.00am	Time concluded:	4.00pm
Location:	Grantville Hall Grantville		
Division:	Governance & Finance	Date: 12 March 2025	

Attendees

Cr R Halstead (Mayor)	Cr J Thompson (virtual)
Cr M Edwards (Virtual)	Cr T Bell
Cr M Morgan	Cr Temby
Cr T O'Brien	

Matters discussed	Attendees
Final Capital Works Program	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Daniel Fokkens, Joseph Kay, David Filmalter.
Agenda Review	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Nicola Glassey (virtual).
Grantville Landfill Tour	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Aaron Ferrall, Simon Woodland, Adam Johns.
Overview of Waste Services	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Aaron Ferrall, Simon Woodland, Dave Filmalter, Joseph Kay, Nicola Glassey (virtual)
Budget Initiatives, Waste Charges and Revenue & Rating Plan	Donna Taylor, Jodi Kennedy, Damian Prendergast, Teena Pale Hennington, Kristy Grattan, Aaron Ferrall, Simon Woodland, David Filmalter, Joseph Kay, Nicola Glassey (virtual)

Docusign Envelope ID: 0DB02BA2-0D71-4830-A7CE-40A6D4954ED9

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Kristy Grattan	
Signature:		Date: 12/03/2025
Received CEO's Office:		Date: 13 March 2025

Governance Rules 2020

Chapter 6 – Miscellaneous

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