

4 Assemblies of councillors

Abstract

Section 80A of the Local Government Act 1989 requires that a written record of all Assemblies of Councillors be kept and reported to an ordinary Council meeting as soon as practicable.

The attached record of Assemblies of Councillors (**Attachment 1**) is reported to Council in accordance with this requirement.

Officers' recommendation

That Council resolve to receive and note the record of Assemblies of Councillors, as annexed to the minutes.



Record of Assemblies of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Councillor Briefing & Discussion 9 April 2018	Cr Jane Addis Cr Phillip Healey Cr Lisa Hollingsworth Cr Steve Hurd Cr Jim Parke Cr Coral Ross Cr Felicity Sinfield Cr Garry Thompson Cr Cynthia Watson Cr Jack Wegman	Phillip Storer (CEO) Bruce Dobson (DEI) Shiran Wickramasinghe (DCP) Marilyn Kearney (DCS) Carolyn McClean (DCD) David Thompson (MG) Elizabeth Manou (GPO) Michelle Forster (CBOS) Nick Lund (MHS) Anita Stocky (aEMCCE) Jarrod Reid (aEMPCD) Haydon Sampson (CIO) Jennifer Reid (BPOL) Gerardine O'Sullivan (CESDL) Jacinta Barnes (SPM) George Bakker (PCCS)	2.1 Access and Inclusion Services 2.2 North East Link Authority 2.3 Customer Experience Improvement Strategy (CEIS) 3.1 Councillor Support and Resource Policy 4.1 Council / Committee Meeting Cycle 4.2 Auburn High School	Nil
Statutory Planning Advisory Committee 9 April 2018	Cr Jane Addis Cr Phillip Healey	Kristian Cook (SPO) Simon Mitchell (MSP)	32 Pakington Street Kew	Nil
Councillor Briefing & Discussion 16 April 2018	Cr Jane Addis Cr Lisa Hollingsworth Cr Phillip Healey Cr Jim Parke Cr Coral Ross Cr Felicity Sinfield Cr Garry Thompson Cr Cynthia Watson Cr Jack Wegman	Phillip Storer (CEO) Bruce Dobson (DEI) David Thompson (MG) Elizabeth Manou (GPO) Anne Forbes (SMA) Jim Hondrakis (MTT)	2.1 North East Link Authority 3.1 Customer Experience Improvement Strategy (CEIS)	Nil
Councillor Briefing & Discussion 23 April 2018	Cr Jane Addis Cr Phillip Healey Cr Lisa Hollingsworth Cr Steve Hurd Cr Jim Parke Cr Coral Ross Cr Felicity Sinfield Cr Garry Thompson Cr Cynthia Watson Cr Jack Wegman	Phillip Storer (CEO) Shiran Wickramasinghe (DCP) Marilyn Kearney (DCS) Carolyn McClean (DCD) Carolyn Terry (aEMCCE) David Thompson (MG) Krysten Forte (COG) Jim Hondrakis (MTT) Michael Somerville (MLL) Chris Pham (CT) Christine Karabourniotis (CLL)	3.1 Traffic Management Policy - Briefing 3.2 Costs - Boroondara Bulletin vs Newspaper 3.3 Council Logo 3.4 Parking Permit Policy Amendment 3.5 Review of the Councillor Resource and Support Policy 5.1 Council / Committee Meeting Cycle	Nil

Record of Assemblies of Councillors



Index of officer titles

AC	Assistant Curator
ACPO	Arts and Culture Project Officer
ADO	Access & Diversity Officer
AO	Administration Officer
BPO	Boroondara Volunteer Resource Centre Program Officer
BAG	Business Analyst Grants
BPOL	Business Process Optimisation Lead
CA	Coordinator Arboriculture
CBA	Coordinator Building Assets
CBOS	Coordinator Business Operations and Systems
CBP	Communications Business Partner
CBS	Coordinator Business Systems
CC	Coordinator Communications
CCF	Coordinator Cultural Facilities
CCI	Coordinator Corporate Information
Cco	Coordinator Communications
CCP	Coordinator Civil Projects
CCPI	Coordinator Corporate Planning
CCS	Coordinator Children's Services
CCSP	Coordinator Community Support
CcuS	Coordinator Customer Service
CDM	Coordinator Drainage Maintenance
CDEO	Cultural Development and Events Officer
CDO	Community Development Officer
CE	Coordinator Engagement
CEDL	Customer Experience Digital Lead
CESDL	Customer Experience Service Design Lead
CEO	Chief Executive Officer
CEP	Coordinator Engineering Projects
CES	Coordinator Environmental Sustainability
CEY	Coordinator Early Years
CFA	Coordinator Financial Accounting
CFC	Cultural Facilities Coordinator
CFM	Coordinator Facilities Maintenance
CFO	Chief Financial Officer
CFS	Coordinator Family Services
CIA	Continuous Improvement Advisor
CIAS	Coordinator Integrated Asset Systems
CIO	Chief Information Officer
CLD	Coordinator Landscape & Design
CLF	Coordinator Leisure Facilities

CLL	Coordinator Local Laws
CLLPS	Coordinator Local Laws Projects and Strategy
CLS	Coordinator Leisure Services
CMASL	Collection Maintenance and Adult Services Librarian
CSHL	Collection Services and Hawthorn Librarian
CMCH	Cluster Coordinator Maternal & Child Health Services
COG	Coordinator Governance
CoLD	Coordinator Landscape and Design
CoSP	Community Strengthening Planner
CoT	Coordinator Trees
CPD	Coordinator Programming & Development
CPE	Civil Projects Engineer
CPH	Coordinator Public Health
CPP	Coordinator Purchasing and Procurement
CPSO	Community Planning Support Officer
CRFM	Coordinator Road & Footpath Maintenance
CRPS	Coordinator Revenue & Property Services
CRRAM	Coordinator Road Related Asset Maintenance
CRTL	Corporate Reporting Team Leader
CSA	Communications Senior Advisor
CSAO	Customer Service Administration Officer
CSD	Coordinator Strategy and Development
CSDAADS	Coordinator Service Delivery Active Ageing and Disability Services
CSDAO	Community Safety Drug and Alcohol Officer
CSL	Collection Services & Librarian
CsoP	Coordinator Social Planning
CSP	Coordinator Statutory Planning
CSPO	Children's Services Project Officer
CSS	Coordinator Sport Services
CT	Coordinator Traffic
CTM	Coordinator Transport Management
CVS	Coordinator Volunteer Support & Development
CWM	Coordinator Waste Management
CWO	Coordinator Waste Operations
CYS	Coordinator Youth Services
DCD	Director Community Development
DCP	Director City Planning
DCS	Director Corporate Services
DEI	Director Environment and Infrastructure
DMC	Digital Media Creator

DSA	Digital Senior Adviser
EC	Environment Coordinator
EDO	Economic Development Officer
EFBA	Engagement & Facilitation Business Analyst
EHO	Environment Health Officer
EMCCE	Executive Manager Communications & Customer Experience
EMPCD	Executive Manager People Culture and Development
EMPO	Emergency Management Project Officer
ERPO	Engagement and Research Project Officer
ESMA	Essential Safety Measures Administrator
EYAO	Early Years Administration Officer
FAC	Financial Accounting Coordinator
FC	Flight Controller
FGDC	Formal Gardens and Design Coordinator
FSDO	Family Services Development Officer
FSP	Family Services Planner
FTP	Fast Track Planner
FYAO	Family Youth Administration Officer
FYSRO	Family and Youth Support and Resource Officer
GMPI	Group Manager Parks and Infrastructure
GO	Governance Officer
GPO	Governance Projects Officer
HPPO	Health Planning and Policy Officer
HSWL	Health Safety Wellbeing Lead
HRA	Human Resources Advisor
HWPO	Health WellPlan and Policy Officer
IA	Internal Auditor
ITPM	Information Technology Program Manager
LA	Landscape Architect
LBPT	Lead - Business Partnering Team
LCSP	Leader Communications Strategy and Performance
LFDO	Leisure Facilities Development Officer
LLO	Local Laws Officer
LSO	Leisure Services Officer
MAC	Manager Arts & Culture
MAFB	Manager Arts Facilities Business
MAM	Manager Asset Management
MAO	Metro Access Officer
MBD	Manager Business Development

Record of Assemblies of Councillors



MBS	Manager Building Services (& Municipal Building Surveyor)
MCHC	Maternal Child Health Coordinator
MCHN	Maternal Child Health Nurse
MCIL	Manager Community Information and Libraries
MCPD	Manager Community Planning & Development
MCPS	Manager Commercial & Property Services
MED	Manager Economic Development
MEO	Member Engagement Officer
MESL	Manager Environment & Sustainable Living
MFYR	Manager Family Youth & Recreation
MG	Manager Governance
MHS	Manager Health, Active Ageing & Disability Services
MHR	Manager Human Resources
MIBT	Manager Innovation and Business Transformation
MIS	Manager Infrastructure Services
MIT	Manager Information Technology
MLL	Manager Local Laws
MLS	Manager Library Arts and Cultural Services
MPCD	Manager People Culture and Development
MPG	Manager Parks & Gardens
MPS	Manager Projects & Strategy
MPPM	Major Projects Project Manager
MPR	Manager Public Relations
MSP	Manager Statutory Planning
MSSO	Maintenance Systems and Support Officer
MSTP	Manager Strategic Planning
MTT	Manager Traffic and Transport
OBA	Online Business Analyst
OCRO	Online Community Relations Officer
ODC	Organisation Development Coordinator
OP	Online Publisher
PALO	Paralegal Officer
PAC	Planning Appeals Coordinator
PCCS	Program Change Communications Specialist
PSD	Principal Digital Strategist
PJA	Project Administrator
PJM	Project Manager
PJO	Project Officer
PLO	Planning Liaison Officer
PMO	Property Management Officer
PO	Payroll Officer
PP	Principal Planner
PPO	Para Planning Officer

PRA	Project Architect
PRO	Programs Officer
PSO	Planning Support Officer
PSuO	Principal Sustainability Officer
ROAS	Recreation Officer and Administration Support
RP	Recreation Planner
RPO	Recreation Project Officer
SA	Senior Arborist
SACS	Senior Advisor Corporate Support
SAD	Service Administrator
SAE	Senior Asset Engineer
SAO	Senior Administration Officer
SAPO	Senior Asset Protection Officer
SAWP	Senior Asset Works Planner
SBA	Senior Business Analyst
SCA	Senior Communications Adviser
SCAC	Senior Curator, Arts & Culture
SCADS	Senior Coordinator Ageing and Disability Services
SCBP	Senior Communications Business Partner
SCI	Senior Coordinator Infrastructure
SCCS	Senior Coordinator Community Strengthening
SCFCS	Senior Coordinator Family and Children's Services
SCOS	Senior Coordinator Open Space
SCRW	Senior Coordinator Recreation and Wellbeing
SEP	Senior Environmental Planner
SESO	Senior Environmental Sustainability Officer
SHRA	Social and Health Research Analyst
SL	Systems Librarian
SLA	Senior Landscape Architect
SLLO	Senior Local Laws Officer
SMA	Senior Media Adviser
SMAC	Senior Management Accountant
SO	Subdivision Officer
SoPO	Social Planning Officer
SP	Statutory Planner
SPA	Senior Project Architect
SPJO	Senior Project Officer
SPM	Senior Project Manager
SPO	Senior Planning Officer
SPP	Senior Project Planner
SPPPO	Senior Policy and Project Officer
SRCM	Senior Recreation Contracts Manager
SSCA	Senior Strategic Communications Adviser
SSO	Senior Sustainability Officer

SSOLL	Support Services Officer Local Laws
SSOPI	Support Services Officer Parks & Infrastructure
SSP	Senior Statutory/Strategic Planner
STE	Strategic Transport Engineer
STO	Sustainable Transport Officer
STP	Strategic Transport Planner
STPO	Statutory Planning Officer
STRP	Strategic Planner
SWC	Senior Works Controller
SWE	Senior Writer and Editor
TE	Transport Engineer
TLBVRC	Team Leader Boroondara Volunteer Resource Centre
TLC	Team Leader Compliance
TLCS	Team Leader Customer Service
TLCSA	Team Leader Customer Service Administration
TLD	Team Leader Disabilities
TLDR	Team Leader Drainage
TLDS	Team Leader Drainage Strategy
TLED	Team Leader Economic Development
TLEP	Team Leader Environmental Planning
TLHP	Team Leader Health Protection
TLHS	Team Leader Health Services
TLID	Team Leader Infectious Diseases
TLL	Team Leader Local Laws
TLRM	Team Leader Risk Management
TLSP	Team Leader Strategic Planning
TLTM	Team Leader Transport Management
TLWP	Team Leader Works Permits
TOC	Turf Operations Coordinator
TSP	Technical Support Planner
TSTL	Technical Support Team Leader
UD	Urban Designer
VSS	Venue Services Supervisor
VEO	Volunteer Engagement Officer
VSDO	Volunteer Sector Development Officer
WPC	Web and Print Coordinator
YCLO	Youth Community Liaison Officer
YDW	Youth Development Worker
YOW	Youth Outreach Worker
YPDO	Youth Planning and Development Officer
YSL	Youth Services & Librarian
aXXX	'a' designates acting