

Extraordinary Council Meeting

held at the Council Chamber, 32 Civic Drive, Greensborough
on Tuesday 10 September 2024 commencing at 5:31pm.

Minutes

Carl Cowie
Chief Executive Officer

Friday 13 September 2024

Distribution: Public

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Nillumbik Shire Council

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Nillumbik Shire Council

Minutes of the Extraordinary Meeting of Nillumbik Shire Council held Tuesday 10 September 2024. The meeting commenced at 5:31pm.

Councillors present:

Cr Ben Ramcharan	Sugarloaf Ward (Mayor)
Cr Richard Stockman	Blue Lake Ward
Cr Karen Egan	Bunjil Ward (Deputy Mayor)
Cr Natalie Duffy	Edendale Ward
Cr Peter Perkins	Ellis Ward
Cr Frances Eyre	Swipers Gully Ward
Cr Geoff Paine	Wingrove Ward

Officers in attendance:

Carl Cowie	Chief Executive Officer
Blaga Naumoski	Director Governance, Communications and Community Safety
Vince Lombardi	Chief Operating Officer
Corrienne Nichols	Director Communities
Frank Vassilacos	Director Planning, Environment and Strategy
Jeremy Livingston	Director Culture and Performance
Katia Croce	Manager Governance and Property
Megan Medhurst	Acting Manager Communications and Engagement
Daniel Tarquinio	Manager Information Technology
James Hartigan	Business Performance Analyst

1. Welcome

2. Acknowledgement of Country

The reconciliation statement was read by the Mayor, Cr Ben Ramcharan.

3. Good Governance Pledge

The Good Governance Pledge was read by Cr Frances Eyre.

4. Apologies/Leave of Absence

Nil

5. Declarations of conflicts of interest

Nil

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6. Officers' reports**CM.098/24 Presentation of the Annual Report 2023-2024**

Distribution: Public**Manager: Jeremy Livingston, Director Culture and Performance****Author: Craig King, Manager Customer Experience and Business Performance****Summary**

This report presents Council's Annual Report 2023-2024 for noting (**Attachment 1**).

The report has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The Annual Report is Council's highest level reporting document to our community and stakeholders. While Council has a statutory obligation to produce an Annual Report, it is also an opportunity to demonstrate Council's service delivery and performance to the community regarding Council activities over the past financial year.

Appropriately, the Annual Report 2023-2024 also reports on progress and delivery of the key strategies and actions for the third year of the Council Plan 2021-2025.

The Annual Report as presented does not currently include the Financial and Performance Statements. These statements are being reported separately for 'in principal' approval at this Council Meeting (see CM.099/24). Once noted by Council, the Annual Report will be graphically designed, will incorporate the financial and performance statements, and will be made available on Council's website.

Council Resolution

MOVED: Cr Geoff Paine**SECONDED: Cr Frances Eyre****That Council:**

1. Notes Council's Annual Report 2023-2024 (**Attachment 1**).
2. Notes that the Financial and Performance Statements will be included to the Annual Report following Council approval.
3. Notes that the Annual Report has been prepared in accordance with section 98 of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.
4. Notes this item satisfies the requirements of section 100(2)(a) of the Act which requires that during an election year, the Mayor must present the annual report at a Council meeting open to the public no later than the day before election day.
5. In finalising the Annual Report, authorises the Director Culture & Performance to make any further minor changes that may be necessary and are inconsequential in nature.

CARRIED UNANIMOUSLY

6. Officers' reports

CM.098/24 Presentation of the Annual Report 2023-2024

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6. Officers' reports**CM.099/24 Annual Financial Report and Performance Statement 2023-2024**

Distribution: Public**Manager: Vince Lombardi, Chief Operating Officer****Author: Melika Sukunda, Manager Finance, Assets and Procurement****Summary**

Council is required to produce an Annual Financial Report, containing audited financial statements and an audited Performance Statement pursuant to the requirements and process outlined in the *Local Government Act 2020* (the Act) and the *Local Government (Planning and Reporting) Regulations 2020*.

The draft 2023-2024 financial statements and the draft 2023-2024 performance statement have been reviewed by Council's external auditors on behalf of the Victorian Auditor General.

For the 2023-2024 financial year, Council has reported an operating deficit of \$8.298 million on an accrual basis.

This report recommends that Council approves in principle the 2023-2024 financial statements and performance statement and appoints the Mayor, Deputy Mayor and Chief Executive Officer to sign the 2023-2024 financial statements and the 2023-2024 performance statement.

Council has produced a performance statement in accordance with the Local Government Performance Reporting Framework. This provides results on a range of prescribed indicators of service performance, financial performance and sustainable capacity.

The draft statements have been presented to Council's Audit and Risk Committee which has recommended that Council give in principle approval for the statements pursuant to section 99 of the Act, prior to formal presentation to the Victorian Auditor General.

Council Resolution

MOVED: Cr Peter Perkins**SECONDED: Cr Karen Egan****That Council:**

1. Approves 'in principle' the 2023-2024 Annual Financial Report (**Attachment 1**) and 2023-2024 Performance Statement (**Attachment 2**).
2. Authorises the Mayor, Deputy Mayor and the Chief Executive Officer to sign the 2023-2024 Annual Financial Report and the 2023-2024 Performance Statement in their final form after any changes recommended, or agreed to, by the auditor have been made.
3. Supports the allocation of the cash surplus for the year ended 30 June 2024 against the prior year cash deficits.

CARRIED UNANIMOUSLY

6. Officers' reports

CM.099/24 Annual Financial Report and Performance Statement 2023-2024

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6. Officers' reports

CM.100/24 Audit and Risk Committee Meeting August 2024

Distribution: Public

Manager: Vince Lombardi, Chief Operating Officer

Author: Melika Sukunda, Manager Finance, Assets and Procurement

Summary

In accordance with section 53 of the *Local Government Act 2020* and good governance principles, councils must have an Audit and Risk Committee.

As resolved at the 25 June 2024 Ordinary Council Meeting, the minutes of an Audit and Risk Committee meeting are to be reported and presented to a subsequent Council Meeting.

The Audit and Risk Committee met on 26 August 2024. The Minutes for the meeting are shown in **Attachment 1**.

Council Resolution

MOVED: Cr Karen Egan

SECONDED: Cr Frances Eyre

1. **That** Council notes the Minutes of the Audit and Risk Committee meeting held on 26 August 2024 (**Attachment 1**).

CARRIED UNANIMOUSLY

6. Officers' reports

CM.100/24 Audit and Risk Committee Meeting August 2024

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CM.101/24 Quarterly Risk and Safety Report - June 2024

Distribution: Public**Manager: Jeremy Livingston, Director Culture and Performance****Author: Craig Commene, Risk and Safety Lead****Summary**

This report provides a summary of Council's Risk and Safety Report for the financial year ending June 2024.

The report is presented in accordance with the *Local Government (Planning and Reporting) Regulations 2020*, which requires the presentation of a report to Council at least every six months, detailing the strategic risks, operational risks, the consequences and likelihood of occurrence, and risk mitigation strategies.

Risk and Safety reporting to Council is tabled each quarter following consideration by Council's Audit and Risk Committee, which in this quarter occurred on 26 August 2024.

The full confidential Risk and Safety Report for June 2024 is attached to this report (**Attachment 1**) and provides detailed information for Council's consideration.

Council Resolution

MOVED: Cr Natalie Duffy**SECONDED: Cr Karen Egan****That Council:**

1. Notes the summary of the confidential Risk and Safety Report (**Attachment 1**) for the year ending June 2024.
2. Resolves that the Risk and Safety Report (**Attachment 1**) remains confidential in accordance with section 3(1)(a) and (f) of the *Local Government Act 2020*.

CARRIED UNANIMOUSLY

6. Officers' reports

CM.101/24 Quarterly Risk and Safety Report - June 2024

7. Close of Meeting

The meeting closed at 6:00pm.

Confirmed: _____
Cr _____, Mayor