



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

COUNCIL MEETING AGENDA ORDINARY MEETING

Meeting to be held at

Wellington Centre – Wellington Room

Foster Street, Sale and via MS Teams

Tuesday 4 February 2025, commencing at 5:00 PM

**or join Wellington on the Web:
www.wellington.vic.gov.au**

**ORDINARY MEETING OF COUNCIL
TABLE OF CONTENTS**

0.1. TABLE OF CONTENTS2

1. APOLOGIES4

2. DECLARATION OF CONFLICT/S OF INTEREST4

3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S.....4

 3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING4

4. BUSINESS ARISING FROM PREVIOUS MEETINGS5

5. ACCEPTANCE OF LATE AND URGENT ITEMS5

6. NOTICE/S OF MOTION5

7. RECEIVING OF PETITION OR JOINT LETTERS.....5

 7.1. OUTSTANDING PETITIONS5

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS5

9. QUESTION/S ON NOTICE5

 9.1. OUTSTANDING QUESTION/S ON NOTICE5

10. DELEGATES REPORT.....6

11. CHIEF EXECUTIVE OFFICER.....7

 11.1. COUNCIL PERFORMANCE REPORT - DECEMBER 20247

12. GENERAL MANAGER CORPORATE SERVICES17

 12.1. ASSEMBLY OF COUNCILLORS REPORT17

 12.2. AUDIT & RISK COMMITTEE MINUTES23

13. FURTHER GALLERY AND ONLINE COMMENTS.....41

14. IN CLOSED SESSION42

COUNCIL MEETING INFORMATION

Members of the Public Gallery should note that the Council records and publishes Council meetings via YouTube to enhance the accessibility of Council meetings to the broader Wellington community. These recordings are also archived and may be published on Council's Website for viewing by the public or used for publicity or information purposes. At the appropriate times during the meeting, members of the gallery may address the Council at which time their image, comments or submissions will be recorded.

Members of the public who are not in attendance at the Council meeting but who wish to communicate with the Council via the online webform should lodge their questions or comments early in the meeting to ensure that their submissions can be dealt with at the end of the meeting.

Please could gallery visitors, Councillors and invited online attendees ensure that mobile phones and other electronic devices are turned off or in silent mode for the duration of the meeting.

MISSION STATEMENT

Working together to make a difference. We listen and lead to provide quality services that improve life for all.

ACKNOWLEDGEMENT OF COUNTRY

“Wellington Shire Council acknowledges our offices are located on the traditional lands of the Gunaikurnai nation. We pay our deep respects to their Elders past, present and future and acknowledge their ongoing cultural and spiritual connections to their land and waters.”

1. APOLOGIES

2. DECLARATION OF CONFLICT/S OF INTEREST

3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 17 December 2025.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 17 December 2025.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

5. ACCEPTANCE OF LATE AND URGENT ITEMS

6. NOTICE/S OF MOTION

7. RECEIVING OF PETITION OR JOINT LETTERS

7.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

10. DELEGATES REPORT

11. CHIEF EXECUTIVE OFFICER

11.1. COUNCIL PERFORMANCE REPORT - DECEMBER 2024

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

For Council to receive and note the December 2024 Council Performance Report and endorse the Chief Executive Officer's advice that a revised 2024/25 budget is not required.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Receive and note the December 2024 Council Performance Report as attached; and***
- 2. Endorse the Chief Executive Officer's advice that a revised 2024/25 budget is not required.***

BACKGROUND

The December 2024 Council Performance Report comprises an overview of Council finances. This includes an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

Sections 97(1) and 97(2) of the *Local Government Act 2020* (the Act) requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

Section 97(3) of the Act requires that the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required. The Chief Executive Officer advises that a revised 2024/25 budget is not required.

ATTACHMENTS

1. Quarterly Finance Report - December 2024 [11.1.1 - 7 pages]

OPTIONS

Following consideration of the attached December 2024 Performance Report, Council can resolve to either:

1. Receive and note the December 2024 Council Performance Report and endorse the Chief Executive Officer's advice that a revised 2024/25 budget is not required; or
2. Not receive and note the December 2024 Council Performance Report, not endorse the Chief Executive Officer's advice that a revised 2024/25 budget is not required, and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached December 2024 Council Performance Report and endorse the CEO's advice that a revised 2024/25 budget is not required.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

Provision of a monthly financial report to the community facilitates accountability and transparency and ensures that Council and management are able to make informed decisions in a timely manner.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Sections 97(1) and 97(2) of the *Local Government Act 2020* require that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

Section 97(3) of the Act requires that the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required. The Chief Executive Officer advises that a revised 2024/25 budget is not required.

COUNCIL POLICY IMPACT

The December 2024 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.1: *"A financially sustainable, high performing organisation."*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.



DECEMBER 2024 QUARTERLY FINANCE SUMMARY

INCORPORATED IN QUARTERLY PERFORMANCE
REPORT

OPERATING RESULT STATEMENT
For the period ending 31 December 2024

	YEAR TO DATE			FULL YEAR 2024-25		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Income						
Rates and charges	72,533	71,991	542	72,489	72,234	255
Statutory fees & fines	428	528	(100)	1,064	1,064	-
User fees	4,254	4,490	(236)	10,565	10,565	-
Grants - operating	19,259	2,914	16,345	21,601	20,501	1,100
Grants - capital	2,545	500	2,045	13,029	15,562	(2,533)
Contributions - operating (monetary)	104	194	(90)	393	393	-
Contributions - capital (monetary)	2	39	(37)	2,323	2,399	(76)
Contributions - non monetary	259	250	9	500	500	-
Other income	3,898	2,594	1,304	6,944	6,944	-
Total Income (Inc capital income)	103,282	83,500	19,782	128,908	130,162	(1,254)
Expenditure						
Employee costs	18,224	19,034	810	37,354	37,384	30
Materials and services	20,848	21,568	720	41,224	40,690	(534)
Bad and doubtful debts	2	8	6	15	15	-
Depreciation and amortisation	17,111	17,189	78	34,379	34,379	-
Borrowing costs	52	86	34	172	172	-
Finance cost leases	2	60	58	120	120	-
Other expenses	494	350	(144)	719	719	-
Net loss on disposal of property, infrastructure, plant & equipment	(167)	(141)	26	722	1,398	676
Total Expenditure	56,566	58,154	1,588	114,705	114,877	172
Surplus/(Deficit) for the year	46,716	25,346	21,370	14,203	15,285	(1,082)

Note: The forecast figures reflect any known changes that have arisen since the adoption of the original budget. The forecast enables Council to more accurately monitor financial performance during the year and predict the end of year position. However, Council must report publicly against the original adopted budget on a quarterly basis.

Adopted Budget to YTD Actuals

The result for the quarter ending 31 December 2024 reflects a surplus of \$46.7M against an adopted budget surplus of \$25.3M, resulting in a favourable variance of \$21.4M. The variance is a combination of operating result (operating income less operating expense of \$19.3M) and the impact of capital grants and contributions (non-monetary) of \$2.1M.

A summary of major operating variances that have occurred to date include:

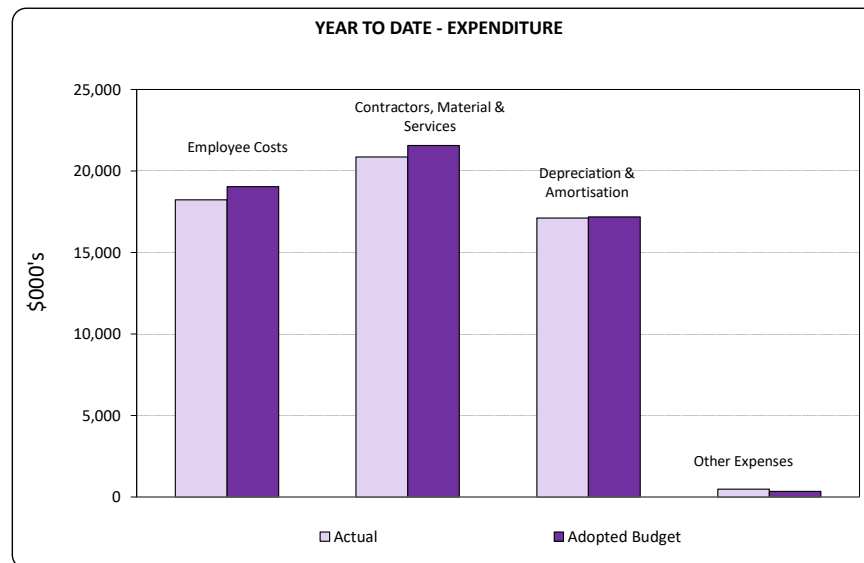
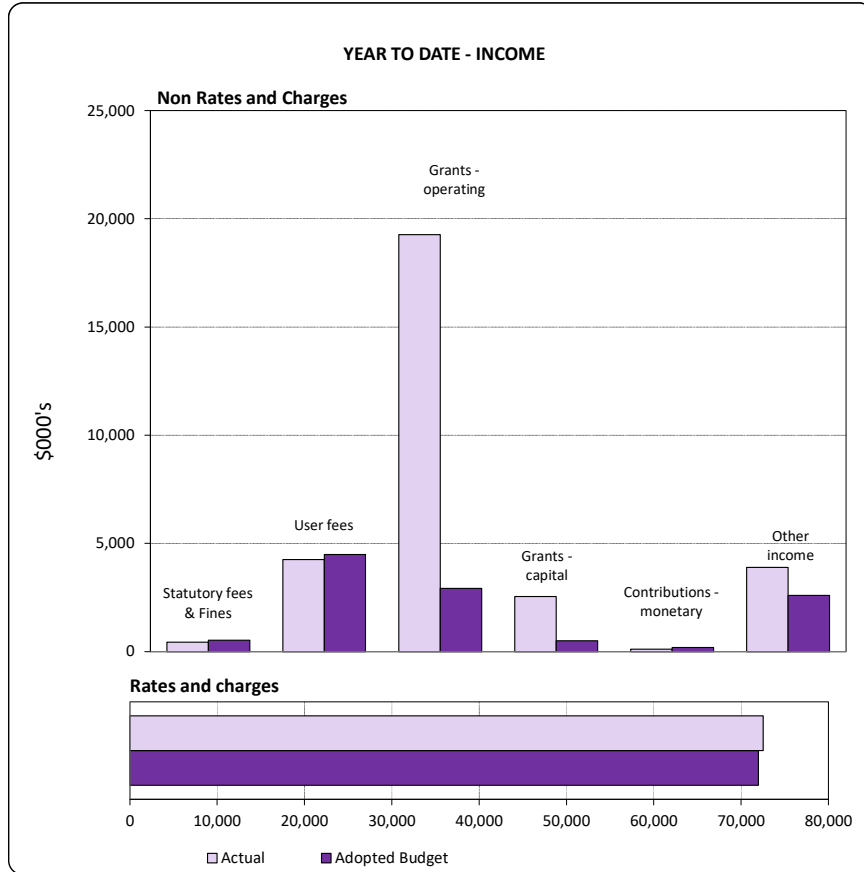
Operating Income

- **\$0.54 million** **Rates & charges** -This primarily represents additional supplementary rates of \$0.3M and garbage charges of \$0.2M raised since the 2024/25 budget adoption, due to increased building activity for new residential subdivisions and developments throughout the Shire.
- **(\$0.24 million)** **User fees** - Landfill gate fees will be received on an ongoing basis throughout the year based on waste processed, it is currently (\$281k) under budget, although this is expected to reach the annual projection of \$3.9M by the end of the year. Aqua Energy is undergoing its redevelopment and is (\$148k) behind its expected memberships and attendance income to date, the redevelopment is expected to continue for the entire financial year, although attendance for outdoor pools has increased due to warmer weather. Saleyard revenue has increased by \$200k as closure of competitors has increased animal trade numbers, and this trend is expected to continue for the year.
- **\$16.35 million** **Grants (operating)** - The 2024/25 Victorian Grants Commission funding was budgeted to be received in 2023/24, but \$15.2 million was received in July 2024 and this will reflect a favourable variance throughout the year against the year to date adopted budget until June 2025, therefore no adjustment for the forecast is required. Natural disaster funding received during the year for past emergencies amount to \$1.1M.
- **\$2.05 million** **Grants (capital)** - An invoice raised to recognise the funding for stage two widening and strengthening of Sale-Toongabbie Road completion in 2023/24 of \$1.95M.
- **\$1.30 million** **Other income** - Other income mainly includes interest earned on investments being higher than budget for the first half of the financial year due to favourable market rates.

Operating Expenditure

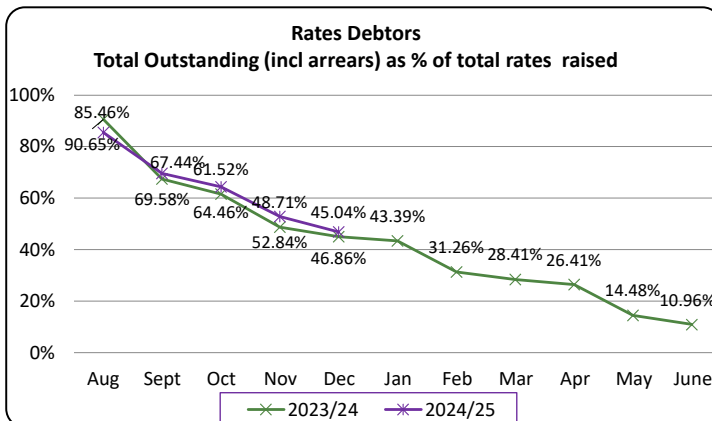
- **\$0.81 million** **Employee costs** - The underspends in employee costs mainly is due to staff vacancies throughout the organisation and varied leave arrangements which impact the timing of expenses \$1.2M. This is partly offset by higher casual staff costs to maintain critical customer service functions for the community such as libraries, leisure facilities and school crossing supervisors (\$0.4M). It is projected there will be some savings across the organisation due to vacancies by 30 June 2025.
- **\$0.72 million** **Contractors, materials and services variance includes:**
All variances listed below are related to the timing of expenditure and are not expected to impact the year end results;
 - a. **\$0.30M** - Contributions and subsidies yet to be incurred on health services and community facilities. It is expected the majority of these payments will be paid during the second half of the year.
 - b. **\$0.26M** - Underspends in consultancy expenses mainly for strategic planning, economic development and sustainability programs, although \$410k of commitments are pending yet to be spent as at the end of December 2024.
 - c. **\$0.18M** - Utility payments incurred to date was under budget, but expected to be fully spent by 30 June 2025.

DECEMBER 2024 COMPONENTS AT A GLANCE



BALANCE SHEET
As at 31 December 2024

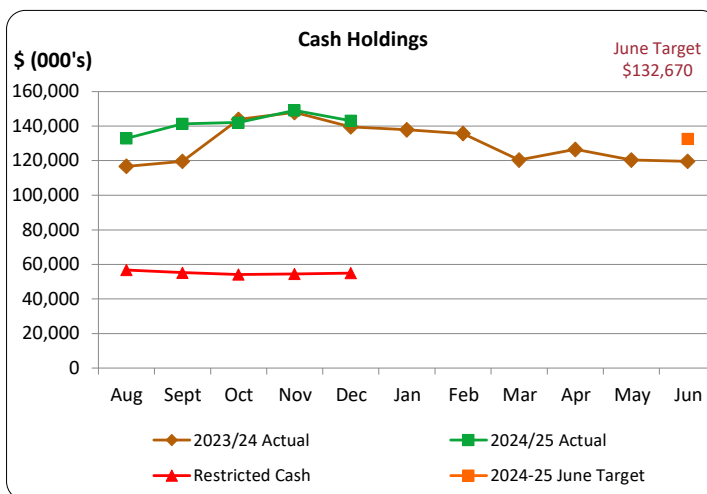
Actual		Actual	Forecast	Adopted Budget
December 23		December 24	June 25	June 25
\$000's		\$000's	\$000's	\$000's
Assets				
163,520	Total Current Assets	168,766	134,568	134,568
1,357,234	Total Non Current Assets	1,424,211	1,484,874	1,484,874
1,520,754	Total Assets	1,592,977	1,619,442	1,619,442
Liabilities				
34,683	Total Current Liabilities	29,381	32,784	32,784
14,628	Total Non Current Liabilities	19,116	23,328	23,328
49,311	Total Liabilities	48,497	56,112	56,112
1,471,443	Net Assets	1,544,480	1,563,330	1,563,330



The rate debtors outstanding at the end of December 2024 were \$37.9 million (46.8%) compared to December 2023 of \$34.3 million (45.0%).

The remaining two rate instalments for the year are due on 28 February and 31 May 2025.

Council has introduced a new rates payment platform called "Payble" allowing ratepayers to pay rate instalments weekly, fortnightly, monthly, quarterly or in full.



Council cash holdings at the end of December 2024 are \$143.2M, higher than December 2023 of \$139.7M, due to receipt of new or additional grant funding and delayed expenditure.

Current cash holdings include \$54.9M in restricted funds: \$11.6M to cover reserves, \$38.5M to cover provisions and trusts, \$4.7M associated with carried forwards.

The balance is generally working capital for ongoing operations.

Restricted cash is money that is reserved for specific purposes and therefore not available for general business use.

CAPITAL EXPENDITURE PROGRAM FOR THE PERIOD ENDING 31 DECEMBER 2024

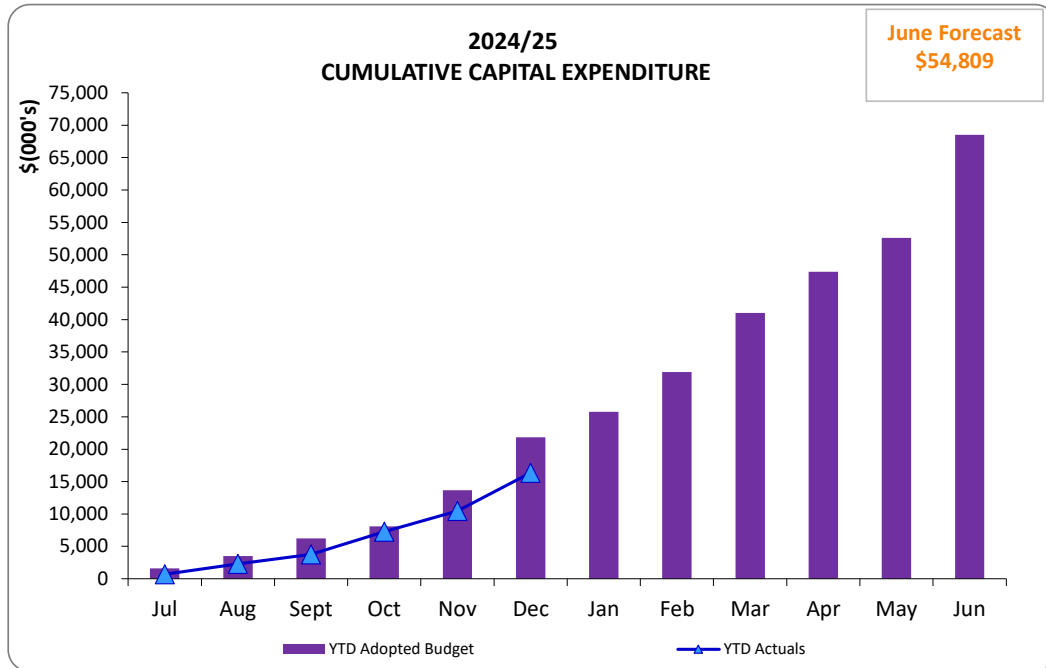
	PERIOD ENDING 31 DECEMBER 2024			
	Actual	Year End Forecast	Adopted Budget	Actual Variance to Adopted
	\$000's	\$000's	\$000's	\$000's
Property	6,244	22,891	29,479	(23,235)
Infrastructure	8,355	27,876	33,685	(25,330)
Plant and Equipment	1,654	3,462	4,454	(2,800)
Intangibles	79	580	910	(831)
Grand Total	16,332	54,809	68,528	(52,196)

	PERIOD ENDING 31 DECEMBER 2024			
	Actual	Year End Forecast	Adopted Budget	Actual Variance to Adopted
	\$000's	\$000's	\$000's	\$000's
Renewal	12,453	36,651	40,753	(28,300)
Upgrade	2,070	8,454	12,986	(10,916)
Expansion	1,809	9,704	14,789	(12,980)
New Assets	-	-	-	-
Grand Total	16,332	54,809	68,528	(52,196)

Capital Works Summary - Period Ending 31 December 2024

- Overall 18 projects are at practical completion, 61 more projects are underway and 18 projects have had contracts awarded but not yet commenced. 27 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- The multi year Aqua Energy Sale - Redevelopment stage 1 works have been completed and handed over. The pool shell construction is nearing completion with the steps and entry ramps works remaining.
- Sale-Cowwarr Road reconstruction works are nearing completion with some line marking and minor cleanup to be completed.
- Heyfield - Seaton Road Reconstruction works were completed in December 2024.
- Lansdowne Street and Macarthur Street Sale Roundabout works have commenced.
- Duke Street Yarram reconstruction works have commenced.
- Works on the Reseal programme are 70% complete at the end of December 2024.

CAPITAL EXPENDITURE PROGRAM FOR THE PERIOD ENDING 31 DECEMBER 2024



12. GENERAL MANAGER CORPORATE SERVICES

12.1. ASSEMBLY OF COUNCILLORS REPORT

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

PURPOSE

To report on all assembly of Councillor records received for the period 9 December 2024 to 26 January 2025.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 9 December 2024 to 26 January 2025.

BACKGROUND

Section 80A of the *Local Government Act 1989* required a written record be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, matters considered and any conflict of interest disclosures made by a Councillor. These records were required to be reported at an ordinary meeting of the Council and recorded in the minutes. Under the *Local Government Act 2020*, this requirement is no longer provided for however, in accordance with good governance, Council will continue to provide records of assemblies of Councillors to ensure that the community are kept informed of Councillors activity and participation.

Following is a summary of all Assembly of Councillor records received for the period 9 December 2024 to 26 January 2025.

ATTACHMENTS

1. Assembly of Councillors 17 December 2024 - Council Day [**12.1.1** - 2 pages]
2. Assembly of Councillors 21 January 2025 - Planning Information Session for Councillors [**12.1.2** - 1 page]

OPTIONS

Council has the following options:

1. Note and receive the attached assembly of Councillors records; or
2. Not receive the attached assembly of Councillors records.

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 9 December 2024 to 26 January 2025.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complied with Section 80A of the *Local Government Act 1989* however, without prescription under the *Local Government Act 2020*, Council will continue to provide these records in accordance with good governance.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

While this report does not meet a specific Council Plan strategic outcome, it aligns with good governance.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE - COUNCIL DAY

COUNCIL WORKSHOPS – 17 DECEMBER 2024			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
<i>Cr Scott Rossetti</i>	YES	David Morcom	Chief Executive Officer
<i>Cr Cindy Madeley</i>	YES	Arthur Skipitaris	General Manager Organisational Performance and Governance
<i>Cr Catherine Bannerman</i>	YES	Chris Hastie	General Manager Built and Natural Environment
<i>Cr Liz Foat</i>	YES	Andrew Pomeroy	General Manager Development (items 1.4-1.6)
<i>Cr Edward Lowe</i>	YES		
<i>Cr Garry Stephens</i>	YES		
<i>Cr Carmel Ripper</i>	YES		
<i>Cr John Tatterson</i>	YES		
<i>Cr Geoff Wells</i>	YES		
CONFLICTS OF INTEREST NOTED*			
NIL			

* In accordance with Rule 18.5(1) of the Wellington Shire Council Governance Rules a Councillor who has a conflict of interest must not participate in discussion of matters that will come before Council for a decision, or if a decision will be made by a member of staff acting under delegation.

WORKSHOP DETAILS – 17 DECEMBER 2024		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.1	DEVELOPMENT DIVISION UPDATE: PLANNING, REGULATORY SERVICES AND ECONOMIC DEVELOPMENT	<ul style="list-style-type: none"> <i>Sam King, Acting Manager Regulatory Services</i> <i>Geoff Hay, Manager Economic Development</i> <i>Barry Hearsey, Manager Land Use Planning</i> <i>Conflicts of Interest: NIL</i>
1.2	QUARTERLY BUILT ENVIRONMENT UPDATE	<ul style="list-style-type: none"> <i>Sam Pye, Manager Built Environment</i> <i>Zac Elliman, Coordinator Road Planning</i> <i>Conflicts of Interest: NIL</i>

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE - COUNCIL DAY

WORKSHOP DETAILS – 17 DECEMBER 2024		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.3	PROPOSAL TO DEMOLISH PARTIALLY BUILT HOUSE	<ul style="list-style-type: none"> • Sam King, Acting Manager Regulatory Services • Barry Nicholl, Municipal Building Surveyor • Matt Dyce, Coordinator Rates and Revenue <p><i>Conflict of Interest: NIL</i></p>
1.4	FUTURE WELLINGTON PROJECT PLAN FOR THE ENGAGEMENT AND DELIVERY OF THE COMMUNITY VISION, COUNCIL PLAN AND SUB PLANS	<ul style="list-style-type: none"> • Caz McLean, Caz McLean Consulting • Kim Salleh, Manager Communications and Media <p><i>Conflict of Interest: NIL</i></p>
1.5	SALE INTEGRATED CENTRE FOR CHILDREN AND FAMILIES (GIBSONS ROAD HUB)	<ul style="list-style-type: none"> • Sam McPherson, Manager Communities, Facilities and Emergencies • Mark Benfield, Coordinator Community Facilities <p><i>Conflict of Interest: NIL</i></p>
1.6	DOMESTIC ANIMAL MANAGEMENT PLAN	<ul style="list-style-type: none"> • Sam King, Acting Manager Regulatory Services • Peter Thompson, Coordinator Local Laws <p><i>Conflict of Interest: NIL</i></p>

ASSEMBLY OF COUNCILLORS - MEETING ORGANISED, HOSTED OR SUPPORTED BY COUNCIL

NAME OF MEETING	Planning Information Session for Councillors
DATE OF MEETING	21 January 2025

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
Cr Scott Rossetti	YES	Andrew Pomeroy	General Manager Development
Cr Cindy Madeley	YES	Barry Hearsey	Manager Land Use Planning
Cr Catherine Bannerman	YES		
Cr Liz Foat	YES		
Cr Edward Lowe	NO		
Cr Carmel Ripper	YES		
Cr Garry Stephens	NO		
Cr John Tatterson	YES		
Cr Geoff Wells	YES		
MATTERS CONSIDERED IN THE MEETING			
<ul style="list-style-type: none"> Overview of Strategic and Statutory planning process and to provide Councillors an update in relation to the statutory planning methodology within the Planning and Environment Act. 			
CONFLICTS OF INTEREST NOTED*			
NIL			

* In accordance with Rule 18.5(1) of the Wellington Shire Council Governance Rules a Councillor who has a conflict of interest must not participate in discussion of matters that will come before Council for a decision, or if a decision will be made by a member of staff acting under delegation.

12.2. AUDIT & RISK COMMITTEE MINUTES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 9 December 2024.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief of the Audit & Risk Committee 9 December 2024 (as attached) and the confidential attachment Audit & Risk Committee Minutes of 9 December 2024;***
- 2. Note that the information contained in the confidential document Audit & Risk Committee Minutes of 9 December 2024 of this Council meeting agenda was designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Corporate Services on 12 December 2024 because it relates to the following grounds:
e) legal privileged information; and
l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

BACKGROUND

Council maintains an Audit & Risk Committee in accordance with section 53 of the *Local Government Act 2020*. The Audit & Risk Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 9 December 2024 is attached and is provided for the information of Council and the public in general.

ATTACHMENTS

1. Audit & Risk Committee Minutes in Brief 9 December 2024 [**12.2.1** - 14 pages]
2. Confidential header - Audit & Risk Committee Minutes [**12.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Audit & Risk Committee Minutes 9 December 2024 [**12.2.3** - 202 pages]

OPTIONS

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 9 December 2024; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit & Risk Committee meeting held on 9 December 2024.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

The *Local Government Act 2020*, section 53(1) requires Council to establish an audit committee. Council's Audit & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.

This report complies with the legislative requirements and the Audit & Risk Committee Terms of Reference requirements.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.1: *"A financially sustainable, high performing organisation."*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

The Audit & Risk Committee Charter identifies the management of risk as one of the primary objectives of the Audit & Risk Committee. The Audit & Risk Committee monitors the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems in place.

AUDIT & RISK COMMITTEE MINUTES IN BRIEF – 9 DECEMBER 2024

Present: Mr Chris Badger (Chair)
Mr Tony Smith
Mr Craig Nesbit
Councillor Edward Lowe
Councillor Catherine Bannerman

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Ian Carroll (Manager Corporate Finance)
Ms Peta Crawford (Coordinator Accounting & Payroll)
Mr Kapil Kukreja (HLB Mann Judd) (via Teams)
Mrs Sheryl Saynor (Executive Support Officer)

1 Welcome

The Chair, Chris Badger, introduced the new members to the Committee: Craig Nesbit, Councillor Edward Lowe and Councillor Catherine Bannerman.

2 Apologies

Arthur Skipitaris

3 Closure of Meeting to Public

Tony Smith/Craig Nesbit

That the meeting be closed to the public under Section 66(5) of the Local Government Act 2020 to discuss legal privileged information and information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

CARRIED

4 Declaration of Conflict(s) of Interest

Nil

5 Adoption of Previous Minutes - 9 September 2024

Tony Smith/Chris Badger

That the Committee adopt the minutes of the previous meeting held on 9 September 2024.

CARRIED

6 In Camera Session (to be conducted at 1.00pm)

The Chair advised that the following items were considered in the In Camera Session:

Item 7.2 Assurance Map Internal Audit

Item 7.10 Review of Audit & Risk Committee Charter

Item 7.12 Biannual Report to Council on Audit & Risk Committee Activities

Item 8 Rotating Assessment and Feedback on Meeting

Items to be taken as read were:

Item 7.5 OH&S Matters

Item 7.13 Update on travel refund

Item 7.14 Arrangements for Election of Chair

Item 7.16 Register of Commissioned Reports

Item 7.17 Key Risk Matters Update

7.1 Action Items from Previous Minutes

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.2 Assurance Map Internal Audit

Councillor Bannerman/Councillor Lowe

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.3 Late Item: Review of Commercial Lease Management Practices

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.4 Status of Audit Recommendations

Councillor Bannerman/Councillor Lowe

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.5 OH&S Matters

Councillor Bannerman/Councillor Lowe

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

Kapil Kukreja left the meeting at 2.30pm.

7.6 Endorsement of Strategic Risks

Tony Smith/Craig Nisbet

That the Audit & Risk Committee endorse the risks as attached.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.7 Operational Risks that have a rating of extreme or high

Councillor Lowe/Councillor Bannerman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.8 Gender Equality Progress Report Compliance Assessment

Craig Nisbet/Tony Smith

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

7.9 Review of Council Policies

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

7.10 Review of Audit & Risk Committee Charter

Councillor Lowe/Tony Smith

That the Audit & Risk Committee recommend to Council that the Charter and Terms of Reference be amended as per attached.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED



AUDIT & RISK COMMITTEE CHARTER

Reviewed November 2023

The Wellington Shire Council maintains an Audit & Risk Committee in accordance with Section 53 of the *Local Government Act 2020*.

The Audit & Risk Committee is an independent advisory Committee to Council. The primary objective of the Audit & Risk Committee is to assist Council in the effective conduct of its responsibilities for financial and non-financial reporting and performance, management of risk, information services governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Audit & Risk Committee is established to assist the co-ordination of and provide oversight of relevant activities of management, the internal audit function and the external auditor to facilitate achieving overall organisational objectives in an efficient and effective manner.

As part of Council's governance obligations to its community, it has constituted an Audit & Risk Committee to facilitate:

- the enhancement of the credibility and objectivity of internal and external financial and non-financial reporting and performance;
- effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the efficiency and effectiveness of the internal audit function;
- the provision of an effective means of communication between the external auditor, internal audit, management and the Council;
- oversight and guidance on the effectiveness of the management and reporting of Council's fraud and corruption prevention practices;
- a review of the effectiveness of Council processes and the outcomes of the external audit.

AUDIT & RISK COMMITTEE

TERMS OF REFERENCE

1 General

- (a) The Audit & Risk Committee is a formally appointed committee of the Council and is responsible to that body. The Audit & Risk Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. The Audit & Risk Committee does not have any management functions and is therefore independent of management.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

2 Membership

- (a) The Audit & Risk Committee will comprise of two Councillors, and three external independent persons with suitable knowledge, skills and experience, all appointed by Council for periods varying to a maximum term of 3 years. External members may be re-appointed for subsequent terms, to a maximum of 9 years, following a public advertising process in accordance with 2 (b). A quorum shall be 3 (with a minimum of 2 independent members). The Chairperson shall be an external independent person elected on an annual basis at the first meeting of the Committee in the calendar year. Ideally, the Chairman's term will overlap the term of appointed Councillors to ensure continuity. The Chief Executive Officer should be required and entitled to attend all Audit & Risk Committee meetings.

External independent persons will have senior business and/or financial management/reporting knowledge, skills and experience and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor, Chief Executive Officer and Audit & Risk Committee Chair (or another independent member) taking account of the experience of candidates (as per the Committee's expertise matrix) and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council.

- (b) Appointments of external persons shall be made by Council by way of a public advertisement and be for a maximum term of three years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.
- (c) If a Committee member is underperforming, a performance management process must be put in place, overseen by the Chair, unless it is the performance of the Chair in question then the Chief Executive Officer would oversee the process. Should the performance of the individual not improve then they would be asked to tender their resignation. If this is not forthcoming and the Council proposes to remove the member from the Committee, it must give written notice to the member of its intention to do so and provide that member with the opportunity to be heard at a Council meeting which is open to the public, if that member so requests.

- (d) Remuneration will be paid to each independent member of the Committee (the basis may be an annual fee, with an additional amount paid to the Chairperson or a set fee per meeting, or another basis as appropriate). The remuneration amount will be determined by Council's Remuneration Committee annually allowing for an increase linked to the annual increase of Councillor allowances, benchmarking against other Councils or other considerations such as Council budget constraints.
- (e) The Chairperson shall ideally be appointed by external members of the Audit & Risk Committee subject to Council's approval.
At the November meeting of the Committee, Council representatives will request that any external members who want to nominate as Chair submit an Expression of Interest outlining their expertise and availability. Expressions of Interest are to be emailed to the Council representatives on the Committee.
At the first meeting of the following calendar year, during the In Camera session, the Committee, led by the Council representatives, will elect the Chair, via a vote, and the elected member will assume the Chair immediately.
Should external members not be able to elect a chairperson then Council representatives will cast the deciding votes.
Council's approval of the appointment will be ratified when Council receives the Committee meeting minutes.
In the absence of the appointed Chairperson from a meeting, an acting Chairperson will be appointed from the external members present.
- (f) Other members of Council or Council staff and the internal auditor (whether a member of staff or contractor) may be invited to attend at the discretion of the Committee to advise and provide information when required.
- (g) Representatives of the external auditor should be invited to attend at the discretion of the Committee but **must** attend meetings considering the review of the external audit plan, the draft annual financial report and results of the external audit.
- (h) Council shall provide secretarial and administrative support to the Committee.

3 Meetings

- (a) Process
The Committee shall meet at least quarterly with an additional meeting held to consider the draft annual financial report and performance statement with the external auditors in attendance. Additional meetings may be convened at the discretion of the Chairperson, or at the written request of an independent member, or any of the member Councillors.
- (b) Declaration of Conflicts of Interest
Declaration of Conflicts of Interest will be in accordance with the requirements of the *Local Government Act 2020*.
- (c) Closure of Meetings to the Public
In accordance with Section 66(2) of the *Local Government Act 2020*.

4 Planning

- (a) The Committee will develop an annual work plan.
- (b) The Committee will review the Charter and Terms of Reference annually.

5 Reporting

- (a) The Audit & Risk Committee shall after every meeting forward the draft minutes of that meeting to the next practical ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.
- (b) The Committee shall report to the Council on a half yearly basis, or as required by Council, via a Council Workshop/Meeting, describing the activities of the Committee and including its findings, recommendations and annual performance evaluation (as per Section 54(5) of the *Local Government Act 2020*). The report shall be prepared by Management and the Committee Chair, endorsed by the Committee and presented to Council by the Chair. A copy of this report is to also be tabled at a Council meeting.
- (c) The Chairperson may require any report prepared by the Audit & Risk Committee to be listed on the agenda for the next practical ordinary meeting of the Council.

AUDIT & RISK COMMITTEE

LIST OF DUTIES AND RESPONSIBILITIES

- (a) The following are the duties and responsibilities of the Audit & Risk Committee in pursuing its Charter:
- (1) To review the scope of the three-year internal audit plan and programme and the efficiency and effectiveness of the function. This review should consider whether, over a period of years the internal audit plan systematically addresses:
 - internal controls over significant areas of risk, including non-financial management control systems;
 - internal controls over revenue, expenditure, assets and liability processes;
 - the efficiency, effectiveness and economy of significant Council programmes; and
 - compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements.
 - (2) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or Chief Executive Officer.
 - (3) Review the level of resources allocated to internal audit and the scope of its authority. The Chair of the Committee is to be involved in the evaluation of Internal Audit tenders.
 - (4) Review reports of internal audit and the extent to which Council and management react to matters raised by internal audit, by monitoring the implementation of recommendations made by internal audit.
 - (5) Facilitate liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programmes.
 - (6) Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's terms of reference. Review management's response to, and actions taken as a result of the issues raised.
 - (7) Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
 - (8) Review the process for the identification, nature, extent and reasonableness of related party transactions.
 - (9) Review Council's draft annual financial report, focusing on:
 - accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements;

- significant variances from prior years;
 - ensuring Council is financially sustainable.
- (10) Annually, make a recommendation to Council on the fairness of the annual financial report. Review any significant changes that may arise subsequent to any such recommendation but before the financial report is signed.
 - (11) Discuss with the external auditor the scope of the audit and the planning of the audit.
 - (12) Discuss with the external auditor issues arising from the audit, including any management letter issues raised by the auditor and the resolution of such matters.
 - (13) Review the **draft** annual performance statement and make a relevant recommendation to Council.
 - (14) Review issues relating to competitive neutrality, financial reporting by Council business units and comparative performance indicators.
 - (15) Identify and refer specific projects or investigations deemed necessary through the Chief Executive Officer, the internal auditor and the Council if appropriate with reports on any such matters to be reviewed by the Audit & Risk Committee including any incidents of fraud/corrupt conduct or suspected fraud/corrupt conduct.
 - (16) Monitor the effectiveness of fraud and corruption prevention practices.
 - (17) Monitor the progress of any major legal issues facing the Council.
 - (18) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
 - (19) Monitor compliance with other "non-financial" legislated policies (e.g. EEO, OH&S etc).
 - (20) Annually, receive a report detailing all reimbursements made to Councillors and members of a delegated committee, as per section 40 of the *Local Government Act 2020*.
 - (21) The Audit & Risk Committee Chair in conjunction with Council and the Chief Executive Officer should develop performance indicators (as discussed with the Committee) and monitor the performance of the Committee against these via completion of an annual performance evaluation survey.
 - (22) The Committee will agree to an Annual Plan of business to be considered at each meeting.
 - (23) The Committee will nominate one member to assess various aspects of the meeting including preparation, presentation, participation and process.
 - (24) Should there be a conflict of interest for outsourced internal audit providers who perform other consultancy work for the Council, the issue will be brought before the Audit & Risk Committee for deliberation.

- (25) Endorse key documents and reports that must be approved by Council, including annual financial reports, annual performance statements, annual budget, new or revised policies, risk framework and other documents that assist in maintaining a strong internal control environment.
- (b) The Audit & Risk Committee, through the Chief Executive Officer and following authorisation from the Council, and within the scope of its responsibilities, may seek information or obtain expert advice on matters of concern.

7.11 ICT and Cyber Security Update

Craig Nisbet/Tony Smith

That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.12 Biannual Report to Council on Audit & Risk Committee Activities

Councillor Lowe/Tony Smith

That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.13 Update on travel refund

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.14 Arrangements for Election of Chair

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED

7.15 Financial Report

Chris Badger suggested that Management consider including a minimum capital cash retention target (e.g. to cover reserves, several months of operations) and maximum debt range in the Financial Sustainability Indicators.

Management advised that Local Government Victoria has not set targets for these indicators but agreed to consider further.

Tony Smith/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

7.16 Register of Commissioned Reports

Councillor Lowe/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

7.17 Key Risk Matters Update

Councillor Lowe/Craig Nisbet

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

7.18 Insurance Report

Councillor Lowe/Tony Smith

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.19 Fraud Report (incl. red flag report)

Craig Nisbet/Tony Smith

*That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.20 Summary of Gifts Register

Tony Smith/Councillor Bannerman

*That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 December 2024 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.
CARRIED*

7.21 General Business

1. Register of Interests

8 Rotating Assessment and Feedback on Meeting - Tony Smith

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3.54PM.



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 04 FEBRUARY 2025

I declare that the information contained in the attached document **WELLINGTON SHIRE COUNCIL AUDIT & RISK COMMITTEE MINUTES 9 DECEMBER 2024** is confidential because it contains confidential information as defined in section 3(1) of the *Local Government Act 2020*:

- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.

.....
ARTHUR SKIPITARIS
General Manager Corporate Services
12 December 2024

13. FURTHER GALLERY AND ONLINE COMMENTS

Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to Councillors but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say and make the commitment that if your query requires a written response, we will advise you that a response will be forthcoming, and a copy of that response will be circulated to all Councillors.

This is not a forum for members of the public to lodge complaints against individuals, including Councillors and staff, particularly as that individual gets no public right of reply to any matter raised. We take complaints seriously, and in line with the guidance from the Victorian Ombudsman and the local Government Inspectorate, we request that any specific complaint against an individual be put in writing. This way, your concern can be properly dealt with while ensuring fairness to all parties concerned.

If you wish to speak, we remind you that this part of the meeting is being recorded and broadcast on our website. Council's official Minutes will record that you have spoken to Council and the subject you spoke to Council about but will not record specific comments. We ask you to state your name in full, where you are from, and you have three minutes.

ONLINE COMMENTS –

FURTHER GALLERY COMMENTS –

Meeting declared closed at:

The live streaming of this Council meeting will now come to a close.

14. IN CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to Section 66(2) of the Local Government Act 2020 to consider matters under Section 66(5)(b) as defined by Section 3(1) being:

- a) Council business information*
- b) Security information*
- c) Land use planning information*
- d) Law enforcement information*
- e) Legal privileged information*
- f) Personal information*
- g) Private commercial information*
- h) Confidential meeting information*
- i) Internal arbitration information*
- j) Councillor Conduct Panel confidential information*
- k) Information prescribed by the regulations to be confidential information*
- l) Information that was confidential information for the purposes of section 77 of the Local Government Act 1989*

IN CLOSED SESSION

COUNCILLOR

That Council move into open session and ratify the decision made in closed session.