

Minutes

Unscheduled Council Meeting
Tuesday 17 September 2024 at 9am

Online via Zoom

Administrators

Lydia Wilson Chair of Council

Peita Duncan Administrator

Christian Zahra AM Administrator

On 19 June 2020 the Acting Minister for Local Government appointed the Panel of Administrators for the City of Whittlesea and appointed Lydia Wilson as Chair of the Panel. The Panel of Administrators comprises of Lydia Wilson, Peita Duncan and Christian Zahra who will undertake the duties of the Council of the City of Whittlesea until the CEO calls the first Council meeting after the October 2024 Local Government Election.

Senior Officers

Craig Lloyd Chief Executive Officer

Janine Morgan Executive Manager Public Affairs

Jacinta Stevens Executive Manager Office of Council & CEO

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1 Opening

1.1 Meeting Opening and Introductions

The Chair of Council, Lydia Wilson opened the meeting at 9am.

“Welcome to this Council Meeting of 17 September 2024 which is being held online via Zoom and is also being live streamed.

I am Lydia Wilson, Chair of Council and I would also like to introduce my Panel colleagues, Administrators Peita Duncan and Christian Zahra.

I would also like to introduce our Chief Executive Officer, Craig Lloyd and ask that he in turn introduce the members of the Executive Leadership Team in attendance today.”

“Good morning everyone, we also have with us:

Janine Morgan, Executive Manager Public Affairs; and
Jacinta Stevens, Executive Manager Office of Council & CEO.

These members of the Executive Leadership Team will join us during the meeting.”

1.2 Apologies

Nil

1.3 Acknowledgement of Traditional Owners Statement

The Chair of Council, Lydia Wilson read the following statement:

“On behalf of Council, I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan and Taungurung People as the Traditional Owners of lands within the City of Whittlesea.

I would also like to acknowledge Elders past, present and emerging.”

1.4 Diversity and Good Governance Statement

The Chair of Council, Lydia Wilson read the following statement:

“At the City of Whittlesea we are proud of our diversity and the many cultures, faiths and beliefs that make up our community. We strive to be an inclusive welcoming City that fosters active participation, wellbeing and connection to each other and this land. We commit as a Council to making informed decisions to benefit the people of the City of Whittlesea now and into the future, to support our community’s vision of A Place For All.”

2 Declarations of Conflict of Interest

No declarations.

3 Confirmation of Minutes of Previous Meeting/s

Recommendation

THAT the following Minutes of the preceding meeting as circulated, be confirmed:

- Unscheduled Council Meeting 3 September 2024

COUNCIL RESOLUTION

Moved:	<i>Administrator Peita Duncan</i>
Seconded:	<i>Administrator Christian Zahra</i>

CARRIED

4 Officers' Reports

4.1 Audit and Risk Committee Minutes - 27 August & 10 September 2024

Director/Executive Manager: Executive Manager Office of Council & CEO

Report Author: Unit Manager Governance

Executive Summary

This report provides Council with an oversight of the Audit and Risk Committee's operations in particular, the unconfirmed minutes from the Audit and Risk Committee (ARC) meeting held on 27 August 2024 which primarily dealt with Council's Financial and Performance Statements and the unconfirmed minutes from the ARC meeting held on 10 September 2024 which dealt with regular matters as outlined within the Committee's Annual Work Plan.

Officers' Recommendation

THAT Council note:

1. The 27 August 2024 unconfirmed minutes of the Audit and Risk Committee at Attachment 1 to this report.
2. The 10 September 2024 unconfirmed minutes of the Audit and Risk Committee at Attachment 2 to this report.
3. A summary of the Audit and Risk Committee meeting minutes will be made available on Council's website.

COUNCIL RESOLUTION

Moved:	<i>Administrator Christian Zahra</i>
Seconded:	<i>Chair of Council Lydia Wilson</i>

THAT Council note:

1. **The 27 August 2024 unconfirmed minutes of the Audit and Risk Committee at Attachment 1 to this report.**
2. **The 10 September 2024 unconfirmed minutes of the Audit and Risk Committee at Attachment 2 to this report.**
3. **A summary of the Audit and Risk Committee meeting minutes will be made available on Council's website.**

CARRIED

ADMINISTRATOR/S WHO SPOKE TO MOTION

Administrator Christian Zahra

VOTING

UNANIMOUS	FOR	AGAINST	ABSTAINED
YES			

UNCONFIRMED

4.2 Annual Report 2023-2024

Responsible Officer: Chair of Council

Report Author: Unit Manager Communications

Executive Summary

The purpose of this report is to present the City of Whittlesea Annual Report 2023-2024 for endorsement.

The 2023-2024 Annual Report has been developed to provide an overview of Council's performance for the 2023-2024 financial year, including:

- Highlights of the year.
- Our organisational achievements.
- Performance measures for each Council goal.
- Financial report.

Officers' Recommendation

THAT Council endorse the 2023-2024 Annual Report in accordance with section 100 of the *Local Government Act 2020*.

COUNCIL RESOLUTION

Moved: *Chair of Council Lydia Wilson*

Seconded: *Administrator Peita Duncan*

THAT Council endorse the 2023-2024 Annual Report in accordance with section 100 of the *Local Government Act 2020*.

CARRIED

ADMINISTRATOR/S WHO SPOKE TO MOTION

Chair of Council Lydia Wilson

Administrator Peita Duncan

Administrator Christian Zahra

VOTING

UNANIMOUS	FOR	AGAINST	ABSTAINED
YES			

5 Confidential Business

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*.

Recommendation

THAT the Chair of Council recommends that the meeting be closed to the public for the purpose of considering details relating to the following confidential matters in accordance with Section 66(2)(a) of the *Local Government Act 2020* as detailed.

5.1 CEO Annual Performance Review

COUNCIL RESOLUTION

Moved:	<i>Administrator Peita Duncan</i>
Seconded:	<i>Administrator Christian Zahra</i>

THAT Council adopt the recommendation to close the meeting to the public.

CARRIED

6 Closure

There being no further business the Chair of Council formally closed the meeting at 9:19am

Confirmed this 17th day of December 2024.

Mayor