

COUNCIL MEETING

MINUTES



(Open to the public)

Monday 26 June 2023

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6.30pm

Attendance
Councillor Felicity Sinfield (Mayor)
Councillor Jim Parke
Councillor Wes Gault
Councillor Di Gillies
Councillor Lisa Hollingsworth
Councillor Jane Addis
Councillor Cynthia Watson
Councillor Susan Biggar
Councillor Nick Stavrou

Apologies
Councillor Victor Franco (Leave of Absence)
Councillor Garry Thompson (Leave of Absence)

Officers

Phillip Storer	Chief Executive Officer
Daniel Freer	Director Places and Spaces
Jeanine Nieuwenhuizen	Acting Director Urban Living
Mans Bassi	Director Customer and Transformation
Amy Montalti	Chief Financial Officer
Bryan Wee	Manager Governance and Legal
Fiona Brown	Manager Community Development
George Batsakis	Manager Facilities, Waste and Infrastructure
David Cowan	Manager Planning and Placemaking
Michael Hutchison	Head of Strategic Property and Revenue
Erin McCarthy	Coordinator Urban Planning
Elizabeth Manou	Senior Governance and Integrity Officer
Sylvia Georges	Urban Designer

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1. Adoption and confirmation of the minutes**MOTION****Moved Councillor Gillies****Seconded Councillor Gault**

That the minutes of the Council meetings held on 1 May 2023 and 22 May 2023 be adopted and confirmed with:

- **The correction of a typographical error on Page 8 of the minutes of the Council meeting held on 22 May 2023. The minutes are to read “*That item 7.5 MAV Membership be taken from the table and considered as an item of business at this Council meeting*”, to reflect the correct report number as was listed in the agenda for that meeting.**

CARRIED**2. Declaration of conflict of interest of any councillor or council officer**

Refer to Item 8.1 of General Business - Leaves of Absence - Councillor Gault, Councillor Gillies and Councillor Stavrou

Procedural Motion - Suspension of Standing Orders**MOTION****Moved Councillor Stavrou****Seconded Councillor Hollingsworth****That standing orders be suspended.****CARRIED**

Standing orders were suspended at 6.34pm.

The Mayor, Councillor Sinfield, presented the 2023 Urban Design Awards.

The Awards recognise high-quality architecture and excellent design that enhances and elevates our streetscapes and public environment.

Procedural Motion - Resumption of Standing Orders**MOTION****Moved Councillor Addis****Seconded Councillor Stavrou**

That standing orders be resumed.

CARRIED

Standing orders resumed at 6.51pm with all councillors present except Councillor Franco and Councillor Thompson.

3. Deputations, presentations, petitions and public submissions

3.1 Petitions

Council has received three (3) petitions. Details of the petitions are set out below.

No.	Ref. no.	Title / Description	No. of signatures	Referred to
1	CAS-1411070	Requesting Council 'not adopt a Heritage Overlay within the High Street, Ashburton Village Shopping Precinct.'	Over 200	DUL
2	CAS-1416663	Save the Gervasoni Pavilion Kew	Over 200	DCS
3	CAS-1429980	'We propose the removal of two dangerous trees from the draft design of the Willsmere Park Pavilion, the replanting of new trees and the moving of the midsection of the pavilion north of current proposed location.'	Over 70	DCS

Legend:

DCS	Director Community Support	DUL	Director Urban Living
DC&T	Director Customer and Transformation	DP&S	Director Places & Spaces
		GOV	Governance & Legal

MOTION

Moved Councillor Gillies

Seconded Councillor Biggar

That Council resolve:

- To receive and note the petitions.**
- To note that the petitions have been referred to the relevant director for consideration and to advise the first named signatory to the petitions that they will receive a response from the Mayor in due course advising of Council's action.**

CARRIED**4. Informal Meetings of Councillors**

Chapter 6 of Council's Governance Rules requires that a summary of matters discussed at Informal Meetings of Councillors be reported to a Council meeting as soon as practicable.

The attached summary of Informal Meetings of Councillors (**Attachment 1**) is reported to Council in accordance with the requirements of the Governance Rules.

MOTION

Moved Councillor Gillies

Seconded Councillor Biggar

That Council resolve to receive and note the summary of Informal Meetings of Councillors, as annexed to the minutes.

CARRIED**5. Public question time****PQT1 Montserrat Pezzimenti (Glenferrie Traders Association) of Hawthorn**

The **Mayor, Councillor Sinfield** read the following question submitted with notice.

This question was allowed in accordance with Chapter 2 of the Governance Rules. A section of the question was contextual and was not read. The question was amended to comply with the requirements of the Governance Rules.

“Can council adjust the newly-installed car parking meters and signage at Serpells Lane carpark to allow 1 hour free parking like nearby Glenferrie Road surface carparks?”

The **Director Places and Spaces** responded as follows:

- Ticket parking with an associated fee was installed in the Serpells Lane car park following resolution of Council at its meeting of 20 March 2023.
- Prior to the installation of ticket parking, the car park contained a total of 89 spaces, comprising of a mix of three and two hour spaces, along with disabled parking spaces and two loading zones.
- This mix of parking restrictions was amended to a uniform '3P Ticket' with an applicable fee to operate between 8am and 6pm for seven days a week. This is in line with the Council resolution and associated report as considered by Council at that time.
- Businesses and the community were also advised that a fee would be introduced in the car park by letter on 11 April 2023 and that the restrictions would be '3P Ticket 8am to 6pm, all days'.

- It is distinct from other carparks in the Glenferrie Shopping Precinct, which are governed by 2P where a fee for the second hour only applies.
- Serpells Lane car park provides the opportunity for medium term parking up to three hours. This would accommodate the needs of shoppers and visitors that may need to spend a longer time in the precinct for their shopping, personal services and entertainment activities.

The **Mayor, Councillor Sinfield** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mrs Pezzimenti in due course.

PQT2 John Friend-Pereira of Ashburton

The **Mayor, Councillor Sinfield** read the following question submitted with notice.

This question was allowed in accordance with Chapter 2 of the Governance Rules. A section of the question was contextual and was not read. The question was amended to comply with the requirements of the Governance Rules.

“Does the City of Boroondara plan to participate in this [Meet the Mayor segment on ABC 774 Mornings], if not why not?”

The **Director Customer and Transformation** responded as follows:

- No invitation has been made for Mayor Sinfield to join the radio segment in question.
- Council uses multiple channels to communicate with our Boroondara community, these include, but are not limited to the Boroondara Bulletin, eleven ward newsletters, our website and our social media channels.
- As Council’s designated spokesperson, the Mayor of the day uses the communication channel best suited to reaching the target audience in Boroondara likely to be interested in particular issues.
- Councillors, including the Mayor, are accessible to the Boroondara community and can be easily reached by phone, email, mail and in-person.

The **Mayor, Councillor Sinfield** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mr Friend-Pereira in due course.

PQT3 Ian Hundley of Balwyn North

The **Mayor, Councillor Sinfield** read the following question submitted with notice.

This question was allowed in accordance with Chapter 2 of the Governance Rules. A section of the question was contextual and was not read. The question was amended to comply with the requirements of the Governance Rules.

“Please advise whether Council [will be] taking submissions each year from members of the public for proposals to vary the annual budget, both on the revenue side and the expenditure side, for the 2024-25 budget and beyond?”

The **Chief Financial Officer** responded as follows:

- Council is yet to form a view about the process for the 2024-25 Budget year.

The **Mayor, Councillor Sinfield** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mr Hundley in due course.

PQT4 Ian Hundley of Balwyn North

The **Mayor, Councillor Sinfield** read the following question submitted with notice.

This question was allowed in accordance with Chapter 2 of the Governance Rules. A section of the question was contextual and was not read. The question was amended to comply with the requirements of the Governance Rules.

“In the light of the route design and low service frequencies of routes 612 and 766 bus services please advise on what if any advocacy initiatives Council is taking to have bus services brought up to standard to properly cater for residents and businesses in the area?”

The **Director Places and Spaces** responded as follows:

- The Victorian State Government has recently undertaken a public consultation process regarding Victoria’s Bus Network Reform, with a focus on Melbourne’s north-eastern suburbs.
- Council has provided feedback to the process advocating for improvements in the network, primarily focusing on frequency, real time connectivity with other transport modes (noting the pending completion of the Union Station and the full range associated works) and re-routing existing services to better service high school and tertiary students and activity centres.
- Council officers are meeting with representatives from the Department of Transport in late July and will continue its advocacy at this opportunity.

The **Mayor, Councillor Sinfield** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mr Hundley in due course.

6. Notices of motion

Nil

7. Presentation of officer reports

Procedural Motion - En Bloc

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That the following items be moved en bloc as per the officers' recommendation:

- 7.1 2023/26 Triennial Operational Grants Report
- 7.2 Contract No.2023/19 - Maintenance of Leisure Centre Pool Plant and Equipment
- 7.3 Contract No. 2022/72 - 5 x Rear Load Compactor Trucks - Supply and Lease
- 7.4 April 2023 Monthly Financial Report
- 7.6 Bi-annual Report from the Audit and Risk Committee

CARRIED

7.1 2023/26 Triennial Operational Grants Report

Purpose

To present 2023-26 Triennial Operational Grants recommendations for Council endorsement.

Background

The 2023-26 Triennial Operational Grants opened on Monday 10 October and closed on Sunday 28 November 2022.

Triennial Operational Grants support the long-term development of programs and services, including operating and program costs associated with the delivery of community services, celebrations and events in the City of Boroondara. Triennial Operational Grants also address key priorities in the Boroondara Community Plan 2021-31.

There are four streams in the Triennial Operational Grants:

- Healthy Community
- Sustainable Community
- Creative Community and
- Vibrant Retail Precincts.

Funding varies across the streams ranging from \$15,000 to \$50,000 per annum.

Key Issues

The funding pool for the 2023-26 Triennial Operational Grants (TOG) is \$468,922 per annum. This includes \$302,439.56 of funds carried forward from the 2022-23 Annual Community Strengthening Grants program, which equates with \$100,813 per annum across 2023-26, as depicted in the table below. These additional funds were allocated equally to the Vibrant Retail Precincts and Creative Community streams to respond to the increased demand and costs associated with delivering events.

Year	Triennial Grants	Carried Forward Annual	Total TOG
2023-24	\$ 368,109	\$100,813	\$468,922
2024-25	\$ 368,109	\$100,813	\$468,922
2025-26	\$ 368,109	\$100,813	\$468,922
Total 23-26	\$1,104,327	\$302,439	\$1,406,766

Fifty-six applications totalling \$979,361.01 were received. Full or partial funding totalling \$470,608 is recommended for 46 out of the 56 applications. Partial funding was allocated for 44 of the funded 46 applications to enable as many projects to be funded as possible, as demand exceeded the available funding.

Confidentiality

Confidential information is contained in **Attachments 1 and 2**, as circulated in the confidential section of the agenda attachments. The information in this attachment is deemed to be confidential in accordance with Section 66(2)(a) and the definition of 'confidential information' in Section 3(1) of the Local Government Act 2020.

The information relates to personal information, being information which if released would result in unreasonable disclosure of information about any person or their personal affairs and private commercial information, being information provided by a business that if released would unreasonably expose the business to disadvantage.

If discussion of the confidential information in the attachments to this report is required for Council to make a decision, Council may resolve to discuss the matter in a confidential session or to defer the matter to the confidential section of the agenda.

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That Council resolve to endorse the 2023-26 Triennial Operational Grants funding as listed in Attachment 3, annexed to the report.

CARRIED

7.2 Contract No.2023/19 - Maintenance of Leisure Centre Pool Plant and Equipment

Purpose

The purpose of this report is for Council to consider the award of Contract No. 2023/19 Maintenance Leisure Centre Pool Plant and Equipment.

Background

Council requires the services of a suitably qualified and experienced contractor to provide Pool Plant and Equipment maintenance at Ashburton Pool and Recreation Centre, Boroondara Sports Complex and Hawthorn Aquatic and Leisure Centre.

The proposed contract replaces an existing Contract No. 2015/133 which is due to expire in the coming months.

Key Issues

The key considerations used in the assessment and determination of the outcome of this tender process were:

- ability to plan, schedule and perform the works in strict accordance with the specified outcomes;
- a proven track record undertaking similar works in the past;
- access to appropriately skilled personnel and subcontractors; and
- value for money within the constraints of the Council budget.

The officer recommendation is considered the best value for money within the constraints of the Council budget.

Next Steps

Upon award of the contract, Council will oversee the management and execution of these services.

Confidentiality

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments. The information in this attachment is deemed to be confidential in accordance with Section 66(2)(a) and the definition of 'confidential information' in Section 3(1) of the Local Government Act 2020. The information relates to private commercial information, being information provided by a business, commercial or financial undertaking that—(i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

If discussion of the confidential information in the attachments to this report is required for Council to make a decision, Council may resolve to discuss the matter in a confidential session or to defer the matter to the confidential section of the agenda.

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That Council resolve to:

- 1. Award Contract No. 2023/19 Maintenance Leisure Centre Pool Plant and Equipment to Roejen Services Pty Ltd (ACN 007 332 407) The Trustee for Roejen Services Unit Trust (ABN 30 273 382 860), at their tendered annual lump sum rate for an initial period of two (2) years, with up to two increments of one (1) year each, to a maximum contract term of up to four (4) years. The estimated value over the maximum contract term is \$1,938,002 (including GST). The estimated cost to Council after return of GST Input Credits is \$1,761,820.**
- 2. Authorise the Director Places and Spaces to execute the contract agreement with the above Contractor.**
- 3. Authorise the Director Places and Spaces to negotiate and execute optional extension periods.**
- 4. Note that expenditure under this contract is in accordance with Council's adopted budget for financial year 2023 - 24. Future years expenditure is foreshadowed and in accordance with the approved budget allocations.**

CARRIED

7.3 Contract No. 2022/72 - 5 x Rear Load Compactor Trucks - Supply and Lease

Purpose

This report seeks Council endorsement for the award of Contract No. 2022/72, 5 x Rear Loading Compactor Vehicles – Supply and Lease.

Background

Council directly delivers waste collection services for hard, general and Food Organics Garden Organics (FOGO) waste streams through staffing, leasing of vehicles and contracted material processing.

Prior to the introduction of FOGO in 2020 the waste service had a backup rear loader to ensure continuity of service to cover breakdowns and scheduled servicing.

When the FOGO service commenced, it required four (4) rear-loading compactor vehicles to provide the service; the backup rear loader was used for this service, resulting Council not having a spare rear-loading compacting vehicle. A fifth (5) vehicle was hired to cover breakdowns and scheduled servicing of the existing fleet and Christmas tree collections.

With the introduction of FOGO in May 2020, the service levels changed for general waste from weekly to fortnightly and green waste from fortnightly to weekly, commercial properties remained the same; with this change, there were more bins being collected due to:

- Pre-FOGO, green waste was an opt-in service, whereas, with the introduction of FOGO every property received the service.
- FOGO was introduced to Multi-Unit Developments (MUD's).

Each vehicle travels approximately 30,000km per year, operating in residential and commercial areas.

This contract includes the supply and lease of five (5) purpose-built rear-loading compactor vehicles to provide waste collection services. The estimated cost for this contract is \$2,325,424 (including GST). The estimated cost after the return of GST Input Credits is \$2,114,022.

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*. The information relates to

- a. private commercial information, being information provided by a business, commercial or financial undertaking that—
 - i. relates to trade secrets; or
 - ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

The item has been included in the public agenda to facilitate transparency and accountability in Council's decision making.

If discussion of the confidential information in the attachments to this report is required in order for Council to make a decision, this item will be deferred to the confidential section of the agenda.

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That Council resolve to:

- 1. Award Contract No. 2022/72, 5 x Rear Load Compactor Vehicles - Supply and Lease, to Bucher Municipal Pty Ltd (ABN 68 004 992 090) being the authorised representative for the supply of the five (5) Mercedes Econic Trucks, based upon non-maintained operating lease agreements provided by Toyota Finance Australia (ABN 48 002 435 181). The leasing agreement for a five (5) year term (60 months) is \$2,325,424 (including GST). The estimated cost to Council after the return of GST Input Credits is \$2,114,022.**

2. **Authorise the Director Places and Spaces to execute the contract lease agreement with Toyota Finance Australia (ABN 48 002 435 181).**
3. **Note that expenditure under this contract is in accordance with Council's Proposed 2023-24 annual budget (municipal waste charge). Future years expenditure is foreshadowed and in accordance with the approved budget allocations raised through the municipal waste charge.**

CARRIED

7.4 April 2023 Monthly Financial Report

Purpose

The purpose of this report is to provide Council the Monthly Financial Report for April 2023. The Monthly Financial Report is designed to identify and explain major variances at an organisational level and is provided in **Attachment 1**.

Background

The year to date annual budget referred to in this report reflects the 2022-23 Amended Budget, approved by Council on 14 November 2022 which includes the carry forward funding for final 2021-22 priority projects and capital works forward commitments.

The 2022-23 Full Year Forecast reflects the final result of the full year review of the annual financials to be undertaken during the year.

Key Issues

Year to date actuals vs. 2022-23 Amended Budget

Council's favourable operating result against year to date budget of \$54.22 million is \$9.77 million or 22% above 2022-23 Amended Budget of \$44.45 million primarily due to a number of factors which are outlined in **Section 2 of Attachment 1 - Financial Overview**.

Capital works actual expenditure is \$40.23 million which is \$6.20 million below year to date budget phasing of \$46.43 million. Priority projects expenditure of \$17.61 million is \$5.00 million below year to date budget phasing of \$22.61 million.

Council's Balance Sheet and cash position are sound and depict a satisfactory result. At the end of April Council's cash position stood at \$164.56 million or \$18.26 million above year to date budget.

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That Council resolve to receive and note the Monthly Financial Report for April 2023 (Attachment 1).

CARRIED

7.6 Bi-annual Report from the Audit and Risk Committee

Purpose

This report presents to Council the Bi-annual Report for the Audit and Risk Committee for the 2022-2023 financial year as required by Section 54(5) of the *Local Government Act 2020*.

Background

Section 54(5) of the Local Government Act 2020 ('the Act') states:

"An Audit and Risk Committee must:

- a) prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and
- b) provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting."

Key Issues

The attached Bi-annual Report from the Audit and Risk Committee (**Attachment 1**) was approved by the Chair of the Audit and Risk Committee for tabling at this Council meeting.

Next Steps

The Audit and Risk Committee will continue to prepare biannual audit and risk reports for tabling at future Council meetings.

MOTION

Moved Councillor Addis

Seconded Councillor Gault

That Council resolve to note the tabling of the Bi-annual report from the Audit and Risk Committee as required by section 54(5) of the Local Government Act 2020 as contained in Attachment 1 (as annexed to the minutes).

CARRIED

7.5 Proposed discontinuance and sale of drainage reserve - Adjoining 15 and 19 Gardiner Road, Hawthorn

Purpose

This report is to consider commencement of the statutory procedures to remove the reserve status and sell the drainage reserve adjoining 15 and 19 Gardiner Road, Hawthorn.

Background

Council received a request from the owner of 19 Gardiner Road, Hawthorn for the reserve status removal and sale of the drainage reserve adjoining the property and 15 Gardiner Road, Hawthorn ("the Reserve").

Key Issues

- The Reserve is in the name of Council.

- The Reserve is considered by officers to be no longer required for the purpose for which it was reserved and is of little value to Council.
- The Reserve has been enclosed within 19 Gardiner Road, Hawthorn for in excess of 15 years.
- Any sale of Council land requires Council to comply with section 114 of the *Local Government Act 2020*.
- There are no Council or service authority assets located within the Reserve.

Confidentiality

Confidential information is contained in **Attachment 4**, as circulated in the confidential section of the agenda attachments. The information in this attachment is deemed to be confidential in accordance with Section 66(2)(a) and the definition of 'confidential information' in Section 3(1) of the *Local Government Act 2020*. The information relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

If discussion of the confidential information in the attachments to this report is required for Council to make a decision, Council may resolve to discuss the matter in a confidential session or to defer the matter to the confidential section of the agenda.

MOTION

Moved Councillor Biggar

Seconded Councillor Hollingsworth

That Council resolve to:

- 1. Commence the statutory procedures under section 114 of the *Local Government Act 2020* to remove the reserve status and sell the land comprising the 0.91m wide drainage reserve adjoining 15 and 19 Gardiner Road, Hawthorn, shown hatched in Attachment 1 and as Lot 1 on the proposed plan of subdivision PS913924G in Attachment 2 and as annexed to the minutes ("the Reserve"), to the owner of the adjoining property at 19 Gardiner Road, Hawthorn, by private treaty in accordance with Council policy.**
- 2. Give notice of its intention to remove reserve status and sell the Reserve on Council's website stating that Council proposes to remove the reserve status and sell the Reserve to the owner of 19 Gardiner Road, Hawthorn by private treaty, in accordance with Council policy.**
- 3. Invite both written and verbal submissions on the proposed reserve status removal and sale.**
- 4. Note a further report will be presented to a future meeting of the Services Delegated Committee of Council should any submissions be received to enable consideration of the submissions and for a decision on whether to proceed with the proposed reserve status removal and sale in full, in part or not to proceed with the reserve status removal and sale.**
- 5. Authorise the Chief Executive Officer, or such other person as the Chief Executive Officer approves, to undertake the necessary procedural steps to complete the formal procedures for the reserve status removal and sale if no submissions are received.**

6. **Authorise the Chief Executive Officer, or such other person as the Chief Executive Officer approves, to sign all necessary documentation for the reserve status removal and sale of the Reserve to the owner of 19 Gardiner Road, Hawthorn for the sum of \$144,980.00 (inclusive of GST), in accordance with Principle 2 of Council's Discontinuance of Roads and Reserves Policy 2022.**
7. **Note procedures will be undertaken pursuant to part 4 of the *Planning and Environment Act 1987* and section 24A of the *Subdivision Act 1988* to remove the reserve status and subdivide the land from the rest of the drainage reserve in preparation for sale and future consolidation with the title of 19 Gardiner Road, Hawthorn.**
8. **Notwithstanding the present intention to sell the Reserve to the owner of 19 Gardiner Road, Hawthorn, should submissions be received from other adjoining property owners or interested parties, Council reserves the right to sell the Reserve to any other interested property owners.**

CARRIED

8. General business

8.1 Leaves of Absence - Councillor Gault, Councillor Gillies, Councillor Stavrou, Councillor Franco and Councillor Thompson

Councillor Gault, Councillor Gillies and Councillor Stavrou declared a material conflict of interest in Item 8.1 General Business in accordance with section 128 of the Local Government Act 2020 and the Governance Rules.

Councillor Gault, Councillor Gillies and Councillor Stavrou advised that the nature of their interest is that the request is for a personal leave for the dates requested.

Councillor Gault, Councillor Gillies and Councillor Stavrou left the chamber at 7.07pm prior to the consideration and vote on this item.

MOTION

Moved Councillor Hollingsworth

Seconded Councillor Biggar

That Council resolve to grant:

- **Councillor Wes Gault a leave of absence from Council for 17 July 2023.**
- **Councillor Di Gillies a leave of absence from Council for 17 July 2023.**
- **Councillor Nick Stavrou a leave of absence from Council for the period 24 August 2023 to 14 September 2023 (inclusive).**
- **Councillor Victor Franco and Councillor Garry Thompson a leave of absence from Council for 26 June 2023.**

CARRIED

Councillor Gault, Councillor Gillies and Councillor Stavrou entered the chamber at 7.09pm and resumed their seats.

8.2 Recycling and Waste Centre Awards

The **Mayor, Councillor Sinfield** announced that the Boroondara Waste and Recycling Centre, was the winner of the Australian Landfill and Transfer Station Award (part of the Waste Management and Resource Recovery Association Australia's Landfill and Transfer Waste Transfer Station Conference).

The Mayor, Councillor Sinfield congratulated the officers in the Places and Spaces Directorate.

8.3 Sports Turf Management Awards

The **Mayor, Councillor Sinfield** announced that Council's Turf Management Team was the winner of the Sports Turf Management Team of the Year Award from the Australian Sports Turf Managers Association.

The Mayor, Councillor Sinfield congratulated the officers in the Places and Spaces Directorate.

9. Urgent business

Nil

10. Confidential business

Nil

The meeting concluded at 7.15pm

Confirmed

Chairperson _____

Date _____

MINUTES ATTACHMENTS



Council

Monday 26 June 2023

Attachments annexed to the minutes for the following items:

- 4. Informal Meetings of Councillors**
- 7.1 2023/26 Triennial Operational Grants Report**
- 7.5 Proposed discontinuance and sale of drainage reserve - Adjoining 15 and 19 Gardiner Road, Hawthorn**
- 7.6 Bi-annual Report from the Audit and Risk Committee**

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Councillor Briefing & Discussion 8 May 2023	Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Biggar Cr Addis Cr Thompson Cr Gillies Cr Franco	Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Scott Walker (DUL) Mans Bassi (DCT) Sapphire Allan (aCFO) Bryan Wee (MGL) Fiona Brown (MCPD) Nicole White (MSTRP) Nick Lund (MLC) Gail Power (MAC) Tina Bourekas (MLIB) Christian Wilmsen (CSTRP) Katherine Stakula (HoSC) Freda Duraku (CRL) Liam Merrifield (SGO)	<ul style="list-style-type: none"> • Strategic Planning Work Program 2023-2026 • Actions arising from changes to the Sex Work Businesses • March 2023 Quarterly Performance Report • IDAHOBIT 2023 • Plaques • Tendering • Future discussions 	Nil
Councillor Briefing & Discussion 22 May 2023	Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Addis Cr Thompson Cr Biggar Cr Gillies Cr Franco	Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Scott Walker (DUL) Amy Montalti (CFO) Bryan Wee (MGL) David Shepard (MES) Fiona Brown (MCPD) Katherine Wright (SCSP&R) Kirstin Ritchie (COG) Cassandra Chatwin-Smith (SIO) Jacqui Buckland (CDO)	<ul style="list-style-type: none"> • Draft Disability Access and Inclusion Plan 2023-27 • 2023-26 Triennial Operational Grants Allocation • Sportsground Condition Update • Homelessness & Begging 	Nil

MINUTES ATTACHMENTS



Council

Monday 26 June 2023

Attachments as annexed to the resolution:

7.1 2023/26 Triennial Operational Grants Report

2023-26 Triennial Operational Grants - Recommended

	Organisation Name	Project Title	Project Description	Recommendation	Conflict of Interest	Triennial Operational Grant stream
1	Armenian Film Festival Australia Inc	The Armenian Film Festival	Funding is requested for the operation of the Armenian Film Festival to celebrate the rich Armenian culture and share this with members of the wider Australian community, thus promoting harmony within the multicultural landscape in Boroondara and the broader community in general.	\$4,800.00	No conflict of interest declared.	Creative Community
2	ART ETC Collective Inc.	ART ETC Collective Inc Yearly Program	Funding is requested to support a yearly calendar of activities for members and the broader community. Activities include art programs and workshops in partnership First Nations and local musical groups, networking sessions and the ART ETC concert series.	\$5,000.00	No conflict of interest declared.	Creative Community
3	Ashburton Shopping Centre Traders Association	Ashburton Community Festival	Funding is requested to support a high quality, local festival for families of Ashburton and Boroondara.	\$29,500.00	No conflict of interest declared.	Vibrant Retail Precincts
4	Australian Boys Choral Institute	ABCi - community Engagement	Funding is requested to support operations to build ongoing alliances with local schools for the pre-audition and recruitment program.	\$4,000.00	No conflict of interest declared.	Creative Community
5	Auto Classico Event steering Group	Maling Road Auto Classico	Funding is requested for a community event displaying classic cars and bikes along the entire Maling Road Shopping Precinct in addition to stalls, rides and activities in collaboration with local business and community organisations.	\$10,000.00	No conflict of interest declared.	Vibrant Retail Precincts
6	Blind Sports and Recreation Victoria	A Vision for Inclusive Sport and Recreation in Boroondara	Funding is requested to deliver, coordinate and expand the group fitness, recreation, and walking programs for people who are blind or vision impaired in Boroondara. This includes capacity building training for Boroondara-based volunteers and Vision Loss Awareness training for tertiary students, recreation staff, and the broader community.	\$12,495.00	No conflict of interest declared.	Healthy and Sustainable Community
7	Boroondara Brass Incorporated	Boroondara Brass Inc. - Strengthening Our community	Funding is requested for support operational costs to enable strategic planning and delivery of multiple events to the Boroondara community.	\$9,500.00	No conflict of interest declared.	Creative Community
8	Boroondara Stroke Support Group Incorporated	Part-time Administrator for BSSG	Funding is requested for the continued support of paid administrator which will enable group volunteers to engage with clients referred to the support service, as demand continues to increase.	\$15,000.00	No conflict of interest declared.	Healthy and Sustainable Community
9	Boroondara Symphonic Band Incorporated	Boroondara Symphonic Band Operational Grant	Funding is requested to support operational costs of delivering multiple performances to the Boroondara community.	\$5,200.00	No conflict of interest declared.	Creative Community

10	BrainSTEM Limited	BrainSTEM Boroondara Empowering Environment and Sustainability Challenge (BrainSTEM BEES Challenge)	Funding is requested for the BrainSTEM BEES Challenge, which is designed to educate and empower Year 9-10 students in Boroondara with the skills and knowledge to support sustainability in their local environment through experienced mentoring and project management.	\$10,000.00	No conflict of interest declared.	Healthy and Sustainable Community
11	Burwood Village Traders Association	Triennial Grant - Summer Event Series	Funding is requested to support the Summer Event series delivered by Burwood Village Traders Association (BVTA) in the Melton Road open space. Four events will be held annually.	\$19,000.00	No conflict of interest declared.	Vibrant Retail Precincts
12	Camberwell Chorale Incorporated	Sounds Glorious	Funding is requested to support the Camberwell Chorale major performance program and their attendance at community events.	\$7,500.00	No conflict of interest declared.	Creative Community
13	Camberwell Salvation Army	Hot Meals Program	Funding is requested for the continuation of The Hot Meals program - a service provided every Friday and Sunday throughout the year for people who may be suffering from social isolation, homelessness, inadequate income, disability, or other issues.	\$15,000.00	No conflict of interest declared.	Healthy and Sustainable Community
14	Canterbury Council of Churches	Carols in Canterbury	Funding is requested for the continued support to organise the carols in Canterbury Gardens to celebrate Christmas.	\$5,000.00	No conflict of interest declared.	Creative Community
15	Canterbury History Group Inc.	Catalogue conversion, uploading and digitising. Payment of operating costs	Funding is requested to support the costs of digitising the catalogue of memorabilia to preserve the history of Canterbury for current and future generations and encourage sustainability for the group.	\$2,913.00	No conflict of interest declared.	Creative Community
16	Eastern Community Legal Centre	Promoting Legal and Social Wellbeing in Boroondara	Funding is requested to continue the provision of legal services to members of the Boroondara community who are experiencing vulnerability or disadvantage, particularly those with complex social and legal needs.	\$15,000.00	No conflict of interest declared.	Healthy and Sustainable Community
17	Friends of the Auburn Tower Inc	Annual Concert under the Auburn Tower	Funding is requested to support an annual concert at Auburn Uniting Church auditorium. The concert engages local artists, particularly younger musicians who have participated in the Boroondara Eisteddfod, providing an opportunity for paid public performance.	\$3,000.00	No conflict of interest declared.	Creative Community
18	Friends of the Hawthorn Tram Depot Inc	Administration and Coordination services provided under subcontract by a volunteer	Funding is requested for a coordinator to ensure the continued operation of the Hawthorn Tram Depot Museum. The coordinator will oversee all aspects of general operations plus implement and coordinate the projects.	\$10,000.00	No conflict of interest declared.	Creative Community

19	Glenferrie Road Hawthorn Shopping Centre Association	Glenferrie Festival	Funding is requested for continued support to deliver the 'Glenferrie Festival', the largest one-day free community festival in Boroondara, which is a collaboration with many local residents, businesses and community groups and organisations.	\$40,000.00	No conflict of interest declared.	Vibrant Retail Precincts
20	Grace Park Community Carols Inc.	Carols at Grace Park	Funding is requested to deliver the annual Carols at Grace Park event, a family-friendly and fun event for the Hawthorn community in partnership with Boroondara Brass, local primary schools, local businesses and a range of other solo and group performers.	\$9,000.00	No conflict of interest declared.	Creative Community
21	Greythorn Traders Association	Halloween at Greythorn Central	Funding is requested to support delivery of Greythorn Central's Halloween festival. This free event offers rides and entertainment and aims to attract people of all ages and abilities.	\$12,500.00	No conflict of interest declared.	Vibrant Retail Precincts
22	Hawthorn and Kew Bands Inc.	Hawthorn and Kew Bands Inc (Glenferrie Brass) operational grant	Funding is requested to maintain and enhance the band's role as an active, respected, and sought-after community music group performing at a professional standard. Funding will ensure the band's sustainability and further development of the junior band program.	\$9,000.00	No conflict of interest declared.	Creative Community
23	Hawthorn Community House, Access Health and Community	Bands and Burgers	Funding is requested to support delivery of the annual Band and Burgers event, which is a celebration of community connections, good music, great food, and engages local community groups and other members of the Mental Health Alliance to provide information on mental health services in Boroondara.	\$7,500.00	No conflict of interest declared.	Healthy and Sustainable Community
24	Hawthorn Historical Society Incorporated	Community Engagement and Operational Costs	Funding is requested to support operational and community engagement costs to deliver a range of activities both in person and online.	\$4,200.00	No conflict of interest declared.	Creative Community
25	Hawthorn Pipe Band Incorporated	Creating great pipe band music in Boroondara	Funding is sought to enable the band to continue operations and focus time on practices and performances. Formed in 1914, Hawthorn Pipe Band is the current Victorian and Australian champions.	\$5,800.00	No conflict of interest declared.	Creative Community
26	Kew Historical Society Inc	Advocating for history and heritage in Kew	Funding is requested to maintain and extend a range of community programs including exhibitions, cataloguing, research and lectures.	\$5,000.00	No conflict of interest declared.	Creative Community
27	Kew Junction Business Assoc	Halloween Festival Kew	Funding is sought to expand on the previous Halloween Festival to include satellite events including Haunted Kew Court House, a sideshow alley and zombie disco.	\$17,500.00	No conflict of interest declared.	Vibrant Retail Precincts

28	Kew Philharmonic Society Inc.	Kew Philharmonic operational funding	Funding is requested to support operational costs to enable delivery of choir performances and development of membership audience base.	\$3,800.00	No conflict of interest declared.	Creative Community
29	Lyon Foundation Limited T/A Lyon House-museum Galleries	Engaging with the Arts	Funding is requested to support a program of talks, forums, exhibitions, events and programs specifically designed to promote active engagement and participation by the Boroondara community.	\$8,400.00	No conflict of interest declared.	Creative Community
30	Maling Road Business Association (MRBA)	Kristkindl	Funding is requested to support extending the KristKindl event, a Christmas festival, from one evening to three days and one evening to enable more attendance. .	\$14,000.00	No conflict of interest declared.	Vibrant Retail Precincts
31	Melbourne Hindustani Classical Music Society	Melbourne International Festival of Hindustani Classical Music	Funding is sought to support operating costs of the annual Melbourne International Festival of Hindustani Classical Music. Melbourne Hindustani Classical Musical Society aspires to make the festival an annual fixture in the international calendar of Hindustani classical music.	\$3,500.00	No conflict of interest declared.	Creative Community
32	Melbourne Scottish Fiddle Club Inc	Keeping the Tradition Alive	Funding will enable Melbourne Scottish Fiddlers to keep alive the tradition of vibrant Scottish music within the multicultural City of Boroondara, facilitating music-making and coming together as a community.	\$3,000.00	No conflict of interest declared.	Creative Community
33	North Balwyn Interchurch Council	Carols in the Park	Funding is requested to deliver the Carols in the Park, an annual cultural celebration that engages all residents, promotes health, safety, and wellbeing in Macleay Park. Participants of all ages and diverse cultural, linguistic, social and economic backgrounds perform together, led by three professional soloists.	\$9,500.00	No conflict of interest declared.	Creative Community
34	Servants Community Housing Limited	Connecting and Educating Boroondara's Diverse Communities	Funding is sought to engage a part-time staff member (Community Engagement Officer) to deliver projects that aim to increase awareness of health promotion, volunteering and networking opportunities, and increase social cohesion and connections between marginalised groups in Boroondara.	\$18,000.00	No conflict of interest declared.	Healthy and Sustainable Community
35	St Hillary's Hope Inc.	Kew Community Carols	Funding is requested to support delivery of Kew Community Christmas Carols, an annual event to bring the community together to celebrate and enjoy the Christmas season's spirit. The event engages volunteer local bands, choirs and local talent, and is streamed online to reach the socially isolated.	\$4,000.00	No conflict of interest declared.	Creative Community
36	St. Oswald's Anglican Church Glen Iris	Indigenous Well-Being, Culture and Education Centre	Funding is requested to grow the existing centre as a safe and healthy place for local Indigenous and non-Indigenous people in the community to meet. The centre's activities will enable greater interaction and engagement of many more residents on First Nations' issues through education and other learning opportunities	\$11,000.00	No conflict of interest declared.	Healthy and Sustainable Community

37	Surrey Hills Historical Society	Surrey Hills Historical Society Inc move to Canterbury community Precinct	Funding is requested to support operating and program costs to maximise the opportunity provided by relocating to the Canterbury Community Precinct. Funding will enable the Society to enhance partnerships with local organisations and community networks to better represent the heritage of Surrey Hills to the wider community of Boroondara.	\$3,500.00	No conflict of interest declared.	Creative Community
38	Surrey Hills Neighbourhood Centre Inc	Surrey Hills Music Festival	Funding is requested to support delivery of the Surrey Hills Music Festival, showcasing local performers as part of the engaging community event.	\$12,500.00	No conflict of interest declared.	Creative Community
39	The ReelGood Film Festival	ReelGood Film Festival	Funding is requested for ReelGood Film Festival (RGFF), a one day event for the local Boroondara community to view works by emerging Australian filmmakers, and engage in talks and awards.	\$7,000.00	No conflict of interest declared.	Creative Community
40	The Salvation Army - Homelessness East	Assertive Homelessness Outreach	Funding is requested to support the operational costs of an outreach program and case management for clients in Boroondara who are homeless or at imminent risk of homelessness or living in low-cost accommodation settings.	\$15,000.00	No conflict of interest declared.	Healthy and Sustainable Community
41	The Scout Association of Australia, Victorian Branch	Camberwell Showtime	Funding is requested to support multiple activities associated with the development and delivery of Camberwell Showtime, a stage production presented by Scouts and Girl Guides in Boroondara.	\$11,000.00	No conflict of interest declared.	Creative Community
42	The Tudor Choristers Inc	Tudor Choristers Operational Costs	Funding is sought to support the engagement of choristers in regular rehearsals providing an opportunity to continue their music education, and deliver high-quality performances for the Boroondara community.	\$3,000.00	No conflict of interest declared.	Creative Community
43	The Uniting Church in Australia Property Trust (Victoria)	Boroondara Community Outreach	Funding is requested for continued support of the cost of running the Boroondara Community Outreach emergency relief program, community lunches, weekly group activities and homelessness supports.	\$19,000.00	No conflict of interest declared.	Healthy and Sustainable Community
44	Villa Alba Museum Incorporated	Highlighting Villa Alba in Boroondara	Funding is requested to support operational costs for the delivery of artistic and cultural activities to foster community engagement in heritage, culture and the arts.	\$6,000.00	No conflict of interest declared.	Creative Community
45	You Matter (Aus.) Ltd	You Matter Volunteer Support Strategy	Funding is requested to support operational costs to assist delivery and enhancement of the Volunteer Support Strategy - a volunteer management system to support the end-to-end process of volunteer recruitment, screening, onboarding, deployment and ongoing training and support.	\$15,000.00	No conflict of interest declared.	Healthy and Sustainable Community
46	Zelman Memorial Symphony Orchestra Inc	Zelman Memorial Symphony Orchestra Part Funding Conductor and Concertmaster	Funding is requested to support the delivery of four concerts annually that engage participants from 14 to 92 years in performances offered at low cost to the Boroondara community	\$10,000.00	No conflict of interest declared.	Creative Community

MINUTES ATTACHMENTS



Council

Monday 26 June 2023

Attachments as annexed to the resolution:

- 7.5 Proposed discontinuance and sale of drainage reserve - Adjoining 15 and 19 Gardiner Road, Hawthorn**

PLAN A



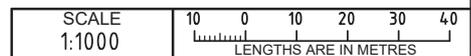
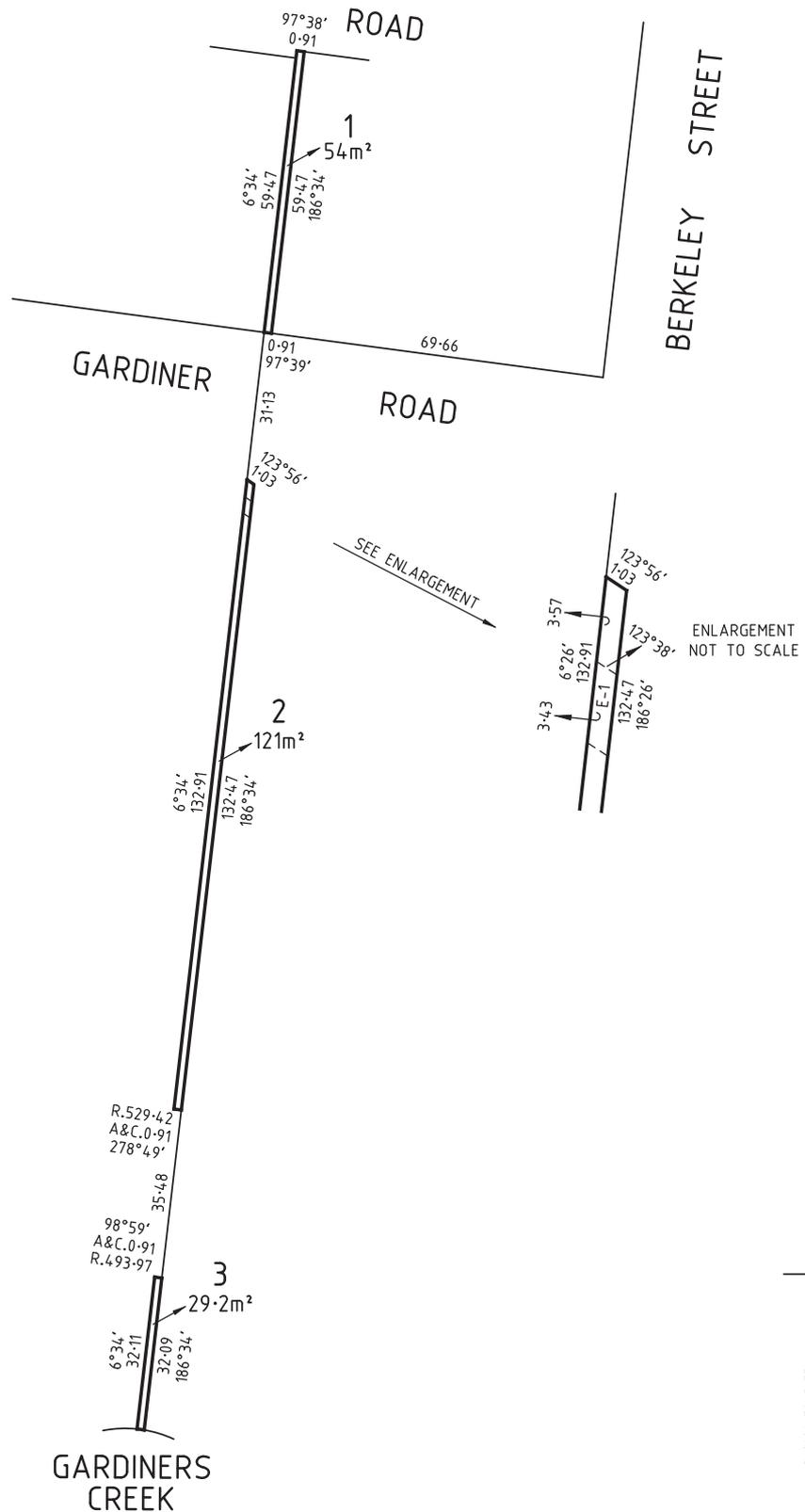
Data Source: Vicmap Property

	<p>MGA Zone 55 Melways- 59 D2 (ed.42) Vicroads- 437 E10 (ed.8) Created 03:05 PM on Aug 19, 2022</p>
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Co-ordinates of Plot Corners NW 327059,5810734 SW 327063,5810554 MGA Zone 55	WARNING: No warranty is given as to the accuracy or completeness of this map. Dimensions are approximate. For property dimensions, undertake a Title search.	Co-ordinates of Plot Corners NE 327202,5810737 SE 327206,5810557 MGA Zone 55
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PLAN OF SUBDIVISION UNDER SECTION 24A OF THE SUBDIVISION ACT 1988			EDITION 1	PS913924G
LOCATION OF LAND PARISH: BOROONDARA CROWN PORTION: 4 (PART) TITLE REFERENCE: VOL.11569 FOL.141 LAST PLAN REFERENCE: TP947581G LOT 1 POSTAL ADDRESS: GARDINER ROAD (at time of subdivision) HAWTHORN, 3122 MGA CO-ORDINATES E: 327 095 ZONE: 55 (at approx centre of land in plan) N: 5810 630 GDA2020			BOROONDARA CITY COUNCIL	
VESTING OF ROADS AND/OR RESERVES			NOTATIONS	
IDENTIFIER	COUNCIL/BODY/PERSON		PURPOSE OF THE PLAN: (i) REMOVAL BY THE BOROONDARA CITY COUNCIL OF THE RESERVATION FROM THOSE PARTS OF THE DRAINAGE RESERVE ON LP6220 CONTAINED IN VOL.11569 FOL.141 AND SHOWN AS LOTS 1, 2 & 3 ON THIS PLAN. (ii) REMOVAL BY BOROONDARA CITY COUNCIL OF ALL EASEMENTS SET OUT IN LP6220 & TP947581G FROM LOTS 1, 2 & 3 ON THIS PLAN. GROUNDS FOR REMOVAL: AS DIRECTED BY BOROONDARA CITY COUNCIL PLANNING PERMIT No.	
NIL	NIL			
NOTATIONS			SOME DETAILS HAVE BEEN EXAGGERATED FOR CLARITY	
DEPTH LIMITATION DOES NOT APPLY				
SURVEY: Lot 1 on this plan is based on survey. STAGING This is not a staged subdivision. Planning Permit No. This survey has been connected to permanent marks No(s). 58, 102 In Proclaimed Survey Area No. ---				
EASEMENT INFORMATION				
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	SEWERAGE	SEE DIAGRAM	THIS PLAN	YARRA VALLEY WATER
Millar Merrigan Land Development Consultants M(03) 8720 9500 R (03) 5134 8611 www.millarmerrigan.com.au survey@millarmerrigan.com.au SAI GLOBAL Quality ISO 9001			SURVEYOR'S REF: 29761S1 21/04/2023 LICENSED SURVEYOR Christopher Morelli VERSION NO.2 This is not a digitally signed plan.	ORIGINAL SHEET SIZE: A3 SHEET 1 OF 2

PS913924G



Millar | Merrigan
 Land Development Consultants
 M(03) 8720 9500 R (03) 5134 8611
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 SAI GLOBAL Quality ISO 9001

Millar & Merrigan Pty Ltd ACN 005 541 668
 Metro 2/126 Merrindale Drive, Croydon 3136
 Regional 156 Commercial Road, Monwell 3840
 Mail PO Box 247 Croydon, Victoria 3136

SURVEYOR'S REF: 29761S1 21/04/2023
 LICENSED SURVEYOR
 Christopher Morelli VERSION NO. 2
 This is not a digitally signed plan.

ORIGINAL SHEET SIZE: A3 SHEET 2

MINUTES ATTACHMENTS



Council

Monday 26 June 2023

Attachments as annexed to the resolution:

7.6 Bi-annual Report from the Audit and Risk Committee

Biannual audit and risk report describing the activities of the Audit and Risk Committee and its findings and recommendations

Introduction

Section 54(5) of the *Local Government Act 2020* ('the Act') states:

An Audit and Risk Committee must:

- (a) *prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and*
- (b) *provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.*

This report was prepared following the May 2023 Audit and Risk Committee meeting. The next Biannual report will be prepared in December 2023 following the November 2023 Audit and Risk Committee meeting.

Establishment of Audit and Risk Committee

Following adoption of the Act, a new Audit and Risk Committee was established by Council at its meeting of 24 August 2020. A new Audit and Risk Committee Charter was adopted ensuring Council complied with relevant provisions of the Act.

Membership and attendance during the reporting period

The Audit and Risk Committee held two meetings in this reporting period. The first was on 15 March 2023 and the second on 17 May 2023. The members of the Audit and Risk Committee for these meetings were:

- Cr Nick Stavrou - Councillor member
- Cr Jim Parke - Councillor member
- Mr John Watson - Chair and Independent member
- Ms Fiona Green - Independent member
- Ms Freya Marsden- Independent member

Meetings of the Audit and Risk Committee, findings and recommendations

During the reporting period the following meetings of the Audit and Risk Committee have been held:

Meeting on 15 March 2023

Agenda items considered:

1. Standard Questions
2. Business Arising
3. Audit and Risk Committee Administrative Matters
4. Kew Recreation Centre
5. Check in Survey Engagement update
6. COVID -19 Update
7. December 2022 Quarterly Performance Report

8. External Audit Strategy Memorandum for FY22/23
9. IT Cyber security roadmap and status
10. Risk Management Update
11. Progress Review - Business continuity planning
12. Internal Audit Report - introduction to new Internal Auditors and Internal Audit plan

Meeting on 17 May 2023

Agenda items considered:

1. Standard Questions for tabling at Audit & Risk Committee meetings
2. Business Arising
3. March 2023 Draft Quarterly Performance Report
4. Update on Clearance of prior year Management Letter
5. Fixed Asset Policy
6. Audit and Risk Committee Administrative Matters
7. Audit and Risk Committee Annual Work Program 2023-2024 and Audit and Risk Committee Charter 2023 update
8. Biannual Report to Council
9. Internal Audit Update
10. Implementation of Actions contained within the Risk Management Framework

The relevant findings and recommendations from each meeting have been reported to Council through the respective Council reports entitled "Recommendations of Audit and Risk Committee Meeting" that are presented to Council after each Audit and Risk Committee meeting.

Responding to Emerging Risks

The Committee, and management, continue to pay close attention to identifying and reviewing emerging risks. During the reporting period:

- The Committee continued to receive the newly introduced "Chief Executive Officer Update", to enable the Committee to be briefed on current and emerging issues within the municipality and organisation.

Internal Audit

Council's contracted provider of Internal Audit services is Crowe Findex. Crowe Findex were recently engaged by Council in December 2022.

Each meeting of the Committee provides opportunity for the Committee to meet 'in camera' with the Internal Auditors in the absence of management.

All Internal Audit report recommendations are recorded on a register with their appropriate implementation actions and timeframes. This register of actions is formally followed up and progress is reported to the Committee at each meeting.

The progress of Internal Audit recommendations during the reporting period can be summarised as:

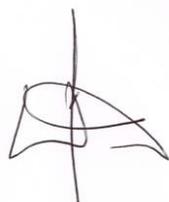
Category	Number
Number open at start of reporting period	18
Number added during reporting period	5
Number completed during reporting period	17
Number open at end of reporting period	6

Risk level of open recommendations	High	Medium	Low
6 Open recommendations	2	4	0

The Committee considers management diligently actioned internal audit recommendations in this period. It also monitored actions not due and reported on actions past due date.

Conclusion

The Committee looks forward to continuing to fulfil its role and working with management, Council and its auditors during the 2023-24 financial year and will provide its next Biannual report in December 2023 following the November 2023 Audit and Risk Committee meeting.



John Watson
Chair Audit and Risk Committee
May 2023