



Colac Otway  
SHIRE

**SPECIAL COUNCIL MEETING**

# **MINUTES**

**Wednesday 21 October 2020**

**at 4:00 PM**

**COPACC**

**95 - 97 Gellibrand Street, Colac**

**and by videoconference**



# COLAC OTWAY SHIRE SPECIAL COUNCIL MEETING

Wednesday 21 October 2020

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## COLAC OTWAY SHIRE SPECIAL COUNCIL MEETING

MINUTES of the *SPECIAL COUNCIL MEETING OF THE COLAC OTWAY SHIRE COUNCIL* held at COPACC and by videoconference on Wednesday 21 October 2020 at 4:00 PM.

### MINUTES

#### **1 DECLARATION OF OPENING**

##### **OPENING PRAYER**

*Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.*

AMEN

#### **2 PRESENT**

Cr Brian Crook  
Cr Kate Hanson (by videoconference)  
Cr Stephen Hart  
Cr Joe McCracken (by videoconference)  
Cr Chris Potter  
Cr Jason Schram (Mayor)  
Cr Chris Smith

Peter Brown, Chief Executive  
Errol Lawrence, General Manager, Corporate Services  
Tony McGann, General Manager, Infrastructure & Leisure Services  
Ian Seuren, General Manager, Development & Community Services  
Sarah McKew, Manager, Governance & Communications  
Tamara Stewart, Acting Manager, Governance  
Lyndal McLean, Governance Coordinator  
Jason Clissold, Manager, Financial Services (by videoconference)  
Nick Howard, Finance Coordinator (by videoconference)  
Madeleine Bisits, Manager, Assets and Project Delivery (by videoconference)  
Frank Castles, Project Director, City Deals Projects

#### **3 APOLOGIES AND LEAVE OF ABSENCE**

Nil

#### **4 WELCOME AND ACKNOWLEDGEMENT OF COUNTRY**

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past, present and emerging and welcomes any descendants here today.

Please note: All Council and Committee meetings will be audio recorded and live streamed, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings.

By participating in open Council meetings, individuals consent to the use and disclosure of the information they share at the meeting (including any personal and/or sensitive information).

Audio recordings of meetings will be available to the public on Council's website as soon as practicable following the meeting and may be circulated by other means also. Audio recordings are also taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy. Original audio recordings will be retained by Council for a period of four years.

As stated in the Governance Rules, other than an official Council recording, no video or audio recording of proceedings of Council Meetings will be permitted without specific approval by resolution of the relevant Council Meeting.

In response to the COVID-19 pandemic and in accordance with the relevant Directions issued by the Chief Health Officer of Victoria that were in place in regional Victoria at the time of the meeting, only Councillors, Council staff and the media were permitted to attend the Special Council meeting. Strict hygiene and social distancing measures were in place for those who physically attended.

The sole purpose of the Special Council Meeting was for noting and signing off the financial statements for 2019/20.

#### **5 QUESTION TIME**

At every Special Council Meeting, a public question time not exceeding 30 minutes is usually held to enable any member of the public to question Council but only on items directly related to the Agenda (Clause 100). Questions that are more general in nature can be submitted to Council in writing for the next Ordinary Council meeting. However, due to restrictions in place in response to the COVID-19 pandemic and in accordance with resolutions regarding question time passed at the 22 April 2020 Ordinary Council Meeting, question time was not held at this meeting.

No questions were submitted.

#### **6 TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETING**

Nil

#### **7 DECLARATIONS OF INTEREST**

Nil

Item: 8.1

## Approval and Certification of 2019/20 In Principle Financial and Performance Statements

<b>OFFICER</b>	Jason Clissold
<b>GENERAL MANAGER</b>	Errol Lawrence
<b>DIVISION</b>	Corporate Services
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"> <li>1. 2019 - 2020 In Principle Financial Statements [8.1.1 - 46 pages]</li> <li>2. 2019 - 2020 In Principle Performance Statement [8.1.2 - 13 pages]</li> <li>3. 2019 - 2020 Closing Report [8.1.3 - 17 pages]</li> <li>4. 2019 - 2020 Management Letter [8.1.4 - 13 pages]</li> </ol>
<b>PURPOSE</b>	To approve and certify the 2019/20 'In Principle' Financial & Performance Statements for submission to Victorian Auditor-General.

### RECOMMENDATION

*That Council:*

1. *Receives the 'in principle' 2019/20 Financial and Performance Statements and notes the recommendation from the Audit and Risk Committee dated 14 October 2020;*
2. *Approves, in principle, the 2019/20 Financial Statements, subject to any changes that are recommended or agreed by the auditor in accordance with section 132(2) of the Local Government Act 1989;*
3. *Approves, in principle, the 2019/20 Performance Statement, subject to any changes that are recommended or agreed by the auditor in accordance with Section 132(2) of the Local Government Act 1989;*
4. *Will refer the 2019/20 Financial Statements and Performance Statement back to the Audit and Risk committee for information, if there is any significant change prior to certification;*
5. *Authorises Councillors Jason Schram and Stephen Hart to certify the final Financial Statements and Performance Statement in accordance with section 132(5)(a) of the Local Government Act 1989; and*

6. *Records its thanks to the Audit and Risk Committee and to those Council staff and staff of McLaren Hunt Financial Group who were involved with the preparation of the 2019/20 Annual Statements and Audit Processes.*

#### **ALTERNATIVE MOTION**

**MOVED Cr Chris Smith**

**That Council:**

1. *Receives with concern the 'in principle' 2019/20 Financial and Performance Statements and notes the recommendation from the Audit and Risk Committee dated 14 October 2020;*
2. *Approves, in principle, the 2019/20 Financial Statements, subject to any changes that are recommended or agreed by the auditor in accordance with section 132(2) of the Local Government Act 1989;*
3. *Approves, in principle, the 2019/20 Performance Statement, subject to any changes that are recommended or agreed by the auditor in accordance with Section 132(2) of the Local Government Act 1989;*
4. *Will refer the 2019/20 Financial Statements and Performance Statement back to the Audit and Risk committee for information, if there is any significant change prior to certification;*
5. *Authorises Councillors Jason Schram and Stephen Hart to certify the final Financial Statements and Performance Statement in accordance with section 132(5)(a) of the Local Government Act 1989; and*
6. *Records its thanks to the Audit and Risk Committee and to those Council staff and staff of McLaren Hunt Financial Group who were involved with the preparation of the 2019/20 Annual Statements and Audit Processes.*

**LAPSED due to no seconder**

#### **RESOLUTION**

**MOVED Cr Chris Smith, SECONDED Cr Brian Crook**

**That Council:**

1. *Receives the 'in principle' 2019/20 Financial and Performance Statements and notes the recommendation from the Audit and Risk Committee dated 14 October 2020;*
2. *Approves, in principle, the 2019/20 Financial Statements, subject to any changes that are recommended or agreed by the auditor in accordance with section 132(2) of the Local Government Act 1989;*
3. *Approves, in principle, the 2019/20 Performance Statement, subject to any changes that are recommended or agreed by the auditor in accordance with Section 132(2) of the Local Government Act 1989;*
4. *Will refer the 2019/20 Financial Statements and Performance Statement back to the Audit and Risk committee for information, if there is any significant change prior to certification;*

5. *Authorises Councillors Jason Schram and Stephen Hart to certify the final Financial Statements and Performance Statement in accordance with section 132(5)(a) of the Local Government Act 1989; and*
6. *Records its thanks to the Audit and Risk Committee and to those Council staff and staff of McLaren Hunt Financial Group who were involved with the preparation of the 2019/20 Annual Statements and Audit Processes.*

**CARRIED 7 : 0**

Tamara Stewart left the meeting at 4:24pm.

Tamara Stewart returned to the meeting at 4:30pm.

Tamara Stewart left the meeting at 4:49pm.

Tamara Stewart returned to the meeting at 4:53pm.

*The meeting was declared closed at 4:57pm*

**CONFIRMED AND SIGNED** at the meeting held on 25 November 2020

.....MAYOR