



MELTON CITY COUNCIL

Minutes of the Meeting of the Melton City Council

23 March 2026

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MELTON CITY COUNCIL

MINUTES OF THE MEETING OF THE MELTON CITY COUNCIL
HELD IN THE COUNCIL CHAMBERS, MELTON CIVIC CENTRE,
232 HIGH STREET MELTON ON 23 MARCH 2026 AT 7:04 PM

Present: Cr L Carli (Mayor)
Cr Dr P Zada (Deputy Mayor)
Cr S Abboushi
Cr K Majdlik
Cr B Morris
Cr S Ramsey
Cr J Shannon
Cr B Turner
Cr J Verdon

R Wai, Chief Executive Officer
S Romaszko, Director City Futures
L Rowland, Chief Financial Officer
T Scoble, Director City Life
N Whiteside, Director City Delivery
E Keogh, Head of Governance
R Hodgson, Manager Governance
T Delia, Senior Coordinator Governance

1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Mayor, Cr Carli, opened the meeting at 7.04pm with the opening prayer and reconciliation statement.

2. APOLOGIES AND LEAVE OF ABSENCE

Cr A Vandenberg.

Motion

Crs Shannon/Verdon.

That Councillor Vandenberg's request for leave for the period 23 March 2026 to 13 April 2026, inclusive, be granted.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

3. CHANGES TO THE ORDER OF BUSINESS

Nil.

4. DEPUTATIONS

Nil.

5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR

Nil.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**RECOMMENDATION:**

That the Minutes of the Meeting of Council held on 23 February 2026 be confirmed as a true and correct record.

Motion

Crs Abboushi/Verdon.

That the Minutes of the Meeting of Council held on 23 February 2026 be confirmed as a true and correct record.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

7. SUMMARY OF INFORMAL MEETING OF COUNCILLORS

7.1 SUMMARY OF INFORMAL MEETINGS OF COUNCILLORS

- Monday 9 February 2026 Summary of Informal Meeting of Councillors
- Monday 23 February 2026 Summary of Informal Meeting of Councillors
- Monday 2 March 2026 Summary of Informal Meeting of Councillors

RECOMMENDATION:

That the Summaries of Informal Meetings of Councillors dated 9 February 2026, 23 February 2026 and 2 March 2026 provided as **Appendices 1 to 3** respectively to this report, be received and noted.

Motion

Crs Ramsey/Zada.

That the Summaries of Informal Meetings of Councillors dated 9 February 2026, 23 February 2026 and 2 March 2026 provided as **Appendices 1 to 3** respectively to this report, be received and noted.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

LIST OF APPENDICES

1. Summary of Informal Meeting of Councillors - 9 February 2026
2. Summary of Informal Meeting of Councillors - 23 February 2026
3. Summary of Informal Meeting of Councillors - 2 March 2026



INFORMAL MEETING OF COUNCILLORS

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 9 February 2026	Time Opened:	6.20 pm
		Time Closed:	8.26 pm
Councillors present:	Cr L Carli (Mayor) Cr Dr P Zada (Deputy Mayor) Cr S Abboushi Cr B Morris Cr S Ramsey Cr J Shannon Cr B Turner Cr A Vandenberg (departed 8.25pm) Cr J Verdon		
Officers present:	R Wai Chief Executive Officer L Rowland Chief Financial Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery E Keogh Head of Governance R Hodgson Manager Governance L Phipps Head Major Project Delivery (Item 1 & 2) B Mitrevski Major Projects Construction Lead (Item 1 & 2) S Rainford Senior Lawyer & Property Advisor (Item 3)		
Guests	Nil		
Apologies	Cr K Majdlik		
Matters discussed:	1. Cobblebank Community Services Building Project Update 2. Aquatic and Leisure Centre – Fraser Rise Project Update 3. Draft Reports 4. General Updates from Officers		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors		Yes
Matter No.	Councillor making disclosure	Councillor left meeting
3. Draft Report - Community Grant and Fund Program Round September to October 2025	Cr Shannon	Yes

REPORT PRODUCED BY:

Officer name:	Renee Hodgson, Manager Governance	Date:	Monday 9 February 2026
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INFORMAL MEETING OF COUNCILLORS

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 23 February 2026	Time Opened:	6.18 pm
		Time Closed:	6.55 pm
Councillors present:	Cr L Carli (Mayor) Cr Dr P Zada (Deputy Mayor) Cr S Abboushi Cr K Majdlik Cr B Morris Cr S Ramsey Cr J Shannon Cr B Turner Cr A Vandenberg Cr J Verdon		
Officers present:	R Wai Chief Executive Officer L Rowland Chief Financial Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery E Keogh Head of Governance R Hodgson Manager Governance T Conway Manager City Strategy		
Guests	Nil		
Apologies	Nil		
Matters discussed:	1. Council Agenda		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors		Yes
Matter No.	Councillor making disclosure	Councillor left meeting
12.4	Cr Shannon	No, matter not discussed

REPORT PRODUCED BY:

Officer name:	Renee Hodgson, Manager Governance	Date:	Monday 23 February 2026
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INFORMAL MEETING OF COUNCILLORS

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 2 March 2026	Time Opened:	6.20 pm
		Time Closed:	9.31 pm
Councillors present:	Cr L Carli (Mayor) Cr Dr P Zada (Deputy Mayor) Cr S Abboushi Cr K Majdlik Cr B Morris Cr S Ramsey Cr J Shannon Cr B Turner Cr A Vandenberg (left 9.18pm) Cr J Verdon		
Officers present:	R Wai Chief Executive Officer L Rowland Chief Financial Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery E Keogh Head of Governance M Welsh Manager Child Families & Youth (Item 1) K Walton Manager Roads & Traffic (Item 3 & 4) C Crameri Manager Community Care (Item 6)		
Guests	Nil		
Apologies	Nil		
Matters discussed:	1. Updated Kindergarten Infrastructure Services Plan and Building Blocks Partnership Agreement 2. Corporate Identity Standards 3. Review on Non-Standard Public Lighting within Road Reserves in the Municipality of Melton 4. Draft Councillor Briefing Paper - Response to NoM 990 (Cr Zada) – Alfred Road 5. Lake Caroline Precinct Update 6. Status Update Aged Care Services Review 7. Council Meeting Briefing Timings 8. General Updates from Officers		
CONFLICT OF INTEREST DISCLOSURES:			
Were there any conflict of interest disclosures by Councillors		No	
Matter No.	Councillor making disclosure	Councillor left meeting	
		No	
REPORT PRODUCED BY:			
Officer name:	Emily Keogh, Head of Governance	Date:	Monday 2 March 2026

Informal Meeting of Councillors

8. CORRESPONDENCE INWARD

8.1 PARLIAMENTARIAN AND DEPARTMENTAL LETTERS RECEIVED BY THE MAYOR IN RESPONSE TO NOTICES OF MOTIONS

- The Hon. Gabrielle Williams MP, Minister for Transport Infrastructure – Response to Notice of Motion 984

RECOMMENDATION:

That Council receive and note the following Parliamentary and Departmental letter received by the Mayor in response to Notices of Motions, provided as **Appendix 1** to this report:

1. The Hon. Gabrielle Williams MP, Minister for Transport Infrastructure – Response to Notice of Motion 984

Motion

Crs Zada/Majdlik.

That Council receive and note the following Parliamentary and Departmental letter received by the Mayor in response to Notices of Motions, provided as **Appendix 1** to this report:

1. The Hon. Gabrielle Williams MP, Minister for Transport Infrastructure – Response to Notice of Motion 984.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

LIST OF APPENDICES

1. The Hon. Gabrielle Williams MP, Minister for Transport Infrastructure dated 24 February 2026



Gabrielle Williams MP

Minister for Transport Infrastructure
Minister for Public and Active TransportPO Box 2392
Melbourne, Victoria 3001 Australia

Ref: CMIN-1-25-4835

Cr Steve Abboushi
City of Melton
steve.abboushi@melton.vic.gov.au

Dear Cr Abboushi,



Thank you for your letter regarding infrastructure projects in the City of Melton.

In March 2025, the Albanese Labor Government committed \$1 billion to upgrade the Western Freeway between Melton and Caroline Springs. Discussions are currently underway between the Australian and Victorian governments to identify and prioritise upgrades based on the recommendations in the jointly funded program business case.

VIDA Roads will be in contact with council officers shortly to provide a planning update on the freeway upgrade. If you require further information about the work being undertaken for the Western Freeway Upgrade, please contact Larissa Radion, Acting Program Director, Development on 1800 105 105 or email contact@bigbuild.vic.gov.au.

The Level Crossing Removal Project has committed to removing 110 level crossings by 2030, including four currently under major construction along the Melton line. 88 of these dangerous and congested level crossings have already been removed, 40 brand new stations have been built and five stations upgraded around Melbourne.

Assessing level crossings for removal is a complex task, and the Albanese Labor Government has adopted a framework for prioritising level crossing removals which has been publicly available since 2018. This framework assesses sites on safety, congestion, how level crossings divide communities and restrict access to local facilities, and the efficiency in removing sites together. More information on this framework can be found at bigbuild.vic.gov.au/library/level-crossing-removal-project/lx/prioritising-future-level-crossing-removals-site-prioritisation-framework.

I acknowledge council's advocacy for the removal of the Leakes Road level crossing. While we are currently focussed on the 110 level crossings that have been prioritised for removal, this does not preclude more level crossing removals in future.

The realignment of Leakes Road to Rockbank Boulevard has been identified through the Rockbank Precinct Structure Plan. The interim 4 lane arterial road section of Rockbank Boulevard will be delivered by council as per the infrastructure schedule. The Department of Transport and Planning (DTP) will continue to work with council and developers to identify future opportunities to deliver the transport infrastructure required.

DTP is also aware of the high demand for access to public transport within Melton, particularly at Rockbank Station. Rockbank Station was rebuilt as part of the Ballarat Line



Upgrade, with 350 new car spaces, drop off zones, taxi spaces and secure bike storage delivered in 2019. New and upgraded car spaces were also delivered at other stations in the area including at Melton, Caroline Springs and Deer Park.

While there are currently no further planned car parking upgrades at Rockbank Station, DTP recognises that Melbourne's population is growing and consider population and patronage growth a key part of our planning when determining priorities for future upgrades.

The Allan and Albanese Labor governments are proud to be delivering infrastructure upgrades needed to support the rapid population growth in the City of Melton.

Sincerely,



Gabrielle Williams MP

Minister for Transport Infrastructure
Minister for Public and Active Transport

24/02/2026

cc The Hon. Melissa Horne, Minister for Roads and Road Safety
Luba Grigorovitch MP, Member for Kororoit
Alice Jordan-Baird MP, Member for Gorton
Sam Rae MP, Member for Hawke

9. PETITIONS AND JOINT LETTERS

9.1 PETITION - INSTALLATION OF PEDESTRIAN CROSSING TRANQUIL ROAD, AINTREE

SUMMARY

A petition has been received signed by 79 residents requesting the installation of a *pedestrian crossing on Tranquil Road, Aintree*.

"We, the undersigned, petition or request Council to install a pedestrian crossing on Tranquil Road to cross from Woodlea Lifestyle Community to HomeCo Woodlea shops and medical services.

At present, many homeowners and residents in the area cross Tranquil Road to get to and from the shops, doctors, dentists, and restaurants, the local schools, and the new swimming pool.

This road has become much busier and many drivers seem to ignore speed limits. There are also several trucks and large utility vehicles that use this road to get to building sites.

Given the aging population living in Lifestyle Woodlea, together with the parents, grandparents walking children to school, a Pedestrian Crossing would increase the safety for those residents."

The petition meets the requirements of Council's Governance Rules.

Section 64.8 of Council's Governance Rules requires that: *if a petition, joint letter, memorial or other like application relates to an operational matter, Council must refer it to the Chief Executive Officer for consideration.*

This petition has been referred to the CEO, who will advise the lead petitioner of the outcome.

10. RESUMPTION OF DEBATE OR OTHER BUSINESS CARRIED OVER FROM A PREVIOUS MEETING

Nil.

11. PUBLIC QUESTION TIME

Submitter: Li Zhang	
Question asked of Council	Response
Why is there no long-term plan to improve the reserve area and garden beds between Mimosa Way, Arbour Blvd and Westwood Drive, Burnside Heights?	Council manages a mix of both active open spaces (such as parks and playgrounds) and passive open spaces (such as grassy reserves). Both play a vital role in providing our community with access to active and passive open space. The sites you are referring to are not planned for further development at this time. Council will be in contact with you to arrange a site meeting to discuss any opportunities for improved maintenance.
Submitter: Li Zhang	
Question asked of Council	Response
What criteria or policy settings does Council use to decide whether a reserve garden bed should be redesigned or upgraded, and how do these apply to the garden bed between Mimosa Way, Arbour Blvd and Westwood Drive?	The type of open space (ie. whether active or passive), the use of the site and the suitability of existing plants are criteria that are used to determine whether garden beds are redesigned or upgraded. Council will be in contact with you to discuss your ideas of how these garden beds may be improved.
Submitter: Garry Singh	
Question asked of Council	Response
What immediate action will the Council take to prevent illegal parking at the intersections of Aria Blvd / Mandalay Parade, Serra Way / Goldsworthy Drive, Goldsworthy Drive / Mirro Way, and Mirro Way / Orbis Avenue, given the ongoing safety risks and lack of enforcement despite my multiple reports?	Council's Community Safety – Parking Officers are actively patrolling this area and have issued 55 parking infringement notices since January this year. The area will continue to be monitored for illegal parking and enforcement will be undertaken as required.

Submitter: Vijayeta Bedaysee	
Question asked of Council	Response
Will there be a fenced dog park in Mt Atkinson, Truganina with separate sections for small/old dog and big dogs? We travel 1 hr both ways to Williams landing to enjoy a safer dog park.	Council is currently exploring opportunities to provide new dog off lead areas throughout the City, including the Mt Atkinson area. Council will be engaging with the community in the coming months in relation to dog off lead areas, including seeking community feedback on the designs of the upgraded and new dog off lead areas.
Submitter: Vijayeta Bedaysee	
Question asked of Council	Response
When are we expecting a convenience store at Mt Atkinson, Truganina? Travelling an hour at a time for shopping!!	There are two proposed local convenience centres in Mt Atkinson. They are to be located at the corner of Nile Drive and Clara Avenue, and Altezza Drive and Hertali Street. Council understands from the developer that both of these will be under construction later this year.

Cr Ramsey departed the Chamber at 7.15pm.

Submitter: Rahul Purumandla	
Question asked of Council	Response
How does the council justify continuing to collect full rates from Rockbank residents from several years when none of the planned community facilities have been delivered since the Rockbank PSP was approved in 2016?	Rates collected contribute to the funding of services and infrastructure across the City which is available for all residents. Council remains committed to delivering the planned facilities in Rockbank.
Submitter: Rahul Purumandla	
Question asked of Council	Response
As per council records, what is the current population of Rockbank and how much more population is required to expedite the delivery of sports precinct and community center?	According to Profile ID, the current population of Rockbank is approximately 8,900 people The Rockbank East Active Open Space reserve is a current project in planning with construction estimated to commence in 2028. The Rockbank East Community Centre is planned for delivery in 2028. This delivery timeline is planned in partnership with the Victorian Government to ensure that delivery demand is consistent with the Best Start Best Life reform agenda.

Submitter: Rakesh Adari	
Question asked of Council	Response
What steps does Council take to ensure that subdivision approvals prioritise the long-term livability of residents, including adequate street capacity, parking and infrastructure, rather than simply meeting minimum development standards?	Precinct Structure Plans and the Melton Planning Scheme outline the minimum standards for street designs within the City. These standards are consistent across Victoria and developers are required to comply with the standards to Council's satisfaction.

Cr Ramsey returned to the Chamber at 7.18pm.

Submitter: Rakesh Adari	
Question asked of Council	Response
<i>The following question relates to the Grandview Estate.</i> What monitoring actions has Council undertaken to assess developer traffic congestion, illegal shortcut use and parking pressures, off street congestion in the estate, including the number of reports received, patrols conducted or traffic studies completed?	Council monitors traffic and parking issues both proactively, through Council's Community Safety – Parking Officers and reactively, through customer requests received from community members. In the Grandview Estate, 25 customer requests have been lodged to date, including 10 relating to speed investigations, 11 to road safety, and 4 for other traffic or parking matters. The estate currently has two access points to Greigs Road, one of which is signalised.
Submitter: Awhina Kapa	
Question asked of Council	Response
Can Council clearly outline which specific authority is responsible for the pedestrian crossing and footpath misalignment at the train tracks on Mt Cottrell Rd Thornhill Park and what formal actions Council has taken to escalate this identified safety risk to the relevant state authority and developer?	The Victorian Government through the Department of Transport and Planning and the rail operator, V/Line, are the responsible authorities for infrastructure within the rail corridor, including pedestrian gates and crossings. Council has been advocating to the responsible authorities for additional pedestrian gates at Mount Cottrell Road as an interim safety measure while longer-term level crossing removal, identified in the Precinct Structure Plans, remains unfunded and unprogrammed.

Submitter: Awhina Kapa	
Question asked of Council	Response
Given that the Unison Rd Strathulloh area is effectively isolated from essential amenities such as shops, schools, childcare, and parks due to the lack of footpaths and safe pedestrian links on Mt Cottrell Rd and the misaligned train crossing, what responsibility does Council accept in advocating for a coordinated solution, and what actions and timelines are in place to address these?	Council has been advocating to the responsible authorities for additional pedestrian gates at Mount Cottrell Road as an interim safety measure whilst longer-term level crossing removal, identified in the Precinct Structure Plans, remains unfunded and unprogrammed. Additionally, as development occurs within the area, Council seeks to ensure the provision of necessary infrastructure including footpaths and safe pedestrian links.
Submitter: Satheesh Antony	
Question asked of Council	Response
According to the current budget, 655,000 was allotted for the Hopkins Road Bridge over Kororoit Creek. Could you please provide an update on the current stage of the project and its projected completion date?	The Hopkins Road Bridge project is progressing through the design and approval phase, noting the approvals include service authority approvals and cultural heritage requirements. The approvals process includes completing cultural heritage salvage works which are currently anticipated to be completed by the end of 2027. Subject to the finalisation of the approvals process, the project is anticipated to begin in 2028 and expected to take approximately 18 to 24 months.
Submitter: Satheesh Antony	
Question asked of Council	Response
According to the current budget, \$655,000 was allotted for the Sinclair Road Bridge over Kororoit Creek. Could you please provide an update on the current project stage and its estimated completion date?	The Sinclairs Road Bridge project is progressing through the design and approval phase, noting the approvals include service authority approvals and cultural heritage requirements. The timing of the construction of the Sinclairs Road Bridge is currently under review given traffic analysis identified that the construction cannot occur until the Hopkins Road Bridge is operational due to the unacceptable detour impacts.

Submitter: David O'Connor	
Question asked of Council	Response
As of 22 March 2026, the most recent Notice of Motion Register published on Council's website is only current to June 2025 and includes entries up to Notice of Motion 980. Given the importance of transparency and timely access to Council information, my question is: Will Council commit to updating the Notice of Motion Register on a more regular and timely basis to ensure the community has access to current and accurate records of motions being completed?	Council officers are currently in the process of updating the Notices of Motion Register which is published on Council's website and this will be available for viewing by the end this month.
Submitter: David O'Connor	
Question asked of Council	Response
Will Council acknowledge that service catchment misalignment regarding the Commonwealth Home Support Program is affecting multiple communities across the City of Melton, including Diggers Rest, and commit to broadening its advocacy to State and Federal governments to address these inconsistencies wherever they occur within the municipality?	Addressing the needs for service delivery regions to be aligned with Council boundaries is already included in Council's Advocacy Priorities. These were endorsed at the 27 October 2025 Meeting of Council.

12. PRESENTATION OF STAFF REPORTS

12.1 FINANCE REPORT FOR PERIOD ENDED 31 DECEMBER 2025

Author: Natalie Marino - Manager Finance
Presenter: Liz Rowland - Chief Financial Officer

PURPOSE OF REPORT

To present the 2025/2026 Finance Report for the six months ended 31 December 2025.

RECOMMENDATION:

That Council

1. Note the 2025/2026 Finance Report for the six months ended 31 December 2025, contained at **Appendix 1**.
2. Note as at the end of the second quarter, as per Section 97 (3) of the *Local Government Act 2020*, the Chief Executive Officer is of the opinion that a revised budget is not required, however impacts to the financial forecast will continue to be closely monitored.

Motion

Crs Morris/Ramsey.

That Council

1. Note the 2025/2026 Finance Report for the six months ended 31 December 2025, contained at **Appendix 1**.
2. Note as at the end of the second quarter, as per Section 97 (3) of the *Local Government Act 2020*, the Chief Executive Officer is of the opinion that a revised budget is not required, however impacts to the financial forecast will continue to be closely monitored.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

Section 97 of the *Local Government Act 2020* specifies as soon as practicable after the end of each financial year quarter, the Chief Executive Officer must ensure a quarterly budget report is presented to Council at a Council meeting which is open to the public.

The purpose of this report is to provide Council with the relevant and timely financial information in accordance with Section 97 of the *Local Government Act 2020*, that compares actuals for the six months ending 31 December 2025 and the approved budget for the same period as detailed in **Appendix 1**.

Overall, Council remains in a positive financial position and is well placed to continue delivering services and capital investment for the community throughout the financial year.

2. Background/Issues

Section 97 of the *Local Government Act 2020* specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

A quarterly budget report (**Appendix 1**), must include;

- a comparison of the actual and budgeted results to date;
- an explanation of any material variations; and
- any other matters prescribed by the regulations.

The Audit and Risk Committee reviewed and noted the financial results to 30 November 2025 at its meeting on 19 February 2026 with the 31 December 2025 results circulated in March, out of session. No changes were required following this review.

Council remains in a financially positive position that sets up Council for the remainder of the financial year to pay for and deliver the services and capital investment the community needs. Council's Financial Management reporting process is to thoroughly analyse each month the key revenue and expenditure items that result in material variance when compared against the budget and to forecast quarterly the year end expectation, considering knowledge of operations, current trends and changes in external factors.

Whilst the financial report presented at **Appendix 1** is prepared in accordance with Australian Accounting Standards, they contain developer contributions and capital grant revenue items that are common in a growth Council which are received in the current financial year to build future facilities like children and community centres, roads, ovals, parks and open spaces. This money can only be used for these purposes.

As a result, these developer and capital grant revenue transactions **distort the 'true' underlying financial performance and cash surplus position** of Council within the current financial year.

Table 1 below provides a management accounting summary of the financial performance for the six months ending 31 December 2025 which removes all developer contributions and capital grant revenue items relating to the growth of the region to report the adjusted operating surplus which better reflects the underlying financial performance of Council.

Table 1: Adjusted Operating Surplus – Year ended 31 December 2025

	YTD Actual 31 Dec 25 (\$'000)	YTD Budget 31 Dec 2025 (\$'000)	Variance (\$'000)
Income	369,033	361,923	7,110
Expenses	150,395	154,155	3,760
Surplus for the year	218,638	207,768	10,870
Net asset revaluation increment	-	-	-
Total Comprehensive Result	218,638	207,768	10,870
Less: Capital and Non-Operating Items			
Contributions - monetary	25,650	34,450	(8,800)
Contributions - non-monetary	77,369	58,918	18,451
Net asset revaluation increment/(decrement)	-	-	-
Fair value increment investments	3,666	6,030	(2,364)
Grants - capital	9,424	5,300	4,124
Net gain on disposal of assets	7,329	5,963	1,365
	123,438	110,661	12,776
Adjusted Operating Surplus	95,200	97,107	(1,906)

Council's adjusted operating result as at 31 December 2025 was a surplus of \$95.2 million compared to a budget of \$97.1 million. The unfavourable year-to-date variance of \$1.9 million is primarily driven by the following material items:

- Higher-than-anticipated developer contributions, resulting from the earlier completion of subdivisions and subsequent receipt of associated contributions ahead of schedule.
- Lower than anticipated interest income due to shifting investments from the strategic investment reserve into Victorian Funds Management Corporation (VFMC) as they reach maturity in addition to cash outflows throughout the period.
- Unbudgeted sale of land (218 Ferris Road, Cobblebank)
- Employee cost savings, largely due to recruitment timing leading to temporary vacancies across several departments.
- Lower materials and services expenditure, attributed to the timing of contract payments, with several significant invoices expected in future periods.

Capital Expenditure

Capital expenditure incurred for the period ended 31 December 2025 was \$94.9 million against a capital budget of \$225.8 million. This expenditure includes land acquisitions of \$33 million relating to several properties that were brought forward from future budget years (28/29). These acquisitions provide an opportunity to purchase at current market values, which will support future essential infrastructure for the City of Melton community.

Cash and Investments

As at 31 December 2025, Council had a total of \$525.2 million in cash and term deposits. This balance includes general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works.

Council's working capital ratio currently indicates strong short-term financial capacity, however, the ratio does not account for future cashflow commitments, requiring continued prudent financial governance, revenue diversification, and effective operational management.

Overdue Rates Debt

Total rates debt overdue at 31 December 2025 was \$40.0 million, comprising \$34.3 million of residential rates and \$5.7 million of other rates debt. Of the overdue rates, \$22.4 million relates to prior years debt, with \$6.7 million and \$10.9 million outstanding from the September 2025 and November 2025 instalments respectively. As rates instalments fall due throughout the year, the composition of the arrears balance will continue to change as payments are received, and new instalments become overdue.

Analysis was completed on the top 50 rates accounts in arrears, totalling \$2.9 million. Of this, 14 per cent of these accounts are developer related properties. All these accounts have been referred for further engagement by Council's debt collection agency.

2025-26 Year End Forecast (Q2)

Appendix 1 provides a forecast summary for the 2025/26 financial year as at the end of Quarter 2 and compares it against the full year budget to identify the expected variations from Council's approved annual budget.

As at 31 December 2025, the review highlights variances across revenue and expenditure categories. Based on forecasts, the year-end operating result after depreciation and amortisation is estimated to be surplus of \$6.3 million. This compares to the approved 2025-26 budget of \$5.1 million, a favourable variance of \$1.1 million. The material drivers of the favourable variance are:

- Higher-than-anticipated developer contributions, resulting from the earlier completion of subdivisions and subsequent receipt of associated contributions ahead of schedule.
- Employee cost savings, largely due to recruitment timing leading to temporary vacancies across several departments.
- Unbudgeted sale of land (218 Ferris Road, Cobblebank)

These are offset by the below unfavourable variances:

- A reduction in capital grants income due to the timing of revenue recognition, where grants are now expected to be recognised in future financial years.
- An increase in materials and services expenditure, materially impacted by:
 - IT projects relating to Information Management, Enterprise security and the Public Wi-Fi upgrade not originally planned to be delivered in 2025/26. In addition, Technology Change Program (TCP) labour was budgeted as capital, but due to Accounting Standards is required to be accounted for as an operating expense.
 - An increase in maintenance expenses associated with unexpected assets received in-kind from developers. Offsetting this is the receipt of these assets, recorded as Revenue – In-Kind Developer Contributions, however the ongoing maintenance of these assets will not be offset in future years.

The current 2025-26 full year forecast for capital expenditure is estimated to be \$232.9 million.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making.

4. Financial Considerations

Council notes the operating surplus for the six months ended 31 December 2025 and other financial matters outlined in **Appendix 1**.

5. Consultation/Public Submissions

N/A

6. Risk Analysis

The financial report (**Appendix 1**) provides transparency over the financial performance of Council and will ensure Council's continued compliance with the legislative requirements.

7. Options

Council can:

1. Note the report as per the recommendation.
2. Request further information/clarification if deemed necessary.

LIST OF APPENDICES

1. Finance Report December 2025





**Quarterly Finance Report
Six Months Ended 31 December 2025**

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Melton City Council

Quarterly Finance Report

For the six months ended 31 December 2025

Executive Summary

Operating Results

This report compares the actual results for the six months ended December 2025 against the adopted year to date budget for the same period.

The operating surplus before transfers for the six months ended 31 December 2025 was \$218.638M. When compared against the budgeted year to date result of \$207.768M, Council has recorded a favourable variance of \$10.870M.

A detailed analysis of operating revenue and expenditure variances by line items, are outlined on the subsequent pages of this report.

Capital Expenditure

The adopted Council capital expenditure budget for 2025/26 is a total of \$225.828M. This consists of \$48.220M in budgeted carry forwards from 2024/25.

Total developer contribution in-kind works budget for 2025/26 is \$90.561M. These works when completed by landholders will offset their developer contribution liability to Council. Where the value of completed works handed over to Council varies from the Developer Contribution Plan (DCP) obligations, the resultant rolling credit or debit transactions will be carried forward to be set off against future obligations or for settlement to/by Council from the developer contribution reserve funds.

The actual capital expenditure completed as at the end of 31 December 2025 was \$94.891M which was \$34.753M more than the year-to-date capital expenditure budget for December of \$60.139M. The variance is predominantly due to unbudgeted land purchases.

Capital delivery is forecasting to achieve \$232.901M of capital works for the year which is \$7.073M more than the adopted budget. A breakdown of this increase is provided on page 14.

To maximise project delivery, Council is focusing on:

- Planning for Cultural Heritage Management Plans;
- Early identification of utilities and services that may need relocation before a build can proceed;
- Confirming ownership of land which may involve acquisition of land and/or transfer of land titles to Council; and
- Ensuring appropriate resourcing of projects.

An analysis broken down by category of expenditure has been included with this report.

Cash on Hand and Investments

Council's total cash position as at the end of 31 December 2025 is \$525.188M. This balance comprises \$480.125M in investments and the balance of \$45.063M is represented as cash on hand. Commitments against the total cash position include carry forward expenditure, employee entitlements, and developer contributions received for future capital works.

Debtors

Trade and Other Receivables outstanding at the end of the 31 December 2025 totalled \$63.232M, compared with last year's balance for the same period of \$123.423. The largest component of the \$63.232M is Rates Debtors which ended the period at \$120.846M (this includes the next two quarterly instalments), followed by Infringement debtors \$9.924M. These are offset by a negative sundry debtor amount of (\$67.538M) largely due to developer contribution offsets.

Overdue rates at the end of December 2025 amounts to \$40.027M on 23,813 properties.

Provisions

A review of the Community Infrastructure Levy (CIL) position is currently being undertaken, with any required provision for over-collection to be incorporated in the next financial report.

Melton City Council Finance Report Income and Expenditure Statement

Six Months Ended 31 December 2025

2024-25 YTD Actuals (\$'000)	Income / Expenditure Categories	Notes	YTD Actuals (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	2025-26 Full Year Adopted Budget (\$'000)	2025-26 Full Year Forecast (\$'000)	Variance (\$'000)
Income								
186,133	Rates & Charges	1	201,606	202,185	(580)	206,022	206,185	163
6,937	Statutory Fees and Fines	2	6,827	6,597	230	14,068	15,020	952
5,808	User Fees	3	6,791	6,693	98	13,526	11,857	(1,669)
33,787	Grants- Operating	4	17,023	18,703	(1,679)	43,985	43,283	(702)
16,700	Grants- Capital	5	9,424	5,300	4,124	43,000	38,454	(4,546)
29,810	Contributions Monetary	6	25,650	34,450	(8,800)	85,980	89,133	3,153
92,383	Contributions Non Monetary	7	77,369	58,918	18,451	154,411	180,565	26,154
(3,664)	Net Gain/(Loss) on Disposal of IPP&E	8	7,329	5,963	1,365	6,330	11,516	5,186
3,952	Fair value Adjustment	9	3,666	6,030	(2,364)	6,030	6,030	0
18,271	Other Income	10	13,349	17,084	(3,735)	40,171	39,083	(1,088)
390,118	Total Income		369,033	361,923	7,110	613,523	641,127	27,604
Expenditure								
45,126	Employee Costs	11	47,818	49,185	1,368	93,259	90,759	2,500
54,524	Materials and Services	12	67,346	71,496	4,150	147,027	156,266	(9,239)
1,145	Bad and Doubtful Debts	13	1,027	868	(160)	1,366	1,755	(389)
30,773	Depreciation and Amortisation	14	34,106	32,501	(1,604)	69,864	59,685	10,179
60	Borrowing Costs	15	60	86	26	1,023	564	459
9	Finance Cost- Leases	16	37	18	(19)	90	146	(56)
131,637	Total Expenditure		150,395	154,155	3,761	312,629	309,175	3,454
258,481	Total Surplus/Deficit Before Transfers		218,638	207,768	10,870	300,894	331,952	31,058

Underlying Surplus/(Deficit)

258,481	Total comprehensive Result (per above)		218,638	207,768	10,870	300,894	331,952	31,058
Less								
16,700	Grants- Capital		9,424	5,300	(4,124)	43,000	38,454	(4,546)
122,193	Contributions		103,019	93,368	(9,651)	240,391	269,698	29,307
(3,664)	Net Gain/(Loss) on Disposal of IPP&E		7,329	5,963	(1,365)	6,330	11,516	5,186
3,952	Fair value increment on investment properties		3,666	6,030	2,364	6,030	6,030	0
0	Net asset Revaluation Increment/(decrement)		0	0	0	0	0	0
119,300	Underlying Surplus/(Deficit)		95,201	97,106	(1,906)	5,143	6,254	1,111

Melton City Council Finance Report**Year to Date Actual vs Year o Date Budget - Significant Variance Comments**

The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of **10 percent or \$250,000** where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income / Expenditure Categories	Notes	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance Fav/(Unfav) (\$'000)	YTD Variance Fav/(Unfav) (%)	Variance Explanations
Income						
Rates & Charges	1	201,606	202,185	(580)	(0%)	This unfavourable variance is primarily due to greater than anticipated Rebates on Rates which was offset by better than anticipated Supplemental Rates.
Statutory Fees and Fines	2	6,827	6,597	230	3%	Statutory Fees and Fines are \$0.230M favourable compared with YTD Budget mainly due to favourable variances in Amenity Protection and Design and Infrastructure, offset by unfavourable variances against Planning and Animal Management.
User Fees	3	6,791	6,693	98	1%	User Fees ended the period marginally favourable predominately due to unbudgeted revenues associated with the Toolern/Atherstone project and better than anticipated Council Election revenue. These were offset by unfavourable variances against Family Day Care Services.
Grants- Operating	4	17,023	18,703	(1,679)	(9%)	Operating Grants are unfavourable by (\$1.679M) mainly due to budget timing of the Grants Commission funding along with Local Roads Funding.
Grants- Capital	5	9,424	5,300	4,124	78%	Capital Grants are favourable by \$4.124M mainly due to the receipt of unbudgeted grants for Plumpton Children's Centre & Neighbourhood House and Toolern Creek Regional Park Minor Works.
Contributions Monetary	6	25,650	34,450	(8,800)	(26%)	Contributions Monetary ended unfavourable to budget due to timing differences in budget profiling.
Contributions Non Monetary	7	77,369	58,918	18,451	31%	This revenue item recognises infrastructure assets provided to Council by Developers after the completion of sub-divisions. Contributions Non- Monetary ended the period favourable to budget due to timing differences in budget profiling.
Net Gain/(Loss) on Disposal of IPP&E	8	7,329	5,963	1,365	23%	The favourable variance of \$1.365M is mainly due to better than anticipated revenues from Atherstone land sales.
Fair value Adjustment	9	3,666	6,030	(2,364)	(39%)	This is a non transactional accounting entry recognising the increased value in investments held with the Victorian Funds Management Corporation (VFMC) which manage investment funds on our behalf that we fair value at each quarter-end.
Other Income	10	13,349	17,084	(3,735)	(22%)	Other Revenue is (\$3.735M) unfavourable to YTD Budget due to lower than anticipated interest income (\$3.593M). This is due to shifting investments from the strategic investment reserve into Victorian Funds Management Corporation (VFMC) as they reach maturity in addition to cash outflows throughout the period.
Total Income		369,033	361,923	7,110	2%	

Melton City Council Finance Report**Year to Date Actual vs Year o Date Budget - Significant Variance Comments**

The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of **10 percent or \$250,000** where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income / Expenditure Categories	Notes	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance Fav/(Unfav) (\$'000)	YTD Variance Fav/(Unfav) (%)	Variance Explanations
Expenditure						
Employee Costs	11	47,818	49,185	1,368	3%	Employee costs ended the period favourably compared to YTD Budget by \$1.368M . The bulk of this variance is attributable to vacancies across Council amounting to \$7.520M . These are offset by an efficiency factor (\$4.230M) and Contract Labour (\$1.920M) .
Material Costs	12	67,346	71,496	4,150	6%	Contracts and Materials ended the period favourably against budget by \$4.150M mainly in the area of Utilities where billing issues with Greater Western Water have given rise to a favourable variance against water; Administration expenditure ended favourable to budget mainly due to unspent funds against Professional Advisory Services (Consultants Fees).
Bad and Doubtful Debts	13	1,027	868	(160)	(18%)	Bad and doubtful debts are made up of infringement withdrawals and infringement debts deemed unrecoverable. These are due to infringements issued with errors, being withdrawn, or being voided due to legislative timeframes for internal review not being met. The unfavourable variance in Bad and Doubtful Debts is due to an increase in the number of infringement notices issued, and an increase in the number of Local Law infringement notices being lodged with the Magistrates' Court that were issued in the previous financial year.
Depreciation and Amortisation	14	34,106	32,501	(1,604)	(5%)	The variance is due to timing of capitalisation of assets to be depreciated.
Borrowing Costs	15	60	86	26	30%	This is due to the timing difference between when budgeted loans were expected to be taken and when they are actually taken.
Finance Cost- Leases	16	37	18	(19)	(104%)	This variance is due to New Leases relating to vehicles and multi function centre.
Total Expenditure		150,395	154,155	3,761	2%	
Total Surplus/Deficit Before Transfers.		218,638	207,768	10,870	5%	

Melton City Council Finance Report					
Full Year Forecast vs Full Year Adopted Budget 2025-26					
Income / Expenditure Categories	Notes	2025-26 Full Year Forecast (\$'000)	2025-26 Full Year Adopted Budget (\$'000)	Variance (\$'000)	Variance (%)
Income					
Rates & Charges	1	206,185	206,022	163	0%
Statutory Fees and Fines	2	15,020	14,068	952	7%
User Fees	3	11,857	13,526	(1,669)	(12%)
Grants- Operating	4	43,283	43,985	(702)	(2%)
Grants- Capital	5	38,454	43,000	(4,546)	(11%)
Contributions Monetary	6	89,133	85,980	3,153	4%
Contributions Non Monetary	7	180,565	154,411	26,154	17%
Net Gain/(Loss) on Disposal of IPP&E	8	11,516	6,330	5,186	82%
Fair value Adjustment	9	6,030	6,030	0	0%
Other Income	10	39,083	40,171	(1,088)	(3%)
Total Income		641,127	613,523	27,604	4%
Expenditure					
Employee Costs	11	90,759	93,259	2,500	3%
Material Costs	12	156,266	147,027	(9,239)	(6%)
Bad and Doubtful Debts	13	1,755	1,366	(389)	(28%)
Depreciation and Amortisation	14	59,685	69,864	10,179	15%
Borrowing Costs	15	564	1,023	459	45%
Finance Cost- Leases	16	146	90	(56)	(62%)
Total Expenditure		309,175	312,629	3,454	1%
Total Surplus/Deficit for the Year Before Trfs.		331,952	300,894	31,058	10%
Underlying Surplus/(deficit)		6,254	5,143	1,111	22%
Council Capital Budget		232,901	225,828	(7,073)	(3%)

Melton City Council Finance Report**Full Year Forecast vs Full Year Adopted Budget 2025-26 - Significant Variance Comments**

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of **10 percent or \$250,000** where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income / Expenditure Categories	Notes	2025-26 Full Year Forecast (\$'000)	2025-26 Full Year Adopted Budget (\$'000)	Variance (\$'000)	Variance (%)	Variance Explanations
Income						
Rates & Charges	1	206,185	206,022	163	0%	Rates & Charges are expected to end the year marginally better than budget due to Supplementary rates.
Statutory Fees and Fines	2	15,020	14,068	952	6%	Statutory Fees and Fines are forecast to end the year favourable compared to Full Year Budget by (\$0.952M) due the better than anticipated results in Local Laws and Design & Infrastructure.
User Fees	3	11,857	13,526	(1,669)	(14%)	User Fees are expected to end unfavourably against budget by (\$1.669M) primarily in Family Day Care Services and Commonwealth Home Support Food Services. This is offset by an anticipated favourable end to the year in Council Election revenue.
Grants- Operating	4	43,283	43,985	(702)	(2%)	Operating Grants are forecast to end the year marginally unfavourable compared to budget by (\$0.702M) predominantly due to the Local Roads Funding (\$1.766M) , offset by a favourable variance against Family Support Services \$0.321M and Commonwealth Home Support Respite Care \$0.258M .
Grants- Capital	5	38,454	43,000	(4,546)	(12%)	Capital Grants are forecast to finish unfavourable to budget by (\$4.546M) primarily due to the Cobblebank Community Services Building grant and the Plumpton Aquatic Centre grant where the entire grant monies were budgeted in 2025-26 but milestone payments are spread over 3 years. Since the finalisation of the November forecast, Finance sought guidance from VAGO on whether these could be accrued and were advised they could not.
Contributions Monetary	6	89,133	85,980	3,153	4%	Cash contributions Monetary are expected to finish the year favourably against budget due to better than anticipated results in the completion of subdivisions.
Contributions Non Monetary	7	180,565	154,411	26,154	14%	This revenue item recognises infrastructure assets provided to Council by developers after the completion of sub-divisions. The forecast for non-cash contributions is anticipated to end favourably when compared against the adopted budget. This is due to better than anticipated results in the completion of subdivisions and subsequent handing over of assets by Developers.
Net Gain/(Loss) on Disposal of IPP&E	8	11,516	6,330	5,186	45%	This income item is expected to end the year favourably by \$5.186M due to unbudgeted land sale in Ferris Road, Cobblebank.
Fair value Adjustment	9	6,030	6,030	0	0%	This is a non transactional accounting entry recognising the increased value in investments held with the Victorian Funds Management Corporation (VFMC) which manage investment funds on our behalf that we fair value at each quarter-end.
Other Income	10	39,083	40,171	(1,088)	(3%)	Other Income is forecast to end the year marginally unfavourable compared to budget due to lower than anticipated Sundry Interest Income offset by better than anticipated income from Leases.
Total Income		641,127	613,523	27,604		

Melton City Council Finance Report**Full Year Forecast vs Full Year Adopted Budget 2025-26 - Significant Variance Comments**

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of **10 percent or \$250,000** where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income / Expenditure Categories	Notes	2025-26 Full Year Forecast (\$'000)	2025-26 Full Year Adopted Budget (\$'000)	Variance (\$'000)	Variance (%)	Variance Explanations
Expenditure						
Employee Costs	11	90,759	93,259	2,500	3%	Employee costs are forecast to finish favourably by \$2.500M by year-end due to vacancies across Council along with lower than anticipated Capitalised labour. These are offset by contract labour and a higher than anticipated Workcover Premium.
Material Costs	12	156,266	147,027	(9,239)	(6%)	Contracts and Materials are forecast to end unfavourably compared to Full Year Budget by (\$9.239M) . These are the most significant unfavourable material variances : Enterprise Business Systems (\$2.166M) Parks Asset Maintenance Contract (\$1.849M) Trusted & Secure Program (\$1.037M) IT Transformation Program (\$0.997M) Road Services Contract (\$0.601M) Asset Management (\$0.448M) Road Infrastructure Maintenance (\$0.444M)
Bad and Doubtful Debts	13	1,755	1,366	(389)	(22%)	Bad and doubtful debts are made up of infringement withdrawals infringement debts deemed unrecoverable. This can be due to infringements issued with errors, being withdrawn, or being voided due to legislative timeframes for internal review not being met. This item has ended unfavourably due to higher than anticipated level of infringement withdrawals.
Depreciation and Amortisation	14	59,685	69,864	10,179	17%	Depreciation is forecasted to decrease due to the timing of capitalisation of assets to be depreciated.
Borrowing Costs	15	564	1,023	459	81%	Borrowing costs ended favourably due to the timing of loans being drawn down differing to that budgeted.
Finance Cost- Leases	16	146	90	(56)	(38%)	The unfavourable variance is due to unbudgeted leases for vehicles and multi function centre.
Total Expenditure		309,175	312,629	3,454	1%	
Total Surplus/Deficit Before Transfers.		331,952	300,894	31,058	9%	
Underlying Operating Results Surplus/(Deficit)		6,254	5,143	1,111	18%	

Melton City Council Balance Sheet as at 31 December 2025	(2025-26) Actuals as at 31 December 2025 (Year to Date) (\$'000)	(2024-25) Full Year Actuals as at 30 Jun 25 (Year End) (\$'000)	(2025-26) Full Year Adopted Budget 2025-26 (\$'000)
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	45,063	18,771	94,789
Non-current assets classified as "held for sale"	84	230	0
Trade and Other Receivable	63,232	64,139	35,537
Other Financial Assets CA	304,197	236,000	323,582
Inventories CA	7	5	18
Contract Assets	7,618	15,512	27,509
Prepayments	0	302	0
TOTAL CURRENT ASSETS	420,201	334,959	481,435
NON CURRENT ASSETS			
Other Financial Assets NCA	175,928	324,673	246,170
Inventories NCA	0	10	0
Property, infrastructure, plant and equipment (Inc. WIP)	4,753,190	4,219,875	4,416,376
Investment Property	9,400	9,525	7,170
Intangibles	7,590	2,775	1,396
Right Of Use Assets	2,077	608	1,197
TOTAL NON CURRENT ASSETS	4,948,185	4,557,466	4,672,309
TOTAL ASSETS	5,368,387	4,892,425	5,153,744
LIABILITIES			
CURRENT LIABILITIES			
Trade and Other Payables	17,977	53,886	46,486
Trust funds and deposits CL	333	10,372	40,299
Unearned Income	9,128	17,205	0
Provisions CL	16,293	15,324	14,297
Interest-Bearing Liabilities CL	1,081	2,240	2,905
Lease Liability CL	493	262	392
TOTAL CURRENT LIABILITIES	45,305	99,289	104,379
NON CURRENT LIABILITIES			
Trust funds and deposits NCL	36,411	37,230	0
Provisions NCL	2,618	2,116	1,683
Interest-Bearing Liabilities NCL	2,083	922	5,131
Lease Liability NCL	1,609	387	844
TOTAL NON CURRENT LIABILITIES	42,721	40,655	7,658
TOTAL LIABILITIES	88,026	139,944	112,037
NET ASSETS	5,280,361	4,752,481	5,041,707
EQUITY			
Accumulated Surplus	3,024,369	2,605,020	2,974,873
Reserves	2,255,992	2,147,461	2,066,834
TOTAL EQUITY	5,280,361	4,752,481	5,041,707

Balance Sheet - Comments

General

The following comments relate to the balance sheet as at the end of 31 December 2025.

Current Assets

Cash & Investments

Council's cash position (including investments), as at 31 December 2025 was \$525.188M, which represents a decrease of \$28.366M from the opening position as of 1 July 2025 of \$553.554M. Details of 'Cash on hand' inflow and outflow of funds are detailed in the Cash Flow Statement.

Cashflow Summary	Cash on hand (\$'000)	Investments (\$'000)	TOTAL (\$'000)
Opening Cash & Investments at 1 st July 2025	\$58,605	\$494,949	\$553,554
Plus: Net Inflow/(Outflow) from Operating activities	\$78,620	\$0	\$78,620
Plus: Net Inflow/(Outflow) from Investing activities	(\$88,040)	(\$14,824)	(\$102,864)
Less: Net Inflow/(Outflow) from Financing activities	(\$4,122)	\$0	(\$4,122)
Net Increase/(decrease)	(\$13,542)	(\$14,824)	(\$28,366)
TOTAL Cash & Investments as at 30 November 2025	\$45,063	\$480,125	\$525,188

Receivables

Total Trade and Other Receivables outstanding as of 31 December 2025 amounted to \$63.232M.

The total outstanding receivables comprised:

Receivables	31-Dec-25 (\$'000)	31-Dec-24 (\$'000)
Rates Debtors	120,846	113,845
Infringements & Local Laws Debtors	9,924	8,828
Sundry & other debtors net of provision for doubtful debts	- 67,538	750
Total Receivables	63,232	123,423

Sundry and other debtors is showing a negative balance (net of the provision for doubtful debts) due to the timing of transactions and the presence of rolling credit balances.

Non-Current Assets

Property, Infrastructure, Plant & Equipment

The value of Council's property, infrastructure, plant & equipment has increased by \$533M to \$4.753B from the balance as of 30 June 2025 of \$4.220B. This increase is net of the additions and disposal of assets and net of asset revaluations, offset by the depreciation charge for the period.

Other Financial Assets Non-Current Assets (NCA)

Other Financial Assets NCA represents cash held in Term deposits. This decreased by \$14.824M since 30 June 2025.

Intangible Asset

The intangible assets of \$7.590M represent non-exclusive licence granted to Melton City Council by the Department of Education and the Caroline Springs College for the use of the College Creekside Campus and the Spring side Children's and Childcare facility built on DOE land and Kororoit Creek Learning Centre. The balance represents Council's contributions net of amortisations.

Current & Non-Current Liabilities

Trade & Other Payables

Trade and Other Payables have decreased by \$35.909M from the 30 June 2025 balance of \$53.886M. The outstanding payables amount varies from month to month depending upon the status of the accounts payable cycle.

Provisions (Employee Benefits)

Employee benefits represent current and non-current components of annual and long service leave liabilities. The liability is estimated to be \$16.293M for current and \$2.618M for the non-current provisions as of 31 December 2025.

Interest Bearing Liabilities

Combined current and non-current loan liabilities as of 31 December 2025 is \$3.164M.

Working Capital and Liquidity

The working capital ratio assesses Council's ability to meet current commitments and is derived by dividing current assets by current liabilities. The working capital ratio for the period is 1 : 9.3 The ratio after removing the impact of rate debtors is 1 : 6.6.

Melton City Council Cashflow Statement as at Six months ended 31 December 2025	(2025-26) Actuals as at 31 Dec 2025 (Year to Date) (\$'000)	(2025-26) Full Year Adopted Budget 2025-26 (\$'000)	(2024-25) Actuals as at 30 Jun 25 (Year End) (\$'000)
Cash Flows from Operating Activities			
<u>Inflows</u>			
Rates and charges	105,539	205,289	185,051
Statutory fees and fines	6,802	15,420	12,170
User fees	6,791	14,826	13,665
Grants - operating	17,023	43,829	57,108
Grants - capital	9,424	42,847	32,268
Contributions - monetary	25,650	85,980	73,037
Interest received	10,092	33,961	38,585
Trust funds and deposits taken	605	1,209	(9,494)
Other receipts	11,110	22,007	(48,329)
Net GST refund / payment	10,794	21,588	22,427
<u>Outflows</u>			
Employee Costs	(51,129)	(92,061)	(81,443)
Materials and Services	(74,081)	(159,652)	(155,939)
Other Payments	0	0	5,517
Net Cash provided by/(used in) operating activities	78,620	235,243	144,623
Cash Flows from Investing Activities			
Payments for property, infrastructure, plant and equipment	(168,588)	(245,556)	(172,866)
Proceeds from sale of property, infrastructure, plant and equipment	0	0	2,118
Payments for Investments, other properties and intangibles	0	0	0
Proceeds from Sale of Investments	80,548	20,400	65,724
Net Cash provided by/(used in) investing activities	(88,040)	(225,156)	(105,024)
Cash Flows from Financing Activities			
Repayment of borrowings	(3,164)	(6,327)	(2,537)
Finance Costs	(512)	(1,023)	(124)
Proceeds from Borrowings	0	25,703	3,300
Interest Paid - Lease Liability	(45)	(90)	(23)
Repayment of Lease Liability	(402)	(803)	(381)
Net Cash provided by/(used in) financing activities	(4,122)	17,460	235
Net Increase/(Decrease) in Cash and Cash Equivalents	(13,542)	27,549	39,834
CASH POSITION			
Cash on Hand at the beginning of the financial year	58,605	42,952	18,771
Net Increase/(Decrease) in Cash and Cash Equivalents (per above)	(13,542)	27,549	39,834
Cash on Hand at the end of the financial year	45,063	70,501	58,605
<i>plus</i> Other Financial Assets CA - Term Deposits	304,197	270,000	230,000
<i>plus</i> Other Financial Assets NCA - Term Deposits	175,928	329,600	264,949
Cash and Cash equivalents total	525,188	670,101	553,554

SUMMARY OF RECOVERY ACTIONS OF RATES DEBTORS - Dec '25

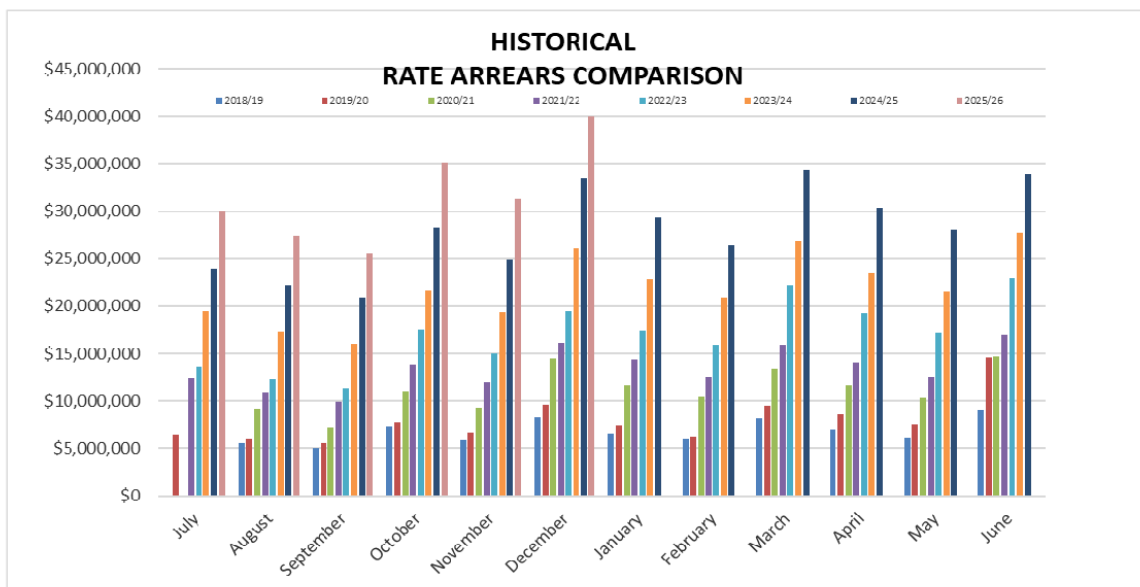
Action Type	NO OF PROPERTIES	RATE DEBTS OUTSTANDING
Summons issued	2	\$21,418
Judgements issued	5	\$159,959
Summons for Oral Examination issued	20	\$398,247
Other action - Legal proceeding, Field calls, NBS etc	175	\$3,161,008
Sub Total Debt Recovery Action In Progress	202	\$3,740,632
Arrangement with arrears	2,171	\$3,234,843
Direct Debit/Flexipay with arrears	3909	\$1,628,812
Hardship Arrangements & Deferred Rates	224	\$1,816,188
Midstate - Courtesy Calls and other action	93	\$2,747,843
Properties with no current arrangements in place	17,214	\$26,858,879
TOTAL	23,813	\$40,027,197

Total number of Financial Hardship applications received this month	23
No of Financial Hardship applications received directly from Financial Councillors	3

Analysis of Overdue Rate Debtors - Dec '25

(Excluding ESFV Variable Charge & ESFV Fixed Charge)

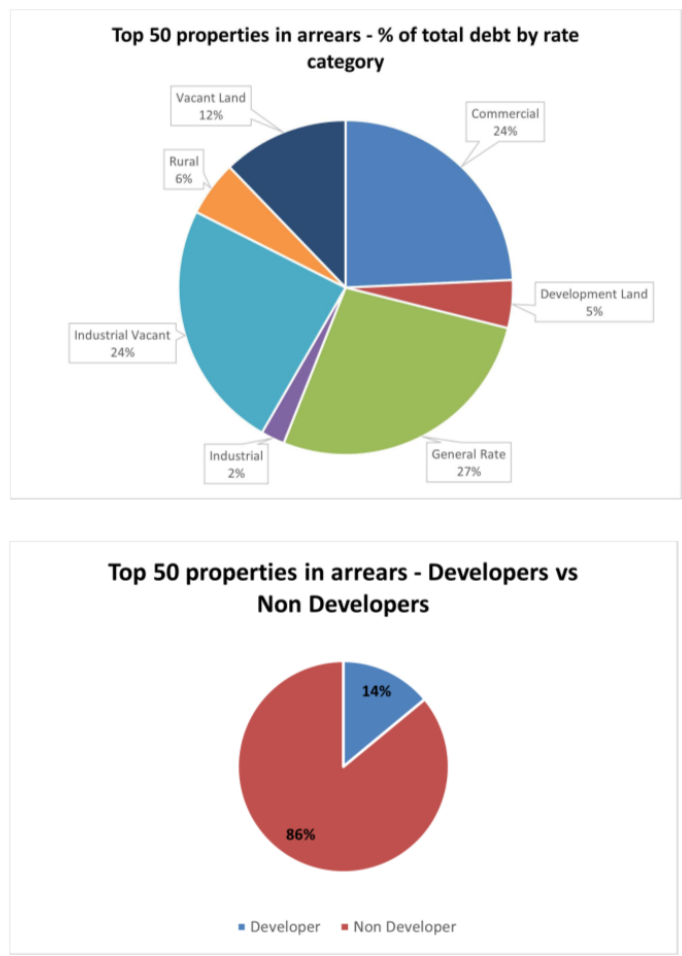
Overdue Rate Debtors by Value	No of Properties - Residential	No of Properties - Other	Total No of Properties	Debts Outstanding (\$) - Residential	Debts Outstanding (\$) - Other	Total Debts Outstanding (\$)
Less Than \$1000	15,140	550	15,690	\$6,964,021	\$247,917	\$7,211,938
\$1000 to \$1999	3,340	311	3,651	\$4,469,020	\$435,474	\$4,904,494
\$2000 to \$4999	2,379	253	2,632	\$7,589,159	\$797,058	\$8,386,217
\$5000 to \$10,000	1087	154	1241	\$7,563,006	\$1,116,961	\$8,679,967
Greater Than 10,000	482	117	599	\$7,733,363	\$3,111,218	\$10,844,581
SubTotal	22,428	1,385	23,813	\$34,318,569	\$5,708,628	\$40,027,197
Properties in credit	1,705	89	1,794	\$1,308,674	\$893,906	\$2,202,580
TOTAL Rate Debtors	20,723	1,296	22,019	33,009,895	4,814,722	37,824,617



Analysis of Top 50 Rates Arrears Accounts

The analysis of the top 50 properties with the highest rates arrears shows a total outstanding balance of \$2,863,267. The majority of these accounts are held by non-developers, representing 86% of the properties in this cohort, with developer-related properties accounting for 14%.

This breakdown provides insight into where the most significant concentrations of debt exist across property classifications within the highest arrears accounts. All properties included in this analysis have received follow-up rate notices and have been referred for further engagement by Council’s debt collection agency; however, recovery actions to date have not resulted in successful payment outcomes.



CAPITAL EXPENDITURE BY CATEGORY

Six Months Ended 31 December 2025

Capital Expenditure Categories	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	2025-26 Full Year Forecast (\$'000)	2025-26 Full Year Approved Budget (\$'000)	Variance Full Year Forecast to Budget (\$'000)
Land and Buildings						
Land	32,514	0	(32,514)	32,514	28,549	(3,965)
Buildings	30,733	31,350	618	71,819	71,854	35
Building Improvements	263	66	(196)	649	371	(278)
Total Land and Buildings	63,509	31,416	(32,092)	104,981	100,774	(4,207)
Plant and Equipment						
Vehicles - Capital Cost	57	0	(57)	57	0	(57)
Furniture	55	0	(55)	338	0	(338)
IT Equipment	(23)	0	23	108	131	23
Library Books	313	150	(163)	725	600	(124)
Other Plant and Equipment	13	55	42	50	164	114
Total Plant and Equipment	414	205	(209)	1,277	895	(382)
Infrastructure						
Roads	9,018	9,513	495	26,147	32,212	6,065
Drainage	70	6	(63)	1,389	910	(479)
Bridges	456	207	(249)	2,649	3,585	936
Recreation	12,220	11,609	(610)	61,788	50,795	(10,993)
Other Assets	232	200	(32)	1,311	745	(566)
Footpaths & Cycleways	4,716	5,025	308	12,065	14,471	2,405
Kerbs & Channel	16	0	(16)	190	170	(20)
Car Parks	74	63	(11)	461	655	194
Traffic Management	751	331	(420)	6,849	7,648	799
Parks & Open Spaces	3,416	1,563	(1,852)	13,794	12,969	(825)
Total Infrastructure	30,969	28,518	(2,451)	126,643	124,159	(2,484)
Total Capital Expenditure	94,891	60,139	(34,753)	232,901	225,828	(7,073)

Expenditure by Type	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	2025-26 Full Year Forecast (\$'000)	2025-26 Full Year Approved Budget (\$'000)	Variance Full Year Forecast to Budget (\$'000)
New	68,431	35,175	(33,256)	149,766	157,311	(7,545)
Renewal	3,972	2,027	(1,945)	15,292	19,942	(4,650)
Upgrade	22,489	22,937	448	60,771	55,649	5,122
Total Capital Expenditure	94,891	60,139	(34,753)	225,828	232,901	(7,073)

Financial Performance Indicators

The following table highlights Council's current and projected performance and financial sustainability across a selection of targeted service and financial performance indicators established by the Victorian Auditor General's Office. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

Indicator	Measure	Target	Annual Forecast	Comment
Operating Result				
Adjusted Underlying Result (shows the operating result generated from recurrent, ordinary activities)	Adjusted Underlying Surplus-Deficit / Adjusted Underlying Revenue	> 0%	2.0%	Currently forecasting a minor surplus.
Rates Concentration (highlights Council's level of reliance on Rates revenue)	Rates Revenue / Adjusted Underlying Revenue	< 70%	82.1%	Forecasting this to end the year within the acceptable level.
Capital Investment				
Asset Renewal (highlights level of renewal of existing assets)	Renewal & Upgrade Exp / Depreciation	> 100%	127.4%	Forecasting renewal and upgrade expenditure to end the year within acceptable levels.
Return on Investment (highlights returns on cash investments)	Interest on Investments / Value of Investments	> 4% pa	5.9%	Forecast a slightly higher than targeted result - that said, markets remain volatile.
Cash & Borrowings				
Indebtedness (highlights Council's ability to service its long term debts)	Non Current Liabilities / Own Source Revenue	< 60%	2.8%	Forecasting for Council's debt levels to end the year well within the acceptable level.
Unrestricted Cash (highlights the level of unrestricted cash)	Total Cash at Bank and Invested less Reserve obligations and Current Liabilities	> \$0	(\$'000) 102,496	Forecasting to end the year within acceptable level

12.2 DRAWDOWN OF BUDGETED BORROWINGS

Author: Natalie Marino - Manager Finance
Presenter: Liz Rowland - Chief Financial Officer

PURPOSE OF REPORT

To seek Council approval to enter into a Loan Facility Agreement with Treasury Corporation of Victoria (TCV); and draw down \$25.7 million in borrowings as provided for in the adopted 2025/26 Budget and Long Term Financial Plan.

RECOMMENDATION:

That Council:

1. Resolves to enter into a Loan Facility Agreement with Treasury Corporation of Victoria.
2. Notes that borrowings of \$25.7m million are included in the adopted 2025/26 Budget and Long Term Financial Plan.
3. Approves the drawdown of \$25.7m million under the TCV Loan Facility.
4. Authorises the Chief Executive Officer to execute all required documentation and Notices of Drawing associated with the borrowing.

Motion

Crs Shannon/Zada.

That Council:

1. Resolves to enter into a Loan Facility Agreement with Treasury Corporation of Victoria.
2. Notes that borrowings of \$25.7m million are included in the adopted 2025/26 Budget and Long Term Financial Plan.
3. Approves the drawdown of \$25.7m million under the TCV Loan Facility.
4. Authorises the Chief Executive Officer to execute all required documentation and Notices of Drawing associated with the borrowing.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

Council's adopted 2025/26 Budget includes provision for borrowings of \$25.7 million to support the delivery of two major capital projects, Cobblebank Community Services Hub and Plumpton Aquatic and Leisure Centre.

To facilitate these borrowings, Council must enter into a Loan Facility Agreement with Treasury Corporation of Victoria (TCV), the approved borrowing authority for Victorian councils.

It is proposed that Council enter a standard TCV Loan Facility Agreement and proceed with an initial drawdown of \$25.7 million, enabling Council to maintain liquidity resilience and optimise treasury positioning while investment returns through the Victorian Funds Management Corporation (VFMC) remain strong.

The borrowing is incorporated into Council's Long Term Financial Plan and remains within prudent financial sustainability parameters.

2. Background/Issues

Under Section 91 of the Local Government Act 2020 (Vic), Council has the power to borrow money to perform its functions. The power to borrow funds remains with the Council and has not been delegated to the Chief Executive Officer (CEO).

Council's 2025/26 Budget and Long Term Financial Plan include borrowings of \$25.7 million to support the delivery of Cobblebank Community Services Hub and Plumpton Aquatic and Leisure Centre.

Treasury Corporation of Victoria (TCV) provides loan facilities to Victorian councils under standardised agreements. To borrow funds through TCV, Melton City Council is required to enter an arrangement that establishes a standing borrowing facility, enabling all borrowings to be accessed via a Notice of Drawing. The Notice of Drawing is to be executed by the CEO, following a Council resolution to borrow funds.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making.

4. Financial Considerations

The proposed borrowing is in accordance with Council's adopted 2025/26 Budget and Long Term Financial Plan, maintains debt within acceptable financial sustainability ratios and debt services costs have been incorporated within the adopted budget.

Council currently holds invested funds managed through VFMC. Drawing borrowings now allows Council to secure funding certainty, preserve liquidity flexibility, strategically balance costs of borrowing against investment returns and reduce exposure to future interest rate movements.

This approach reflects active balance sheet management and prudent treasury oversight.

5. Consultation/Public Submissions

Community consultation on Council's adopted 2025/26 Budget was undertaken in accordance with Council's community engagement policy.

6. Risk Analysis

Key risks considered include interest rate risk, market volatility affecting investment returns, capital delivery timing and refinancing risk over the long term. Mitigation controls include long term financial modelling and scenario testing, monitoring of debt ratios and quarterly financial reporting to the Audit and Risk Committee and Council.

7. Options

Council can:

1. Approve the loan facility and drawdown as per the recommendation.
2. Request further information/clarification if deemed necessary.

LIST OF APPENDICES

Nil.

12.3 SUBMISSION OF AN MAV MOTION AT MAV STATE COUNCIL 2026 - ALLOCATION OF GROWTH AREAS INFRASTRUCTURE CONTRIBUTION (GAIC)

Author: Pauline Hobbs - Advocacy Lead
Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

For Council to consider the recommendation to submit a motion to the Municipal Association of Victoria's (MAV) State Council Meeting being held on Friday 29 May 2026 to call for joint advocacy to review the Growth Areas Infrastructure Contribution (GAIC) and Windfall Gains Tax with an allocation of funding to the local government area where it is collected.

RECOMMENDATION:

That Council:

1. Approves the following motion to be submitted for the next Municipal Association of Victoria State Council meeting being held in May 2026:

'That the MAV call on the State Government through formal representations and ongoing engagement, for a commitment to direct a percentage of funds collected through the Growth Areas Infrastructure Contribution (GAIC) and Windfall Gains Tax to the local government area where funds are collected to cover gaps in funding for major community and transport infrastructure such as leisure centres and libraries and local roads.'

2. Approves the following preamble to be submitted in support of the motion:

'Councils in Victoria are under increased financial pressure. In "*The Future is Local: A Pathway for Transforming Local Government in Victoria*" the MAV has identified that councils' funding constraints are impacted by:

1. *On average, rates and charges account for just 57% of total Council revenue.*
2. *Rate caps, tied to CPI, have failed to keep pace with actual cost growth.*
3. *Expenditures have grown at 6.4% annually, outstripping revenue growth of 4.6%.*
4. *Council net capital expenditure has stagnated at around \$2.3 billion per year since 2018/19, despite population growth.*
5. *Nearly half of Victorian councils reported an adjusted underlying deficit in 2022/23.*
6. *All council groupings, including metropolitan LGAs, are unable to make full provision for asset renewal, and*
7. *All council groupings face declining unrestricted cash balances.*

The Victorian Government's *Plan for Victoria* seeks to deliver an additional 2.24 million homes over the next 30 years with housing targets for every Victorian local government area. Delivering supporting community infrastructure is critical and councils cannot deliver on these needs alone. In a constrained economic environment, it is becoming increasingly challenging for councils to deliver critical community infrastructure. A shared approach to funding between local government, the Victorian Government and Australian Government will help deliver on the needs of the community for new or upgraded infrastructure. This is a position supported by Infrastructure Victoria's Infrastructure Strategy 2025-2055 which states that all levels of government should contribute equally to infrastructure.

Having a renewed approach to how the collection of Growth Areas Infrastructure Contribution and Windfall Gains Tax is allocated is one avenue to begin the process to address a shared funding model.

The collection of the Growth Areas Infrastructure Contribution (GAIC) was introduced in 2010 to contribute to Victorian community and transport infrastructure to ensure developing areas are serviced. The Victorian Windfall Gains Tax represents the taxable value uplift in the capital improved value of the land before and after the rezoning takes effect. The introduction of a guaranteed percentage of GAIC and Windfall Gains Tax funding allocated to the council from where it is collected, will provide funding certainty to support investment in critical community infrastructure and the Victorian Government's housing agenda.'

2. Authorises Melton City Council CEO in consultation with the Mayor to make amendments to the Motion and Preamble as required following the submission of the motion, provided they remain consistent with the motion's intent.

Motion

Crs Zada/Majdlik.

That Council:

1. Approves the following motion to be submitted for the next Municipal Association of Victoria State Council meeting being held in May 2026:

'That the MAV call on the State Government through formal representations and ongoing engagement, for a commitment to direct a percentage of funds collected through the Growth Areas Infrastructure Contribution (GAIC) and Windfall Gains Tax to the local government area where funds are collected to cover gaps in funding for major community and transport infrastructure such as leisure centres and libraries and local roads.'

2. Approves the following preamble to be submitted in support of the motion:

'Councils in Victoria are under increased financial pressure. In "*The Future is Local: A Pathway for Transforming Local Government in Victoria*" the MAV has identified that councils' funding constraints are impacted by:

1. *On average, rates and charges account for just 57% of total Council revenue.*
2. *Rate caps, tied to CPI, have failed to keep pace with actual cost growth.*
3. *Expenditures have grown at 6.4% annually, outstripping revenue growth of 4.6%.*
4. *Council net capital expenditure has stagnated at around \$2.3 billion per year since 2018/19, despite population growth.*
5. *Nearly half of Victorian councils reported an adjusted underlying deficit in 2022/23.*
6. *All council groupings, including metropolitan LGAs, are unable to make full provision for asset renewal, and*
7. *All council groupings face declining unrestricted cash balances.*

The Victorian Government's *Plan for Victoria* seeks to deliver an additional 2.24 million homes over the next 30 years with housing targets for every Victorian local government area. Delivering supporting community infrastructure is critical and councils cannot deliver on these needs alone. In a constrained economic environment, it is becoming increasingly challenging for councils to deliver critical community infrastructure. A shared approach to funding between local government, the Victorian Government and Australian Government will help deliver on the needs of the community for new or upgraded infrastructure. This is a position supported by Infrastructure Victoria's Infrastructure Strategy 2025-2055 which states that all levels of government should contribute equally to infrastructure.

Having a renewed approach to how the collection of Growth Areas Infrastructure Contribution and Windfall Gains Tax is allocated is one avenue to begin the process to address a shared funding model.

The collection of the Growth Areas Infrastructure Contribution (GAIC) was introduced in 2010 to contribute to Victorian community and transport infrastructure to ensure developing areas are serviced. The Victorian Windfall Gains Tax represents the taxable value uplift in the capital improved value of the land before and after the rezoning takes effect. The introduction of a guaranteed percentage of GAIC and Windfall Gains Tax funding allocated to the council from where it is collected, will provide funding certainty to support investment in critical community infrastructure and the Victorian Government's housing agenda.'

3. Authorises Melton City Council CEO in consultation with the Mayor to make amendments to the Motion and Preamble as required following the submission of the motion, provided they remain consistent with the motion's intent.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, and Zada

Against: Cr Verdon

Abstained: Nil

CARRIED

Cr Zada called for a division thereby setting aside the vote.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner and Zada

Against: Cr Verdon

Abstained: Nil

The Mayor declared the Motion CARRIED

REPORT

1. Executive Summary

The City of Melton has the highest GAIC contributions of any other council area with over \$410.7 million dollars collected and only \$255.8 million committed to date, making it under committed by 38 per cent. (<https://spatial.planning.vic.gov.au/gaic/>)

Under the Victorian Government's Plan for Victoria, Council has been set the target of 109,000 new homes. This can only be achieved by co-investment in supporting community and transport infrastructure. GAIC funding presents an opportunity for investment in community and transport infrastructure given that funds are generated through the development of the growth areas.

Previously, Council has had the opportunity to submit an application for GAIC funding of community infrastructure and transport projects, however, there is no forthcoming opportunity for applications from councils. Funding allocation from GAIC contributions lacks a consistent and transparent process to each local government area where it is collected.

Windfall Gains Tax commenced on 1 July 2023 and is payable when land value increases by more than \$100,000 due to government rezoning. The Valuer General determines the value of the land. The tax is charged when the land is rezoned, not when the land is sold or developed.

The introduction of a guaranteed percentage of GAIC and Windfall Gains Tax funding allocated to the council from the local government area where it is collected, will provide funding certainty to support investment in critical community infrastructure and connecting transport corridors.

There is value in a sector wide approach to advocate for a guaranteed percentage of GAIC and Windfall Gains Tax funding to support councils in delivering community infrastructure.

2. Background/Issues

Plan for Victoria is the Victorian Government's plan to deliver an additional 2.24 million homes over the next 30 years. This plan sets out housing targets for every local government area across Victoria, specifying their share of the extra 2.24 million homes needed. The need for additional homes also creates an additional need for councils to deliver enabling infrastructure, such as community facilities, libraries, leisure and aquatic facilities and active open space. Delivering supporting timely community infrastructure aligned to growth is critical to support housing and population growth while maintaining quality liveability.

Councils cannot deliver on the infrastructure and service needs of growing communities alone. New funding streams are needed to deliver on the ambitious housing agenda of the Victorian Government. The need to support services and infrastructure aligned to growth is a shared responsibility across local, state and the Australian governments. New funding streams are needed to deliver on the ambitious housing agendas and the Victorian and Australian governments.

The collection of the Growth Areas Infrastructure Contribution (GAIC) was introduced in 2010 to contribute to Victorian community and transport infrastructure to ensure developing areas are serviced. In recent years, councils have been encouraged to submit applications for funding of community infrastructure and local transport projects. Council was successful in securing two active transport projects in 2024.

Increased costs of infrastructure and decreased funding opportunities with the defunding of the Growing Suburbs Fund and the sporting infrastructure program (indoor stadiums and aquatic centres) have led to increases in funding gaps

The City of Melton is a top contributor of GAIC funds collected by the Victorian Government but has the lowest rate of investment into community and transport infrastructure.

	Collected	Total Committed	Difference
Cardinia	\$38,214,022	\$53,996,732	-\$15,782,710
Casey	\$331,539,062	\$257,981,720	\$73,557,342
Hume	\$257,783,433	\$166,082,781	\$91,700,652
Melton	\$420,925,705	\$255,937,588	\$164,988,117
Mitchell	\$26,931,606	\$16,667,317	\$10,264,289
Whittlesea	\$141,314,373	\$93,643,923	\$47,670,450
Wyndham	\$351,618,314.00	\$357,735,577	-\$6,117,263

Source: <https://spatial.planning.vic.gov.au/gaic/> 03 March 2026

The original intention was for funds to be allocated in the areas where they are collected, however, there has been a funding shortfall of \$165 million of funds collected within our local government area whereas other areas have received more funding allocations than contribution collected.

Council is seeking a review of GAIC that includes a guaranteed percentage of funds directed to council's local community projects including libraries, community centres, aquatic centres, sporting pavilions or local roads within the local government area it is collected.

The Victorian Windfall Gains Tax represents the taxable value uplift in the capital improved value of the land before and after the rezoning takes effect. Rezoning to or from the Urban Growth Zone within the designated GAIC area (outer Melbourne growth corridors) are excluded from the Windfall Gains Tax. This means if the land is already subject to GAIC, it is not double-taxed by the Windfall Gains Tax. However, Greenfield land outside of the designated GAIC areas (such as in regional Victoria or other non-GAIC designated areas) that is rezoned for development is subject to Windfall Gains Tax. Windfall Gains Tax does not apply to some land and rezoning types including residential land up to two hectares; land rezoned to public land zones or rural zones and land owned by charities or universities.

Over the next 10 years our community will need 10 active open space precincts, three new libraries and upgraded and new leisure and aquatic facilities. Council cannot deliver on this investment need alone. We need continued partnership, collaboration and commitment across all levels of government to make investments that will not only benefit communities today but will define the City of Melton for generations to come.

A shared approach to investing in libraries and aquatic facilities is a recommendation of Infrastructure Victoria and a priority of the Outer Metropolitan Councils group. Securing a percentage of GAIC and Windfall Gains Tax funding is a practical way for the Victorian Government to support this shared funding approach.

Investment in community and transport infrastructure is critical to local government areas where development occurs and collective advocacy through the MAV will increase the profile of this issue. The MAV State Council presents an opportunity to introduce motions that if adopted will become a statewide advocacy priority.

Council's advocacy priorities includes financial sustainability and seeks a review of how GAIC and Windfall Gains Tax is invested. It is recommended that Council submits a motion for MAV to support the advocacy for appropriate and transparent investment of the GAIC and Windfall Gains Tax funds collected.

MAV Strategic Alignment

The motion has strategic relevance across the local government sector and aligns with one of the 10 Priorities within the MAV Strategi Plan – *Intergenerational Infrastructure*:

- “We will work with the local government sector to ensure funding is invested by all levels of government into intergenerational infrastructure, ensuring the population is supported by the necessary services and facilities as it grows. By working to ensure the funding of public transport, roads, and community facilities, we will enable economic and productivity growth by reducing congestion and allowing people to move efficiently around their communities and the state.”

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.3 An organisation that is proactive and effective in advocacy to support our rapidly growing City.

4. Financial Considerations

Investment received through GAIC and Windfall Gains Tax will contribute to the capital works budget to deliver on key community and transport infrastructure and supports a key recommendation of Infrastructure Victoria.

5. Consultation/Public Submissions

No public consultation was undertaken in the preparation of this report.

6. Risk Analysis

The motion may not generate support from the broader local government sector given the primary focus of GAIC funding is for the fast-growing outer suburbs nor be deemed of strategic relevance or of significance to the Sector in line with MAV Rules. Given the Victorian Government's Plan for Victoria housing agenda, the position can be put forward that a guaranteed percentage of Windfall Gains Tax be directed to local government areas where it is collected is a consideration for all councils across Victoria.

7. Options

Council can:

1. Support the recommendation that the motion is presented to the MAV State Council.
2. Not support the recommendation and therefore advocacy will continue without MAV support.

LIST OF APPENDICES

Nil

ADJOURNMENT OF MEETING

At 7:42pm the Mayor declared the meeting be adjourned for a period of 5 minutes to enable the rectification of technical issues affecting the audio visual equipment used to live stream the Council meeting.

At 7:44pm the meeting was resumed.

12.4 PROPOSED DISCONTINUANCE AND SALE OF PART GRAY COURT, DEANSIDE

Author: Sian Rainford - Senior Lawyer and Property Advisor

Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To consider a discontinuance of (R1 on LP149082E), Gray Court, Deanside; Gray Court, Deanside and the proposed sale of land.

RECOMMENDATION:

That Council:

1. Pursuant to section 206, 207 and 223 and Clause 3 of Schedule 10 of the LGA 1989:
 - a. Commence the statutory process to propose to discontinue part road reserve (R1 on LP149082E), Gray Court, Deanside;
 - b. Subject to the above discontinuance, vest the discontinued land in Council;
 - c. Direct that in accordance with Council's Community Engagement Policy, a Public Notice of the proposed discontinuance be published in the Melton & Moorabool Star Weekly newspaper, and on Council's Website.
 - d. Convene, if required, a submissions hearing pursuant to section 223 of the *Local Government Act 1989* to hear from anyone who states in their submission their desire to be heard in person. If required, the meeting will be conducted via videoconference, with anyone requesting to be heard in person being notified in advance of the date.
2. Delegates to the Chief Executive Officer, subject to the processes outlined in the above point 1 being carried out to the extent they are required, the authority to decide to discontinue the road, including doing all things and executing all documents required to give effect to the road discontinuance.
3. That subject to the Chief Executive Officer deciding to discontinue the Subject Land in accordance with the above point 2, Council:
 - a. Commence the statutory process to sell the Subject Land to D Mayo and E Sant, owners of 88 Gray Court, Deanside for no less than \$25,500 exclusive of GST, with the final amount to be determined by the Chief Executive Officer;
 - b. Pursuant to section 114 of the *Local Government Act 2020 (the Act)*, publish notice of Council's intention to sell the land on:
 - i. Council's website; and
 - ii. In the Melton and Moorabool Star Weekly; and
 - iii. In any other matter determined by the Chief Executive Officer.
4. Note that a further report will be presented to a future meeting of Council to make a final decision on the sale.

Motion

Crs Ramsey/Verdon.

That Council:

1. Pursuant to section 206, 207 and 223 and Clause 3 of Schedule 10 of the LGA 1989:
 - a. Commence the statutory process to propose to discontinue part road reserve (R1 on LP149082E), Gray Court, Deanside;
 - b. Subject to the above discontinuance, vest the discontinued land in Council;
 - c. Direct that in accordance with Council's Community Engagement Policy, a Public Notice of the proposed discontinuance be published in the Melton & Moorabool Star Weekly newspaper, and on Council's Website.
 - d. Convene, if required, a submissions hearing pursuant to section 223 of the *Local Government Act 1989* to hear from anyone who states in their submission their desire to be heard in person. If required, the meeting will be conducted via videoconference, with anyone requesting to be heard in person being notified in advance of the date.
2. Delegates to the Chief Executive Officer, subject to the processes outlined in the above point 1 being carried out to the extent they are required, the authority to decide to discontinue the road, including doing all things and executing all documents required to give effect to the road discontinuance.
3. That subject to the Chief Executive Officer deciding to discontinue the Subject Land in accordance with the above point 2, Council:
 - a. Commence the statutory process to sell the Subject Land to D Mayo and E Sant, owners of 88 Gray Court, Deanside for no less than \$25,500 exclusive of GST, with the final amount to be determined by the Chief Executive Officer;
 - b. Pursuant to section 114 of the *Local Government Act 2020 (the Act)*, publish notice of Council's intention to sell the land on:
 - i. Council's website; and
 - ii. In the Melton and Moorabool Star Weekly; and
 - iii. In any other matter determined by the Chief Executive Officer.

Note that a further report will be presented to a future meeting of Council to make a final decision on the sale.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

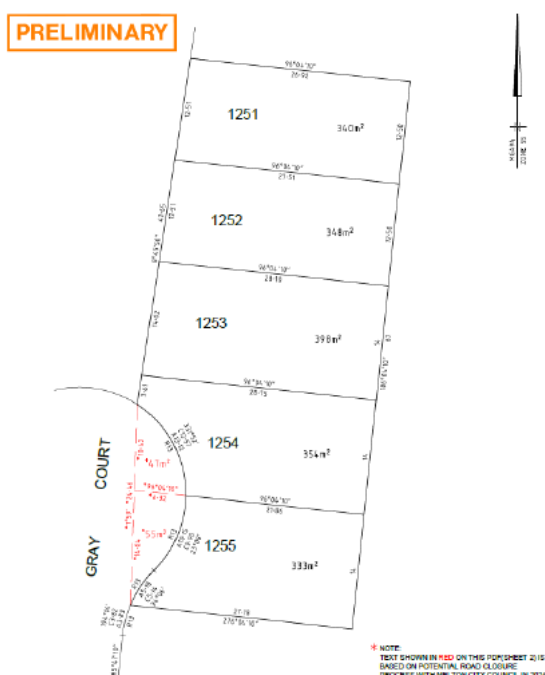
REPORT

1. Executive Summary

In 2025, Council received a request from Tract Consultants, on behalf of Deanside Developer 1, the developer of the Deanside Estate in Deanside, to discontinue and sell part of Gray Court, described as R1 on LP149082E, being approximately 102m² known as the Court Bowl.

The proposal to discontinue the road is to align the progression of Gray Court to the North, resulting in part of the road reserve known as the Court bowl, being redundant. The applicant has been working with Council's City Growth and Development Team to progress planning permits and plan of subdivision, which will see the Subject Land consolidated into the two adjoining titled holdings being Lots 1254 and 1255 on PS921789P, as part of a five lot subdivision.

Gray Court has now been extended to connect with Bray Street, in line with the Kororoit Precinct Structure Plan, is a portion of land which was formerly a court, being a redundant portion of road reserve (**the Subject Land**). The indicate map of this area, is below:



Pending discontinuation, the court bowl will no longer be required, and Officers will facilitate a change to the road suffix, renaming Gray Court to Gray Road. The road name change can occur under delegation and pursuant to Council's Place Naming Policy and the naming rules of Geographic Names Victoria.

2. Background/Issues

In 2025, Council received a request from Tract Consultants, on behalf of Deanside Developer 1, the developer of the Deanside Estate in Deanside, to discontinue and sell part of Gray Court, described as R1 on LP149082E, being approximately 102m² known as the Court Bowl and as identified in **Appendix 1**.

Road Discontinuance

The developer of Creekbank Estate (129 Gray Court) holds a multi-lot subdivision planning permit (PA2025/9027/1) which includes amendments for Gray Court upgrade works. Construction of the Gray Court extension through-road connection has now been completed and is awaiting opening for public use. Council, as the coordinating road authority, has the power to discontinue roads under Clause 3 of Schedule 10 of the *Local Government Act 1989*.

Sale of Land

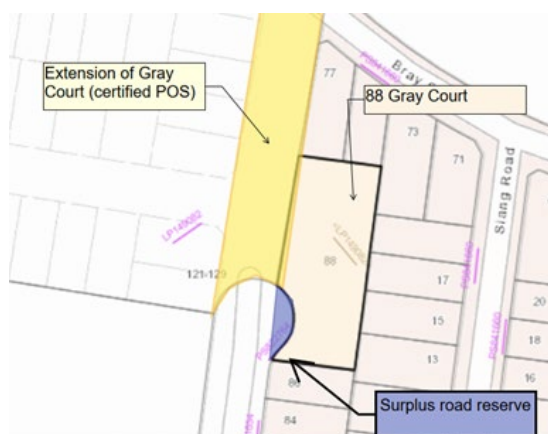
Subject to the road being discontinued, the land will be vest in Council, and a separate title will be assigned, enabling Council to transact the land. The developer has provided a valuation, which identifies the highest and best use of the land to be “*residential development in conjunction with the adjoining residential superlot*”.

The Subject Land is a road within the meaning of the Local Government Act 1989. In order to be able to transact the Subject Land, it will need to be discontinued, assigned its own title, and then able to be transacted. Officers proposed to discontinue the road pursuant to Clause 3 of Schedule 10, section 206, 207 and 223 of the 1989 Act which were not repealed in the transition to the *Local Government Act 2020*.

Due to the nature of the land, in particular its location, Officers consider that private treaty to the adjoining owner is the most appropriate method of sale. The Subject Land provides no strategic or long-term benefit to Council.

In line with the Kororoit Precinct Structure Plan, Gray Court will be extended to connect with Bray Street, as shown in **Appendix 2**. Once constructed, the court bowl will no longer be required, and the road suffix will need to change from Court to Road to reflect its function as a through road. It is proposed to rename the full extent of Gray Court to Gray Road.

Appendix 1



Appendix 2



3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

2. A thriving and well-designed City

2.4 A City that plans and delivers infrastructure that is evidence-based, fit for purpose and accessible, delivering value to the city and its people.

4. Financial Considerations

Council's Sale and Acquisition of Land Policy provides that *"where land is being sold to an adjoining owner, for example, to tidy an anomaly or to alleviate maintenance or boundary issues, the valuation will be assessed on an added-value basis."*

In this case and to further consider any proposal to sell the land, the applicant was asked to procure an independent valuation of the Subject Land. The valuation provides a current market value of \$25,500 exclusive of GST using the added value basis outlined above. In accordance with section 114 of the Local Government Act 2020, a valuation which is no older than six months will be required. Should a contract of sale be sold after this time, an updated valuation will be provided.

All other costs, including legal fees, surveyor costs, gazettal and lodgement will be paid by the applicant.

5. Consultation/Public Submissions

Road Discontinuance

Pursuant to section 12 of the *Road Management Act 2004 (RMA)*, Council, as the coordinating road authority for the road or part of the road, may, by notice published in the Government Gazette, discontinue a road or part of a road. Section 12 of the RMA requires that if Council is seeking to discontinue a road, giving people the right to make a submission in respect of the proposed discontinuance.

Pursuant to section 223 of the *Local Government Act 1989*, as section 12 of the RMA gives people the right to make a submission, Council must then undertake a section 223 consultation process. Accordingly:

(a) *The Council must publish a public notice:*

- (i) *specifying the matter in respect of which the right to make a submission applies;*
- (ii) *containing the prescribed details in respect of that matter;*
- (iii) *specifying the date by which submissions are to be submitted, being a date which is not less than 28 days after the date on which the public notice is published;*
- (iv) *stating that a person making a submission is entitled to request in the submission that the person wishes to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support of the submission;*

(b) *if a request has been made under paragraph (a)(iv), the Council must—*

- (i) *provide the person with the opportunity to be heard in support of the submission in accordance with the request at a meeting of the Council or of a committee determined by the Council;*
- (ii) *fix the day, time and place of the meeting;*

- (iii) *give reasonable notice of the day, time and place of the meeting to each person who made a request.*

Following the above, Council must notify in writing, each person who has made a separate submission of the decision and the reason for that decision.

Sale of Land

Pursuant to section 114 of the Local Government Act 2020, Council must, where selling, exchanging or transferring land, at least four weeks before dealing with the land, publish a public notice of its intention to deal with the land. The public notice must be published on Council's internet site, and in line with Council's Community Engagement Policy. Council's Community Engagement Policy prescribes a participatory level of engagement when selling land.

Pursuant to Council's Community Engagement Policy adopted by Council on 7 June 2021,

"Participatory practices take place at the first two levels of influence on the spectrum, 'Inform' and 'Consult' and involve one-way information exchange either from Council to community or community to Council. Participatory engagement typically occurs when feedback is invited on ideas, alternatives or draft documents."

Inform is defined as *"Provide the community with information, including balanced and objective information to assist them in understanding the issue, alternatives, opportunities and/or solutions"* and Consult is defined as *"Obtain community feedback on analysis, alternatives and/or decisions."*

In this matter, if Council proceeds with the sale, a public notice would be published on Council's website and any other platforms deemed appropriate informing the community of Council's intention to sell the land. The public notice will identify the prospective purchase, key commercial terms of the sale and in accordance with Council's Sale and Acquisition of Land Policy, detail why a private treaty method of sale has been chosen.

6. Risk Analysis

Retaining the court bowl would result in inefficient subdivision and leave Council with redundant land not required for services or pathways to maintain into the future.

7. Options

That Council:

1. Adopt the recommendations as set out in this report and commence the statutory process for the proposed discontinuance and sale.
2. Not adopt the recommendations set out in this report and the road will remain a road pursuant to the Road Management Act, under the control and management of Council.

LIST OF APPENDICES

Nil

12.5 PROPOSAL TO LEASE - BORONIA DRIVE RESERVE, HILLSIDE

Author: Sian Rainford - Senior Lawyer and Property Advisor
Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To consider a proposed lease to Indara Corporation Pty Ltd at Boronia Drive Reserve, Hillside.

RECOMMENDATION:

That Council:

1. Refuse to grant a lease to Indara Corporation Pty Ltd at Boronia Drive Reserve, Hillside for the purpose of 'constructing, maintaining and operating a communications facility including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal of the Tenant's Equipment consistent with the evolving nature of telecommunication services.'
2. Engage with Indara Corporation Pty Ltd to identify potential alternative locations in the Hillside area.

Motion

Crs Zada/Abboushi.

That Council:

1. Refuse to grant a lease to Indara Corporation Pty Ltd at Boronia Drive Reserve, Hillside for the purpose of 'constructing, maintaining and operating a communications facility including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal of the Tenant's Equipment consistent with the evolving nature of telecommunication services.'
2. Engage with Indara Corporation Pty Ltd to identify potential alternative locations in the Hillside area.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

In 2025, Indara Corporation Pty Ltd (**Indara**) approached Council with a proposal to lease Council land at Boronia Drive Reserve in Hillside. This proposal is for the purpose of installation of telecommunication infrastructure which intends to address and identified mobile and data coverage gaps in the Hillside area and improve network reliability for the surrounding community.

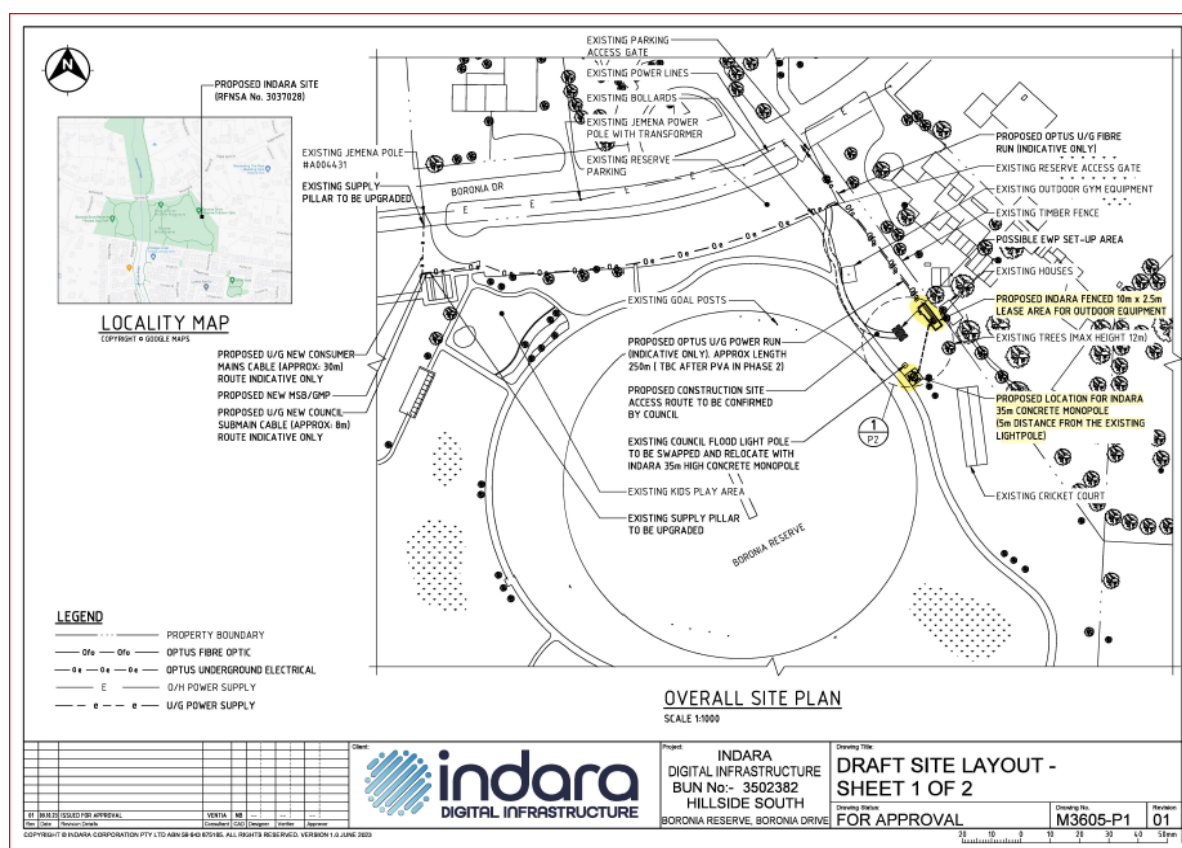
Council carried out the required levels of community engagement as required by the *Local Government Act 2020*, and Council's Community Engagement Policy. The carrier also carried out a level of community consultation as required under the *Telecommunications Act 1997* and the *Mobile Phone Base Station Deployment Code (C564)*, which resulted in significant community objection.

This report presents the options to Council of how to proceed with the proposal.

2. Background/Issues

In 2025, Indara Corporation Pty Ltd (**Indara**) approached Council with a proposal to lease Council land at Boronia Drive Reserve in Hillside for the purpose of installing telecommunication infrastructure. The proposed permitted purpose under the draft lease is for *"constructing, maintaining and operating a communications facility including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal of the Tenant's Equipment consistent with the evolving nature of telecommunication services"*. The proposal was due to Indara asserting to have identified Hillside as an underserved area, resulting in poor quality mobile and internet coverage.

The proposal is to replace an existing thirty metre light pole, with a thirty-five metre monopole, five metres from the existing light pole. The proposal will see the relocation of the existing lights onto the proposed monopole. The proposed location is identified on the below map in yellow.



The proposal has been referred internally with no objections to the proposal received.

Whilst Officers are satisfied that Council has fulfilled its obligations and that the proposal could be supported, it is being recommended for refusal, as:

- the proposed location has a significant visual impact for the neighbouring residential properties, being a much larger and taller facility than is currently in its location, which is a standard size light pole;

- b. Hillside has other identified locations which may be more suitable, and which the carrier has expressed a willingness to explore.

It is noted that the feedback of the community indicates a strong objection to the proposed location. The carrier is supportive of working with Council to identify other, suitable locations.

On that basis, Officers are recommending the proposal be rejected and that Officers work with Indara as a matter of priority, to consider alternative locations. Should none of these proposals be viable upon further investigation, it is possible that Officers may bring this matter back to Council for further consideration.

Council discharged its responsibilities under the *Local Government Act*, and its Community Engagement Policy, and is within its right to consider granting the lease.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

2. A thriving and well-designed City

2.4 A City that plans and delivers infrastructure that is evidence-based, fit for purpose and accessible, delivering value to the city and its people.

4. Financial Considerations

If not granted, any alternative options for telecommunication infrastructure in the area, will be subject to an independent valuation of that site. All other costs in progressing, finalising and managing the lease will be operational.

If granted, the lease includes a per annum rental amount of \$18,000 per annum, exclusive of GST. The rental amount includes a 3% per annum increase. All other costs in progressing, finalising and managing the lease are operational.

5. Consultation/Public Submissions

Council's Community Engagement Policy provides that the level of engagement required for 'leasing of land' is "to be selected depending on the complexity of the matter." In this case, Officers selected an 'inform' level of engagement, on the basis that the issue of granting a lease to in respect of the proposed site was of relatively low complexity.

A public notice was published:

- a. on Council's website between 2 and 30 May 2025;
- b. in the Melton & Moorabool Star Weekly for one publication commencing 13 May 2025;
- c. in the Brimbank North Star Weekly for one publication commencing 10 June 2025.

Council received no initial enquiries or feedback in response to its "inform" public notice. As is required under the *Telecommunications Act 1997* and the *Mobile Phone Base Station Deployment Code (C564)*, the carrier then completed its own consultation process. This resulted in a significant number of submissions to the proposal. Due to the lapse in time between Council's engagement and the carriers engagement, and in response to the community's submissions, Officers undertook a second round of community consultation by completing a letter drop to all properties within a 250 metre radius of the proposed location. This was an additional step which was not legislatively required, as Council had already fulfilled its community engagement responsibilities under the Local Government Act, in May 2025. A meeting was held between residents from the adjoining Sugar Gum estate, the Mayor and Officers on 16 January 2026, where residents asserted strong opposite to the proposal.

The second round of notice, resulted in nine (9) responses, all of which were objections to the proposal. The reasons for the objections include:

- a. visual impact;
- b. health impacts;
- c. altering the neighborhood character;
- d. decrease in property valuation.

Council has considered these objections, and the carrier has also addressed these concerns as the objections were consistent with those provided directly to the carrier.

As Council has validly exercised its power under the Act, Officers do not consider that Council is exposed to any liability regarding adequacy of community consultation, amenity impacts, house value declining or health concerns of residents.

6. Risk Analysis

Council has discharged its obligations as required under the *Local Government Act 2020* and the *Planning and Environment Act 1987*.

There exists reputational risk as it relates to the proposal, based on the level of community dissatisfaction expressed around the proposal. The report may also suggest that any proposal which receives objections, will be automatically rejected as a precedent. The recommendation in this report, does not set a precedent as it is based on a unique set of facts. Any future report to Council on any telecommunication proposal, will identify if a proposal is a compliant, other viable options for consideration, and any response to community consultation.

7. Options

Council may:

- 1. To refuse the proposal to lease and engage with Indara Corporation Pty Ltd to identify alternative locations for consideration.
- 2. To grant the lease to Indara Corporation Pty Ltd and delegate to the Chief Executive Officer, finalise all required steps in respect of the lease.

LIST OF APPENDICES

Nil

12.6 PROPOSED AMENDMENT TO 2026 COUNCIL MEETING SCHEDULE

Author: Renee Hodgson - Manager Governance

Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To amend the adopted 2026 Council Meeting Schedule.

RECOMMENDATION:

That Council, in accordance with its Governance Rules, amend the adopted 2026 Council Meeting Schedule to change the commencement time of Scheduled Council Meetings from 7.00pm to 6.00pm, effective from the Council Meeting scheduled to be held 27 April 2026.

Motion

Crs Morris/Ramsey.

That Council, in accordance with its Governance Rules, amend the adopted 2026 Council Meeting Schedule to change the commencement time of Scheduled Council Meetings from 7.00pm to 6.00pm, effective from the Council Meeting scheduled to be held 27 April 2026.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

Council adopted its 2026 Council Meeting Schedule on 6 November 2025, inclusive of a commencement time of 7.00pm for all Scheduled Council Meetings.

This report seeks Council's consideration to amend the adopted 2026 Council Meeting Schedule, in accordance with Council's Governance Rules, to change the commencement time of Scheduled Council Meetings from 7.00pm to 6.00pm, effective 27 April 2026.

2. Background/Issues

At its meeting held 6 November 2025, Council resolved to adopt the 2026 Council Meeting Schedule, including the specified dates, locations, formats, and commencement times for Scheduled Council Meetings.

A subsequent review of Council Meeting times identified the current commencement time of 7.00pm can present resourcing impacts, and potential health and safety risks for attendees.

This report proposes to amend the commencement time for Council Meetings from 7.00pm to 6.00pm in accordance with Rule 16 of Council's Governance Rules, which states:

'Council by resolution, or the Chief Executive Officer in consultation with the Mayor, may change the date, time, place and/or format of any Council meeting which has been fixed and must provide reasonable notice of the change to the public.'

It is proposed the revised commencement time apply with effect from the Council Meeting scheduled for 27 April 2026.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making.

4. Financial Considerations

There are no additional costs that would be incurred as a result of the proposed change.

5. Consultation/Public Submissions

In accordance with Council's Governance Rules, reasonable notice of any change to the adopted meeting schedule must be provided to the public. If the recommendation in this report is adopted by Council, it will provide one month's notice of the change to the public.

6. Risk Analysis

The potential risk that an earlier commencement time of Council Meetings could impact the capacity for attendance in person by the public can be partially mitigated through advance public notice and the continued provision of live streaming of Council Meetings open to the public. Conversely, an earlier commencement time may improve accessibility for individuals who were previously unable to attend Council Meetings due to the later commencement time.

Furthermore, the proposed earlier commencement time may mitigate potential health and safety risks associated with extended meeting hours for attendees.

7. Options

Council has the option to:

1. Adopt the officer's recommendation within this report.
2. Not adopt the officer's recommendation, maintaining the current commencement time for Scheduled Council Meetings of 7.00pm.
3. Adopt an alternative commencement time for Scheduled Council Meetings.

LIST OF APPENDICES

Nil

12.7 LEADWEST JOINT DELEGATED COMMITTEE MEETING MINUTES

Author: Renee Hodgson - Manager Governance
Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To present the minutes of the LeadWest Joint Delegated Committee held on 3 December 2025 and the unconfirmed minutes of the LeadWest Joint Delegated Committee held on 25 February 2026.

RECOMMENDATION:

That Council:

1. Note the minutes of the LeadWest Joint Delegated Committee meeting held on 3 December 2025 as **Appendix 1**; and
2. Note the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held on 23 February 2026 as **Appendix 2**.

Motion

Crs Zada/Verdon.

That Council:

1. Note the minutes of the LeadWest Joint Delegated Committee meeting held on 3 December 2025 as **Appendix 1**; and
2. Note the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held on 23 February 2026 as **Appendix 2**.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

The purpose of the LeadWest Committee is to oversee the preparation and implementation of the LeadWest Strategic Plan and identified sub projects as adopted and agreed by member Councils.

The minutes attached to this report include the confirmed minutes of the LeadWest Joint Delegated Committee meeting held on 3 December 2025, as well as the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held on 25 February 2026.

2. Background/Issues

The LeadWest Committee was established as a Joint Delegated Committee pursuant to section 64 of the *Local Government Act 2020 (the Act)*, with the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, on and from 1 August 2021.

It has delegated powers and functions in an Instrument of Delegation and Schedule and has Terms of Reference that govern its operations, meeting, and reporting arrangements.

Attached to this report are the confirmed minutes of the LeadWest Joint Delegated Committee meeting held on 3 December 2025, and the unconfirmed minutes of the meeting held on 25 February 2026, provided as **Appendix 1** and **Appendix 2** respectively.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making

4. Financial Considerations

The ongoing budget for the LeadWest Committee will include two components. Firstly, to deliver the projects in the four-year implementation plan, recommendations will be made to member Councils for consideration in each Council's annual budgeting process. Secondly, a payment of a base contribution to apply equally to all Councils.

5. Consultation/Public Submissions

The LeadWest Committee provides a mechanism for a regional approach to advocacy and the delivery of a Strategic Plan. The LeadWest Strategic Plan is underpinned by a rolling four-year implementation plan which will be delivered by teams from across the member councils implementing specific projects. This Plan was prepared following extensive consultation including a focus on engaging Councillors from the member Councils.

6. Risk Analysis

The legal framework for the LeadWest Committee structure is pursuant to s.64 of the Act. There is no perceived risk in the recommendation contained within this report.

7. Options

That Council note the confirmed minutes of the LeadWest Joint Delegated Committee held on 3 December 2025 and the unconfirmed minutes of the LeadWest Joint Delegated Committee held on 25 February 2025 as per the recommendation to this report.

LIST OF APPENDICES

1. Confirmed Minutes LeadWest Joint Delegated Committee Meeting - 3 December 2025
2. Unconfirmed Minutes LeadWest Joint Delegated Committee Meeting - 25 February 2026

DRAFT Minutes

LeadWest Joint Delegated Committee

3 December 2025

Meeting Details

Date	Wednesday 3 December 2025
Time	3:05pm – 4:39pm
Location	Wyndham City Council ELT Boardroom, Wyndham Civic Centre, 45 Princes Hwy, Werribee And online option
Chair	Cr Susan Yengi
Minutes	Simone Kemp, Executive Officer, LeadWest
Attendees	In person Cr Lucy Nguyen, Brimbank City Council Cr Rayane Hawli, Hobsons Bay City Council Ms Kerry Thomspson, Interim Chief Executive Officer, Hobsons Bay City Council Cr Dr Phillip Zada, Melton City Council Mr Troy Scoble (proxy), Director City Life, Melton City Council Cr Susan Yengi, Maribyrnong City Council Mr Celia Haddock, Chief Executive Officer, Maribyrnong City Council Cr Mia Shaw, Wyndham City Council Mr Stephen Wall, Chief Executive Officer, Wyndham City Council Ms Simone Kemp, Executive Officer, LeadWest Online Ms Fiona Blair, Chief Executive Officer, Brimbank City Council Apologies Ms Roslyn Wai, Chief Executive Officer, Melton City Council Guests: In person Elie Khalil, Senior Advisor, Strategic Advocacy and Engagement, Brimbank City Council

Minutes

1. Welcome and Acknowledgement	Item 1 - Welcome, Acknowledgement, Introduction and Apologies
Introduction	The Executive Officer (EO) as Acting Chair declared the meeting open at 3:05pm. The EO acknowledged and recognised Aboriginal and Torres Strait Islander people as the first peoples and traditional custodians of the land and waterways on which we live and paid respects to Elders past, present and future.



Apologies	The EO welcomed committee members and guests, including newly appointed Councillor Delegates from: • Brimbank City Council - Cr Lucy Nguyen • Hobsons Bay City Council - Cr Rayane Hawli • Wyndham City Council - Cr Mia Shaw. The EO also acknowledged former Chair, Cr Dr Phillip Zada from Melton City Council, and Cr Susan Yengi from Maribyrnong City Council, as returning committee members. The EO noted an apology had been received from Melton City Council CEO, Roslyn Wai, and acknowledged Mr Troy Scoble, Director City Life attending as proxy. Committee members were invited to introduce themselves around the table for the benefit of new delegates.
2. Election of Chair	Item 2 – Election of Chair The EO explained the purpose of the election of the Chair and Deputy Chair and the process to elect the LeadWest Chair and Deputy Chair for 2026. Stephen Wall sought clarification on whether CEO committee members were required to vote for the Chair and Deputy Chair. The EO confirmed that while CEOs are committee members, they do not vote for the position of Chair and Deputy Chair. The Motion That, on the declaration of the result of the Election of the LeadWest Chairperson, and the LeadWest Deputy Chairperson, the successful candidates are elected into these positions until the date of the next election to be held in accordance with the Terms of Reference. Moved: Cr Phillip Zada Seconded: Cr Mia Shaw Carried: Yes The EO called for nominations for the role of LeadWest Chair. Cr Phillip Zada nominated Cr Susan Yengi for the role of Chair. The nomination was seconded by Cr Rayane Hawli. Cr Susan Yengi (Maribyrnong City Council) was elected Chair until the date of the next election to be held in accordance with the Terms of Reference.
3. Handover of meeting	Item 3 – Handover of meeting to new Chair Congratulations were offered to the newly elected Chair and the meeting was paused to allow Cr Yengi to take over as Chair for the remainder of the meeting.
4. Election of Deputy Chair	Cr Susan Yengi chaired the meeting from Item 4 Item 4 – Election of Deputy Chair The Chair called for nominations for the role of Deputy Chair.



	Cr Susan Yengi nominated Cr Rayane Hawli for the role of Deputy Chair. The nomination was seconded by Cr Phillip Zada. Cr Rayane Hawli (Hobsons Bay City Council) was elected Deputy Chair until the date of the next election to be held in accordance with the Terms of Reference.
5. Conflicts of interest	Item 5 - Conflict of Interest (To be declared in accordance with the 'Local Government Act 2020) No conflicts of interest were declared.
6. Minutes from previous meeting	Item 6 - Previous Minutes The minutes from the meeting held 3 September 2025 were adopted without amendment. Moved: Cr Phillip Zada Seconded: Cr Susan Yengi Carried: Yes
7. Actions arising	Item 7 - Actions from previous meeting The action items from the previous meeting were listed in the agenda papers. The EO advised that all actions had or were being implemented. There were no outstanding actions. Cr Phillip Zada spoke to the action regarding the Terms of Reference review and the importance of the process and getting it right.
8. LeadWest Advocacy	Item 8 - LeadWest Advocacy 8.1 MP Meetings and WoMEDA Summit The Chair provided a overview of recent advocacy activity, including the finalisation of the State Election Advocacy brochure which has been distributed to local Members of Parliament (MP), and MP meetings held during the month of November. On Monday the 17th of November, LeadWest met with the Member for Werribee, Mr John Lister, to start discussions on our 2026 State Election advocacy priorities. The meeting was attended by former LeadWest Chair, Cr Dr Phillip Zada; former Wyndham City delegate, Cr Peter Maynard; Wyndham City Principal Advisor Advocacy & Stakeholder Relations, Chris Brayne; and Executive Officer, Simone Kemp. The Chair asked Cr Zada to share his insights into the meeting. Cr Zada confirmed a range of topics consistent with the state election priorities were discussed including the importance and benefits of the Outer Metropolitan Ring. The Chair asked Cr Zada for a further update on the meeting held with Member for Western Metropolitan Region, Mr Trung Luu during November. Cr Zada shared that Mr Luu had raised that he would like to see a focus on small business and helping businesses to grow on LeadWest's agenda.



	The Chair asked Cr Zada for a further update on the meeting held with Member for Melton, Mr Steve McGhie MP, and Member for Kororoit, Ms Luba Grigorovitch during November. Cr Zada confirmed the Member for Melton, Steve McGhie, was sponsoring the official launch of the LeadWest state election priorities at Parliament house, and had provided feedback on the recent WoMEDA Summit, which was discussed by the committee. The committee also clarified the different roles of LeadWest and WoMEDA in advocating for the region. The EO shared with the committee that contact had been made with the State Treasurer's office and LeadWest had been offered a meeting with the Treasurer's Chief of Staff. Meeting date TBC. The EO also confirmed that LeadWest is working with Steve McGhie's office and Parliament House to lock in a suitable date for the state election priorities launch event in early 2026. WoMEDA Summit The Chair asked Stephen Wall, to provide overview of the inaugural WoMEDA summit in his capacity as MC of the event. Stephen said the event was well attended by senior politicians and former Leader of the Opposition. The event highlighted the needs of the western suburbs, cognisant of the upcoming state election. The summit included good presentations, a big agenda and great panel discussions and did a good job of highlighting the issues of the west. Celia Haddock said she had received positive feedback on the Summit. The Age involvement provided good coverage of issues facing the west and positive feedback had been received from the community. Western Region Dialogue happening next year with a symposium planned for August 2026. Kerry Thompson added that Hobsons Bay is very happy to be part of WoMEDA and involved in the regional work. 8.2 2026 State Election Advocacy Action Plan The Executive Officer provided an overview of the updated State Election Advocacy Action Plan as included as an attachment to the agenda. The EO advised that since the September meeting, the LeadWest Advocacy Officers Group (AOG) has met twice to discuss and develop the plan in more detail, and to consider the request of the committee to investigate a potential state election candidates' event in 2026.
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	The EO noted key changes and updates from the plan previously presented to the committee. The EO recommended the action plan remain a standing agenda item for committee meetings until the state election. Cr Mia Shaw asked about the priority projects identified in the State Election Advocacy brochure and how the committee identified the priorities included, noting that the brochure includes projects that Wyndham will benefit from, but not necessarily any Wyndham projects. Celia explained the process for identifying regional priority projects for state election brochure. Cr Shaw noted many of the priorities in the brochure are longer-term projects, but asked whether there were shorter and medium-term priorities that could be included as well as more detail around our asks, including costs. Cr Zada explained the process that was used to determine what was eventually included in the brochure and the agreement to note include costs. Cr Shaw acknowledged the priorities were endorsed at the September meeting but believed there was time to make changes and opportunities for short-term priorities. The EO confirmed the state election priorities were locked in at the September meeting and that LeadWest would be looking at its new strategic plan in 2026 which presents an opportunity for refreshed conversations about what LeadWest will focus on in coming years. Celia confirmed there were still opportunities to for shorter-term projects to be identified under the identified priorities, for example Cooler, Greener West. Stephen Wall agreed there was scope to be more specific about projects and suggested supporting documents. The Chair added she had raised the question about project costs at the September meeting and it was agreed that we didn't need to specify projects costs and the document was endorsed. Fiona Blair advised that it was important to keep line of site on longer term projects as this is how you get bigger legacy projects happening. She noted opportunities for where we could get a bit more specific, including the outer western roads package and homelessness and advised the need to be careful with putting dollar value on projects that are to be delivered by other levels of government. Fiona suggested one-pagers could be developed to supplement the brochure information, including roads and homelessness.
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	The committee discussed the complexity of changeover of committee members and continuity, and the Chair suggested the duration of the term of committee members be considered as part of the LeadWest Terms of Reference Review to allow more continuity for the work of LeadWest committee members. Cr Zada supported the suggestion of one-pager supplements, noting that the state election brochure has already been shared with local MPs. Cr Shaw confirmed her support for the creation of supplementary documents and noted it was important to provide information if we have it. Action: Develop supplementary documents to support key advocacy priority asks for state election. 8.3 State Election Campaign Proposal The EO provided an overview of the State Election campaign proposal as included as an attachment in the agenda papers. The EO advised that the AOG had discussed various opportunities to amplify our state election approach, including running a public-facing campaign and agreed the 2026 state elections presents a great opportunity to consider a different approach. The EO explained the premise and purpose of the proposed campaign and advised that, subject to support by the committee, the next steps would be to engage a creative agency to develop campaign branding and collateral, including campaign toolkits; and to develop a detailed media and digital rollout plan. The Chair added the campaign presented a great opportunity to highlight what makes the west great, the opportunities in the region, and what could be with more investment in infrastructure. Cr Hawli asked about the inclusion of Bus Network Reform in the campaign. The EO explained that consideration needs to be given which projects would be included in the campaign and where efforts would be directed. Kerry Thompson recommended exploring commonalities with the Infrastructure Victoria report. The EO confirmed the campaign would be fleshed out and presented back to the March meeting. Motion: That committee endorses the campaign proposal as included in the agenda. Moved: Cr Phillip Zada Seconded: Cr Lucy Nguyen Carried: Yes
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8.4 Homelessness and Menal Health research proposal to inform advocacy

The EO provided an overview of the homelessness and mental health research proposal as included as an attachment in the agenda papers.

The EO advised that if the committee supports this proposal, a consultancy brief would be prepared asap to have this data ready for early 2026, and the appropriate Council directors would be involved in the preparation of the brief and determining appropriate consultants to approach for RFQ.

The Chair asked whether WoMEDA was doing any research in this space. Celia confirmed that WoMEDA was not doing any research related to homelessness and mental health.

The Chair asked if there are any opportunities to partner with other organisations that might be doing work in this space already.

Fiona advised that this research was an opportunity for LeadWest to do the linking across the region and would include working with CoHealth in a partnership approach. Fiona said Brimbank had been doing a lot of work in this space and had been hearing that the state does not have a full view of what's happening across the region.

The Chair asked about work M9 is doing on homelessness. Celia advised that M9 has set up a working group for people working with rough sleepers in early 2026, but it was a different piece of work.

Troy Scoble noted Melton's rough sleepers project and the benefit of the research being proposed that would offer an important regional framework and clarity on Councils' roles in this space.

Kerry Thompson expressed support for the research and acknowledged homelessness and mental health was going to become a significant issue for the west and working at a regional level would elicit more state support rather than ad hoc approach.

Motion: To endorse the homelessness and mental health research proposal as included in the agenda papers.

Moved: Cr Mia Shaw

Seconded: Cr Rayane Hawli

Carried: Yes

Actions:

- Develop supplementary documents to support key advocacy priority asks for state election.



9. Quarterly Reports	Item 9 – Quarterly updates 9.1 Media and Communications The Chair advised that the third edition the LeadWest newsletter was distributed in September and the next edition is due out this month. She encouraged committee members to share the newsletter within their Council networks to ensure fellow Councillors are aware of LeadWest’s advocacy priorities and activities. The EO provided an update on media and communications activity, which included: • One media opportunity with ABC radio following the release of the Infrastructure Victoria’s 30-year strategy, to discuss the Melton line electrification. • One media release welcoming new and expanded bus routes in Wyndham and the contract award for Melton line upgrade. The EO also noted the WoMEDA summit which generated excellent coverage for the west in the lead up to the event and advised on website activity and updates had been made to the website and since the September meeting. 9.2 Finance The EO provided a quarterly update on the LeadWest financial position. The EO provided an overview of spends in the last quarter and advised that LeadWest membership renewals were invoiced in November 2025 for payment in December 2025. Membership fees remained unchanged from 2024. Motion: That the committee accepts the Finance report as included in agenda papers. Mover: Cr Phillip Zada Seconded: Cr Rayane Hawli Carried: Yes
10. Draft LeadWest Communication Strategy	Item 10 – Draft LeadWest Communication Strategy The EO provided an overview of the draft communication strategy developed to guide LeadWest to take a strategic and refreshed approach to communication. The EO provided an overview of the objectives of the strategy; the process undertaken to develop the document; and the opportunities identified to expand and enhance LeadWest’s communication approach, including resource and budget considerations. Cr Hawli asked if LeadWest was on Instagram. The EO advised LeadWest was not on Instagram and that it was not recommended we would develop a presence on the platform and that the strategy outlines how LeadWest would seek coverage on existing social media accounts of member councils, including Facebook, and there was the option for committee members to share content as it becomes available across platforms.



	Cr Shaw stated she was supportive of the optional annual council briefing as it's important for councillors to understand the work and priorities, recognising Councillors are important advocates. Cr Hawli added that Hobsons Bay is wanting to be more engaged and supportive of annual briefings. Action: Executive Officer to recirculate draft comms strategy to committee for review/feedback with due date for feedback and next steps.
11. Terms of Reference Review – Project Plan	Item 11 Terms of Reference Review – Project Plan The EO provided an overview of the project plan for the Terms of Reference review over the next 12 months, and the context for the review process. The Chair asked about the project timelines, and the EO advised it had been agreed to undertake the review over a period of 12 months. The ToR would be presented to the committee twice in 2026 – mid-year as a draft for committee feedback, an in September as a final draft for committee endorsement. The committee agreed to proceed with the review as per the project plan.
12. Other Business	Other Business Meeting dates 2026 The Chair raised the LeadWest meeting dates for 2026 were still to be confirmed. The Chair advised LeadWest meetings are held quarterly, generally on the first Wednesday of the month from 3-5pm, with a mix of in-person and online formats. The committee discussed various meeting day, time and duration options. Action: Executive Officer to circulate meeting date/time options to confirm preferences for LeadWest meetings in 2026 for committee agreement, including consideration for potentially shorter meeting length i.e. 90 mins. Acknowledging outgoing Chair, Cr Dr Phillip Zada The Chair acknowledged the work of Cr Dr Phillip Zada as the former Chair of LeadWest during 2025, noting his work with media, building momentum and positioning of LeadWest over the last 12 months. The Chair also thanked the CEOs and committee members. Cr Zada thanked the Chair for the acknowledgement. Cr Zada said he was keen for LeadWest to keep the momentum going. Cr Zada said LeadWest had great



	outcomes from the federal election and was keen for LeadWest to keep pushing the regional comparison for the west with the population of Adelaide. Positioning statements The Executive Officer let the committee know that the LeadWest position statements were currently being reviewed and updated and would be presented to the first meeting back in 2026. Acknowledging Kerry Thompson Cr Rayane Hawli acknowledged this would be Kerry Thompson's last meeting as Interim CEO of Hobsons Bay and thanked Kerry for her contribution to LeadWest. Kerry thanked the committee and wished LeadWest the best for the future.
Close	Close The Chair thanked all the members of LeadWest for their attendance and ongoing contribution. The Chair closed the Meeting at 4:39pm
2026 Meeting Dates	Meeting Dates The 2026 meeting dates are to be confirmed. Next meeting: TBC.

Actions Summary from meeting 3 December 2025

Action item:	Action:
Item 8: 2026 State Election Priorities Advocacy Action Plan	1. Develop supplementary documents to support key advocacy priority asks for state election.
Item 10: Draft Communication Strategy	2. Executive Officer to recirculate draft comms strategy to committee for review/feedback with due date for feedback and next steps.
Item 12: Other Business – 2026 Meeting dates	3. Executive Officer to circulate meeting date/time options to confirm preferences for LeadWest meetings in 2026 for committee agreement, including consideration for potentially shorter meeting length i.e. 90 mins.

Minutes

LeadWest Joint Delegated Committee



Meeting Details

Date	Wednesday 25 February 2026	
Time	3:00pm – 4:30pm	
Location	Online	
Chair	Cr Susan Yengi, Maribyrnong City Council	
Invitees	Cr Lucy Nguyen Brimbank City Council Ms Fiona Blair Chief Executive Officer, Brimbank City Council Cr Rayane Hawli Hobsons Bay City Council Mr Phu Nguyen Chief Executive Officer, Hobsons Bay City Council Cr Dr Phillip Zada Melton City Council Ms Roslyn Wai Chief Executive Officer, Melton City Council Cr Susan Yengi Maribyrnong City Council Mr Celia Haddock Chief Executive Officer, Maribyrnong City Council Cr Mia Shaw Wyndham City Council Mr Stephen Wall Chief Executive Officer, Wyndham City Council Ms Simone Kemp Executive Officer, LeadWest	
Apologies	NA	
Guests	Elie Khalil, Senior Advisor, Strategic Advocacy & Engagement, Brimbank City Council (meeting observer)	
Minutes	Simone Kemp, Executive Officer, LeadWest	
File ref	26/68034	

Meeting Items

No.	Topic	
1.	Welcome, Acknowledgement & Apologies	LeadWest Chair, Cr Susan Yengi, declared the meeting open at 3:03pm. The Chair acknowledged and recognised Aboriginal and Torres Strait Islander people as the first peoples and traditional custodians of the land and waterways on which we live and paid respects to Elders past, present and future. The Chair welcomed committee members, including new committee member, Hobsons Bay City Council CEO, Phu Nguyen. Phu introduced himself to the committee. There were no apologies, noting Cr Mia Shaw joined the meeting at 3:10pm.
2.	Conflict of Interest	Nil
3.	Confirmation of Previous Minutes	The minutes from the meeting held on 3 December 2025 were adopted without amendment. Moved: Cr Dr Phillip Zada

		Seconded: Cr Rayane Hawli Carried: Yes
4.	Actions arising	The Chair confirmed there were no outstanding actions.
5.	LeadWest Advocacy 5.1 Stakeholder engagement: MP Meetings 5.2 Parliament House event (4 March) 5.3 State Election Advocacy Action Plan Update & supplement documents see Attachment 2 5.4 State Election Campaign – Let's Get It Done: branding, timelines and rollout plan see Attachment 3a & 3b	5.1 - Stakeholder engagement: MP Meetings The Chair provided an update to the committee on advocacy activities since the December Meeting, which included letters of introduction to the new Chair (elected in December), and invitations to the LeadWest state election advocacy priorities launch, being sent to all western region MPs, relevant Ministers, Shadow Ministers, party leaders and other key stakeholders. The Chair updated committee members on a meeting held with the Victorian Treasurer's Chief of Staff, Ken Macpherson, to discuss regional priorities in the lead up to the state election, and the feedback from Mr Macpherson in terms of infrastructure spending. The meeting was attended by LeadWest Chair, Cr Susan Yengi, Maribyrnong City Council CEO, Celia Haddock, and LeadWest Executive Officer (EO), Simone Kemp. Cr Hawli requested the opportunity to attend meetings in the future as Deputy Chair and requested all committee members be informed of scheduled stakeholder meetings going forward. Celia confirmed that LeadWest has a process where Councillor delegates are invited to attend meetings alongside the Chair with MPs within their local areas, and the Deputy Chair will be invited to all meetings scheduled with Ministers and other key stakeholders. Cr Zada referred to the state's ability to fund major infrastructure, and Celia advised that it's important LeadWest continues to keep working hard to raise awareness of our region's priorities and referred to the announcement earlier the same day (25 February) in relation to stage one of the Melbourne Airport Rail Project. 5.2 Parliament House event (4 March) The Chair provided update on the LeadWest State Election Advocacy Priorities launch event scheduled for 4 March, with an update on arrangements, event format and the guest list. Cr Zada asked if media has been invited. The EO confirmed that media had not been invited as the audience for the event were MPs, Ministers, Shadow Ministers and other key stakeholders. The EO advised a photographer had been booked for the event, and a media release would be issued, with a photograph, after the event. Cr Hawli expressed that she felt not having media at the event was a missed opportunity and the Chair asked whether there was potential to pursue this ahead of the event. The EO confirmed that the guest list had now been confirmed with Parliament House, and she did not believe it would be possible. There would be opportunities for media coverage after the event and ahead of the election. The committee asked that media involvement in LeadWest events be discussed as a committee going forward. Stephen Wall confirmed that he and Cr Shaw would be apologies for the event and confirmed that Cr Jennie Barerra would be there to represent Wyndham as the LeadWest proxy delegate.

	The EO advised that an event brief would be provided all committee members ahead of the event. 5.3 State Election Advocacy Action Plan Update & supplement documents The Chair presented the state election advocacy plan update and supplement documents as attached to the agenda, which was an action item that came out of the December meeting. The Chair advised there had been purposeful selection of the supplement document topics, and they were not intended to replicate the existing brochure content. Phu advised that Hobsons Bay had updated figures available for the wetlands supplement, as well as updated information on the project's staged approach. Phu to provide updated information to EO to update wetlands supplement. The EO advised that, with committee endorsement, the supplements would be designed for better presentation. The Chair referenced the additional fact sheet that included information about LeadWest and Melbourne's West. Cr Zada asked the EO to confirm the source of the data used in the fact sheet. The EO confirmed the information used was from in 2025. Cr Zada asked if there was an option to include updated infrastructure spend comparison data in the fact sheet, and the committee discussed whether this was feasible and in the context of recent infrastructure investments in the west. The EO advised the committee that the infrastructure data being discussed was the result of a research project undertaken on LeadWest's behalf in 2024. Fiona Blair referred the committee of the cost of the previous research and that the data we have is current to 2024, and to consider whether additional research would add value. The Chair suggested looking at WoMEDA data. Celia agreed to pursue relevant data with WoMEDA. Motion: That the committee endorses the state election supplement documents for use. Moved: Cr Dr Phillip Zada Seconded: Cr Lucy Nguyen Carried: Yes 5.4 State Election Campaign – Let's Get It Done: branding, timelines and rollout plan The Chair provided an update on the work since the December meeting to further develop the state election advocacy action plan and 'Let's Get It Done' campaign, including development of branding/logo options. Cr Zada said the rollout plan was well done. The Chair advised that it was now proposed to start the campaign following the release of the May State Budget. The EO provided an update on the rollout plan and proposed timing of the campaign and asked that the committee consider and agree on the campaign branding. The Chair invited feedback on the branding options.
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		Cr Nguyen confirmed her preference was design 1B as included in the agenda papers. Cr Hawli asked if there was scope to adjust the artwork. The EO confirmed there was time. The committee discussed various individual preferences, and the Chair the options to the vote. The preferred option across the committee was 1B. Motion: That the committee endorses option 1B of the Let's Get It Done campaign branding and agrees to proceed with the state election rollout plan as presented. Moved: Cr Phillip Zada Seconded: Cr Rayane Hawli Carried: Yes Actions: • EO to update Hobsons Bay Wetlands supplement document with new information provided on project costs and stages. • Celia Haddock to pursue relevant data with WoMEDA for LeadWest fact sheet and share with EO. • EO to look at option for preferred campaign artwork (option 1B) for opportunities to incorporate a stamp within the campaign.
6.	LeadWest Position Statements – 2026 Updates see Attachment 4	The Chair introduced the updated LeadWest position statements designed to help streamline internal review and approval processes when information is requested by external stakeholders. Position statements have been prepared to correspond with each of the 11 state election advocacy priorities, except for homelessness and mental health. These position statements will be updated and presented back to the committee following the completion of the homelessness and mental health research project. Motion: That the committee endorses the updated 2026 LeadWest position statements for use. Moved: Cr Rayane Hawli Second: Cr Lucy Nguyen Carried: Yes
7.	Homelessness and Mental Health research update	The EO provided the committee with an update on the research project. LeadWest has appointed a consultant to undertake the project. An inception meeting was held in January and subject matter expert leads identified at each Council who have been assisting with data collection and interviews. The research is expected to be completed in April. The Chair asked about the timing of LeadWest planned roundtables in the context of research project timing. The EO confirmed roundtables should occur after research is completed.

		Fiona said individual Councils have been talking to MPs about this – this research will just bring it all together.
8.	Quarterly Updates 8.1 Media and Communications Update see Attachment 5 8.2 Finance Update see Attachment 6	8.1 – Media and Communications Update The Chair advised the next LeadWest newsletter would be distributed in March. The EO provided an update on progress against the LeadWest communication strategy rollout. The LeadWest LinkedIn profile would be activated to coincide with the launch event on 4 March; and activity on the website remained consistent. Cr Nguyen asked about LeadWest's audience on LinkedIn, and whether LeadWest would have a presence on Facebook. The EO advised that, in line with communication strategy presented at the December meeting, LeadWest would focus its efforts on LinkedIn. LeadWest would also make use of the existing audience individual Councils have on Facebook to share updates on LeadWest. 8.2 – Finance Update The EO provided an update on LeadWest finances and anticipated expenses for the next quarter. Cr Shaw asked about the cost of the launch event at Parliament House. The EO provided an overview of the event costs, including catering, photography and welcome to country. Motion: That the committee accepts the Finance report as included in agenda papers. Moved: Cr Rayane Hawli Seconded: Cr Philip Zada Carried: Yes
9.	Other Business - Terms of Reference Review update - Proposed additional Meetings (Chair) - Meeting locations 2026 (June & December) Other	Terms of Reference Review Update The EO provided an update on the LeadWest Terms of Reference Review process. A draft ToR will be presented to the committee meeting in June, followed by a period for review, with the final draft planned to be presented to the September meeting for final endorsement. Committee Meeting locations 2026 In-person committee meetings in 2026 will be held in: - June: Hobsons Bay City Council - December: Maribyrnong City Council. It was agreed Brimbank would host the first in-person meeting in 2027. Proposed additional meetings The Chair raised the potential need for additional meetings in 2026 in the context of it being an election year, and the various campaign activities planned.

	The Chair suggested a tentative pre-or-post June be scheduled. The committee agreed to an additional tentative meeting to be scheduled. Other MP feedback The Chair shared feedback she had received from a western region MP re: LeadWest's planning for elections and budgets, which indicated the alliance needs to start advocacy earlier. The Chair shared this in the context of planning for the next federal election and the timeline to plan for future election campaigns and sought thoughts from the committee. Fiona advised that a lot of what LeadWest is advocating for is not new and our advocacy on a number of our priorities has been ongoing. Stephen agreed with Fiona and advised that LeadWest needs to remain consistent in our advocacy. Cr Zada added that LeadWest's increased public presence, including on social media will help keep LeadWest front of mind. Stephen added that LeadWest's advocacy doesn't start and stop with budget cycles. The committee's role is to keep bringing the west of Melbourne to prominence. LeadWest is well recognised amongst Federal and State Ministers. He advised LeadWest should keep going with ongoing priorities and keep those cycles in mind – but not design around them. The Chair closed the meeting at 4:16pm. Actions: - EO to make arrangements for in-person meetings in June and December with relevant hosting councils. - EO to schedule tentative additional committee meeting pre-or-post June.
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Next meeting: Wednesday 3 June 2026, 3-4.30pm, Hobsons Bay City Council (in-person)

Meeting Actions:

Meeting item:	Action:
5.3 State Election Advocacy Action Plan Update & supplement documents	EO to update Hobsons Bay Wetlands supplement document with new information provided on project costs and stages.
5.3 State Election Advocacy Action Plan Update & supplement documents	Celia Haddock to pursue relevant data with WoMEDA for LeadWest fact sheet and share with EO.
5.4 State Election Campaign – Let's Get It Done: branding, timelines and rollout plan	EO to look at option for preferred campaign artwork (option 1B) for opportunities to incorporate a stamp within the campaign.

9 Other Business - Committee Meeting locations 2026	EO to make arrangements for in-person meetings in June and December with relevant hosting councils.
9 Other Business – Additional Meetings	EO to schedule tentative additional committee meeting pre-or-post June.

12.8 AUDIT AND RISK COMMITTEE MATTERS

Author: Renee Hodgson - Manager Governance

Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To present to Council the confirmed minutes of the Audit and Risk Committee meeting held on 19 February 2026 (the minutes).

RECOMMENDATION:

That Council:

1. Note the confirmed Minutes and the Chair Summary Report of the Committee Meeting for the Audit and Risk Committee meeting held 19 February 2026, provided as **Appendices 1 and 2** to this report, respectively.
2. Adopt the recommendations endorsed or approved by the Audit and Risk Committee, arising within the minutes.
3. Note the Audit and Risk Committee Biannual Report for the period October 2025 – March 2026, provided as **Appendix 3** to this report.

Motion

Crs Zada/Morris.

That Council:

1. Note the confirmed Minutes and the Chair Summary Report of the Committee Meeting for the Audit and Risk Committee meeting held 19 February 2026, provided as **Appendices 1 and 2** to this report, respectively.
2. Adopt the recommendations endorsed or approved by the Audit and Risk Committee, arising within the minutes.
3. Note the Audit and Risk Committee Biannual Report for the period October 2025 – March 2026, provided as **Appendix 3** to this report.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

The minutes of the Audit and Risk Committee meeting held on 19 February 2026 are appended to this report as **Appendix 1**. Additionally, a Summary Report of the Committee prepared by the Audit and Risk Committee Chairperson, Jeff Rigby, is provided as **Appendix 2** to this report.

The minutes contain recommendations for the consideration of Council.

A biannual report regarding the activities of the Committee for the period October 2025 to March 2026, is provided as **Appendix 3**.

2. Background/Issues

The Audit and Risk Committee is established by the Council pursuant to Section 53 of the *Local Government Act 2020* ('the Act').

The primary function and responsibility of the Audit and Risk Committee is to monitor the compliance of Council policies and procedures with the Act including any regulations, and chiefly, the overarching governance principles, Council's financial and performance reporting, Council's risk management and fraud prevention systems and controls and oversee the internal and external audit function.

The Audit and Risk Committee makes recommendations to Council for its consideration. These recommendations are set out in the minutes attached at **Appendix 1** for matters that the Audit and Risk Committee considered.

The attached report (**Appendix 3**) provided by the Chairperson of the Audit and Risk Committee, satisfies the requirements for the presentation of a biannual report to Council.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making.

4. Financial Considerations

Any and all financial considerations are set out within the reports and minutes of the Audit and Risk Committee.

5. Consultation/Public Submissions

Not applicable.

6. Risk Analysis

A risk analysis is contained within each report to the Audit and Risk Committee.

Risks identified by the Audit and Risk Committee and recommendations in relation to same should be carefully considered by Council as these represent an independent and forensic appraisal of the issues.

7. Options

Council has the option to provide any feedback or direction to the Audit and Risk Committee it feels is appropriate on the discharge of the Committee's responsibilities under the Audit and Risk Committee Charter.

The Audit and Risk Committee is not a delegated committee and operates in an advisory capacity to Council, therefore Council has the discretion to accept, reject or amend the Committee's recommendations.

LIST OF APPENDICES

1. Audit and Risk Committee Confirmed Minutes - 19 February 2026
2. Audit and Risk Committee Chair Summary Report - 19 February 2026
3. Audit and Risk Committee Biannual Report October 2025 - March 2026



MELTON CITY COUNCIL

Minutes of the Audit and Risk Committee Meeting of the Melton City Council

19 February 2026

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

Prior to the commencement of the meeting, a member only pre-meeting was held, followed by an in camera conversation with the Chief Executive Officer.

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5.1	TRACKING REPORT FOR AUDIT AND RISK COMMITTEE MEETING ACTIONS	8
	To present the Tracking Report for Audit and Risk Committee Actions as at February 2026.	
6.	PRESENTATION OF STAFF REPORTS	8
6.1	ANNUAL WORK PLAN 2026	8
	To provide the Committee with an overview of the agenda for this meeting against the Annual Work Plan 2026.	
6.2	UPDATED INTERNAL AUDIT PLAN 2026	8
	To present the updated Internal Audit Plan 2026 for the Audit and Risk Committee's endorsement.	
6.3	STATUS UPDATE ON INTERNAL AUDITS COUNCIL SAFETY (INCLUDING PSYCHOLOGICAL SAFETY) AND COMPLIANCE FRAMEWORK - SAFETY & WELLBEING IMPROVEMENT PLAN	9
	This report seeks endorsement of the Safety & Wellbeing Improvement Plan, developed to address the remaining findings of the Council Safety Audit (INT2504) and consolidate related CAMMS risks into a single, integrated framework.	
	The Plan provides a risk-based approach to strengthening Council's safety, wellbeing and child safety outcomes, and supports improved governance oversight, accountability and assurance reporting to the Audit & Risk Committee.	

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

6.4	FACILITIES MANAGEMENT INTERNAL AUDIT RECOMMENDATIONS	9
	To provide the Audit and Risk Committee with an update on progress actioning incomplete actions for the Facilities Management internal audit.	
6.5	INTERNAL AUDIT: COMPLAINTS HANDLING - UPDATE OF DEVELOPMENT OF THE CUSTOMER REQUEST MANAGEMENT SYSTEM	9
	To provide the Audit and Risk Committee with an update on the development of Council's Customer Request Management System.	
6.6	INTERNAL AUDIT RECOMMENDATIONS TRACKING REPORT FOR FEBRUARY 2026	10
	To present the Internal Audit Recommendations Tracking Report for February 2026 (the Report).	
6.7	INTERNAL AUDITOR - RECENT ISSUES INSIGHTS QUARTERLY REPORT	10
	To present the Internal Auditors' Recent Issues Insights Quarterly Report, January 2026 (the Report).	
6.8	REVIEW AND APPROVE EXTERNAL AUDIT SCOPE AND PLAN	10
	To present the proposed audit strategy for the financial year ending 30 June 2026.	
6.9	FINANCE REPORT - QUARTER ENDED 30 NOVEMBER 2025	11
	To present the Finance Report for the five months ended 30 November 2025.	
6.10	QUARTERLY INVESTMENT HOLDINGS REPORT	11
	To present the Investment Holding Report for the six months ended 31 December 2025.	
6.11	CEO PROCUREMENT DELEGATIONS REPORT	11
	To provide the Audit and Risk Committee with a quarterly report on use of the role-specific procurement delegations for the CEO, whilst two value thresholds for procurement methodologies exist at Melton City Council, and a summary of the CEO corporate credit card usage and compliance.	
6.12	PEOPLE AND SAFETY INSIGHTS	11
	To provide a presentation update to the Audit and Risk Committee regarding People and Safety Insights.	
6.13	GENDER EQUALITY ACTION PLAN 2023-2025 AND 2025 WORKPLACE	

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

	GENDER AUDIT FINDINGS	12
	To provide the Audit and Risk Committee with an update on the outcomes of Melton City Council's Gender Equality Action Plan (GEAP) for 2023–2025, the findings of the recent Workplace Gender Audit, and the next steps required to develop and submit the new GEAP for 2026–2030 by 1 May 2026.	
6.14	STATUS UPDATE ON THE REVIEW OF HUMAN RESOURCE MANAGEMENT POLICIES AND PROCEDURES	12
	To provide the Audit and Risk Committee with an update on an outstanding item from 2022 relating to Human Resource Management Policies and Procedures.	
6.15	CURRENT AGED CARE SERVICES DELIVERED BY COUNCIL	12
	To provide the Audit and Risk Committee with an overview of the current aged care services provided by Council.	
6.16	ASSET MANAGEMENT ACCOUNTABILITY FRAMEWORK UPDATE	12
	To present the Audit and Risk Committee with an updated status report on key actions and initiatives related to Melton City Council's (MCC) Asset Management Accountability Framework (AMAF), highlighting initiatives and progress made towards the implementation of best-practice asset management principles in accordance with AMAF and the Local Government Act 2020.	
6.17	REVIEW COUNCIL'S FRAUD AND CORRUPTION CONTROL PLAN INCLUDING IN RELATION TO FINANCIAL AND NON-FINANCIAL CONTROLS	13
	To provide a status report on Council's Fraud and Corruption Control Plan (including in relation to financial and non-financial controls) to the Audit and Risk Committee.	
6.18	RISK MANAGEMENT FRAMEWORK AND COMPLIANCE ROAD MAP	13
	To provide a presentation update to the Audit and Risk Committee regarding the Risk Management Framework and Compliance Road Map.	
6.19	INFORMATION TECHNOLOGY KEY RISKS	13
	To provide a presentation update to the Audit and Risk Committee regarding Information Technology Key Risks, covering the ICT and Digital Strategy, Security Roadmap and Technology Change Program.	
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MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING **19 FEBRUARY 2026**

8.	CONFIDENTIAL BUSINESS	14
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	To provide the Audit and Risk Committee with an update of Council's key governance, integrity, legal and compliance activities.	
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MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING19 FEBRUARY 2026**MELTON CITY COUNCIL**

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE
MELTON CITY COUNCIL
HELD IN THE MELTON CIVIC CENTRE,
232 HIGH STREET, MELTON ON
19 FEBRUARY 2026 AT 12:00 PM

Present:	Jeff Rigby	Independent External Member
	John Watson	Independent External Member
	Bruce Potgieter	Independent External Member
	Cr Lara Carli	Mayor
	Cr Dr Phillip Zada	Deputy Mayor
Attendees:	Roslyn Wai	Chief Executive Officer
	Liz Rowland	Chief Financial Officer
	Sam Romaszko	Director City Futures
	Troy Scoble	Director City Life
	Neil Whiteside	Director City Delivery
	Emily Keogh	Head of Governance
	Toni Toaldo	Chief People Officer
	Renee Hodgson	Manager Governance
	Natalie Marino	Manager Finance
	Kat Noy	Manager Risk and Compliance
Invited Guests:	Wilson Tang	Internal Auditor, Moore Australia
	Michael Gummery	External Auditor, HLB Mann Judd
	Kyle Pervera	External Auditor, HLB Mann Judd

1. WELCOME / ACKNOWLEDGEMENT / ELECTION OF CHAIR

The Chief Executive Officer opened the meeting at 12.44pm with an acknowledgement of Country and welcomed the Committee members.

The Chief Executive Officer called for nominations for a Chairperson for the Audit and Risk Committee for a period up to 3 calendar years pursuant to the Audit and Risk Committee Charter, within their term of appointment.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING**19 FEBRUARY 2026**

John Watson nominated Jeff Rigby as Chairperson for a 2 year term.

Jeff Rigby accepted the nomination.

There being no further nominations, Jeff Rigby was elected Chair for 2 calendar years, until the end of 2027.

Jeff Rigby assumed the Chair and welcomed Committee members and management, with a special welcome to Council's Chief Financial Officer, Liz Rowland, Chief People Officer, Toni Toaldo, and Manager Risk and Compliance, Kat Noy, who are attending their first Audit and Risk Committee Meeting since commencing with the City of Melton.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. DECLARATIONS**3.1 DECLARATIONS OF INTEREST AND / OR CONFLICT OF INTEREST**

There were no Declarations of Interest or Conflicts of Interest related to the matters of the Audit and Risk Committee meeting.

John Watson advised the meeting he has been appointed as monitor at Kingston City Council.

Wilson Tang, Council's Internal Auditor, joined the meeting online at 12.52pm.

3.2 INTEGRITY DECLARATIONS

Council's Chief Executive Officer and Head of Governance declared that, aside from the matters reported under confidential business or any other reports in this agenda, there was no new or impending legal action against Council or instance of statutory breach or fraud that had come to their attention since the last meeting of the Committee and that are not prevented from being disclosed to the Committee by statutory or integrity agency procedural requirements.

Council's Internal Auditor, Wilson Tang, confirmed there had been no obstruction to the work of internal audit.

The Audit and Risk Committee confirmed the agenda as presented, and the Chairperson also confirmed that members have read and understood the reports as tabled for the following items of business and no discussion was required:

- Item 5.1 - Tracking Report for Audit and Risk Committee Meeting Actions
- Item 6.3 - Status Update On Internal Audits Council Safety (Including Psychological Safety) and Compliance Framework - Safety & Wellbeing Improvement Plan
- Item 6.4 - Facilities Management Internal Audit Recommendations
- Item 6.7 - Internal Auditor - Recent Issues Insights Quarterly Report
- Item 6.10 - Quarterly Investment Holdings Report
- Item 6.11 - CEO Procurement Delegations Report
- Item 6.14 - Status Update on the Review of Human Resource Management Policies and Procedures

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING19 FEBRUARY 2026

4. MINUTES OF PREVIOUS MEETINGS

The Audit and Risk Committee noted the out-of-session confirmation of the Audit and Risk Committee Meetings held on 20 November 2025 and 8 December 2025 presented to Council at its Scheduled Meeting held on 15 December 2025.

5. OTHER BUSINESS CARRIED OVER FROM A PREVIOUS MEETING**5.1 TRACKING REPORT FOR AUDIT AND RISK COMMITTEE MEETING ACTIONS**

Author: Troy Delia - Senior Coordinator Governance

Presenter: Emily Keogh - Head of Governance

The Audit and Risk Committee noted the Tracking Report for Audit and Risk Committee Actions as at February 2026.

6. PRESENTATION OF STAFF REPORTS**6.1 ANNUAL WORK PLAN 2026**

Author: Renee Hodgson - Manager Governance

Presenter: Emily Keogh - Head of Governance

The Audit and Risk Committee noted the Annual Work Plan 2026.

Action: *Update Item 44 in the Work Plan 2026 to reflect that it is a biannual report and a report of the Committee.*

6.2 UPDATED INTERNAL AUDIT PLAN 2026

Author: Renee Hodgson - Manager Governance

Presenter: Wilson Tang - Internal Auditor, Moore Australia

The Audit and Risk Committee:

1. Endorsed the updated Internal Audit Plan 2026 provided for presentation to Council for consideration.
2. Noted the timing of the Cyber Security Internal Audit is recommended by management to be the first audit in 2027 and is proposed to be considered as part of the Internal Audit Plans for 2027 and 2028, which will be presented to the Audit and Risk Committee meeting in May 2026 for endorsement.

Actions: *Manager Procurement to provide an information report to a future Audit and Risk Committee meeting in relation to Procurement and Purchasing Cards.*

Manager Maternal Child Health to provide an information report to a future Audit and Risk Committee meeting in relation to Maternal Child Health.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING19 FEBRUARY 2026

Committee members suggested a number of internal audits for management's consideration for inclusion in the 2027 and 2028 internal audit plan prior to its presentation at the May Audit and Risk Committee meeting, including Planning Processes, Leisure Centre Management, Events Management, Animal Management, and Volunteer Management.

6.3 STATUS UPDATE ON INTERNAL AUDITS COUNCIL SAFETY (INCLUDING PSYCHOLOGICAL SAFETY) AND COMPLIANCE FRAMEWORK - SAFETY & WELLBEING IMPROVEMENT PLAN

Author: John Keehner - Safety and Wellbeing Coordinator
Presenter: Toni Toaldo - Chief People Officer

The Audit and Risk Committee:

1. Endorsed the Safety & Wellbeing Improvement Plan as the consolidated management response to remaining Council Safety Audit (INT2504) findings and CAMMS risks; and
2. Noted that progress against the Plan will be reported to the Committee at agreed intervals as part of ongoing audit and risk assurance.

6.4 FACILITIES MANAGEMENT INTERNAL AUDIT RECOMMENDATIONS

Author: Colin Marshall - Manager Facilities and Asset Services
Presenter: Neil Whiteside - Director City Delivery

The Audit and Risk Committee noted the update on the work to progress the completion of the outstanding Facilities Management internal audit actions, including the updated status and target dates.

6.5 INTERNAL AUDIT: COMPLAINTS HANDLING - UPDATE OF DEVELOPMENT OF THE CUSTOMER REQUEST MANAGEMENT SYSTEM

Author: Joel Farrell - Manager Customer Experience
Presenter: Emily Keogh - Head of Governance

The Audit and Risk Committee noted the report on the update of the development of the customer request management system.

The Chair commended management for utilising outcomes of internal audit actions to inform development of the CRM system.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

6.6 INTERNAL AUDIT RECOMMENDATIONS TRACKING REPORT FOR FEBRUARY 2026**Author: Renee Hodgson - Manager Governance****Presenter: Emily Keogh - Head of Governance**

The Mayor, Cr Carli, departed the meeting at 1.37pm and returned to the meeting at 1.39pm.

The Audit and Risk Committee:

1. Reviewed and noted the Internal Audit Recommendations Tracking Report for February 2026, and
2. Endorsed recommended revised implementation dates of Internal Audit Recommendations.

Action: Refine Internal Audit Recommendations Tracking reporting to include a description of rationale for any actions that have proposed revised implementation dates.

6.7 INTERNAL AUDITOR - RECENT ISSUES INSIGHTS QUARTERLY REPORT**Author: Renee Hodgson - Manager Governance****Presenter: Wilson Tang - Internal Auditor, Moore Australia**

The Audit and Risk Committee reviewed and noted the Internal Auditors' Recent Issues Insights Quarterly Report, January 2026.

Michael Gummery and Kyle Pervera, Council's External Auditors, joined the meeting online at 1.49pm and declared no obstruction to the work of external audit.

6.8 REVIEW AND APPROVE EXTERNAL AUDIT SCOPE AND PLAN**Author: Natalie Marino - Manager Finance****Presenter: Michael Gummery – External Auditor**

The Audit and Risk Committee reviewed, discussed, and received the draft Audit Strategy Memorandum.

Action: Finalised version of the Audit Strategy Memorandum to be circulated with a summary from management to advise Committee members of any substantial changes.

Michael Gummery and Kyle Pervera, Council's External Auditors, departed the meeting at 2.02pm.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

6.9 FINANCE REPORT - QUARTER ENDED 30 NOVEMBER 2025**Author: Natalie Marino - Manager Finance****Presenter: Liz Rowland - Chief Financial Officer**

The Audit and Risk Committee:

1. Reviewed and noted the Finance Report for the five months ended 30 November 2025, indicating a favourable outcome.
2. Noted that an updated finance report for the full 6 months will be circulated to the Committee when available.

Action: Management to circulate a full 6 month Finance Report for the quarter ending 31 December 2025 to the Audit and Risk Committee when available.

In noting the report, the Committee recognised the satisfactory financial position of the organisation for the 5-month reporting period as demonstrated by key performance indicators.

6.10 QUARTERLY INVESTMENT HOLDINGS REPORT**Author: Natalie Marino - Manager Finance****Presenter: Liz Rowland - Chief Financial Officer**

The Audit and Risk Committee reviewed and noted the Quarterly Investment Holdings Report.

6.11 CEO PROCUREMENT DELEGATIONS REPORT**Author: Noel Irwin - Manager Procurement****Presenter: Liz Rowland - Chief Financial Officer**

The Audit and Risk Committee noted the CEO Procurement Delegations Quarterly Report.

6.12 PEOPLE AND SAFETY INSIGHTS**Author: Toni Toaldo - Chief People Officer****Presenter: Toni Toaldo - Chief People Officer**

The Audit and Risk Committee noted the presentation update provided by Council's Chief People Officer regarding the People and Safety team.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

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**6.13 GENDER EQUALITY ACTION PLAN 2023-2025 AND 2025 WORKPLACE
GENDER AUDIT FINDINGS****Author: Janine Thomas - Project Systems & Data Coordinator****Presenter: Toni Toaldo - Chief People Officer**

The Audit and Risk Committee:

1. Noted the Gender Equality Action Plan Outcomes provided; and
2. Noted the 2025 Workplace Gender Audit Results and Analysis.

Action: *An update to be provided to a future meeting of the Audit and Risk Committee after the updated Gender Equality Action Plan for 2026-2030 is submitted prior to 1 May 2026.*

**6.14 STATUS UPDATE ON THE REVIEW OF HUMAN RESOURCE MANAGEMENT
POLICIES AND PROCEDURES****Author: Janine Thomas - Project Systems & Data Coordinator****Presenter: Toni Toaldo - Chief People Officer**

The Audit and Risk Committee noted the status update on the Review of Human Resource Management Policies and Procedures.

6.15 CURRENT AGED CARE SERVICES DELIVERED BY COUNCIL**Author: Coral Crameri - Manager Community Care****Presenter: Troy Scoble - Director City Life**

The Audit and Risk Committee noted the report regarding current aged care services delivered by Council.

Action: *Regular reporting regarding Aged Care Services to be provided to the Audit and Risk Committee as required and determined by management.*

6.16 ASSET MANAGEMENT ACCOUNTABILITY FRAMEWORK UPDATE**Author: Oliver Gabriel - Strategic Asset Lead****Presenter: Liz Rowland - Chief Financial Officer**

The Audit and Risk Committee noted the updated status report on key actions in relation to Melton City Council's Asset Management Accountability Framework.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

19 FEBRUARY 2026

6.17 REVIEW COUNCIL'S FRAUD AND CORRUPTION CONTROL PLAN INCLUDING IN RELATION TO FINANCIAL AND NON-FINANCIAL CONTROLS**Author: Kathy Peterson - Senior Integrity Advisor****Presenter: Emily Keogh - Head of Governance**

The Audit and Risk Committee noted the status report for the Council's Fraud and Corruption Control Plan (including in relation to financial and non-financial controls).

6.18 RISK MANAGEMENT FRAMEWORK AND COMPLIANCE ROAD MAP**Author: Katherine Noy - Manager Risk & Compliance****Presenter: Katherine Noy - Manager Risk & Compliance**

The Audit and Risk Committee noted the presentation update provided by Council's Manager Risk and Compliance, regarding the Risk Management Framework and Compliance Road Map.

The Mayor, Cr Carli, departed the meeting at 2.51pm and returned to the meeting at 2.58pm.

6.19 INFORMATION TECHNOLOGY KEY RISKS**Author: Ajay Ravindran - Chief Information Officer****Presenter: Liz Rowland - Chief Financial Officer**

The Audit and Risk Committee noted the presentation provided by Council's Chief Financial Officer, regarding Information Technology Key Risks, the Technology Change Program Horizon One (TCP-H1), the ICT Strategy and Penetration Testing.

Action: Council's Chief Information Officer to provide an update to the Audit and Risk Committee on any implications for Council arising from the Victorian Auditor General's Office Report titled "Cyber Security of IT Servers".

The Mayor, Cr Carli, departed the meeting at 3.02pm and did not take further part in the meeting.

7. OTHER MATTERS RAISED BY THE COMMITTEE

Nil.

MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING19 FEBRUARY 2026

8. CONFIDENTIAL BUSINESS**8.1 QUARTERLY GOVERNANCE REPORT****Author: Renee Hodgson - Manager Governance****Presenter: Emily Keogh - Head of Governance**

The Audit and Risk Committee received and noted the Quarterly Governance Report, inclusive of significant legal matters.

9. NEXT MEETING

The next meeting will be held on Thursday 21 May 2026 at 12 noon, at the Melton Civic Centre.

10. CLOSE OF BUSINESS

The meeting closed at 3.05pm.

Confirmed

Dated this

.....CHAIRPERSON

City of Melton Audit & Risk Committee**Summary Report of the Committee for the Meeting Held on 19 February 2026****External Independent Member Re-appointment and Election of Committee Chairperson**

1. The Committee members acknowledged previous advice from the Chief Executive Officer (CEO) that Council, at its meeting held on 15 December 2025, had re-appointed External Independent Member Jeff Rigby for a second three-year term that concludes in December 2028. The CEO thanked Jeff for his contribution to the Committee during his previous three-year term, which included being Chairperson of the Committee from May 2023 until the conclusion of his previous term.
2. At the commencement of the Committee meeting, the CEO advised Committee members that the position of Committee Chairperson was vacant and called for nominations of External Independent Members for election to the vacant position. A single nomination was received to elect Jeff Rigby to the position of Chairperson for a period of two years, which was accepted and the nominated candidate was declared by the CEO as duly elected to the position.

Committee Meeting Key Outcomes

3. In November 2025, the Committee received and endorsed an interim Internal Audit Plan (IAP), which was a one-year program that provided for up to five internal audits to be conducted in 2026, with the interim IAP nominating a prioritised set of three internal audit topics, being *Site Security*, *Land Development Contributions Framework* and *Privacy & Data Management*. The interim IAP essentially formed the basis of a start-up program for 2026 to ensure continuity of internal audit work once an internal audit services provider was appointed by Council to commence in early 2026. Moore Australia was subsequently re-appointed to continue the provision of the services for a maximum term not exceeding five years, and the Internal Auditor presented to the Committee an updated program for 2026 recommending the inclusion of the two additional internal audit topics of *Home & Community Care* and *Procure to Pay*, and the finalised one-year program for 2026 was endorsed by the Committee.

The Internal Auditor is to present a proposed three-year IAP at the next Committee meeting that will incorporate the endorsed program for 2026 and recommend the planned internal audit topics for the outward years of 2027 and 2028. The Committee has provided its advice on prospective topics in the future years for the Internal Auditor and management to consider, with management to provide its input to the proposed three-year plan prior to the Internal Auditor finalising the proposed plan.

4. The Committee had previously endorsed a proposed Safety & Wellbeing Improvement Plan (SWIP) detailing how 11 open actions from an internal audit of *Council Safety (including Psychological Safety)* conducted in October 2024 would be grouped and continue to be progressed through to completion under three overarching strategic actions set down in the SWIP. This enabled management to then finalise the SWIP by prioritising the open audit actions and setting time frames for their completion that will achieve effective embedment of required culture change, governance and system improvement and uplift to training delivery capability. The finalised SWIP was received and endorsed by the Committee, with progress against the plan to be reported to the Committee as part of ongoing audit and risk management assurance.

Committee Discussions

5. The Committee received and discussed with Council's External Auditor, Mr Michael Gummery of HLB Mann Judd, the draft *Audit Strategy Memorandum* detailing the planned approach to the annual audit of Council's financial report and performance statement for the financial year ending 30 June 2026. The Committee noted the key risks, areas of audit focus and the

audit timetable as detailed in the draft memorandum, with interim audit activities scheduled to commence in early May 2026. The External Auditor will issue the final memorandum to the Committee in due course with no significant changes to the document expected.

6. The Committee reviewed and discussed the progress of the implementation by Council of recommendations from prior internal audits, with the Committee noting that 224 recommendations from 23 internal audits remain to be closed out and 51 recommendations were confirmed as completed or closed since the previous status report to the Committee in November 2025.

The Committee noted a separate and detailed status update report on progress with open actions from the *Facilities Management* internal audit completed in February 2024. The Committee also noted an update report on the development of Council's Customer Request Management System, with implementation of this new system as part of Council's Technology Change Program addressing findings and open actions identified in the *Complaints Handling* internal audit completed in February 2025.

7. Other items of business considered and discussed by the Committee are detailed as follows.
 - a. The Committee's Annual Work Plan for 2026, with the Committee fulfilling the requirements of the plan for the year to date, but acknowledging (and as discussed under the previous Point No 3) that the approval of a three-year IAP has been delayed until the next Committee meeting.
 - b. The regular update report, presented on this occasion by Council's Chief Financial Officer, on information technology key risks relating to Council's *ICT and Digital Strategy* and the *Technology Change Program (TCP) – Horizon One*. The Committee noted risk mitigations, with 13 of 18 IT enterprise risks now closed out and that the TCP is on track. The Committee was also briefed on contractual matters with TCP delivery partner KPMG.
 - c. A regular update report on key asset management activities and initiatives being implemented to improve Council's asset management systems and performance. The Victorian Department of Treasury and Finance's *Asset Management Accountability Framework (AMAF)*, a best practice framework that applies to Victorian public sector entities, is the structure being used for monitoring implementation progress and achieving the required maturity uplift in the asset management function at Council.
 - d. An information paper requested by the Committee and prepared by the City Life Directorate outlining on the range of aged care services currently delivered by Council to support elderly people living in the municipality, and how Council is responding to national aged care reforms being implemented.
 - e. The finance report for the five-month period of 2025/26 ending 30 November, with the Committee, in noting the report, also recognising the satisfactory financial position of the organisation for the reporting period as demonstrated by key performance indicators.
 - f. The investment holdings report for the quarterly reporting period of 2025/26 ending 31 December, with the Committee noting an accompanying investment report from the Victorian Funds Management Corporation (VFMC) for the second quarter of 2025/26 that confirmed investment returns continue to better the return targets of the asset classes for Council's current investments. Looking forward, the VFMC believes the upbeat market mood should continue, supported by a strong risk appetite, even as investors stay mindful of risks to the outlook.
 - g. A report from Council's Chief People Officer on the outcomes of Council's 2023-2025 *Gender Equality Action Plan (GEAP)*, the findings of the recent workplace gender audit and

the next steps required to develop and submit a new GEAP for 2026-2030 to the Victorian Commission for Gender Equality in the Public Sector by 1 May 2026.

- h. A status update report noted by the Committee on the review of the organisation's human resource management policies and procedures.
 - i. A status report on the review of Council's Fraud & Corruption Control Plan, that covers both financial and non-financial controls, with management confirming that the control plan and associated policy will form an integral part of Council's Integrity Framework that is under development for implementation in 2026. The Committee noted the progress of the review of the control plan which expires in April 2026.
8. The Committee received presentations for the following two items of business and expressed its appreciation to the presenters for the information that was shared.
- a. Insights on the people & safety functions of the organisation, which was provided by the Chief People Officer and focused on workforce planning and development, workplace health, safety and wellbeing risk management, the legal compliance obligations of the organisation, and preparations for a new enterprise agreement.
 - b. An update from the newly appointed Manager Risk & Compliance on the continuing development of Council's Risk Management Framework and progress on the Compliance Road Map. The Committee noted the program of activities and initiatives to be undertaken in the coming months that links back to previous internal audit findings and recommendations for *Risk Management* (completed August 2025) and Council's *Compliance Framework* (completed May 2023).
9. The Committee received and noted reports presented for the following items of business.
- a. The regular confidential update report on key governance, integrity, legal and compliance activities.
 - b. The standing report on CEO Procurement Delegations.
 - c. The regular report prepared by the Internal Auditor for government entity clients detailing events reported by integrity agencies, developments in the sector and governance insights from various sources that are relevant to or of interest to local government authorities.

Matters for Consideration by Council

- 10. The re-election of Jeff Rigby as Chairperson of Council's Audit & Risk Committee for a two-year term concluding in December 2027.
- 11. The one-year program of five internal audits to be undertaken in 2026 by the Internal Auditor, Moore Australia that has been endorsed by the Audit & Risk Committee.
- 12. At a future Council meeting, a three-year Internal Audit Plan detailing internal audits planned to be undertaken in 2027 and 2028 by the Internal Auditor that will be endorsed by the Audit & Risk Committee.

Prepared by
Jeff Rigby
Committee Chairperson
Audit & Risk Committee
City of Melton
10 March 2026

Audit and Risk Committee

BIANNUAL REPORT

OCTOBER 2025 – MARCH 2026



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1. Background and Context

Melton City Council has established an Audit and Risk Committee (Committee) pursuant to Section 53 of the *Local Government Act 2020* (the Act) to support the Council in performing its functions and discharging its oversight responsibilities in ensuring good government of Council's municipal district.

The Committee achieves this by monitoring, reviewing, endorsing, and advising on the matters set out in its Charter prepared and approved by Council under Section 54 of the Act. The Committee is an advisory committee to Council, and it has no delegated authority from Council. It does have authority and the ability to perform activities prescribed in its Charter, and in particular the Committee can:

1. require the attendance of senior Council Officers at its meetings, as appropriate;
2. have unrestricted access to members of the management team, employees and relevant information;
3. review the process for reporting pursuant to the *Public Interest Disclosures Act 2012*;
4. oversee the performance of the external auditor and the appointment and performance of the internal auditor;
5. meet in private without the attendance of management, including meeting in camera with auditors; and
6. request necessary financial resources to be provided to enable the Committee to receive any necessary legal, accounting, or other professional advice.

The duties and responsibilities of the Committee are set down in the Charter and cover:

1. external audit;
2. internal audit;
3. financial and performance reporting;
4. internal control environment;
5. risk management;
6. fraud prevention systems and controls; and
7. compliance management.

The Charter requires the Committee to review it at least biennially and recommend changes to Council. The Committee's Charter was adopted by Council on 16 December 2024 and it incorporated amendments as recommended by the Committee.

The Committee reports twice per annum to Council on the Committee's activities and how the Committee has discharged its responsibilities under the Charter for the reporting period. One such report is required following the meeting when the Annual Financial Report and the Annual Performance Statement have been considered and recommended to Council for approval.

The biannual reporting period for this report is the six-month period from October 2025 to March 2026.

2. Committee Meetings Held During the Reporting Period

Since the last biannual report to Council, the Committee has met on two occasions in person at Council's office in Melton and held one special meeting via video conference, with meetings held on:

1. 20 November 2025 (in person);
2. 8 December 2025 (video conference); and
3. 19 February 2026 (in person).

The Internal Auditor attended all meetings of the Committee, with the External Auditor in attendance via video conference for the Committee meeting held in February 2026.

All Committee resolutions were recorded in the minutes of each meeting, with the minutes then presented to Council for consideration at a subsequent scheduled meeting of the Council, together with a meeting summary report prepared by the Committee Chairperson. To ensure the timely presentation of Committee meeting minutes to Council, the Committee received post-meeting the unconfirmed meeting minutes, as approved by the Chairperson for circulation to Committee members, and members confirmed the minutes via circular resolution out-of-session.

3. Committee Membership for the Reporting Period

The Act requires the appointment to the Committee of a majority of external members who are not Councillors. This provides a measure of independence and enables the Committee to provide advice to Council on matters related to its responsibilities utilising a membership with broader skills and experience than might otherwise be the case.

On 6 November 2025, Council duly elected Cr Lara Carli as Mayor and Cr Dr Phillip Zada as Deputy Mayor, with the Mayor and Deputy Mayor appointed to the Committee as Councillor Members on that date. With these appointments, Mayor Cr Carli continued as a Councillor Member of the Committee for a second consecutive year, while Deputy Mayor Cr Dr Zada replaced former Mayor Cr Steve Abboushi as an outgoing Councillor Member of the Committee.

During the reporting period and at the end of the calendar year 2025, Jeff Rigby concluded his first term as an External Independent Member and the Chairperson of the Committee, and Jeff was re-appointed to the member position, with the appointment endorsed at the Council meeting held on 15 December 2025. Jeff Rigby was re-elected as Chairperson at the Committee meeting held on 19 February 2026 for a period of two years until December 2027, which coincides with the first two years of the three-year term of his re-appointment.

The Committee membership and meeting attendance is detailed in the following table.

Committee Member	Position Held	Meeting Attendance Attended/Eligible
Jeff Rigby	Chairperson and External Independent Member	3/3
John Watson	External Independent Member	3/3
Bruce Potgieter	External Independent Member	3/3
Cr Lara Carli	Mayor and Councillor Member	3/3
Cr Dr Phillip Zada	Deputy Mayor and Councillor Member	3/3

4. Committee Work Plans for 2025 and 2026

The Committee adopts an Annual Work Plan for each calendar year that sets out the Charter requirements that the Committee must meet and by when during the particular year, and the plan provides a basis for the Committee to monitor its progress over the year with respect to fulfilling its Charter obligations and compliance requirements. Outcomes and achievements from the Work Plan also inform the Committee's annual self-assessment of its performance for the particular year.

For the biannual reporting period, which spans the 2025 and 2026 calendar years, Annual Work Plan requirements were met for the 2025 year with one exception where the Committee did not receive from management a regular quarterly report in May 2025 for the Compliance Road Map, but noting that all other quarterly reports for this item of business were received during the 2025 year.

At the November 2025 Committee meeting, the Committee agreed to and recommended a Committee Annual Work Plan for 2026 to Council for adoption, as required under the Committee Charter, and confirmed a schedule of Committee meeting dates with Council prior to the 2025 year end. Annual Work Plan requirements have been met for the 2026 year to date.

5. Committee Duties and Responsibilities – Report on Committee Activities

5.1. External Audit – Financial and Performance Reporting

The Act designates the Victorian Auditor-General's Office (VAGO) as responsible for the external audit functions of local government in Victoria. VAGO has contracted the undertaking of Council's external audit to HLB Mann Judd for a three-year period concluding with the external audit for the 2025/26 reporting period, and with an option to extend the appointment of HLB Mann Judd for a further one year.

The External Auditor, Mr Michael Gummery of HLB Mann Judd, presented and discussed with the Committee a draft external audit strategy memorandum for the 2025/26 reporting year at the February 2026 meeting. The draft memorandum detailed the planned audit approach, key risks and areas of audit focus, along with the timetable for audit activities. Based on the timetable, the Committee expects to receive a closing report in mid-September for consideration and discussion with the External Auditor and management prior to the presentation to Council of an Annual Financial Report containing audited financial statements and an audited Performance Statement for Council's consideration. The Independent Auditor's Report from VAGO is scheduled for sign off by the end of September, which then clears the way for publication of the statements in the Council's 2025/26 annual report. The Committee expects to receive advice shortly that the draft audit strategy memorandum has been finalised and issued to management without amendment.

In November 2025, the Chairperson completed a survey commissioned by VAGO providing feedback on the External Auditor's performance in delivering audited services to Council. The survey was conducted by an independent research agency to ensure objectivity in the collection and analysis of responses. When submitting the survey response, the Chairperson agreed to the completed questionnaire being provided to the External Auditor and will offer to discuss the response with Mr Gummery at an appropriate time.

5.2. Internal Audit

Moore Australia was Council's internal audit services provider until the end of 2025, with Council re-appointing Moore Australia in December 2025 to continue as the service provider, and Mr Wilson Tang has been the Internal Auditor for the biannual reporting period.

At the December 2025 meeting, the Committee was advised by the Committee Chairperson and Council's Chief Executive Officer, in their capacity as members of a panel that evaluated tenders received for the provision of internal audit services, of the panel's proposed recommendation to Council to re-appoint Moore Australia as the service provider for a maximum term not exceeding five years. The Committee supported this recommendation.

Each year, the Committee adopts an Internal Audit Plan for a forward period of three years, with the Committee approving the program of internal audits to be conducted in the immediate first year of the plan and also nominating internal audits in the subsequent second and third years of the plan. The nominated internal audits are then reconsidered when the three-year plan is next presented to the Committee and the subsequent one-year program of internal audits for the next year is approved. Progress against the adopted plan is monitored at each Committee meeting.

At the November 2025 meeting, the Committee received and endorsed an interim Internal Audit Plan (IAP), which was a one-year program that provided for up to five internal audits to be conducted in 2026, with the interim IAP nominating a prioritised set of three internal audit topics. The interim IAP essentially formed the basis of a start-up program for 2026 to ensure continuity of internal audit work once an internal audit services provider was appointed by Council to commence in early 2026, with Moore Australia subsequently re-appointed to continue the provision of the services. The Internal Auditor presented to the February 2026 Committee meeting an updated and complete one-year program for 2026 that was endorsed by the Committee. The Internal Auditor will present for consideration a proposed three-year Internal Audit Plan at the next Committee meeting in May 2026 that will incorporate the endorsed one-year program for 2026 and recommend the planned internal audit topics for the outward years of 2027 and 2028.

a) Internal Audit Scopes

There were no internal audit scopes presented to the Committee during the biannual reporting period as the Committee, management and the Internal Auditor were focused on conducting and finalising those internal audits that were still progressing under the Internal Audit Plan for 2025 ahead of the impending conclusion of Moore Australia's contract with Council for the provision of internal audit services in December 2025.

b) Internal Audit Reports

During the biannual reporting period, the Internal Auditor finalised the following internal audits and the reports were presented to the Committee detailing the key findings and risk considerations, recommended actions, and management responses with timeframes for implementation.

Internal Audit Report	Overall Control Rating ¹	Key Findings (No.)	Recommendations (No.)
Building Services Team	Poor	5	19
Child Safety Standards	Poor	7	25
Environmental Sustainability Compliance	Poor	8	27
Information Sharing Between the Organisation and Councillors	Adequate	4	8

¹ Refer to Appendix A for further details on Overall Control Rating that guides the internal audit rating process

In considering the three reports with Overall Control Ratings of Poor, the Committee acknowledged from its discussions with the Internal Auditor and management the commitment to address identified deficiencies, as demonstrated in the organisation's comprehensive response to all reported findings. The Committee received and accepted all reports presented by the Internal Auditor, and recommended Council adopt the recommendations and management undertake the agreed actions provided in the reports.

The presentation of these reports completed the 2025 internal audit program under the Internal Audit Plan, with Moore Australia completing all internal audits and tabling all reports required of the Internal Auditor with the Committee prior to the conclusion of their contract as Council's internal audit services provider in December 2025.

c) Progress on Implementation of Internal Audit Recommendations

The implementation of recommendations and agreed actions arising from internal audit reports presented to the Committee in this biannual reporting period, along with recommendations still in progress and carried forward from the previous biannual reporting period, are monitored by the Committee at each meeting.

The following table tracks overall progress made with the implementation of audit recommendations for rated findings during this biannual reporting period, and it excludes opportunities for improvement identified

by the Internal Auditor that are not rated.

Meeting Date of Report	Reported Item	Recommendations (No.)
August 2025	Recommendations Open at Meeting	189
November 2025	Recommendations Added Since Last Meeting	97
	Recommendations Closed Since Last Meeting	89
	Recommendations Open at Meeting	197
February 2026	Recommendations Added Since Last Meeting	78
	Recommendations Closed Since Last Meeting	51
	Recommendations Open at Meeting	224

Biannual reports include the table below that summarises the number of open internal audit recommendations at the start and the end of the biannual reporting period that are categorised according to the rating of each of the findings and associated recommendations from internal audit reports.

	Critical	High	Medium	Low	Not Rated	Total
Recommendations Open at August 2025	3	59	84	43	Nil	189
Recommendations Open at February 2026	3	73	109	39	6	230
Change	0	+14	+25	- 4	+6	+41

With the endorsement by the Committee of the one-year internal audit program for 2026 at the February 2026 meeting, the Internal Auditor can now commence internal audit work for five internal audits scheduled for completion this calendar year.

5.3. Financial Reporting and Investment Holding Reporting

During this biannual reporting period, the Committee received and reviewed Financial Reports and Quarterly Investment Holding Reports at the Committee meetings held in November 2025 and February 2026.

Financial Reports detail the financial performance for each reporting period (generally quarterly) that precedes a particular meeting, and include an analysis of variations to budgets and re-forecasts of anticipated year-end financial results.

Meeting Date	Report Received for Period Ending
20 November 2025	Three-Month Period (Quarter) Ending 30 September 2025
19 February 2026	Five-Month Period Ending 30 November 2025

The Committee receives Quarterly Investment Holding Reports as part of providing oversight of Council's Investment Policy Statement and monitoring the performance of Council's invested funds. This policy facilitates the investing of cash funds held by Council with the Victorian Funds Management Corporation (VFMC), and Council has been investing with the VFMC since April 2024. For the most recent quarter of 2025/26, the VFMC income fund returns have exceeded the return targets of the asset classes for Council's current investments and the investment outlook for 2026 remains relatively positive.

5.4. Internal Controls

In addition to receiving internal audit reports, the Committee has oversight of internal control measures and, over this biannual reporting period, the Committee continued to receive and consider management reports as detailed below.

1. Regular management reports on the review of the adequacy and effectiveness of key Finance and Accounting policies, systems and controls and their consistency with Local Government principles, with the Committee noting progress and outcomes from the policy reviews and management actions to ensure policies are up to date and changes to policies are embedded in Council's processes and practices.

At the November 2025 meeting, the Committee requested that, in future, this standing report be expanded to cover all Council policies that are in effect and set the control environment for the organisation's functions and operations across the enterprise.

2. At the November 2025 meeting, the Committee received and endorsed a proposed Safety & Wellbeing Improvement Plan (SWIP) detailing how 11 open actions from an internal audit of Council Safety (including Psychological Safety) conducted in October 2024 would be grouped and continue to be progressed through to completion under three overarching strategic actions set down in the SWIP. This endorsement enabled management to then prioritise the open audit actions and set time frames for their completion that will achieve effective embedment of required culture change, governance and system improvement and uplift to training delivery capability. The finalised SWIP was received and endorsed by the Committee, with progress against the plan to be reported to the Committee.
3. At the February 2026 meeting, the Committee noted an update report on the development of Council's Customer Request Management System, with implementation of this new system, as part of the next phase of Council's Technology Change Program, addressing findings and open actions identified in the Complaints Handling internal audit completed in February 2025. At that Committee meeting, a status update report on a review of the organisation's human resource management policies and procedures was also presented, which the Committee noted.
4. A report summarising all payments, including allowances and reimbursements, to Councillors for the 2024/25 reporting year, with the Committee reviewing and noting the report at the November 2025 meeting.

5.5. Risk Management

Oversight of risk management continued to be a primary focus of the Committee over this biannual reporting period, with the Committee considering information from management and advising Council on key matters as detailed below.

1. At the November 2025 Committee meeting, management presented an annual report on Council's Business Continuity Management. The Committee noted Business Impact Analysis (BIA) for critical business functions is reviewed under a five year cycle or when there is a significant business change or disruption and that the BIA is up to date. It was further noted that Council's overarching Business Continuity Plan and sub-plans for critical business functions were complete, with specific training and a simulation exercise scheduled to occur prior to the end of 2025. The Committee also noted that Council's Business Continuity Policy had been reviewed and re-published for the 2024-2027 period.
2. The Committee continued to receive as a standing item a status report detailing progress on the implementation of recommendations and actions from the Asset Management internal audit report

accepted by the Committee in late 2023. At the November 2025 meeting, the Committee noted and discussed the transition by the organisation to the Victorian Department of Treasury and Finance's *Asset Management Accountability Framework* (AMAF), a best practice framework that applies to Victorian public sector entities, that focusses on an uplift to Council's asset management systems and performance. The AMAF will also be the basis for ongoing monitoring and reporting the progress of implementation and achieving the target maturity levels in the asset management function at Council. At the November 2025 meeting, the Committee also received and endorsed a revised Asset Management Policy.

3. The Committee continued to receive Information Technology Key Risks update briefings from Council's Head of Technology and Chief Financial Officer as a standing report, and the Committee discussed and noted the enterprise risks that are currently classified as "in progress" and noted enterprise risks that have been successfully completed. The Committee also receives a standing dashboard-style report on the Technology Change Program – Horizon One (TCP-H1) to deliver an architecture model under Council's Information and Communications Technology strategy. The Committee noted updates on TCP-H1 key actions, expenditure compared to budget, and risks and issues with mobilisation, legacy systems, systems integration, data migration and contract negotiations, together with associated mitigations to limit further program delay and cost escalations. In the most recent update, the Committee noted that TCP-H1 was 'on track', with preparations commencing for the next phase of the program. At the December 2025 meeting, the Committee was briefed by the CEO on contractual matters with the program delivery partner KPMG.
4. The Committee requested and received at the February 2026 meeting an information paper prepared by the City Life Directorate on the range of aged care services currently delivered by Council to support elderly people living in the municipality, and how Council is responding to national aged care reforms that are being implemented. The Committee discussed the paper and appreciated the advice provided by management, and management will continue to inform the Committee about future developments with these services.
5. The Committee received a presentation from the Manager Risk & Compliance on the continuing development of Council's Risk Management Framework and progress on the Compliance Road Map, with the Committee noting the program of activities and initiatives to be undertaken in the coming months that links back to previous internal audit findings and recommendations for *Risk Management* (completed August 2025) and Council's *Compliance Framework* (completed May 2023). The Committee looks forward to receiving and considering revisions that will further strengthen key elements of the Risk Management Framework and improve compliance management and oversight.
6. Council's recently appointed Chief People Officer provided a brief presentation to the February 2026 Committee meeting on their early insights into the people and safety functions of the organisation and covering the areas of workforce planning; organisational development; workplace health, safety and wellbeing; recruitment and talent acquisition; human resource risk management; the legal compliance obligations of the organisation; and preparations for a new enterprise agreement.

5.6. Fraud Prevention Systems and Controls

Fraud and corruption matters are reported in confidential Quarterly Governance Reports received by the Committee, and the Committee is also kept proactively and transparently informed by the CEO on integrity matters and, from time to time, this includes briefings on investigations of integrity incidents or allegations. The Committee understands strict confidentiality limitations can apply to a particular matter being investigated by an integrity agency, under statute or integrity agency procedural requirements, when communicated to Council, and this may restrict the matter from being disclosed to and then discussed with the Committee.

Items of business on fraud and corruption prevention and control provided to the Committee during this biannual reporting period are detailed as follows.

1. A status report on the review of Council's Fraud & Corruption Control Plan was presented at the February 2026 Committee meeting that detailed both financial and non-financial controls, with management confirming that the control plan and associated policy will form an integral part of Council's Integrity Framework that is under development for implementation in 2026. The Committee noted the progress of the review of the control plan that expires in April 2026.
2. The Committee was advised on:
 - a. the implementation of an online integrity reporting tool to streamline reports received from Council staff and the public of suspected fraud, corruption and other integrity-related misconduct, which was launched in September 2025. No reports were received via the reporting tool over the biannual reporting period, with the Committee also noting an organisation-wide promotion plan is to be rolled out to ensure staff awareness of the tool.
 - b. the re-launching of a refined Fraud & Corruption awareness training module scheduled during March 2026 and the creation of a new "Act with Integrity" online training module that has a stronger emphasis on personal conduct and is informed by insights from integrity investigations and assessments.

Management's proactive engagement with the Committee demonstrates a commitment to good governance of the organisation and to protecting Council's interests and reputation through prevention and early detection of fraudulent activities and corrupt conduct.

5.7. Compliance Management

The Committee received, considered and noted the following compliance-related reports during this biannual reporting period.

1. A regular and confidential Quarterly Governance Report on mandatory personal interests disclosures and individual returns timeframe compliance; legislative compliance assurance and any reported non-compliances; privacy and data breach notifications; Freedom of Information applications; and significant legal matters where Council is a party to legal proceedings.
2. A report from Council's Chief People Officer on the outcomes of Council's *2023-2025 Gender Equality Action Plan* (GEAP), the findings of the recent workplace gender audit and the next steps required to develop and submit a new GEAP for 2026-2030 to the Victorian Commission for Gender Equality in the Public Sector by 1 May 2026.
3. CEO Procurement Delegations reports presented for the quarters ending September 2025 and December 2025 detailed all purchase orders raised using the CEO's delegations and all purchases on the CEO's corporate credit card, with all transactions assessed as compliant.
4. Changes adopted to the organisation's Credit Card Policy that were informed by matters of non-compliance investigated and acted on from 2024.

6. Committee Performance

The Committee considers that the matters detailed in this report provides an evidence-based demonstration of the commitment by the organisation to good governance of the City of Melton, as the Committee continues to fulfill its responsibilities to Council under the Committee's adopted Charter.

The Committee is required under its Charter to assess its performance against the obligations as detailed in the Charter, and during the next biannual reporting period the Committee will conduct its annual

performance survey as a basis for informing a self-assessment of its performance over the previous 12 months.

7. Conclusion

Over this biannual reporting period, the Committee is pleased to report that it has:

1. performed the duties and discharged the responsibilities prescribed in the Committee's Charter;
2. met the requirements of the Act for Audit and Risk Committees; and
3. provided appropriate advice and guidance to Council on the matters brought before the Committee.

Prepared for and on behalf of
the Audit and Risk Committee by

Jeff Rigby
Chairperson
Audit and Risk Committee
City of Melton
10 March 2026

APPENDIX A**Moore Australia Internal Audit Reports – Matrix for Overall Process Rating by Internal Auditor**

RATING	GUIDELINE DESCRIPTION
POOR	- Significant control design improvements identified to ensure that risk of issues related to integrity, probity, inaccuracy, material loss or adjustment is minimised, and functional objectives are met. Significant gaps in policy and procedures for key control areas. - An unacceptable number of controls (including a selection of both significant and minor) identified as not operating for which sufficient mitigating back-up controls could not be identified. - Large volume of inaccuracies, high impact issues and / or material losses have occurred as a result of control environment deficiencies. - Instances of non-compliances, fraud or significant contravention of corporate policy or legislative/regulatory obligations detected. - No action taken on previous significant audit findings to resolve the item on a timely basis.
FAIR	- Control design improvements identified to ensure that risk of material loss is minimised, and functional objectives are met. Some policy and procedure gaps on key control areas. - Several significant controls identified as not operating for which sufficient mitigating back-up controls could not be identified. - Losses have occurred as a result of control environment deficiencies. - Little action taken on previous significant audit findings to resolve the item on a timely basis.
ADEQUATE	- Control design improvements identified; however, the risk of loss is immaterial. Minor policy and procedure gaps only. - Isolated or "one-off" significant controls identified as not operating for which sufficient mitigating back-up controls could not be identified. - Numerous instances of minor controls not operating for which sufficient mitigating back-up controls could not be identified. - Some previous significant audit action items have not been resolved on a timely basis.
STRONG	- No control design improvements identified. Robust policy and procedure to set expectations guide and protect. - Only minor instances of controls identified as not operating which have mitigating back-up controls, or the risk of loss is immaterial. - All previous significant audit action items have been closed.

12.9 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

Author: Renee Hodgson - Manager Governance

Presenter: Emily Keogh - Head of Governance

PURPOSE OF REPORT

To present the aggregated minutes of Advisory Committee meetings yet to be considered by Council.

RECOMMENDATION:

That Council receive the minutes of the following Advisory Committee meeting, provided as **Appendix 1** of this report, and adopt the recommendations arising within the Minutes:

1. Heritage Advisory Committee – 10 February 2026

Motion

Crs Majdlik/Abboushi.

That Council receive the minutes of the following Advisory Committee meeting, provided as **Appendix 1** of this report, and adopt the recommendations arising within the Minutes:

1. Heritage Advisory Committee – 10 February 2026

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

Whilst not mentioned in the *Local Government Act 2020* (the Act), Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the Act.

The minutes of the Advisory Committee attached to this report form the written record of the committee meetings, including any matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council for its consideration.

2. Background/Issues

An Advisory Committee is a committee established by Council to provide advice to it or its delegate. Whilst not mentioned in the Act, Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the Act.

All Advisory Committees are subject to their individual Terms of Reference. The membership varies depending upon the committee's specific role. Committee membership will generally comprise a Councillor(s), council staff and community representatives and may include key stakeholders, subject matter experts and/or community service providers and organisations.

Councillor representation on Advisory Committees is generally for one year and is reviewed annually. The Councillor representation on Advisory Committees for the 2025/26 municipal year was approved by Council at its Scheduled Meetings on 6 and 24 November 2025.

The minutes of the following Advisory Committees, attached to this report, form the written record of the committee meetings detailing matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council.

Appendix	Advisory Committee	Meeting Date
1.	Heritage Advisory Committee	10 February 2026

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2025-2029 Council and Wellbeing Plan references:

3. A progressive and trusted Council

3.2 An organisation that prioritises good governance, integrity and accountability and is community minded in its decision-making

4. Financial Considerations

Advisory Committees are not responsible for operational expenditure and cannot direct Council officers to act without the consent of Council. Operational expenses and administrative actions arising from an Advisory Committee meeting are accommodated within Council's recurrent budgets, unless otherwise requested within the minutes of the meeting and detailed in a recommendation to Council for consideration.

5. Consultation/Public Submissions

Advisory Committees are one method of Council consulting and communicating with the community. Such a committee may be established to provide strategic level input into a broad area of Council operations, such as community safety or arts and culture. An Advisory Committee may also be established for a specific time-limited project, such as a review of a Local Law.

6. Risk Analysis

With a mandatory responsibility to report to Council and being restricted to making recommendations for Council consideration, risks attached to Advisory Committee actions are substantially mitigated.

It is prudent for Council to carefully consider any and all recommendations arising from Advisory Committee minutes, as Advisory Committees may canvass significant issues and significant expenditure in their deliberations.

7. Options

Advisory Committees are a Committee of Council, therefore Council has the discretion to accept, reject, amend, or seek further information on the Committee minutes and/or recommendations.

LIST OF APPENDICES

1. Heritage Advisory Committee - 10 February 2026

MINUTES



Heritage Advisory Committee Meeting

held on 10 February 2026 in Community Room, Bridge Road Children's and Community Centre, 260-266 Bridge Road, Strathtulloh.

Present:	Cr B. Turner	Councillor
	Cr S. Ramsey	Councillor
	A. Perry	Community Representative
	F. Sultana	Community Representative
	S. Bryant	Community Representative
	D. Slattery	Organisational Representative

In Attendance:	S. Romaszko	Director City Futures
	T. Conway	Manager City Strategy
	J. Kirby	Coordinator Strategic Planning
	L. Brown	Executive Assistant

Quorum: A quorum must be achieved for a meeting to commence. A quorum is at least 50% of each member category present. 1 Councillor, 3 Community Representatives and 1 Organisational Representative.

Chairperson:	Cr B. Turner	Councillor
Minute Taker:	L. Brown	Executive Assistant

1. Welcome

The Chairperson opened the meeting at 2.37pm and welcomed the Committee members and attendees.

2. Acknowledgement of Country

The Chairperson gave an Acknowledgement of Country.

3. Apologies

S. Corrie	Community Representative
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It was noted that D. O'Connor has resigned from the committee.

4. Declaration of Interest and/or Conflict of Interest

Nil.

5. Confirmation of Minutes of Previous Meeting

Nil.

6. Business Arising from Previous Minutes

Nil.

MINUTES



7. Standing Agenda Items

Nil.

8. General Business

8.1 Committee Member Terms/Welcome

The Chairperson invited introductions from the committee and meeting attendees.

The committee was provided with an overview of the Terms of Reference for the Heritage Advisory Committee.

8.2 Heritage in Melton – Committee Vision for 2026

The committee engaged in a brainstorming exercise to generate ideas, topics of interest and potential initiatives to explore in future.

Discussion focussed on increased community engagement, involvement with Heritage Month activities and the identification of Council assets with heritage elements.

8.3 Heritage Assistance Fund (HAF) - Update

Officers provided the committee with an overview of the Heritage Assistance Fund (HAF), including an update on the recent HAF round and future alignment with the Community Grants Policy.

The committee raised a number of queries in relation to the Heritage Assistance Fund eligibility criteria and existing community communication/engagement methods, with officers to provide an update at a future meeting.

8.4 Thematic Environmental History Project

Officers introduced the Thematic Environmental History Project, providing an overview of the initiatives vision to strengthen the strategic justification of heritage protection in the planning scheme and to enhance community understanding.

The committee expressed a desire for the project to include open engagement and communication with landowners.

Actions:

Officers to circulate a copy of the presentation prepared to support General Business items discussed with the committee.

At a future committee meeting, Officers will provide an update on the Heritage Assistance Fund eligibility criteria and previous community communication/engagement methods.

Officers will investigate the opportunity for Council's Heritage Advisor to attend a future meeting.

Officers will present an overview of heritage considerations during the planning process at a future committee meeting.

MINUTES



9. Next Meeting

Date: Tuesday, 12 May 2026

Time: 2.30pm – 4.30pm

Venue: Bridge Road Children's and Community Centre, 260-266 Bridge Road Strathtulloh
3338, Community Room

Actions:

The committee requested consideration be given to the location for future meetings.

10. Close of Business

The meeting closed at 3.17pm.

**13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES
AND COUNCILLOR REPRESENTATIONS AND
ACKNOWLEDGEMENTS**

Reports were received from Crs Carli, Zada and Shannon.

At 8.11pm, Cr Zada departed the Chamber.

At 8.12pm, Cr Shannon departed the Chamber.

A report was received from Cr Morris.

At 8.15pm, Cr Verdon departed the Chamber and Crs Shannon and Zada returned to the Chamber.

At 8.16pm, Cr Verdon returned to the Chamber.

Reports were received from Crs Ramsey, Abboushi, Verdon, and Majdlik.

At 8.28pm, Cr Majdlik departed the Chamber.

A report was received from Cr Turner.

At 8.32pm, Cr Majdlik returned to the Chamber.

At 8.33pm, Cr Ramsey departed the Chamber and returned to the Chamber at 8:36pm.

14. NOTICES OF MOTION

14.1 NOTICE OF MOTION 997 (CR DR ZADA) - ADVOCACY REGARDING MT ATKINSON SERVICE CATCHMENT

Councillor: Phillip Zada

NOTICE:

That Council:

1. Write to the Victorian Minister for Health, The Hon Mary-Anne Thomas MP, and Ms Luba Grigorovitch MP, Member for Kororoit, regarding health and disability service misalignment affecting Mt Atkinson residents, and copy the correspondence to the Hon Lizzie Blandthorn MP, Minister for Children, Minister for Disability; Ingrid Stitt MP Minister for Mental Health, Minister for Ageing, Minister for Multicultural Affairs, Minister for Prevention of Family Violence; Ms Moira Deeming MP, Member for Western Metropolitan Region; Mr David Ettershank MP, Member for Western Metropolitan Region; Mr Trung Luu MP, Member for Western Metropolitan Region; to:
 - a. Outline community concerns regarding hospital and allied health catchment allocation inconsistencies due to municipal alignment.
 - b. Request clarification of formal health and disability service catchment boundaries and the administrative or digital coding processes used to determine allocation.
 - c. Seek advice on whether any review or corrective measures are being considered to ensure residents north of Boundary Road within the City of Melton are not misallocated due to suburb naming conventions.
2. Write to the Minister for Government Services, The Hon Senator Katy Gallagher, and Ms Alice Jordan-Baird MP, Federal Member for Gorton, regarding Centrelink and NDIS service allocation concerns affecting Mt Atkinson residents, to:
 - a. Outline community concerns regarding reported automatic allocation of residents to Werribee-based Centrelink servicing due to "Truganina" suburb coding rather than the municipal boundary.
 - b. Raise reported NDIS Local Area Coordinator allocation, Workforce Australia and Services Australia issues linked to suburb naming rather than City of Melton alignment and radius from residents.
 - c. Request clarification on the administrative processes used to determine Centrelink and NDIS servicing locations where suburb names span multiple municipalities, and whether system adjustments are being considered.
3. Write to the Victorian Minister for Planning, The Hon Sonya Kilkenny MP, in her capacity overseeing Geographic Names Victoria, regarding suburb designation discrepancies and copy the correspondence to Ms Luba Grigorovitch MP Member for Kororoit, the Hon Lizzie Blandthorn MP, Minister for Children, Minister for Disability; Ingrid Stitt MP Minister for Mental Health, Minister for Ageing, Minister for Multicultural Affairs, Minister for Prevention of Family Violence; Ms Moira Deeming MP, Member for Western Metropolitan Region; Mr David Ettershank MP, Member for Western Metropolitan Region; Mr Trung Luu MP, Member for Western Metropolitan Region; to:
 - a. Outline community concerns that the current "Truganina" suburb designation spanning multiple municipalities may be contributing to administrative and digital misalignment.

- b. Request that Geographic Names Victoria assess whether the existing suburb boundary and naming arrangements are contributing to systemic service allocation inconsistencies.
- c. Seek advice on whether further review or guidance from Geographic Names Victoria is warranted to address the discrepancies raised by residents.

Motion

Crs Zada/Shannon.

That Council:

1. Write to the Victorian Minister for Health, The Hon Mary-Anne Thomas MP, and Ms Luba Grigorovitch MP, Member for Kororoit, regarding health and disability service misalignment affecting Mt Atkinson residents, and copy the correspondence to the Hon Lizzie Blandthorn MP, Minister for Children, Minister for Disability; Ingrid Stitt MP Minister for Mental Health, Minister for Ageing, Minister for Multicultural Affairs, Minister for Prevention of Family Violence; Ms Moira Deeming MP, Member for Western Metropolitan Region; Mr David Ettershank MP, Member for Western Metropolitan Region; Mr Trung Luu MP, Member for Western Metropolitan Region; to:
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 - c. Request clarification on the administrative processes used to determine Centrelink and NDIS servicing locations where suburb names span multiple municipalities, and whether system adjustments are being considered.
3. Write to the Victorian Minister for Planning, The Hon Sonya Kilkeny MP, in her capacity overseeing Geographic Names Victoria, regarding suburb designation discrepancies and copy the correspondence to Ms Luba Grigorovitch MP Member for Kororoit, the Hon Lizzie Blandthorn MP, Minister for Children, Minister for Disability; Ingrid Stitt MP Minister for Mental Health, Minister for Ageing, Minister for Multicultural Affairs, Minister for Prevention of Family Violence; Ms Moira Deeming MP, Member for Western Metropolitan Region; Mr David Ettershank MP, Member for Western Metropolitan Region; Mr Trung Luu MP, Member for Western Metropolitan Region; to:
 - a. Outline community concerns that the current "Truganina" suburb designation spanning multiple municipalities may be contributing to the administrative and digital misalignment.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

Cr Ramsey called for a division thereby setting aside the vote.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

15. URGENT BUSINESS

Nil.

16. CONFIDENTIAL BUSINESS

Recommended Procedural Motion

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

16.1 Land Acquisition - Thornhill Park

(a) as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

16.2 Contract No 25-215 - Provision of Street Sweeping Services

(g) as it 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.

Procedural Motion

Crs Majdlik/Ramsey.

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

16.1 Land Acquisition - Thornhill Park

(a) as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

16.2 Contract No 25-215 - Provision of Street Sweeping Services

(g) as it 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.

For: Crs Abboushi, Carli, Majdlik, Morris, Ramsey, Shannon, Turner, Verdon and Zada

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY

17. CLOSE OF BUSINESS

The meeting closed at 8:48pm.

Confirmed

Dated this



.....CHAIRPERSON