



GOLDEN PLAINS SHIRE

# **ATTACHMENTS**

**Under Separate Cover  
Council Meeting**

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**6.00pm Tuesday 25 May 2021**



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## Table of Contents

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7.14	Audit & Risk Committee Report - 11 May 2021	
	Attachment 1 Audit and Risk Committee Minutes 11.05.21 .....	4



# MINUTES

## Audit and Risk Committee Meeting

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**9.30am Tuesday 11 May 2021**

**VENUE:**  
**Golden Plains Civic Centre**  
**Council Chambers**  
**2 Pope Street, Bannockburn**

NEXT AUDIT AND RISK COMMITTEE MEETING  
9.30am Tuesday 14 September 2021

Copies of Golden Plains Shire Council's Agendas & Minutes  
Can be obtained online at [www.goldenplains.vic.gov.au](http://www.goldenplains.vic.gov.au)

**Order Of Business**

<b>1</b>	<b>Apologies and Leave of Absence .....</b>	<b>3</b>
<b>2</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>3</b>	<b>Declaration of Conflict of Interest.....</b>	<b>3</b>
<b>4</b>	<b>Committee Reports .....</b>	<b>4</b>
4.1	Audit Committee Action Items .....	4
4.2	Outstanding Internal and External Audit Actions.....	4
4.3	Publications of Interest.....	4
4.4	GPCC Project Update - Progress Update.....	5
4.5	Finance Quarter Three Update.....	5
4.6	2021-22 Draft Budget Update.....	6
4.7	VAGO 2020/21 Interim Audit - Status Update .....	6
4.8	OHS Quarter 3 Report.....	7
4.9	Business Continuity Testing and Progress Report.....	8
4.10	MAV WorkCare Scheme Licence update .....	9
4.11	Risk Management and Insurance Quarter Three Report .....	10
4.12	Risk Owner Presentation - Natural Assets.....	10
4.13	Internal Audit - HR Review .....	11
4.14	Review Progress on Internal Audit Program.....	12
4.15	VAGO 2019-20 Annual Report on Local Government .....	12
4.16	VAGO Report on Local Roads .....	13
4.17	Governance Quarter Three Report.....	13
4.18	Local Government Act 2020 - Implementation Update .....	14
4.19	Compliance with Annual Obligations and Compliance Calendar .....	14
4.20	Instrument of Delegations and Process .....	15
4.21	Gender Equality Act Update .....	16
4.22	VAGO Audit - Sexual Harassment in Local Government - update April 2021 .....	17
<b>5.</b>	<b>Other Business .....</b>	<b>17</b>
<b>6.</b>	<b>Date of Next Meeting .....</b>	<b>17</b>
<b>7.</b>	<b>Close of Meeting .....</b>	<b>17</b>

**MINUTES OF GOLDEN PLAINS SHIRE COUNCIL  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE GOLDEN PLAINS CIVIC CENTRE, COUNCIL CHAMBERS, 2 POPE STREET,  
BANNOCKBURN  
ON TUESDAY, 11 MAY 2021 AT 9.30AM**

**PRESENT:** Mr Andrew Pearce, Mr Joe Adamski, Mr Phil Delahunty, Cr Brett Cunningham, Cr Helena Kirby (Mayor)

**IN ATTENDANCE:** Phil Josipovic (Acting CEO), Philippa O'Sullivan (Director Corporate Services), Claire Tehan (People & Culture Manager), Fiona Rae (Manager Finance), Richard Brown (Manager Community Places and Environment), Annmaree Bowey (Coordinator Governance and Risk), Janina Isted (Coordinator People and Development), Andrew Leary (Coordinator OHS), Wendy McAlpine (Coordinator Asset Management), Jacquilyn Douglas (Governance and Legal Services Officer), Abby Hearnden (OHS Officer), Emily Chapman (Governance and Corporate Services Administration Officer), Chris Kol (McClaren Hunt), Martin Thompson (Crowe), Kelly Scholes (Crowe)

**1 APOLOGIES AND LEAVE OF ABSENCE**

Eric Braslis (Chief Executive Officer)

Lisa Letic (Director Community Services)

**2 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Mr Joe Adamski

Seconded: Cr Helena Kirby

That the minutes of the Audit and Risk Committee Meeting held on 9 February 2021 be confirmed.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

Committee members must disclose a conflict of interest in accordance with Sections 126 – 131 of the *Local Government Act 2020*.

NIL

## 4 COMMITTEE REPORTS

### 4.1 AUDIT COMMITTEE ACTION ITEMS

#### EXECUTIVE SUMMARY

This report is to update the Committee on the progress and completion of any actions recorded at previous Committee meetings.

#### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski  
Seconded: Mr Andrew Pearce

That the Audit & Risk Committee note the progress on actions from previous meeting held on 9 February 2021.

**CARRIED**

### 4.2 OUTSTANDING INTERNAL AND EXTERNAL AUDIT ACTIONS

#### EXECUTIVE SUMMARY

This report updates the Committee on the progress of all internal and external audit recommendations within the Strategic Internal Audit Plan (SIAP), Internal Risk Management Audit, VAGO Interim Management Letter and Local Government Inspectorate Report.

#### COMMITTEE RESOLUTION

Moved: Cr Helena Kirby  
Seconded: Cr Brett Cunningham

That the Audit and Risk Committee notes the updates on the Outstanding Internal and External Audit Actions report.

**CARRIED**

### 4.3 PUBLICATIONS OF INTEREST

#### EXECUTIVE SUMMARY

The Reports and Publications of interest provides a summary of key industry reports that have been released over the last three months which identifies outcomes from audits or reviews which may impact on Golden Plains Shire.

The report is provided for the Audit and Risk Committee's noting and includes Management comments.

#### COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce  
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee note the Publications of Interest (January 2021 to March 2021) as prepared by Internal Auditors, Crowe.

**CARRIED**

#### 4.4 GPCC PROJECT UPDATE - PROGRESS UPDATE

##### EXECUTIVE SUMMARY

This Report is the ninth progress update and covers the period between 1 January 2021 and 31 March 2021 in relation to the construction of the Golden Plains Community & Civic Centre Project ('the GPCC Project').

The GPCC project, which commenced in March 2019, has shown significant progress and positive achievements since the last update to the Audit and Risk Committee and Council. The progress of this project is monitored by the Project Steering Group ('PSG') under the chairmanship and leadership of the Chief Executive Officer to ensure compliance with the relevant legislative and policy requirements, adherence to Council's decisions, and to ensure the Project achieves the agreed outcomes in the best interest of the community.

This Report provides updates on the following key areas of the Project:

- Project status which outlines what work has been completed and what work is planned next;
- Progress against the agreed timeframe;
- Project budget which provides actual expenditure against the approved budget;
- Management of existing and emerging risks; and
- Governance and compliance aspects of the Projects.

##### COMMITTEE RESOLUTION

Moved: Cr Brett Cunningham

Seconded: Mr Joe Adamski

That the Audit & Risk Committee:

1. Receive and note the progress update on the Golden Plains Civic Centre (GPCC) for the period of 1 January 2021 to 31 March 2021.
2. Recommend the report be presented to the June 2021 Council briefing for noting.

**CARRIED**

#### 4.5 FINANCE QUARTER THREE UPDATE

##### EXECUTIVE SUMMARY

As at 31 March 2021, the Income Statement reports total operating revenue of \$41.4m and total operating expenditure of \$30.6m, which results in a year to date surplus of \$10.8m. This is \$6.2m favourable compared to the original budget, and \$3.6m favourable to the revised budget.

The Capital Works Statement indicates total capital works expenditure (including commitments) of \$14.1m, which is \$2.0m below the original budget, and \$3.4m below the revised budget.

The Finance Quarterly Report was presented to Council at the 27 April 2021 meeting for noting.

##### COMMITTEE RESOLUTION

Moved: Cr Helena Kirby

Seconded: Cr Brett Cunningham

That the Audit and Risk Committee note the content in the Quarterly Finance Report for the 9 months ended 31 March 2021.

**CARRIED**



**4.6 2021-22 DRAFT BUDGET UPDATE****EXECUTIVE SUMMARY**

The 2021-22 Draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020*. The budget seeks to achieve the actions and activities set out in the Council Plan by balancing the demand for services and infrastructure with the community's capacity to pay. At the 27 April 2021 Council meeting, Council endorsed the draft budget to be placed on public exhibition for period of 28 days for community feedback with submissions to be heard at a meeting on 8 June 2021 before the budget is proposed to be adopted at the 22 June 2021 Council meeting.

**COMMITTEE RESOLUTION**

Moved: Cr Brett Cunningham  
Seconded: Cr Helena Kirby

That the Audit and Risk Committee note the status of the 2021-22 Draft Budget.

**CARRIED****4.7 VAGO 2020/21 INTERIM AUDIT - STATUS UPDATE****EXECUTIVE SUMMARY**

This report provides an update on the status of the interim audit conducted by McLaren Hunt Financial Group.

The interim audit is still in progress and nearing completion. No significant issues have been identified to date.

The draft management letter outlines findings from the interim audit and will be issued on completion of the interim audit.

**COMMITTEE RESOLUTION**

Moved: Mr Andrew Pearce  
Seconded: Mr Joe Adamski

That the Audit and Risk Committee note the current status of the interim audit performed by McLaren Hunt.

**CARRIED**

#### 4.8 OHS QUARTER 3 REPORT

##### EXECUTIVE SUMMARY

This report discusses OHS information and performance for the period of 1 January 2021 – 31 March 2021.

A total of 25 proactive projects were completed in Q3 in addition to the Business As Usual (BAU) service assessments. COVID-19 management processes continued to be reviewed, updated and implemented, and Council have utilised a change management assessment process to ensure compliance with the changing directions from regulators and government.

Highlights include:

- Initiating the internal audit schedule via 'team check ins'
- Training in operational risk assessment via the use of 'take 5' Job Safety Assessments for various teams
- Undertaking an emergency evacuation drill and Business Continuity Exercise
- Maintenance of the GPSC wide change assessment for COVID-19 return to operations.
- GPCC Stage 2 Induction for all staff.

The team continued to embed the 'Elumina' OHS Management System with a focus on promoting hazard and issue reporting to staff. This included a change which allowed for single sign on integration, whereby the standard GPSC login can be used to access the system.

A total of 8 hazards, 3 near misses and 6 incidents (1 x Medically Treated, 1 x First Aid, 1 x Report Only) were reported, and further details on these incidents can be found in Attachment 2.

WorkSafe conducted a site visit on 24 March 2021 after receiving a complaint. The purpose of that visit was to ensure that Council had systems in place to prevent workplace bullying and respond to allegations of workplace bullying. We were able to demonstrate during the inspection that Council had appropriate processes and procedures in place which were confirmed in the attached report. Within the report, the Inspector provided information on new workplace mental health and wellbeing tools developed by WorkSafe, and they were satisfied with the processes we had in place. No improvement notices were issued following that visit.

The OHS team continued to take a leadership role in the organisations COVID response, as part of the COVID Safe Working Group. This included working with stakeholders to centralise our COVID compliance requirements within a single change assessment for SMT ownership and development of area COVIDSafe plans.

##### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Cr Helena Kirby

That Audit & Risk Committee receive and note the OHS Quarter 3 report for 2020-21.

**CARRIED**

**4.9 BUSINESS CONTINUITY TESTING AND PROGRESS REPORT****EXECUTIVE SUMMARY**

The purpose of Business Continuity Management System and Team (BCMT) is to develop processes which provide a structured response in the event of critical services being disrupted, beyond acceptable limits. In 2020, the Business Continuity Management System was updated and implemented, and reviewed by the Internal Auditors. The internal audit identified further implementation activities as the key opportunities for improvement, including ongoing training. A representative Manager or Coordinator has joined the team from each key area identified in the plan, to provide information about how we can respond to an event.

**COMMITTEE RESOLUTION**

Moved: Mr Joe Adamski

Seconded: Cr Helena Kirby

That the Audit & Risk Committee receive and note the Business Continuity Management testing and progress report.

**CARRIED**

UNCONFIRMED

#### 4.10 MAV WORKCARE SCHEME LICENCE UPDATE

##### EXECUTIVE SUMMARY

The judicial review hearing was held on 1-2 March 2021 to consider the appeal by Municipal Association of Victoria (MAV) on the decision by WorkSafe Victoria (WorkSafe) to not renew the MAV WorkCare Scheme (Scheme) licence, and the outcome was notified to parties on the 19 March 2021.

In summary, Justice Gorton dismissed MAV's application for judicial review on the basis that "MAV has failed to make good any of its grounds of review ..."

Following this decision the MAV organised a meeting with the member Council CEO's to discuss the options available after this decision. The CEO's provided feedback to MAV and this was provided to the MAV Board who met on 31 March 2021. At this meeting the MAV Board made a decision, not to appeal the judicial review outcome and instead move forward with winding down the Scheme. The CEO's of Member councils were notified on 1 April 2021 of this decision.

In making this decision, the MAV acknowledged that there were a broad range of implications for their staff, contractors and also the member Councils. WorkSafe has now confirmed the transition of the MAV WorkCare Scheme will occur on 30 June 2021, the date when claims management responsibility will shift from the MAV to WorkSafe.

As members of the Scheme we are not required to do anything at this stage. The transition plan will be managed by WorkSafe through the MAV. The MAV has confirmed they will provide members with a full update regarding the transition and what steps we may will need to take once WorkSafe has communicated their transition plan to the MAV.

All claims management and RTW services to Members, including services to injured workers, will continue to be managed with the current insurer JLT until 30 June 2021.

The scale of the financial impact to member Councils is still to be finalised by MAV, but it is likely that there will be a large impact. In the 2021/22 budget, Council had made provision for potential increases in the annual Workcover premium and the capital recovery scheme if the licence was not renewed. The MAV have also notified CEO's that there will be other costs that will need to be recovered from member Councils due to the scheme winding down, but these have not yet been finalised.

Council will continue to keep the Audit and Risk Committee informed of the financial implications and the transition plan for management of workers injuries back into the workers compensation scheme managed by WorkSafe.

##### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski  
Seconded: Mr Andrew Pearce

That the Audit and Risk Committee note this briefing update on the decision by Municipal Association of Victoria not to appeal the judicial review outcome and instead move forward with winding down the MAV WorkCare Scheme by 30 June 2021.

**CARRIED**

#### 4.11 RISK MANAGEMENT AND INSURANCE QUARTER THREE REPORT

##### EXECUTIVE SUMMARY

To ensure that Council delivers on its commitment to risk management, the Audit and Risk Committee is provided with a risk report and update at each meeting, including new risks identified, any emerging risk events/issues, audits undertaken during the quarter, upcoming audits and other items of interest for the Committee.

##### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski  
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee receive and note the Risk Management and Insurance Quarter Three Report.

**CARRIED**

#### 4.12 RISK OWNER PRESENTATION - NATURAL ASSETS

##### EXECUTIVE SUMMARY

At each Audit and Risk Committee meeting, a risk owner will present on one of Golden Plains Shire Councils 13 Strategic or Organisational Risks, with today's presentation on Strategic Risk No.5 – Natural Assets.

##### BACKGROUND

Previous Presentations:

- Cyber Security – 12 May 2020.
- Safe Communities – 8 September 2020.
- Financial Sustainability – 2 December 2020.
- Risk Appetite Statements – 9 February 2021.

##### DISCUSSION

This meeting will include a presentation from Council's Manager of Community Places and Environment, Richard Brown.

Please find the presentation attached. The discussion will include:

- What is this risk
- What causes the risk;
- Risk rating; and
- Impact, controls and treatments.

##### COMMITTEE RESOLUTION

Moved: Cr Brett Cunningham  
Seconded: Cr Helena Kirby

That the Audit and Risk Committee note the presentation on the Strategic Risk – Natural Assets presented by our Manager of Community Places and Environment, Richard Brown.

**CARRIED**

#### 4.13 INTERNAL AUDIT - HR REVIEW

##### EXECUTIVE SUMMARY

In accordance with Council's annual internal audit plan, for the 2020/21 year, an internal audit was completed in February/March 2021 with the report being presented to Council in April 2021.

This audit focussed on Council's HR processes specifically looking at the adequacy of HR processes relating to:

1. Policy and procedural documents including recruitment and selection and appointment processes.
2. Creation of new positions and controls over the appointment of temporary or contract staff.
3. Onboarding (including corporate and local induction and OH&S induction).

There were no high-risk issues identified in the audit, and the following positive observations were noted:

- The Human Resources Manual (2019) outlines the requirements for approving resources prior to the position being advertised.
- The Coordinator of People & Development reviews all created position descriptions to ensure banding classification meets legislative and Enterprise Agreement requirements.
- All newly created positions is accompanied by a position description which accurately reflects the position objectives, responsibilities, and accountabilities. Position description will be reviewed or created by the reporting Manager at the commencement of the recruitment process.

The report recommends a range of controls which could be implemented in four main areas in order to reduce the identified weaknesses and exposures to council.

Council has reviewed the report and has developed an action plan to implement controls for the issues identified.

##### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Cr Helena Kirby

That the Audit and Risk Committee note the HR Review Internal Audit report.

**CARRIED**

**4.14 REVIEW PROGRESS ON INTERNAL AUDIT PROGRAM****EXECUTIVE SUMMARY**

The report provides a progress update on the audits completed by the internal auditors as at 21 April 2021.

**COMMITTEE RESOLUTION**

Moved: Mr Andrew Pearce

Seconded: Cr Helena Kirby

That the Audit and Risk Committee note the progress on the Strategic Internal Audit Plan as 21 April 2021.

**CARRIED****4.15 VAGO 2019-20 ANNUAL REPORT ON LOCAL GOVERNMENT****EXECUTIVE SUMMARY**

Following completion of the 2019-20 financial audits the Victorian Auditor-General's Office (VAGO) tabled a report in Parliament.

Clear audit opinions were issued for the financial and performance statements for all Councils. The report found that financial position of the sector remained resilient over the short term however the COVID-19 pandemic impacted the sector's financial performance in 2019-20 with greater financial impacts anticipated in 2020-21 and beyond.

An increase in errors in financial reports in the sector was noted resulting from the first application of the lease standard and new income and revenue standards, resulting from incorrect interpretation or application of the new standards.

**COMMITTEE RESOLUTION**

Moved: Mr Joe Adamski

Seconded: Mr Phil Delahunty

That the Audit and Risk Committee:

1. Note the findings from the Victorian Auditor-General's Office report on 'Results of 2019-20 Audits: Local Government', and
2. Note the status of outstanding actions.

**CARRIED**

#### 4.16 VAGO REPORT ON LOCAL ROADS

##### EXECUTIVE SUMMARY

In March 2021, the Victorian Auditor-General's Office (VAGO) released the report 'Maintaining Local Roads'. In addition to this report, VAGO also compared each Councils' own road maintenance costs to other Victorian Councils.

The purpose of this report is to present:

- Key findings from the Roads Data Summary for Golden Plains Shire Report;
- Comments on the Recommendations to Councils by VAGO in the Maintaining Local Roads report.

VAGO suggests Councils should read the responses of the Roads Data Summary Report in the context of the findings in the performance audit report, Maintaining Local Roads. Further, VAGO encourages each Council to examine the results in consideration of the factors that impact road maintenance works.

##### COMMITTEE RESOLUTION

Moved: Cr Helena Kirby

Seconded: Mr Phil Delahunty

That the Audit and Risk Committee:

1. Note the following reports prepared by the Victorian Auditor-General's Office:
  - Roads data summary for Golden Plains Shire Report
  - Maintaining Local Roads
2. Note a report will be provided to Council at its June briefing meeting.

**CARRIED**

#### 4.17 GOVERNANCE QUARTER THREE REPORT

##### EXECUTIVE SUMMARY

To ensure that Council delivers on its commitment to Governance and compliance, the Audit and Risk Committee is provided with a governance report at each meeting, including an update on the Governance Reform and Improvements Program and other items of interest for the Committee. The governance report is also presented to Councillors on a quarterly basis.

##### COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Mr Andrew Pearce

That the Audit and Risk Committee receive and note the Governance Quarter Three Report.

**CARRIED**



#### 4.18 LOCAL GOVERNMENT ACT 2020 - IMPLEMENTATION UPDATE

##### EXECUTIVE SUMMARY

The *Local Government Act 2020* was passed in March 2020 and is now being implemented in four stages, as set by State Government. The first implementation phase took effect on 6 April with several other transitional stages occurring until 1 July 2021.

Implementing the new Act is a complex, lengthy and multi layered project that touches on most areas of the organisation.

Implementation is currently underway. To support implementation, an Implementation Schedule (Attachment 1) and detailed Summary of Changes Register (Attachment 2) have been developed and are both provided for the committee's information.

Progress updates are provided to the Full Management Team on a monthly basis. Additional updates will also continue to be provided to the Audit and Risk Committee and Councillors, as necessary.

##### COMMITTEE RESOLUTION

Moved: Cr Helena Kirby  
Seconded: Mr Joe Adamski

That the Audit and Risk Committee receive and note the *Local Government Act 2020* Implementation Update.

**CARRIED**

#### 4.19 COMPLIANCE WITH ANNUAL OBLIGATIONS AND COMPLIANCE CALENDAR

##### EXECUTIVE SUMMARY

To assist the Golden Plains Shire Council in understanding and meeting its statutory obligations and key deadlines, a Statutory Obligations and Compliance Schedule (the schedule) is kept for each financial year.

The schedule was first implemented in 2019 following the Local Government Inspectorate Examination Report - February 2019 which highlighted the importance of a governance schedule.

The 2020/21 Schedule was updated to reflect legislative requirements and obligations under the new *Local Government Act 2020* but also includes other key forms of legislation to assist other departments remain aware of their obligations.

The 2020/21 Schedule is presented for Audit and Risk Committee information and also includes highlights status update on requirements.

##### COMMITTEE RESOLUTION

Moved: Mr Phil Delahunty  
Seconded: Mr Andrew Pearce

That the Audit and Risk Committee receive and note the Statutory Obligations and Compliance Schedule for 2020/21 (Attachment 1).

**CARRIED**

#### 4.20 INSTRUMENT OF DELEGATIONS AND PROCESS

##### EXECUTIVE SUMMARY

Council decisions are made in a number of ways, with the central decision-making process taking place at Council meetings. With Council approval, certain decisions can also be made under delegation by Council officers or by special committees.

The Local Government Act allows both Council and the Chief Executive Officer to delegate to members of staff, by instrument of delegation, certain powers, duties, and functions.

##### Power:

- A 'power to' is something Council 'may' or 'can' do.
- This can include an indirect power.
- EXAMPLE: a reference in an act or regulation such as 'if a Council determines to grant a permit' – this reference implies that Council has a 'power' to grant a permit.

##### Duty:

- A 'duty to' is something Council 'must' do.
- This can also include an indirect duty.
- EXAMPLE: where a provision in an act or regulation requires a certain action to be taken, such as; where a document 'must be made available for inspection' and so, that duty to physically make the document available.

##### Function:

- A 'function of' is a 'task' of doing.
- A function arises where Council is involved in a process.
- EXAMPLE: being consulted on an issue or receiving a copy of documentation.
- Often administrative in nature – but this is not always the case.

##### COMMITTEE RESOLUTION

Moved: Cr Brett Cunningham

Seconded: Cr Helena Kirby

That Audit and Risk Committee receive and note the report on the Instrument of Delegations and Process.

**CARRIED**

#### 4.21 GENDER EQUALITY ACT UPDATE

##### EXECUTIVE SUMMARY

The *Gender Equality Act 2020* commenced on 31 March 2021 and GPSC, as a defined entity, is now required to meet obligations under the Act. (Click here to access a copy of the [Gender Equality Act 2020](#)).

The Act promotes gender equality by:

- Requiring the Victorian public sector, local councils and universities to take positive action towards achieving workplace gender equality.
- Requiring these organisations to consider and promote gender equality in their policies, programs and services.
- Establishing the Public Sector Gender Equality Commissioner to provide education, support implementation and enforce compliance.

Specifically under the Act, we are now required to:

- develop and implement a Gender Equality Action Plan, which includes:
  - results of a workplace gender audit
  - strategies for achieving workplace gender equality
- publicly report on their progress in relation to workplace gender equality
- promote gender equality in policies, programs and services that impact the public
- complete gender impact assessments

Council has established a working group to progress the requirements of the Act, which includes the Director Corporate Services, Director Community Services, Manager People & Culture and the Coordinator Health & Wellbeing. The organisation will also be supported by Women's Health Grampians (WHG) over a period of six months from May 2021 to November 2021 to deliver the actions required by the Act.

It is also noted that the action plan which will be developed to meet the requirements of the Gender Equality Act 2020 will intersect with the work being undertaken for the VAGO Audit on Sexual Harassment in Local Government and also the Act@Work program.

An email from the CEO to all staff in April 2021 (see attachment 1), articulates Council's expectations and the priority actions we are working towards.

##### COMMITTEE RESOLUTION

Moved: Cr Brett Cunningham

Seconded: Mr Andrew Pearce

That the Audit and Risk Committee note the briefing report on the Gender Equality Act 2020.

**CARRIED**

**4.22 VAGO AUDIT - SEXUAL HARASSMENT IN LOCAL GOVERNMENT - UPDATE APRIL 2021****EXECUTIVE SUMMARY**

In February 2021, the Audit and Risk Committee were presented with the findings of the Audit report conducted by the Victorian Audit Generals Office (VAGO) on Sexual Harassment in Local Government.

An action plan has been developed by Council to incorporate these recommendations and also the requirements of the *Gender Equality Act 2020* due to the close alignment.

Council will report progress against the action plan on a quarterly basis to the Audit and Risk Committee.

**COMMITTEE RESOLUTION**

Moved: Cr Brett Cunningham

Seconded: Cr Helena Kirby

That the Audit & Risk Committee

1. Note the action plan for Council to implement the recommendations made in the VAGO report into Sexual Harassment in Local Government.
2. Note this report will be presented to Council at the next meeting on 25 May 2021 .

**CARRIED**

**5. OTHER BUSINESS**

Phil – Update on Power agreement – signed up to contract last week. Cuts greenhouse emissions, more cost effective

**6. DATE OF NEXT MEETING**

The Audit and Risk Committee meets quarterly. The next meeting will be held on 14 September 2021.

**7. CLOSE OF MEETING**

The meeting closed at 11:42 am.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 14 September 2021.

.....  
**CHAIRPERSON**